

Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
July 20, 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, and City Secretary Debbie Bean.

CITIZENS COMMUNICATIONS

Local resident Teresa Howard expressed concern with the way helicopter rides were shut down during a festival.

Local resident Linda Reynolds requested that her name be removed from the list of proposed members of the Planning and Zoning Commission. She also expressed frustration that Minutes of Meetings posted on the Village website were not up to date.

Tere Grace expressed concerns on how the Mustang Springs Development is affecting her family ranch property value.

Bill Grace continued comments for Ms. Grace expressing concerns regarding the Mustang Springs wastewater treatment plant location and size.

Jack Comeaux encouraged the Board to try to conduct themselves in a more peaceful and professional manner while conducting Village business and meetings.

1. CONSENT AGENDA

- (A) APPROVAL OF MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING OF JUNE 15, 2023.
- (B) APPROVAL OF MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING OF JULY 6, 2023.
- (C) APPROVAL OF JUNE 2023 FINANCIAL STATEMENTS FOR THE VILLAGE OF SALADO.
- (D) APPROVAL OF THE APPOINTMENT OF RANDY DUNCAN TO THE VILLAGE OF SALADO MUSIC FRIENDLY COMMUNITY ADVISORY BOARD.
- (E) APPROVAL OF PLANS FOR A MAIN STREET PARADE ON SATURDAY, JULY 22, 2023, RECOGNIZING SALADO YOUTH SOFTBALL AND BASEBALL ALL-STAR TEAMS.

Mayor Coggin announced that Item 1(E) has been pulled and no action will be taken due to cancelation of the event.

Alderman D. Jasen Graham moved to approve the remaining Consent Agenda Items. Alderman Bert Henry seconded. The motion carried by a vote of 5-0.

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

None

3. **STATUS REPORTS**

(A) VILLAGE ADMINISTRATOR'S REPORT

- MUSTANG SPRINGS DEVELOPMENT

Village Administrator Ferguson informed the Board that construction plans for Phase I of the development have been presented to the Village and are currently under staff review. He added the TCEQ wastewater permitting process for the development continues.

- SALES TAX COLLECTIONS

Village Administrator Ferguson reported that the May sales tax check totaled just over \$67,000 (up 2% over last May).

- **SALADO-JARRELL BOUNDARY AGREEMENT**

Village Administrator Ferguson reported that he recently met with the new City Manager of Jarrell to initiate discussions relating to the development of a boundary agreement between the Village and Jarrell.

- **DRAINAGE IMPROVEMENT PROJECTS**

Village Administrator Ferguson said the Mill Creek Culvert Replacement Project is near completion. He said design work is almost complete on the Stagecoach Circle and Chisolm Trail Drainage Improvement Projects and staff will be meeting with affected property owners in the coming days.

- **SALADO SCHOOL ROAD IMPROVEMENT PROJECT**

Village Administrator Ferguson said the reconstruction of Salado School Road will begin on July 24th.

- **ALL-ABILITIES PLAYGROUND PROJECT**

Village Administrator Ferguson said the BOA will be asked to approve the project budget for the All-Abilities Playground Project at the first meeting in August. With that approval, he said site development work relating to the project can begin.

4. DISCUSSION AND POSSIBLE ACTION

- (A) **DISCUSS AND CONSIDER POSSIBLE ACTION APPOINTING ONE (1) REGULAR MEMBER AND ONE (1) ALTERNATE MEMBER OF THE VILLAGE OF SALADO PLANNING AND ZONING COMMISSION.**

Mayor Coggin said there is a one (1) regular position and one (1) alternate position on the Planning and Zoning Commission that need to be filled.

After a brief discussion regarding the application process and the applications received, Alderman Paul Cox made a motion to appoint Bev Turnbo as the regular member and Robert Schwindt as the alternate. The motion failed due to lack of second.

Alderman Graham made a motion to appoint Sam Morris as the regular member and Robert Schwindt as the alternate. The motion failed due to lack of second.

Alderman Jason Howard made a motion to appoint Charles Simmons as the regular member and Sam Morris as the alternate. Alderman Henry seconded. The motion failed by a vote of 2 in favor and 3 opposed.

Alderman Henry made a motion to appoint Charles Simmons as the regular member and Bev Turnbo as the alternate. Alderman Howard seconded. The motion failed by a vote of 2 in favor and 3 opposed.

Alderman Cox made a motion to appoint Bev Turnbo as the regular member and Robert Schwindt as the alternate. Mayor Pro-tem Bell seconded. The motion failed by a vote of 2 in favor, 3 opposed.

Alderman Graham made a motion to appoint Sam Morris as the regular member and Robert Schwindt as the alternate. Motion failed due to a lack of second.

Mayor moved on to the next agenda item due to a lack of another motion.

(B) DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING A PROPOSED ORDINANCE RESTRICTING CONSTRUCTION TRUCK TRAFFIC ON NEIGHBORHOOD STREETS ADJACENT TO THE WATER'S EDGE TOWNHOME DEVELOPMENT.

Village Administrator Ferguson presented a proposed ordinance that would restrict certain heavy truck traffic on the neighborhood streets around the Water's Edge Townhome Development. He said the ordinance is being proposed because efforts to gain voluntary compliance with an established construction traffic route in the subject area have been unsuccessful.

