



REGULAR BOARD OF ALDERMEN MEETING
SALADO MUNICIPAL BUILDING
301 N. STAGECOACH - SALADO, TEXAS
JULY 19, 2018 – 6:30 P.M.

AGENDA

CALL TO ORDER JULY 19, 2018 AT 6:30 P.M.

CALL OF ROLL CITY SECRETARY

INVOCATION

PLEDGE OF ALLEGIANCE/SALUTE TO THE TEXAS FLAG

CITIZENS COMMUNICATIONS

THE BOARD OF ALDERMEN WELCOMES COMMENTS FROM CITIZENS ON ISSUES AND ITEMS OF CONCERN NOT ON THE AGENDA. THOSE WISHING TO SPEAK MUST SIGN IN BEFORE THE MEETING BEGINS AND OBSERVE A THREE (3) MINUTE TIME LIMIT WHEN ADDRESSING THE BOARD. SPEAKERS WILL HAVE ONE (1) OPPORTUNITY TO SPEAK DURING THIS TIME-PERIOD. SPEAKERS DESIRING TO SPEAK ON AN AGENDA ITEM WILL BE ALLOWED TO SPEAK WHEN THE AGENDA ITEM IS CALLED. INQUIRIES ABOUT MATTERS NOT LISTED ON THE AGENDA WILL EITHER BE DIRECTED TO STAFF OR PLACED ON A FUTURE AGENDA FOR ALDERMEN CONSIDERATION.

1. CONSENT AGENDA

- (A) APPROVAL OF MINUTES OF THE SPECIAL BOARD OF ALDERMEN MEETING OF JULY 12, 2018.
- (B) APPROVAL OF MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING OF JULY 5, 2018.

- (C) APPROVAL OF MINUTES OF THE SPECIAL BOARD OF ALDERMEN MEETING OF JULY 5, 2018.
- (D) APPROVAL OF MINUTES OF THE SPECIAL BOARD OF ALDERMEN MEETING OF JUNE 28, 2018.
- (E) APPROVAL OF JUNE 2018 FINANCIAL STATEMENTS FOR THE VILLAGE OF SALADO.

2. VILLAGE ADMINISTRATOR'S REPORT

- STATUS REPORT ON SALADO WASTEWATER PROJECT
- STATUS REPORT ON SALADO GATEWAY SIGN PROJECT
- STATUS REPORT ON SALES TAX COLLECTIONS FOR THE VILLAGE OF SALADO

3. PRESENTATION

PRESENTATION FROM THE PACE PARK ADVISORY BOARD REGARDING A PROPOSED PACE PARK IMPROVEMENT PLAN. *(PACE PARK ADVISORY BOARD)*

4. PUBLIC HEARING AND POSSIBLE ACTION

HOLD A PUBLIC HEARING AND CONSIDER APPROVAL OF A REQUEST FOR VARIANCE FROM SECTION 5.3C1B OF THE VILLAGE OF SALADO ZONING ORDINANCE, WHICH PROHIBITS FENCES IN THE FRONT YARD OF ANY SINGLE FAMILY RESIDENTIAL LOT, TO ALLOW FOR CONSTRUCTION OF A FRONT YARD FENCE ON PROPERTY LOCATED AT 620 DEGRUMMOND WAY IN SALADO, BELL COUNTY, TEXAS. *(VILLAGE ADMINISTRATOR)*

5. ORDINANCES

- (A) CONSIDER APPROVAL OF THE SECOND AND FINAL READING AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS, REPEALING ORDINANCE NO. 2013-05 AND REPLACING IT WITH ORDINANCE NO. 2018-10 REGULATING SIGNS; PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT, SEVERABILITY, PENALTIES, REPEALER, AN EFFECTIVE DATE, AND PROPER NOTICE AND MEETING. *(VILLAGE ADMINISTRATOR)*
- (B) CONSIDER APPROVAL OF THE FIRST READING OF AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS, AUTHORIZING THE CREATION OF LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS PLAN, AND

CERTAIN OTHER REQUIREMENTS FOR THE ADOPTION OF IMPACT FEES FOR THE WASTEWATER UTILITY. (VILLAGE ADMINISTRATOR)

6. DISCUSSION AND POSSIBLE ACTION

DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING THE PROPOSED FISCAL YEAR 2019 GOALS AND PRIORITIES FOR THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)

7. WORKSHOP

- (A) DISCUSS AND CONSIDER ISSUES RELATING TO A PROPOSED ORDINANCE REQUIRING A CONDITIONAL USE PERMIT TO PARK A RECREATIONAL VEHICLE OR TRAVEL TRAILER IN THE DRIVEWAY OF A SINGLE-FAMILY RESIDENTIAL PROPERTY WITHIN THE CORPORATE LIMITS OF SALADO. (VILLAGE ADMINISTRATOR)
- (B) DISCUSS AND CONSIDER ISSUES RELATING TO THE VILLAGE OF SALADO WASTEWATER SYSTEM INCLUDING, BUT NOT LIMITED TO, PROPOSED ORDINANCES REGARDING MANDATORY CONNECTION AND PRE-TREATMENT, CUSTOMER CONNECTION PROCEDURES, TREATMENT PLANT OPERATIONS AND SYSTEM EXPANSION. (VILLAGE ADMINISTRATOR)
- (C) DISCUSS AND CONSIDER ISSUES RELATING TO THE DEVELOPMENT OF THE FISCAL YEAR 2019 OPERATING BUDGET FOR THE VILLAGE OF SALADO INCLUDING. (VILLAGE ADMINISTRATOR)

ADJOURNMENT

THE BOARD OF ALDERMEN MAY RETIRE INTO EXECUTIVE SESSION AT ANY TIME BETWEEN THE MEETING'S OPENING AND ADJOURNMENT FOR THE PURPOSE OF DISCUSSING ANY MATTERS LISTED ON THE AGENDA AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE INCLUDING, BUT NOT LIMITED TO, HOMELAND SECURITY PURSUANT TO CHAPTER 418.183 OF THE TEXAS LOCAL GOVERNMENT CODE; CONSULTATION WITH LEGAL COUNSEL PURSUANT TO CHAPTER 551.071 OF THE TEXAS GOVERNMENT CODE; DISCUSSION ABOUT REAL ESTATE ACQUISITION PURSUANT TO CHAPTER 551.072 OF THE TEXAS GOVERNMENT CODE; DISCUSSION OF PERSONNEL MATTERS PURSUANT TO CHAPTER 551.074 OF THE TEXAS GOVERNMENT CODE; DELIBERATIONS ABOUT GIFTS AND DONATIONS PURSUANT TO CHAPTER 551.076 OF THE TEXAS GOVERNMENT CODE; DISCUSSION OF ECONOMIC DEVELOPMENT PURSUANT TO CHAPTER 551.087 OF THE TEXAS GOVERNMENT CODE; ACTION, IF ANY, WILL BE TAKEN IN OPEN SESSION.

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the Bulletin Board at the Salado Municipal Building on July 16, 2018, at 6:30 p.m.

A handwritten signature in cursive script, reading "Cara McPartland", is written over a horizontal line.

Cara McPartland, City Secretary

The Village of Salado is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact Don Ferguson, Village Administrator, at 254-947-5060 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call 512-272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER APPROVAL OF MINUTES OF THE JULY 12, 2018 SPECIAL MEETING OF THE BOARD OF ALDERMEN

Funds Required:
Funds Available:

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☐ Discussion

Project/Proposal Summary:

This item was placed agenda to allow the board members to consider approval of the minutes of the July 12, 2018 Special Meeting of the Board of Aldermen.

**Village of Salado
Salado Municipal Building
301 N. Stagecoach
Salado, Texas
Minutes of Special Meeting of Board of Aldermen
July 12, 2018 at 6:00 p.m.**

The Board of Aldermen meeting was called to order at 6:00 p.m. by Mayor Skip Blancett.

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Fred Brown, Aldermen Andy Jackson, Michael Coggin, Frank Coachman, and Michael McDougal.

Staff Present: Village Administrator Don Ferguson

1. Executive Session

Discussion regarding the possible acquisition of real property for public recreation/open space purposes pursuant to Chapter 551.072 of the Texas Government Code. (*Village Administrator*)

Mayor Blancett adjourned Open Session and convened into Executive Session at 6:02 p.m., pursuant to Chapter 551.072 of the Texas Government Code to discuss matters related to real property acquisition.

Mayor Blancett adjourned Executive Session and reconvened Open Session at 6:48 p.m.

No action was taken in Executive Session.

2. Discussion and Possible Action

Discuss and consider possible action regarding matters discussed in Executive Session relating to the possible acquisition of real property for public recreation/open space purposes. (*Village Administrator*)

Mayor Pro-tem Brown moved to direct staff to continue negotiations relating to matters discussed in Executive Session. Alderman Coachman seconded. Motion carried on a vote of 5-0.

Adjournment

Mayor Blancett called the meeting adjourned at 6:50 p.m.

Recorded by:

Don Ferguson

These minutes approved on the ____ of July, 2018.

APPROVED:

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

DRAFT

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER APPROVAL OF MINUTES OF THE JULY 5, 2018 REGULAR MEETING OF THE BOARD OF ALDERMEN

Funds Required:

Funds Available:

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☐ Discussion

Project/Proposal Summary:

This item was placed agenda to allow the board members to consider approval of the minutes of the July 5, 2018 Regular Meeting of the Board of Aldermen.

**Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
July 5, 2018 at 6:30 p.m.**

The Board of Aldermen meeting was called to order at 6:31 p.m. by Mayor Skip Blancett.

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

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Fred Brown, Aldermen Andy Jackson, Michael Coggin, Frank Coachman, and Michael McDougal.

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland, Police Chief Rick Ashe, Fire Chief Shane Berrier, and Tourism Director Chadley Hollas

Citizens Communications

No citizen comments were heard.

1. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of June 21, 2018.
- B. Approval of minutes of the Special Board of Aldermen meeting of June 21, 2018.

Alderman Coachman moved to approve the Consent Agenda, as presented. Alderman Jackson seconded. Motion carried on a vote of 5-0.

2. Status Reports

A. Village Administrator's Status Report

- Wastewater Project Update

Village Administrator Ferguson reported that collection system crews are expected to complete Main Street installation in 30-45 days. He advised lift station equipment has arrived and anticipated installation to take place in late August. He said electrical improvements at the treatment plant site are complete and site work continues. He projected treatment plant and collection system completion dates of mid-January 2019 to mid-February 2019, respectively. He reported that approximately \$1,100,000 has been paid to date for the collection system construction and approximately \$890,000 has been paid to date for the treatment plant construction.

- Development of parking regulations relating to yard parking and recreational vehicle parking

Village Administrator Ferguson reported that the Planning and Zoning Commission has recommended an ordinance be drafted that would require a conditional use permit (CUP) to regulate parking of recreational vehicles (RVs) on residential properties. He explained that a CUP would trigger the public hearing/notification process and allow for neighbors and the public in general to provide input on CUP applications. He noted that as a zoning action, a CUP would remain in place regardless of changes in property ownership, but could be removed for non-compliance with CUP conditions or at the property owner's request. He advised that all CUP applications would require public hearings before the Planning and Zoning Commission and the Board of Aldermen. It was noted that the Board has discretion to specify CUP conditions in order to address public concerns. He anticipated presentation of a draft ordinance to the Board as a workshop agenda item on July 19, 2018.

- Fiscal Year 2018 Street Improvement Project

Village Administrator Ferguson reported on the costs and completion timeframe (late summer/early fall) for chip sealing of Stagecoach Circle, Tres Vista, Indian Trail, and a small portion of Mill Creek Drive by Bell County road crews.

- Stagecoach Inn Redevelopment Project

Village Administrator Ferguson reported on drafting of updated development agreements by legal counsel to resolve conflicts and other issues. He said parking lot repairs are being expedited as room openings are expected in late July to early August. Discussion addressed electrical work progress and advance notice for any associated power interruptions.

B. Salado Police Chief Status Report

- Calls for service

Chief Ashe presented June 2018 calls for service, reports written, citations issued, number of arrests, and response time averages.

- New Officer Hire

Chief Ashe introduced new officer Chris Dunshie and highlighted his professional and educational background and qualifications.

- Citizens on Patrol

Chief Ashe advised that Citizens on Patrol (COP) volunteers patrolled for 22 hours (11 shifts) and found 6 unlocked business doors.

In addition, Chief Ashe reported on new badge designs, chaplain services to be provided by Mary Hendrix, and the upcoming event and fireworks display in Sherrill Park this Saturday, July 7, 2018. Mayor Blancett invited Officer Dunshie to speak on his military/law enforcement experience and

welcomed him to Salado. Mayor Blancett also invited Mrs. Hendrix to speak on her professional and educational background counseling those in crisis and thanked her for her service.

C. Salado Fire Chief Status Report

- Calls for service

This item was heard after Agenda Item 6B.

Fire Chief Shane Berrier reported on the number of EMS, fire, and motor vehicle accident calls responded to within Bell County and the Village of Salado for the month of June. Chief Berrier said recent rains will likely have little long-term impact on our area's dry conditions and noted that the Forest Service is actively involved in providing additional resources to local firefighters.

D. Tourism Director's Report

- History Days
- Area CVB Outreach
- Salado Tourism Advisory Board

This item was heard after Agenda Item 2B.

Tourism Director Chadley Hollas reported that the Tourism Advisory Board has held two meetings to date, with initial weekly meetings to be scaled back gradually to bi-monthly or monthly. He spoke of progress on efforts to revitalize Salado tourism and marketing materials, including development and distribution of a rack card promoting Salado.

3. Presentation

Presentation from the Pace Park Advisory Board regarding a proposed Pace Park Improvement Plan. (*Susan Humiston, Pace Park Advisory Board Chair*)

Village Administrator Ferguson advised that Ms. Humiston requested that this item be continued until the Board's next regular meeting on July 19, 2018.

4. Public Hearings and Consider Possible Action

- Hold a public hearing relating to the calculation of the maximum wastewater impact fee amounts and the possible imposition of wastewater impact fees for new or expanded wastewater utility service from the Village of Salado's Wastewater Utility. (*Village Administrator*)

Mayor Blancett outlined public hearing procedures.

Grady Reed of HDR Engineering presented information on the following: maximum/effective impact fee determinations and calculations for those determinations; Wastewater Impact Fee Advisory Committee recommendations; and area fee comparisons. Village Administrator Ferguson spoke of Committee recommendations for Board consideration, including a four-year, interest-free impact fee payout option to minimize impact to customers. Other initiatives discussed included possible creation of a rebate program to help defer costs for customers who have decommissioned existing septs and connected to the system.

Mayor Blancett opened the public hearing and announced the first call for speakers.

Tim Fleischer of 912 Cedar Park Circle, spoke on behalf of the Salado Masonic Lodge located at 95 South Church Street. He cited studies that he said point to conflicting gallon-per-day (gpd) statistics, specifically the determination of a 100 gpd LUE as being inconsistent with his research on national and state standards. Mr. Fleischer expressed concerns for many single family residential (sfr) users that he felt will far exceed 100 gpd, as well as commercial users who will be billed based on overall water usage. He cited a study by Powerhouse Dynamics on average water usage for restaurants and provided an example of a restaurant that would have to pay a \$90,000 impact fee based on that study. Mr. Fleischer also spoke of his conversation with a local restaurant owner that indicated his business would have to pay almost \$16,000 in impact fees based on an estimated 24 LUEs (1 LUE per 100gpd). He presented examples of average water usage/LUEs for churches and the lodging industry and various scenarios resulting in a high number of LUEs and impact fees representing a significant portion of operating costs for businesses/organizations. He noted the limited resources of the Masonic Lodge and its ability to fund its current expenses, including building maintenance and scholarship programs. He spoke of the added costs of decommissioning the Masonic Lodge's septic tank and connecting to the wastewater system, which he said cannot be financed. Mr. Fleischer recognized his opinion is not one of an engineer, but felt that the impact fee study pulled numbers from the air as those numbers are very close to or exactly what it is costing the Village to install and pay for this sewer system. He said that initial customers are being forced to tie in, should not be considered new growth, and as such hoped the Board would consider not imposing an impact fee on initial customers. He felt that the premise that initial users are considered new growth is fundamentally flawed, unethical to enforce, and will have to be defended in court by the Village.

Mayor Blancett announced the second call for public hearing speakers.

Charles Dunifer, owner of Antique Rose at 402 North Main Street, asked why he is being forced to tie into a system that Salado does not need, unless it desires to expand like Jarrell. He said the original incorporation of Salado was to keep Belton and Harker Heights from taking over. He favored keeping Salado the same and asked the Board who they are working for – Main Street, residents, or growth. He congratulated this Board for holding very few closed sessions lately, but said it has “not served us well.”

Mayor Blancett announced the third and final call for public hearing speakers.

John Newman of 2221 Chisholm Trail echoed Tim Fleischer's earlier comments, spoke on the maximum recommended impact fee, and also said properties have been paying full property tax

on principal and interest of “the prematurely issued bonds.” He cited a judicial ruling that he said applied to imposing an impact fee on an existing structure and felt there might be pushback leading to legal action. He said the Board’s granting of exemptions could possibly keep the Village out of court. He cited future capacity projections and concerns that he felt might be addressed under five options: dilute discharge from plant with fresh water; provide supplement nutrition to the plant to secure biological process; pump and haul at some point; non-compliant discharge for periods of time; and to not turn the plant on at this time. He said the service area as presented has no standing in law and wanted an admission that the real service area is the south side of town.

Hearing no further speakers, Mayor Blancett closed the public hearing.

