



**REGULAR BOARD OF ALDERMEN MEETING**  
**SALADO MUNICIPAL BUILDING**  
**301 N. STAGECOACH - SALADO, TEXAS**  
**JANUARY 4, 2024 – 6:30 P.M.**

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**THIS WILL BE AN IN-PERSON MEETING THAT WILL ALSO BE AVAILABLE VIRTUALLY USING ZOOM.COM. YOU CAN ACCESS THE MEETING FROM YOUR COMPUTER, TABLET OR SMARTPHONE USING THE FOLLOWING LINK:**

**<https://us02web.zoom.us/j/88367944899?pwd=bnN2RmlmdlNhb0tHaTRmRXo1UFhoUT09>**

**MEETING ID: 883 6794 4899**

**PASSWORD: 776583**

**OR YOU CAN DIAL IN TO THE MEETING WITH YOUR PHONE USING ONE OF THE FOLLOWING PHONE NUMBERS AND USING THE MEETING ID AND PASSWORD:**

**1-346-248-7799**

**1-253-215-8782**

**1-669-900-6833**

**1-301-715-8592**

**1-312-626-6799**

**1-929-205-6099**

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**AGENDA**

**CALL TO ORDER**

**JANUARY 4, 2024, AT 6:30 P.M.**

**CALL OF ROLL**

**VILLAGE ADMINISTRATOR**

**INVOCATION**

**PLEDGE OF ALLEGIANCE/SALUTE TO THE TEXAS FLAG**

**PRESENTATIONS**

- (A) RECOGNITION OF LARRY AND MAURINE NATHANSON FOR THEIR DEDICATION AND SERVICE TO THE VILLAGE OF SALADO.
- (B) RECOGNITION OF DAVID AND BARBARA SWARTHOUT FOR THEIR DEDICATION AND SERVICE TO THE VILLAGE OF SALADO.

**1. 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.*

**2. CONSENT AGENDA**

- (A) APPROVAL OF MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING OF DECEMBER 7, 2023.
- (B) APPOINTMENT OF JILL SHIPMAN TO SALADO CULTURAL ARTS DISTRICT ADVISORY BOARD.
- (C) APPOINTMENT OF RICHARD PAUL THOMAS TO SALADO CULTURAL ARTS DISTRICT ADVISORY BOARD.
- (D) APPOINTMENT OF JOHN SENGER TO TOURISM ADVISORY BOARD.
- (E) APPOINTMENT OF KATHRYN MELOY TO MUSIC FRIENDLY COMMUNITY ADVISORY BOARD.
- (F) APPROVAL OF THE DESIGNATION OF VILLAGE ADMINISTRATOR MANUEL DE LA ROSA AS A SIGNATORY ON ALL BANK ACCOUNTS OF THE VILLAGE OF SALADO.

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

4. **STATUS REPORTS**

- (A) VILLAGE ADMINISTRATOR'S REPORT
- (B) SALADO POLICE CHIEF STATUS REPORT
- CALLS FOR SERVICE REPORT
  - LICENSE PLATE READER PROGRAM UPDATE
  - C.H.I.P.S. PROGRAM UPDATE
- (C) TOURISM DEPARTMENT REPORT
- SALADO MARKETING ACTIVITIES
  - VISITORS CENTER ACTIVITIES
  - UPCOMING EVENTS

5. **ORDINANCE**

CONSIDER APPROVAL OF AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS, ORDERING A GENERAL ELECTION ON MAY 4, 2024, FOR THE PURPOSE OF ELECTING A MAYOR AND TWO (2) ALDERMEN OF THE VILLAGE OF SALADO BOARD OF ALDERMEN; ESTABLISHING EARLY VOTING LOCATIONS AND POLLING PLACES FOR THE ELECTION; MAKING OTHER PROVISIONS FOR THE CONDUCT OF THE ELECTION; AND PROVIDING FOR FINDINGS OF FACT, SEVERABILITY, CONFLICTING PROVISIONS, GOVERNING LAW, PROPER NOTICE AND OPEN MEETING, AND AN EFFECTIVE DATE. *(VILLAGE ADMINISTRATOR)*

6. **DISCUSSION AND POSSIBLE ACTION**

- (A) DISCUSS AND CONSIDER POSSIBLE ACTION HIRING JUSTYN MANNING AND ENROLLMENT IN THE TEMPLE COLLEGE POLICE ACADEMY. *(POLICE CHIEF ALLEN FIELDS)*
- (B) DISCUSS AND CONSIDER POSSIBLE ACTION TO APPROVE POLICE DEPARTMENT AGREEMENT FOR ENROLLMENT IN THE TEMPLE COLLEGE POLICE ACADEMY. *(POLICE CHIEF ALLEN FIELDS)*

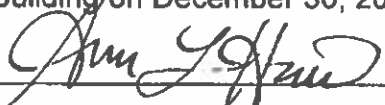
- (C) DISCUSS AND CONSIDER POSSIBLE ACTION TO ENTER INTO A TRAINING REIMBURSEMENT AGREEMENT WITH JUSTYN MANNING. (POLICE CHIEF ALLEN FIELDS)
- (D) DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING THE SALADO POLICE DEPARTMENT COMMUNITY VIDEO PARTNERSHIP PROGRAM. (POLICE CHIEF ALLEN FIELDS)
- (E) DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING THE ALLOCATION OF FUNDS PRESENTED TO THE VILLAGE OF SALADO BY THE COUNTY OF BELL FOR SCHOOL CROSSING GUARD, HEALTH/NUTRITION, CHILD ABUSE PREVENTION/INTERVENTION, AND DRUG/ALCOHOL ABUSE PREVENTION PROGRAMS IN SALADO. (VILLAGE ADMINISTRATOR)
- (F) DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING A PROPOSED CALENDAR RELATING TO THE DEVELOPMENT OF THE FISCAL YEAR 2025 VILLAGE OF SALADO OPERATING BUDGET. (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 December 30, 2022, at 4:00 p.m.



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Andrea Howard, Assistant Village Administrator

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 Manuel De La Rosa, 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: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** CONSIDER APPROVAL OF MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING OF DECEMBER 7, 2023.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to allow board members to consider approval of the minutes of the December 7, 2023, Regular Board of Aldermen Meeting.

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

The board of Aldermen meeting was called to order at 6:30 p.m. by Mayor Michael Coggin. *The meeting was conducted in person and using videoconferencing. Public participation was available via videoconferencing.*

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

Board Members Present: Mayor Michael Coggin, Mayor Pro-tem Rodney Bell, Alderman Paul Cox, Alderman, D. Jasen Graham, Alderman Bert Henry, and Alderman Jason Howard.

Staff Present: Village Administrator Don Ferguson, Assistant Village Administrator Andrea Howard, Police Chief Alan Fields, and Tourism Marketing Manager April Walker-Davis.

The Mayor recognized the players from the Salado High School Varsity Girls volleyball team the accomplishments this year and presented them with Village of Salado Challenge Coins.

### **1. Citizens Communications**

Shay Luedeke, Bell County Tax Office presented a check for \$2,720.65 from the \$1.50 collected from vehicle registrations.

Larry Michels spoke on the Mustang Springs development. He attended the meeting held by Clearwater, and at the civic center manage growth that benefits the community, subdivision ordinances, and groundwater. Stated that the development is not in accordance with the Village ordinances, that the plans were not in compliance, and that there is a lack of transparency.

Linda Reynolds spoke on the Salado Cultural Arts District advisory board and that she has submitted her application to be on that board. She hoped that the new Village Administrator ask for an updated Village boundary map, list of sewer users who joined or and how much they are paying. Stated concerns about the West Side Overlay Task Force not having agendas or minutes. Appreciated the extra time the Aldermen took to find a new Village Administrator.

Debbie Fieber wanted to reiterate what Mr. Michels said.

Jim Boynton spoke on Mustang Springs. Asked the board to work together and support the new Village Administrator.

John Cole, former Alderman, spoke in support of the board and to thank Don Ferguson for his service to the Village.

### **2. Consent Agenda**

A motion to approve the consent agenda was made by Alderman Cox, seconded by Mayor Pro-tem Bell. Alderman Howard asked about item (E), adding Alderman Cox to the signatory on bank account. Alderman Cox and Mayor Pro-tem Bell approved. Alderman Graham, Henry and Howard voted against. The motion failed 3-2.

### **3. Status Reports**

(A) Village Administrator's Report

- 2023 Christmas Stroll

Village Administrator Ferguson gave his report on the first weekend of the 2023 Christmas Stroll. Ferguson stated that overall, things went well. Police officers did close one lane of the bridge for a brief period, with one lane for vehicular traffic and the other for pedestrians. There was an issue with the carriage ride operators who did not diaper the horses causing a mess on main street, that Village Public Works had to go and clean up after. The operator has been told that the horses must be diapered for the second weekend. A thank you to the Salado Elves for the street light decoration, they also redid the roof on the gazebo at the Civic Center and placed lights on it. Mayor Coggin asked that the Elves be recognized at a January meeting.

- Wastewater Treatment Plant Expansion Project

The wastewater treatment plant expansion received four bids ranging from \$889,000-\$983,000. Those bids are in review and should have a recommendation for the board at the December 21 meeting. There is \$1 Million dollars allocated in earmarked funding from the federal government for the project to expand the capacity from 200K to 300K gallons per day.

Miscellaneous items:

The Truck Traffic signs underway on Royal Street and Baines Street. Twelve (12) signs are going up. Phased in enforcement process, starting with warnings for the first week or so, followed by issuing of tickets. Trucks were spotted on the route this week and visited with the contractor about staying off Baines. Giving them a heads up before the enforcement begins.

- IH-35 Annexations

Fairway Golf, Roberston's Hams and Cowboys Bar-b-Que property annexation. Part of the wastewater extension agreement included bring them on to the system now begins the process to annex the properties into the Village.

- West Side Overlay Task Force

Scheduled to meet on Dec 8 to review proposed changes to the West Side Overlay Ordinance and those changes will be presented at the meeting on December 21.

Additional questions/comments:

Mayor Coggin asked about not in compliance with subdivision ordinances. Village Administrator Ferguson stated that the Village is following the development agreements, which vary from the standard ordinances in various areas, which BOA approved. The Village continues to follow policies and procedures. Mayor asked what variances are in the agreements. Village Administrator Ferguson variances relating to cul-de-sacs, road length, drainage, and things along those lines. One of the purposes of a development agreement is to allow and determine flexibility in the development process.

In reference to the water situation, that was reviewed by legal and during the platting process. That is why there is a restriction that no permits will be issued until they have a water system in place that



water system is guaranteed through the groundwater district and the state. They (the developer) will have to have the properly approved system.

