

**Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
April 4, 2019 at 6:30 p.m.**

The Board of Aldermen meeting was called to order at 6:30 p.m. by Mayor Skip Blancett.

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

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

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

Salado High School Representative Present: Grace Barker

Citizens Communications

Darlene Walsh of 1001 Mill Creek Drive invited everyone to attend the Springhouse celebration on April 5-6 and provided details on event activities.

1. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of March 21, 2019.
- B. Approval of minutes of the Special Board of Aldermen meeting of March 28, 2019.

Alderman McDougal moved to approve the Consent Agenda, as presented. Alderman Jackson seconded. Motion carried on a vote of 4-0.

2. Status Reports

- A. Village Administrator's Status Report
 - Wastewater Project Update

This report was presented after Agenda Item 2B.

Village Administrator Ferguson reported the new wastewater system is up and running and the system manager is on the job. He reported on plans for a public opening ceremony and a second training session for contractors installing grinder pumps. He advised that the customer connection process is underway and noted that several customers have already applied for service. He reported on progress to decommission the old Stagecoach plant.

- Old Mill/Arrowhead Intersection Repairs

Village Administrator Ferguson reported repairs have been completed on asphalt damaged due to a water leak that has since been repaired. He advised that re-paving might be needed within a couple of years.

- Salado ISD and Right-of-Way Annexations

Village Administrator Ferguson reported that notices of the proposed annexations have been mailed to service providers and property owners last week. He noted that the service plan is being developed and will be released on April 25, 2019. He reported on the following timeframe for annexations: Public hearings to be held on April 29 and May 16, 2019; Publication of notices on April 11, 2019; first and second readings of annexation ordinances at Board of Aldermen meetings on June 6 and June 20, 2019, respectively.

- Main Street Improvement Project

Village Administrator Ferguson reported that construction is expected to start in May. He detailed the project scope and stressed that certain aspects of the project, including a series of barriers, will be unsightly. He noted specific planned street closures and associated detours, with Main Street's partial closures planned for January 2020. He anticipated the project will be completed within 18 months.

- May 2019 Election Update

Village Administrator Ferguson reported on voter registration/campaign finance reporting deadlines, early voting/election day voting dates/times, and polling location at the Salado Civic Center.

B. Salado Police Status Report

This report was heard after the Consent Agenda.

- Introduction of new Police Chief

Village Administrator Ferguson introduced and welcomed new Salado Police Chief Pat Boone and his family.

Mayor Blancett thanked Village Administrator Ferguson for getting the wastewater system online, and getting the intersection of Old Mill/Arrowhead repaired. He was also excited about the Salado ISD annexation and Main Street Improvement Project. He wanted to get the word out about planning events around the Main Street Improvement Project construction. He asked those who are present and running for the position of alderman to stand and be recognized. He spoke highly of new Salado Police Chief Pat Boone and his family.

C. Salado Fire Chief Status Report

- Calls for service

This report was given after Agenda Item 5C, after arrival of Fire Chief Shane Berrier.

Fire Chief Shane Berrier reported on the number of EMS, fire, and motor vehicle accident calls responded to within Bell County and the Village of Salado for the month of March. He provided information on the annual Smokin' Spokes Bike Ride scheduled for Saturday, April 6, 2019.

D. Tourism Director's Report

- Salado Marketing Plan Update
- Upcoming Events

Tourism Director Chadley Hollas reported on internet and social media advertising, including a much better than average click-through rate, effective allocation of advertising dollars, and this weekend's upcoming return of the Texas Packard Meet to Salado, which includes a Packard parade on Saturday.

At Mayor Blancett's request, K.D. Hill spoke on Barrow Brewing's 3rd anniversary activities scheduled for this Saturday.

Alderman Coggin echoed Mayor Blancett's earlier remarks on the Main Street Improvement Project and felt the impact of the project on businesses needs to be emphasized. Village Administrator Ferguson said the project's impact will be significant and it is important to stress to contractors that it is imperative they work with property owners to help lessen issues with driveway access and parking. He reported the contractor has extensive experience working in downtown areas and with local property owners/businesses. Discussion addressed planning construction around events, community meetings between contractor and business owners, public information on the project, and final vision of the completed project.

3. Public Hearing and Possible Action

Hold a public hearing and consider approval of amendments to the Village of Salado Comprehensive Plan. (*Village Administrator*)

Village Administrator Ferguson reviewed the update process for amending the Comprehensive Plan and explained the Plan's purpose as the basis for regulations that make the vision set out in the Plan a reality.

