

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

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, Mayor Pro-tem Rodney Bell, Alderman Paul Cox, Alderman D. Jasen Graham, Alderman Bert Henry, and Alderman Jason Howard. All attended in person.

Staff Present: Village Administrator Don Ferguson, Assistant Village Administrator Andrea Howard, Police Chief Allen Fields, City Secretary Debbie Bean, and City Attorney Gregory Miller.

CITIZENS COMMUNICATIONS

Local resident Theresa Howard expressed concern with the way helicopter rides were shut down by the Village during the recent Carnival festival. She also questioned the actions of the City Attorney and Village Administrator in their handling of a meeting with her husband, Alderman Howard, regarding a non-city related incident involving Alderman Howard that occurred in Belton.

Local resident Jim Boynton expressed frustration with the Village's handling of the recent installation of a wastewater line to serve his property and the Water's Edge development.

1. CONSENT AGENDA

- (A) Approval of Minutes of the Regular Board of Aldermen Meeting of June 15, 2023.
- (B) Approval of Appointment of One (1) Regular Member and One (1) Alternate Member of the Village of Salado Planning and Zoning Commission.
- (C) Approval of Reappointment of John Newman to the Village of Salado Parks Advisory Board.

- (D) Approval of the Appointment of Scott Hamilton to the Village of Salado Parks Advisory Board.
- (E) Approval of the Appointment of Deesha Long to the Village of Salado Parks Advisory Board.
- (F) Approval of Reappointment of Jackie Mills to the Village of Salado Tourism Advisory Board.
- (G) Approval of the Appointment of Richard McClure to the Village of Salado Tourism Advisory Board.
- (H) Approval of the Appointment of Jennifer Weir to the Village of Salado Tourism Advisory Board.

Mayor Coggin announced that Items 1(A) and 1(B) have been removed from the agenda and will be considered at a future meeting.

Alderman Paul Cox moved to approve the remaining Consent Agenda Items. Alderman Bert Henry seconded. The motion was approved on a 5-0 vote.

2. DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING ANY ITEM REMOVED FROM THE CONSENT AGENDA

No action was taken on items 1(A) and 1(B) that were removed from the agenda.

3. STATUS REPORTS

(A) Village Administrator's Report

- **New Legislation**

Village Administrator Don Ferguson briefed board members on recently approved legislation affecting municipalities.

- **Main Street Lighting Update**

Village Administrator Ferguson said a pre-construction meeting for the Main Street street sight replacement project was recently held. He said all street lights on Main Street will be replaced and that work should be completed by the end of September.

- Municipal Building Project Update

Village Administrator Ferguson said the Village staff is working with the Bell County Commissioners Court to find an acceptable site for the Village's new municipal building that will be located on County-owned property at the intersection of FM 2484.

(B) Salado Police Chief Report

- Calls for Service Report
- License Plate Reader Program Update
- Citizens on Patrol Program Update

Police Chief Allen Fields briefed board members on the calls for service handled by the Police Department in June. Chief Fields also presented an update on the License Plate Reader Program and the Citizens on Patrol Program.

Alderman D. Jasen Graham questioned Chief Fields about the Police Department's potential future involvement in code enforcement.

(C) Tourism Director's Report

- Salado Marketing Activities
- Visitors Center Activities
- Upcoming Events

Assistant Village Administrator Andrea Howard briefed board members on marketing and Visitor Center activities and provided an overview of upcoming events. Also, she reported that applicant interviews are underway for the vacant Visitor Center Coordinator and Marketing Specialist positions in the Tourism Department.

4. DISCUSSION AND POSSIBLE ACTION

- (A) Discuss and Consider Possible Action Regarding a Proposed Public Improvement District Policy.

City Attorney Greg Miller presented a proposed Public Improvement District ("PID") Policy with revisions recommended by board members when the policy was first presented for consideration on June 15th. He said the proposed policy now clearly reflects that the Village establishes the PID bond size limitations and the maximum maturity for such bonds.

Following a brief discussion, Alderman Graham moved to adopt the Public Improvement District Policy as presented with discussed changes. Alderman Bell seconded. Motion carried was approved on a 5-0 vote.

(B) Discuss and Consider Possible Action Authorizing MRB Group to Proceed with Design of the Royal Street Improvement Project.