Mayor Coggin asked how many public hearings were held on Mustang Springs prior to the agreement. Village Administrator Ferguson stated that there were multiple public discussions on the agreement both at the Planning and Zoning level and Board of Aldermen.

Mayor Coggin asked if the Village completed the necessary legal requirements for public hearings on it? Village Administrator Ferguson responded yes, and it was done side-by-side with legal counsel.

Mayor Coggin then asked if the Board voted to approve the development agreement. Village Administrator Ferguson replied yes.

Mayor Coggin commented on the Salado Elves putting up the Christmas decorations, and after they come down, he would like to recognize them at the mid-January meeting. Village Administrator Ferguson reported that they would like to expand on what they did this year and will be looking for donations for their continued effort.

Alderman Graham asked for the update on Waters Edge. Village Administrator Ferguson said that additional information was requested from them and have received the information, which is now under review and should, hopefully, have a report at the next meeting. Village Administrator Ferguson added that regarding the apartment complex, the water supply corporation apparently has the pieces in place to turn on the new water system that was built for the complex. The last discussion was that they were waiting to get the valve on and will check on that. The water system should be in place, and if everything tests out with that water system, the Village will green-light hot work over there. But, until such time that it is green-lit, there is still no hot construction on-site.

Alderman Henry said the Mayor sent an email response to (inaudible) about Mustang Springs construction plans, saying he did not see the plans. Village Administrator Ferguson stated that they are not part of Phase 1 plans. We have asked them to show both the wastewater location and water plans. They have submitted an updated plan that shows that. They are where they told us they will be. Plans were just received and are not part of phase 1.

Alderman Cox asked if the developer asked to be annexed and was in the development agreement. If they were not annexed, they would not be under Village jurisdiction in the development process. Administrator Ferguson noted that if it was in the ETJ, it is a joint review and that is in the plating process.

(B) Salado Police Department Status Report

- Calls for Service

Chief Fields reported there were 374 calls for service in November.

- License Plate Reader Program Update

49,418 unique plates were read in November. Accessed the system four times for gang member alert, stolen vehicle alert, and twice for stolen property alerts.

- C.H.I.P. Program Update

Found 1 door insecure, continuing assistance with buzzard abatement, and spoke with CHIPS on finding new ways to serve. Instrumental for assistance during the parade and stroll.

Additionally, Chief Fields recognized Officer Charie Blakemore for receiving the Officer of the Year from the Sons of the American Revolution.

Working on the video partnership for citizens with cameras on property and will present at the next meeting.

Mayor asked about 24 service if calling in the middle of the night. Phones will be answered by the officer on duty, unless on a call. In that case the phones will roll over to Bell County dispatch, and relayed to the officer when the service call is complete. There is coverage 24 hours by Salado officers.

- (C) Tourism Department Report
  - Salado Marketing Activities

Tourism Marketing Manager, April Walker Davis, reported on website and app visitors and users.

- Visitor Center Activities

The number of visitors in November was 525. Tourism volunteers were thanked for their service at the Visitor Center and driving the shuttle.

- Upcoming Events

A list of upcoming events was presented.

Alderman Henry asked about social media posts. There were several posts made, along with social stories and reels. Additional posts are scheduled, and a list of posts can be provided.

Alderman Henry also inquired about the shuttle usage and if the shuttle was marked. Assistant Village Administrator assured that it is, including FREE SHUTTLE across it, along with VisitSaladoTexas.com across the top, and the app QR code on the sides.

Alderman Henry asked about Solar Eclipse events within the Village. While the Village is not hosting events, they are aware of businesses hosting events. A small Save-the-Date card was made at the request of the Mayor to give out to promote Salado as a place to stay and see the eclipse.

#### 4. Public Hearing and Consider Action Item

Hold a public hearing and consider approval of the proposed ordinance establishing subdivision inspection procedures.

Mayor Coggin opened the Public Hearing at 7:26 p.m.

Public Comments:

1. Larry Michels wanted to clarify his comment that it does not comply with current ordinances. What is being submitted generally complies with the vast majority of the ordinance. This is a piecemeal. If it's not a complete package, it should not be considered. Feels it's risky.

2. Linda Reynolds said many small villages around Texas do not control their ETJ because it's expensive. Not sure who made the development agreement initially, but the signatures of Mayor and Village Administrator were on dated in January, before public hearings. Feels that the Village got signed into it and is costing more than its worth. People from the ETJ should come in and have a say. County should come in and manage the ETJ. Should stop spending time and money on people who don't want to be in the Village. Should focus on Village citizens not ETJ.
3. Cy Long, Belton address, Salado ETJ, and has property in the Village. Requested that the Mustang Springs construction approval be tabled. He recently had a project with Clear 46.5 acre track, wanted 8-9 wells, and not worry about plats until the test drill was done. Did the testing and provided data to Clearwater and was turned down. If they must do the same process he went through to get shut down, they will get turned down, too.
4. Larry Michels used the rest of his time to say the water regulations Mr. Long spoke about are located in Chapter 230 (Texas Administrative Code, Title 30), and that if it's not in line with the compliance of that code in platting, you cannot approve construction or have a legal plat recorded. Does think it's a great idea on the inspections.

Mayor Coggin called the public meeting to close at 7:35 p.m.

A motion to adopt the ordinance as written was made by Alderman Graham and seconded by Alderman Cox. The motion passed 4-1, with Alderman Howard casting the nay vote.

## 5. Ordinances

Consider approval of an ordinance prohibiting aggressive panhandling within the corporate limits of Salado.

Assistant Village Administrator, Andrea Howard presented the proposed ordinance.

Alderman Henry asked how many calls the Village has received about panhandling. Village Administrator Ferguson responded with approximately 10. It is a periodic issue, where it will be several months between calls, and then calls pick back up.

Alderman Howard asked about current solicitation ordinance and if this affects that ordinance. Assistant Village Administrator, Andrea Howard read the proposed ordinance's definition of *Solicit, Ask, Beg or Panhandle*. He additionally asked about the Village's relationship with local organizations to assist people in need. Village Administrator Ferguson said the assistance relationships are still in place. He commended Constable Correa for his assistance in finding shelter for those in need.

Motion made by Alderman Henry to accept the first reading of the ordinance as written, seconded by Alderman Cox.

Alderman Henry asked for understanding for those facing a rough patch and we don't know everyone's circumstances. Commended officers for their handling of the situations.

Alderman Graham asked for clarification on the first reading, and that is just approval on the first reading, and will need to be read again at the next meeting to be adopted. Village Administrator Ferguson confirmed this and that the December 21, 2023, meeting would be the second reading.

Alderman Howard reiterated Alderman Henry's request for understanding and compassion. Wanted to be sure that the relationship between the Village and organization was still in place. Has confidence in the PD to follow the ordinance and not have to add language that ensures they go through different types of escalation instead of enforcing what it written.

Mayor Pro-tem Bell asked that the PD look at staff and what training is available to them for managing and dealing with the transient community. Want to be sure they have the training to be compassionate in these situations. Village Administrator Ferguson mentioned that Officer Blackmore is very big on the mental health aspect and there are certain State requirements that must be followed. Officers have information and provide that to individuals.

Motion carried 5-0.

#### 6. Discussion and Possible Action

(A) Discuss and consider action on hiring a new Village Administrator and approving an associated employment agreement and amend the FY 2024 operating budget.

Alderman Graham presented the employment agreement between the Village and Manuel De La Rosa. All parties have agreed to the terms and his employment will begin on January 1, 2024. In addition, will need a motion to increase the FY operating budget to meet the agreed salary of \$150,000.

Motion by Alderman Henry to enter into an employment agreement with Mr. De La Rosa and to amend the FY 2024 operating budget. Seconded by Mayor Pro-tem Bell.

Alderman Graham mentioned that the job description is attached to the agreement that breaks down all of the duties, and very clear not prescribed, but described. He also thanked everyone for working on this.

Alderman Howard asked about the standing ordinance to hire a Village Administrator and if that had to be updated. It is from 2017 and is a standing ordinance.

Motion passed 5-0.

Mayor Coggin introduced Manuel De La Rosa and asked if he would like to say a few words. Mr. De La Rosa expressed his excitement to start and work with board and citizens of Salado.

(B) Discuss and consider action on construction plans for phase 1 of the Mustang Springs Development.

Village Administrator Ferguson said that the construction plans were brought to the last meeting, and were asked to delay approval in order to double check some of the drainage issues and the understanding of the drainage flow on the property. The information has been received from the developer's engineers and has been reviewed by the Village engineer. The plans are in compliance with the Village regulations and the development agreement. It is presented for approval.

Mayor Coggin stated that both the Village Administrator and Village Engineer had recently driven out to the development site the day before the meeting. Village Administrator Ferguson said they had and that one of the Planning and Zoning Commissions recommendations, with agreement from a staff standpoint, was the approval come with the condition that no construction begin until such time as the entire property had been driven to determine if any of the illegal construction had gone beyond the boundaries

of the construction plan set forth for approval. Two hours were spent by the Village Administrator, Village Engineer, Developer's Engineer, and a representative of the developer, driving the property. There were two minor areas of issue. A hall road that was built, and one of the roads went a little further than the development plan showed. They need to show those on the phase 1 plans as in existence and they need to provide the necessary protection as far as storm water flows off the improvements. Since the illegal construction was halted, there has been revegetation. No other issues were discovered.

Developer James Kerby, of Kerby Ventures, spoke about the development and how it came to be in the Village, with comments and history of the project from previous meetings he attended.

Mayor Coggin asked about the water issues that were brought up from public comments. Mr. Kerby said they are going through the proper processes within the rules for their own water system. Water is a challenge and in order to provide the water for this development, they had to make a commitment to go to an aquifer that has the resources.

Mayor Coggin asked about wastewater treatment plant. Mr. Kerby addressed the sewer issues. Phase 1 did not include sewer in the plans. It was designed so that it did not have to have sewer. They began to consider sewer because another partner proposed adding sewer. He offered to have that entity come in and explain the process. The application for sewer has been withdrawn, and they are modifying it to resubmit the plans. It is independent of this development.

Alderman Howard asked about photos he sent to Village Administrator Ferguson from dirt that was moved, and the vegetation was blocking an area where water had flowed to an adjacent property. Village Administrator Ferguson asked the Village Engineer, Thomas Soloman, to address the issue. Mr. Soloman said they found the location that was in the photos and the road comes down to a curve. All the water that comes down that road the developer's representative said they can relocate the pile, and visually it appears to be a blockage, but not an actual blockage. Water appears to go around the pile and back into the natural flow downstream. Village Administrator Ferguson asked Sylvester, the developer's engineer, if a culvert is scheduled to go into that road and he replied yes. Village Administrator Ferguson said that culvert should facilitate the flow of the water, but construction was stopped at this time.

