

**Village of Salado**  
**Salado Municipal Building**  
**301 North Stagecoach Road**  
**Salado, Texas**  
**Minutes of Regular Meeting of Board of Aldermen**  
**September 7, 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.*

Board Members Present: Mayor Michael Coggin, Alderman Paul Cox, Alderman D. Jasen Graham, Alderman Bert Henry, and Alderman Jason Howard attended in person. was absent. Mayor Pro-tem Rodney Bell arrived at 6:40 p.m.

Staff Present: Village Administrator Don Ferguson, Police Chief Alan Fields, City Secretary Debbie Bean, and Tourism Marketing Director April Walker-Davis.

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

### **PRESENTATIONS**

- (A) Presentation recognizing the Village of Salado Visitor's Center Volunteers for Their Service and Dedication to the Village of Salado.

Mayor Coggin recognized the Visitor Center volunteers and presented each one with a Challenge Coin in appreciation of their contribution to the community.

- (B) Presentation recognizing K.D. and Graydon Hill for Their Service and Dedication to the Village of Salado.

Mayor Coggin recognized the Barrow Brewing owners K.D. and Graydon Hill, along with the brewery's employees, for their continued contributions and service to the community. The Hills were presented with a Key to the City and the employees were given a Challenge Coin.

### **CITIZENS COMMUNICATIONS**

Prior to calling for citizen communications, Mayor Coggin reminded the audience about the speaker decorum guidelines set forth in the Village's Governance Policy.

Local resident Jim Boynton said the decorum rules were read because of his recent criticism of the mayor, board members and the Village Administrator. Boynton continued by calling for the Village Administrator's job, stating he is hurting the Village.

Mayor Coggin requested Mr. Boynton to leave the meeting for making personal attacks. He was escorted out of the Municipal Building by the Police Chief.

**1. CONSENT AGENDA**

- (A) Approval of the Minutes of the Regular Board of Aldermen Meeting of August 17, 2023.
- (B) Approval of the Minutes of the Special Board of Aldermen Meeting on August 17, 2023.
- (C) Approval of the Minutes of the Special Board of Aldermen Meeting on August 22, 2023.
- (D) Approval of the Comprehensive Fund Balance Policy and Fund Balance Classification for the Village of Salado.
- (E) Approval of the Investment Policy for the Village of Salado.

Mayor Coggin said Items 1. (A-C) have been pulled from the Consent Agenda and will be consider at the September 21<sup>st</sup> Board of Aldermen meeting.

Alderman Bert Henry made a motion to approve Items (D-E), as presented. Alderman Paul Cox seconded. Motion was approved on a 5-0 vote.

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

No items were removed from the Consent Agenda for separate consideration.

**3. STATUS REPORTS**

(A.) Village Administrator's Report

- Main Street Lights

Village Administrator Ferguson said crews will begin replacing the street lights on Main Street in the next week or two. He said the project will be complete by October 1<sup>st</sup>.

- All-Abilities Playground Project

Village Administrator Ferguson said ground will be broken for the new all-abilities playground at Pace Park at the end of September.

- Mustang Springs Development

Village Administrator Ferguson said the resubmitted construction plans for Phase I of the development are being reviewed.

- West Side Overlay Task Force

Village Administrator Ferguson said a recently established task force will begin the process of reviewing and making recommendations to update the IH-35 West Side Overlay District in the next couple of weeks.

- Salado Community Institute Fall Session.

Village Administrator Ferguson said applications will start being accepted for the upcoming session of the Salado Community Institute next week,

#### (B) Salado Police Department Status Report

- Calls for Service Report

Police Chief Allan Fields reviewed the service calls and response times for last month.

- License Plate Reader Update

Police Chief Fields reported information provided by the license plate readers helped police recover a stolen vehicle and locate a missing elderly citizen.

- Citizens on Patrol Program Update

Police Chief Fields said the COPS Program has been renamed CHIPS.

Police Chief Fields also announced two (2) new officers have joined the Salado Police Department.

#### (C) Tourism Department Report

Tourism Marketing Director April Walker-Davis briefed board members on tourism webpage and Visitors Center activity. She also reported on upcoming community events and marketing activities.

#### 4. PUBLIC HEARING

- (A) Hold a Public Hearing and Consider Approval of a Request for a Conditional Use Permit to Allow Mixed Beverage Sales on Property Zoned Historic District (HD) and located at 112 N. Main Street in Salado, Bell County, Texas.

Village Administrator Don Ferguson said the applicant, Travis Zatopek, is seeking a Conditional Use Permit (CUP) to sell mixed beverages at *Terlingua on Main* - a new Main Street mixed-use commercial development located at 112 N. Main Street.

Currently, Ferguson said the development features a boutique, recreation area, food trucks and an open-air bar that serves beer and wine with a pre-existing TABC permit. Should the CUP be granted, he said the new TABC permit will be required that allows the sale of beer, wine, and mixed beverages on the property.

