

**Board of Aldermen  
Agenda Packet for  
May 17, 2018**

**Part 1 of 2**



**REGULAR BOARD OF ALDERMEN MEETING**  
**SALADO MUNICIPAL BUILDING**  
**301 N. STAGECOACH - SALADO, TEXAS**  
**MAY 17, 2018 – 6:30 P.M.**

**AGENDA**

**CALL TO ORDER**                      MAY 17, 2018 AT 6:30 P.M.

**CALL OF ROLL**                      CITY SECRETARY

**INVOCATION**

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

**CITIZENS COMMUNICATIONS**

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

1.     **CONSENT AGENDA**

- (A)    APPROVAL OF MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING OF MAY 3, 2018.
- (B)    APPROVAL OF MINUTES OF THE SPECIAL BOARD OF ALDERMEN MEETING OF MAY 10, 2018.

- (C) APPROVAL OF THE APRIL 2018 FINANCIAL STATEMENTS FOR THE VILLAGE OF SALADO.

**2. DISCUSS AND CONSIDER ACTION ON ELECTION RELATED MATTERS**

- (A) COMPLETE AND ISSUE CERTIFICATES OF ELECTION TO MAYOR-ELECT SKIP BLANCETT AND ALDERMEN-ELECT MICHAEL COGGIN AND FRANK COACHMAN. *(MAYOR PRO-TEM FRED BROWN)*
- (B) ADMINISTER OATHS OF OFFICE TO MAYOR-ELECT SKIP BLANCETT AND ALDERMEN-ELECT MICHAEL COGGIN AND FRANK COACHMAN. *(JUDGE DON ENGLEKING)*
- (C) CONSIDER APPROVAL OF A RESOLUTION OF THE BOARD OF ALDERMEN OF THE VILLAGE OF SALADO, TEXAS RECOGNIZING THE PUBLIC SERVICE RENDERED BY AMBER DANKERT AS AN ALDERWOMAN FOR THE VILLAGE OF SALADO, TEXAS. *(MAYOR SKIP BLANCETT)*
- (D) CONSIDER APPROVAL OF AN APPOINTMENT OF MAYOR PRO TEMPORE FOR A TERM OF ONE (1) YEAR. *(MAYOR SKIP BLANCETT)*

**3. VILLAGE ADMINISTRATOR'S REPORTS**

- WASTEWATER PROJECT UPDATE
- SALES TAX COLLECTIONS FOR THE VILLAGE OF SALADO
- MIXED BEVERAGE TAX COLLECTIONS FOR THE VILLAGE OF SALADO
- LEASE-PURCHASE OF SALADO POLICE DEPARTMENT PICK-UP TRUCK
- PLANNING AND ZONING COMMISSION APPOINTMENTS

**4. ORDINANCE**

CONSIDER APPROVAL OF AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS, REPEALING ORDINANCE NO. 2014.09A.02 WHICH ESTABLISHED POLICIES AND PROCEDURES FOR BOARD OF ALDERMEN MEETINGS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE. *(VILLAGE ADMINISTRATOR)*

**5. DISCUSSION AND POSSIBLE ACTION**

- (A) DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING A PROPOSED DESIGN FOR STREET LIGHTS TO BE INSTALLED AS PART OF THE MAIN STREET IMPROVEMENT PROJECT. *(VILLAGE ADMINISTRATOR)*
- (B) DISCUSS AND CONSIDER POSSIBLE ACTION ACCEPTING THE DONATION OF THREE (3) SPECIALLY EQUIPPED BICYCLES TO THE

VILLAGE OF SALADO FOR USE BY THE SALADO POLICE DEPARTMENT. (POLICE CHIEF RICK ASHE)

- (C) DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING THE AMENDED VILLAGE OF SALADO FINANCIAL REPORT FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2017. (VILLAGE ADMINISTRATOR)
- (D) DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING THE POSSIBLE LEASE OF REAL PROPERTY FOR TOURISM PROMOTION PURPOSES. (VILLAGE ADMINISTRATOR)

