



**BOARD OF ALDERMEN RETREAT AGENDA  
SALADO BOARD OF ALDERMAN**

**SATURDAY, JANUARY 24, 2015 8:00 A.M.  
CONVENTION AND VISITOR'S BUREAU  
831 NORTH MAIN STREET, SALADO TX**

**I. WORKSHOP AGENDA**

1. Discuss projects and priorities for the year.

<b>PROJECT</b>	<b>DESCRIPTION</b>	<b>PROJECT MANAGER</b>
Downtown Master Plan	Designs and priority list for Main Street Improvements provided by A&M	City Administrator, Alderman Brown
Main Street grant	TAPS statewide grant	City Administrator
Tourism Master Plan	Texas A&M Tourism Department	City Administrator, Bureau Director
Wastewater treatment plant	Permit, location, design	City Administrator
Wastewater treatment plant	Funding	City Administrator, committees
Stagecoach plant	User fees	City Administrator
The Sanctuary	Negotiate agreements	City Administrator, Mayor, BOA Committees
Robertson Tract	Negotiate agreements	City Administrator, Mayor, BOA Committees
ETJ/Annexation Committee	Develop strategy, obtain necessary documents, knock on doors, execution documentation	BOA Committee, City Administrator
Streets Maintenance Plan	5 year program: Hotmix, seal coat, crack seal; Finalize and document full plan	Street Improvement Committee; City Administrator
Budget	Discuss budget process, condition of current budget	City Administrator, BOA

International Building codes	Review & adopt codes and revisions	Ordinance Committee, City Administrator
Zoning Ordinance: Non-residential development standards	Re-write landscaping, non-residential standards	City Administrator, ordinance committee
Zoning Ordinance: Historic District standards	Re-write Historic District development standards; clarify decision making authority	City Administrator, ordinance committee
Zoning Ordinance - Misc	Update miscellaneous provision – change in use, site plan, area regulations	City administrator, ordinance committee
Subdivision ordinance	Ease process and steps, achieve clarity	City Administrator, Ordinance Committee
Development Checklists	Create checklists for staff and developers/builders to accomplish smoother, predictable process	City Administrator, temporary staff
Development fees	Research surrounding city fees; Adopt fees that prevent negative impact on budget	City Administrator, Ordinance Committee, temporary staff
Development flowcharts	Develop flowcharts for staff and developers/builders to accomplish smoother, predictable process	City Administrator, temporary staff
Master Plans – Thoroughfare Plan	The Thoroughfare Plan is outdated and is not a good tool during platting process	City Administrator, committee
Master Plan – Hike/bike	This plan needs review-2004 plan	City Administrator, committee
Master Plan – Parks	This plan needs review – 2004 plan	City Administrator, committee
Master Plan – Emergency Management	This plan needs review	Chief of Police, Fire
Master Plan – Economic Development	Have not had a chance to look at existing documents	City Administrator, committee
Master Plan – Comprehensive Plan	Adopted in 2004. Should have 5 year review with major review every 10 years	City Administrator, committee
Bureau Action Plan	Multi-year plan to increase Chamber activities and programs as well as Tourism	Bureau Director, City Administrator, Supervisory Committee
Staff training	City Secretary; Code Enforcement; Chamber of Commerce	City Secretary, Code Enf, Chamber of Commerce
Admin and police department building renovations	Renovate municipal building and police department building	City Administrator, Street Maintenance, volunteers

Code enforcement	Philosophy, process, approach, priorities, form letters, record keeping	City Administrator, temporary worker
Technology	Finalize security, records mgmt., shared; screen in Chambers	Screen in Chambers outstanding
Records management system	Scan documents into indexing system	Village Secretary
Website	Modernize website	City Administrator
Financial management	Finalize conversion of records-budget	Administrative Assistant
Deer issues	Deer issues	Board of Aldermen
Buzzard issues	Buzzard issues	Board of Aldermen
Police technology	Records management and mobile data terminals in vehicle	Police Chief
"Are you okay" program	Program to check on elderly residents	Police Chief
Delegation of Authority Ord	Personnel management and other issues delegating to City Administrator	City Administrator Village Secretary
Governance policy/media relations policy	Update ordinance to reflect workshop discussion	Village Secretary City Administrator
Update personnel policy manual	Update personnel policy manual	Volunteer review, City Administrator, department heads
Update purchasing policy	Update purchasing policy	City Administrator, administrative assistant, department heads
Agenda preparation policy	Create agenda preparation policy	Village Secretary
Other special projects		

## II. **EXECUTIVE SESSION**

2. Economic Development – Sanctuary
3. Personnel Matters

The Village of Salado reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Village Secretary's office at (254) 947-5060 for further assistance.

I hereby certify that a true and correct copy of this Notice of Meeting was posted in a public place at 11:45 a.m., on Tuesday, January 20, 2015.

  
\_\_\_\_\_  
Douglas A. Hansen, Village Secretary

Removed from display: \_\_\_\_\_