

Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
October 6, 2022 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.*

Larry Sands 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, Mayor Pro-tem Rodney Bell, Aldermen John Cole, Paul Cox, D. Jasen Graham, and Jason Howard attended in person.

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland, Police Chief Gary McHone, and Tourism Director Andrea Howard

1. Citizens Communications

Linda Reynolds of 1110 Mill Creek Drive spoke of a workshop she attended on septic system maintenance and inspection and asked if the Texas Water Resources Institute could be asked to make a presentation here in Salado. She said a lot of young families who may not be familiar with septic systems are moving to Salado and may need education on use and maintenance. Ms. Reynolds said the workshop was very informative and that she posted about the workshop on Facebook.

Speaking on Agenda Item 7D, Sharon Douglas of 524 FM 2268 said she could use help again this year, particularly in the area of providing entertainment for her Cowboy Poetry event. She spoke of going to Waxahachie's upcoming Cowboy Poetry event and other events that she has been invited to. She asked if the Board would consider using part of the money for payment of entertainers, instead of for advertising.

2. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of September 15, 2022.
- B. Approval of the appointment of Marcia Costa to the Village of Salado Parks Advisory Board.
- C. Approval of the appointment of Tyler Bearden to the Village of Salado Music Friendly Community Advisory Board.
- D. Approval of the appointment of David Shryock to the Village of Salado Music Friendly Community Advisory Board.

Brief discussion established that the aforementioned appointees were not in attendance at tonight's meeting and confirmed that they met qualifications to serve. Mayor Pro-tem Bell moved to approve the Consent Agenda, as presented. Alderman Cox seconded. Motion carried on a vote of 5-0.

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

No items were removed.

4. Status Reports

A. Village Administrator's Status Report

- Village of Salado Depository Agreement

Village Administrator Ferguson reported the Village is seeking proposals from Salado financial institutions and noted the current 5-year agreement has been extended to allow adequate time for the bidding process.

- Street and Drainage Improvements

Village Administrator Ferguson reported resurfacing of Pace Park Road is complete; resurfacing of Mill Creek Drive is underway, with paving to start on Monday; completion of Bluff Circle pavement improvements and need for future improvements; Village Engineer has begun the design/permitting process for drainage projects; Village Engineer is reviewing TxDOT's findings on drainage flows and gathering additional data for stormwater work on Stagecoach Circle and Chisholm Trail; and scheduled repair of the saw teeth on the South Ridge low water crossing to begin next week and public notice of repair-related closure.

- Right-of-Way Annexations

Village Administrator Ferguson reported notice has been provided to TxDOT of the Village's intent to annex IH-35 south to Jarrell's ETJ and FM 2268 to Gooseneck Road; staff is working with a surveyor on the proposed annexation of FM 2484 to the area of Brewer Road; preparations are underway for annexation of the Quick Trip, Salado Center, Fairway, Cowboy BBQ, and Robertson Hams properties; and public hearings to be held in November and December.

- April 2022 Storm Damage Repairs

Village Administrator Ferguson reported significant progress made in the clean-up and reconstruction off FM 2843; repair of hail-damaged roofs in the Village continues; 192 roof replacement permits have been issued to date; roof repair values total more than \$3,600,000; and staff's working with TDEM in efforts to develop a Regional Response and Recovery Program for disasters.

- Salado Creek Gravel Removal

Village Administrator Ferguson reported the permitting process is underway and advised that cost estimates will need to be developed, as well as possible funding sources due to significant anticipated project cost. He spoke on required public notices regarding permitting and stated that staff is working with Representative Buckley's office to help expedite the permitting process at Texas Parks and Wildlife Department (TPWD).

- Main Street Light Repairs

Village Administrator Ferguson reported TxDOT has reinstalled 21 repaired street light heads and will remove 12 additional light heads that have failed. He said the manufacturer has sent one of the failed light heads to a lab to help define the cause of failure. As the Village is responsible for maintenance of the TxDOT installed lights, he advised that an assistance agreement has been worked out with the help of Representative Buckley's office, due to a hardware problem not related to maintenance. He said TxDOT agreed to a one-time replacement of any failed light heads.