6. WORKSHOP

- (A) DISCUSS AND CONSIDER ISSUES RELATING TO A PROPOSED ORDINANCE REGULATING SIGNS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF SALADO AND ITS E-T-J. (VILLAGE ADMINISTRATOR)
- (B) 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 THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)
- (C) DISCUSS AND CONSIDER ISSUES RELATING TO A PROPOSED ORDINANCE REGULATING MOBILE FOOD VENDORS OPERATING WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)
- (D) DISCUSS AND CONSIDER ISSUES RELATING TO A PROPOSED ORDINANCE REGULATING CHICKENS AND ROOSTERS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)
- (E) DISCUSS AND CONSIDER ISSUES RELATING TO A PROPOSED ORDINANCE AMENDING THE VILLAGE REGULATIONS RELATING TO THE OPERATION OF GOLF CARTS ON PUBLIC STREETS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)
- (F) DISCUSS AND CONSIDER ISSUES RELATING TO PROPOSAL THAT THE VILLAGE OF SALADO ASSUME OWNERSHIP AND MAINTENANCE OF MAIN STREET WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF SALADO. (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 May 14, 2018, at 6:30 p.m.

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

Cara McPartland, City Secretary

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

# BOA Agenda Item Form



Date Submitted: May 11, 2018

Agenda Date Requested: May 17, 2018

**Project/Proposal Title:** CONSIDER APPROVAL OF MINUTES OF THE MAY 3, 2018 REGULAR MEETING OF THE BOARD OF ALDERMEN

**Funds Required:**  
**Funds Available:**

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed agenda to allow the board members to consider approval of the minutes of the May 3, 2018 Regular Meeting of the Board of Aldermen.

**Village of Salado  
Salado Municipal Building  
301 North Stagecoach Road  
Salado, Texas  
Minutes of Regular Meeting of Board of Aldermen  
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 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.

Alderman 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 Alderman 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 \_\_\_\_ of May, 2018.

**APPROVED:**

\_\_\_\_\_  
**Skip Blacett, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Cara McPartland, City Secretary**

**DRAFT**

# BOA Agenda Item Form



Date Submitted: May 11, 2018

Agenda Date Requested: May 17, 2018

**Project/Proposal Title:** CONSIDER APPROVAL OF MINUTES OF THE MAY 10, 2018 SPECIAL MEETING OF THE BOARD OF ALDERMEN

**Funds Required:**  
**Funds Available:**

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed agenda to allow the board members to consider approval of the minutes of the May 10, 2018 Special Meeting of the Board of Aldermen.

**Village of Salado**  
**Salado Municipal Building**  
**301 N. Stagecoach**  
**Salado, Texas**  
**Minutes of Special Meeting of Board of Aldermen**  
**May 10, 2018 at 6:00 p.m.**

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

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Fred Brown, Aldermen Andy Jackson, Amber Dankert (arrived at 6:27 p.m.), Frank Coachman, and Michael McDougal.

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

**1. Election Matters**

A. Canvass returns of the Village of Salado General Election of May 5, 2018. (*Village Administrator*)

Village Administrator Ferguson distributed canvass materials to Board members, reviewed election and post-election procedures, required partial manual recount, and possible acquisition of updated voting equipment for future elections. The following results were presented to the Board:

<b>MAYOR</b>			
<b>Candidate</b>	<b>Early Voting</b>	<b>Election Day</b>	<b>Total Votes</b>
David Williams	264	60	324
Linda Reynolds	94	48	142
E.F. "Skip" Blancett	252	77	329
<b>ALDERMEN (TWO POSITIONS)</b>			
<b>Candidate</b>	<b>Early Voting</b>	<b>Election Day</b>	<b>Total Votes</b>
Judy Fields	146	49	195
Michael Coggin	356	94	450
Frank Coachman	242	76	318
Chad Martin	123	38	161
Becky Butscher	218	69	287

Alderman McDougal moved to approve the canvass of the May 5, 2018 election returns, as presented. Alderman Jackson seconded. Motion carried on a vote of 4-0.

