

**Village of Salado  
Salado Municipal Building  
301 North Stagecoach Road  
Salado, Texas  
Minutes of Regular Meeting of Board of Aldermen  
April 19, 2018 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 Fred Brown, Aldermen Andy Jackson, Amber Dankert (arrived at 6:34 p.m.), and Frank Coachman. Alderman Michael McDougal was absent.

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

### **Citizens Communications**

Salado ISD Superintendent Michael Novotny provided statistics on Salado ISD facilities and information on the May 5, 2018 Salado ISD bond election, including early voting dates/times.

Dave Herman spoke in support of the sign variance (*see Agenda Item No. 3*) to be heard later on tonight's agenda, which he felt improves aesthetics and safety, and helps promote downtown business.

### **1. Consent Agenda**

- A. Approval of minutes of the Regular Board of Aldermen meeting of April 5, 2018.
- B. Approval of the March 2018 Financial Statements for the Village of Salado.

Alderman Jackson moved to approve the Consent Agenda, as presented. Mayor Pro-tem Brown seconded. Motion carried on a 4-0 vote.

### **2. Village Administrator Reports**

- Status report on wastewater issues

Village Administrator Ferguson reported that collection system work along Royal Street should be completed by Monday, April 9<sup>th</sup>, which is ahead of schedule. He reported that the Salado Creek crossing will begin Tuesday, April 10<sup>th</sup>, and finish by the end of the week. He noted that environmental and archeological inspectors will be on-site. He said crews are in the process of backfilling the influent lift station at the treatment plant site where site preparations continue. He advised the Wastewater Impact Fee Advisory Committee completed its impact fee recommendation, with a presentation to the Board anticipated in late May. Photos of the treatment

plant site were displayed, accompanied by a description of the project's progress. Village Administrator Ferguson stressed that despite certain recent rumors, extreme care is taken on location of sewer lines in relation to water supply lines, and said any assertion to the contrary is absolutely false. He also emphasized that the contractor did not create a problem on a certain section of Royal Street that has a natural incline. He advised the contractor has installed the lines and cleanouts in accordance with a sealed set of engineered plans and encouraged people not to get misled by misinformation.

- Status report on preparations for the May 5, 2018 General Election in the Village of Salado

Village Administrator Ferguson reported on the equipment testing date/time and early/election day voting dates. He noted that election-related information is posted on the Village's website.

- Status report on sales tax collections for the Village of Salado

Village Administrator Ferguson advised the April sales tax check, representing February sales tax collections, totaled \$26,638.28, which is up about eighteen percent from the same period last year. He said fiscal year-to-date collections total approximately \$267,000 and are running ahead of budget.

In addition, Village Administrator Ferguson provided information provided on the showing of Salado artists at the Texas State Capital, which ends on April 20, 2018, which is a great source of pride for the Cultural Arts District of Salado and for the Village of Salado. He also spoke on this week's meeting with Texas Department of Transportation (TxDOT) representatives on planned Main Street improvements, including antique-style lighting and bridge/culvert work.

Mayor Blancett spoke highly of the Salado artists' showing at the State Capital and of the quality of work being done at the wastewater treatment plant site.

### **3. Public Hearing and Possible Action**

Hold a public hearing and consider possible action regarding a request for a variance from the Village of Salado Sign Ordinance to allow for a pole sign at a business located at 112 Royal Street, Salado, Bell County, Texas. (*Thingaderas, Applicant*)

Village Administrator Ferguson reviewed the applicant's variance request that is intended to comply as much as possible with existing regulations, while addressing safety concerns. He advised that the Planning and Zoning Commission voted 3-1 in favor of approval. He said one written comment has been received in support from Graydon Hill of Barrow's Brewing and one written comment in opposition has been received from Vic Means.

Mayor Blancett opened the public hearing at 6:52 p.m.

Thingaderas co-owner/applicant Aaron Guest provided reasoning for the variance request, including substantial compliance with existing regulations. He felt the proposed sign design features improve both safety and aesthetics.

Bryan Fritch of 2519 Hester Way said he neither favored nor opposed the variance request, but recommended deferring action on this item until the Board has seen an artist's rendering. Village Administrator Ferguson noted that there is a rendering of the sign included in the Board's agenda packet, which has been available on the Village's website for the past week.

Linda Reynolds of 507 Santa Rosa said the Historical Society voted against this variance request and hoped the sign ordinance would be cleaned up, as she does not favor constant variance requests. She asked if the property owner is in agreement with the variance request and recommended delaying action until the sign ordinance has been reviewed and property owner approval has been granted. Village Administrator Ferguson confirmed with the property owner's representative (previous speaker Dave Herman) that there is unanimous support for the variance request from property owners.

Village Administrator Ferguson and Dave Herman provided specifications and renderings of the proposed signs, which were distributed to the audience. Mr. Herman commented on the wide range of support for this variance request and highlighted specific improvements that enhance safety and aesthetics.

After the final call for public speakers and hearing none, Mayor Blancett closed the public hearing at 7:05 p.m.

Alderman Coachman moved to approve the variance request, as presented. Alderwoman Dankert seconded.