Mayor Pro-tem Brown stated his opposition to charging an impact fee to any property owner that currently has a septic system and is coming online. He said asking them to pay to have service extended to their properties and to have their septic tank decommissioned is enough to ask. He said he has no problem charging an impact fee for new construction. He reminded that the Board is dealing with these issues because the public voted in favor of a wastewater system.

- B. Hold a public hearing and consider approval of an ordinance changing the zoning from Local Retail (LR) to Single Family Residential (SF-7) for a property located at 794 Van Bibber, Salado, Bell County, Texas; and providing for the following: severability; effective date and proper notice and meeting. (*Village Administrator*)

Village Administrator Ferguson reviewed the zoning change request triggered by the recent subdivision of one LR-zoned lot into two lots. As the applicant intends to build a new residence on the newly created lot, there is a need to rezone the subject lot Single Family Residential (SF-7), while the remaining lot from the subdivision will retain its LR zoning designation. He concurred with the Planning and Zoning Commission’s unanimous recommendation for approval at its meeting on June 26, 2018.

Mayor Blancett opened the public hearing and called three times for public speakers. No public comments were heard. Mayor Blancett closed the public hearing.

Mayor Pro-tem Brown moved to approve the ordinance changing the zoning from Local Retail (LR) to Single Family Residential (SF-7) for a property located at 794 Van Bibber, as presented. Alderman Jackson seconded. Motion carried on a vote of 5-0.

5. Ordinance

- A. Consider approval of the first reading of an ordinance of the Village of Salado, Texas repealing Ordinance No. 2013-05 and replacing it with Ordinance No. 2018-10 regulating signs; providing for the following: findings of fact, severability, penalties, repealer, an effective date, and proper notice and meeting. (*Village Administrator*)

Village Administrator Ferguson highlighted key provisions of the proposed ordinance, including types of signs allowed/prohibited; allowance for free-standing/monument signs; location and height limitations on pole signs; and requirement for visible addressing on signs to facilitate

property location by emergency services. Brief discussion addressed the ordinance's two-reading requirement and creation of a separate Board of Adjustment to hear sign variances.

Alderman Coachman moved to approve the ordinance on first reading, as presented. Alderman McDougal seconded. Motion carried on a vote of 5-0.

6. Discuss and Consider Action

A. Discuss and consider possible action regarding the development of a policy relating to the operation of the Village of Salado Trolley. (*Village Administrator*)

Village Administrator Ferguson requested direction from the Board on the maintenance and operation of the trolley as there is increasing demand for its use for events, whether those events are Village-approved, or non-Village approved events sponsored by non-profit organizations, or organized by private businesses. He noted there are potential liability issues without a policy in place that spells out how the trolley can be used and who may operate it.

Mayor Pro-tem Brown felt the trolley sends a welcoming message to visitors and did not favor creating a policy in reaction to a single event held this past weekend by Barrow Brewing.

Discussion addressed significant liability issues, need for Board authorization for use of the trolley for private events, use of Hotel Occupancy Tax funds for trolley purchase, designation of a specific route with regular stops, driver training for volunteer drivers, and previous absence of policy, except for an existing hold harmless agreement.

Speaking of his own experience as a past volunteer trolley driver, Tim Fleischer offered his comments that the former tourism director had required him to turn in his driver's license and insurance prior to driving the trolley.

Alderman McDougal moved to direct staff to draft a policy relating to the operation of the Village of Salado Trolley. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

B. Discuss and consider issues relating to the development of the Fiscal Year 2019 Operating Budget for the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson briefed the Board on the following projected revenues for the upcoming Fiscal Year 2019:

- Taxes (ad valorem, sales, franchise, mixed beverage)
- Licenses/permits
- Fines
- Investment earnings

A chart was displayed showing growth projections and it was noted there is a need to review the Village's fee schedule, which has not been amended in many years.

Discussion addressed future budget discussions to focus on expenditures and the importance of public input throughout the budget process.

Adjournment

Mayor Blancett called the meeting adjourned at 8:15 p.m.

Recorded by:

Cara McPartland

These minutes approved on the ____ of July, 2018.

APPROVED:

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER APPROVAL OF MINUTES OF THE JULY 5, 2018 SPECIAL MEETING OF THE BOARD OF ALDERMEN

Funds Required:
Funds Available:

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☐ Discussion

Project/Proposal Summary:

This item was placed agenda to allow the board members to consider approval of the minutes of the July 5, 2018 Special Meeting of the Board of Aldermen.

**Village of Salado
Salado Municipal Building
301 N. Stagecoach
Salado, Texas
Minutes of Special Meeting of Board of Aldermen
July 5, 2018 at 5:30 p.m.**

The Board of Aldermen meeting was called to order at 5:30 p.m. by Mayor Pro-tem Fred Brown.

Board Members Present: Mayor Skip Blancett (arrived at 5:47 p.m.), Mayor Pro-tem Fred Brown, Aldermen Andy Jackson, Michael Coggin, Frank Coachman, and Michael McDougal.

Staff Present: Village Administrator Don Ferguson and City Secretary Cara McPartland

1. Executive Session

Discussion regarding the possible acquisition of real property for public recreation/open space purposes pursuant to Chapter 551.072 of the Texas Government Code. (*Village Administrator*)

Mayor Pro-tem Brown adjourned Open Session and convened into Executive Session at 5:31 p.m., pursuant to Chapter 551.072 of the Texas Government Code to discuss matters related to real property acquisition.

Mayor Blancett arrived and joined the Executive Session at 5:47 p.m. and assumed duties as Presiding Officer.

Mayor Blancett adjourned Executive Session, and reconvened Open Session at 6:21 p.m.

No action was taken in Executive Session.

2. Discussion and Possible Action

Discuss and consider possible action regarding matters discussed in Executive Session relating to the possible acquisition of real property for public recreation/open space purposes. (*Village Administrator*)

Alderman Jackson moved to direct staff to proceed with matters as discussed in Executive Session. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

Adjournment

Mayor Blancett called the meeting adjourned at 6:23 p.m.

Recorded by:

Cara McPartland

These minutes approved on the ____ of July, 2018.

APPROVED:

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

DRAFT

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER APPROVAL OF MINUTES OF THE JUNE 28, 2018 SPECIAL MEETING OF THE BOARD OF ALDERMEN

Funds Required:
Funds Available:

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☐ Discussion

Project/Proposal Summary:

This item was placed agenda to allow the board members to consider approval of the minutes of the June 28, 2018 Special Meeting of the Board of Aldermen.

**Village of Salado
Salado Municipal Building
301 N. Stagecoach
Salado, Texas
Minutes of Special Meeting of Board of Aldermen
June 28, 2018 at 5:30 p.m.**

The Board of Aldermen meeting was called to order at 5:30 p.m. by Mayor Pro-tem Fred Brown.

Board Members Present: Mayor Skip Blancett (arrived at 5:45 p.m. and assumed duties as Presiding Officer), Mayor Pro-tem Fred Brown, Aldermen Andy Jackson, Michael Coggin, Frank Coachman, and Michael McDougal.

Staff Present: Village Administrator Don Ferguson

Workshop

Workshop to discuss and develop Proposed Goals and Priorities for the Village of Salado for Fiscal Year 2019. (*Mayor Skip Blancett*)

Village Administrator Ferguson outlined tonight's meeting purpose and objectives and reviewed the status of numerous projects.

Discussion among Board members and Village Administrator Ferguson resulted in the following list of goals and objectives for Fiscal Year 2019;

- Initiate and complete construction of new wastewater system
- Review and update the Village's annexation efforts and tax abatement program
- Completion of planned sidewalk, lighting, parking and bike lane improvements on Main Street
- Establish a development overlay district (zoning, development standards, etc.) for the I-35 Corridor
- Establish an outreach program to encourage developers in the Village's ETJ to request annexation into the Village
- Reactivation of various citizen advisory committees (public safety, parks, economic development, ordinance, etc.) and establish Alderman-liaison positions on each committee
- Consider the possible expansion of the planned wastewater service area to include the north side hotel properties and Salado Schools
- Secure a site on the west side of I-35 for a future wastewater treatment plant site
- Establish a development overlay district for the Royal Street Corridor, adjacent to Main Street
- Improve the curbside appeal of the Municipal Building and Police Department

- Develop and implement a Way Finding Signage Program
- Secure grant funding for future park and trail development
- Develop and implement a multifaceted public notification program for emergencies and critical community events and activities
- Designate a truck route in the Village
- Modify the configuration of the intersection of Royal Street and Main Street
- Review and update the Village's commercial development regulations
- Establish public and private partnerships to facilitate development of Pace Park
- Establish a capital vehicle and equipment replacement program for the Police Department and Public Works Department
- Add patrol vehicles and increase manpower in the Salado Police Department.
- Establish a regular leadership luncheon for local and area elected officials
- Construct a walkway on the Main Street Bridge over Salado Creek
- Develop an incentive program to attract additional high speed internet providers to the Village
- Develop facilities and activities for the youth in the community
- Establish a "Village Mission" volunteer program
- Develop and implement an eco-tourism program
- Develop and implement a program supporting the cultural arts in Salado
- Develop and implement a prioritized street improvement program
- Review and update Village of Salado Economic Development Strategy and Tax Incentive Program
- Design and complete the Royal Street Roadway Restoration Program
- Develop and implement deer management program
- Enhance communication with citizens via newsletter, etc.
- Develop and implement an enhanced traffic enforcement program
- Locate and develop new parking opportunities in the Main Street Business District
- Enhance involvement in Central Texas Council of Government activities
- Remove excess gravel build-ups from Salado Creek

Adjournment

Mayor Blancett called the meeting adjourned at 7:00 p.m.

Recorded by:

Cara McPartland

These minutes approved on the ____ of July, 2018.

APPROVED:

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

DRAFT

BOA Agenda Item Form



**Village
of Salado**

Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER APPROVAL OF
JUNE 2018 FINANCIAL STATEMENTS FOR THE
VILLAGE OF SALADO

Funds Required:
Funds Available:

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☐ Discussion

Project/Proposal Summary:

This item was placed agenda to allow the board members to consider approval of the June 2018 Financial Statements for the Village of Salado.

1:46 PM

07/16/18

Accrual Basis

Village of Salado-General Fund
Balance Sheet
 As of June 30, 2018

	<u>Jun 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 - Cash In Bank FSBxxx3002	2,645.74
1002 - Horizon GF Operating xxx8101	797,907.28
1003 - Horizon Payroll xxx9962	2.81
1004 - Horizon Forfeiture xxx3514	1,385.68
1099 - Petty Cash	100.00
Total Checking/Savings	<u>802,041.51</u>
Other Current Assets	
1100 - Investments	
1120 - TexPool	4,238.41
Total 1100 - Investments	<u>4,238.41</u>
1200 - Other receivables	
1213 - Credit Card Payments Receivable	258.83
1215 - Property Tax Receivable	5,033.38
1217 - Franchise Fee Receivable	14,127.99
1218 - Sales Tax Receivable	36,318.71
Total 1200 - Other receivables	<u>55,738.91</u>
1205 - Due To/From Other Funds	
1206 - Due From Fund 200 - Hotel/Motel	23,385.29
1208 - Due From Stagecoach Sewer Fund	1,334.20
Total 1205 - Due To/From Other Funds	<u>24,719.49</u>
1600 - Prepaid Expenses	250.00
Total Other Current Assets	<u>84,946.81</u>
Total Current Assets	<u>886,988.32</u>
Fixed Assets	
1700 - Land	45,576.83
1705 - Building	368,943.11
1710 - Vehicles	222,240.67
1720 - Park Equipment	72,861.61
1725 - Furniture & Fixtures	14,646.20
1730 - Machinery & Equipment	120,060.56
1740 - Infrastructure	844,449.14
1799 - Accumulated Depreciation	-518,733.60
Total Fixed Assets	<u>1,170,044.52</u>
Other Assets	
1900 - Cash and Investments - Restrict	
1903 - Restricted Funds, Equipment	48,000.00
Total 1900 - Cash and Investments - Restrict	<u>48,000.00</u>
Total Other Assets	<u>48,000.00</u>
TOTAL ASSETS	<u><u>2,105,032.84</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	37,077.99
Other Current Liabilities	
2100 - Payroll Liabilities	8,306.80
2200 - Due to other funds	
2201 - Due to I&S	2,233.55

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Accrual Basis

Village of Salado-General Fund
Balance Sheet
As of June 30, 2018

	<u>Jun 30, 18</u>
Total 2200 - Due to other funds	2,233.55
2700 - Deferred Revenue	
2704 - Deferred Revenue - Ad Valorem	<u>4,561.47</u>
Total 2700 - Deferred Revenue	4,561.47
2800 - Reserve for Special Projects	118,733.64
2860 - Reserved LEOSE funds	229.80
2862 - Reserved- Technology Fund	3,056.64
2863 - Reserved- Main Street Improv.	<u>4,890.63</u>
Total Other Current Liabilities	<u>142,012.53</u>
Total Current Liabilities	179,090.52
Long Term Liabilities	
2910 - Compensated Absences	<u>16,892.61</u>
Total Long Term Liabilities	<u>16,892.61</u>
Total Liabilities	195,983.13
Equity	
32000 - Retained Earnings	1,712,068.19
Net Income	<u>196,981.52</u>
Total Equity	<u>1,909,049.71</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,105,032.84</u></u>

VILLAGE OF SALADO, TEXAS
FUND BALANCE- GENERAL FUND
As of June 30, 2018

Current Assets:

Cash and Cash Equivalents	\$ 802,041.51
Investments	\$ 4,238.41
Receivables	\$ 80,708.40
Total Current Assets	\$ 886,988.32

Liabilities and Fund Balances:

Liabilities:

Accounts Payable	\$ 37,077.99
Payroll Liabilities	\$ 8,306.80
Intergovernmental Payable	\$ 2,233.55
Deferred Revenues	\$ 4,561.47
Compensated Absences	\$ 16,892.61
Total Liabilities	\$ 69,072.42

Reserves/Balances:

Non-spendable Fund Balance	\$ -
Restricted Fund Balance	\$ 126,910.71
Committed Fund Balances	
Public Works	\$ 276,402.08
Future Grant Matches	\$ 172,751.30
Wastewater Operations	\$ 241,851.82
Assigned Fund Balance	\$ -
Unassigned Fund Balance	\$ -
Total Reserves/Balances	\$ 817,915.90

Total Liabilities and Fund Balances	\$ 886,988.32
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**Village of Salado-General Fund
Profit & Loss Budget Performance
June 2018**

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 - GENERAL FUND REVENUE				
4100 - Tax Revenue				
4115 - Property Taxes	1,143.65	392,808.19	366,454.00	107.22%
4120 - Sales Tax Earned	32,787.79	346,190.30	387,000.00	89.46%
4130 - Mixed Beverages	0.00	11,969.03	15,000.00	79.79%
Total 4100 - Tax Revenue	33,931.44	751,067.52	768,454.00	97.74%
4150 - Franchise Fees				
4160 - Electric Franchise	1,000.00	111,375.61	130,000.00	85.67%
4165 - Telephone Franchise	46.26	12,490.72	30,500.00	40.95%
4170 - Waste Disposal Franchise Fee	0.00	8,023.26	16,500.00	48.63%
4175 - Cable Franchise	0.00	11,702.91	15,000.00	78.02%
4180 - Water Franchise	0.00	22,007.86	25,000.00	88.03%
Total 4150 - Franchise Fees	1,046.26	165,600.36	217,000.00	76.31%
4200 - Licenses, Permits, and Fees				
4210 - Sign Permit / Misc	15.00	105.00	500.00	21.0%
4215 - Service Fees (Burn)	0.00	260.00	500.00	52.0%
4216 - Service Fees (Itinerant Vendor)	1,000.00	3,550.00	2,100.00	169.05%
4230 - Building Permit Fees	3,420.30	17,614.79	23,000.00	76.59%
4260 - Certificate of Occupancy	0.00	365.00	1,365.00	26.74%
4270 - Contractor Registration	250.00	4,855.00	4,000.00	121.38%
Total 4200 - Licenses, Permits, and Fees	4,685.30	26,749.79	31,465.00	85.01%
4300 - Service Fees				
4310 - Subdiv/Plats/Waivers/Exceptions	4,643.29	17,573.30	20,000.00	87.87%
4315 - Zoning/Variances	265.00	770.00	1,250.00	61.6%
4320 - Pace Park Rental Fees	495.00	3,430.00	4,500.00	76.22%
4330 - LEOSE	0.00	911.24	900.00	101.25%
4340 - Crash Report Fees	12.00	198.10	250.00	79.24%
Total 4300 - Service Fees	5,415.29	22,882.64	26,900.00	85.07%
4700 - Investment and other Income				
4780 - Interest Income	662.43	6,273.76	7,500.00	83.65%
4790 - Other Income	120.00	-156.35	1,000.00	-15.64%
Total 4700 - Investment and other income	782.43	6,117.41	8,500.00	71.97%
4400 - Fines and Forfeitures				
4425 - Court Fines	7,803.70	26,830.15	25,000.00	107.32%
4426 - Court Fines- NSFs and Overpmts	0.00	-2.90		
4427 - Court Costs- State Comptroller	-8,343.21	-12,194.97		
Total 4400 - Fines and Forfeitures	-539.51	14,632.28	25,000.00	58.53%
Total 4000 - GENERAL FUND REVENUE	45,321.21	987,050.00	1,077,319.00	91.62%
Total Income	45,321.21	987,050.00	1,077,319.00	91.62%
Expense				
GENERAL FUND EXPENDITURES				
5000 - ADMINISTRATION DEPARTMENT				

