

**Village of Salado  
Salado Municipal Building  
301 N. Stagecoach Road  
Salado, Texas  
Minutes of Regular Meeting of Board of Aldermen  
March 2, 2023, 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.*

Justice of the Peace and Municipal Court Judge Cliff Coleman 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, and Aldermen Paul Cox, D. Jasen Graham, and Jason Howard attended in person.

Board Members Absent: Alderman John Cole.

Staff Present: Village Administrator Don Ferguson, Assistant Village Administrator Andrea Howard, and Police Chief Gary McHone.

**1. Citizens Communications**

There were no citizen communications.

**2. Consent Agenda**

- A. Approval of minutes of the Regular Board of Aldermen meeting of February 2, 2023.
- B. Approval of minutes of the Special Board of Aldermen meeting of February 16, 2023.

Mayor Pro-tem Rodney Bell moved to approve the Consent Agenda, as presented. Alderman Paul Cox seconded. Motion carried on a vote of 4-0.

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

There were no items removed from the Consent Agenda.

### **4. Status Reports**

#### **(A) Village Administrator's Status Report**

Village Administrator Don Ferguson reported that it has been determined the cause of the failing streetlights on Main Street is the drivers and surge protectors in the light fixtures not being compatible with the electric system installed to power the street lights. He said the finding will be turned over to TxDOT in hopes the lighting problem can be resolved as soon as possible.

Mayor Coggin requested that a TxDOT representative provide a status report at every future board meeting until the streetlight problem has been resolved.

Ferguson reported the Mustang Springs Phase I plat is being signed and will be filed in the next couple of weeks. He added construction on the Quick Trip Travel Center will begin late in the spring and that candidate interviews for the vacant police chief's position are taking place.

#### **(B) Police Chief Status Report**

Police Chief Gary McHone presented the February 2023 Calls for Service Report and updated board members on the License Plate Reader Program and the Citizen on Patrol program.

#### **(C) Tourism Director's Report**

Tourism Director Andrea Howard briefed board members on current marketing activities, Visitor Center Activities, and upcoming special events in Salado.

### **5. Presentation**

Residents Melanie Kirchmeier, Kim Bird and Larry Nathanson briefed board members on the recent creation of the Salado Senior Center, a non-profit organization committed to providing a safe, friendly, and enriching environment for Salado senior citizens. As part of their presentation, the group presented a funding request for \$7,500 to help fund center operations.

After a brief discussion, Mayor Coggin asked the administrator to place the funding request on the next Board meeting agenda for action.

## **6. Discussion and Action**

- (A) Discuss and Consider Possible Action Regarding the Proposed Construction/Final Plat and Construction Plans for Stinnett Mill Estates Phase II Located Off Stinnett Mill Road in the ETJ of the Village of Salado.

Village Administrator Ferguson said Stinnett Mill Estates is a proposed 70-acre, three (3) phase, residential development in the E-T-J of the Village of Salado. He said the concept plan and the Phase I construction/final plat and construction plans were approved in January of last year.

Ferguson said the Phase II construction/final plat and construction plans have been reviewed and found by the Village Engineer to be in compliance with the Village's Subdivision Ordinance.

He said the Village staff recommends approval of the proposed construction/final plat and construction plans with the following two (2) conditions.

- Final plat acceptance is contingent on completion of the public facilities of the project or the necessary assurances for completion in accordance with the Subdivision Ordinance.
- Final plat will not be approved for filing until the Stinnett Mill Estates Phase I Final Plat has been filed at Bell County with appropriate references to the Phase I plat.

Ferguson noted the Planning and Zoning Commission voted on February 28<sup>th</sup> to recommend approval of the plat and plans with the stated conditions.

Alderman Paul Cox made the motion to approve the construction/final plat and construction plans for Stinnett Mill Estates Phase II with the conditions presented. Aldermen Jason Graham seconded. Motion carried on a vote of 4-0.

- (B) Discuss and Consider Possible Action Regarding the Proposed Replat of the Linda Ventura Subdivision, Lots 7&20, Block 1, Located Off Baines Street Within the Corporate Limits of the Village of Salado.

Village Administrator Ferguson said the applicant is proposing to replat Lots 7 & 20, Block I, of the Linda Ventura Subdivision to create four (4) new residential lots that will be known as Lots 1,2,3 & 4, Block A. He noted Lots 3 & 4 will have frontage on Santa Maria Road while Lots 1 & 2 will have frontage on Baines Street. He said each of the new lots will be at least one-half acre in size.

Ferguson said the proposed replat complies with the Village's Subdivision Ordinance and

the staff recommends approval, as presented.

He added the Planning and Zoning Commission on February 28<sup>th</sup> vote unanimously to recommend approval of the subject replat.

Mayor Pro-tem Rodney Bell made the motion to approve the replat, as presented. Aldermen Jason Graham seconded. Motion carried on a vote of 4-0.

