

**Village of Salado
Salado Municipal Building
301 N. Stagecoach
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
September 7, 2017**

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

First Baptist Church Associate Pastor Frank Wallace gave the invocation and the Aldermen led the Pledge of Allegiance to the United States and Texas flags.

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

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland, Development Services Director Chrissy Lee, and Interim Tourism Director Erin Klingemann

Citizens Communications

Central Texas Council of Governments (CTCOG) representative Sarah Ruiz spoke on the need for affordable housing and provided information on various resources, programs and support services.

1. Zoning Board of Adjustment

Hold a public hearing and consider a request for a variance from Section 5.3C1B of the Village of Salado Zoning Ordinance, which prohibits fences in the front yard of any Single Family Residential lot, for a property located at 1209 Salado Oaks Drive in Salado, Texas.
(Development Services Director Chrissy Lee)

Mayor Blancett convened the Zoning Board of Adjustment at 6:40 p.m. and explained public hearing procedures.

Development Services Director Lee presented the variance request to allow a front yard fence on the subject residential property. She noted that the applicant intends to replace the pre-existing, non-conforming fence with a new fence placed in the same location that will be fifteen feet (15') from the roadway. She advised that four responses were received in support of the requested variance.

Applicant Bryan Johnson cited locations of other similarly designed fences and felt the new fence will enhance security and maintain the historic character of the old fence, which badly needed replacing.

Discussion addressed the proposed fence's height, color, and design features.

Mayor Blancett opened the public hearing and made three (3) calls for public comments.

Gail Allard of 1308 Salado Oaks Drive commented favorably on the aesthetics of the new fence and said she has no problem with the requested variance.

Hearing no further public comments, Mayor Blancett closed the public hearing.

Mayor Pro-tem Brown moved to approve the variance request, as presented, including affirmative findings on all required conditions. Alderman McDougal seconded. Motion carried on a unanimous vote of 5-0, including Mayor Blancett as a voting member of the Zoning Board of Adjustment.

Mayor Blancett adjourned Zoning Board of Adjustment and reconvened Open Session of the Board of Alderman Regular meeting.

2. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of July 6, 2017.
- B. Approval of minutes of the Regular Board of Aldermen meeting of August 17, 2017.
- C. Approval of July 2017 Financial Statements for the Village of Salado.

Alderman Dankert moved to approve all Consent Agenda items, as presented. Alderman Jackson seconded. Motion carried on a 4-0 vote.

3. Status Reports

A. Mayor's Report

Mayor Blancett expressed appreciation to all those who helped with Hurricane Harvey relief. Alderman Dankert spoke of cooperative efforts among area churches and residents to provide services and supplies for hurricane evacuees. She read a letter from a family thanking everyone for the outpouring of support received in their time of need.

Alderman Dankert advised that the Board has been challenged by the Harker Heights Rotary Club to participate in its 2017 Dodgeball Challenge charity event.

Rotary Club representative Bobby Whitson spoke on event activities and participants. Board discussion favored accepting this challenge and participating in the event scheduled for October 14, 2017 at 12 p.m.

Mayor Blancett reported on the well-attended Mermaid Ambassador luncheon held today at the Stagecoach Inn, encouraged community involvement, and noted specific planned Sirena Fest activities. He also reported on an upcoming regional Texas Department of Transportation (TxDOT) meeting in Waco to discuss TxDOT recommendations. He reported on plans to recognize U.S. Representative John Carter with a proclamation and key to the city for his assistance in securing required permits and funding. Mayor Blancett reported on an upcoming mail-out to form a "think tank" of people of all ages and various service organizations to discuss

how all can come together to make Salado a truly wonderful place. He asked for prayers for our country given the serious nature of recent events involving North Korea.

B. City Administrator's Report

- Status report on wastewater issues (existing Stagecoach Plant and improvements, proposed wastewater system permit, rates and impact fees).

Village Administrator Ferguson reported that the third-party peer review is winding down and anticipated bringing design sets to the board on September 21, 2017. He expressed concerns about the economic impact of recent hurricane events on the bidding/construction market, specifically the pricing of PVC pipe. He advised that interviews of Request for Qualifications (RFQ) respondents for wastewater project management will take place next week and anticipated bringing a recommendation to the board at its September 21st meeting. He noted that a request was made to Texas Commission on Environmental Quality (TCEQ) for a re-hearing on the Stagecoach permit.

- Status report on the new city secretary.

Village Administrator Ferguson introduced Cara McPartland as the new city secretary and highlighted her background and qualifications. Possible options for future court operations were briefly discussed.

- Status report on proposed Fiscal Year 2017-2018 Budget.