Village of Salado-General Fund
Profit & Loss Budget Performance
June 2018

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
5050 • Transfer Out- Stagecoach Sewer	0.00	39,571.99	39,571.99	100.0%
5100 • Personnel Services				
5101 • Village Administrator Salary	13,327.20	82,384.00	105,000.00	78.46%
5102 • City Secretary Salary	7,178.40	47,856.00	62,200.00	76.94%
5121 • Payroll Tax- MC Admin	297.32	1,888.48	2,424.40	77.9%
5122 • Payroll Tax- SS Admin	1,271.34	7,676.14	10,366.40	74.05%
5123 • Payroll Tax- TWC Admin	0.00	328.21	18.00	1,823.39%
5126 • TMRS Contributions- Admin	1,453.86	9,432.09	11,854.48	79.57%
5127 • Health Care- Admin	1,149.94	11,374.60	13,752.00	82.71%
5128 • Pay Comparability Adjustment	0.00	0.00	2,000.00	0.0%
Total 5100 • Personnel Services	24,678.06	160,939.52	207,615.28	77.52%
5200 • Services				
5201 • Meeting Expense	32.00	348.16	1,000.00	34.82%
5202 • Bell Co Health Svcs Contracts	0.00	5,465.00	5,085.00	107.47%
5203 • Printing Expense	0.00	391.00	1,500.00	26.07%
5204 • Telephone	537.21	4,759.43	6,212.00	76.62%
5205 • Equipment - Leased / Rented	295.77	2,724.09	3,550.00	76.74%
5206 • Interest Exp/Bank Fees	41.05	488.03	500.00	97.61%
5207 • BELLCAD	0.00	10,799.45	9,000.00	119.99%
5214 • Utilities	678.37	3,281.27	4,059.00	80.84%
5215 • Janitorial	317.00	2,853.00	3,804.00	75.0%
Total 5200 • Services	1,901.40	31,109.43	34,710.00	89.63%
5216 • Professional Fees				
5216-1 • Profess Fees - Planning	0.00	0.00	1,500.00	0.0%
5216-3 • Profess Fees - Accounting	1,435.00	23,700.00	35,900.00	66.02%
5216-4 • Profess Fees - Inspections	0.00	14,194.97	20,130.00	70.52%
5216-5 • Profess. Fees - Legal	2,154.00	12,754.04	45,000.00	28.34%
Total 5216 • Professional Fees	3,589.00	50,649.01	102,530.00	49.4%
5300 • Other Services & Charges				
5301 • Election Expenses	0.00	882.00	5,000.00	17.64%
5304 • Office Supplies	447.82	3,370.45	3,550.00	94.94%
5305 • Postage	105.00	2,134.15	2,200.00	97.01%
5306 • Building Supplies	0.00	193.93	750.00	25.86%
5307 • Building & Equipment - R & M	257.00	2,328.00	15,500.00	15.02%
5309 • Website	0.00	0.00	1,150.00	0.0%
5310 • Public Notices	284.00	1,180.72	5,000.00	23.61%
5311 • Insurance (TML Property & GL)	0.00	24,217.26	25,000.00	96.87%
5312 • Dues and Subscriptions	0.00	2,367.50	1,400.00	169.11%
5313 • Training & Travel	0.00	1,549.46	3,500.00	44.27%
5320 • Special Projects	0.00	5,000.00	8,000.00	62.5%
Total 5300 • Other Services & Charges	1,093.82	43,223.47	71,050.00	60.84%
5400 • Capital Outlay				
5401 • Equipment (IT)	0.00	7,196.32	8,000.00	89.95%
Total 5400 • Capital Outlay	0.00	7,196.32	8,000.00	89.95%

Village of Salado-General Fund
Profit & Loss Budget Performance
June 2018

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
Total 5000 • ADMINISTRATION DEPARTMENT	31,262.28	332,689.74	463,477.27	71.78%
5500 • DEVELOPMENT SERVICES DEPARTMENT				
5501 • Personnel Services				
5502 • Director Salary	6,924.00	46,160.01	60,000.00	76.93%
5503 • Payroll Tax- MC Dev Svcs	100.40	669.32	870.00	76.93%
5504 • Payroll Tax- SS Dev Svcs	429.29	2,718.83	3,720.00	73.09%
5505 • Payroll Tax- TWC Dev Svcs	0.00	162.00	9.00	1,800.0%
5506 • TMRS Contributions- Dev Svcs	490.92	3,343.85	4,254.00	78.61%
5507 • Health Care- Dev Svcs	605.85	5,387.41	7,357.32	73.23%
Total 5501 • Personnel Services	8,550.46	58,441.42	76,210.32	76.68%
5600 • Other Services & Charges				
5601 • Travel & Training	0.00	261.36	500.00	52.27%
Total 5600 • Other Services & Charges	0.00	261.36	500.00	52.27%
5700 • Professional Fees				
5701 • General Engineering	947.60	8,856.92	5,000.00	177.14%
5702 • Zoning/Annexation	0.00	0.00	3,300.00	0.0%
5703 • Engineering- Plat Review	1,260.13	5,410.24	12,500.00	43.28%
Total 5700 • Professional Fees	2,207.73	14,267.16	20,800.00	68.59%
Total 5500 • DEVELOPMENT SERVICES DEPARTMENT	10,758.19	72,969.94	97,510.32	74.83%
6000 • PUBLIC SAFETY DEPARTMENT				
6001 • Fire Department				
6002 • Contract	0.00	40,000.00	40,000.00	100.0%
6003 • Burn Fees	0.00	0.00	500.00	0.0%
Total 6001 • Fire Department	0.00	40,000.00	40,500.00	98.77%
6200 • Police Department				
6201 • Personnel Services				
6202 • Salary - Chief of Police	6,345.60	42,304.00	55,000.00	76.92%
6203 • Salary- Corporal	6,751.00	36,544.63	44,720.00	81.72%
6204 • Salary / Wages - Officers	13,140.00	88,344.00	112,320.00	78.65%
6205 • Officers - Overtime	1,107.00	5,446.89	7,000.00	77.81%
6206 • Longevity & Certif Pay	0.00	1,176.00	4,500.00	26.13%
6207 • Payroll Tax- MC PD	396.53	2,520.36	3,241.33	77.76%
6208 • Payroll Tax- SS PD	1,695.31	10,230.77	13,859.48	73.82%
6209 • Payroll Tax- TWC PD	0.00	812.87	45.00	1,806.38%
6210 • TMRS Contributions- PD	1,938.67	9,042.39	15,848.99	57.05%
6211 • Health Care- PD	3,680.40	31,498.59	36,786.00	85.63%
Total 6201 • Personnel Services	35,054.51	227,920.50	293,320.80	77.7%
6212 • Services				
6213 • Telephone	800.92	7,539.77	9,800.00	76.94%
6214 • Utilities	733.36	5,122.72	6,410.00	79.92%
6215 • Janitorial	150.00	1,350.00	1,800.00	75.0%
Total 6212 • Services	1,684.28	14,012.49	18,010.00	77.8%
6216 • Other Services & Charges				
6217 • Ammunition	0.00	0.00	1,500.00	0.0%

Village of Salado-General Fund
Profit & Loss Budget Performance
June 2018

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
6218 • Crime Prevention Supplies	0.00	0.00	500.00	0.0%
6219 • Auto Expenses	1,777.35	13,971.86	16,500.00	84.68%
6220 • Supplies	564.49	4,507.63	3,500.00	128.79%
6221 • Equipment Maintenance & Repair	119.00	2,967.34	2,000.00	148.37%
6222 • Building R & M	0.00	0.00	1,500.00	0.0%
6223 • Dues & Subscriptions	0.00	896.00	4,000.00	22.4%
6224 • Animal Control	0.00	180.00	1,000.00	18.0%
Total 6216 • Other Services & Charges	2,460.84	22,522.83	30,500.00	73.85%
6225 • Police - Capital Outlay				
6226 • Capital Outlay- PD Vehicles	0.00	0.00	12,000.00	0.0%
6227 • Capital Outlay- PD Equipment	2,936.00	2,936.00	5,000.00	58.72%
Total 6225 • Police - Capital Outlay	2,936.00	2,936.00	17,000.00	17.27%
Total 6200 • Police Department	42,135.63	267,391.82	358,830.80	74.52%
6500 • Municipal Court				
6550 • Professional Fees				
6551 • Judicial Services	500.00	4,500.00	6,000.00	75.0%
6552 • Prosecutor	675.09	2,580.27	6,000.00	43.01%
Total 6550 • Professional Fees	1,175.09	7,080.27	12,000.00	59.0%
6570 • Other Services & Charges				
6571 • Supplies	0.00	666.34	500.00	133.27%
6573 • Dues and Subscriptions	0.00	2,131.26	2,100.00	101.49%
6575 • Travel and Training	0.00	2,772.18	1,500.00	184.81%
Total 6570 • Other Services & Charges	0.00	5,569.78	4,100.00	135.85%
Total 6500 • Municipal Court	1,175.09	12,650.05	16,100.00	78.57%
Total 6000 • PUBLIC SAFETY DEPARTMENT	43,310.72	320,041.87	415,430.80	77.04%
7000 • PUBLIC WORKS DEPARTMENT				
7001 • Personnel Services				
7002 • Wages- Maintenance Worker	3,360.00	22,320.00	29,120.00	76.65%
7004 • Maintenance Worker- Overtime	63.00	315.00	1,400.00	22.5%
7005 • Payroll Tax- MC Maint	49.63	328.21	422.24	77.73%
7006 • Payroll Tax- SS Maint	212.18	1,338.85	1,805.44	74.16%
7007 • Payroll Tax- TWC Maint	0.00	162.00	9.00	1,800.0%
7008 • TMRS Contributions- Maint	242.69	1,639.38	2,064.61	79.4%
7009 • Healthcare- Maintenance	42.89	342.43	7,357.32	4.65%
7010 • Maint.- Certification Pay	0.00	0.00	900.00	0.0%
Total 7001 • Personnel Services	3,970.39	26,445.87	43,078.61	61.39%
7015 • Other Services & Charges				
7016 • Maint- Uniforms and Boots	0.00	0.00	1,150.00	0.0%
7017 • Telephone	63.58	632.66	735.00	86.08%
7018 • Maint - R & M (Bldg)	76.98	1,646.02	1,000.00	164.6%
Total 7015 • Other Services & Charges	140.56	2,278.68	2,885.00	78.98%
Total 7000 • PUBLIC WORKS DEPARTMENT	4,110.95	28,724.55	45,963.61	62.49%
8000 • PARKS DEPARTMENT				
8001 • Services				

Village of Salado-General Fund Profit & Loss Budget Performance

June 2018

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
8002 • Utilities	77.05	958.33	2,386.00	40.17%
Total 8001 • Services	77.05	958.33	2,386.00	40.17%
8010 • Other Services & Charges				
8011 • Supplies	118.10	1,680.76	3,500.00	48.02%
8012 • Auto Expenses	81.62	553.49	720.00	76.87%
8013 • Equipment Repair	0.00	1,312.74	2,000.00	65.64%
Total 8010 • Other Services & Charges	199.72	3,546.99	6,220.00	57.03%
Total 8000 • PARKS DEPARTMENT	276.77	4,505.32	8,606.00	52.35%
9000 • STREET DEPARTMENT				
9001 • Other Services & Charges				
9002 • Contract labor	0.00	0.00	1,000.00	0.0%
9003 • Signage	0.00	39.46	800.00	4.93%
9004 • Auto Expense	81.62	686.86	1,500.00	45.79%
9005 • Equipment Repair	0.00	856.00	1,000.00	85.6%
9006 • Street Supplies	0.00	5,464.63	9,500.00	57.52%
Total 9001 • Other Services & Charges	81.62	7,046.95	13,800.00	51.07%
9050 • Services				
9051 • Utilities	1,102.19	9,490.11	11,295.00	84.02%
Total 9050 • Services	1,102.19	9,490.11	11,295.00	84.02%
9500 • Capital Outlay				
9501 • Capital Outlay- Streets	0.00	14,600.00	66,236.00	22.04%
9502 • Main Street Improvements	0.00	0.00	5,000.00	0.0%
Total 9500 • Capital Outlay	0.00	14,600.00	71,236.00	20.5%
Total 9000 • STREET DEPARTMENT	1,183.81	31,137.06	96,331.00	32.32%
Total GENERAL FUND EXPENDITURES	90,902.72	790,068.48	1,127,319.00	70.08%
Total Expense	90,902.72	790,068.48	1,127,319.00	70.08%
Net Ordinary Income	-45,581.51	196,981.52	-50,000.00	-393.96%
Other Income/Expense				
Other Income				
97000 • Use of Restricted Funds-Streets	0.00	0.00	50,000.00	0.0%
Total Other Income	0.00	0.00	50,000.00	0.0%
Net Other Income	0.00	0.00	50,000.00	0.0%
Net Income	-45,581.51	196,981.52	0.00	100.0%

Village of Salado-General Fund
Check Listing
As of June 30, 2018

Date	Num	Name	Memo	Amount
1002 - Horizon GF Operating xxx8101				
06/12/2018	2354	BJ's Flower Shop	Flower Arrangement- Dankert BOA Retirement	72.00
06/12/2018	2355	Fuelman	May Fuel Charges	1,333.05
06/12/2018	2356	GT Distributors	PD Uniform Patches	135.00
06/12/2018	2357	InHouse Systems, Inc.	Alarm System Monitoring- June 2018	19.95
06/12/2018	2358	Kelth's Ace Hardware	May Charges	220.56
06/12/2018	2359	Kwik Kopy	Business Cards- Michael Coggin, BOA	42.00
06/12/2018	2360	Salado Water Supply Corporation	Utilities: Water	133.15
06/12/2018	2361	Sam's Club	Sam's Purchases May 2018	368.02
06/12/2018	2362	SonicWALL Services	Comprehensive Gateway Security 7/6/18 - 7/6/19	299.00
06/12/2018	2363	Tax Appraisal District Of Bell County	Fourth Quarter Pmt- 2018 Taxing Unit Fee	2,748.00
06/12/2018	2364	The Reinalt-Thomas Corporation	PD Vehicle Maintenance	257.21
06/12/2018	2365	Verizon Wireless	Village Cell Phones	541.92
06/12/2018	2366	Salado Water Supply Corporation	4 Meters	20.00
06/13/2018			Funds Transfer- Payroll	25,001.17
06/14/2018	2367	Bojorquez Law Firm	Legal Services May 2018	922.09
06/14/2018	2368	Bureau Veritas	Inspection Fees May 2018	461.52
06/14/2018	2369	COBAN Technologies, Inc.	PD- Fusion System w/ 3 Yr Service Pkg	2,936.00
06/14/2018	2370	Eagle Disposal	Utilities: Garbage	112.50
06/14/2018	2371	Grande Communications	Internet Service	114.99
06/14/2018	2372	Just Say It!	Desk Plate	15.50
06/14/2018	2373	Kasberg, Patrick & Associates	May 2018 Services	1,772.68
06/14/2018	2374	Kristi Stegall	May Accounting Services	1,365.00
06/14/2018	2375	Star Awards Inc.	Engraved Pen/Case- K Manning Student Rep	32.00
06/14/2018	2376	Salado Village Voice Newspaper	Public Notices Published	435.00
06/14/2018	2377	Troy Radio Service	PD Vehicle- Swap Out Old Radio and Head w/ New Uni	507.00
06/21/2018	2378	Aflac	Employee Paid Additional Coverage	60.00
06/21/2018	2379	CenturyLink	City Hall Telephone	368.63
06/21/2018	2380	Don G. Engleking	Judicial Services- July 2018	500.00
06/21/2018	2381	InHouse Systems, Inc.	Alarm System Monitoring- PD- July 2018	19.95
06/21/2018	2382	CenturyLink	PD Telephone	380.87
Total 1002 - Horizon GF Operating xxx8101				41,194.76
TOTAL				<u>41,194.76</u>

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Accrual Basis

Village of Salado, Hotel-Motel Fund
Balance Sheet
 As of June 30, 2018

	<u>Jun 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1005 - Horizon Operating xxx0314	98,908.40
Total Checking/Savings	98,908.40
Other Current Assets	
1200 - AR Taxes	8,529.50
1500 - Petty Cash	100.00
1100 - Investments	
1120 - TexPool	5,077.18
Total 1100 - Investments	5,077.18
Total Other Current Assets	13,706.68
Total Current Assets	112,615.08
TOTAL ASSETS	<u><u>112,615.08</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	1,000.00
Other Current Liabilities	
2400 - Reserve For Trolley Project	6,675.00
2200 - Due To Other Funds	
2201 - Due to GF	22,789.05
Total 2200 - Due To Other Funds	22,789.05
2205 - Unearned Revenue	3,987.37
Total Other Current Liabilities	33,451.42
Total Current Liabilities	34,451.42
Total Liabilities	34,451.42
Equity	
32000 - Retained Earnings	60,563.16
Net Income	17,600.50
Total Equity	78,163.66
TOTAL LIABILITIES & EQUITY	<u><u>112,615.08</u></u>

VILLAGE OF SALADO, TEXAS
FUND BALANCE- HOTEL OCCUPANCY FUND
As of June 30, 2018

Current Assets:

Cash and Cash Equivalents	\$ 99,008.40
Investments	\$ 5,077.18
Receivables	\$ 8,529.50
Total Current Assets	\$ 112,615.08

Liabilities and Fund Balances:

Liabilities:

Accounts Payable	\$ 1,000.00
Intergovernmental Payable	\$ 22,789.05
Compensated Absences	\$ -
Total Liabilities	\$ 23,789.05

Reserves/Balances:

Non-spendable Fund Balance	\$ -
Restricted Fund Balance-Emergency Tourism Marketing	\$ 8,215.10
Committed Fund Balance- Tourism Division Operations	\$ 73,935.93
Assigned Fund Balance- Trolley Project	\$ 6,675.00
Unassigned Fund Balance	\$ -
Total Reserves/Balances	\$ 88,826.03