Ferguson said the subject property is zoned Historic District (HD) and is located within the boundaries of the Historic District Overlay. As such, he said a CUP is required to serve mixed beverages on properties located within the Overlay District.

Public notice of the CUP request was published in the Salado Village Voice and property owners within 200 feet of the subject property were also advised of the request. To date, Ferguson said no comments have been received by the Village regarding the request.

The applicant briefed commission members on their business plans, noting the business will be family-oriented and not stay open past 11 p.m. on any given night.

Mayor Coggin opened the public hearing at 7:45 p.m.

Local resident Tim Fleischer expressed his support for the subject permit application and questioned the need for CUP for alcohol sales on Main Street.

With there being no further public comment, Mayor Coggin closed the public hearing at 7:48 p.m.

Alderman Henry made a motion to approve the CUP for mixed beverage sales at 112 N. Main Street. Alderman Cox seconded. Motion was approved on a 5-0 vote.

- (B) Hold a Public Hearing Regarding the Proposed Fiscal Year 2024 Operating Budget for the Village of Salado, Texas.

Village Administrator made a detailed presentation regarding the proposed FY 2024 Operating Budget for the Village of Salado.

Mayor Coggin opened the public hearing at 8:12 p.m.

There were no public comments.

Mayor Coggin closed the public hearing at 8:13 p.m. and noted the Board will take action on the proposed budget on September 21, 2023.

- (C) Hold a Public Hearing Regarding the Proposed Ad Valorem Tax Rate for the 2023 Tax Year to Help Fund the Proposed Fiscal Year 2024 Operating Budget for the Village of Salado.

Village Administrator Ferguson made a detailed presentation regarding the proposed ad valorem tax rate for the coming fiscal year.

Mayor Coggin opened the public hearing.

Local resident Jeff Van Cure questioned whether the recently approved tax relief legislation impacts the Village's tax rate.

Local resident Tim Fleischer urged board members to revisit the various tax exemptions offered to taxpayers by the Village and minimize spending from the Village's fund balance.

With there being no further public comment, Mayor Coggin closed the public hearing at 8:19 p.m. and noted the Board will act on a tax rate for the coming year on September 21, 2023.

## **5. Ordinance**

Consider Approval of the Second and Final Reading of an Ordinance of the Village of Salado, Texas Establishing Regulations on Construction Vehicles, Heavy Vehicles, and Large Commercial Vehicles; Providing for a Fine of Up To \$500 for each Violation; Providing this Ordinance be Cumulative; and Providing for Severability, Governmental Immunity, Injunctions, Publication, and an Effective Date.

Village Administrator Ferguson said the proposed ordinance prohibits construction vehicle, heavy vehicle and large commercial vehicle traffic on Royal Street, Santa Rosa Road, San Juan Road, Santa Maria Road, San Pedro Road, San Juan Circle, Santa Clara Road, and San Jose Road. He said the first reading of the ordinance was approved on September 7<sup>th</sup>.

Alderman Henry made a motion to approve the second reading of the ordinance, as presented. Alderman Cox seconded. Motion was approved on a 5-0 vote.

## **6. Resolution**

Consider approval of a Resolution of the Board of Aldermen of the Village of Salado, Texas encouraging the Texas Commission on Environmental Quality to be Proactive in its Review and Consideration of the Wastewater Discharge Permit Application for the Mustang Springs Development and Take the Steps Necessary to Protect the Environment and the Health, Safety and Welfare of the General Public.

Village Administrator Ferguson said the proposed resolution encourages the TCEQ to be proactive in its review and consideration of the Mustang Springs wastewater discharge permit application and take the steps necessary to prevent or mitigate any potential issues that could adversely impact the environment and the health, safety, and welfare of the general public.

Alderman Henry made a motion to approve the resolution, as presented. Mayor Pro-tem Bell seconded. Motion was approved on a 5-0.

## **7. Discussion and Possible Action**

- (A) Discuss and Consider Possible Action Regarding a Proposed Memorandum of Understanding Between the Village of Salado Police Department and the Salado ISD Police Department.

Police Chief Fields said with the recent creation of the Salado ISD Police Department, there is a need to establish an MOU between the school district's police department and the Salado Police Department. He said the MOU outlines reasonable communication and coordination efforts between the department and agencies.

Following a brief Board discussion regarding reporting provisions tickets on school property, Alderman Cox made a motion to approve the MOU, as presented. Mayor Pro-tem Bell seconded. Motion was approved on a 5-0 vote.

- (B) Discuss and Consider Possible Action Regarding a Financing and Reimbursement Agreement for the Sanctuary Public Improvement District.

Village Attorney Gregory Miller said the agreement establishes terms for the financing and development of the Sanctuary Public Improvement District. Specifically, he said the agreement sets out the manner in which assessments will be levied against property in the District and be used by the Village to reimburse the developer for its costs in constructing certain authorized improvements within the District.