B. Discuss and consider approval of an ordinance of the Village of Salado, Texas, declaring the canvass of the results of the May 5, 2018, General Election held for the purpose of electing a mayor and two (2) aldermen of the Village of Salado Board of Aldermen and all matters related to holding such election; providing for findings of fact, providing for severability; repealing conflicting provisions; proper notice and open meeting, and providing an effective date. (*Village Administrator*)

Village Administrator Ferguson recommended approval of the ordinance declaring the canvass of the results of the May 5, 2018 General Election.

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

### **1. Executive Session**

- A. Discussion regarding the possible lease of real property for tourism promotion purposes pursuant to Chapter 551.072 of the Texas Government Code. (*Village Administrator*)
- B. Discussion regarding the annual performance review of the Village Administrator pursuant to Chapter 551.074 of the Texas Government Code. (*Alderman Andy Jackson*)

Mayor Blancett adjourned Open Session and convened Executive Session at 6:13 p.m., pursuant to §551.072 and §551.074 of the Texas Government Code to discuss Agenda Items 2A and 2B, respectively. Alderwoman Dankert arrived and immediately joined the Executive Session at 6:27 p.m.

Mayor Blancett adjourned Executive Session and reconvened Open Session at 7:02 p.m.

No action was taken in Executive Session.

### **2. Discussion and Possible Action**

- A. Discuss and consider possible action regarding matters discussed in Executive Session relating to the possible acquisition of real property for tourism promotion purposes. (*Village Administrator*)

Alderman McDougal moved to direct staff to proceed with matters as discussed in Executive Session. Alderman Jackson seconded. Motion carried on a vote of 4-0-1. Alderman Coachman abstained.

- B. Discuss and consider possible action regarding matters discussed in Executive Session relating to the annual performance review of the Village Administrator. (*Alderman Andy Jackson*)

Alderman Jackson moved to approve a ten percent salary increase effective May 1, 2018. Alderwoman Dankert seconded. Motion carried on a vote of 5-0.

### **Adjournment**

Hearing no further business, Mayor Blancett called the meeting adjourned at 7:05 p.m.

Recorded by:

Cara McPartland

These minutes approved on the \_\_\_ of May, 2018.

**APPROVED:**

\_\_\_\_\_  
**Skip Blancett, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Cara McPartland, City Secretary**

**DRAFT**

# BOA Agenda Item Form



Date Submitted: May 11, 2018

Agenda Date Requested May 17, 2018

**Project/Proposal Title:** APPROVAL OF THE  
APRIL 2018 FINANCIAL STATEMENTS FOR THE  
VILLAGE OF SALADO

**Funds Required:**  
**Funds Available:**

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

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

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

	<u>Apr 30, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 · Cash In Bank FSBxxx3002	2,645.37
1002 · Horizon GF Operating xxx8101	828,085.26
1003 · Horizon Payroll xxx9962	2.62
1004 · Horizon Forfeiture xxx3514	1,385.11
1099 · Petty Cash	100.00
<b>Total Checking/Savings</b>	<u>832,218.36</u>
<b>Other Current Assets</b>	
<b>1100 · Investments</b>	
1120 · TexPool	4,225.94
<b>Total 1100 · Investments</b>	<u>4,225.94</u>
<b>1200 · Other receivables</b>	
1213 · Credit Card Payments Receivable	1,359.93
1215 · Property Tax Receivable	5,033.38
1217 · Franchise Fee Receivable	14,127.99
1218 · Sales Tax Receivable	36,318.71
<b>Total 1200 · Other receivables</b>	<u>56,840.01</u>
<b>1205 · Due To/From Other Funds</b>	
1206 · Due From Fund 200 - Hotel/Motel	6,691.52
<b>Total 1205 · Due To/From Other Funds</b>	<u>6,691.52</u>
<b>1600 · Prepaid Expenses</b>	
	250.00
<b>Total Other Current Assets</b>	<u>68,007.47</u>
<b>Total Current Assets</b>	<u>900,225.83</u>
<b>Fixed Assets</b>	
1700 · Land	45,576.83
1705 · Building	368,943.11
1710 · Vehicles	222,240.67
1720 · Park Equipment	72,861.61
1725 · Furniture & Fixtures	14,646.20
1730 · Machinery & Equipment	120,060.56
1740 · Infrastructure	844,449.14
1799 · Accumulated Depreciation	-518,733.60
<b>Total Fixed Assets</b>	<u>1,170,044.52</u>
<b>Other Assets</b>	
<b>1900 · Cash and Investments - Restrict</b>	
1903 · Restricted Funds, Equipment	48,000.00
<b>Total 1900 · Cash and Investments - Restrict</b>	<u>48,000.00</u>
<b>Total Other Assets</b>	<u>48,000.00</u>
<b>TOTAL ASSETS</b>	<u><u>2,118,270.35</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
	8,003.94
<b>Other Current Liabilities</b>	
<b>2100 · Payroll Liabilities</b>	
	5,498.54
<b>2200 · Due to other funds</b>	
2201 · Due to I&S	10,214.56
<b>Total 2200 · Due to other funds</b>	<u>10,214.56</u>