Village Administrator Ferguson presented a proposal from MRB Group, the Village's contract engineer, for design and engineering of the Royal Street Improvement Project. He said the proposal calls for the provision of surveying, design, engineering, geotechnical, environmental, project administration and construction observation services for the improvement project, at a total cost of \$322,795.

Salado resident KD Hill encouraged board members to consider timing of construction, as well as safety and drainage issues relating to the project.

Board member discussion focused on the proposed cost of design and engineering services, funding sources for the work, timing of project construction, establishment of safeguards to protect the roadway once improved, and language in the MRB Group proposal relating to indemnity.

Mayor Pro-tem Rodney Bell made a motion to direct the Village staff to issue a Request for Qualifications for design and engineering services relating to the Royal Street Improvement Project, noting there is value in obtaining proposals from other engineering firms. Alderman Cox seconded the motion.

Mayor Coggin said he believes the MRB Group proposal is fair and reasonable and urged board members to vote against the motion.

Alderman Graham called the question on the motion.

Motion carried was approved on a 3-2 vote, with Alderman Cox and Alderman Howard voting no.

(C) Discuss and Consider Possible Action Regarding a Proposed Santa Maaria Road Improvement Project.

Village Administrator Ferguson presented a proposal from RREAF Holdings ("RREAF") that calls for the Village and RREAF to jointly fund an asphalt overlay of Santa Maria Road between San Jose Road and Baines Street. He said the proposed project cost of \$38,477 is too high and RREAF has been asked to revisit the project cost to see what can be done to lower the cost.

Ferguson said the surface improvement project is intended to repair roadway damage caused by construction traffic related to a nearby RREAF townhome development, and to address deterioration of the roadway that has occurred over the years.

In addition to the subject road work, Ferguson said RREAF Holdings has agreed to fully fund an asphalt overlay of the portion of Santa Maria Road from Baines Street to the northern most construction entrance to the townhome development site.

Mayor Coggins stated that the construction company should bear the entire cost of a whole road repair.

Alderman Bert Henry addressed the condition of Santa Maria Road, adding the construction company should bear the entire cost of repairs.

No action was taken on this item.

- (D) Discuss and Consider Possible Action Regarding the Proposed Creation of an IH-35 West Side Overlay District Task Force.

Village Administrator Ferguson said the Planning and Zoning Commission is recommending the creation of a task force to update the existing IH-35 West Side Overlay District Ordinance adopted more than ten (10) years ago. He said the proposed task force would consist of Alderman Graham, two (2) members of the Planning and Zoning Commission and West Village property owners Albert Lopez and Scott Ellithorpe.

Ferguson said the task force would make recommendations to the Planning and Zoning Commission who would, in turn, make recommendations to the Board of Aldermen. He said the task force would focus on requirements relating to architecture, parking, setback lines and signage.

Alderman Graham explained the task force would have a limited term and would be sensitive to property owner rights.

Board member members suggested expanding the task force membership to include business owner participation.

Alderman Henry made a motion to approve the creation of the task force as written, with the addition of two (2) West Village business owners. Alderman Cox seconded the motion. The motion passed on a 4-1 vote, with Mayor Pro-tem Bell voting no.

- (E) Discuss and Consider Possible Action Designating the Bell County Chief Appraiser as the Designated Individual to Calculate and Prepare the 2023 "No New Revenue" and "Voter Approval" Tax Rates for the Village of Salado.

Mayor Pro-tem Bell made a motion to approve the Bell County Chief Appraiser as the designated individual to calculate and prepare the 2023 "no new revenue" and "voter approval" tax rates for the Village of Salado. Alderman Henry seconded the motion. Motion passed on a vote of 5-0.

- (F) Discuss and Consider Issues Relating to the Development of the Fiscal Year 2024 Village of Salado Operating Budget.

Mayor Coggin said efforts to prepare the Village's proposed FY 2024 Operating Budget are nearing completion.

Mayor Coggin and Village Administrator Ferguson outlined the process that will be used to review and approve the proposed budget in the coming weeks.

ADJOURNMENT

Mayor Coggin called the meeting adjourned at 8:27 p.m.

Minutes recorded and prepared by Debbie Bean



ATTEST:



Debbie Bean, City Secretary

APPROVED:


Michael Coggin, Mayor