Total Liabilities and Fund Balances	\$ 112,615.08
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Village of Salado, Hotel-Motel Fund
Profit & Loss Budget Performance
June 2018

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 • HOT FUND REVENUE				
4100 • County Hotel Occupancy Tax	0.00	777.86	7,000.00	11.11%
4200 • Occupancy Tax	1,173.12	112,534.78	160,000.00	70.33%
4300 • Other Income	86.40	1,147.77	0.00	100.0%
Total 4000 • HOT FUND REVENUE	1,259.52	114,460.41	167,000.00	68.54%
Total Income	1,259.52	114,460.41	167,000.00	68.54%
Expense				
5000 • HOT FUND EXPENDITURES				
5001 • Personnel Services				
5002 • Salary- Director	6,633.60	32,338.30	65,000.00	49.75%
5003 • Wages- Part Time Employees	1,170.00	6,816.63		
5004 • Payroll Tax- MC	113.16	685.11	942.50	72.69%
5005 • Payroll Tax- SS	483.82	2,774.41	4,030.00	68.84%
5006 • Payroll Tax- TWC	21.06	252.04	9.00	2,800.44%
5007 • TMRS Contribution	470.31	2,956.93	4,608.50	64.16%
5008 • Health Care	604.58	4,169.36	7,357.32	56.67%
Total 5001 • Personnel Services	9,496.53	49,992.78	81,947.32	61.01%
5050 • Other Charges & Services				
5051 • Lease- Visitors Center	1,987.00	17,883.00	24,588.00	72.73%
5052 • Marketing	0.00	29,474.79	60,196.00	48.97%
5053 • Office Supplies	0.00	105.58	268.68	39.3%
Total 5050 • Other Charges & Services	1,987.00	47,463.37	85,052.68	55.81%
Total 5000 • HOT FUND EXPENDITURES	11,483.53	97,456.15	167,000.00	58.36%
General				
Total Expense	11,483.53	97,456.15	167,000.00	58.36%
Net Ordinary Income	-10,224.01	17,004.26	0.00	100.0%
Net Income	-10,224.01	17,004.26	0.00	100.0%

4:17 PM
07/15/18
Accrual Basis

Village of Salado, Hotel-Motel Fund
Check Listing
As of June 30, 2018

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1005 · Horizon Operating xxx0314				
(No checks drawn this period)				
Total 1005 · Horizon Operating xxx0314				<u>0.00</u>
TOTAL				<u><u>0.00</u></u>

3:50 PM

07/15/18

Accrual Basis

Village of Salado - 600 Sewer Fund
Balance Sheet
As of June 30, 2018

	<u>Jun 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 - Cash in Bank	10,916.59
Total Checking/Savings	10,916.59
Accounts Receivable	1,050.00
Total Current Assets	11,966.59
Fixed Assets	
1500 - Wastewater Treatment Facility	1,233,506.00
1520 - Improvements	5,857.08
1599 - Accumulated Depreciation	-31,674.00
Total Fixed Assets	1,207,689.08
TOTAL ASSETS	<u><u>1,219,655.67</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	795.00
Other Current Liabilities	
2300 - Sewer Deposits Payable	3,070.60
Total Other Current Liabilities	3,070.60
Total Current Liabilities	3,865.60
Total Liabilities	3,865.60
Equity	1,215,790.07
TOTAL LIABILITIES & EQUITY	<u><u>1,219,655.67</u></u>

VILLAGE OF SALADO, TEXAS
FUND BALANCE- STAGECOACH WASTEWATER FUND
As of June 30, 2018

Current Assets:

Cash and Cash Equivalents	\$ 10,916.59
Receivables	\$ 1,050.00
Total Current Assets	\$ 11,966.59

Liabilities and Fund Balances:

Liabilities:

Accounts Payable	\$ 795.00
Intergovernmental Payable	\$ -
Customer Deposits Payable	\$ 3,070.60
Total Liabilities	\$ 3,865.60

Reserves/Balances:

Non-spendable Fund Balance	\$ -
Restricted Fund Balance	\$ -
Committed Fund Balance- Plant Operations	\$ 8,100.99
Assigned Fund Balance	\$ -
Unassigned Fund Balance	\$ -
Total Reserves/Balances	\$ 8,100.99

Total Liabilities and Fund Balances	\$ 11,966.59
--	---------------------

Village of Salado - 600 Sewer Fund Profit & Loss Budget Performance

June 2018

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 • STAGECOACH WW FUND REVENUE				
4001 • Monthly Service Fee	1,533.75	13,709.75	25,000.00	54.84%
4005 • Transfers In From General Fund	0.00	39,571.99	39,571.99	100.0%
4010 • Other Revenue	12.71	152.19		
Total 4000 • STAGECOACH WW FUND REVENUE	1,546.46	53,433.93	64,571.99	82.75%
Total Income	1,546.46	53,433.93	64,571.99	82.75%
Expense				
5000 • STAGECOACH WW FUND EXPENDITURES				
5100 • Utilities				
5101 • Electric	0.00	0.00	11,000.00	0.0%
5102 • Water	0.00	0.00	6,720.00	0.0%
Total 5100 • Utilities	0.00	0.00	17,720.00	0.0%
5200 • Professional Fees				
5201 • Profess Fees - Auditor	0.00	0.00	850.00	0.0%
5202 • Profess Fees - Legal	0.00	0.00	1,500.00	0.0%
Total 5200 • Professional Fees	0.00	0.00	2,350.00	0.0%
5300 • Other Charges & Services				
5301 • Contract Labor	0.00	20,200.00	30,000.00	67.33%
5302 • Auto Expenses	0.00	0.00	200.00	0.0%
5303 • Office Supplies	0.00	163.43	100.00	163.43%
5304 • Postage	0.00	0.00	100.00	0.0%
5305 • Building Supplies	0.00	0.00	100.00	0.0%
5306 • Testing	0.00	6,693.79	10,000.00	66.94%
5307 • Sludge Disposal	3,457.50	8,227.50	12,000.00	68.56%
5308 • Equipment - R & M	0.00	1,693.40	8,000.00	21.17%
5310 • Insurance	0.00	2,257.94	2,400.00	94.08%
5311 • Training & Travel	0.00	0.00	1,500.00	0.0%
5312 • Permits	0.00	1,870.00		
5313 • Printing Expense	0.00	0.00	100.00	0.0%
Total 5300 • Other Charges & Services	3,457.50	41,106.06	64,500.00	63.73%
Total 5000 • STAGECOACH WW FUND EXPENDITURES	3,457.50	41,106.06	84,570.00	48.61%
Total Expense	3,457.50	41,106.06	84,570.00	48.61%
Net Ordinary Income	-1,911.04	12,327.87	-19,998.01	-61.65%
Other Income/Expense				
Other Income				
9000 • FROM UNRESTRICTED GF BALANCE	0.00	0.00	19,998.01	0.0%
Total Other Income	0.00	0.00	19,998.01	0.0%
Net Other Income	0.00	0.00	19,998.01	0.0%
Net Income	-1,911.04	12,327.87	0.00	100.0%

3:55 PM
07/15/18
Accrual Basis

Village of Salado - 600 Sewer Fund
Check Listing
As of June 30, 2018

Date	Num	Name	Memo	Amount
1001 - Cash in Bank				
06/14/2018	1277	Environmental Monitoring Laboratory, LLC	May Testing	779.00
06/21/2018	1278	Lawson Water & Wastewater Solutions	May 2018 Plant Operations	3,008.00
06/21/2018	1279	Wastewater Transport Services, LLC		<u>2,662.50</u>
Total 1001 - Cash in Bank				<u>6,449.50</u>
TOTAL				<u><u>6,449.50</u></u>

3:41 PM

07/15/18

Accrual Basis

Village of Salado - 700 Permanent Improvement Bonds 2015
Balance Sheet
As of June 30, 2018

	<u>Jun 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Horizon MMA xxx9401	4,039,300.19
1002 · Horizon Bond Disbursement x8630	398,806.45
1003 · Horizon '18 Bond Proceeds x9230	<u>2,299,011.60</u>
Total Checking/Savings	6,737,118.24
Other Current Assets	
2205 · Due To/From EDA Grant Fund	<u>450,563.93</u>
Total Other Current Assets	<u>450,563.93</u>
Total Current Assets	7,187,682.17
Fixed Assets	
1500 · Bond Amort Costs & CIP	188,115.47
1501 · Accum Amort- Bond Amortization	-25,082.00
1530 · Wastewater Treatment Facility	705,030.93
1531 · Accum Depr- Depreciation WWTP	<u>-70,974.00</u>
Total Fixed Assets	<u>797,090.40</u>
TOTAL ASSETS	<u><u>7,984,772.57</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	<u>396,047.23</u>
Total Current Liabilities	396,047.23
Long Term Liabilities	
2500 · '15 Permanent Improvement Bonds	7,865,000.00
2501 · '18 Permanent Improvement Bonds	<u>2,350,000.00</u>
Total Long Term Liabilities	<u>10,215,000.00</u>
Total Liabilities	10,611,047.23
Equity	<u>-2,626,274.66</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,984,772.57</u></u>

Village of Salado - 700 Permanent Improvement Bonds 2015

Profit & Loss Budget Performance

June 2018

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · Interest Income	5,729.79	49,073.47		
Total Income	5,729.79	49,073.47		
Expense				
6150 · Bond Issuance Fees	0.00	53,600.00	154,912.00	34.6%
6151 · Special Studies	4,027.30	44,152.18	60,818.00	72.6%
6152 · State/Fed Clearances, Permit	0.00	0.00	25,125.00	0.0%
6153 · Land Acquisition	0.00	0.00	15,000.00	0.0%
6154 · Easements/ROW/Boundary Survey	0.00	0.00	63,487.00	0.0%
6155 · Design -WW Plant/Discharge Line	0.00	0.00	183,354.00	0.0%
6156 · Design-Royal Street	0.00	2,830.00	34,590.00	8.18%
6159 · Electrical Eng & Geotech	0.00	0.00	75,300.00	0.0%
6160 · Existing Plant Decommissioning	0.00	160.00	162,800.00	0.1%
6161 · Bidding and Award	0.00	25,594.23	22,500.00	113.75%
6162 · Construction-Lines/Lift Station	157,021.92	1,289,394.72	2,230,000.00	57.82%
6163 · Const- Plant, Discharge Line	184,580.99	1,151,637.17	2,649,700.00	43.46%
6164 · Const- Administration & Staking	10,160.00	125,072.50	65,400.00	191.24%
6165 · On Site Representation	19,450.00	112,662.50	100,000.00	112.66%
6166 · Plan Review	0.00	0.00	6,391.00	0.0%
6167 · Buildings and Equipment	0.00	0.00	250,000.00	0.0%
6168 · Other	0.00	5,891.09	88,064.00	6.69%
Total Expense	375,240.21	2,810,994.39	6,187,441.00	45.43%
Net Ordinary Income	-369,510.42	-2,761,920.92	-6,187,441.00	44.64%
Net Income	-369,510.42	-2,761,920.92	-6,187,441.00	44.64%

Village of Salado - 700 Permanent Improvement Bonds 2015

Check Listing

As of June 30, 2018

Date	Num	Name	Memo	Amount
1002 · Horizon Bond Disbursement x8630				
06/12/2018	1139	Matous Construction Ltd		377,521.94
06/12/2018	1140	McLean Construction Inc.		187,832.16
06/14/2018	1141	Kasberg, Patrick & Associates, LP		29,914.00
06/14/2018	1142	Salado Village Voice, Inc.	Public Notice- 5/31/18 Hearing: Wastewater Impact Fee	393.00
06/14/2018	1143	HDR Engineering, Inc.	Wastewater Rate and Impact Fee Development	1,540.30
06/30/2018			Deposit	
Total 1002 · Horizon Bond Disbursement x8630				597,201.40
TOTAL				597,201.40

3:26 PM

07/15/18

Accrual Basis

Village of Salado - 300 Interest and Sinking Fund
Balance Sheet
As of June 30, 2018

	<u>Jun 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 - Horizon xxxx7846	535,645.36
Total Checking/Savings	535,645.36
Other Current Assets	
1200 - Due To/From General Fund	2,233.55
Total Other Current Assets	2,233.55
Total Current Assets	537,878.91
TOTAL ASSETS	<u>537,878.91</u>
LIABILITIES & EQUITY	
Equity	537,878.91
TOTAL LIABILITIES & EQUITY	<u>537,878.91</u>

Village of Salado - 300 Interest and Sinking Fund
Profit & Loss Budget Performance
June 2018

	Jun 18	Oct '17 - Jun 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 - Property Tax Revenue	1,715.86	609,763.18	576,231.00	105.82%
4100 - Interest Income	425.24	2,713.61		
Total Income	2,141.10	612,476.79	576,231.00	106.29%
Expense				
6105 - Bond Principal	0.00	0.00	345,000.00	0.0%
6125 - Bond Interest	0.00	115,615.50	231,231.00	50.0%
Total Expense	0.00	115,615.50	576,231.00	20.06%
Net Ordinary Income	2,141.10	496,861.29	0.00	100.0%
Net Income	2,141.10	496,861.29	0.00	100.0%

3:30 PM
07/15/18
Accrual Basis

Village of Salado - 300 Interest and Sinking Fund

Check Listing

As of June 30, 2018

	Date	Num	Name	Memo	Amount
1001 - Horizon xxxx7846					
(No Checks Drawn This Period)					
Total 1001 - Horizon xxx7846					0.00
TOTAL					0.00

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: VILLAGE ADMINISTRATOR'S
STATUS REPORT

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☐ Motion
- ☒ Discussion

Project/Proposal Summary:

- Status report on Salado Wastewater Project
- Status report on Salado Gateway Sign Project
- Status report on sales tax collections for the Village of Salado

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: PRESENTATION FROM PACE PARK ADVISORY BOARD REGARDING A PROPOSED PACE PARK IMPROVEMENT PLAN

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☐ Motion
- ☒ Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow board members to be briefed on a proposed Pace Park Improvement Plan developed by the Pace Park Advisory Board.

A copy of the proposed plan will be provided to board members under separate cover in advance of the meeting for review and consideration.

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: HOLD A PUBLIC HEARING AND CONSIDER A REQUEST FOR A VARIANCE TO ALLOW A FRONT YARD FENCE TO BE INSTALLED AT 620 DEGRUMMOND WAY

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow board members to hold a public hearing and consider approval of a request for a variance to allow for the construction of a front yard fence at 620 DeGrummond Way in Salado.

Section 5.3C1B of the Village of Salado Zoning Ordinance prohibits fences in the front yard of any single family residential lot. The applicant, Bobbie Carroll, is seeking a variance from this particular provision of the Ordinance to install a front yard fence to enhance security and keep deer off her property. The proposed front yard fence would be wrought iron while the side and rear yard fences would be wooden privacy fences.

To date, two (2) of the area property owners notified of the variance request by the Village have submitted responses in support of the variance.

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested July 19, 2018

Project/Proposal Title: CONSIDER ACTION REGARDING THE SECOND AND FINAL READING OF AN ORDINANCE REGULATING SIGNS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF SALADO AND ITS E-T-J

Council Action Requested:

- ☒ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

The item was placed on the agenda to allow board members to discuss and consider approval of the second and final reading of an ordinance regulating signs within the corporate limits of the Village of Salado and its E-T-J.

Attached is a copy of the proposed ordinance, which if approved on second reading, would replace the Village's existing Sign Ordinance.

On July 5, 2018, board members voted unanimously to approve the first reading of the ordinance.

ORDINANCE NO. 2018-_____

**AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS
REPEALING ORDINANCE NO. 2013-05 AND REPLACING IT
WITH ORDINANCE NO. 2018-10 REGULATING SIGNS;
PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT,
SEVERABILITY, PENALTIES, REPEALER, AN EFFECTIVE
DATE, AND PROPER NOTICE AND MEETING**

WHEREAS, the Board of Aldermen of the Village of Salado, Texas (the "Village") seeks to provide for the health, safety and welfare of its citizens and provide for the orderly development of land within its corporate limits and its extraterritorial jurisdiction; and

WHEREAS, the Board of Alderman desires to update its sign regulations to meet the changing conditions in the Village as well as the changed statutory and legal requirements related to sign regulation; and

WHEREAS, signs are often placed in close proximity to public rights-of-way, and such placement creates visual obstruction of oncoming pedestrian and vehicular traffic creating a safety issue; and

WHEREAS, uncontrolled placement of portable, banner, billboards, and temporary signs could have a negative impact on the health, safety, and welfare of local residents; and

WHEREAS, regulation of signs in the Village will substantially promote the Village's interest in preserving the aesthetic beauty of the Village; and

WHEREAS, the Village has the authority to regulate signage pursuant to Texas Local Government Code Chapters 51, 52, 211, 216, and 217; and,

WHEREAS, the Board of Aldermen of the Village of Salado adopted Ordinance No. 2008.02 in January, 2008, regulating signage; and

WHEREAS, in June 2013, the Board of Aldermen of the Village of Salado adopted Ordinance No. 2013.05 which repealed Ordinance No. 2008.02 and its amendments;

WHEREAS, the Board of Aldermen of the Village of Salado desired to repeal Ordinance No. 2013.05 and replace it with a new ordinance which updates and clarifies the regulations relating to signage within its corporate limits and its extraterritorial jurisdiction.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE VILLAGE OF SALADO, TEXAS, THAT:

Section 1. Findings.

All of the above premises are hereby found to be true and correct legislative and factual findings of the Village of Salado and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

Section 2. Amendment.