Discussion addressed the improved look of the sign, design features that enhance safety, measures taken by the applicant to comply with the sign ordinance as much as possible, and the need to review current sign regulations to avoid frequent variance requests.

Motion carried on a vote of 4-0.

#### **4. Ordinance**

Consider approval of ordinance authorizing and ordering the issuance, sale and delivery of Village of Salado, Texas permanent improvement bonds, Series 2018; prescribing the terms and from thereof; levying a continuing direct annual ad valorem tax for the payment of said bonds; and resolving other matters related to the issuance, security, sale, payment and delivery of said bonds. (*Village Administrator*)

Village Administrator Ferguson advised that bids were secured and an extremely favorable interest rate (3.19%) was received from American National Bank, with the bonds being callable at any time. He provided details on payout timeframe, anticipated tax increase, and ability of the Village to payout early, if additional funds are available to do so.

Mayor Pro-tem Brown moved to approve authorizing and ordering the issuance, sale and delivery of Village of Salado, Texas permanent improvement bonds, Series 2018; prescribing the terms and from thereof; levying a continuing direct annual ad valorem tax for the payment of said bonds; and resolving other matters related to the issuance, security, sale, payment and delivery of said bonds. Alderman Jackson seconded. Motion carried on a vote of 4-0.

## 5. Discussion and Possible action

- A. Discuss and consider possible action regarding the proposed lease-purchase of a patrol vehicle for the Salado Police Department. (*Village Administrator*)

Village Administrator Ferguson requested that this item be continued until the Board's meeting on May 3, 2018.

- B. Discuss and consider possible action appointing members to the Salado Tourism Advisory Board. (*Village Administrator*)

Village Administrator Ferguson requested that this item be continued until the Board's meeting on May 3, 2018 to allow more time for names to be submitted for consideration.

Mayor Blancett submitted the following names of possible nominees: Jackie Mills and Gayle Blancett. Mayor Pro-tem Brown asked about Sam Halabi as a possible nominee.

Village Administrator Ferguson requested that names be submitted by April 25, 2018.

- C. Discuss and consider possible action regarding the proposed Preliminary Operating and Maintenance Plan for the Salado Community Garden. (*Village Administrator*)

Village Administrator Ferguson provided details on the garden's location, layout, and design and advised that this preliminary plan is being proposed to expedite opening of the garden for planting by prospective gardeners. He highlighted key provisions of the plan, including operating hours and procedures. He advised that there will be a nominal \$20 annual membership fee for each plot and noted that such fees will be deposited in a special revenue fund. He spoke on possible future implementation of a so-called "Ten for Ten" program that would allow for a \$10 annual membership fee if ten percent of the garden's crop is donated to local food bank(s). He stated an advisory board needs to be appointed (*see Agenda Item No. 5D*). He read the list of initial rules and regulations in the proposed Preliminary Operating and Maintenance Plan for the Salado Community Garden.

Dr. Jerry Herrick asked if the Board had any questions regarding the garden and appreciation was expressed to Dr. Herrick and his wife Elaine for their time and commitment leading to the creation of the garden and its ongoing success.

Mayor Pro-tem Brown moved to approve the Preliminary Operating and Maintenance Plan for the Salado Community Garden, as presented. Alderman Coachman seconded. Motion carried on a vote of 4-0.

- D. Discuss and consider possible action appointing members to the Salado Community Garden Advisory Board. (*Village Administrator*)

Village Administrator Ferguson explained the Board's composition, role, and responsibilities. He presented the following names for consideration:

- Linda Rawls of Keep Salado Beautiful
- Dr. Jerry Herrick
- Kayleigh Black of Salado ISD
- Bobby Carroll
- Alderman Michael McDougal

Alderman Coach moved to approve the appointment of members to the Salado Community Advisory Board, as presented. Alderman Jackson seconded. Motion carried on a vote of 4-0.

- E. Discuss and consider possible action approving plans for the Salado Rotary Club Bar-B-Que Cookoff on May 25-26, 2018. (*Village Administrator*)

Village Administrator Ferguson said this is a special community event involving mobile food vendors which requires Board approval.

Rotary Club representative Deanna Whitson detailed event activities, including team hosting, wrist band pricing, scoring/judging, and prizes. Board discussion favored this special event as an attraction for visitors to the Village of Salado.

Alderman Jackson moved to approve the plans for the Salado Rotary Club Bar-B-Que Cookoff on May 25-26, 2018, as presented.

- F. Discuss and consider possible action setting the date for a public hearing(s) on a proposed wastewater impact fee for the Village of Salado. (*Village Administrator*)

This item was heard after Agenda Item No. 4.

Village Administrator Ferguson explained the need for the Board to adopt an impact fee and the associated public hearing process for adoption. Wastewater Impact Fee Advisory Committee members were recognized for their diligent work.