1:28 PM

05/15/18

Accrual Basis

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

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	<u>Apr 30, 18</u>
2700 · Deferred Revenue	4,561.47
2800 · Reserve for Special Projects	118,733.64
2860 · Reserved LEOSE funds	229.80
2862 · Reserved- Technology Fund	3,056.64
2863 · Reserved- Main Street Improv.	4,890.63
<b>Total Other Current Liabilities</b>	<u>147,185.28</u>
<b>Total Current Liabilities</b>	155,189.22
<b>Long Term Liabilities</b>	
2910 · Compensated Absences	16,892.61
<b>Total Long Term Liabilities</b>	<u>16,892.61</u>
<b>Total Liabilities</b>	172,081.83
<b>Equity</b>	
32000 · Retained Earnings	1,712,068.19
Net Income	234,120.33
<b>Total Equity</b>	<u>1,946,188.52</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,118,270.35</u></u>

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

**Current Assets:**

Cash and Cash Equivalents	\$ 832,218.36
Investments	\$ 4,225.94
Receivables	<u>\$ 63,781.53</u>
<b>Total Current Assets</b>	<b><u>\$ 900,225.83</u></b>

**Liabilities and Fund Balances:**

**Liabilities:**

Accounts Payable	\$ 8,003.94
Payroll Liabilities	\$ 5,498.54
Intergovernmental Payable	\$ 10,214.56
Deferred Revenues	\$ 4,561.47
Compensated Absences	<u>\$ 16,892.61</u>
<b>Total Liabilities</b>	<b><u>\$ 45,171.12</u></b>

**Reserves/Balances:**

Non-spendable Fund Balance	\$ -
Restricted Fund Balance	\$ 126,910.71
Committed Fund Balances	
Public Works	\$ 291,257.60
Future Grant Matches	\$ 182,036.00
Wastewater Operations	\$ 254,850.40
Assigned Fund Balance	\$ -
Unassigned Fund Balance	<u>\$ -</u>
<b>Total Reserves/Balances</b>	<b><u>\$ 855,054.71</u></b>

<b>Total Liabilities and Fund Balances</b>	<b><u>\$ 900,225.83</u></b>
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Village of Salado-General Fund  
Profit & Loss Budget Performance  
April 2018