THAT Village of Salado Ordinance No. 2013-05, (Signs), is hereby repealed and replaced to read as follows:

SECTION 1. PURPOSE

The purpose of this Ordinance is to provide uniform sign standards and regulations in order to ensure public safety and to promote a positive Village image reflecting order, harmony and pride, and thereby strengthening the economic stability of Salado business, cultural, historical and residential areas.

SECTION 2. GENERALLY

No person may construct, reconstruct, place, install, repair, maintain, relocate, alter or use a sign after the effective date of this Ordinance unless such installation, construction, reconstruction, placement, repair, maintenance, relocation, alteration or use meets all the provisions of this and all other applicable ordinances adopted by the Board of Aldermen of the Village of Salado, Texas. Any sign that violates the provisions of this Ordinance shall constitute a nuisance.

SECTION 3. JURISDICTION

The provisions of this Ordinance shall apply within the Village limits and its extraterritorial jurisdiction.

SECTION 4. DEFINITIONS

Words and phrases used in this Ordinance shall have the meanings set forth in this section. Words and phrases that are not defined in this Ordinance but are defined in other ordinances of the Village of Salado shall be given the meanings set forth in those ordinances. Other words and phrases shall be given their common, ordinary meaning unless the context clearly requires otherwise. Headings and captions are for reference purposes only and shall not be used in the interpretation of this Ordinance.

Abandoned Sign. A sign whose message describes the availability of goods or services at a location where such goods and services are no longer available and have ceased to be available for a period of at least 60 days or, in the alternative, a sign that is non-commercial in nature and the content of the sign pertains to a time, event or purpose that has elapsed or expired in the preceding 60 days.

Area. The entire sign surface within a single contiguous perimeter, excluding support structures. A sign structure with 2 faces back-to-back, oriented in opposite directions and separated by not more than 3 feet, with the same copy on both sides, shall be counted as a single sign. In cases where a sign is composed only of letters, figures, or other characters the dimensions used to compute the area are the smallest simple imaginary figure (circle, triangle, rectangle, or other) that fully contains the sign content.

Awning Sign. A sign that is suspended from the underside of an awning or canopy structure or which projects into the space enclosed within or beneath an awning or canopy structure. A sign that is painted on or attached to the outside of an awning or canopy structure is an awning sign.

Banner. A flexible sign intended to be hung or mounted either with or without frames, made of paper, plastic, fabric or any other flexible material, and that is used by its colors, characters, lettering, illustration or ornamentation to call attention to an establishment on the site or to a community, civic or other event either on or off the site. Flags are distinguished from banners for the purposes of this Ordinance.

Beacon. Any light with a beam directed into the atmosphere or directed at a point that is not on the same lot or tract of land as the light source, or a light with one or more beams that rotate or move.

Billboard. Any sign that is used or designed to be used to advertise or call attention to any product or service that is produced or sold at a place other than on the premises on which the sign is located, or to advertise or call attention to any establishment that is not located on the same premises as the sign.

Bulletin Board. A sign that is principally devoted to posting announcements of interest to the members or clientele of an organization concerning the activities of the organization, such as is customarily erected by a church, social club, society or charitable organization.

Village. The Village of Salado, Bell County, Texas, an incorporated municipality.

Village Administrator. The Village Administrator or his/her duly authorized representative.

Changeable Copy Sign. A sign or part of a sign on which characters, letters or illustrations can be changed or rearranged without altering the face or surface of the sign, such as a theater marquee, a gasoline price sign, or a sign identifying the occupants of a shopping center. Any other sign on which the message changes more than once per day is a flashing sign.

Commercial Complex. Any property such as a shopping center, office park or industrial park, that consists of 2 or more commercial establishments on a single platted lot, or which is designed, developed and managed as a unit.

Copy. The words and/or message displayed on a sign.

Daily Display Sign. A portable sign, regardless of its construction, that is designed to be placed on the ground or sidewalk adjacent to an establishment in order to advertise or call attention to the goods or services offered at that establishment.

Day. Calendar day.

Directional Sign. Signs located on commercial property designed to provide direction to pedestrian and vehicular traffic.

Electronic Message Display. A sign capable of displaying words, symbols, figures or images that can be electronically or mechanically changed by remote or automatic means.

Establishment. A use of land for any purpose that requires a building on the land, regardless of the commercial, nonprofit or public nature of the activity, but excluding a residence or active agricultural use in any form

Event Sign. A temporary sign, other than a commercial sign, posted to advertise an event sponsored by a public agency, school, church or religious institution, civic-fraternal or other organization.

Feather Flag Sign. A free-standing temporary sign typically constructed of a single plastic or metal shaft driven in the ground with an attached pennant that is vertically elongated and attached to the shaft.

Flag. A fabric sheet, that is attached at one (1) end to a pole, cable or rope.

Free-standing sign. Either a monument sign or a self supported sign.

Handheld Sign. A sign that is not permanently or temporarily attached to the ground or to a permanent structure, and that is designed to be transported or carried by an individual.

Height. The distance from ground level to the top of the sign structure. The ground level is the lower of (1) the existing grade prior to construction of the sign or (2) the newly established grade after construction, unless the curb elevation at the street in front of the sign is higher than the established ground level, in which case the height shall be measured from curb level.

Historic District. A district or zone designated by a local, state, or federal government, within which buildings, structures, and/or appurtenances are deemed important because of their association with history, or because of their unique architectural style and scale.

Interstate 35 Corridor. A planning corridor which includes those properties contiguous to the north and southbound frontage roads of Interstate 35 within the corporate limits of the Village of Salado and its extraterritorial jurisdiction.

Internally illuminated Sign. A sign that has the light source enclosed within it so the source is not visible to the eye.

Illuminated Sign. A sign with electrical equipment installed for illumination, either internally illuminated through its sign face by a light source contained inside the sign or externally illuminated by reflection of a light source aimed at its surface.

Luminance. An objective measurement of the brightness of illumination, including illumination emitted by an electronic sign, measured in candles per square foot (cd/ft²).

Mobile Billboard. A sign and/or an electronic message sign installed or displayed on a motor vehicle or trailer being towed by a motor vehicle for the purpose of advertising a business or entity that is unrelated to the owner of the vehicle's primary business.

Monument Sign. A sign that is mounted on a base at least as wide as the sign and is of limited height. The opening between the base and the sign must be no greater than two (2) inches.

Moving Sign. A sign or any part of a sign that rotates, moves, or uses lighting to simulate motion.

New Business Sign. A temporary sign advertising the opening of a new business in an existing structure.

Off-Premises Sign. A sign displaying advertising copy that pertains to a business, person, organization, activity, event, place, service, or product not principally located or primarily manufactured or sold on the premises on which the sign is located.

On-Premises Sign. A sign identifying or advertising a business, person, or activity, and installed and maintained on the same premises as the business, person, or activity.

Organization. An entity, including a natural person, that owns or operates the premises where an on-premise sign is displayed.

Pennant. a triangular or irregular piece of fabric or other material, commonly attached in strings or strands, or supported on small poles intended to flap in the wind.

Permanent Sign. A sign attached to a building or structure, or to the ground in a manner that enables the sign to resist environmental loads, such as wind, and that precludes ready removal or movement of the sign and whose intended use appears to be indefinite.

Premises. A lot or tract within the Village, and contiguous lands in the same ownership, that is not divided by any public highway, street or alley, or right-of-way.

Projecting Sign. A building mounted sign with the faces of the sign projecting twelve (12) inches or more from and generally perpendicular to the building fascia, excepting signs located on a canopy, awning, or marquee.

Residential Area. Any property within the Village limits that is zoned for residential use. Any unzoned property within the Village limits or any property within the Village's extra-territorial jurisdiction that is vacant, in any form of agricultural use, on which a residence is the principal use, and any portion within two hundred (200) feet of any such residence.

Responsible Party. The owner of the property upon which the sign is located, the lessor of the property, and/or the owner of the sign.

Roof Sign. Any sign that is mounted on or above the roof of a building, whose principal support fixtures are attached to a wall and a wall sign that is either painted directly on a sloping roof or mounted directly on a sloping roof in the same plane as the roof.

Rotating Sign. Sign faces or portions of a sign face that mechanically revolves around a central axis as opposed to revolving around an imaginary axis created by a pattern of alternating lights that convey an appearance of rotation.

Sign. Any device, structure, fixture, painting, or visual image using words, graphics, symbols, numbers, or letters designed and used for the purpose of communicating a message or attracting attention.

Signage. A community's inventory of signs used to communicate information or attract attention, including signature building, product displays, and dispensers, as well as traditional projecting, wall, roof, and freestanding signs. (See signature building.)

Single Commercial Building. A structure containing a single commercial establishment, office, business, school, church, non-profit organization, charity or government agency.

Temporary Sign. Any sign intended to remain in use for a short period of time that is not permanently installed.

Wall Plate. A sign, mounted flat against the wall of a building and not projecting more than one inch from the face of the wall.

Wall Sign. A building-mounted sign that is either attached to, displayed, or painted on an exterior wall in a manner parallel with the wall surface, and not projecting more than 16 inches from such surface (See fascia sign).

Window or Door Sign. A sign that is painted on, attached to, or suspended directly behind or in front of a window or the glass portion of a door.

Vehicular Sign. A vehicle, whether motorized or a trailer, that is mounted above the ground as a sign or part of a sign, or any sign attached to or painted on such a vehicle that is mounted above the ground or which is parked so as to be visible from a street when such vehicle is not actually used for transportation in the day-to-day affairs of its owner. However, this term does not include a customary sign in a vehicle window advertising the vehicle itself for sale or containing an incidental non-commercial statement by the vehicle owner.

SECTION 5. EXEMPTIONS FOR CERTAIN TYPES OF SIGNS

The following types of signs are exempt from regulation under this Ordinance:

- (A) Any sign inside a building, or a window or door sign, except for a lighted window sign or lighted door sign.
- (B) Commemorative plaques and historical markers mounted on the face of a building or erected on a site as free-standing monuments, when placed by a governmental entity, historical society or other civic organization
- (C) Any sign erected or required to be erected by any governmental entity or public utility to give information, directions or warnings to the general public, regardless of the sign's location on public or private property.
- (D) Signs that advertise sales or "help wanted" not to exceed four (4) square feet, limited to one (1) per street frontage.

- (E) Signs placed by a federal, state or local government that provide directions to federal, state or local government offices and facilities, public schools and associated facilities, and the Salado Visitors Center.
- (F) Handheld signs of a non-commercial nature that do not rest on or otherwise touch the ground.

SECTION 6. GENERAL REGULATIONS

- (A) The provisions contained in this section shall apply to all signs, with the exception of those referenced in Section 5 of this Ordinance, located within the Village limits or ETJ.
- (B) No sign or part of a sign shall:
 - (1) Be placed on or attached to any utility pole or pedestal, except by a utility company owning the pole or pedestal or operating facilities mounted on the pole or pedestal.
 - (2) Be placed upon real property without the consent of the property owner.
 - (3) Be located in, on, or over any right-of-way, except for regulatory or informational signs erected by government agencies or as otherwise specifically authorized by the governmental entity in control of the right-of-way.
 - (4) Be located so that it blocks vehicle or pedestrian views and/or safe sight distances at any intersection, curve or corner. This includes signs located on private property.
 - (5) Be hung with less than 7-1/2 feet of vertical clearance above the sidewalk or less than fifteen (15) feet of vertical clearance above a street, drive, or parking area. This provision shall apply to any part of a sign, including mounting fixtures and supporting structures, that is mounted above or projects over any sidewalk, street, drive or parking area, whether on public or private land.
 - (6) Imitate or resemble an official traffic-control device or signal; attempt to direct the movement of traffic; or hide from view or hinder the effectiveness of an official traffic-control device or signal.
 - (7) Be placed closer than six (6) feet to the edge of a road surface.
 - (8) Be allowed that moves or has moving components, or has bright flashing lights or other distracting features. This does not include signs with slowly changing messages such as time or temperature.
 - (9) Be located so that it is on or in any way obstructs any sidewalk, walkway or pathway used by the public for normal pedestrian access.

- (10) Extend above or beyond the building roof line, parapet or eaves when installed on a wall. A parapet is a low wall built along one or more sides around the perimeter of a roof.
- (11) Be located closer than ten (10) feet to any power line. Any such sign shall constitute a nuisance.
- (12) Be installed so that it faces contiguous residential property.

SECTION 7. SIGNS FOR WHICH NO PERMIT IS REQUIRED

The following types of signs are regulated under this Ordinance but do not require a permit:

(A) Public Service Signs.

A public service sign is a sign or part of a sign that is devoted to changeable messages without commercial content, such as public meeting information.

- (1) A public service sign shall be placed only in a non-residential area with prior approval of the property owner where is to be placed.
- (2) The area of a public service sign shall not exceed thirty-two (32) square feet, regardless of whether the public service sign is a separate sign or integrated as a component of another sign.

(B) Realty Signs.

A realty sign is a sign that advertises the property on which the sign is located for sale, lease, or rent.

- (1) Realty signs may be placed only upon the premises to which they refer, and only one (1) such sign shall be permitted per street fronting the lot or tract.
- (2) The area of a realty sign shall not exceed three (3) square feet in a residential area, eight (8) square feet in a commercial area.
- (3) No more than three (3) signs may be placed to advertise or mark the location of a realty open house at a site different from where the open house is occurring. The area of a realty open house sign shall not exceed three (3) square feet and shall only be placed on private property with the permission of the property owner. Such signs are allowed to be in place no earlier than one (1) calendar day prior to the event and no later than one (1) calendar day after the event.

(C) Bulletin Boards.

Bulletin boards shall be located only on the premises of the institution or organization to whose activities it pertains. A bulletin board shall not exceed thirty-two (32) square feet in area.

(D) Community Service Signs.

Community service signs are those signs erected only by a unit of government, school, Chamber of Commerce, religious organization, or other non-profit agency that contain solely a non-commercial message or content.

- (1) The area of a community service sign shall not exceed six (6) square feet in a residential area or thirty-two (32) square feet in a non-residential area.
- (2) A community service sign shall not be erected for a period of more than seven (7) days.
- (3) Such signs may be placed on private property only with the permission of the private property owner.

(E) Event Signs, On-Site.

An on-site event sign is a temporary sign that is placed to advertise or mark the location of an occasional commercial event on the same site, involving the sale of goods or services.

- (1) An on-site event sign shall not exceed an area of three (3) square feet in a residential area or thirty-two (32) square feet at any other location and shall not be lighted.
- (2) Such signs are allowed to be in place no earlier than one (1) calendar day prior to the event and no later than one (1) calendar day after the event.
- (3) Such signs may not be used to advertise a home for sale.

(F) Event Signs, Off-Site.

An off-site event sign is a temporary sign that is placed to advertise or mark the location of an occasional commercial event at a site different from where the sign is placed, involving the sale of goods or services.

- (1) An off-site event sign shall not exceed an area of three (3) square feet and shall not be lighted.
- (2) Such signs shall be placed only on private property and only with the consent of the owner of the property.
- (3) No more than three (3) such signs may be used to give directions to the same event.
- (4) Such signs are allowed to be in place no earlier than one (1) calendar day prior to the event and no later than one (1) calendar day after the event.
- (5) Such signs may not be used to advertise a home for sale.

(G) Non-Commercial Flag.

A non-commercial flag is a flag that does not advertise the sales of good or services or advertise the location of a commercial business that sells good or services:

- (1) When a flagpole is located on the top of a roof, the placement and attachment of the pole shall meet the building code for wind and structural loading requirements. The plan design criteria shall provide the proposed location, attachment method to the structure and wind load resistance. A building permit shall be required for this type of installation.
- (2) Within Interstate 35 Corridor, ground mounted flagpoles shall not exceed forty (40) feet. In all other areas, the flagpole may not exceed the maximum building height of twenty-eight (28) feet. The height is measured from the base of the pole to the top of the pole.

(H) Wall Plates.

Each property shall be allowed one (1) wall plate. The wall plate shall not exceed one (1) square foot in a residential area or two (2) square feet in a non-residential area. Only one (1) wall plate may be permitted per residence or establishment.

(I) Temporary signs.

A temporary sign is a sign, such as a political sign, which is composed of chloroplast, plywood, or wall board.

- (1) A temporary sign that is located on private real property shall not have an area greater than thirty-two (32) square feet, shall not be more than four (4) feet in height, shall not be a lighted sign and shall not have any moving elements.
- (2) Temporary signs may be placed on property only with the consent of the property owner.
- (3) No temporary sign may be placed in, on or over any street or publicly owned land or right-of-way.

A temporary sign shall not be placed at a location for a period more than forty-five (45) days prior to the date of an election involving candidates for federal, state or local office that represent the district in which the property is located or involving an issue on the ballot of an election within the district where the property is located per issue and per candidate. Any sign covered by this subsection may remain on the property up to seven (7) days after the election at issue. This section does not limit the content on the additional temporary sign.

(J) Address Sign.

Every residential and/or commercial property shall have an address sign. An address sign is a sign, other than a wall plate or commercial sign, that identifies the address of a residential or commercial property.

- (1) An address sign shall not contain any commercial content or personal message.
 - (2) The area of an address sign shall not exceed two (2) square feet.
 - (3) Address signage is encouraged to be reflective and placed in a location on the property where it is visible at all times.
- (K) Auxiliary signs are signs that are not part of another commercial sign and that provide information, such as hours of operations, credit cards accepted, restrictions of sale to minors, "no soliciting" or "beware of the dog" as part of a commercial use. The area of such individual signs shall not exceed one (1) square foot, and the aggregate area of all such signs cannot exceed four (4) square feet for any commercial establishment or residence.
- (L) No permit is required to repaint or otherwise repair an existing sign, provided that the area of the sign is not enlarged, the height of the sign is not increased, and the location of the sign is not changed.
- (M) No permit is required to change the copy on a changeable copy sign.