Comprehensive Plan Update Committee Chair Jim Lassiter briefed Board members on the scope of the Committee's work, recognized fellow Committee members, and recommended another review of the Plan in 3-5 years. Highlights of the Committee's recommendations included updates of outdated information; addition of certain land use definitions; creation of impact fees to be paid by developers to help fund improvements needed for high-impact land uses; strengthening of the

Village's existing park land dedication ordinance to foster park land development; expansion of Historic District boundaries; addition of a northeast extension to FM 2484 to the Transportation Plan; addition/deletion of specific streets from the list of collector roadways; "bike friendly" planning and design of walkways; addition of the Salado Wastewater System to the Public Facilities Plan; encouragement of development of public restrooms/parking; establishment of a Historic Overlay District; encouraging developers within the Historic Overlay District to seek input from the Salado Historical Society; restrictions on "big box" development on the IH-35 corridor; responsibility of subdivisions to maintain entries; and strongly encourage awareness of the environmental sensitivity of Salado Creek.

Village Administrator Ferguson summarized the Planning and Zoning Commission's recommendations, including mandating (versus encouraging) developers to consult with the Salado Historical Society; promoting the development of bike lanes in future developments; strengthening wording relating to establishment of public parking, particularly in high traffic areas; potential creation of an Economic Development Commission; updating maps; and consistently referencing the Methodist Church as the "Salado United Methodist Church." He commended the Comprehensive Plan Update Committee and Planning and Zoning Commission for their work throughout the update process. Chair Lassiter spoke briefly on respect for the historic value of Salado and the development of a Historic Overlay District as providing additional protections to help protect those values. Village Administrator Ferguson said the Comprehensive Plan tasks Village leadership to come up with regulations based on the vision set forth in the Plan.

Mayor Blancett detailed speaker procedures. He opened the public hearing and announced the first call for speakers at 7:30 p.m.

Mike French of 201 Carriage House Road, speaking on behalf of Salado United Methodist Church, requested the following changes (in italics) to Part Seven: Historic Preservation Strategies (Page 73, list of landmarks): Salado United Methodist Church *Chapel*, ~~Thomas Arnold Road~~ *Royal Street*. He expressed concerns on what appears to be conflicting use of the terms "should" and "shall." Referencing *The Historic Overlay District* on Page 7.2, Mr. French said no information was provided on the Historic Overlay District (HOD) zoning requirements and how such requirements might or might not affect the Church's ability to maintain and sustain the most visible symbol of the Church's history. He agreed with the need to update the Comprehensive Plan, but was disappointed that Church leadership was not better informed of this effort in order to provide input.

Mayor Blancett announced the second and third calls for public speakers. Hearing no further speakers, Mayor Blancett closed the public hearing at 7:35 p.m.

Mayor Pro-tem Coachman moved to approve the amendments to the Village of Salado Comprehensive Plan, as presented, including the following amendments:

- In the last sentence on Page 5.10: "Bike ~~lanes~~ *trails* should be encouraged in these developing areas."

- In the last sentence on Page 7.4: “The Village should ~~require~~ *encourage* those planning to develop within the Historic Overlay District to seek input and recommendation from the SHS on their development plans.”
- On Page 7.3 (list of landmarks): “Salado United Methodist Church *Chapel – Thomas Arnold Road Royal Street*”
- Include the listed map modifications, as follows:
 - Update Existing Land Use Maps (Pages 3.2 & 3.5) to show the current uses of property shown as vacant; to show Tablerock and Glassworks/Peddlers Alley as Historic District
 - Update Historic District Overlay Map to show Tablerock and Glassworks/Peddlers Alley within the Overlay District
 - Update Trail System Map (Page 5.7) to remove reference to previous location of Salado United Methodist Church
 - Update Public Facilities Map (Page 6.3) to show Salado Fire Station on FM 2484; to add location labels for cemeteries and Salado Water Supply Corporation; to remove former Tourism Office location from map
 - Update Transportation Map (Page 4.2) to consolidate various single road classifications to match text amendments
 - Update Parks Map (Page 3.5) to remove the park designation of the former tennis court at Barrow’s Brewing
 - Make all maps fold-out maps

Alderman Jackson seconded Mayor Pro-tem Coachman’s motion.

Alderman Coggin offered the following amendments for addition to Mayor Pro-tem Coachman’s previously stated motion:

On Page 2.5 (Principle 7, Action 7.1) adding a final bullet point to read: “underground utilities”

On Page 4.5 (Transportation Planning Issues): Add sentence to read: “Provide adequate lighting according to TxDOT standards for the streets.”

On Page 9.3 (General Guidelines Related to Quality, Homeowners Associations): Add “Underground utilities are encouraged.”

Mayor Pro-tem Coachman accepted the additional amendments to his original motion, as stated by Alderman Coggin. Alderman Jackson seconded. Motion carried on a vote of 4-0.

