**Village of Salado Salado Municipal Building**

**301 North Stagecoach Road**

**Salado, Texas**

**Minutes of Regular Meeting of Board of Aldermen**

**February 15, 2024 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 Tern Rodney Bell. Alderman Paul Cox, Alderman D. Jasen Graham, Alderman Bert Henry, and Alderman Jason Howard.

Staff Present: Village Administrator Manual De La Rosa, City Secretary Debra Bean, Police Chief Allen Fields, and Tourism Marketing Manager April Davis-Walker.

1. **Citizens Communications**

Darlene Walsh presented her concerns regarding water runoff she witnessed in the Dry Creek Ravine from Water’s Edge on to Royal Street.

Charles Simmons inquired why there was no ribbon curbing on Center Circle. He also requested on behalf of Janet Kennedy that her property south of Mustang Springs be reflected on the current plat before permits are issued.

1. **Consent Agenda**
   1. APPROVAL OF THE JANUARY 2024 FINANCIAL STATEMENTS FOR THE VILLAGE OF SALADO.

Motion by Alderman Cox to approve the Consent Agenda as presented. Seconded by Mayor Pro Tem Bell. All approved and motion carried by a vote of five in favor, none opposed.

1. **Status Reports**

(A) VILLAGE ADMINISTRATOR’S REPORT

* SALES TAX COLLECTIONS

Sales tax collections for February 2024, representing December 2023 was $96,027 which was up $13,000 from last year.

* UPDATE ON CITY MAPS

Mr. De La Rosa reported that a search was conducted, and maps were found from 2016. Those maps have been uploaded and are available to the public on the website. MRB Group has received all of the files and is in the process of updating the maps as quickly as possible.

Mayor Coggin inquired of Mr. De La Rosa regarding the subjects addressed during the Public Comments. Regarding the Ribbon Curbing, Mayor Coggin recalled that the cost of the project with ribbon curbing was too high. In regards to the request to correct the plat to reflect the Kennedy property, Mr. De La Rosa explained that the question would be if the metes and bounds were accurate and did not encroach on another property.

(B) VILLAGE ENGINEER’S REPORT (MRB GROUP)

* WASTEWATER TREATMENT PLANT IMPROVEMENT

MRB Representative gave an update on wastewater projects on which they are currently working. The treatment plant is to be upgraded from 200,000 gallons per day to 300,000 gallons per day. They are working on getting the bidding back in the works.

* MILL CREEK DRIVE DOWNTOWN CONNECTOR

This should be accomplished through a 100% reimbursable grant through TXDOT. Mr. De La Rosa explained the issues he is currently facing with the grant application.

* SANITARY SEWER LINE MAP

The survey crew has finished. MRB Group will set up a meeting to explain the software.

1. **Discussion and Possible Action**

**Moved on to item 4.B.**

1. DISCUSS AND CONSIDER POSSIBLE ACTION ON APPROVING A RESOLUTION OF THE VILLAGE OF SALADO, TEXAS DETERMINING THE COSTS OF CERTAIN AUTHORIZED IMPROVEMENTS TO BE FINANCED BY THE SANCTUARY EAST PUBLIC IMPROVEMENT DISTRICT; APPROVING A PRELIMINARY SERVICE AND ASSESSMENT PLAN, INCLUDING THE PROPOSED ASSESSMENT ROLL; CALLING FOR NOTICE OF A PUBLIC HEARING FOR MARCH 7, 2024 TO CONSIDER AN ORDINANCE LEVYING ASSESSMENTS ON PROPERTY LOCATED WITHIN IMPROVEMENT AREA #1 OF THE SANCTUARY EAST PUBLIC IMPROVEMENT DISTRICT; DIRECTING THE FILING OF THE PROPOSED ASSESSMENT ROLL WITH THE CITY SECRETARY TO MAKE SAID PROPOSED ASSESSMENT ROLL AVAILABLE FOR PUBLIC INSPECTION; DIRECTING VILLAGE STAFF TO PUBLISH AND MAIL NOTICE OF SAID PUBLIC HEARING; AND RESOLVING OTHER MATTERS RELATED TO THE FOREGOING. (GREGORY MILLER, BICKERSTAFF HEATH DELGADO ACOSTA LLP)

No action was taken on this item at this time.