Ordinary Income/Expense	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
<b>Income</b>				
<b>4000 · GENERAL FUND REVENUE</b>				
<b>4100 · Tax Revenue</b>				
4115 · Property Taxes	6,557.05	390,635.11	366,454.00	106.6%
4120 · Sales Tax Earned	29,638.28	266,927.08	387,000.00	68.97%
4130 · Mixed Beverages	2,992.37	11,969.03	15,000.00	79.79%
<b>Total 4100 · Tax Revenue</b>	<b>39,187.70</b>	<b>669,531.22</b>	<b>768,454.00</b>	<b>87.13%</b>
<b>4150 · Franchise Fees</b>				
4160 · Electric Franchise	411.35	110,375.61	130,000.00	84.9%
4165 · Telephone Franchise	88.60	521.84	30,500.00	1.71%
4170 · Waste Disposal Franchise Fee	200.42	5,978.24	16,500.00	36.23%
4175 · Cable Franchise	0.00	10,811.71	15,000.00	72.08%
4180 · Water Franchise	5,398.16	22,007.86	25,000.00	88.03%
<b>Total 4150 · Franchise Fees</b>	<b>6,098.53</b>	<b>149,695.26</b>	<b>217,000.00</b>	<b>68.98%</b>
<b>4200 · Licenses, Permits, and Fees</b>				
4210 · Sign Permit / Misc	15.00	75.00	500.00	15.0%
4215 · Service Fees (Burn)	0.00	240.00	500.00	48.0%
4216 · Service Fees (Itinerant Vendor)	0.00	2,000.00	2,100.00	95.24%
4230 · Building Permit Fees	1,077.56	12,912.97	23,000.00	56.14%
4260 · Certificate of Occupancy	0.00	275.00	1,365.00	20.15%
4270 · Contractor Registration	50.00	4,155.00	4,000.00	103.88%
<b>Total 4200 · Licenses, Permits, and Fees</b>	<b>1,142.56</b>	<b>19,657.97</b>	<b>31,465.00</b>	<b>62.48%</b>
<b>4300 · Service Fees</b>				
4310 · Subdiv/Plats/Waivers/Exceptions	500.00	3,933.37	20,000.00	19.67%
4315 · Zoning/Variances	0.00	200.00	1,250.00	16.0%
4320 · Pace Park Rental Fees	850.00	3,025.00	4,500.00	67.22%
4330 · LEOSE	0.00	761.24	900.00	84.58%
4340 · Crash Report Fees	12.00	150.10	250.00	60.04%
<b>Total 4300 · Service Fees</b>	<b>1,362.00</b>	<b>8,069.71</b>	<b>26,900.00</b>	<b>30.0%</b>
<b>4700 · Investment and other income</b>				
4780 · Interest Income	772.14	4,888.82	7,500.00	65.18%
4790 · Other Income	0.00	-536.35	1,000.00	-53.64%
<b>Total 4700 · Investment and other income</b>	<b>772.14</b>	<b>4,352.47</b>	<b>8,500.00</b>	<b>51.21%</b>
4400 · Fines and Forfeitures	6,694.05	9,358.49	25,000.00	37.43%
<b>Total 4000 · GENERAL FUND REVENUE</b>	<b>55,256.98</b>	<b>860,665.12</b>	<b>1,077,319.00</b>	<b>79.89%</b>
<b>Total Income</b>	<b>55,256.98</b>	<b>860,665.12</b>	<b>1,077,319.00</b>	<b>79.89%</b>
<b>Expense</b>				
<b>GENERAL FUND EXPENDITURES</b>				
<b>5000 · ADMINISTRATION DEPARTMENT</b>				
5050 · Transfer Out- Stagecoach Sewer	0.00	39,571.99	39,571.99	100.0%
<b>5100 · Personnel Services</b>				
5101 · Village Administrator Salary	8,076.80	60,576.00	105,000.00	57.69%
5102 · City Secretary Salary	4,785.60	35,892.00	62,200.00	57.7%

