

**Village of Salado  
Salado Municipal Building  
301 North Stagecoach Road  
Salado, Texas  
Minutes of Regular Meeting of Board of Aldermen  
May 3, 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, Frank Coachman, and Michael McDougal.

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

### **Citizens Communications**

Public Arts League President Jill Shipman expressed appreciation for the Village's support of the recent showing of Salado artists at the Texas State Capital and noted there will be a reception held on May 5, 2018 from 6-8 p.m. in front of Prellop Fine Art Gallery.

### **1. Consent Agenda**

Approval of minutes of the Regular Board of Aldermen meeting of April 19, 2018.

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

### **2. Status Reports**

#### **A. Village Administrator's Status Report**

- Wastewater Project Update

Village Administrator Ferguson reported that the new sewer main crossing Salado Creek has been successfully installed without incident. He advised of additional erosion controls and expedited re-vegetation process to take advantage of anticipated rainfall. He stated that crews are installing sewer mains on Church Street. It was noted that a Century Link cable was accidentally cut, but quickly repaired. He spoke on treatment plant site work, including backfilling and the concrete pour for the pad. He advised a meeting was held with Central Texas Council of Governments (CTCOG) staff to prepare for the initial submission for reimbursement from the U.S. EDA, whose representatives will be in Salado for a site visit on May 15, 2018. Project photos were displayed.

- Salado Community Garden

Village Administrator Ferguson reported that about half of the plots are full, with applications available at the Municipal Building and on the Village's website. He said the initial meeting of the Community Garden Advisory Board is anticipated to take place within the next ten days.

- Main Street Improvement Program

Village Administrator Ferguson reported that construction plans are ninety-five percent (95%) complete and TxDOT is close to letting the project. He said TxDOT is seeking approval for advance funding agreements and resolving a few minor outstanding design issues with property owners. He spoke on finalization of design features and possible additional funding sources. He advised the Board's next workshop agenda will include an item relating to the future of Main Street ownership, which is currently a state roadway. He spoke of anticipated timeframes for project completion and any associated road closure(s) that may take place around January-February 2020.

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

Village Administrator Ferguson reported that early voting ended on May 1, 2018, which was the busiest day for the Village's election, with a total of 592 early votes cast. He reminded of election day voting date/time/polling place and advised that election results will be announced and posted online as soon as possible. Although the polling location is at the Salado Civic Center, he noted that the Municipal Building office will be open from 7 a.m. to 7 p.m. on election day to direct voters to the polling location, as needed.

In addition, Village Administrator Ferguson reported that 2018 preliminary values have been released by Bell County Appraisal District. He said the estimated 2018 taxable value for the Village is about \$230,000,000, which is up from last year. He noted statistics on preliminary values for Bell County and Salado ISD both increased. He expected receipt of the certified tax rolls in mid-July.

Mayor Pro-tem Brown spoke on dispelling rumors that the treatment plant currently under construction will subject Mill Creek residents to sewer-related odors. He wished to clarify the plant is a closed package plant. Village Administrator Ferguson said Salado's plant is not comparable to Belton's much larger capacity plant, and did not anticipate any odor issues. He stated there is always a slight possibility of occasional odor emission with wastewater facilities, but said there are ways to address those issues, and people should not have fears about odors.

#### B. Salado Police Chief Status Report

- Calls for service
- 2017 Salado Crime Report
- Citizens on Patrol Program

Chief Ashe reported on April 2018 calls for service, reports written, citations issued, number of arrests, and response time averages. He advised that Citizens on Patrol volunteers patrolled for 28 hours (14 shifts) and found 7 unlocked business doors. He reported on an officer's successful completion of accident investigation training last month. He spoke on Salado Police Officer Wayne Cooley's participation in the Bell County Autism Intervention Team (B.A.I.T.) event where police officers met with autistic children for a panel discussion. Chief Ashe reported that grant-funded rifle-resistant vests have been received. He presented a comparison of 2016 and 2017 crime statistics, including specific offenses, and noted that in 2017 the department was not fully staffed yet.