Ferguson said the proposed ordinance prohibits certain heavy trucks from traveling on Santa Rosa Road, San Juan Road, Santa Maria Road, San Pedro Road, San Juan Circle, Santa Clara Road, and San Jose Road.

Mayor Pro-tem Bell and Alderman Howard expressed support for adding Royal Street to the list of streets where certain heavy truck traffic would not be allowed.

Board members discussed enforcement and signage relating to the ordinance, if approved.

Alderman Graham made a motion to direct staff to modify the proposed ordinance to include Royal Street and present the proposed ordinance to the BOA for a first reading on August 3rd. Mayor Pro-tem Bell seconded. The motion carried by a vote of 5-0.

(C) DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING THE PROPOSED CENTER CIRCLE STREET IMPROVEMENT PROJECT.

Village Administrator Ferguson presented plans for the proposed Center Circle Street Improvement Project. He said the mill and overlay project is ready to be put out for bid. In addition to bidding on the surface improvement work, Ferguson said bidders will also be asked to submit bids on the construction of ribbon curbing on both sides of the roadway, should the Village desire to do so.

Ferguson said the engineer's estimate of probable cost for the mill and overlay work is \$167,199 and \$116,000 for the ribbon curb. He said moving forward with the road improvement project will spend the remaining funds budgeted for street improvements and require a budget amendment, the exact amount of which will not be known until all bids are received.

After brief discussion, Alderman Graham made a motion to seek bids on the Center Circle Street Improvement Project. Alderman Cox seconded. The motion carried by a vote of 5-0.

(D) DISCUSS AND CONSIDER POSSIBLE ACTION RECONSIDERING A
DESIGN SERVICES PROPOSAL FROM MRB GROUP RELATING TO
THE ROYAL STREET IMPROVEMENT PROJECT.

Village Administrator Ferguson said earlier this month, board members reviewed a design and engineering proposal for the Royal Street Improvement Project submitted by the MRB Group, the Village's contract engineer. After considerable discussion about the cost of the proposed services, he said the Board directed staff to seek RFQs from other engineering firms for the project.

Ferguson said the MRB Group proposal called 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. He said in the process of preparing the RFQ, the following issues arose that prompted the Village staff to bring the MRB Group proposal back to the Board for possible reconsideration:

- By law, MRB Group, the Village's contract engineer, would not be able to respond to the RFQ and compete against other firms for the project.
- By law, the Village cannot seek competitive bids for engineering services. The Village would have to negotiate a cost proposal for consideration with the firm emerging from the RFQ process and would not be able to fall back on the MRB Group proposal if an acceptable cost proposal could not be negotiated.
- In preparation for the project, the Village funded a geotechnical report that may or may not be usable by another engineering firm.

Mayor Coggin said it was important to realize that the MRB proposal was comprehensive and involved more than just design services. He said he felt like the costs outlined in the proposal were reasonable.

Mayor Pro-tem Bell said the Village needs to move forward with the design services proposal and not delay the road improvement project further.

After further Board discussion, Mayor Pro-tem Bell moved to approve the MRB design services proposal, as presented, for the Royal Street Improvement Project. Alderman Graham seconded. The motion carried by a vote of 5-0.

- (E) DISCUSS AND CONSIDER POSSIBLE ACTION AUTHORIZING THE PURCHASE OF A ZERO TURN MOWER FOR THE PUBLIC WORKS DEPARTMENT AND AMENDING THE FY 2023 OPERATING BUDGET TO REFLECT THE EXPENDITURE.

Village Administrator Ferguson said the Public Works Department's lone riding lawn mower is no longer operable and must be replaced. Rather than purchasing another riding mower, he said the staff is proposing to purchase a zero-turn mower through the Buy Board at a cost of \$11,701.

He said the zero-turn mower would be used by the Public Works staff to mow those areas previously mowed with the riding lawn mower (Pace Park Pavilion, Municipal Building & Sirena Park) and some of the larger areas (Pace Park Field, Sculpture Garden & Gateways) currently being mowed by a third-party contractor.

Board member discussion centered around the warranty, delivery time for the mower, staff training and storage for the mower.

Alderman Cox made the motion to approve the purchase of the zero-turn mower, as proposed, and to amend the FY 2023 Budget to reflect the expenditure. Alderman Henry seconded. Motion carried by vote of 5-0.

- (F) DISCUSS AND CONSIDER ISSUES RELATING TO THE DEVELOPMENT OF THE FY 2024 OPERATING BUDGET.

Village Administrator Ferguson said the staff is continuing to work with the Mayor on the development of a proposed FY 2024 Operating Budget for the Board to consider in the coming weeks.

Mayor Coggin said the proposed budget will look similar to the Village's current annual spending plan.

Aldermen Henry and Graham indicated they would like to see a staffing survey done in the near future.

Mayor Pro-tem Bell inquired about the Interest and Sinking Fund and its proposed tax rate for the coming year.

ADJOURNMENT

Mayor Coggin called the meeting adjourned at 8:31 p.m.

Minutes recorded and prepared by Debbie Bean

APPROVED:



Michael Coggin, Mayor

ATTEST:



Debbie Bean, City Secretary