Village Administrator Ferguson reminded that the public hearing on the budget and adoption of the effective tax rate is scheduled for the board's September 21st meeting. He advised the ad valorem tax rate will not be increased.

- Status report on Main Street Improvement Project

Village Administrator Ferguson advised federal funding allocated for this project will not be affected by federal hurricane relief.

- Status report on Pace Park.

Village Administrator Ferguson reported that the board now serves as trustees of Pace Park and advised of plans to form a stakeholder group. He noted that signs related to rules and bacteria levels will be posted next week.

In addition, Ferguson reported that sales tax collections of approximately \$42,000 were higher than usual due to a \$13,000 audit adjustment by the State Comptroller. He said sales tax collections are strong and trending upward. He also stated the importance of supporting devastated coastal communities as long-term clean-up efforts continue.

Brief discussion addressed air conditioning issues with the Village's municipal building and satisfactory resolution of those issues in a cost-effective manner.

C. Police Chief's Report

Police Chief Rick Ashe reported on August calls for service, number of reports written, citations issued, arrests made, and response times for calls in August. He also reported on working with Larry Nathanson to re-start the Citizens on Patrol program to begin the first week in October. He advised that National Night Out (NNO) is planned for October 3rd and asked citizens wishing to organize NNO events to contact the police department. Village Administrator Ferguson spoke briefly on plans to initiate a neighborhood watch program to enhance crime prevention. In response to Mayor Blancett's inquiry about a recent prostitution sting by Bell County Sheriff's Office, Chief Ashe replied that he was contacted as a courtesy, but Salado Police Department was not involved in the operation. Mayor Blancett thanked Larry Nathanson, who commended Chief Ashe for his efforts in coordinating the Citizens on Patrol program. Mayor Pro-tem Brown thanked Mr. Nathanson for his donation of a 30-foot flagpole to the Village.

D. Fire Chief's Report

Salado Volunteer Fire Department (SVFD) Fire Chief Shane Berrier provided information on SVFD's Annual Fish Fry Fundraiser scheduled for 5 p.m. on Saturday, September 9, 2017. He reported on August statistics for EMS, fire, and motor vehicle accident calls within the Village and Bell County.

E. Chamber and Tourism Interim Executive Director's Report

Interim Director Erin Klingemann recognized Keep Salado Beautiful's gardening project at the Visitor's Center and noted that *Texas Hill Country* magazine plans to run features on upcoming Salado events and business advertisements. She spoke on possible billboard advertising for Salado's annual Christmas Stroll event and advised that Lamar Advertising will be donating free billboard space along I-35 between Jarrell and Temple area. She said the Chamber of Commerce will be advertising events in *Bell County Living* magazine. She spoke on upcoming events, including the Chocolate & Wine Weekend, the Public Arts League of Salado (PALS) A Taste of Art, Sirena Fest, 13th Annual Chamber Golf Tournament, Christmas in October, Highland Games, and Christmas Stroll. She advised that interviews will be held next week for the part-time administrative coordinator position. Mayor Pro-tem Brown recommended putting together marketing packages for the many area associations that hold retreats. Director Klingemann noted that groups are coming back to Salado for such retreats. Mayor Blancett suggested that Director Klingemann and Village Administrator Ferguson explore possible opportunities for service on Texas Municipal League's Small Cities Advisory Council.

4. Public Hearing and Consider Action

Hold a public hearing and consider action regarding a request for a variance from the Village of Salado sign regulations for a business located at 831 N. Main Street. (*Development Services Director Chrissy Lee*)

Director Lee reviewed the variance request and cited current regulations prohibiting pole signs in the Historic District. She stated the applicant proposes to replace the existing single-sided sign that faces Main Street with a double-sided sign that will face both north and southbound traffic on Main Street. She advised that the Planning and Zoning Commission held a public hearing on August 8th and voted to recommend denial. She noted that the Salado Historical Society also expressed opposition to the proposed pole sign. No responses were received from the public on the variance request and staff recommended approval. Village Administrator Ferguson explained reasoning for staff's recommendation for approval, including fact issues regarding replacement of the pre-existing pole sign, enhancing sight distance for the sign, existence of more than twenty pole signs currently allowed along Main Street, and need to address issues with the current sign ordinance and Historic District zoning regulations. He cited specific conditions that must be met to grant the variance request.

Discussion addressed reasoning for opposition to the variance, number of monument/pole signs in the Historic District, and survey of existing signs on Main Street, many of which are pole signs.

Mayor Blancett opened the public hearing and called for public comments.