Mayor Blancett thanked Chief Ashe for placing a vehicle downtown which successfully deterred speeders. Discussion between Mayor Blancett and Chief Ashe confirmed there is not an existing regulation requiring a driver's license for operation of golf carts. Village Administrator Ferguson advised that this issue is scheduled for the Board's May workshop agenda.

#### C. Salado Fire Chief Status Report

- Calls for service

Fire Chief Berrier reported that despite the cold weather for the *Salado Smokin' Spokes Bike Ride* on April 7, 2018, enough funds were raised to cover this year's truck payment. He 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 April.

#### D. Tourism Director's Report

- History Days Marketing Plan
- Visitor's Center Volunteer Program
- Destination Central Texas

Tourism Director Chadley Hollas reported on promotion of History Days, committee focus, and efforts emphasizing an online marketing approach targeting specific markets. He spoke of outreach to the local community and organizations seeking volunteers to assist with Visitor's Center operations. He reported on cooperative efforts and an upcoming meeting with Destination Central Texas' member cities. Village Administrator Ferguson and Mayor Blancett spoke highly of Director Hollas' performance as tourism director.

### 3. 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 recommended the acquisition of a 2018 Ford F150 Crew Cab pick-up truck from Caldwell Country Ford and Chevrolet, with financing over four years at a cost of \$10,240.06 per year.

Discussion addressed shortening the financing period from four to three years, possible uses for out-of-service vehicles, and developing a rotation program for vehicles.

Alderman Coachman moved to approve the acquisition of a 2018 Ford F150 Crew pick-up truck to be financed for a period of three years. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

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

Alderman Coachman recused himself from the meeting at this time (7:07 p.m.).

Village Administrator Ferguson reviewed reasoning for the Board's membership requirements, composition, and responsibilities. The following names have been submitted for consideration:

- Will Lowery (representative of the overnight accommodation industry)
- Jackie Mills (representative of the overnight accommodation industry)
- Johnny Shipman (representative of the overnight accommodation industry)
- Sam Halabi (representative of the overnight accommodation industry)
- Kaye Coachman (business operator)
- Gayle Blancett (Salado resident)

Linda Reynolds displayed a Salado Ladies Auxiliary book filled with names of women of all ages who actively work for the Chamber of Commerce and asked that consideration be given to specific women as potential members.

Alderman McDougal moved to approve the aforementioned list of appointees, as presented. Mayor Pro-tem Brown seconded.

Alderwoman Dankert maintained that new blood is needed and questioned the appearance that the Board is influencing the opinions of the advisory committee, regardless of how qualified applicants may be. Mayor Pro-tem Brown spoke of the difficulty of recruiting volunteers to serve on boards and committees, given the time commitment involved. Alderman Jackson asked if all appointees have been contacted and are able to serve and Village Administrator Ferguson replied affirmatively. Alderman Jackson suggested that the terms of members be staggered. Discussion addressed various scenarios for staggering terms and reappointments.

Alderman Jackson made a friendly amendment to the previous motion to include an additional requirement that terms be staggered as follows at the Tourism Advisory Board's discretion: four of the members will serve for one year and 3 of the members will serve for two years, with two-year terms thereafter. Mayor Pro-tem Brown seconded. Motion carried on a vote of 3-1, with Alderwoman Dankert voting against and Alderman Coachman recused.

Alderman Jackson restated his previous motion to approve the aforementioned list of appointees, with the amendment to instruct the Tourism Advisory Board, at its initial meeting, to decide on staggered terms as follows: four of the members to serve for one year; three of the members to

serve for two years; terms thereafter will be for a period of two years. Motion carried on a vote of 3-1, with Alderwoman Dankert voting against and Alderman Coachman recused.

Alderman Coachman rejoined the meeting at this time (7:18 p.m.).

- C. Discuss and consider possible action regarding a proposed Advance Funding Agreement between the Village of Salado and the Texas Department of Transportation relating to Main Street lighting improvements. (*Village Administrator*)

Village Administrator Ferguson recommended approval of the Advance Funding Agreement, which is needed in order for TxDOT to proceed with the Main Street lighting improvements. It was noted that the Village will be responsible for maintenance of the decorative street lighting.