Mayor Blancett called for a vote on Mayor Pro-tem Coachman’s original motion, including the additional amendments, as previously stated by Alderman Coggin. Alderman Jackson seconded.

Motion carried on a vote of 4-0.

4. Ordinances

- A. Consider approval of the second and final reading of an ordinance of the Village of Salado, Texas amending Ordinance No. 2018.13 Section 1, Subsection B, Paragraph 1 to add reference to an exception for certain septic systems; and adding a new Paragraph 3, an exception for septic systems installed on or after April 2, 2011 and before April 2, 2019; and providing for the following: findings of fact amendment; repealer; severability; codification; effective date; and proper notice and meeting. (*Village Administrator*)

Village Administrator Ferguson explained this is the second and final reading of the proposed ordinance to allow for an exception for those who installed on-site septic systems within the last eight years. He noted that this ordinance allows for, but does not mandate, an exception for affected property owners who may want to avail themselves of this exception. He advised that per direction at the Board's first reading, language in the ordinance was strengthened to clarify that the exception is only applicable to the initial customers of the system.

Mayor Pro-tem Coachman moved to approve the ordinance on second and final reading, as presented. Alderman McDougal seconded.

Discussion between Alderman Coggin and Village Administrator Ferguson addressed the reasoning for the ordinance to allow those who recently installed septic systems to recoup some of their investment before connecting to the new wastewater system. There was also discussion of the number of property owners who might qualify and/or have expressed interest in using the exception allowed in the ordinance. In response to Alderman Coggin's concerns, Village Administrator Ferguson stated that tracking property owners who may take advantage of the exception would not be a burden on staff.

Hearing no further discussion, Mayor Blancett called for a vote. Motion carried on a vote of 3-1. Alderman Coggin voted against.

- B. Consider approval of the second and final reading of an ordinance of the Village of Salado, Texas amending Ordinance No. 2018.12 Section 5, Subsection B, Paragraph 3 to add language clarifying how reservation fees will be credited; amending Subsection I to authorize the filing of a lien for impact fee installment agreements and authorizing the Village Administrator to sign impact fee installment agreements; and adding new Subsection E to Section 6 to require reservation fees for properties utilizing onsite septic systems and clarifying how reservation fees will be credited; and providing for the following: findings of fact; amendment; repealer; severability; codification; effective date; and proper notice and meeting. (*Village Administrator*)

Village Administrator Ferguson explained that the amendments proposed in the ordinance state that reservation fees will be applied as a credit to reduce the impact fee assessed upon connection; authorize the Village Administrator to execute Impact Fee Installment Agreements with authority to file liens; and allows property owners within the initial service area, with septic systems installed after April 2, 2011 and before April 2, 2019, to continue to use their septic systems for up to eight years from initial installation date upon payment of a reservation fee.

Alderman Coggin stated his understanding that the reservation fee would go back to the developer if not connected to the system in 24 months. Village Administrator Ferguson said the fee would go back to the property owner, whether or not said owner is a developer. Alderman Coggin said he looks at the reservation fee as a deposit, and felt owners should forfeit the fee if they do not perform. Discussion addressed applicability to a small number of vacant, unimproved properties in the initial service area; effective ways to incentivize owners to connect; possible forfeiture of reservation fee, if not connected within 24 months of reservation; possible higher impact fees in the future; and benefits of connecting within 90 days of system start-up, including locking in the current impact fee and the ability to pay out that impact fee in installments over four years at no interest. Village Administrator Ferguson stressed that the reservation offer is only available for 90 days during the window for initial customer connections.

Alderman Coggin moved to accept the proposed \$750 reservation fee and add an amendment that the \$750 reservation would be forfeited back to the Village after 24 months. Motion died for lack of a second.

Alderman Jackson moved to approve the second and final reading of the ordinance, as presented, which includes the modifications related to liens and installment agreements. Mayor Pro-tem Coachman seconded. Motion carried on a vote of 3-1. Alderman Coggin voted against.

Following the vote, there was brief discussion recapping key ordinance provisions and informing property owners of requirements and benefits of connecting within the initial 90-day window.

5. Discussion and Possible Action

- A. Discuss and consider possible action regarding the appointment of members to the recently created minimum lot size task force. (*Village Administrator*)

Village Administrator Ferguson advised this special purpose committee is tasked with making a recommendation to the Board on minimum lot sizes for future developments. He read the following nominees submitted by Board members to date:

- Bill Doss (Alderman McDougal)
- Kenny Ray (Alderman McDougal)
- Melanie Kirchmeier (Alderman McDougal)
- Frank Wallace (Alderman Coggin)
- Don Krause (Alderman Coggin)
- Jay Ritch (Mayor Pro-tem Coachman)
- Jim Lassiter (Mayor Pro-tem Coachman)

Discussion established that all of the nominees have committed to serve, if approved.