1. ACCEPTANCE OF THE FISCAL YEAR 2022-2023 ANNUAL AUDIT REPORT. (PHIL VAUGHAN, CPA, ARMSTRONG, VAUGHAN & ASSOCIATES, P.C.)

Phil Vaughan presented the FY 2022-2023 Annual Audit Report.

Motion by Mayor Pro Tem Bell to accept the Audit Report as presented. Seconded by Alderman Henry. All approved and motion carried by a vote of five in favor, none opposed.

1. DISCUSS AND CONSIDER POSSIBLE ACTION ON APPROVING THE CLOSURE OF MAIN STREET FOR LESS THAN 30-MINUTES ON SATURDAY, MARCH 2, 2024, AT ABOUT 2:00 P.M. AT THE REQUEST OF JACK HILLIARD DISTRIBUTING COMPANY TO HAVE THE WORLD-FAMOUS BUDWEISER CLYDESDALES PARADE. (POLICE CHIEF ALLEN FIELDS)

Chief Fields explained that we have the opportunity to have the Budweiser Clydesdales parade down main street. Roads will need to be shut down during this time.

Motion by Alderman Graham to approve closing down Main Street on the 2nd of March at approximately 2:00 p.m. to allow the Budweiser Clydesdales to go down and back. Seconded by Alderman Cox. All approved and motion carried by a vote of 5 in favor, none opposed.

1. DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING CONTACT CHANGE ORDER (NUMBER 1) WITH BLACKSMITH VENTURES LLC FOR ADDITIONAL WORK ON VAN BIBBER, SOUTH RIDGE ROAD, AND SALADO CREEK PLAZA NEAR ALEXANDER’S AS PART OF THE CENTER CIRCLE OVERLAY PROJECT, IN THE AMOUNT OF $37,000.00.

Mr. De La Rosa recommended approval of the change order. He further explained that there is a tree on South Ridge Road that has roots that are causing issues with the road surface. The tree roots will be trimmed, but there is a possibility that the tree may be lost.

Motion made by Alderman Cox to approve the change order as presented. Seconded by Alderman Graham. All approved and motion carried by a vote of five in favor, none opposed.

1. DISCUSS COMMISSIONING A REVIEW OF THE VILLAGE OF SALADO COMPREHENSIVE PLAN FOR POSSIBLE UPDATING OR AMENDMENT.

This item for discussion only. Mr. De La Rosa explained that a request had been made by the Planning and Zoning commission chairperson that the Comprehensive Plan be revisited. He stated a complete review can cost up to $175,000. This is an item to be presented for discussion at this time with the possibility of putting it in the next budget. Alderman Cox asked if there were grants available for this. Mr. De La Rosa said generally not, that he had never seen something like this available on a grant. Mayor Coggin recalled that he thought the current plan was updated approximately five years ago.

1. DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING THE PURCHASE OF A 2020 CHEVROLET TAHOE FROM AMERICAN NATIONAL LEASING COMPANY, LEASE #2769-1, FOR THE AMOUNT OF $9,346.38 DUE TO THE LEASE EXPIRING ON MARCH 20, 2024.

Police Chief Allen Fields presented information on the opportunity to purchase the 2020 Chevrolet Tahoe that is currently under lease.

Motion by Alderman Cox to approve the purchase of a 2020 Chevrolet Tahoe in the amount of $9,346.38. Seconded by Alderman Henry. All approved and motion carried by a vote of 5 in favor, none opposed.

The Board entered Executive Session at 7:35 p.m. Reconvened in Open Session at 8:01 p.m.

Returned to Item 4.(A)

1. **Adjournment**

Mayor Coggin called the meeting adjourned at 8:08 p.m.

Approved:

Michael Coggin, Mayor

Attest:

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Debra Bean, City Secretary