In addition, Village Administrator Ferguson spoke on a community event at Pace Park (Sirena's Creekside Carnival) this weekend that appeared to be well-attended and successful, with the event organizers to present a post-event report to the Board of Aldermen, as hotel occupancy tax funds were used to help fund the event. He said the Village worked through a couple of issues related to helicopter use and street closures that were not previously approved by the Board of Aldermen.

Discussion addressed the 7-year street light warranty from the time of initial installation or replacement; possible cost sharing opportunities for Salado Creek sediment removal; emergency management as a staff function; completion of Mill Creek Drive project prior to repairs of South Ridge low water crossing; and notification to Salado ISD of street improvement projects.

B. Salado Police Chief Status Report

- Calls for Service

Police Chief Gary McHone presented the following statistics for September: calls for service (636); number of offense reports (16); number of supplemental reports (15); number of crash reports (9); number of warrants obtained (0); other agency assists (4); number of citations issued (41); number of warnings issued (144); number of arrests (2); grand jury referrals (0); and average response times. Details were provided on response time definitions. Chief McHone advised that 129 house watches/area checks were conducted during September.

- License Plate Reader Program Update

No report was provided.

- School Resource Officer Program

Chief McHone reported an applicant has been interviewed by staff and begun the screening process, while an interview with Salado ISD is scheduled for tomorrow. He advised there is also another applicant moving through the interview/screening process.

- Citizens on Patrol Program (COP) Update

Chief McHone reported that COP volunteers found 6 unsecured businesses and are scheduled for training this Saturday to include information provided by Bell County staff on public safety communications and the 911 system.

Brief discussion addressed school security and a recent golf cart crash.

C. Salado Fire Chief Status Report

- Calls for Service

Fire Chief Jim Franz was not in attendance at tonight's meeting.

D. Tourism Director's Report

- Salado Marketing Activities

Tourism Director Howard reported that 193/199 new and returning users visited the website/app during August/September and provided available historical August/September data. She reported a new digital billboard is running in West with 3 rotating images; a Travel Texas article appeared on September 5th on social media and AtlasObscura website; Tourism staffer(s) to work the booths at the Texas State Fair on October 13-14 and at the F1 Race at Circuit of the Americas on October 21-23.

- Visitors Center Activities

Tourism Director Howard reported that 314/344 visitors stopped in the Visitors Center during August/September and provided available historical data for 2018 through 2021. She reported on use of last weekend's shuttle and upcoming shuttle usage.

- Upcoming Events
 - October 8, 15, 22, 29; Octoberfest Activities: Barrow Brewing Company
 - October 8-9; Christmas in October Jingle Walk; Salado Ladies Community League
 - October 15; VolksRide; Barrow Brewing Company
 - October 22; Fall Festival; Shady Villa Hotel
 - October 29-30; Fright Trail; Tablerock
 - November 5-6; Pioneer Hickory Gold Tournament; Salado Museum & College Park
 - November 26; Small Business Saturday

- December 2-4 and 9-11; Salado Christmas Stroll; Salado Chamber & Village of Salado
- December 3; Tour of Homes; Salado Historical Society
- December 2-3 and 9-10; A Christmas Carol; Tablerock
- Royal Street Art Walk; February-October on 4th Friday each month

Discussion addressed the number of visitors to Sirena's Creekside Carnival event on Saturday (36); the Village's support role for the event, including billboard/social media/print media marketing, park staffing, law enforcement; and post event reporting.

