

**Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
November 4, 2021 at 6:30 p.m.**

The Board of Aldermen meeting was called to order at 6:30 p.m. by Mayor Michael Coggin. *The meeting was conducted in person and using videoconferencing. Public participation was available via videoconference.*

Mayor Coggin gave the Invocation and the Board of Aldermen led the Pledge of Allegiance to the United States and Texas flags.

Board Members Present: Mayor Michael Coggin and Aldermen John Cole, Paul Cox, and Jason Howard attended in person. Mayor Pro-tem Rodney Bell and Alderman D. Jasen Graham were absent.

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland, Police Chief Patrick Boone, and Tourism Director Andrea Howard.

Presentations

Recognizing Donald Hogue, Tommye Prater, Joe Oliver and Roy Harden for their dedication and service to the Village of Salado.

Mayor Coggin, Alderman Cox, Alderman Cole, and Alderman Howard presented “Key to the City” awards to Salado volunteers Roy Harden, Donald Hogue, Tommye Prater, and Joe Oliver, for their donations of countless hours of service to our community.

1. Citizens Communications

Darlene Walsh of 1001 Mill Creek Drive repeated her comments from the Board’s October 21st meeting regarding federal funds awarded to the Village. Citing the October 21st meeting’s Board discussion, she agreed drainage improvements and flood control are top priorities and said citizens should have input in development of a list of priorities. She referenced the proposed interlocal agreement (*see Agenda Item 6B*) between the Village and Central Texas Council of Governments (CTCOG) and said there should be no fee charged to the Village for administrative services. She felt the Village office should do all the planning and paperwork here and expressed faith in the Board to be fiscally responsible in developing a spending plan.

Linda Reynolds of 1001 Mill Creek Drive distributed a handout to the Board of Aldermen listing amounts of sewer rebates issued to her in 2009-2011 for properties that she owns in Maine that were not connected to municipal sewer systems. She repeated her comments from the Board’s October 21st meeting proposing to use a portion of federal funds to issue one-time sewer rebates for homesteaders who have been helping pay for a sewer system they are not connected to. She stated her understanding of a National League of Cities report on American Rescue Plan Act

(ARPA) funding that she said prohibits states from using funds for tax decreases, but not cities. She said there are some individuals who pay little or no Salado property taxes and felt that they would understand not being included in a potential sewer rebate. She believed that our elected Bell County auditors “can push the correct buttons on a computer and ferret out the non-contributors.” She felt that rebates would be a nice personal holiday gift given that some aldermen might be up for election next spring.

2. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of October 21, 2021.
- B. Approval of the parade route for the 2021 Salado Stroll Parade on Thursday, December 2, 2021.

Alderman Cole moved to approve the Consent Agenda, as presented. Alderman Howard seconded. Motion carried on a vote of 3-0.

3. Discuss and Consider Possible Action Regarding Any Item Removed from the Consent Agenda

No items were heard.

4. Status Reports

A. Village Administrator’s Report

- Salado Plaza Drive Reconstruction Project

Village Administrator Ferguson reported the project is completed and the roadway is open to traffic. He advised that completion was one week later than projected due to rain during what was originally scheduled to be the final week of the project. He noted that temporary “no parking” signage will be installed within the next few days. He reported that a temporary off-loading plan has been worked out with Ace Hardware.

- All-Abilities Playground Project Update

Village Administrator Ferguson reported that a Request for Qualifications (RFQ) has been issued to secure a professional design/build firm. He advised staff is working with Oncor to address overhead power lines that are required to be buried in the playground area and on development of an action plan to establish a Salado Parks Foundation to raise money for capital improvements and maintenance.

- Buzzard Movement Project

Village Administrator Ferguson reported on development of a Buzzard Movement Program to address a significant buzzard roosting problem on Center Circle and Pace Park. He noted the protected status of buzzards and provided details on pyro equipment used to deter roosting,

associated training, and protective gear to be used by Citizens on Patrol members. He advised that a federal permit would be required to “take” a certain number of birds.