Alderman Howard then said that the stock tanks of the property owner should be filled, and they are not. He also noted that as we enter the wet season, the tanks need to be filled for the property owner's livestock. He asked what is being done to get the water flowing again? Village Administrator Ferguson said that should the construction plans be approved, the developer will go in and build the culvert and remove the spoils piles which should help to facilitate more the water flow, which should help. There is no legal obligation to increase flow onto a piece of property, even if it is historic. Not technically damming a stream, it's a natural flow point.

Alderman Graham asked if the area in question was part of phase 1. Village Administrator Ferguson answered yes. Alderman Graham then asked if it would be fair to prioritize that effort? Mr. Kerby answered absolutely.

Alderman Howard supported Alderman Graham's comment to make it a priority and asked how it can be done. Village Administrator Ferguson said the board has the ability to approve the construction plans with the directions to make that the priority and the first thing to be done and is inspected as such to make sure that happens. Alderman Howard asked Mr. Kerby if that is made a priority, how long would it

take? Mr. Kerby deferred to Mr. Sylvester who said if the contractor is ready to mobilize, it could be done within a week and the pile could be removed. He did not know if the actual culvert could be installed in that time frame, and Mr. Kriby asked if the culvert could be installed within thirty days, and Mr. Sylvester said he believes so. Alderman Howard asked if the culvert is there in thirty days how long would it take to get the rainwater back down to the property? Mr. Sylvester said removing the spoils pile could be done quickly. Alderman Graham asked about the reestablishment of the natural flows, to which Village Administrator Ferguson said with the culvert being in place in thirty days.

Mayor Pro-tem Bell asked if the culvert is in place, will that be the natural flow of the rainwater to the adjacent property? Mr. Kerby said the way it's engineered cannot impede that and Mr. Sylvester can give the technical aspects on how that is engineered. Mayor Pro-tem Bell compared it to insurance and that it be put back to the way it was before it was damaged. Mr. Kerby said as long as it's built according to the plan, it should achieve that.

Mayor Pro-tem Bell asked if they pass the action, can they come back and ask that it be done before they move forward? Village Administrator Ferguson said yes. Alderman Howard said it needs to be corrected, and Alderman Graham said it is a conditional approval. Village Administrator Ferguson said the plan is compliant, and the board can say that before any other work is done, they have to come back and report on the success of that priority before any other construction is done, and the focus is on trying to resolve and restore. After that is done, they would report back to Village staff and then come back and report jointly to the board.

Alderman Henry asked water supply and that the area is currently served by Georgetown CCN (Water Certificate of Convenience and Necessity). He asked where they are in the process in order to get what is needed with Clearwater (Clearwater Underground Water Conservation). Mr. Kriby said they initiated the process with Georgetown, and have through city council review, utility review and submitted the formal utility evaluation request which is analyzed by the city. After that review they will make a ruling on release of the CCN through the Public Utilities Commission. Alderman Henry asked about the timeline, and Mr. Kriby said it would be two to three months.

Mayor Coggin opened the floor for public comments.

Larry Michels said that the Village ordinance stated that permits will not be processed until all the required documents are submitted.

Jim Boynton stated that Georgetown Water is their water district. The closest water line is near Florence on FM 2843. Unless they put in new pumps and system just for this, there is no water line down the street. He said to look in to weather Georgetown can supply the water, which he does not think they can. Mayor Coggin said that they intend to drill wells and do their own water system. Mr. Boynton thought they were trying to get water from Georgetown, and it sounded like they were trying to get water from Georgetown, not that they were trying to separate. He said that he could not hear the entire conversation and did not hear that.

James Bishop would encourage the board to check that into the statement by Mr. Kerby that he does not have business interests in the sewer business. He also asked them why if you have the ability for individual septic, and plats approved without water and septic, why go through the effort for a sewer system that would affect so many people. He does not believe it is necessary.

Alderman Henry made a motion to table this until the rainwater runoff is corrected and if revised plans are coming, wants to see the plans with the proposed water wells are going to be.

Alderman Howard asked to amend the motion to include a timetable of seven days to take the corrective action.

The motion to table was approved by Mayor Pro-tem Bell, and Aldermen Henry and Howard, with Aldermen Cox and Graham voting against. Motion passed 3-2.

Village Administrator Ferguson said that the developer has seven days to accomplish the corrective action, and the plans will be placed on the next agenda for consideration.

(C) Discuss and consider action on the proposed establishment of the Salado Cultural Arts District as a standing advisory board of the Village of Salado.

Assistant Village Administrator Howard discussed the establishment of the Salado Cultural Arts District (SCAD) board and the recognition as a cultural district by the Texas Commission on the Arts. The Village assumed responsibility for SCAD over six years ago and the volunteer board has been working hard over those years to promote arts in Salado. Hotel Occupancy Tax funds are now being allocated for activities, like the grants that were approved by BoA in November. The recommendation is for the board of seven members to serve two-year terms and the members would include a representative from (1) Salado Public Art League, (1) Music Friendly Community, (1) Salado Historical Society (1) Salado Museum and College Park, (1) local art gallery, (1) local artist, and (1) at-large member. The groups and organizations would provide the name of the representative for appointment and applications would be accepted for the at-large appointment.

The motion to approve was made by Alderman Cox and seconded by Alderman Graham. The motion passed 5-0.

Mayor Pro-tem Bell motioned to reconsider the consent agenda items, seconded by Alderman Graham. Motion was approved 5-0.

A motion was made by Mayor Pro-tem Bell to approve consent agenda items A-D as presented and seconded by Alderman Henry. The motion passed 5-0.

Adjournment

Mayor Coggin called meeting adjourned at 8:24 p.m.

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Michael Coggin, Mayor

ATTEST:

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Andrea Howard, Assistant Village Administrator

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** APPOINTMENT OF JILL SHIPMAN TO SALADO CULTURAL ARTS DISTRICT ADVISORY BOARD.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to allow board members to consider the appointment of Jill Shipman as the Public Art League of Salado representative on the Salado Cultural Arts District Advisory Board.

Attached is a copy of Ms. Shipman's application.



### Submission information

Form: Boards and Commissions Member Application

Submitted by Visitor (not verified)

Tue, 12/19/2023 - 1:10pm

72.48.203.210

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS AND  
COMMISSIONS

#### **Boards and Commissions**

Salado Cultural Arts District

### Personal Information

#### **First Name**

Jill

#### **Last Name**

Shipman

#### **Street Address**

711 colleg hill

#### **City**

Salado

#### **Zip Code**

76571

#### **Email**

[REDACTED]

#### **Phone Number**

2547182030

**Do you live inside the corporate limits of the Village of Salado?**

No

### Qualifications

**Please list any professional and/or community organizations and activities you are involved in.**

PALS and SCAD

**Please list any areas of expertise, experience, training, skills, or interests which you believe qualifies you for membership on this board or commission.**

25 years in advertising and leadership management and a 20 year art career

### Resume

### References

### References

### Other

### Current or Previous Public Service

**Are you currently serving on a Village of Salado board or commission?**

Yes

**Have you ever served on a Village of Salado board or commission?**

Yes

**Do you have any relatives or members of your household serving as an elected or appointed official of the Village of Salado?**

No

### Ethics Agreement

**Have you ever been convicted of a crime, excluding traffic violations?**

No

**If yes, please explain**

**Do you know of any reason you might have a conflict of interest because your service on the board or commission that you are applying for? If so,**

**please list below.**

No

Supplemental Questions

**Have you ever attended a meeting of the board or commission you are applying for?**

Yes

**Why are you willing to commit time to volunteer for this appointed position?**

I am the person that headed up the effort to secure the cultural arts district and am fully vested in seeing it serving this community

**PLEASE READ THE FOLLOWING STATEMENT CAREFULLY BEFORE SUBMITTING YOUR APPLICATION**

I CERTIFY THAT ALL STATEMENTS THAT I HAVE MADE ON THIS APPLICATION AN DANY OTHER SUPPLEMENTARY MATERIALS ARE TRUE AND CORRECT. I HEREBY AUTHROIZE THE VILLAGE OF SALADO TO INVESTIGATE THE ACCURACY OF THIS INFORMATION FROM ANY PERSON OR ORGANIZATION, AND I RELEASE THE VILLAGE OF SALADO AND ALL PERSONS AND ORGANIZATION FROM ALL CLAIMS AND LIABILITIES ARISING FROM SUCH INVESTIGATION OR THE SUPPLYING OF INFORMATION FOR SUCH INVESTIGATION. I ACKNOWLEDGE THAT ANY FALSE STATEMENT OR MISREPRESETNATION ON THIS APPLICATION OR SUPPLEMENTARY MATERIALS WILL BE CAUSE FOR REFUSAL OF APPOINTMENT OR IMMEDIATE DISMISSAL AT ANY TIME DURING THE PERIOD OF MY APPOINTMENT.

**Name of Applicant**

Jill shipman

**Date of Application**

Mon, 12/18/2023

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Government Websites by CivicPlus®

**Source URL:**<https://www.saladotx.gov/node/4129/submission/1039>

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** APPOINTMENT OF RICHARD PAUL THOMAS TO SALADO CULTURAL ARTS DISTRICT ADVISORY BOARD.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to allow board members to consider the appointment of Richard Paul Thomas as the Salado Music Friendly Community representative on the Salado Cultural Arts District Advisory Board.

Attached is a copy of Mr. Thomas' application.

### Submission information

Form: Boards and Commissions Member Application (1)

Submitted by Visitor (not verified)

Thu, 12/14/2023 - 11:24am

104.202.171.70

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS AND  
COMISSIONS

#### **Boards and Commissions**

Salado Cultural Arts District

### Personal Information

#### **First Name**

Richard Paul

#### **Last Name**

Thomas

#### **Street Address**

PO Box 652 - 916 San Juan Road

#### **City**

Salado

#### **Zip Code**

76571

#### **Email**

[REDACTED]

#### **Phone Number**

254-493-7729

**Do you live inside the corporate limits of the Village of Salado?**

Yes

## Qualifications

**Please list any professional and/or community organizations and activities you are involved in.**

I am a songwriter-producer and currently a member of the Music Friendly Advisory Board. I have been a member of the SCAD Board for the past 4 years.

**Please list any areas of expertise, experience, training, skills, or interests which you believe qualifies you for membership on this board or commission.**

Multiple discipline artist and self-employed businessman for most of my life.

