VILLAGE OF SALADO
SALADO MUNICIPAL BUILDING, 301 N. STAGECOACH
REGULAR BOARD OF ALDERMEN MEETING
JULY 20, 2017 – 6:30 P.M.

Board of Aldermen meeting called to order at 6:30 p.m. by Mayor Skip Blancett.

Mayor Blancett gave the invocation and the Aldermen led the Pledge of allegiance to the United States and Texas flags.

Board Members Present: Mayor Skip Blancett, Aldermen Andy Jackson, Mayor Pro-tem Fred Brown, Amber Dankert, and Michael McDougal. Absent: Frank Coachman.

Staff Present: Village Administrator Don Ferguson.

Citizen Communications

There were no citizen communications.

1. CONSENT AGENDA

APPROVAL OF THE JUNE 2017 FINANCIAL STATEMENTS FOR THE VILLAGE OF SALADO

Mayor Pro-tem Fred Brown moved to approve the item on the Consent Agenda and Alderman Michael McDougal seconded the motion. Motion carried on a vote of 4-0.

2. DISCUSSION AND POSSIBLE ACTION

(A) DISCUSS AND CONSIDER POSSIBLE ACTION AUTHORIZING THE EMPLOYMENT OF A CITY SECRETARY FOR THE VILLAGE OF SALADO. *(VILLAGE ADMINISTRATOR)*

Village Administrator Don Ferguson reported ten (10) individuals submitted applications for the position of City Secretary vacated by Judy King in June 2017. He said the applicant field was narrowed to two (2) applicants who were then interviewed by the Village Administrator. Based on interviews and background checks, Ferguson recommended hiring Ms. Cara McPartland, the current Assistant City Administrator/City Secretary for the City of Wimberley, as City Secretary at an annual salary of $62,200.

He said Ms. McPartland has a Jurisprudence Degree from the University of Houston and is a Certified Municipal Clerk. He said she has significant experience in records and court management.

Mayor Blancett reported that he had the opportunity to meet with Ms. McPartland and said he was very impressed with her knowledge and her professional approach.

Ferguson said Ms. McPartland, if hired, could start within thirty (30) days.

Alderwoman Amber Dankert inquired about the process used to determine an employee's salary.

Alderman McDougal moved to authorize the Village Administrator to hire Cara McPartland as the City Secretary at a starting annual salary of $62,200. Mayor Pro-tem Brown seconded the motion. The motion carried on a 4-0 vote.

(B) DISCUSS AND CONSIDER POSSIBLE ACTION AUTHORIZING THE MAYOR AND VILLAGE ADMINISTRATOR TO EXECUTE AN ENGAGEMENT LETTER WITH DONALD L. ALLMAN, CPA, PC, FOR THE YEAR ENDING SEPTEMBER 30, 2017.

Village Administrator Ferguson presented a proposed letter of engagement with Donald L. Allman, CPA, PC, for preparation of the Village of Salado Financial Statements for the year ending September 30, 2017.

Alderman McDougal questioned whether said the audit preparation agreement includes a "not to exceed" fee arrangement.

Ferguson noted the agreement includes a fee not to exceed $9,000. He said any additional audit work required beyond that scoped in the letter of engagement will be at an additional cost. He added the Board will be required to authorize the additional work and expenditure in advance of such work being done.

Mayor Skip Blancett noted Mr. Allman has served as the Village's external auditor for several years.

Mayor Pro-tem Fred Brown moved to authorize the Mayor and Village Administrator to execute the letter of engagement with Donald L. Allman, CPA, PC, for preparation of the Village of Salado Financial Statements for the year ending September 30, 2017. Alderman Jackson seconded the motion. The motion carried on a vote of 4-0.

3. <u>WORKSHOP</u>

(A) DISCUSS AND CONSIDER ISSUES RELATING TO THE SALADO HABITAT INITIATIVE PROJECT IN PACE PARK IN THE VILLAGE OF SALADO, TEXAS. *(VILLAGE ADMINISTRATOR)*

Will Lowery with the Salado Habitat Initiative briefed board members on the status of the effort to project that is intended to help attract Monarch butterflies, honeybees, and

hummingbirds to Pace Park. He said the effort has the support of the current Pace Park Board of Trustees.

Lowery said there is a need to better protect the habitat area that has been planted in the park to prevent damage by park users. He reported that the Initiative is working with Texan by Nature on a proposed Memorandum of Understanding that will designate the local Initiative as a Monarch Wrangler partner.

The Mayor and Aldermen expressed their support for the project and requested that the Village staff work with Initiative representatives on a plan to present to the Board of Alderman that will move the project forward.

(B) DISCUSS AND CONSIDER ISSUES RELATING TO THE REGULATION OF GOLF CARTS OPERATING ON PUBLIC STREETS IN THE VILLAGE OF SALADO, TEXAS. *(ALDERWOMAN AMBER DANKERT)*

Alderwoman Dankert said there is a growing problem with golf carts operating on Village streets without the necessary safety equipment and with underage drivers behind the wheel. She expressed concern that someone is going to get seriously injured in an accident if safety measures are not taken.

Alderman McDougal said he was willing to considering tightening the Village's golf cart regulations but said he can't support requiring golf carts to have seat belts.