(C) Discuss and Consider Possible Action Regarding the Proposed Historic District Overlay Ordinance.

Village Administrator Ferguson reported the Planning and Zoning Commission reviewed the proposed overlay ordinance and voted unanimously to recommend the Board of Aldermen initiate the public approval process for the proposed Historic District Overlay Ordinance with the following modifications:

- Removal of properties on the west side of Interstate 35 from the boundaries of the Historic Overlay District
- Inclusion of the Church of Christ, Baptist Church, Episcopal Church properties along with the Historic Methodist Church Chapel within the boundaries of the District
- Inclusion of the Fowler House and the Walsh properties, north of the Library, within the boundaries of the District.
- Clarification regarding the regulation of open storage within the District
- Requiring the Planning and Zoning Commission be briefing on new development building permits within the District
- Clarification regarding a couple of Land Uses

Mayor Coggin asked for public comment.

Bev Turnbo with the Salado Historical Society expressed support for moving forward with the proposed ordinance.

Resident Jill Shipman urged board members to adopt the regulations necessary to protect Salado's rich, cultural historic district.

Property owner Carolyn Britt said it is important that the Village do everything possible to protect the historic buildings and homes that make Salado such a special place to live, work and visit. She thanked board members for their preservation efforts.

Resident Larry Sands applauded the work of the task force that developed the proposed ordinance. He urged the board to move forward with adoption of the overlay ordinance to protect Salado's historic Main Street.

Alderman Graham made the motion to initiate the public approval process for the

proposed ordinance, including public hearings by the Planning and Zoning Commission and Board of Aldermen, prior to the Board considering a vote to approve the proposed ordinance. Alderman Cox seconded.

Mayor Coggin thanked those who worked on the development of the proposed ordinance.

Mayor Pro-tem Bell said there is a need to make sure references to other Village ordinances cite the proper ordinance numbers and that matters required in the proposed ordinance are referenced with the term “must” rather than “shall”.

Alderman Cox expressed interest in making sure the overlay ordinance is not too restrictive on those properties fronting the northbound IH-35 access road.

Alderman Cox called the question on the motion.

Motion carried on a vote of 4-0.

- (D) Discuss and Consider Possible Action Regarding the Ground Lease with Bell County Relating to the Future Development of a New Municipal Building and Police Headquarters near the Intersection of FM 2484 and Event Drive.

Village Administrator Ferguson said the Bell County Commissioners on February 27<sup>th</sup> approved the Village-approved ground lease with Bell County for the future development of a new municipal building and police headquarters, with one (1) modification. He said the modification was the addition of language requiring the Village to complete construction within twelve (12) months after the start of construction, subject to any extension that may be granted.

Mayor Pro-tem Bell made the motion to approve the lease agreement, as amended by Bell County. Alderman Graham seconded. Motion carried on a vote of 4-0.

- (E) Discuss and Consider Issues Relating to Drainage Improvement Projects.

Village Engineer Steven Kirkpatrick briefed board members on the status of design work on the Stagecoach Circle, Chisholm Trail and Mill Creek drainage improvement projects. He indicated the Mill Creek Culvert Replacement Project is scheduled to go to bid in April while design work continues on solutions to the other drainage issues.

Board members discussed the need for upstream retention with all three (3) projects.

Mayor Coggin expressed disappointment that the Engineer did not have specific options identified with cost estimates to consider.

Kirkpatrick indicated he would move forward quickly with the development of options and cost estimates to present to board members in the very near future.

Village Administrator Ferguson said he would work with the Village Engineer to make sure the design work gets completed and presented to the Board.

**(F) Discuss and Consider Issues Relating to Village Employee Pay.**

Mayor Coggin said board members need to take a serious look at employee pay, noting the pay for several positions is currently not competitive. He also expressed concern that the Village is understaffed.

Village Administrator Ferguson briefed board members on the findings of a quick "in-house" salary survey requested by the Mayor. He said the survey showed salaries for the Village Administrator and the Village's department heads are below the market average. Ferguson added there is a need to consider the development of an incentive/benefits package to help with the recruitment of police officers.

Mayor Pro-tem Bell said he would like to see the Village hire a consultant to complete a comprehensive salary study and staffing plan to help with future budget planning.


Ferguson said such a study would be an extremely helpful fiscal planning tool. He said he would bring a proposal for such a study to the Board for action in the near future.

**Adjournment**

Mayor Pro-tem Bell moved to adjourn. Aldermen Graham seconded. Mayor Coggin called the meeting adjourned at 8:55 p.m.

Recorded by Don Ferguson

These minutes approved on the 16<sup>th</sup> of March, 2023.

**APPROVED:**  
  
 Michael Coggin, Mayor

**ATTEST:**

  
 Don Ferguson,  
 Village Administrator/Acting City Secretary