## Resume

## References

## References

## Other

## Current or Previous Public Service

**Are you currently serving on a Village of Salado board or commission?**

Yes

**Have you ever served on a Village of Salado board or commission?**

Yes

**Do you have any relatives or members of your household serving as an elected or appointed official of the Village of Salado?**

No

## Ethics Agreement

**Have you ever been convicted of a crime, excluding traffic violations?**

No

**If yes, please explain**

**Do you know of any reason you might have a conflict of interest because your service on the board or commission that you are applying for? If so,**

**please list below.**

None

Supplemental Questions

**Have you ever attended a meeting of the board or commission you are applying for?**

Yes

**Why are you willing to commit time to volunteer for this appointed position?**

Yes

PLEASE READ THE FOLLOWING STATEMENT CAREFULLY BEFORE SUBMITTING YOUR APPLICATION

I CERTIFY THAT ALL STATEMENTS THAT I HAVE MADE ON THIS APPLICATION AND ANY OTHER SUPPLEMENTARY MATERIALS ARE TRUE AND CORRECT. I HEREBY AUTHORIZE THE VILLAGE OF SALADO TO INVESTIGATE THE ACCURACY OF THIS INFORMATION FROM ANY PERSON OR ORGANIZATION, AND I RELEASE THE VILLAGE OF SALADO AND ALL PERSONS AND ORGANIZATION FROM ALL CLAIMS AND LIABILITIES ARISING FROM SUCH INVESTIGATION OR THE SUPPLYING OF INFORMATION FOR SUCH INVESTIGATION. I ACKNOWLEDGE THAT ANY FALSE STATEMENT OR MISREPRESENTATION ON THIS APPLICATION OR SUPPLEMENTARY MATERIALS WILL BE CAUSE FOR REFUSAL OF APPOINTMENT OR IMMEDIATE DISMISSAL AT ANY TIME DURING THE PERIOD OF MY APPOINTMENT.

**Name of Applicant**

Richard Paul Thomas

**Date of Application**

Thu, 12/14/2023

[Home](#) [Logout](#) [Accessibility](#) [Dashboard](#)

Government Websites by CivicPlus®

**Source URL:** <https://www.saladotx.gov/node/4129/submission/1031>

**Links**

[1] <https://www.saladotx.gov/bc/webform/boards-and-commissions-member-application>

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** APPOINTMENT OF JOHN SENGER TO SALADO TOURISM ADVISORY BOARD.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to allow board members to consider the appointment of John Senger to the Salado Tourism Advisory Board.

Attached is a copy of Mr. Senger's application.



### Submission information

Form: Boards and Commissions Member Application

Submitted by Visitor (not verified)

Tue, 12/19/2023 - 1:07pm

172.56.89.189

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS AND COMMISSIONS

#### **Boards and Commissions**

Tourism Advisory Board

### Personal Information

#### **First Name**

John

#### **Last Name**

Senger

#### **Street Address**

803 Rose Way

#### **City**

Salado

#### **Zip Code**

76571

#### **Email**

[REDACTED]

#### **Phone Number**

512-784-8676

**Do you live inside the corporate limits of the Village of Salado?**

Yes

### Qualifications

**Please list any professional and/or community organizations and activities you are involved in.**

N/A

**Please list any areas of expertise, experience, training, skills, or interests which you believe qualifies you for membership on this board or commission.**

Many years of experience in senior leadership roles for high-tech companies. Leadership, finance, business acumen, sales, marketing, vendor management, communication, and public relations.

### Resume

senger\_resume\_12192023\_rev1.pdf [2]

### References

### References

### Other

### Current or Previous Public Service

**Are you currently serving on a Village of Salado board or commission?**

No

**Have you ever served on a Village of Salado board or commission?**

No

**Do you have any relatives or members of your household serving as an elected or appointed official of the Village of Salado?**

No

### Ethics Agreement

**Have you ever been convicted of a crime, excluding traffic violations?**

No

**If yes, please explain**

**Do you know of any reason you might have a conflict of interest because your service on the board or commission that you are applying for? If so, please list below.**

No

Supplemental Questions

**Have you ever attended a meeting of the board or commission you are applying for?**

Yes

**Why are you willing to commit time to volunteer for this appointed position?**

General interest in contributing to the continued success, growth, well-being, and positive direction of The Village of Salado. Leverage capabilities developed in private sector industry.

PLEASE READ THE FOLLOWING STATEMENT CAREFULLY BEFORE  
SUBMITTING YOUR APPLICATION

I CERTIFY THAT ALL STATEMENTS THAT I HAVE MADE ON THIS APPLICATION AND ANY OTHER SUPPLEMENTARY MATERIALS ARE TRUE AND CORRECT. I HEREBY AUTHORIZE THE VILLAGE OF SALADO TO INVESTIGATE THE ACCURACY OF THIS INFORMATION FROM ANY PERSON OR ORGANIZATION, AND I RELEASE THE VILLAGE OF SALADO AND ALL PERSONS AND ORGANIZATION FROM ALL CLAIMS AND LIABILITIES ARISING FROM SUCH INVESTIGATION OR THE SUPPLYING OF INFORMATION FOR SUCH INVESTIGATION. I ACKNOWLEDGE THAT ANY FALSE STATEMENT OR MISREPRESENTATION ON THIS APPLICATION OR SUPPLEMENTARY MATERIALS WILL BE CAUSE FOR REFUSAL OF APPOINTMENT OR IMMEDIATE DISMISSAL AT ANY TIME DURING THE PERIOD OF MY APPOINTMENT.

**Name of Applicant**

John A. Senger

**Date of Application**

Tue, 12/19/2023

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Government Websites by CivicPlus®



## John A. Senger

Senior Leader - Professional Services (Retired)

**Competencies:** Leadership, Strategic Planning, Business Acumen, Innovation, Consulting Services, Teamwork & Collaboration, Employee Development, Partner Management, Driving Results



512-784-8676



Austin, Texas

### EXPERIENCE

2019 - 2021

Pure Storage

Austin, Texas

Hybrid Cloud, Data Management, and IT Infrastructure Solutions

**Senior Director, Global Professional Services - Consulting & Sales (2019 - 2021)**

Similar role as below, except with global responsibility, plus global sales.

2006 - 2019

NETAPP

Austin, Texas

Hybrid Cloud, Data Management, and IT Infrastructure Solutions

**Director, AMER Professional Services - Consulting (2018 - 2019)**

- **Leadership / Strategic Planning** - leading the Consulting team for AMER; converted from regional teams, to a Delivery Practice model; Practices included Cloud Service Design, Cloud Infrastructure, Automation for DevOps and AI, Data Migration, and Business Continuity / DR / Security
- **Business Acumen** - improved billable utilization from 54% to 76%; improved billable travel time capture from 17% to 80%; Improved Consulting margins from 38% to >54%; leveraged remote onshore/offshore teams and partners for efficiency
- **Innovation** - led a cross-functional grass-roots team to innovate a set of new and relevant service offerings focused on HybridCloud, DevOps, Artificial Intelligence, and Data Resiliency; produced 17-service offerings over a period of 12-weeks including all collaterals; worked with the formal Portfolio team to launch them at sales kickoff
- **Sales Teaming** - partnered with the AMER Services Sales team to increase Consulting bookings from 75% of goal to >100% in FY19; invested heavily in pre-sales focused Architects and joint selling methodology leveraging Cloud workshops
- **Skills Development** - created a model for skills readiness, capacity planning, and gap analysis. Improved readiness through deliberate gap analysis and individualized development planning; improved training on emerging skill sets by 50%

**Director, Central Area Professional Services (2017 - 2018)**

- **Business Acumen** - led >\$35M P&L, Services Sales, Delivery, all PS lines of business for 17-states, ~80 consultants, PM's, Resident Engineers, Services Sales Reps, and Managers, plus additional engineers from extended partner network and install teams
- **Goal Achievement** - achieved 154% of overall bookings goal for the FY, and >200% in Q3, which rescued the broader AMER team at a difficult time where goal would have otherwise been missed by a significant amount
- **Developed Services Sales Strategy** - to transform to attack-mode (tigers), versus attach-rate mode (farmers); included redout charts, big-game hunting, biggie-sizing, freedom to take calculated risks, leverage of Cloud

Enablement Workshops, pre-sales project management, teamwork (Service Sales Reps and PS Managers – everyone sells), motivating and liberating

**Sr. Manager, Central Area Professional Services, 2015 - 2017**

- **Leadership/Innovation** – introduced “The 4 Disciplines of Execution” methodology used as the basis for AMER PS FY18 planning. Led brainstorming sessions to establish Goal, Focus Areas, Objectives, Tactics, and individual contributor goal development.
- **Business Acumen & Goal Achievement** – co-led the team of managers across Central Area PS to overachieve on all key metrics in FY16 and FY17, including bookings, revenue, margin, and billable utilization. Achieved 135% of Residency revenue targets.
- **Sales Teaming** - highly integrated and respected as a team player and go-to leader supporting five sales Districts across South Central region
- **Leadership / Capacity** – also lead a direct region team of 30+ consultants, engineers, and project managers across TX, OK, LA, AR, providing consulting, Residency, and Installation services for hundreds of customers; 360-Survey illustrated exceptionally positive feedback in all facets of execution, as evaluated by employees, peer managers, sales/SE leaders, and VP of PS.

**Sr. Manager, Customer Success Services, 2013 - 2015**

- **Leadership/Innovation** - recognized by Tom Mendoza, Vice Chairman, during 2015 Worldwide Insight Conference, for “Courage to Innovate” with proactive approach to customer support.
- **Innovation** – created, implemented, and shared a methodology for architecting high-touch, comprehensive, global support plans targeted at top strategic accounts
- **People Leadership** - lead a direct team of 30+ consultants, engineers, and project managers across TX, OK, LA, AR, providing consulting, installation, and support services
- **Partner Management** – tightly integrated relationships with extended team of TPM’s, contracted delivery partners, and authorized support engineers delivering support
- **Business Acumen & Goal Achievement** – overachieved Residency bookings by 146% in FY14; grew Resident Onsite team by 50% in FY15. Bookings achievement of >200% in Q4.