SECTION 8. REGULATION OF COMMERCIAL SIGNS; PERMIT REQUIRED

(A) Single Commercial Building

An establishment located in a single commercial building shall be allowed the following permanent signs;

- (1) One (1) free standing sign or one (1) monument sign with a maximum sign area of thirty-two (32) square feet and a maximum sign height of ten (10) feet on properties not located within the Interstate 35 Corridor. For properties located within the Interstate 35 Corridor, one (1) free standing sign or one (1) monument sign with a maximum sign area of sixty-four (64) square feet and maximum sign height of twenty (20) feet for a free-standing sign and a ten (10) feet for a monument sign.
- (2) One (1) roof sign or one (1) wall sign, sized and placed according to the following standards:
 - (a) One (1) wall sign is allowed per building façade of an establishment. Such wall signage shall comply with the size requirements for wall signage, as set forth in this Ordinance.
 - (b) A wall sign that is not painted directly on the surface of a wall must be securely mounted to and supported by the wall throughout the length and width of the sign.

- (c) The area of all wall signs on any single wall shall not exceed ten (10) percent of the area of the wall of the establishment where the sign is to be located.
 - (d) In the event wall signage does not exist, one (1) roof sign is allowed, per establishment. Such signage shall comply with the size requirements for roof signage, as set forth in this Ordinance.
 - (e) Roof signs are allowed to be painted on the surface of the roof top or mounted parallel to the building wall face on the roof, but may not extend above the main building ridge line of the establishment.
 - (f) The area of a roof sign shall not exceed ten (10) percent of the area of the building façade of the establishment above which the sign is located.
- (3) One (1) daily display sign, sized and placed according to the following standards:
- (a) Daily display signs must be located on the leased, rented, or owned business premises.
 - (b) Only one (1) daily display sign is permitted per establishment.
 - (c) A daily display sign may be placed or used only during the actual business hours of the establishment to which it refers.
 - (d) It shall be prohibited to erect or cause to be erected a daily display sign in any public right-of-way. Such signs shall not block designated parking areas and/or sidewalks.
 - (e) Daily display signs are limited to six (6) square feet in area per side and a maximum width of two (2) feet.

(B) Commercial Complex

- (1) A commercial complex shall be allowed one (1) free-standing sign or one (1) monument sign identifying the name and/or address of the complex and/or listing the individual tenants in the complex. Such sign shall be sized and placed in accordance with the following standards:
 - (a) For properties not located within the Interstate 35 Corridor, a commercial complex, with two (2) to five (5) tenants, shall be allowed one (1) free-standing sign or one (1) monument sign with a maximum sign area of sixty-four (64) square feet. The maximum sign height for a free-standing sign shall be twelve (12) feet and ten (10) feet for a monument sign.

For properties located within the Interstate 35 Corridor, a commercial complex with two (2) to five (5) tenants shall be allowed one (1) free standing sign or one (1) monument sign with a maximum sign area of

sixty-four (64) square feet. The maximum sign height for a free-standing sign shall be twenty (20) feet and ten (10) feet for a monument sign.

- (b) For properties not located within the Interstate 35 Corridor, a commercial complex with six (6) to ten (10) tenants shall be allowed one (1) free-standing sign or one (1) monument sign with a maximum base sign area of sixty-four (64) square feet. The maximum sign height for a free-standing sign shall be fourteen (14) feet and ten (10) feet for a monument sign. The base sign area may be increased five (5) square feet per tenant in the complex provided the maximum sign area does not exceed one hundred fourteen (114) square feet.

For properties located within the Interstate 35 Corridor, a commercial complex with six (6) to ten (10) tenants shall be allowed one (1) free-standing sign and one (1) monument sign with a maximum base sign area of sixty-four (64) square feet. The maximum sign height for a free-standing sign shall be twenty (20) feet and ten (10) feet for a monument sign. The base sign area may be increased five (5) square feet per tenant in the complex provided the maximum sign area does not exceed one hundred fourteen (114) square feet.

- (c) For properties not located within the Interstate 35 Corridor, a commercial complex with eleven (11) or more tenants shall be allowed one (1) free-standing sign or one (1) monument sign with a maximum base sign area of sixty-four (64) square feet. The maximum sign height for a free-standing sign shall be sixteen (16) feet and ten (10) feet for a monument sign. The base sign area may be increased five (5) square feet per tenant in the complex provided the maximum sign area does not exceed one hundred twenty-eight (128) square feet.

For properties located within the Interstate 35 Corridor, a commercial complex with eleven (11) or more tenants shall be allowed one (1) free-standing sign or one monument sign with a maximum base sign area of sixty-four (64) square feet. The maximum sign height for a free-standing sign shall be twenty (20) feet and ten (10) feet for a monument sign. The base sign area may be increased five (5) square feet per tenant in the complex provided the maximum sign area does not exceed one hundred twenty-eight (128) square feet.

- (d) A commercial complex with a land area of two (2) acres or more may have one (1) free-standing sign or one (1) monument sign along each street that borders the complex for a distance of two hundred (200) feet or more. The total area of any one (1) free-standing sign or monument sign shall not exceed one hundred sixty (160) square feet. The maximum height of a free-standing sign shall not be more than sixteen (16) feet when located on border streets, with the exception of the Interstate 35 access road. The maximum sign height for a free-standing sign along the Interstate 35 access road shall be twenty (20) feet. The maximum sign height for a monument sign shall be ten (10) feet when located on any street bordering the complex.

- (2) Each establishment located in a commercial complex shall be allowed the following permanent signs:
- (a) One (1) wall or one (1) roof sign per establishment, sized and placed according to the following standards:
 - (1) A wall sign, that is not painted directly on the surface of a wall must be securely mounted to and supported by the wall throughout the length and width of the sign.
 - (2) The area of all wall signs on any single wall shall not exceed ten (10) percent of the area of the front facade of the establishment.
 - (3) Roof signs are allowed to be painted on the surface of the roof top or mounted parallel to the building wall face on the roof but may not extend above the main building ridge line of the establishment.
 - (4) The area of a roof sign shall not exceed ten (10) percent of the area of the building façade of the establishment above which the sign is located.
 - (b) One (1) awning sign per establishment, sized and placed according to the standards set forth in this Ordinance:
 - (1) No awning sign shall extend beyond an edge of the awning structure to which it is attached. Except at a street corner, no awning sign shall be closer than five (5) feet from the end of the longer side of the awning structure.
 - (2) An awning sign that is perpendicular to a building face shall not exceed $\frac{1}{3}$ of the width of the awning structure. A minimum spacing of ten (10) feet must be provided between such awning signs.
 - (3) An awning sign that is parallel to a building face shall not exceed $\frac{1}{4}$ of the length of the awning structure.
 - (4) No awning sign shall extend more than two (2) feet either above or below the horizontal underside of the awning structure. No awning sign shall have less than seven (7) feet from ground clearance.
 - (c) One (1) daily display sign per establishment sized and placed according to the following standards:
 - (1) Daily display signs must be located on the leased, rented, or owned business premises.
 - (2) Only one (1) daily display sign is permitted per establishment.

- (3) A daily display sign may be placed or used only during the actual business hours of the establishment to which it refers.
 - (4) A daily display sign shall not be erected in any public right-of-way. Such signs shall not block designated parking areas and/or sidewalks.
 - (5) Daily display signs are limited to six (6) square feet in area per side a maximum width of two (2) feet.
- (d) One (1) free-standing sign for an individual establishment located within a commercial complex may be permitted only if the establishment meets both of the following conditions:
- (1) The establishment is located along a street bordering, or within, the complex and in a separate building from the principal building of the complex; and
 - (2) The establishment has a separate parking area from the principal parking area of the complex that may connect with the principal parking area but is visually set off from that area by fencing or landscaping.
 - (3) The maximum area of a free-standing sign for an individual business located within a commercial complex shall not exceed thirty-two (32) square feet and a maximum sign height of ten (10) feet.

(C) New Business Signs.

New business signs or banners shall be allowed prior to the installation of a permanent sign. The maximum area of such signs shall not exceed thirty-two (32) square feet and a maximum sign height of ten (10) feet and must be removed upon installation of the permanent sign or within fifteen (15) days after the Village issues a certificate of occupancy for the project, whichever comes first.

(D) Commercial Sign Illumination.

- (1) Commercial signs which front public streets other than Main Street, Royal Street, Rock Creek, Pace Park Road, Old Town Road and Center Circle, and are permitted under the provisions this Ordinance, may be illuminated only in accordance with the following requirements:
 - (a) No illuminated sign shall have luminance greater than sixty-five (65) foot candles for any portion of the sign within a circle one (1) foot in diameter.
 - (b) The lamp and ballast watts of an illuminated sign shall not exceed 1.5 watts

per square foot.

- (c) The light source for an illuminated sign, whether internal or external, shall be shielded from view.
 - (d) All illuminated signs should not be illuminated after 10 p.m. or the close of business, whichever is later.
 - (e) Flashing, blinking, revolving or rotating lights on a sign are not permitted.
 - (f) No illuminated sign shall face a residentially zoned area.
 - (g) No sign shall be lighted to such intensity or in such a manner as to cause glare or brightness to a degree that it constitutes a traffic hazard. Any such sign shall constitute a nuisance.
- (2) Commercial signs which front Main Street, Royal Street, Rock Creek, Pace Park Road, Old Town Road and Center Circle, and are permitted under the provisions of this Ordinance, may be illuminated only in accordance with the following requirements:
- (a) Small, directional spot light fixtures shall be used to illuminate the sign.
 - (b) Light fixtures shall be mounted to nearby building elements (wall, eave, post, etc.) or incorporated into support brackets and shall not be designed or mounted so as to become part of the sign.
 - (c) Light fixtures shall be architecturally compatible with the building or mounted to be recessed or shielded or otherwise not readily visible to pedestrians and vehicular traffic.
 - (d) Light fixtures shall be aimed directly toward the sign but not toward eye level for a pedestrian or vehicular traffic.
 - (e) Lights on signs shall be turned off between midnight and 6 a.m. unless the establishment is open for business during those hours.
 - (f) No sign shall be lighted to such intensity or in such a manner so as to cause glare or brightness to a degree that constitutes a traffic hazard. Any such sign shall constitute a nuisance.
 - (g) Signs may not be illuminated by mercury arc or mercury vapor light sources.
 - (h) Lighted signs may not be installed facing adjacent or adjoining residential areas.

SECTION 9. OTHER TYPES OF SIGNS FOR WHICH PERMITS ARE REQUIRED

The following types of signs are regulated under this Ordinance and require a permit:

(A) Bed and Breakfast/Vacation Rental Identifier Signs.

A bed and breakfast identifier sign is a sign located on a property that includes a bed and breakfast (as defined in the Village of Salado Zoning Ordinance.)

- (1) Bed and breakfast identifier signs, when erected, shall be placed on the same premises on which a bed and breakfast that is registered with the Village of Salado and the State Comptroller's Office as a bed and breakfast is located.
- (2) The identifier sign shall not exceed two (2) square feet in area and a maximum sign height of four (4) feet.

(B) Construction Signs.

Construction signs are signs placed on a construction site identifying or announcing the character of the project and/or the names of the owners, developers, financiers, architects, engineers, contractors, leasing agents and others associated with the project.

- (1) A construction sign may not exceed thirty-two (32) square feet in a non-residential area or sixteen (16) square feet in a residential area.
- (2) A construction sign must be removed at the time of the installation of the permanent sign or within fifteen (15) days after the Village issues a certificate of occupancy for the project, whichever comes first.
- (3) Construction signs that are larger than three (3) square feet in area and not securely mounted on a wall shall be set back at least ten (10) feet from the property line.
- (4) Only one (1) construction sign may be permitted per street that fronts a building project or other project under construction, reconstruction, or repair.

(C) Directional Signs.

A directional sign may not contain any commercial message except the name, logo or other symbolic identification of the establishment to which the sign is secondary. The area of a directional sign may not exceed twelve (12) square feet. The total number of directional signs on a premises shall not exceed the total number of street entrances to the premises. Such signs shall be placed on the premises for which direction is being provided and not in the right-of-way.

(D) Lighted Window or Door Signs.

A commercial establishment shall only have one (1) lighted window or door sign per store front, not to exceed three (3) square feet in area. These signs shall be turned off when the establishment is not open for business.

(E) Model Home Signs.

A model home sign is a sign that is located on the same lot as a model home in a residential subdivision and that calls the attention of prospective buyers to the model home.

- (1) A model home sign shall be erected only on the actual site of a model home, and only one (1) such sign may be erected on the site.
- (2) The area of a model home sign shall not exceed sixteen (16) square feet, and the height of a model home sign shall not exceed six (6) feet.
- (3) A model home sign shall not be internally illuminated.
- (4) All model home signs must be removed within thirty (30) days after ninety (90) percent of the homes in the subdivision are sold.

(F) Portable Sign.

A portable sign is a non-commercial, non-changeable copy sign that is not permanently attached to the ground or to a permanent structure, or a sign designed to be transported, whether on attached wheels or otherwise, but excluding construction signs, on-site event signs, off-site event signs, realty signs and sidewalk signs.

- (1) Portable signs may contain non-commercial messages.
- (2) Such signs shall not be illuminated, either by internal or external means.
- (3) Such signs shall not exceed an area of thirty-two (32) square feet.
- (4) Such signs may be placed on private property only with the permission of the owner of such property, on Village property only with the prior written approval of the Village Administrator, or on other public property only with the permission of the agency owning the property.
- (5) Such signs shall not be erected for more than fourteen (14) days.

(G) Residential Development Signs.

A residential development sign is a sign at the entrance to a residential development, such as a series of townhouses, or a residential subdivision that identifies the name and/or the address of the residential development.

- (1) In addition to the name and/or the address of the residential development, a residential development sign may incorporate incidental leasing information and/or the contents of a directional sign.

- (2) The area of a residential development sign shall not exceed thirty-two (32) square feet and shall be no taller than ten (10) feet.
- (3) A residential development sign shall not be internally illuminated.
- (4) The landscaped area adjacent to or beneath a residential development sign on private property shall be maintained at all times by the private property owner in such a manner so as not to create a public health and safety hazard and to ensure the visibility of the residential development sign.

SECTION 10. PROHIBITED SIGN TYPES

The construction, placement, existence, or use of signs of the following nature are prohibited by this Ordinance.

- (A) Beacons.
- (B) Changeable copy signs, except in the categories of gasoline pricing signs and changeable copy free-standing signs.
- (C) Flashing signs.
- (D) Signs with visible moving parts.
- (E) Exterior Neon signs.
- (F) Roof signs except as allowed in commercial sign regulations of this Ordinance.
- (G) Mobile Billboards and Vehicular signs, excluding vehicle wraps and magnetic signs affixed to a vehicle being used in the normal course of business and not parked at a location for advertising purposes.
- (H) Posters, pennants, ribbons, streamers, spinners, or other similar devices, provided that flags as regulated in this Ordinance are not included in this prohibition. This prohibition does not apply to posters, ribbons, streamers related to public school events and/or activities.
- (I) Signs, banners or posters that contain statements, words or pictures of an obscene, indecent, or immoral character or that offend public morals or decency.
- (J) Commercial signs of any character, in any form of construction, and at any location except as regulated by this Ordinance.
- (K) Signs, to include handheld signs, that by reason of their proximity to a public or private street, highway, alley, lane, parkway, avenue, road, sidewalk, or other right-of-way, constitute a hazard to vehicular or pedestrian traffic either because their location interferes with the safe operation of a vehicle, or because they obstruct the view of a traffic sign, signal, or device, or the view of other vehicular or pedestrian traffic, or

because their design or content may be confused with any authorized traffic sign, signal or device.

- (L) Off-premise commercial signs.
- (M) Abandoned or dilapidated signs.
- (N) Banners.
- (O) Feather Flags.
- (P) New billboards.

SECTION 11. SIGN PERMITS

- (A) *Permit and fee required.* Except as otherwise provided in this Ordinance, no person may construct, reconstruct, place, install, repair, maintain, or relocate any sign without first obtaining a sign permit from the Village through its Administrator. Each application for a sign permit must be accompanied by the appropriate fee established by the Village.
- (B) *Expiration of permits.* Permits shall expire if substantial progress on the approved action has not been achieved within six (6) months. Substantial progress shall include good faith initiation of construction of the sign or significant expenditures of funds toward sign construction.
- (C) *Modifications.* After a sign permit has been issued by the Village, it shall be unlawful to deviate from the terms and conditions of the permit without prior written approval by the Village Administrator.

In the event that a sign was erected, constructed, altered, repaired or relocated in violation of this Ordinance, the Village Administrator shall provide the party responsible for such sign with written notice requiring removal. If the responsible party fails to remove the sign by the date specified in the notice, then such sign may be removed by the Village, and the Village's actual cost of removal shall be charged to the responsible party. Any sign so removed shall be impounded and shall not be returned to the party responsible until all applicable charges are paid. If any sign remains unclaimed for a period of more than thirty (30) days, the Village may destroy, sell, or otherwise dispose of the sign.

SECTION 12. SIGN MAINTENANCE

- (A) *General.* All signs must be maintained in a structurally safe condition, and in good repair. The Village shall notify, by certified mail, the responsible party for any sign that constitutes a nuisance. The responsible party shall repair or remove the sign or seek an appeal of the nuisance determination within thirty (30) days of receipt of the notice. If the responsible party chooses not to take the instructed action or institute an appeal, the Village may repair or remove the sign, to the extent necessary to abate the nuisance. The Village may charge to the responsible party all costs associated with the sign's

repair or removal. An appeal of a nuisance determination shall be to the Board of Adjustment.