5. Public Hearings and Possible Action

- A. Hold a public hearing and consider approval of proposed amendments to the existing and Future Land Use Maps in the Village of Salado's Comprehensive Plan. (*Village Administrator; this item was continued from the September 15, 2022 meeting of the Board of Aldermen*)
- B. Hold a public hearing and consider approval of an ordinance of the Village of Salado, Texas, rezoning approximately 57.985 acres, located near the southeast corner of FM 2268 and Interstate 35 in Salado, Bell County, Texas, from Planned Development District (PDD-C) to Agricultural (A); providing for the following: severability; effective date and proper notice and meeting. (*Village Administrator; this item was continued from the September 15 2022, meeting of the Board of Aldermen*)

Mayor Coggin introduced both Agenda Items 5A and 5B. Mayor Coggin advised that the subject property owner has recently submitted new information and as a result, Mayor Coggin announced the Board of Aldermen will retire to Executive Session pursuant to Chapter 551.071 of the Texas Government Code for consultation with legal counsel.

Mayor Coggin convened Executive Session at 7:14 p.m. Mayor Coggin reconvened Open Session at 8:02 p.m. No action was taken in Executive Session.

In light of new material received late today by the Village, Mayor Pro-tem Bell moved to table this item for 30 days on the rezoning of 57.985 acres. Alderman Howard seconded. Mayor Coggin clarified with Mayor Pro-tem Bell that his motion to table for 30 days applied to both Agenda Items 5A and 5B. Alderman Howard concurred with the clarification as stated by Mayor Coggin and Mayor Pro-tem Bell. Motion carried on a vote of 5-0.

6. Resolution

Consider approval of a resolution of the Board of Aldermen of the Village of Salado, Bell County, Texas, approving the terms and conditions of the Advance Funding Agreement (hereinafter "Agreement") for the Royal Street Improvement Project, by and between the Village of Salado, Texas and the State of Texas, acting by and through the Texas Department of Transportation; authorizing its execution by the mayor; and providing an effective date. (*Village Administrator*)

Village Administrator Ferguson explained the Agreement relating to improvement of the roadway surface on Royal Street, with 80 percent of the project to be funded by TxDOT, while the Village will be responsible for 20 percent of the cost, along with the project design cost. Discussion addressed the Village's share totaling \$228,282, with payments reimbursed as the project progresses; funds allocated in Fund Balance for FY 2023; projected start date during summer of 2023; possible availability of additional KTMO "80/20" funding to help with cost increases, if needed.

Alderman Graham moved to approve the resolution, as presented. Alderman Cole seconded. Motion carried on a vote of 5-0.

7. Discussion and Possible Action

- A. Discuss and consider possible action regarding the proposed acquisition of two (2) patrol vehicles for the Salado Police Department. (*Village Administrator*)

Village Administrator Ferguson advised that due to a lengthy delay in the original planned delivery of 2 Chevrolet Tahoes, the Salado Police Department is requesting approval of the purchase of 2 Dodge Durangos with police packages from Cameron County Chrysler/Jeep/Dodge (at a cost approximately \$200 higher than the Tahoes) and associated resolution. He stated the vehicles would be financed through Government Capital Credit Corporation for 3 years at a cost of \$58,718.83 per year at an interest rate of 5.30 percent and is consistent with previous financing agreements.

Discussion established that the vehicle purchases are within the amount budgeted and allocated; total number of officers/vehicles, with new vehicle purchases needed for the 2 additional School Resource Officers; vehicles to arrive fully outfitted by Cap Fleet with radios, computers, etc.; approximate delivery time of about 30 days; and possible decal options.

Alderman Cole moved to approve the acquisition of 2 fully outfitted Dodge Durangos, as presented. Alderman Graham seconded. Motion carried on a vote of 5-0.

- B. Discuss and consider possible action regarding a proposed design contract with MRB Group relating to the Royal Street Improvement Project. (*Village Administrator*)

Village Administrator Ferguson requested that this item will be continued to allow MRB Group to re-submit a revised proposal for consideration at the Board's next meeting.