**Sr. Manager, South Central Region Professional Services, 2006 – 2013**

- **PS Manager of the Year** - FY07, FY08, FY10, and FY11, for impact and level of contribution
- **Area Sales Award** - FY11 for impact on sales teaming, presented by Area Sales VP
- **Leadership** – led team initiatives which resulted in overachieved on all four key metrics - Bookings, Revenue, Margin, and Billable Utilization
- **Innovation** - implemented initiatives to drive improvements in account management, employee development, consulting focus, quality, and customer focus
- **Teamwork** - Highly regarded for ability to team with sales, employees, partners, and peers to drive goal achievement
- **Professionalism** - excellent customer and employee relations skills, communication, and presentation skills

1995 - 2006

**SUN MICROSYSTEMS, INC.**

Austin, Texas

IT network, compute, and data storage solutions

**Regional Services Manager, 1997 – 2006**

- **Leadership** – highly regarded by management team, employees, and partners. Led a team of 35 Engineers and Major Account Managers delivering services to customers in Texas and Louisiana; \$30M annual services revenue
- **Customer Satisfaction / Relationships** – consistently highest ratings on Customer Surveys for the team; outstanding long term relationships in all major accounts
- **Escalation Management** - exceptional experience with processes, methodologies, and communication
- **Employee & Partner Development** – employee, TPM, and Install partner management

**Major Account Manager, 1995 - 1997**

- Managed quality and responsiveness of service delivery for 13 strategic accounts in Texas
- Drove all aspects of the customer relationship to ensure success
- Project management; timely service contract renewals

1987 - 1995

**RECOGNITION INTERNATIONAL, INC.**

Dallas, Texas

Manufacturing, sales, service of optical character recognition and document imaging systems

**National Account / Service Marketing Manager, 1991 - 1995**

- Established service sales/marketing strategy for Recognition and multi-vendor products
- Developed service pricing, product support plans, boilerplate proposals, sales tools
- Negotiated OEM agreements, major end user, and subcontractor agreements
- Provided marketing support to sales and field services; some direct selling

**District Service Manager, 1987 - 1991**

- Managed field service team in the Kansas City District and Dallas Districts
- Improved operations in key areas – customer satisfaction, revenue, inventory/revenue ratio, and GPM, until consistently ranked in the top-5 of 33 districts nationwide
- Number-1 ranked District Manager in the U.S. for selling multi-vendor services

1978 - 1987

**INTELOGIC TRACE / DATAPOINT CORPORATION**

San Antonio, Texas

Manufacturing, sales, service of networking and office automation systems

**National Account Manager, 1985 – 1987**

- Managed relationships with key national accounts; identified problem areas; planned, organized, and controlled action plans leveraging appropriate resources to ensure timely resolution – field services, logistics, contracts/legal, engineering, product management; maximized customer satisfaction; developed additional business opportunities within each account

**District Technical Specialist, Field Engineer, 1978 – 1985**

- Provided district level technical support for Field Engineers; installed, repaired, maintained local area networks, data processing, data entry, data storage, telecommunications, high speed page printing systems, and peripherals

**EDUCATION**

**Incarinate Word University**  
Business Administration Major  
Evening Division  
55 Semester Hours

**Texas A&M University**  
Institute of Electronic Science  
Graduated, August, 1978



**John A. Senger**  
Senior Leader - Professional Services

**SKILLS:** Leadership, Strategic Planning, Business Acumen, Innovation, Consulting Services, Teamwork & Collaboration, Employee Development, Partner Management, Driving Results



[Redacted Email Address]



512-784-8676



Austin, Texas

**Personal References:**

Name	Title	Email	Phone	Location
Larry Prellop	Owner, Prellop Art Gallery of Salado	N/A	512-923-3124	Round Rock, TX
<b>Outdated Work References:</b>				
Thomas Schroeder	Vice President – NetApp Professional Services	[Redacted]	917-620-9893	New York, NY
Cindy Warner	former Senior Vice President – NetApp WW Services & Support	[Redacted]	231-499-9266	San Diego, CA
Jon Mellon	Vice President & General Manager – NetApp Commercial Sales, AMER	[Redacted]	214-724-1380	Dallas, TX
Thomas Whaley	Senior Director – NetApp Global Account Sales	[Redacted]	832-326-5860	Houston, TX
Michael Abshire	Global Account Manager – NetApp Cloud Service Providers	[Redacted]	214-551-5207	San Antonio, TX
Andy Kelly	Business & Leadership Consulting – <Company Name>	[Redacted]		Middlesex, UK
Bill O'Brien	Consulting Practice Manager – Cloud Infrastructure	[Redacted]	708-362-0289	Chicago, IL



# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** APPOINTMENT OF KATHRYN MELOY TO SALADO MUSIC FRIENDLY COMMUNITY ADVISORY BOARD.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to allow board members to consider the appointment of Kathryn Meloy to the Salado Music Friendly Advisory Board.

Attached is a copy of Ms. Meloy's application.

Submission information

Form: Boards and Commissions Member Application <sup>(1)</sup>  
Submitted by Visitor (not verified)  
Mon, 12/04/2023 - 9:46am  
71.221.80.231

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS AND COMMISSIONS

**Boards and Commissions**

Music Friendly Community Advisory Board

Personal Information

**First Name**

Kathryn

**Last Name**

Meloy

**Street Address**

1811 Southshore Spur

**City**

Salado

**Zip Code**

76571

**Email**

[REDACTED]

**Phone Number**

817-832-0121

**Do you live inside the corporate limits of the Village of Salado?**

No

## Qualifications

### **Please list any professional and/or community organizations and activities you are involved in.**

Designated RESA Professional. RESA provides continuing education and support for Interior Design professionals.

Member of The Salado Chamber of Commerce.

Member of the Salado Music Friendly Community.

I have been an entrepreneur for over two decades. The interior design industry involves extensive organization and collaborating with multiple people to reach the end goal. With my enthusiastic spirit, passion for music, creativity, and excellent social skills I feel I could bring innovative ideas to the table to help grow the Music Friendly Community.

As far as activities go, I'm the owner/organizer of a yearly fundraiser event called the Giving Heart Music Series. This event supports the local musicians and charities in our community and takes place at our property we call The Heart Rock Ranch. I vet musicians and charities, promote and market the event, organize the logistics, schedules, and prepare the grounds. I ensure seamless coordination between the musicians, vendors, and charities involved. On November 4th, I held my second event. We had 51 attendees and the fundraiser generated over \$2,078.50. During my introductory speech, I educated the attendees about the music friendly community and encouraged the musicians in attendance to join.

### **Please list any areas of expertise, experience, training, skills, or interests which you believe qualifies you for membership on this board or commission.**

I have a background in fine art photography, so I understand firsthand the struggle artists face. Music is a structural part of life for me, and I have always had an appreciation for many genres of music. I have attended hundreds of live concerts and several music festivals over the last 39 years and have occasionally been on stage as a percussionist. I have a genuine passion to support musicians in their endeavors.

## Resume

kathryn\_meloy\_resume-\_music\_friendly\_community.pdf <sup>(2)</sup>

## References

kathryn\_meloy\_references-\_music\_friendly\_community.pdf <sup>(3)</sup>

## References

## Other

Current or Previous Public Service

**Are you currently serving on a Village of Salado board or commission?**

No

**Have you ever served on a Village of Salado board or commission?**

No

**Do you have any relatives or members of your household serving as an elected or appointed official of the Village of Salado?**

No

Ethics Agreement

**Have you ever been convicted of a crime, excluding traffic violations?**

No

**If yes, please explain**

**Do you know of any reason you might have a conflict of interest because your service on the board or commission that you are applying for? If so, please list below.**

No

Supplemental Questions

**Have you ever attended a meeting of the board or commission you are applying for?**

Yes

**Why are you willing to commit time to volunteer for this appointed position?**

Volunteering provides an opportunity for me to make a positive impact in the realm of music. By offering my time and skills, I can help musicians navigate

challenges, access resources, and develop their talents. Volunteering can also help me gain valuable experience and develop skills relevant to the music/venue industry. Music is the glue that binds people together as a community and having a board to support such endeavors is important to me.

PLEASE READ THE FOLLOWING STATEMENT CAREFULLY BEFORE  
SUBMITTING YOUR APPLICATION

I CERTIFY THAT ALL STATEMENTS THAT I HAVE MADE ON THIS APPLICATION AND ANY OTHER SUPPLEMENTARY MATERIALS ARE TRUE AND CORRECT. I HEREBY AUTHORIZE THE VILLAGE OF SALADO TO INVESTIGATE THE ACCURACY OF THIS INFORMATION FROM ANY PERSON OR ORGANIZATION, AND I RELEASE THE VILLAGE OF SALADO AND ALL PERSONS AND ORGANIZATION FROM ALL CLAIMS AND LIABILITIES ARISING FROM SUCH INVESTIGATION OR THE SUPPLYING OF INFORMATION FOR SUCH INVESTIGATION. I ACKNOWLEDGE THAT ANY FALSE STATEMENT OR MISREPRESENTATION ON THIS APPLICATION OR SUPPLEMENTARY MATERIALS WILL BE CAUSE FOR REFUSAL OF APPOINTMENT OR IMMEDIATE DISMISSAL AT ANY TIME DURING THE PERIOD OF MY APPOINTMENT.

**Name of Applicant**

Kathryn Meloy

**Date of Application**

Mon, 12/04/2023

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Government Websites by CivicPlus®

**Source URL:**<https://www.saladotx.gov/node/4129/submission/1015>

**Links**

[1] <https://www.saladotx.gov/bc/webform/boards-and-commissions-member-application> [2]

[https://www.saladotx.gov/system/files/webform/kathryn\\_meloy\\_resume-\\_music\\_friendly\\_community.pdf](https://www.saladotx.gov/system/files/webform/kathryn_meloy_resume-_music_friendly_community.pdf) [3]

[https://www.saladotx.gov/system/files/webform/kathryn\\_meloy\\_references-\\_music\\_friendly\\_community.pdf](https://www.saladotx.gov/system/files/webform/kathryn_meloy_references-_music_friendly_community.pdf)



# KATHRYN MELOY

Artist | Interior Designer | Music Venue Owner

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(817) 832-0121 | 1811 Southshore Spur Salado Texas 76571 | [REDACTED] |  
[www.loveheartrockranch.com](http://www.loveheartrockranch.com)

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**OBJECTIVE:** I'm a passionate music enthusiast seeking a position on the Salado Music Friendly Advisory Board to utilize my experience and creativity to help support local musicians and venues. I have a strong desire to foster a vibrant and growing music community.

## EXPERIENCE:

### **Music Event Planning:**

- Researching 501-C charities to ensure they are a good fit for our yearly fundraiser event.
- Creating and organizing schedules.
- Collaborating with musicians, charities, and vendors.
- Organizing pop-up vendors and sponsors for the event.
- Planned and executed live music events.
- Ensuring seamless coordination of artists, vendors, charities, and logistics.
- Vetted the musicians to ensure they will complement the venue, event, and crowd.

### **Marketing Implementation:**

- Marketing and promoting music events through print, online and social media platforms.
- Created and built a WIX website dedicated to supporting fundraisers, musicians and charities.
- 29 years of experience networking to help promote business, events and meet potential collaborators.

### **Stage Assistance:**

- Help with sound checks when needed.
- Designed stage layouts.
- Implemented safety exits.