Miller said the reimbursements can be paid by the assessments or by PID bonds that are repaid with the assessments. He said the obligation to reimburse the developer for its costs is limited by the assessments levied and is not an obligation of the Village.

Miller said reimbursements, under this agreement, are paid upon the acceptance of completed authorized improvements or as work on authorized improvements progresses.

Mayor Pro-tem Bell said he would like to see language protecting the Village from any potential adverse impact the issuance of PID bonds may have on Village's bank qualified rates.

Alderman Jason Howard said he would like to see a disclosure requirement that will ensure prospective property owners within the PID are advised about the required assessments prior to the closing process.

Mayor Pro-tem Bell made a motion to approve the subject reimbursement agreement, as presented, and authorize the Mayor, in association with the Village Administrator and the Village's Bond Counsel, to amend the agreement to provide require the PID to cover any impact the issuance of PID bonds may have on the Village's bank qualified rates. Aldermen Graham seconded. Motion was approved on a 5-0.

(C) Discuss and Consider Possible Action Regarding a Financing Reimbursement Agreement for the Sanctuary East Public Improvement District.

Mayor Pro-tem Bell made a motion to approve the subject reimbursement agreement, as presented, and authorize the Mayor, in association with the Village Administrator and the Village's Bond Counsel, to amend the agreement to provide require the PID to cover any impact the issuance of PID bonds may have on the Village's bank qualified rates. Aldermen Henry seconded. Motion was approved on a 5-0.

(D) Discuss and Consider Possible Action Regarding a Proposed Amending Plat of Lot 8, Shepherd's Glen Subdivision Located on Staghorn Lane in the E-T-J of the Village of Salado, Texas.

Village Administrator Ferguson said the applicant, Shepherd's Glen Village Association, is proposing to amend the existing plat of Lot 8 to include 0.147 acres acquired from an adjacent property owner. Lot 8 serves as a common area for the Shepherd's Glen Subdivision.

Ferguson said the Village Engineer reviewed the proposed amending plat and found it to be in compliance with the Village's Subdivision Regulations.

Alderman Cox made a motion to approve the plat, as presented. Alderman Henry second. Motion was approved on a 5-0 vote.

(D) Discuss and Consider Possible Action Regarding a Proposed Sublease Agreement with the Salado Chamber of Commerce for Space for the Salado Visitor's Center.

Village Administrator Ferguson said the Village's sublease with the Salado Chamber of Commerce for office space used by the Village for a Visitor's Center expires at this month and needs to be renewed. He said the proposed sublease renewal is for a period of one

(1) year at a fixed monthly cost of \$1,517. Internet, utilities, and cleaning service for the Visitor's Center are provided to the Village at no additional cost.

Alderman Cox made a motion to approve the lease renewal. Alderman Henry seconded. Motion was approved on a 4-0 vote, with Alderman Graham abstaining.

(E) Discuss and Consider Possible Action Appointing a Representative of the Village of Salado to Serve on the Bell County Public Health District Board of Directors.

Village Administrator Ferguson explained that the Village's current representative is no longer able to serve.

Alderman Henry offered to fill the position.

Alderman Howard made a motion to appoint Alderman Henry to represent the Village on the Bell County Health District Board of Directors. Mayor Pro-tem Bell seconded. Motion was approved on a 4-0, with Alderman Henry abstaining.

(F) Discuss and Consider Possible Action Regarding the selection of an Executive Search Firm to Assist with the Search for a New Village Administrator.

Alderman Graham presented a timeline and an explanation of the proposals received from three (3) recruitment firms.

Alderman Howard inquired about posting the upcoming vacancy on the Village website.

Alderman Henry discussed using a hybrid approach to the job search and posting the job notice on sites like INDEED.

Mayor Pro Tem Bell made a motion to schedule interviews on September 13<sup>th</sup> at 5 p.m. with SGR and Clear Career Professionals. Alderman Henry seconded. Motion was approved on a 4-0, with Alderman Henry being out of the room for the vote.

(G) Discuss and Consider Issues Relating to the Development of the FY 2024 Village of Salado Operating Budget.

Mayor Coggin calls for discussion from board members regarding the proposed budget.

Alderman Graham suggested several line-item reductions and changes.

Alderman Henry inquired about the proposed funding reduction in the community Grant Program and the allocation of funding for the Music Friendly program.

Mayor Pro Tem Bell would like to see the impact of the use of two (2) cents of the Unused Increment Tax on the Village's Maintenance and Operations Budget.

No action taken.



## Adjournment

Mayor Coggin called the meeting adjourned at 9:52 p.m.

Recorded by:

Debbie Bean, City Secretary

These minutes approved on the 21<sup>st</sup> of September, 2023.

APPROVED:

  
Michael Coggin, Mayor

ATTEST:

  
Debbie Bean, City Secretary