- (B) *Signs that create imminent hazards to public safety.* Any sign that in the judgment of the Village Administrator has become an imminent hazard to public safety shall be repaired or removed by the responsible party without delay. Notice of the existence of the hazard shall specify the maximum time that may be allowed for repairs or removal, and the notice may be served upon the responsible party by any means available. A sign that constitutes an imminent hazard and is not repaired or removed within the time specified in the notice shall be removed by the Village and the cost of such removal shall be charged to the responsible party. If a sign has been removed by the Village as a hazardous sign and the sign remains unclaimed for a period of more than thirty (30) days, the Village may destroy, sell, or otherwise dispose of the sign. A sign presents an imminent hazard when it constitutes a nuisance and necessitates immediate action to avoid harm to the public health or safety.

SECTION 13. PRE-EXISTING NON-CONFORMING SIGNS

All signs that have been installed, and were lawful at the time of the installation, and are in existence as of the effective date of this Ordinance that do not conform to this Ordinance shall be known as "preexisting non-conforming signs." Such preexisting non-conforming signs need not comply with the provisions of this Ordinance except as follows:

- (A) Any changes to a preexisting non-conforming sign, other than routine repair or maintenance, shall require that said sign be brought into compliance with all applicable Village ordinances.
- (B) When a preexisting nonconforming sign becomes an abandoned sign, its status as a preexisting nonconforming sign shall terminate.
- (C) A preexisting non-conforming sign shall be considered destroyed if the cost of repairing the sign, after a part of it has been destroyed or dismantled, is more than sixty (60) percent of the cost of erecting a new sign of the same type at the same location. A destroyed sign must be removed by the responsible party without compensation by the Village and within thirty (30) days of the damage, destruction or dismantling. A preexisting non-conforming sign that has been destroyed may not be replaced or rebuilt except by a sign that is in full conformity with this Ordinance.
- (D) A change in the ownership of a preexisting non-conforming sign alone shall not terminate its protected status. The owner or legal possessor of a preexisting non-conforming sign shall have the right to repair and maintain it. Such repairs shall not terminate the sign's protected status.
- (E) Change of advertising copy is part of reasonable maintenance and repair, but the change of copy may not increase or expand the size of the original non-conforming use.

- (F) Change of facing or sign display area is part of reasonable maintenance and repair, but the change of facing and sign display area may not increase or expand the size of the sign in excess of the original, non-conforming use.

SECTION 14. VARIANCES

- (A) Application and Fee Required.

A variance is written approval to depart from the strict application of the provisions of this Ordinance. Any person, business or other organization desiring to construct, reconstruct, place, install, repair, maintain, relocate, alter or use any sign that does not conform to the provisions of this Ordinance may make application to the Village for a variance to the provisions of this Ordinance. The application shall be filed with the Village Administrator, accompanied by the appropriate fee established by Village. The application shall be processed and presented to the Board of Adjustment for review and consideration.

- (B) Standards for Variances.

The Board of Adjustment may approve a variance only if it makes affirmative findings, reflected in the minutes of the Board of Adjustment's proceedings, as to all of the following:

- (1) The variance will not authorize a type of sign that is specifically prohibited this Ordinance;
- (2) The variance is not contrary to the goals and objectives outlined by the Village of Salado Comprehensive Plan;
- (3) The variance is not contrary to the public interest;
- (4) Due to special conditions, a literal enforcement of the Ordinance would result in unnecessary hardship. Hardship that is self-induced or that is common to other similarly classified properties will not satisfy this requirement. Financial or economic hardship alone will not satisfy this requirement;
- (5) The spirit and purpose of the Ordinance will be observed, and substantial justice will be done.

- (C) Conditions of Variances.

The Board of Adjustment may impose such conditions or requirements for a variance as are necessary in the Board's judgment to achieve the fundamental purposes of this Ordinance. A violation of such conditions or requirements shall constitute a violation of this Ordinance. A variance, if granted, shall be for a specific event, use or other application of a business and shall not continue with the property. If a variance is granted and the activity authorized is not substantially underway within six (6) months of the date of approval of the variance, the variance shall lapse and become of no force or effect.

SECTION 15. RELATION TO OTHER ORDINANCES

This Ordinance shall not be construed to require or allow any act that is prohibited by any other ordinance. This Ordinance is specifically subordinate to any ordinance or regulations of the Village pertaining to building and construction safety or to pedestrian and traffic safety.

SECTION 16. NO VESTED INTEREST

No person shall acquire any vested interest in this Ordinance or any specific regulations contained herein. This Ordinance and any regulation enacted hereby may be amended or repealed by the Board of Aldermen in the manner provided by law.

SECTION 17. PENALTY

(A) Civil and Criminal Penalties.

The Village shall have the power to administer and enforce the provisions of this Ordinance as may be required by governing law. Any person violating any provision of this Ordinance is subject to suit for injunctive relief as well as prosecution for criminal violations.

(B) Criminal Prosecution.

It is an offense to violate any provision of this Ordinance. A violation of the provisions of this Ordinance is a criminal misdemeanor.

(C) Civil Remedies.

Nothing in this Ordinance shall be construed as a waiver of the Village's right to bring a civil action to enforce the provisions of this Ordinance and to seek remedies as allowed by law, including, but not limited to the following:

- (1) Injunctive relief to prevent specific conduct that violates the Ordinance or to require specific conduct that is necessary for compliance with the Ordinance;
- (2) A civil penalty up to \$250 a day, except that a fine for a violation that relates to fire safety or public health and sanitation may not exceed \$1,000 a day, when it is shown that the defendant was actually notified of the provisions of the Ordinance and after receiving notice committed acts in violation of the Ordinance or failed to take action necessary for compliance with the Ordinance; and
- (3) Other available relief.

Section 3. Repealer. All ordinances or parts of ordinances in force when the provisions of this Ordinance become effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed, but only to the extent of any such conflict. Except as expressly amended herein, the Salado Code of Ordinances shall remain in full force and effect.

Section 4. Severability. Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Ordinances as a whole.

Section 5. Effective Date. This Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

Section 6. Open Meetings. That it is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meeting Act, Capt. 551, Loc. Gov't. Code.

FIRST READING PASSED AND APPROVED this _____ day of _____, 2018, by a vote of _____ (Ayes) to _____ (Nays) _____ (Abstain) vote of the Board of Aldermen of the Village of Salado, Texas.

SECOND AND FINAL READING PASSED AND APPROVED this _____ day of _____, 2018, by a vote of _____ (Ayes) to _____ (Nays) _____ (Abstain) vote of the Board of Aldermen of the Village of Salado, Texas.

VILLAGE OF SALADO, TEXAS

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

APPROVED AS TO FORM:

City Attorney

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER ACTION REGARDING THE FIRST READING OF AN ORDINANCE ESTABLISHING AN IMPACT FEE FOR THE VILLAGE OF SALADO WASTEWATER SYSTEM

Council Action Requested:

- ☒ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow board members to discuss and consider approval of the first reading of an ordinance establishing an Impact Fee for the Village of Salado Wastewater System.

Consideration of the ordinance follows two (2) required public hearings recently held by the Board of Aldermen in the process of establishing an impact fee for the new Salado Wastewater System. The first hearing gathered public input on the land use plan and service area for the new wastewater system while the second public hearing focused on the maximum impact fee developed in the recently completed Salado Wastewater Impact Fee Study, a copy of which is attached.

The Village's Impact Fee Advisory Committee has recommended that board members adopt an impact fee of \$3,750 per Living Unit Equivalent (LUE) and that the initial customers connecting to the new wastewater system be given four (4) years, interest free, to pay their respective impact fees.

A copy of the proposed ordinance will be provided to board members under separate cover in advance of the meeting for review and consideration.

The proposed ordinance must be approved on two (2) separate readings for the fee to be established. The second reading of the ordinance is scheduled for August 2, 2018.

***2018 Development of a
Wastewater Impact Fee
for the Village of Salado***

Prepared for:



Prepared by:

**HDR Engineering, Inc.
4401 West Gate Blvd, Suite 400
Austin, Texas 78745**



April 2018

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1.0 Introduction and Summary

The Village of Salado (Village) is in the process of creating a new wastewater impact fee to help fund the new wastewater collection and treatment system serving the downtown business district and adjoining areas. This report presents HDR Engineering, Inc.'s (HDR) maximum impact fee determination for consideration by the Village's Impact Fee Advisory Committee and the Salado Board of Aldermen.

The methodology to determine the maximum fee amount considers two options. Consistent with State law, each fee component is calculated with either: (1) consideration of a credit for other methods of payments for utility capital by a new customer, such as through utility rates or taxes, or alternatively, (2) a reduction of the maximum fee amount equal to 50% of the unit capital cost of providing new service. By maximum amounts, this means that the determined fee amount was calculated as the highest that can be lawfully levied by the Village, given the prospective land uses and capital improvements plan, the cost of existing and new utility capacity, and consideration of a credit to new customers for capital contributions made through rate payments. The Board of Aldermen can decide to enact fees less than the maximum amounts shown in this report.

As detailed later in this report, the maximum impact fees were developed in component pieces. For example, the overall wastewater fee is comprised of separate amounts for treatment, pumping and collection. This will facilitate the consideration of offsets or credits from the applicable fee if a developer builds and dedicates eligible facilities to the Village or the Village provides wholesale service to a neighboring utility and wishes to charge only certain portions of the fee. The maximum fee amounts do not include capital costs for facilities required to be provided by developers at their own expense.

Planning, service demand, and design factor assumptions used in the wastewater facility sizing and costing were provided by the Village and, in general, are based upon recently completed cost estimates for the project (see Appendix A). Data on projected utility demand, needed future facilities, and prospective cash versus debt financing were obtained from or coordinated with the Village of Salado staff. HDR combined these elements into the maximum impact fee calculations presented in this report.

2.0 Utility Service and Fee Application Area

This fee would only apply to the Village's downtown business district and other adjoining areas as shown in Figure 1. This fee application area boundary will comprise the area in which Salado may levy the impact fee, in-part or in-full, if Village service is provided. The fee cannot be levied to areas outside of the proposed impact fee area. Further, this fee would only apply to all new connections to the system, including previously platted land unless a separate agreement has been previously established with the Village. This boundary does not mandate that the Village supply wastewater service to this area; however, if service is provided by the Village, any impact fee would be applicable to that parcel.

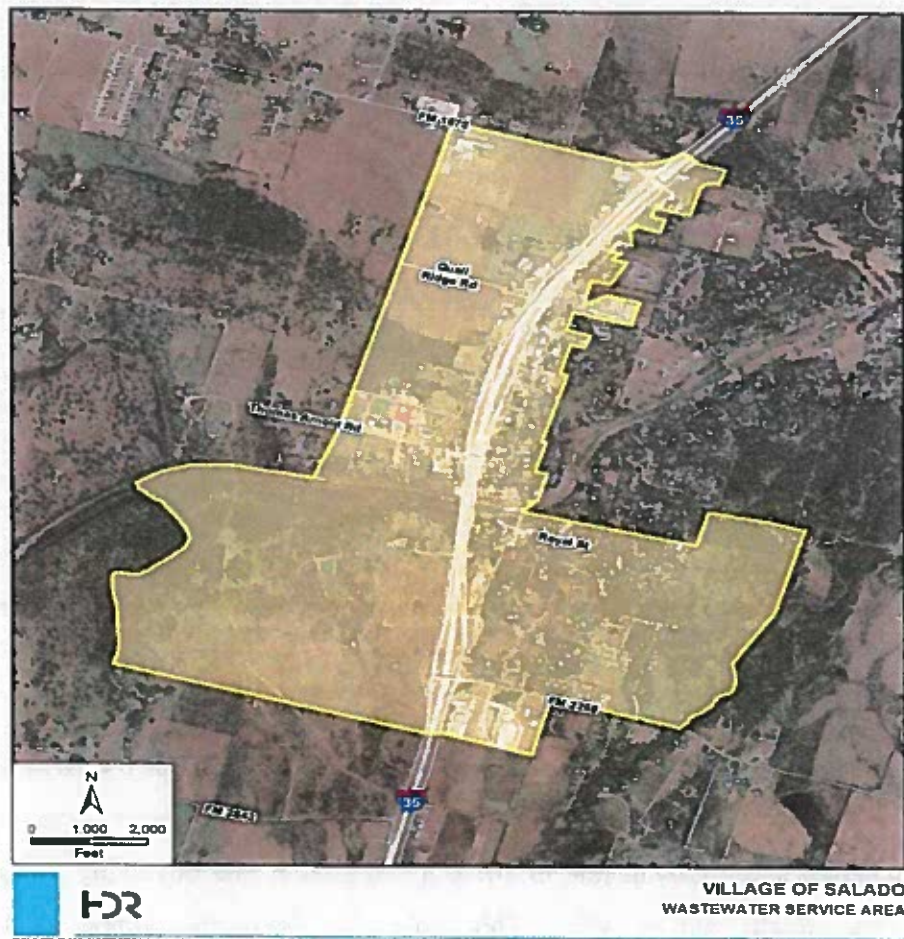


Figure 1. Wastewater Impact Fee Application Area

3.0 Land Use Assumptions

Table 1 provides an estimate of the current and future land use patterns of the potential service area with information provided by Village of Salado staff and a report by Kasberg, Patrick & Associates, LP¹. The estimated land area of the potential future service area is 1,808 acres. When the system is initially placed into operation in early 2019, it is estimated that the system will service 47 residential acres (2.6% of total land area) and 128 acres of commercial development (7.1% of total area). The remaining 1,633 acres of the potential wastewater service area will remain unserved until the system is expanded.

Over the next 10 years, some expansion of the system is forecasted, primarily to the areas south of Royal Street, although future expansion will be dictated by customer demand. At the end of the 10-year period, it is estimated that the wastewater system will serve 95 residential acres (5.3% of total area) and 160 acres of commercial development (14.1% of the total area). The remaining 1,553 acres will remain unserved until after this 10-year period.

Table 1.
Current and Projected Land Use

Item	Current		Future (10-years)	
	Acres	%	Acres	%
Residential (Served)	47	2.6%	95	5.3%
Non-Residential (Served)	128	7.1%	160	8.8%
Subtotal Served	175	9.7%	255	14.1%
Un-served	1,633	90.3%	1,553	85.9%
Total Land Use Acreage	1,808	100.0%	1,808	100.0%
Source: Village of Salado & KPA Report.				

Table 2 shows the anticipated number of service connections at the completion of the project as well as the projected future connections for the wastewater service area. This growth assumption includes a 1% growth rate in 2019, a 3% growth rate beginning in 2020 through 2025 and a 5% growth rate in 2026. This table also shows the number of Living Unit Equivalents (LUEs) for the same time period. The number of LUEs is based on an assessment of

¹ Kasberg, Patrick & Associates, LP., Update to Preliminary Design of the 2015 Wastewater System Improvements, January 2016.

the winter water use for each customer within the Village. It was determined that the average residential customer uses approximately 100 gallons of water per day during the winter months. This was assumed to be the standard use for determining the number of LUEs for all customers. This is the industry standard practice for determining a base LUE. For each potential customer, the average daily water use during the winter months (November through February) was determined.² This value was divided by 100 to determine the number of LUEs for that customer. If this calculation resulted in a value less than one, the number was rounded to one LUE. Each new customer will be charged for a minimum of one LUE. This system is being used, instead of using meter size, due to the fact that using meter size may under estimate the impact of residential and commercial developments on the wastewater system within the Village.

Table 2.
Wastewater Service Area Connections & LUEs

Year	Service Connections	LUEs
2018	0	0
2019	137	341
2020	138	344
2021	143	355
2022	147	365
2023	151	376
2024	156	388
2025	160	399
2026	165	411
2027	173	432

² Using the winter water average as a basis of determine impact fees only applies to the impact fee methodology. At the time of this report, the basis for actual wastewater use billing has not been determined and may be some other factor such as actual water use.

4.0 Current and Projected Utility Demand and Supply

Table 3 summarizes the Village's current and projected wastewater service demands and existing service capabilities by facility. Current and future service demands are also compared with the existing service capacity of the utility system. This table shows the projected service demands on the system once the system is completed, but shows no current capacity in 2018 as the project is still under construction and is anticipated to be completed in early 2019. Wastewater demand was forecast using historical data and technical studies of the Village's proposed system.

Table 3.
Estimated Wastewater Service Demands and Available Capacity

<i>Facility Type</i>	<i>2018</i>	<i>2027</i>	<i>10-yr Demand Increment</i>
Treatment			
Existing 2018 Capacity (mgd) *	0.000	0.000	
Est. Service Demand	0.063	0.080	0.017
Excess (Deficiency)	(0.063)	(0.080)	
Existing 2018 Capacity (LUEs) *	0	0	
Est. Service Demand	341	432	91
Excess (Deficiency)	(341)	(432)	
Pumping			
Existing 2018 Capacity (mgd)	0.000	0.000	
Est. Service Demand**	0.126	0.160	0.034
Excess (Deficiency)	(0.126)	(0.160)	
Existing 2018 Capacity (LUEs) *	0	0	
Est. Service Demand	341	432	91
Excess (Deficiency)	(341)	(432)	
Interceptors			
Existing 2018 Capacity (mgd)	0.000	0.000	
Est. Service Demand	0.126	0.160	0.034
Excess (Deficiency)	(0.126)	(0.160)	
Existing 2018 Capacity (LUEs) *	0	0	
Est. Service Demand	341	432	91
Excess (Deficiency)	(341)	(432)	
* Assume LUE conversion factor of :	185 370 370	gpd/LUE for ww treatment gpd/LUE for ww pumping gpd/LUE for interceptors	
These are average estimates of use over the 10-year period. It is felt that the average use may be less than these values in the early years of the system and greater than these value during the later portion of the 10-year period depending on customer response to having wastewater service available.			
** Assumes:	100.0%	of ww demand pumped	

5.0 Identified Major Capital Improvement Needs and Costs

Given the anticipated wastewater demands in the planning area, facilities have been identified to meet the projected wastewater needs for the next 10 years. The Village's 10-year capital need for new capacity totals \$9.993 million for wastewater (see Appendix A).