Wastewater Impact Fee Advisory Committee Chair Jay Ritch recognized committee members for their diligence. He defined certain key terms, including *Living Unit Equivalent (LUE)* and *impact fee*, which is what is charged to customers upon connection and not charged to existing customers. He said this fee is used to shift some of the capital cost burden of the sewer system from the Village of Salado taxpayers onto those users who directly benefit the system. He noted tasks before the committee and recommended adoption of the following:

- Maximum impact fee of \$5,152
- Lower effective impact fee of \$3,750

- Allow customers to pay out fee over a period of no more than 48 calendar months at no interest and with no pre-payment penalty

Village Administrator Ferguson anticipated a joint Board of Aldermen/Wastewater Impact Fee Advisory Committee workshop in advance of the first public hearing, which is scheduled for May 29, 2018 at 6 p.m.

Alderman Coachman moved to accept the report of the Wastewater Impact Fee Advisory Committee, as presented, and to approve the scheduling of the first public hearing for May 29, 2018 at 6 p.m. Mayor Pro-tem Brown seconded. Motion carried on a vote of 4-0.

The Board thanked the Wastewater Impact Fee Advisory Committee for its work.

## 6. Workshop

- A. Discuss and consider issues relating to a proposed governance policy for the Salado Board of Aldermen. (*Village Administrator*)

This item was heard after Agenda Item No. 5E.

Village Administrator Ferguson advised that the proposed policy is intended to replace an existing ordinance and establish operating guidelines for Board members that will be reviewed on an annual basis. He cited specific provisions of the proposed policy, including mission, roles, rules of procedure/decorum for meetings; and relations with staff, citizens, and visitors; and strategic planning. Alderman Coachman favored holding a Board workshop prior to action on items and felt that holding such workshops precluded the need for two readings, unless the public is impacted fiscally.

- B. Discuss and consider issues relating to a proposed ordinance regulating signs within the corporate limits for Salado and its E-T-J. (*Village Administrator*)

Village Administrator Ferguson stated the current ordinance needs to be clear, understandable, and minimize variance requests. He spoke on clarification of definitions, such as pole signs and other types of signs, as well as limitations on certain types of permanent and temporary signs. He said a Board of Adjustment could be established to handle all types of variance requests, including those related to signage. He advised that an overlay district could be created for Historic District-zoned properties, particularly to address signage along certain streets such as Main, Royal and Center Circle; in commercial complexes; and on Interstate 35 frontage.

Discussion addressed height restrictions, grandfathering for existing signage, compliance/enforcement, Interstate 35 corridor signs, and need for clarity in ordinance language.

- C. Discuss and consider issues relating to the possible development of regulations to address yard parking and the parking of recreational vehicles, trailers and boats within the corporate limits of Salado. (*Village of Administrator*)

Mayor Pro-tem Brown spoke of Mill Creek's Community Association's (MCCA's) struggles with this issue and repeated requests for assistance from the Village. Discussion addressed applicability of any proposed ordinance to certain streets or neighborhoods versus Village-wide regulations; absence of a homeowners association to enforce Mill Creek deed restrictions; need for MCCA to seek specialized legal advice regarding compliance/enforcement issues; possible creation of an overlay district to help specify regulatory jurisdiction; and the importance of screening. Consensus was reached to include discussion of creation of an overlay district on the next Planning and Zoning Commission agenda.

- D. Discuss and consider issues relating to a proposed ordinance regulating mobile food vendors operating within the corporate limits of Salado. (*Village Administrator*)

Village Administrator Ferguson reviewed the draft ordinance circulated to the Board that regulates mobile food vehicles, whether those vehicles are trucks or trailers. He cited specific proposed provisions, including definitions, application procedures/submission requirements, approval process, operating rules and regulations that strongly emphasize public health and safety, permit fees, enforcement for non-compliance, adequate parking, appeals process for denied permits, and fire review by Fire Chief Berrier. He noted there is an annual proposed permit fee of \$100, with a 7-day grace period for renewals and a lower \$50 permit fee for permits acquired after June 1. He noted that permits will still be required for Board-approved special events, however, any permit fees would be waived. He also reviewed prohibition of permit transfers and the Village's right to inspect the vehicle or request that it be moved, if needed, for public safety.

Discussion addressed vendors who intend to apply for sales at special events who may not know the specific the location of the vehicle, vendors who change locations within Salado, and how to handle enforcement. Village Administrator Ferguson suggested a workshop to discuss this item, as it is a new ordinance with penalty provisions.

Mayor Blancett said it is important to hear the public's feedback about Village ordinances and to make them understandable and accessible.

### **Adjournment**

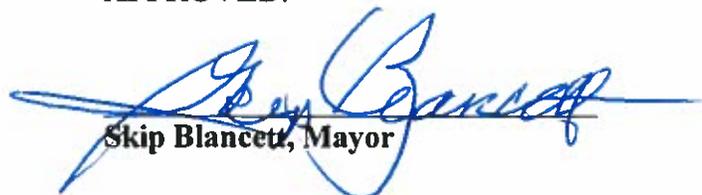
Hearing no further business, Mayor Blancett called the meeting adjourned at 8:27 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 3<sup>rd</sup> of May, 2018.

**APPROVED:**

  
Skip Blancett, Mayor

**ATTEST:**

*Cara McPartland*  
**Cara McPartland, City Secretary**