- C. Discuss and consider possible action regarding the future development of a new Municipal Building. (*Village Administrator*)

Village Administrator Ferguson spoke of past and upcoming discussions with Bell County officials on the possibility of the Village building its own offices adjacent to the County's facilities and potential to share certain facilities with Bell County. He also spoke on possible extension of the Village's wastewater system to the subject property and various potential funding options. Discussion addressed the age of the current municipal/police buildings, costly repair/maintenance

issues, and diminishing usefulness to provide adequate services. Mayor Coggin spoke on certain advantages of new facilities, including improved parking and technology. He provided funding examples such as tax notes and noted that the value of the existing municipal buildings was not calculated in said examples.

Alderman Graham moved to continue consideration of future development of a new Municipal Building. Alderman Cox seconded.

Mayor Pro-tem Bell expressed concerns regarding ease of access at the new location due in part due to traffic crossing FM 2484 and increased traffic from the yet to be constructed Quick Trip store. In response to Mayor Coggin, Village Administrator Ferguson confirmed the proposed property would be annexed into the Village. Alderman Cole cautioned against the Village spending Fund Balance down to below \$1,000,000. Aldermen Howard and Graham agreed with Alderman Cole's cautionary comments and acknowledged that discussion to date is exploratory in nature.

Motion carried on a vote of 5-0.

- D. Discuss and consider possible action regarding a proposed community event support program to be funded with Hotel/Motel Occupancy Tax funds. (*Village Administrator & Tourism Director*)

Village Administrator Ferguson highlighted the proposed program intended to streamline the existing process and bring forward a different approach that would provide enhanced marketing support for local community events that promote overnight visitation. He stated that \$20,000 was allocated in the FY 2023 Budget for the year-round program that would provide baseline services and additionally match each participant's event advertising budget dollar for dollar, up to \$5,000. He stated that applications for marketing support would be reviewed and approved by the Tourism Director and could be accepted throughout the year, as long as funding is still available.

Discussion established that applications would be approved by the Tourism Director, not the Tourism Advisory Board; "first come, first served" basis for submitting applications; and dollar for dollar match by the Village for advertising expenditures. Alderman Cox felt that the proposed program would be a more comfortable approach than the existing HOT fund application process involving the Tourism Advisory Board, whose members were tasked with scoring of applications. He preferred the Village matching the amount of advertising expenditures to simply giving out HOT funds and said it is an advantage to applicants who can avail themselves of professional marketing assistance from the Village's Tourism Director.

Alderman Graham moved to continue this item to allow staff to present a fully developed plan to the Board of Aldermen for consideration at the Board's next meeting. Alderman Cole seconded. Motion carried on a vote of 5-0.

- E. Discuss and consider possible action regarding a proposed Film Friendly Program for the Village of Salado. (*Assistant Village Administrator Stacey Ybarra*)

Village Administrator Ferguson advised that this item needs to be continued until the Board's next meeting, as Ms. Ybarra could not be present at tonight's meeting.

- F. Discuss and consider possible action regarding the proposed Village of Salado Holiday Calendar for FY 2023. (*Village Administrator*)

Village Administrator Ferguson recommended approval of the employee holiday schedule for FY 2023, as presented. Designated holidays include Columbus Day, Veterans Day, Thanksgiving (2 days observed), Christmas (1 day observed), New Year's Day, Martin Luther King, Jr. Day, Presidents Day, Good Friday, Memorial Day, Juneteenth, Independence Day, and Labor Day.

Mayor Pro-tem Bell moved to approve the FY 2023 Holiday Calendar, as presented. Alderman Cox seconded. Motion carried on a vote of 5-0.

Adjournment

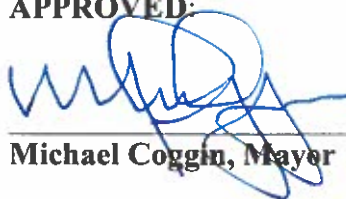
Alderman Cole moved to adjourn. Mayor Coggin called the meeting adjourned at 8:40 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 20th of October, 2022.

APPROVED:



Michael Coggin, Mayor

ATTEST:



Cara McPartland, City Secretary