Mayor Pro-tem Brown moved to approve the Advance Funding Agreement, as presented. Alderman Jackson seconded. Motion carried on a vote of 5-0.

- D. Discuss and consider possible action regarding a proposed Governance Policy for the Salado Board of Aldermen. (*Village Administrator*)

Village Administrator Ferguson stressed the policy is meant as a framework and not meant to be restrictive. He highlighted key provisions, including the Board's previous recommendation to hold workshop sessions on certain items before taking action. He noted that if the Board adopts the Governance Policy, an action item will be placed on the Board's next agenda to rescind the existing ordinance. He advised this policy can be changed at any time by a vote of the Board.

Discussion favored the following amendments:

#### Sec. 5.2 Special Meetings

1. ". . . If there is a need to change the date, time or place of a special meeting, ~~an attempt shall be made to contact~~ the *Village Administrator shall contact* all members of the Board of Aldermen about the proposed change prior to the change being made."
2. Addition of language that would require two readings for new ordinances or ordinance amendments, if those ordinances impose fines or fees.

Alderman Jackson moved to adopt the policy, as presented, including the aforementioned amendments. Alderman Coachman seconded. Motion carried on a vote of 5-0.

Village Administrator Ferguson advised that copies of the adopted policy will be provided to all Board members and to the public in printed form and on the Village's website.

- E. Discuss and consider possible action regarding the proposed Fiscal Year 2019 Budget Calendar. (*Village Administrator*)

Village Administrator Ferguson reviewed the budget process and specific calendar items, which may fluctuate, depending on Board action. He explained the budget development process that focuses on both long- and short-term needs and separate workshops on revenues and expenditures. He said a public call will be issued for input on the budget before budget workshops begin. Alderman Coachman asked if the planned Saturday, June 23<sup>rd</sup> special workshop meeting can be changed to Thursday, June 21<sup>st</sup> at 5:30 p.m. and Village Administrator Ferguson replied affirmatively.

Alderman McDougal moved to approve the Fiscal Year 2019 Budget Calendar, as presented. Alderman Jackson seconded. Motion carried on a vote of 5-0.

- F. Discuss and consider possible action regarding Contract Amendment No. 2 with Matous Construction LP relating to construction of the Salado Wastewater Treatment Plant. *(Village Administrator)*

Village Administrator Ferguson explained this amendment reflects a cost deduction for the removal of some unneeded ductile piping and a valve, as well as savings relating to the removal and disposal of excavation material. He stated that the Village will realize a net savings of \$6,142 in this amendment.

Mayor Pro-tem Brown moved to approve Contract Amendment No. 2 with Matous Construction LP, as presented. Alderman Coachman seconded. Motion carried on a vote of 5-0.

- G. Discuss and consider possible action establishing a bank account entitled *2018 Bond Proceeds Account*. *(Village Administrator)*

Village Administrator Ferguson recommended approval of a new bank account needed to hold proceeds from the latest bond issuance, which will not be comingled with previous bond proceeds.

Alderman Coachman moved to approve establishing a bank account entitled *2018 Bond Proceeds Account*, as presented. Alderman McDougal seconded. Motion carried on a vote of 5-0.

- H. Discuss and consider possible action regarding the Annual Performance Review of the Village Administrator. *(Mayor Skip Blancett)*

Mayor Blancett adjourned Open Session and convened Executive Session at 7:40 p.m., pursuant to §551.074 of the Texas Government Code for discussion of personnel matters.

Mayor Blancett adjourned Executive Session and reconvened Open Session at 7:58 p.m.

No action was taken in Executive Session. No action was taken in Open Session.

### **Adjournment**

Mayor Blancett noted plans for a reception in appreciation of Alderwoman Dankert's service. Hearing no further business, Mayor Blancett called the meeting adjourned at 8:00 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 17<sup>th</sup> of May, 2018.

APPROVED:

  
Skip Blancett, Mayor

ATTEST:

  
Cara McPartland, City Secretary