Applicant Judy Sears felt the best way to have a lucrative business is to bring in people with a visible, artistic, and beautiful sign placed at a 45-degree angle. She spoke of her desire to contribute to the Village of Salado and Bell County.

Mayor Blancett entertained two more calls for public comments. No further public comments were heard.

Mayor Pro-tem Brown moved to approve the variance request, as presented, including affirmative findings on all required conditions. Alderman Jackson seconded. Motion carried on a vote of 4-0.

5. Discussion and Possible Action

- A. Discuss and consider possible action terminating the existing agreement between the Village of Salado and the Salado Chamber of Commerce. (*Village Administrator*)

Village Administrator Ferguson spoke of the need to change the Village's current funding and operation arrangement with the Chamber and recommended terminating the existing agreement. Alderman McDougal moved to terminate the agreement, as recommended. Mayor Pro-tem Brown seconded. Motion carried on a vote of 4-0.

- B. Discuss and consider possible action approving a proposed lease agreement between the Village of Salado and the Salado Chamber of Commerce. (*Village Administrator*)

Village Administrator Ferguson detailed specific provisions of the sublease agreement, including base rent, office space, and 3-year sublease term, and recommended approval.

Alderman McDougal moved to continue consideration of this item until September 21st to allow for full attendance by the board. Alderman Jackson seconded. Motion carried on a vote of 4-0.

- C. Discuss and consider possible action approving the appointment of Erin Klingemann to the position of Director of Tourism for the Village of Salado. (*Village Administrator*)

Mayor Pro-tem Brown moved to approve the appointment of Erin Klingemann to the position of Director of Tourism for the Village of Salado, as presented. Alderman McDougal seconded. Motion carried on a vote of 4-0.

- D. Discuss and consider possible action authorizing the Village Administrator to submit a request to the Texas Department of Transportation Aviation Division requesting a feasibility study relating to the proposed development of a general aviation airport in Salado. (*Alderman Frank Coachman*)

Village Administrator Ferguson noted the board discussed possible development of an airport at length at its August 17th meeting and was advised that a feasibility study would be needed to determine if the proposed airport meets requirements to be added to the State Aviation Plan.

Alderman Jackson moved to authorize the Village Administrator to submit a request to the TxDOT Aviation Division requesting a feasibility study relating to the proposed development of a general aviation airport in Salado. Alderman McDougal seconded. Motion carried on a vote of 4-0.

- E. Discuss and consider possible action authorizing the Village Administrator to execute a professional services agreement relating to the development of service rates and impact fees for the proposed Salado Wastewater System. (*Village Administrator*)

Village Administrator Ferguson advised that three (3) firms responded to the Request for Proposals (RFP) and recommended the lowest bidder, HDR of Austin, Texas at a cost not to exceed \$37,500, to be paid out of bond proceeds.

Alderman Jackson moved to authorize the Village Administrator to execute a professional services agreement relating to the development of service rates and impact fees for the proposed Salado Wastewater System, as presented, with HDR of Austin, Texas at a cost not to exceed \$37,500, to be paid from bond proceeds. Mayor Pro-tem Brown seconded. Motion carried on a vote of 4-0.

- F. Discuss and consider possible action relating to the prioritization of the Proposed Fiscal Year 2017-1018 Goals and Priorities for the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson recommended continuing this item until the board's October 5th meeting.

Mayor Pro-tem Brown moved to continue prioritization of the Proposed Fiscal Year 2017-1018 Goals and Priorities for the Village of Salado until the board's meeting on October 5, 2017. Alderman Dankert seconded. Motion carried on a vote of 4-0.

G. Discuss and consider possible action on issues relating to the Proposed Fiscal Year 2018 Operating Budget for the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson explained that budget approval is scheduled for September 21, 2017 and this is a standard item to allow for discussion of budget issues. Discussion addressed statutory deadlines for budget approval and possible scheduling of a workshop on the budget and on Agenda Item 5B. Agreement was reached to hold a workshop meeting at 5:30 p.m. on September 18, 2017.

Adjournment

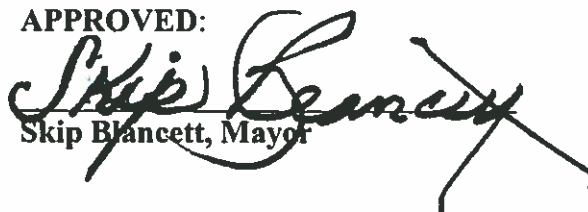
Hearing no further business, Mayor Blancett called the meeting adjourned at 8:15 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 21st of September, 2017.

APPROVED:


Skip Blancett, Mayor

ATTEST:


Cara McPartland, City Secretary