Specific projects that will be constructed as part of the wastewater project are identified in Table 4 along with their cost, capacity, unit cost, and allocation of existing and projected demand to these facilities. A weighted unit cost of service (\$ per SU) is then calculated by facility type, based on the proportionate share of use of existing versus new facility capacity by the growth anticipated over the next ten years.

TABLE 4
WASTEWATER CIP INVENTORY AND COSTING
VILLAGE OF SALADO

Facility Name	Construction Cost	Capacity		Construction Cost per SU	Existing Customers	Facility Capacity Allocations (LUEs)			Total Capacity
		Total	LUEs			Growth Use in Next 10 Years	Excess Capacity after 10 Years		
TREATMENT									
EXISTING FACILITIES		<u>mgd</u>							
Subtotal Existing Facilities	\$ -	-	-	\$ -	-	-	-	-	-
FUTURE FACILITIES									
Treatment Plant	\$ 5,803,025	0.200	1,081						
Subtotal Future Facilities	\$ 5,803,025	0.200	1,081	\$ 5,368		432	649		1,081
TOTAL WASTEWATER TREATMENT	\$ 5,803,025	0.200	1,081		-	432	649		1,081
AVERAGE CAPITAL COST PER NEW LUE = \$				5,368					
PUMPING									
EXISTING FACILITIES		<u>mgd</u>							
Subtotal Existing Facilities	\$ -	-	-	\$ -	-	-	-	-	-
FUTURE FACILITIES									
Two Lift Stations	\$ 750,095	1.200	3,243						
Subtotal Future Facilities	\$ 750,095	1.200	3,243	\$ 231		432	2,811		3,243
TOTAL PUMPING	\$ 750,095	1.200	3,243		-	432	2,811		3,243
AVERAGE CAPITAL COST PER NEW LUE = \$				231					
INTERCEPTORS									
EXISTING FACILITIES		<u>mgd</u>							
Subtotal Existing Facilities	\$ -	-	-	\$ -	-	-	-	-	-
FUTURE FACILITIES									
Collection System	\$ 3,439,474	1.200							
Subtotal Future Facilities	\$ 3,439,474	1.200	3,243	\$ 1,061	-	432	2,811		3,243
TOTAL INTERCEPTORS	\$ 3,439,474	1.200	3,243		-	432	2,811		3,243
AVERAGE COST PER NEW SU				\$ 1,061					
WASTEWATER TOTAL									
				\$ 9,992,594					
AVERAGE CAPITAL COST PER NEW LUE = \$				6,660					

6.0 Consideration of Other Methods of Capital Payment

For utilities that charge an impact fee, the new customer pays for capital in two ways: (1) initially through the up-front impact fee, and (2) over the longer-term through utility rate payments, where typically some portion of customer rate payments also funds capital projects.

The 77th Texas Legislature amended Chapter 395 of the Local Government Code to require either: (1) a calculated credit for rate payments be reflected in the fee amount, or (2) a credit equal to 50% of the total projected cost of the capital improvements plan be given in calculating the maximum fee amount.

Table 5 indicates the estimated cost per LUE that is projected to be borne in the utility rates by the average new customer. The rate credit calculation considered: (1) existing debt, (2) future debt payments incurred in the year in which the facilities would be built and financed, and (3) the projected LUEs at the mid-point year of the weighted average life of the debt for the facilities that are part of the impact fee calculation for each utility.

7.0 Alternative Impact Fee Calculations

Table 6 summarizes the unit capital cost of providing new service and the two alternative credit calculations for new customers. The alternative approach that calculates a specific rate credit (Option A) results in the maximum impact fee calculation of \$5,152 per LUE for new wastewater service. See Appendix B for example impact fees calculated at the maximum impact fee amount derived from Option A.

As shown in Table 6, the alternative 50% of capital cost method for calculating a rate credit (Option B) results in a lesser wastewater impact fee of \$3,353 per LUE.

Table 5.
Existing or Anticipated Debt to be Paid through Utility Rates

Facility Type	Est. Debt in Rates	Mid-Point LUEs	Est. Debt in Rates per LUE
WASTEWATER UTILITY			
Treatment			
Existing Debt	\$ 0	386	\$ 0
New Debt ¹	327,664	386	848
Subtotal WWTP	327,664		848
Pumping			
Existing Debt	0	386	0
New Debt ¹	69,626	386	180
Subtotal Wastewater Pumping	69,626		180
Interceptors			
Existing Debt	0	386	0
New Debt ¹	194,207	386	503
Subtotal Interceptors	194,207		503
Total Wastewater			\$1,531
1. It is understood that the Village has already issued debt associated with this project; however, for purposes of calculating the impact fee, all debt associated with the project was shown as new debt since the facilities have not been placed into service.			

Table 6.
**Derivation of Alternative Maximum Wastewater
Impact Fee Amounts**

Item	Capital Cost of New Service per LUE	Optional Adjustments		Option A	Option B	Highest of Option A or B
		Option A Rate Credit	Option B 50% Cost Adjustment			
WASTEWATER						
Treatment	\$ 5,368	\$ 848	\$ 2,684	\$ 4,520	\$ 2,684	
Pumping	231	180	116	51	116	
Interceptors	1,061	503	530	558	530	
Allocated Impact Fee Study Cost	23			23	23	
TOTAL WASTEWATER	\$6,683	\$1,531	\$3,330	\$5,152	\$3,353	\$5,152

For comparison purposes, the current impact fees of other near-by cities are listed in Table 8.

Table 7.
Area Impact Fee Comparison

City/Utility	Wastewater
Salado	\$5,152
Buda	\$3,515
Kyle	\$2,826
Pflugerville	\$2,725
Austin	\$2,200
Hutto	\$2,128
Round Rock	\$2,099
Jarrell	\$1,600
Taylor	\$1,230
Florence	\$575

8. Advisory Committee Actions and Recommendations

The following summarizes the Impact Fee Advisory Committee activities during the impact fee updating process:

- On 2/6/18, the Committee met to:
 - Review Chapter 395 Impact Fee process and requirements; and
 - Review methodology for maximum fee calculation.
- On 3/21/18, the Committee met to:
 - Review CIP information;
 - Review unit cost calculations and maximum fee calculation;
 - Receive draft report for review;
- On 4/12/18, the Committee met to:
 - Approve the Impact Fee Report. By approving this report the Committee found the following:
 - The land use assumptions used in the report are reasonable;
 - The CIP used in the report is reasonable; and
 - The method used to calculate the maximum impact fee of is reasonable.
 - In addition, the Committee recommends to Board of Alderman that the maximum impact fee amount of \$5,152/LUE in this document be adopted.

Appendix A
Summary of 10-Year Wastewater
CIP Projects

PROJECT EXPENDITURES	COST
Wastewater Treatment Plant	\$4,883,000.00
Wastewater Treatment Collection System	\$3,326,632.50
Construction Contingencies	\$410,000.00
Project Management	\$339,000.00
Engineering On-Site Deduction	-\$193,900.00
Engineering (Project Management Coord.)	\$35,000.00
Engineering Construction Services	\$496,641.00
Oncor 3 Phase Overhead Power to Plant	\$69,926.07
Oncor 3 Phase Overhead Power to Lift Stations	\$7,943.41
CCN Designation	\$18,850.00
Rate Study	\$40,000.00
Environmental Monitoring	\$25,000.00
Archeological Monitoring	\$8,500.00
Property Connection	\$156,000.00
Grinder Pumps for 30 Main Street properties	\$210,000.00
Decommissioning Stagecoach WW Plant	\$160,000.00
TOTAL	\$9,992,592.98

PROJECT EXPENDITURES SPLIT INTO SYSTEM COMPONENTS				
Cost Item	WWTP	Lift Station	Collection System	Total
Capital Cost	\$ 4,883,000	\$ 650,253	\$ 2,676,380	\$ 8,209,633
Construction Contingencies	\$ 243,864	\$ 32,475	\$ 133,662	\$ 410,000
Project Management	\$ 201,634	\$ 26,851	\$ 110,516	\$ 339,000
Engineering On-Site Deduction	\$ (115,330)	\$ (15,358)	\$ (63,212)	\$ (193,900)
Engineering (Project Management Coord.)	\$ 20,818	\$ 2,772	\$ 11,410	\$ 35,000
Engineering Construction Services	\$ 295,397	\$ 39,337	\$ 161,907	\$ 496,641
Oncor 3 Phase Overhead Power to Plant	\$69,926.07	\$ -	\$ -	\$ 69,926
Oncor 3 Phase Overhead Power to Lift Stations	\$ -	\$7,943.41	\$ -	\$ 7,943
CCN Designation	\$ -	\$ -	\$18,850.00	\$ 18,850
Rate Study	\$ 23,792	\$ 3,168	\$ 13,040	\$ 40,000
Environmental Monitoring	\$ 14,870	\$ 1,980	\$ 8,150	\$ 25,000
Archeological Monitoring	\$ 5,056	\$ 673	\$ 2,771	\$ 8,500
Property Connection	\$ -	\$ -	\$156,000.00	\$ 156,000
Grinder Pumps for 30 Main Street properties	\$ -	\$ -	\$210,000.00	\$ 210,000
Decommissioning Stagecoach WW Plant	\$160,000.00	\$ -	\$ -	\$ 160,000
Total	\$ 5,803,025	\$ 750,095	\$ 3,439,474	\$ 9,992,593

***Appendix B
Example Impact Fee Calculations***

Example 1 – Single Family Household with estimated use of 19,800 gallons during the winter (November through February).

- 19,800 gallons = an average daily use of 165 gallons ($19,800 / 120$)
- 165 gallons/day divided by 100 gallons/day (defined as one LUE) = 1.7 LUEs. Since this number is greater than 1.0, this is the number of LUEs that would be charged.
- LUEs times \$5,152 = \$8,758 – this would be the impact fee paid.

Example 2 – Single Family Household with estimated use of 10,500 gallons during the winter (November through February).

- 10,500 gallons = an average daily use of 87.5 gallons ($10,500 / 120$)
- 87.5 gallons/day divided by 100 gallons/day (defined as one LUE) = 0.88 LUEs. Since this number is less than 1.0, this number would be rounded up to 1.0 LUE. This is the number of LUEs that would be charged.
- LUEs times \$5,152 = \$5,152 – this would be the impact fee paid.

Example 3 – Commercial Customer with estimated annual use of 650,000 gallons.

- 650,000 gallons = an average daily use of 1,780.8 gallons ($650,000 / 365$)
- 1,780.8 gallons/day divided by 100 gallons/day (defined as one LUE) = 17.8 LUEs. Since this number is greater than 1.0, this is the number of LUEs that would be charged.
- LUEs times \$5,152 = \$91,706 – this would be the impact fee paid.

Example 4 – Commercial Customer with estimated annual use of 100,000 gallons.

- 100,000 gallons = an average daily use of 274 gallons ($100,000 / 365$)
- 274 gallons/day divided by 100 gallons/day (defined as one LUE) = 2.7 LUEs. Since this number is greater than 1.0, this is the number of LUEs that would be charged.
- LUEs times \$5,152 = \$13,910 – this would be the impact fee paid.

Example 5 – Commercial Customer with estimated annual use of 30,000 gallons.

- 30,000 gallons = an average daily use of 82.2 gallons ($30,000 / 365$)
- 82.2 gallons/day divided by 100 gallons/day (defined as one LUE) = 0.82 LUEs. Since this number is less than 1.0, this number would be rounded up to 1.0 LUE. This is the number of LUEs that would be charged.
- LUEs times \$5,152 = \$5,152 – this would be the impact fee paid.

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER APPROVAL OF
THE PROPOSED FISCAL YEAR 2019 GOALS AND
PRIORITIES FOR THE VILLAGE OF SALADO

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow board members to discuss and consider approval of the proposed Fiscal Year 2019 Goals and Priorities for the Village of Salado.

On June 28, 2018, board members held a workshop to develop a set of goals and priorities for the Village for the coming fiscal year. Board members subsequently prioritized the proposed goals and priorities developed in the workshop.

A prioritized list of proposed goals and priorities for Fiscal Year 2019 will be provided to board members under separate cover in advance of the meeting for review and consideration.

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER ISSUES RELATING TO A PROPOSED ORDINANCE REQUIRING A CONDITIONAL USE PERMIT TO PARK A RECREATIONAL VEHICLE OR TRAVEL TRAILER IN THE DRIVEWAY OF A SINGLE-FAMILY RESIDENTIAL PROPERTY

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☐ Motion
- ☒ Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow board members to discuss and consider issues relating to a proposed ordinance requiring a Conditional Use Permit ("CUP") to park a recreational vehicle ("RV") or travel trailer in the driveway of a single-family residential property within the corporate limits of the Village of Salado.

Attached is a copy of the proposed ordinance recommended by the Planning and Zoning Commission for review and consideration. No action will be taken on the proposed ordinance at this meeting.

Board members are scheduled to consider the first reading of the ordinance on Thursday, August 2, 2018.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE SALADO ZONING ORDINANCE, NO. 2015.04 ADDING THE PARKING OF A RECREATIONAL VEHICLE OR TRAVEL TRAILERS IN A DRIVEWAY AS A CONDITIONAL USE IN SINGLE-FAMILY ESTATE RESIDENTIAL DISTRICT (SF-21), SINGLE-FAMILY RESIDENTIAL DISTRICT (SINGLE FAMILY HOME) (SF-7), SINGLE-FAMILY RESIDENTIAL-PATIO HOME DISTRICT (SF-PH), AND SINGLE FAMILY-ATTACHED RESIDENTIAL DISTRICT (CONDOS AND TOWNHOUSES) (SFA); AND PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT; REPEALER; SEVERABILITY; EFFECTIVE DATE; PROPER NOTICE & HEARING.

WHEREAS, pursuant to Chapter 211 of the Texas Local Government Code, the Village of Salado (the "Village") has broad authority to regulate zoning of land within the Village's jurisdiction; and

WHEREAS, pursuant to Section 51.001 of the Texas Local Government Code, the Village has general authority to adopt an ordinance or police regulation that is for the good government, peace or order of the Village and is necessary or proper for carrying out a power granted by law to the Village.

WHEREAS, the Board of Aldermen finds that, from time to time, there may be a desire from some residents to park recreational vehicles or travel trailers on their residentially zoned property within the Village of Salado; and

WHEREAS, the Board of Aldermen finds that the parking of recreational vehicles or travel trailers, can sometimes be unsightly, harmful to visual lines of sight, detrimental to neighboring property values, and generally a public nuisance; and

WHEREAS, the Board of Aldermen finds that allowing the parking of recreational vehicles or travel trailers on certain residentially zoned properties by Conditional Use Permit will help prevent a public nuisance in residential areas of the Village while, at the same time, attempting to meet the needs of those wanting to park recreational vehicles on their property.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE VILLAGE OF SALADO TEXAS THAT:

SECTION 1. Amendment.

Section 4.1.E. (Use Charts) of Ordinance No. 2015.04 is hereby amended to add the following:

"Parking of a Recreational Vehicle or Travel Trailer" as a Conditional Use in the following residential zoning districts: Single-Family Estate Residential District (SF-21), Single-Family Residential District/Single Family Home (SF-7), Single-Family Residential-Patio Home District, and Single-Family Attached Residential District (Condos and Townhouses) (SFA)."

SECTION 2. Severability. If any portion of this Ordinance or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance and the application of such provision to other persons and circumstances shall remain valid and in full force and effect, and the Board of Aldermen hereby declares that this Ordinance would have been enacted without such invalid provision.

SECTION 3. Conflicting Provisions. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Order shall be and remain controlling as to the matters ordered herein.

SECTION 4. Governing Law. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 5. Proper Notice and Open Meeting. It is hereby officially found and determined that the meeting at which this Ordinance was acted upon was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 6. Authorization to Execute. The Mayor is authorized to execute and the City Secretary is authorized to attest this Ordinance on behalf of the Board;

SECTION 7. Effective Date. This Ordinance is effective immediately upon its passage and approval.

PASSED AND APPROVED by the Village of Salado Board of Aldermen on the ___th day of July, 2018, by a vote of ____ (Ayes) and ____ (Nays).

VILLAGE OF SALADO

By: _____

Skip Blancett, Mayor

ATTEST:

Cara Mc Partland, City Secretary

(SEAL)

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER VARIOUS ISSUES
RELATING TO THE VILLAGE OF SALADO
WASTEWATER SYSTEM

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☐ Motion
- ☒ Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow board members to discuss and consider issues relating to the Village of Salado Wastewater System including but not limited to proposed ordinances regarding mandatory connection and pre-treatment, customer connection procedures, treatment plant operations and system expansion.

No action will be taken on the above-mentioned wastewater matters at this meeting.

BOA Agenda Item Form



Date Submitted: July 16, 2018

Agenda Date Requested: July 19, 2018

Project/Proposal Title: CONSIDER VARIOUS ISSUES RELATING TO THE DEVELOPMENT OF THE FISCAL YEAR 2019 OPERATING BUDGET FOR THE VILLAGE OF SALADO

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☐ Motion
- ☒ Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow board members to discuss and consider issues relating to the development of the Fiscal Year 2019 Operating Budget for the Village of Salado.

The Village staff will brief board members on the Village's spending history and fund balance. In addition, staff will present the Board with a "Needs" Budget for the coming fiscal year.

No action will be taken on the above-mentioned budget matters at this meeting.