After additional discussion, Board members requested the Village staff review the golf cart regulations of surrounding communities and bring the Board a list of proposed safety improvements for consideration.

(C) DISCUSS AND CONSIDER A PROPOSED AMENDMENT TO THE VILLAGE ORDINANCE REGULATING OUTDOOR BURNING. *(VILLAGE ADMINISTRATOR)*

Village Administrator Ferguson briefed the Board on a proposed amendment to the Village ordinance regulating outdoor burning. He said the proposed amendment would grant the Salado Volunteer Fire Chief, in coordination with the Village Administrator, the authority to impose an outdoor burn ban within the corporate limits of the Village when conditions warrant. He noted the current regulations only grant the Fire Chief to prohibit bonfires and rubbish fires should conditions warrant.

Alderman McDougal said it is important to have a mechanism in place to prohibit outdoor burning in the Village should conditions warrant and a countywide burn ban has not been imposed.

Fire Chief Shane Berrier said he supports the proposed amendment.

Mayor Blancett requested the Village staff work with the Fire Chief on the language of the amendment and to present the proposed ordinance amendment to the Board at its first meeting in August for consideration.

(D) DISCUSS AND CONSIDER A PROPOSAL TO REDUCE THE SPEED LIMIT ON WEST VILLAGE STREET. *(ALDERMAN MICHAEL MCDOUGAL)*

Alderman McDougal expressed concern with the speed of traffic traveling on West Village Street. He also inquired about the possibility of golf carts being allowed to operate on the subject roadway, which is located outside the Village limits in Bell County.

Village Administrator Ferguson said Bell County doesn't have the authority to allow golf carts to operate on County roads. He suggested requesting the County to conduct a speed study to see if a reduction in the speed limit is warranted.

Mayor Blancett asked the Village Administrator to draft a letter for his signature to Bell County Commissioner Tim Brown to conduct a speed study on West Village Road and lower the speed limit for safety purposes should the study indicate conditions warrant.

(E) DISCUSS AND CONSIDER ISSUES RELATING TO THE EXISTING CONTRACT BETWEEN THE SALADO CHAMBER OF COMMERCE AND THE VILLAGE OF SALADO, TEXAS. *(VILLAGE ADMINISTRATOR)*

Village Administrator Ferguson said discussions continue with representatives of the Salado Chamber of Commerce regarding the proposed termination of the Village's Funding and Operating Agreement with the Chamber. Recognizing the Chamber's financial resources are somewhat limited, Ferguson briefed Board members on the following three (3) scenarios that were developed to assist the Chamber with the transition out of its current agreement with the Village.

Scenario #1 The Village would terminate the current agreement with the Chamber and would lease a small amount of space from the Chamber for use as the Visitors Center. Under this scenario, the Chamber would be responsible for operating costs (phone, internet, etc.) associated with the space leased by the Village.

Scenario #2 The Village would terminate the current agreement with the Chamber and assume the Chamber's current leasehold for use as a Visitor's Center and allow the Chamber to have an office in the Visitors Center. Under this scenario, the Village would be responsible for operating costs (phone, internet, etc.) associated the space leased by the Village.

Scenario #3 The Village would terminate the current agreement with the Chamber and would lease a small amount of space from the Chamber for use

as the Visitor's Center. In addition, the Village would allocate approximately $9,000 a month from the Village's General Fund to the Chamber for services. Under this scenario, the Chamber would be responsible for operating costs (phone, internet, etc.) associated with the space leased by the Village.

Ferguson said Scenario #2 will help rebuild the Chamber's fund balance while at the same time allowing for the operation of a Visitor's Center.

Chamber President Dave Swarthout briefed the Mayor and Aldermen on the response to the proposal from the Chamber Board. He said the Chamber Board supports Scenario #2 provided the Chamber maintain the lease and transfers funds to the Chamber to cover the Chamber's lease costs.

Mayor Pro-tem Fred Brown questioned the legality of the Village transferring Hotel Occupancy Tax funds to the Chamber as suggested by the Chamber.

Village Administrator Ferguson said Scenario #2 envisioned the Village assuming the Chamber's lease. If that isn't acceptable to the Chamber, it may be possible for the Chamber to sublease its leasehold to the Village for the specific use as a Visitor's Center.

After further discussion, the Mayor requested the Village Administrator have the Village's legal counsel review the Chamber's response to Scenario #2 to see if what they have suggested is legal and report back to the Board of Aldermen.

(F) DISCUSS AND CONSIDER A PROPOSAL TO REGULATE LARGE TRUCK TRAFFIC ON SALADO PLAZA ROAD. *(VILLAGE ADMINISTRATOR)*

Village Administrator Ferguson briefed board members on the recent repairs to Salado Plaza Road, most of which are the result of heavy truck traffic. He suggested the aldermen consider imposing on-street parking restrictions on the subject roadway to see if that leads to a reduction of surface damage.

Alderman McDougal agreed with the proposed restriction and suggested that it be placed on the Board's first meeting in August for review and consideration.

Mayor Blancett also asked Alderman McDougal and members of his transportation subcommittee to look into the proposed on-street parking prohibition and the possible development of a designated truck route.

ADJOURNMENT

With there being no further business, Mayor Blancett adjourned the meeting and 7:50 p.m..

Skip Blancett, Mayor

Don Ferguson, Village Administrator/

Acting City Secretary