- Sales and Mixed Beverage Tax Collections

Village Administrator Ferguson reported the following statistics: FY 2021 Sales Tax collections totaled \$665,980, up 22 percent compared to FY 2020; October 2021 Sales Tax check totaled \$51,534, up 23 percent from the same period last year; and FY 2021 Mixed Beverage Tax collections totaled \$32,913, up 96 percent over FY 2020.

- Habitat Conservation Plan Update

Village Administrator Ferguson reported Bell County has issued a Request for Qualifications (RFQ), with responses due by November 9th and contract award expected December 13th. He noted the Board is scheduled to consider a proposed interlocal agreement at its November 18th meeting. He advised the Village’s anticipated financial contribution for the Plan is \$8,250 and noted the need for Village involvement in development of ongoing resource management.

In addition, Village Administrator Ferguson reported on continued discussions with Sanctuary representatives regarding the development agreement; wastewater easement discussions with one property owner; and presentation of an ordinance at the Board’s next meeting that encompasses recommendations made to date. He noted that doors for the vacant house on Chisholm Trail have been secured, the property is being mowed regularly, and Village legal counsel has been in contact with the property owner’s attorney to repair broken windows. Regarding the wastewater service extension project, he reported on a pre-construction meeting, back-ordering of PVC pipe, project scope/timeframe, and possible need for a few partial (one-lane) road closures.

Discussion established that property owners will not pay impact fees for those properties included in the wastewater extension project in accordance with prior Board of Aldermen action, as they are part of the original system design. As with existing customers, it was noted that property owners will be responsible for plumbing costs to connect to the system.

Additional discussion addressed issues associated with public parking/signage; creek clean-out; status of Domino’s development; approximate 60-day timeframe for property owners to connect to wastewater system; and Ace Hardware’s plan to build a turn-out for large trucks once wastewater connection construction is complete.

B. Salado Police Chief Status Report

- License Plate Reader Program Update

Chief Boone presented October statistics on number of license plate images captured (80,113); number of deleted license plates; license plate images (3) retained for investigative purposes; 5 system alerts; average system notification time for alert (4-5 seconds); system used for suspicious vehicle ID (4); system used for criminal investigative purposes (5); system accessed by SPD (9) and SPD administrative use (15).

- Calls for Service Report

The following statistics were presented for October: an increase in calls for service (688); 15 offense/incident reports; 3 supplemental reports; 3 crash reports; 1 warrant obtained; 38 citations issued; 159 warnings issued; no arrests; 1 grand jury (true bill); Priority 1-4 response times; and 306 house watches/security checks.

- Officer Training

No report was heard.

- Citizens on Patrol Program Update

Chief Boone reported that four businesses were found unsecured and owners were contacted..

In addition, Chief Boone noted upcoming events for the Scottish Gathering on November 12-14 and Christmas Parade & Stroll during the first two weeks in December. Discussion addressed increased calls for service; upward/downward trends in various statistics; and stepped-up Main Street traffic enforcement. Mayor Coggin spoke of positive feedback from the public on police interaction and expressed appreciation to the Police Department.

C. Salado Fire Chief Status Report

- Calls for Service

No report was heard, as Fire Chief Shane Berrier was unable to attend tonight's meeting.

D. Tourism Director's Report

- Salado Marketing Activities

Tourism Director Andrea Howard reported on the following October marketing statistics: number of website/app users (270), including percentage of new/returning visitors; increased total sessions and slightly decreased total pageviews; and partnership with the Chamber for Stroll advertising, including details on radio/TV commercials; social media advertising, and digital billboard rotation.

- Visitors Center

Tourism Director Howard reported 796 visitors stopped in the Visitors Center, up 364 from September 2021. She noted increased traffic due to events every weekend in October. She reported on trolley services dates/hours for November and December events.

- Upcoming Events

Tourism Director Howard reported on dates for upcoming events, including: Pioneer Hickory Golf Tournament, PALs Brunch with the Art Bunch, 60th Scottish Gathering and Highland Games, Music Association of Central Texas Music and Art Festival, Small Business Saturday, Lighted Parade, and Salado Stroll.

In addition, there was brief discussion of visitor comments/feedback to the Tourism Director and volunteer trolley drivers.