### **Visual Artists:**

- I educated artists on the resources available to them and how to market themselves.
- I have helped artist peers by showcasing their work in various commercial spaces such as coffee shops, professional offices, and newly built homes.
- I helped connect artists with galleries.
- I organized art shows to support my artist peers.

## BUSINESS SKILLS:

- **Transparent Communication:** I excel in both written and verbal communication to effectively convey ideas.
- **Interpersonal & Social Skills:** I have an affable personality and natural ability to build and maintain professional and personal relationships with people.

- **Team Player:** I have over a decade of experience organizing and managing projects that have several moving parts and involve collaborating with multiple people.
- **Creative:** I have an innovative and creative mindset.
- **Self-Starter:** Being an entrepreneur for over two decades has given me the experience to be organized, stay focused and dedicated to making my business successful.
- **Detailed Oriented:** I have a keen eye for detail.
- **Budgeting:** I have worked with small and large budgets and understand the importance of staying within the boundaries.
- **Excellent Administrative Skills:** Proficient with Windows, Microsoft Office and Wix (website design).
- **Personal Attributes:** I work well under pressure with strict deadlines and excel in thinking outside the box to provide unique problem-solving solutions.

**COMMUNITY ENGAGEMENT & OUTREACH:** I have volunteered my time and efforts towards supporting various 501-C charities to enrich their missions and programs.

- Operation Phantom Support- 2023
- Angel Wings Ranch-2023
- Zoe's Wings Foundation-2022
- Safe Alliance Austin-2015
- Family Eldercare Summer Fan Drive-2014
- Children's Baptist Transition Home-2013

**EDUCATION AND AWARDS:**

- (2010-2019) RESA (Real Estate Staging Association) ~ I became a designated RESA PRO.
- (1992) University of Arlington ~ Interior Design ~ Certificate of Completion
- (1989-1990) Ogle School ~ Diploma ~ Perfect attendance award & outstanding performance award.
- (1984-1988) Grand Prairie High School ~ Diploma ~ Perfect Attendance, Recognition of Leadership & District Award in Marketing and Distribution.

**REFERENCES:** References available upon request.



# KATHRYN MELOY

Interior Designer | Artist | Music Venue Owner

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(817) 832-0121 | 1811 Southshore Spur Salado Texas 76571 |  
[REDACTED] | [www.loveheartrockranch.com](http://www.loveheartrockranch.com)

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## PERSONAL REFERENCES:

Tammy Crespo: 512-423-8899

Chris Nelson: 512-228-4966

Calli Roland: 254-291-5751

Linda Botello: 512-626-7459

Taylor Hicks: 214-769-2452

Tracey Chalman: 512-736-9365

## MUSICIAN REFERENCES:

Michael Ingalls: 512-736-2251

Dave Escamilla: 972-762-1067



# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** VILLAGE ADMINISTRATOR'S STATUS REPORT.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

Report from Village Administrator Manuel De La Rosa.

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** SALADO POLICE CHIEF STATUS REPORT.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

- Calls for Service Report
- License Plate Reader Program Update
- C.H.I.P.S. Program Update

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** SALADO TOURISM  
DEPARTMENT STATUS REPORT.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

- Salado Marketing Activities
- Visitors Center Activities
- Upcoming Events

# BOA Agenda Item Form



Date Submitted: December 30, 2023

Agenda Date Requested January 4, 2023

**Project/Proposal Title:** CONSIDER ORDINANCE ORDERING A GENERAL ELECTION ON MAY 4, 2024, TO ELECT ONE (1) MAYOR AND TWO (2) ALDERMEN

**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 calling a General Election for the Village of Salado in May 2024. Salado voters will be electing one Mayor (1) and two (2) Aldermen.

The Village's General Election will be part of a joint election held with the Salado ISD and the Salado Public Library District.

Election Day will be Saturday, May 4, 2024. The election day polling place will be the Salado Civic Center where the polls will be open from 7 a.m. to 7 p.m.

Early voting by personal appearance will also be conducted at the Salado Civic Center on Monday, April 22, 2024, from 7 a.m. to 7 p.m.; Tuesday, April 23, 2024, through Friday, April 26, 2024, from 8 a.m. to 5 p.m.; Saturday, April 27, 2024, from 10 a.m. to 2 p.m.; Monday, April 29, 2024, from 7 a.m. to 7 p.m.; and Tuesday, April 30, 2024, from 8 a.m. to 5 p.m.

Approval of the attached ordinance is necessary to proceed with preparations for the election.

**ORDINANCE NO. 2024-\_\_\_\_\_**

**AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS, ORDERING A GENERAL ELECTION ON MAY 4, 2024, FOR THE PURPOSE OF ELECTING A MAYOR AND TWO (2) ALDERMEN OF THE VILLAGE OF SALADO BOARD OF ALDERMEN; ESTABLISHING EARLY VOTING LOCATIONS AND POLLING PLACES FOR THE ELECTION; MAKING OTHER PROVISIONS FOR THE CONDUCT OF THE ELECTION; AND PROVIDING FOR FINDINGS OF FACT, SEVERABILITY, CONFLICTING PROVISIONS, GOVERNING LAW, PROPER NOTICE AND OPEN MEETING, AND AN EFFECTIVE DATE.**

**WHEREAS**, the Village of Salado (“Village”) desires to hold a General Election on May 4, 2024, for the purpose of electing a Mayor and two (2) Aldermen of the Village of Salado Board of Aldermen; and

**WHEREAS**, the Board of Aldermen has the authority, pursuant to Chapter 271, Texas Election Code, to enter into a joint election agreement with the Salado Independent School District (“Salado ISD”) and the Salado Public Library District which are political subdivisions holding elections on the same day in all or part of the same territory; and

**WHEREAS**, this ordinance is in furtherance of the public interest, for the good of government, peace and order of the Village, and necessary and proper for carrying out the power granted by law to the Village.

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

**SECTION 1. Call of Election; Date; Eligible Electors; and Hours.** A General Election (“election”) is ordered to be held, at a polling place and election precinct within the corporate limits of the Village of Salado, as hereinafter designated, on Saturday, May 4, 2024, from the hours of 7:00 a.m. to 7:00 p.m., at which election there shall be elected a Mayor and two (2) Aldermen for the Village of Salado. The Mayor and two (2) Aldermen shall be elected to serve a term of two (2) years. All residents, qualified electors of the Village shall be entitled to vote in the election. Each voter may vote for a Mayor and two (2) Aldermen. The Mayor and two (2) Aldermen candidates receiving the highest number of votes shall be elected.

**SECTION 2. Voting Precincts.** The boundaries and territory of the respective Bell County Election Precinct that is within the territorial boundaries of the Village is hereby designated as the voting precinct of the Village for the election. The precinct number for the Village’s election precinct shall be the corresponding Bell County Election Precinct Number (s) of the precinct.

**SECTION 3. Voting Locations.** The polling place for the election precinct for this election shall be as follows:

Village of Salado  
Salado Civic Center  
601 N. Main Street  
Salado, Texas 76571

**SECTION 4. Conduct of Election and Election Services Contract.** Pursuant to Chapter 271 of the Texas Election Code, the election shall be conducted under the terms and conditions of an agreement between the Village of Salado, Salado ISD and the Salado Public Library District (“The Joint Election Agreement”) which the Board of Aldermen shall approve by separate resolution, prior to the Election. A copy of the approved Joint Election Agreement shall be attached and labeled as “Exhibit A” to this Ordinance and incorporated by reference as it is fully set out herein. Chapter 271 of the Texas Election Code provides that all authorities of two or more political subdivisions that have ordered elections for the same day in all or part of the same territory, may enter into an agreement to hold the elections jointly in election precincts that can be served by common polling places, and the Board is expressly authorizing this action.

**SECTION 5. Appointment of Election Officers.** The Board of Aldermen shall appoint a Joint Election Officer, Presiding Judge and Alternate Presiding Judge, by separate resolution, prior to the Election. The Presiding Judge may appoint up to four (4) clerks to serve and assist in conducting the election. The Alternate Presiding Judge shall be one of the clerks.

Each Presiding and Alternate Presiding Judge shall be given written notice of the appointment in accordance with Texas Election Code Section 32.009. Each Presiding Judge shall be served with a writ of election (notice of election) in accordance with Texas Election Code Section 4.007.

The Presiding Judge and election clerks shall be compensated at a rate of pay established in the Joint Election Agreement approved by the Village of Salado, Salado Independent School District and the Salado Public Library District by separate resolution in advance of the election. Compensable hours shall be determined in accordance with the provisions of the Texas Election Code, as amended (the "Election Code") and other applicable laws.

**SECTION 6. Early Voting.** The Board of Aldermen shall appoint a deputy early voting clerk for early voting for the Village who shall also serve as the joint early voting clerk, as provided in the Joint Election Agreement. The appointment shall be made prior to the Election.

**SECTION 7. Early Voting by Personal Appearance.** The polling place for early voting by personal appearance for the Village election is:

Village of Salado  
Salado Civic Center  
601 N. Main Street  
Salado, Texas 76571

Early voting by personal appearance shall be conducted on Monday, April 22, 2024, from 7 a.m. to 7 p.m.; Tuesday, April 23, 2024, through Friday, April 26, 2024, from 8 a.m. to 5 p.m.; Saturday,

April 27, 2024, from 10 a.m. to 2 p.m.; Monday, April 29, 2023, from 7 a.m. to 7 p.m.; and Tuesday, April 30, 2023, from 8 a.m. to 5 p.m.

**SECTION 8. Early Voting by Mail.** Early voting by mail shall be conducted in accordance with applicable provisions of the Texas Election Code. Ballot applications and ballots voted by mail shall be sent to: Salado ISD, Attn: Deputy Early Voting Clerk, P.O. Box 98, Salado, Texas, 76571. Applications for ballot by mail must be received no later than the close of business on Tuesday, April 23, 2024.

**SECTION 9. Early Voting Ballot Board.** The Board of Aldermen will appoint the Presiding Judge of the Early Voting Ballot Board at a subsequent meeting. The Presiding Judge shall appoint two (2) or more election clerks, and such judge and clerks shall constitute the Early Voting Ballot Board. All early votes and other votes to be processed in accordance with early voting procedures pursuant to the Texas Election Code shall be delivered to the Salado ISD, 601 N. Main Street/P.O. Box 98, Salado, Texas 76571 in accordance with the Election Code. The Early Voting Ballot Board shall perform its duties in accordance with applicable provisions of the Election Code.