Alderman McDougal moved to approve all of the appointments, as presented. Mayor Pro-tem Coachman seconded. Motion carried on a vote of 4-0.

- B. Discuss and consider possible action approving a proposed process for appointing members of the Village of Salado's standing citizen advisory boards and commissions. (*Village Administrator*)

Village Administrator Ferguson reviewed the current appointment process and previous Board discussions regarding possible consideration of public interviews of applicants. He recommended issuing a call for applications in next week's newspaper and holding interviews at a subsequent workshop meeting. Discussion addressed the advantages/disadvantages of holding public interviews; improving transparency through public interviews; 5-minute time limitation for interviews; introductory statements only versus interviews with question-and-answer time; applicability of approved process to standing (permanent) board/commissions/committees; and general consensus to try the public interview process on a trial basis.

Alderman Coggin moved to adopt the proposed public interview process for a trial period of 90 days, with interviews to be held during Board workshops and limited to a 5-minute introduction. Alderman Jackson seconded.

Discussion addressed whether or not the interview would include the ability for Board members to conduct a question and answer period with applicants. Alderman Coggin stated that his motion was for a 5-minute introduction in an informal setting.

Alderman Coggin and Mayor Blancett invited Planning and Zoning Commissioner K.D. Hill to speak on this issue. Ms. Hill spoke of her experience in being appointed to the Commission and felt that the proposed process and call for volunteers would be more transparent and fair. She said there are many qualified people who would be willing to serve. She favored consistent communication to avoid questioning of decisions.

In the interest of clarity, Alderman Coggin restated his motion to direct the Village Administrator to initiate a process involving a 5-minute interview with prospective committee members in a public workshop setting, including time for questions and answers and discussion, to be tried for a 90-day trial period. Alderman Jackson seconded. Discussion addressed the potential to create an environment that discourages people from applying for service. Motion carried on a vote of 3-1. Alderman McDougal voted against.

- C. Discuss and consider possible action regarding a proposed rebate program for initial customers on the new Salado Wastewater System. (*Village Administrator*)

This item was heard after Agenda Item 5D.

Village Administrator Ferguson spoke of the legal inability to use bond proceeds for a potential rebate program. He recommended not offering a rebate program and suggested the following possible uses for excess bond proceeds to be considered during budget development: help offset debt for all taxpayers and/or for future expansion of treatment plant capacity or treatment plant land acquisition.

Alderman McDougal moved to not offer a rebate program for initial customers on the new Salado Wastewater System, as recommended by Village Administrator Ferguson. Mayor Pro-tem Coachman seconded. Motion carried on a vote of 4-0.

- D. Discuss and consider possible action regarding proposed changes to the Village of Salado's park land dedication ordinance. (*Village Administrator*)

This item was heard after Agenda Item 5B.

Village Administrator Ferguson advised the Board will be presented a draft ordinance for future consideration that is more comprehensive than the Village's current outdated ordinance and addresses issues such as incentivizing provision of park land over payments in lieu of park land; market value of land to determine payment(s) in lieu of park land; basis for determining provision of adequate park land; and types of parks (linear, pocket, etc.). No action was taken.

Before adjournment, Alderman McDougal praised graduating Salado High School Senior Grace Barker, who has served as this year's Salado High School representative on the Board of Aldermen. He noted her academic ranking as the number one student and valedictorian at Salado High School. Ms. Barker spoke on her experiences as representative and pointed to the importance of citizen engagement, including attendance at meetings, to help foster understanding and avoid misinterpretation.

Mayor Blancett thanked John Newman for his time and effort to record meetings that helps those who cannot attend.

After hearing comments from Dr. Lewis Raney on difficulty hearing speaker comments and scheduling a meeting with staff, Mayor Blancett called for a motion to adjourn.

Adjournment

Ms. Barker moved to adjourn. Mayor Pro-tem Coachman seconded. Mayor Blancett called the meeting adjourned at 8:33 p.m.

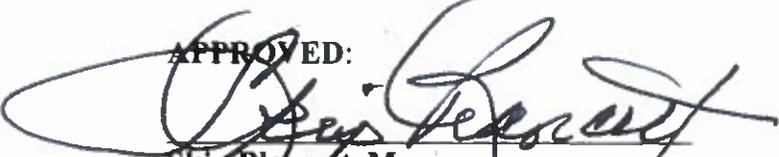
Recorded by:
Cara McPartland

These minutes approved on the 18th of April, 2019.

ATTEST:


Cara McPartland, City Secretary

APPROVED:


Skip Blancett, Mayor