5. Public Hearing and Possible Action

Hold a public hearing and consider approval of an ordinance of the Village of Salado, Texas, zoning 26 Mill Creek Drive (Block 2, Lot 1, Settlers Place Replat) and 28 Mill Creek Drive (Block 2, Lot 2, Settlers Place Replat) in Salado, Bell County, Texas, from MF-1 (Multi-Family Residential Apartment Development) to PF (Public Facilities); and providing for the following: severability; effective date and proper notice and meeting. (*Village Administrator*)

Village Administrator Ferguson stated the subject properties are being acquired by the Salado Public Library District to facilitate future library expansion. He noted the zoning change is being requested to make the zoning designation for the properties consistent with the planned future use. He said the existing rental homes on the properties can continue to be rented for residential use until such time the Library District moves forward with its expansion plans. He advised that the Planning & Zoning Commission held a public hearing on October 26th on the zoning change and afterwards voted unanimously to recommend approval.

Mayor Coggin opened the public hearing at 7:31 p.m. Hearing no comments, Mayor Coggin closed the public hearing at 7:32 p.m.

Alderman Cox moved to approve the ordinance to rezone the subject properties from MF-1 to PF, as presented. Alderman Cole seconded. Brief discussion established that there are no specifics available at this time on the anticipated square footage of the expansion. Motion carried on a vote of 3-0.

6. Discussion and Possible Action

- A. Discuss and consider possible action adopting a spending plan for funds awarded to the Village of Salado under the American Rescue Plan Act. (*Village Administrator*)

Village Administrator Ferguson reviewed past Board of Aldermen discussions resulting in a prioritized list of drainage/wastewater related projects with preliminary cost estimates (*attached to these minutes*). He spoke of additional grant or low-interest loan funds that may become available to help cover costly projects such as Chisholm Trail drainage improvements. He provided details on specific drainage improvement projects.

In response to comments regarding a possible one-time rebate to Village taxpayers for sewer-related debt service (*see Citizen Communications on page 1 of these minutes*), Village Administrator Ferguson explained that the proposed expenditure is not in accordance with spending guidelines, as it does not address negative economic impacts caused by the COVID public health emergency. He noted that while guidelines specifically speak to allowable expenditures for states, they are silent on what is allowed for cities. He cautioned against using the awarded funds to reduce taxes as the nature and broadness of ARPA verbiage makes for a higher likelihood of being audited. He further cautioned that if funds are not spent within

allowable parameters, those funds must be paid back. He recommended approval of the spending plan as a starting point, continuing discussions with the State on addressing various drainage issues on Stagecoach Circle, Chisholm Trail, and Mill Creek Drive, and pursuing other funding sources such as grants or low-interest loans.

Mayor Coggin spoke of drainage infrastructure improvements as the safest spending route, as those improvements can be easily evidenced. He recognized that cost estimates on the list may change over time and recommended that staff focus on Project Numbers 1 through 5, and to modify Number 5 (Chisholm Trail Drainage Improvements) to include spending on only a design study.

Discussion addressed potential project design/construction timeframes; issuance of a Request for Qualifications (RFQ) for engineering/design work; proceeding with certain projects that are bid-ready; importance of always looking up/downstream when addressing drainage issues; need for a county-wide drainage study to examine drainage as a system and update flood maps; conversations with TxDOT on drainage issues from 2015 construction, including possible corrective measures and runoff reduction; December 31st deadline for TxDOT response; taking advantage of available funding now to help avoid further possible flood damage to residents, while continuing discussions with TxDOT; and direct impact of growth on flows/runoff.

Alderman Cole moved to approve Spending Plan Project Numbers 1, 2, 3, 4, and limiting scope of work for Project Number 5 to design study only, while continuing to work with TxDOT. Alderman Cox seconded.

Discussion continued regarding continuing efforts to compel TxDOT to correct any drainage problems caused by TxDOT construction projects; history of discussions with past TxDOT officials; allowing new TxDOT officials until December 31st to respond to drainage concerns; and moving forward with the Spending Plan while simultaneously working with TxDOT officials.