**SECTION 10. Ballots and Election Expenditures Authorized.** All ballots shall be prepared in accordance with the Texas Election Code. The ballots shall be printed in both English and Spanish and shall conform to the requirements of the Texas Election Code. The Village of Salado shall provide at least one (1) ExpressVote (ES&S) voting system and at least one (1) DS200 Tabulating Unit in the polling place. Oral bilingual assistance shall be available during the election and may be obtained by contacting the Presiding Election Judge or Alternate Election Judge. The cost of the Election shall be shared proportionately with the Salado ISD and the Salado Public Library District as provided in the Joint Election Agreement. All expenditures necessary for the conduct of the election, the employment of all election officials and the purchase of materials is hereby authorized.

**SECTION 11. Custodian of Records.** To the extent not otherwise provided in the Joint Election Agreement, the City Secretary is appointed as the Custodian of Records ("Custodian") to perform duties related to the conduct and maintenance of records of the election as required under the Texas Election Code ending not earlier than the fortieth (40<sup>th</sup>) day after the date of the Election. In particular, the Custodian shall provide applications for candidates, accept applications from candidates for a place on the ballot, determine the order in which names will appear on the ballot for the Aldermen positions, and accept and maintain records regarding campaign expenditures that may be filed with the Village.

The Custodian shall maintain an office open for election duties for at least three (3) hours each day, during regular office hours, on regular business days during the period required by the Election Code. The Custodian shall post notice of the location and hours of the office as required by the Election Code.

Notwithstanding the foregoing, pursuant to Sections 66.058 and 271.010 of the Texas Election Code, prior to the Election, the Board of Aldermen shall appoint a Joint Custodian of Records

("Joint Custodian") for the sole purpose of preserving all voted ballots securely in a locked room in the locked ballot boxes for the period of preservation required by the Election Code.

**SECTION 12.** The election shall be held under, and in accordance with the laws of the State of Texas.

**SECTION 13. Notice.** Notice of the election, including a Spanish translation thereof, shall be published at least once in a newspaper published within the territory of the Village of Salado on or before April 24, 2024, and shall be posted on the bulletin board at the Municipal Building on or before April 13, 2024. The City Secretary shall cause the notice of the Election to be published.

**SECTION 14. Election Information to be provided in Spanish.** Election notices, instructions, orders, ballots and other written material pertaining to the Election shall be translated into and furnished to voters in both the English and the Spanish language.

**SECTION 15. 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 16. 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 17. 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 18. 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 19. Authorization to Execute.** The Mayor is authorized to execute and the City Secretary is authorized to attest this Ordinance on behalf of the Board; and the Mayor is authorized to do all other things legal and necessary in connection with the holding and consummation of the Election.

**SECTION 20. 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 4<sup>th</sup> day of January, 2024, by a vote of \_\_\_\_ (Ayes) and \_\_\_\_ (Nays) and \_\_\_\_ (Abstentions).



**VILLAGE OF SALADO**

By: \_\_\_\_\_  
Michael Coggin, Mayor

**ATTEST:**

\_\_\_\_\_  
Manuel De La Rosa, Village Administrator

(SEAL)

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Josh Katz, City Attorney

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** DISCUSS AND CONSIDER POSSIBLE ACTION HIRING JUSTYN MANNING AND ENROLLMENT IN THE TEMPLE COLLEGE POLICE ACADEMY.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda for approval of the hiring of Justyn Manning and his enrollment in Temple College Police Academy. This is the first time SPD will be sponsoring an officer for training in the academy.

Chief Fields is recommending that the Salado Police Department hire Justyn Manning at a rate of \$17.50/hr. while he is enrolled in the Temple College Police Academy. When Mr. Manning completes the academy and his field training is complete, his rate of pay will be \$27.88/hr.

The academy training will cost \$400.

These expenses were allocated in the FY 23-24 budget.

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** DISCUSS AND CONSIDER POSSIBLE ACTION TO APPROVE POLICE DEPARTMENT AGREEMENT FOR ENROLLMENT IN THE TEMPLE COLLEGE POLICE ACADEMY

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda for approval of Chief Fields signing an agreement with the Temple College Police Academy for Justyn Manning's enrollment in the program.

The agreement is attached.



## Temple Police Academy

### DEPARTMENT AGREEMENT IN UNDERSTANDING

(Required for admission to the Basic Peace Officer Course)

Due to the requirements of the training curriculum, mandated by the Texas Commission on Law Enforcement, the following must be agreed to by the responsible authority before an applicant may be enrolled in the Basic Peace Officer Course conducted by the Temple Police Academy.

1. Necessary materials and supplies must be provided by the department, or the individual cadet.
2. The department **must** provide a mechanically sound, safe operational police package vehicle (to include replacement tires) for employed **and** sponsored cadet/s to participate in and complete the required block of instruction (Professional Police Vehicle Operation). The ratio of vehicles to cadets must not exceed 1:2 [one (1) vehicle for each two (2) cadets].
3. The department **must** allow the cadet/s sufficient time for, **and require**, participation in **all** blocks of the course (including physical conditioning). The regular schedule is modified to accommodate curriculum requirements (e.g., firearms, patrol procedures, driving, mechanics of arrest, etc.). It is **strongly recommended that departments refrain from requiring sponsored employed cadets to work hours other than those required in the course.**
4. The department **must** also take responsibility to insure **participation in all aspects, activities, blocks, and phases of the course.** Further, the department will ensure that the cadet adheres to all Academy rules, regulations, procedures, and standards as approved by the Advisory Board. The Department understands that failure to meet the standards as approved by the Advisory Board can result in sanctions up to and including removal from the Academy.
5. The department must also take appropriate action in the event a cadet fails to meet expectations of conduct, training standards, participation, and attendance.

These agreements must be met in order for a cadet to successfully meet the training requirements set forth by TCOLE and the Temple Police Academy. No Endorsement of Eligibility (to take the TCOLE Licensing Examination) will be issued unless **all** training requirements have been met.

I, \_\_\_\_\_ have read, understand, and agree to ensure that these  
(Printed Name of Department Administrator)  
requirements will be met in order for the cadet/s, attending under the authority of this department, to complete this course of training.

\_\_\_\_\_  
(Signature of Department Administrator)

\_\_\_\_\_  
(Department)

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** DISCUSS AND CONSIDER POSSIBLE ACTION TO ENTER INTO A TRAINING REIMBURSEMENT AGREEMENT WITH JUSTYN MANNING.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda for approval of the execution of a Training Reimbursement Agreement, should Justyn Manning not complete his commitment to the Salado Police Department. enrollment in the program.

A copy of the agreement is attached.

## **LAW ENFORCEMENT TRAINING REIMBURSEMENT AGREEMENT**

This agreement is entered into by the Village of Salado, Texas hereinafter referred to as "Village" and **Justyn L. Manning**, hereinafter referred to as "Employee."

THE INTENT OF THIS AGREEMENT IS TO PROVIDE FOR THE TRAINING OF **Justyn L. Manning** AS A POLICE OFFICER FOR THE VILLAGE OF SALADO, AND TO SPECIFY THE CONSIDERATION THAT **Justyn L. Manning** PROVIDES THE VILLAGE IN RETURN FOR THE TRAINING. IT SHALL NOT BE CONSTRUED IN ANY WAY AS AN EMPLOYMENT AGREEMENT WHICH WOULD PROFFER A PROPERTY RIGHT OR INTEREST ON **Justyn L. Manning**.

1. The Village and the Employee agree that the Employee will attend a law enforcement training academy (the Academy) approved by the Texas Commission on Law Enforcement (TCOLE) at the expense of the Village to receive certification as a licensed Texas Peace Officer in accordance with TCOLE licensing requirements. The training at the Academy is scheduled to begin January 22, 2024.
2. The Village shall pay the expense of training and shall pay the Employee's regular wages during this training. The Employee agrees that he/she will be responsible for reimbursing the Village in accordance with the rules for reimbursement as stated hereafter in this agreement. The expenses which the Employee agrees to reimburse include: the Village's cost of the Employee's paid time while attending the Academy less minimum wage; the Village's expenditure for the Employee's tuition, uniforms, supplies, books, equipment, and any other required items while attending the Academy; the Village's cost of replacing an officer while the Employee is in training, either by hiring of a temporary officer or through payment of overtime or comp time to a SPD Patrol Officer; and the Employee's paid time while in the Field Training Program less minimum wage. All these reimbursable costs are referred to generally as training costs. The Employee will not be responsible for reimbursing the Village for any time spent by the Employee performing services such as dispatching, filing, patrol work, or other work assigned by the City. An estimate of the training costs set out above is listed on Exhibit A which is attached hereto and by this reference incorporated into this agreement. Training costs will be based on the actual costs incurred by the Village as these costs become known.
3. At the Village's option, the Employee may be required to work at the Salado Police Department (SPD) while attending the Academy, and may be required to patrol, dispatch, operate computer systems, perform clerical tasks, or perform other duties as assigned by the Chief of Police or the Chief's designee. The hours expended by the Employee in attendance at the training course and in service to the SPD shall be subject to the same limitations and compensatory time policies as apply to all probationary employees of the Village.
4. The Employee shall serve as a full-time police officer of the Village after graduating from the Academy and meeting all criteria needed to receive TCOLE certification.
5. The start date for purposes of this agreement shall be defined as the first day the Employee begins work as a certified and licensed Police Officer for the Village of Salado.
6. The Employee shall have a probationary period of one year from the start date.