Alderman Cox inquired about a possible amendment to Alderman Cole's motion that would allow time for the Village to reach a solution with TxDOT on Stagecoach Circle's drainage issues. Mayor Coggin restated Alderman Cox's amendment to move Project Number 1 (Stagecoach Circle) down the priority list, subject to TxDOT's response. Alderman Cole did not favor delaying action on Project Number 1. Village Administrator Ferguson sought to clarify Alderman Cox's amendment language as follows: Proceed with Project Numbers 2, 3, 4 and 5 (with design work only on Number 5) and move Project Number 1 down the priority list while trying to work out a resolution with TxDOT. Village Administrator Ferguson and Mayor Coggin noted that TxDOT will not pay for underground stormwater facilities in Salado's neighborhoods. He stressed that the Village needs to work with TxDOT to adequately manage the drainage coming off of the IH-35 into neighborhoods. Alderman Cole did not agree to amend his previously stated motion.

Motion, as originally stated by Alderman Cole, carried on a vote of 3-0.

- B. Discuss and consider possible action regarding a proposed interlocal agreement with the Central Texas Council of Governments regarding administration of the American Rescue Plan Act (ARPA) funding allocated to the Village of Salado. *(Village Administrator; this item was continued from the October 21, 2021 Board of Aldermen meeting)*

Village Administrator Ferguson reviewed modifications to Section 3 recommended at the Board's October 21st meeting emphasizing existing language that there would be no cost to the Village for administrative services and adding a provision that if at any time during the term of the agreement CTCOG needed to assess a fee, CTCOG would be required to notify the Village at least 3 months prior to said assessment, with any fee requiring approval from the Board of Aldermen. It was also noted that the term of the agreement shall continue until the Village has completely expended all funding provided pursuant to the ARPA.

Discussion emphasized that CTCOG has no control over how the Village spends ARPA funds and would only be providing administrative services related to reporting requirements. It was noted that CTCOG is providing the same no-cost services to other area cities.

Alderman Cox moved to approve the interlocal agreement, as presented. Alderman Cole seconded. There was brief discussion of advantages of contracting with CTCOG for the subject services. Motion carried on a vote of 3-0.

- C. Discuss and consider issues relating to a proposed ordinance regulating the parking of recreational vehicles (RVs) within the corporate limits of the Village of Salado, Texas. *(Village Administrator; this item was continued from the October 21, 2021 Board of Aldermen meeting; this is a workshop item and no action will be taken)*

Village Administrator Ferguson reviewed past discussions and presented a draft ordinance for discussion, which prohibits RV parking with certain exceptions, such as allowance for loading/unloading and permitted use as a temporary living site while property owners are repairing damage from a natural disaster.

Alderman Cole spoke of his personal contacts with citizens asking about people parking RVs and living in them. He said this is not something that fits with the special nature of Salado, which needs to be preserved. He stated "the needs of the many outweigh the needs of the few." He favored moving forward with development of an ordinance.

Alderman Howard questioned the number of complaints that the Village has received in the last 24 months. Discussion addressed the lack of complaints to the Village; number of RVs parked within the Village; prior adoption and repeal of a yard parking ordinance in 2018; possible conditional use permit requirement requiring public notification/input; need for possible ordinance given lack of communication and/or resolution among neighbors; possible compromise by mitigating visibility of parked RVs; and negative effect RV parking has on surrounding property values.

Mayor Coggin requested a revised draft ordinance be presented to the Board at its November 18th based on tonight's discussion.

- D. Discuss and consider possible action regarding the Regular Board of Aldermen meeting scheduled for Thursday, December 2, 2021. *(Mayor Mike Coggin)*

Mayor Coggin noted that this meeting conflicts with the Stroll Parade and asked for the Board's input. Discussion addressed upcoming agenda items that may require action and favored holding a single December meeting on December 16th.

Alderman Cox moved to cancel the Regular Board of Aldermen meeting on December 2, 2021. Alderman Cole seconded. Motion carried on a vote of 3-0.

Addendum to Agenda

4. Status Reports

E. Economic Development Advisory Board Activity Report

Economic Development Advisory Board (EDAB) member Bruce Gordon presented a summary of EDAB activity (*attached to these minutes*), including goals and objectives (GAO), first action steps (FAS), and associated timeframes for completion.

Discussion included FAS No. 5 (expansion of city limits and ETJ opportunities) and possible ETJ development and incentives. EDAB member Michael McDonald spoke of other ETJ-related impacts to insurance industry ratings/premiums and balancing current focus on heavy retail by enticing other types of businesses such as small manufacturing. He said there is plenty of land in the ETJ for businesses that might want to be annexed into the Village. He stated that the Board has the power to offer abatements to developers that could draw developers into our community and potentially create revenue for the Village of Salado. Mr. Gordon thanked the Board of Aldermen and said that ETJ opportunities are a high priority for the EDAB.

Adjournment

Alderman Cole moved to adjourn. Mayor Coggin called the meeting adjourned at 8:44 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 18th of November, 2021.

APPROVED:


Michael Coggin, Mayor

ATTEST:


Cara McPartland, City Secretary



BOARD OF ALDERMEN PRESENTATION November 4, 2021 – EDAB ACTIVITY

GAO 1- Review of Economic Development Policy – Nessler. In progress. Dedicated EDAB session January or February to develop list of suggested amendments. To BOA at completion.

GAO 2 - SWOT Analysis (BOA priority) – Gordon. Completed. Developed over a three month discussion and review. Ready for presentation to BOA.

GAO 3 – Define Village Industries, preferred/non-preferred business types (BOA priority) – MacDonald. Underway. Five industry types identified. Survey being developed for preferred bsns list, distributed via newspaper January or February. Presentation to BOA at completion.

Assistance from BOA to endorse, provide commentary to newspaper.

GAO 7 – Business Introduction/Information Package (BOA priority) – MacDonald, Coufal. Includes Village aerial video “Invest in Salado” as part of business package for potential investors. Dedicated EDAB Session in January or February. To BOA at completion.

Assistance from City Manager with population, demographics, current business demographics.

FAS 1 - Business Certificates of Formation (this inventory dovetails into GAO 3) – MacDonald. Documents completed to create current inventory of businesses active in Salado. Forwarding for legal review. Anticipate Village Ordinance.

FAS 2, 3 – Membership/liaison with other Village Interests – Gordon. Completed.

FAS 4 - Monthly Progress Report template/spreadsheet – MacDonald. Template completed, will begin populating November 2021. To BOA monthly for information January 2022.

FAS 5 - Expansion of City Limits and ETJ opportunities – Zuber. Difficult to get related information. While some area maps exist, they are not sufficiently detailed to show individual properties in surrounding areas not currently in a community ETJ.

Assistance from City Manager with developing list of property owners not in ETJ to receive city correspondence inviting them to be part of Salado ETJ.

Business Development ongoing - M Stalcup. Early discussions with several retail food opportunities and two possible Assisted Living/Nursing Home companies. City Manager now has lead on local health care initiative. EDAB Chair and City Manager to meet regularly to discuss and avoid duplication of effort.

**VILLAGE OF SALADO
AMERICAN RESCUE PLAN ACT
PROJECT SPENDING PLAN**

(Projects Listed by Priority with Preliminary Cost Estimates)

1. Stagecoach Circle Drainage Improvements (\$250,000)
2. Mill Creek Road Drainage Improvements (\$90,000)
3. Blaylock Road Drainage Improvements (\$45,000)
4. Southridge Low Water Crossing Sawtooth Curb Replacement (\$14,900)
5. Chisholm Trail Drainage Improvements (\$750,000) *
6. Bluff Circle/Salado Creek Drainage Improvements (\$400,000+Permitting)
7. Southridge Low Water Crossing Drainage Structure Improvements (\$291,328.05 + Engineering/Design/Permitting)
8. Acquisition of Additional Wastewater Treatment Facilities (TBD)
9. Expansion of Wastewater Treatment Plant (\$1,000,000)
10. Extension of Wastewater Service on East Side of IH 35 from Main Street to FM 2484 (\$1,500,000)

**Additional funding will be sought from other sources*

Other Suggested Projects:

- Issue one (1) time check to Village taxpayers in recognition of their annual contribution to the Village's debt service. *(This expenditure is not allowable, as the proposed expenditure does not address negative economic impacts caused by the COVID public health emergency. Funding may be spent to address economic harms to workers, households, small businesses, impacted industries, and the public sector)*