7. In consideration for providing for this training, the Employee agrees to work for the Village as a full-time police officer for at least **four years** from the date of achieving TCOLE Certification as a licensed Police Officer.
8. In the event the Employee does not successfully complete the training program, the Employee shall be released from employment with the Village, and the Employee shall reimburse the Village for the training costs incurred to that date in accordance with the terms set forth in this agreement.
9. In the event the Employee voluntarily resigns from SPD without having served as a licensed Police Officer for at least four years, the Employee shall reimburse the Village for training costs incurred according to the following schedule:
  - a. 100% of training costs if the Employee resigns less than one year following the start date;
  - b. 75% of training costs if the Employee resigns one year or more but less than two years after the start date;
  - c. 50% of training costs if the Employee resigns after two years or more but less than three years after the start date;
  - d. 25% of training costs if the Employee resigns after three years or more but less than four years after the start date.
10. If the Employee is dismissed during the probationary period, or properly terminated without having served as a licensed Police Officer for at least four years, the employee shall reimburse the Village for total training costs incurred. If the Employee is dismissed for any no-fault reason, such as a reduction in force, the Employee shall not be required to pay the Village for any unpaid training costs owed.
11. After completing four years of service as a licensed Police Officer for the Village of Salado, calculated from the date of certification as a licensed Peace Officer by the Texas Commission on Law Enforcement (TCOLE), the amount owed by the Employee for training costs shall be zero dollars.
12. Reimbursement of any training costs owed by the Employee to the Village shall be made in full upon termination, or in consecutive monthly payments in accordance with the following schedule:

<b>Category</b>	<b>Minimum Monthly Payment</b>	<b>APR</b>
100% repayment	Training costs divided by 48	5%
75% repayment	Training costs divided by 36	5%
50% repayment	Training costs divided by 24	5%
25% repayment	Training costs divided by 12	5%

13. Reimbursement may be taken from the Employee's final check. If the final check is not sufficient to cover the total reimbursement amount, then the first payment shall be due 30 days after the Employee's date of termination. All subsequent monthly payments shall be due on the same calendar day as the date of termination on each month thereafter, or until all training costs owed to the Village have been fully reimbursed. Interest shall commence with the Employee's date of termination and shall be calculated on the unpaid principal balance to the date of each payment, with payments being credited first to accrued interest and then to the reduction of principal.
14. If the Employee is killed or permanently and totally disabled while an employee of the Village, any commitment for reimbursement of training costs shall be voided.
15. This agreement may only be amended or canceled upon written agreement by both the Village and the Employee.
16. The Employee shall notify the Village of the Employee's place of residence while an employee of the Village and/or until such time as any debt for training costs is satisfied in full.
17. If reimbursement is not made in accordance with this agreement, the Employee understands that the Village may at its option pursue legal remedies.
18. This agreement is for the purposes of bona fide employment and not for the purposes of achieving certification for the officer by way of sponsorship through the Academy.
19. The Employee understands and acknowledges that his/her employment with the Village is at will and the Village may terminate his/her employment at any time.
20. The Village and the Employee hereby agree that this agreement and its construction and interpretation shall at all times and in all respects be governed by the laws of the State of Texas, and any claim, litigation or dispute arising from or related to this agreement shall be litigated in the appropriate federal or state court located in Bell County, Texas. The Employee hereby consents to personal jurisdiction and venue in such court.

Executed this \_\_\_\_\_ day of \_\_\_\_\_.

By:

Approved:

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Chief of Police

\_\_\_\_\_  
Village Administrator

\_\_\_\_\_  
Mayor



**EXHIBIT A**  
**Estimated Training Costs – NAME**

1. Tuition	\$ <u>400.00</u>
2. Books, fees, supplies, uniforms, equipment	\$ <u>500.00</u>
3. Wages during Police Academy training (less minimum wage rate for total hours)	\$ <u>10,400.00</u>
4. Wages during Field Training Officer (FTO) training (less minimum wage rate for total hours)	\$ <u>13,043.20</u>
5. Miscellaneous _____	\$ <u>0.00</u>
6. Total estimated training costs	\$ <u>24,343.20</u>

***This schedule and calculation are only to be used as an estimate of training costs. Actual expenditures shall be used in calculating the total training costs to be reimbursed.***

**Acknowledged:**

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Village Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING THE SALADO POLICE DEPARTMENT COMMUNITY VIDEO PARTNERSHIP PROGRAM.


**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda for discussion and approval of a policy for the Salado Police Department Community Video Partnership Program.

A copy of the policy is attached.

	<b>The Village of Salado Police Department</b>	
	<b>Policy 5.5 Village Video Partnership</b>	
	<b>Effective Date:</b> 01/05/2024	<b>Replaces:</b>
	<b>Approved:</b> _____ <b>Allen K. Fields, Chief of Police</b>	
	<b>Reference:</b>	

**I. POLICY**

It is the policy of the Village of Salado Police Department to actively encourage the establishment of effective partnerships between law enforcement and community stakeholders aimed at collectively embracing public safety solutions efficiently and effectively. The establishment of a Village Video Partnership will support this policy by providing a safe and secure process for community groups, businesses, and residents to voluntarily share privately owned video camera footage with the Salado Police Department.

**II. PURPOSE**

The purpose of this policy is to regulate the acceptance, use, retention, and disposal of video camera footage supplied to the department through the Village Video Partnership.

**III. REGISTRATION**

- A. Businesses and residents wishing to register their privately owned video camera systems will have two options:
  - 1. Register through a link on the Village of Salado Police Department website.
  - 2. Contact an officer of the Salado Police Department for registration.
- B. Registration of privately owned video camera systems is completely voluntary. Business owners and residents will have the discretion of registering only those cameras they choose. No requirements to register privately owned camera systems will be established by the Village of Salado or the Salado Police Department.
- C. Camera systems will only be registered if the area within camera view and recording is considered a public place as defined by Texas Penal Code 1.07(a)(40) which states:
  - 1. "Public place" means any place to which the public or a substantial group of the public has access and includes, but is not limited to, streets, highways.

and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities, and shops.

D. Once registered, the Salado Police Department will maintain an active list of registered video camera systems along with the following business or resident information:

1. Business or Resident Name
2. Business or Resident address
3. Business or Resident E-mail address
4. Business or Resident preferred telephone number
5. Location of privately owned cameras
6. Public areas within view of camera systems
7. Preferred method of video request

E. Information collected in accordance with the Village Video Partnership will be considered **\*\*\*Confidential\*\*\*** in nature. Access to the active Village Video Partnership list will be restricted to department personnel while in performance of official criminal investigative duties. Any unauthorized access will be grounds for disciplinary action by supervisory personnel.

#### **IV. REQUEST, ACCEPTANCE, USE, AND RETENTION OF VIDEO**

A. Should an incident arise where privately owned video footage would assist in a formal criminal investigation, officers will have authorization to access the active Village Video Partnership list. Officers will contact businesses and residents via their preferred method of contact.

1. If the preferred method of contact is by E-mail, the requesting officer will CC: the Chief of Police and the Operations Sergeant when sending the request.
2. If the preferred method of contact is by telephone, the requesting officer will activate their body worn camera and record the request.

B. Officers are to request businesses or residents check their video camera footage for unusual or suspicious activities.

C. If located, officers will request businesses or residents release the video to the department in one of two ways:

1. E-mail the video to the official police department E-mail address ([police@saladotx.gov](mailto:police@saladotx.gov)).
2. Download the video footage to a police department supplied thumb drive.

- D. Once the video footage is received by the investigating officer, they will review the video and determine if it contains images with evidentiary value. Any received video that does not contain images of evidentiary value will be deleted.
- E. Video Footage that does have evidentiary value will be processed in accordance with Village of Salado Police Policy 12.1.
  - 1. Video/audio recordings captured by in-car camera and/or body camera (or any other audio/visual camera source) that is determined to be evidence in a criminal case will be stored on the secure police department server.
  - 2. Officers will download these recordings into the password protected records management system and document their actions in the case report.
  - 3. Only authorized personnel, as assigned by the Chief of Police, will have access to these recordings.
- F. Retention of stored evidentiary video footage will be consistent with Village of Salado Police Policy 12.1. No property will be released without a release authorization from the assigned officer, Chief of Police, a court order, or written instructions from the District Attorney's Office.
- G. Records pertaining to evidence location will be stored in the records area as specified in Village of Salado Police Policy 5.1 until they are purged or destroyed in accordance with the approved City Records Retention Policy and any court orders requiring them to be expunged.

## **V. DISPOSAL OF VIDEO FOOTAGE**

- A. Disposal of items held in the property room is made in a manner authorized by statute and as provided in policy.
- B. Upon receipt of a court order, the Evidence Custodian disposes of evidence in the manner indicated in that order.

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING THE ALLOCATION OF FUNDS PRESENTED TO THE VILLAGE OF SALADO BY THE COUNTY OF BELL FOR SCHOOL CROSSING GUARD, HEALTH/NUTRITION, CHILD ABUSE PREVENTION/INTERVENTION, AND DRUG/ALCOHOL ABUSE PREVENTION PROGRAMS IN SALADO.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda for approval of allocating \$2,720.65 in funds received from Bell County on December 7, 2023 from license plate fees to Salado ISD for school crossing guard, health/nutrition, child abuse prevention/intervention, and drug/alcohol abuse prevention programs in Salado.

# BOA Agenda Item Form



Date Submitted: January 2, 2024

Agenda Date Requested: January 4, 2024

**Project/Proposal Title:** DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING A PROPOSED CALENDAR RELATING TO THE DEVELOPMENT OF THE FISCAL YEAR 2025 VILLAGE OF SALADO OPERATING BUDGET.

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda for approval of the proposed calendar for the development of the FY 2025 operating budget.



**VILLAGE OF SALADO**  
**FISCAL YEAR 2025 BUDGET**  
**PREPARATION CALENDAR**

March – June, 2024

- Village employee input into the development of a *5-Year Capital Improvement Plan & Needs Assessment* and a proposed FY 2024 Village of Salado Operating Budget

Thursday, June 6, 2024

- Publish notice calling for public input on FY 2024 Village of Salado Operating Budget

Thursday, June 20, 2024 (*Regular Board of Aldermen Meeting*)

- Board of Aldermen Budget Goals & Priorities Workshop

Tuesday, July 2, 2024 (*Regular Board of Aldermen Meeting*)

- Board of Aldermen Budget Work Session (Revenue)

Wednesday, July 17, 2024

- Anticipated receipt of Certified Appraisal Tax Roll from Bell County Appraisal District

Thursday, July 18, 2024 (*Regular Board of Aldermen Meeting*)

- Board of Aldermen Budget Work Session (Expenditures)
- Presentation to Board of Aldermen of *5-Year Capital Improvement Plan & Needs Assessment*



Monday, July 29, 2024

- Proposed Budget (Mayor Version) developed by the Mayor, presented to Board of Aldermen and copy placed with the City Secretary and the Salado Public Library

Thursday, August 1, 2024 (*Regular Board of Aldermen Meeting*)

- Budget work session
- Authorize “Notice of Public Hearing on Budget”
- Authorize “Notice of Public Hearing on Proposed Tax Rate”

Thursday, August 15, 2024 (*Regular Board of Aldermen Meeting*)

- Budget work session

Thursday, August 15, 2024

- “Notice of Public Hearing on Proposed Tax Rate” is published
- “Notice of Public Hearing on Proposed Budget” is published

Thursday, August 22, 2024 (*Special Board of Aldermen Meeting*)

- Budget work session, **if necessary**

Thursday, August 29, 2024 (*Special Board of Aldermen Meeting*)

- Public Hearing on Proposed Budget
- Budget work session, **if necessary**

Thursday, September 5, 2024 (*Regular Board of Aldermen Meeting*)

- Public Hearing on Proposed Tax Rate, **if necessary**

Thursday, September 19, 2024 (*Regular Board of Aldermen Meeting*)

- Budget work session, **if necessary.**
- Adoption of Budget and Appropriation Resolution
- Adoption of Tax Rate

Friday, September 20, 2024

- Notify Bell County Appraisal District of approved tax rate