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

	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
5121 · Payroll Tax- MC Admin	186.50	1,398.78	2,424.40	57.7%
5122 · Payroll Tax- SS Admin	797.48	5,582.28	10,366.40	53.85%
5123 · Payroll Tax- TWC Admin	0.00	328.21	18.00	1,823.39%
5126 · TMRS Contributions- Admin	911.94	7,037.65	11,854.48	59.37%
5127 · Health Care- Admin	1,232.32	8,992.34	13,752.00	65.39%
5128 · Pay Comparability Adjustment	0.00	0.00	2,000.00	0.0%
<b>Total 5100 · Personnel Services</b>	<b>15,990.64</b>	<b>119,807.26</b>	<b>207,615.28</b>	<b>57.71%</b>
<b>5200 · Services</b>				
5201 · Meeting Expense	0.00	98.50	1,000.00	9.85%
5202 · Bell Co Health Svcs Contracts	0.00	5,465.00	5,085.00	107.47%
5203 · Printing Expense	52.00	349.00	1,500.00	23.27%
5204 · Telephone	533.58	3,680.64	6,212.00	59.25%
5205 · Equipment - Leased / Rented	295.77	2,132.55	3,550.00	60.07%
5206 · Interest Exp/Bank Fees	41.04	368.55	500.00	73.71%
5207 · BELLCAD	0.00	8,051.45	9,000.00	89.46%
5214 · Utilities	243.68	2,246.18	4,059.00	55.34%
5215 · Janitorial	317.00	2,219.00	3,804.00	58.33%
<b>Total 5200 · Services</b>	<b>1,483.07</b>	<b>24,610.87</b>	<b>34,710.00</b>	<b>70.9%</b>
<b>5216 · Professional Fees</b>				
5216-1 · Profess Fees - Planning	0.00	0.00	1,500.00	0.0%
5216-3 · Profess Fees - Accounting	1,750.00	20,900.00	35,900.00	58.22%
5216-4 · Profess Fees - Inspections	0.00	10,147.92	20,130.00	50.41%
5216-5 · Profess. Fees - Legal	1,069.75	10,248.04	45,000.00	22.77%
<b>Total 5216 · Professional Fees</b>	<b>2,819.75</b>	<b>41,295.96</b>	<b>102,530.00</b>	<b>40.28%</b>
<b>5300 · Other Services &amp; Charges</b>				
5301 · Election Expenses	512.00	512.00	5,000.00	10.24%
5304 · Office Supplies	350.51	2,503.61	3,550.00	70.52%
5305 · Postage	13.65	1,822.65	2,200.00	82.85%
5306 · Building Supplies	0.00	193.93	750.00	25.86%
5307 · Building & Equipment - R & M	257.00	1,814.00	15,500.00	11.7%
5309 · Website	0.00	0.00	1,150.00	0.0%
5310 · Public Notices	64.00	728.72	5,000.00	14.57%
5311 · Insurance (TML Property & GL)	0.00	24,217.26	25,000.00	96.87%
5312 · Dues and Subscriptions	400.00	2,068.50	1,400.00	147.75%
5313 · Training & Travel	0.00	1,549.46	3,500.00	44.27%
5320 · Special Projects	0.00	5,000.00	8,000.00	62.5%
<b>Total 5300 · Other Services &amp; Charges</b>	<b>1,597.16</b>	<b>40,410.13</b>	<b>71,050.00</b>	<b>56.88%</b>
<b>5400 · Capital Outlay</b>				
5401 · Equipment (IT)	0.00	7,196.32	8,000.00	89.95%
<b>Total 5400 · Capital Outlay</b>	<b>0.00</b>	<b>7,196.32</b>	<b>8,000.00</b>	<b>89.95%</b>
<b>Total 5000 · ADMINISTRATION DEPARTMENT</b>	<b>21,890.62</b>	<b>272,892.53</b>	<b>463,477.27</b>	<b>58.88%</b>
<b>5500 · DEVELOPMENT SERVICES DEPARTMENT</b>				
<b>5501 · Personnel Services</b>				
5502 · Director Salary	4,616.01	34,620.01	60,000.00	57.7%

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

	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
5503 · Payroll Tax- MC Dev Svcs	66.93	501.99	870.00	57.7%
5504 · Payroll Tax- SS Dev Svcs	286.19	2,003.35	3,720.00	53.85%
5505 · Payroll Tax- TWC Dev Svcs	0.00	162.00	9.00	1,800.0%
5506 · TMRS Contributions- Dev Svcs	327.28	2,525.65	4,254.00	59.37%
5507 · Health Care- Dev Svcs	605.85	4,175.71	7,357.32	56.76%
<b>Total 5501 · Personnel Services</b>	<b>5,902.26</b>	<b>43,988.71</b>	<b>76,210.32</b>	<b>57.72%</b>
5600 · Other Services & Charges				
5601 · Travel & Training	0.00	174.11	500.00	34.82%
<b>Total 5600 · Other Services &amp; Charges</b>	<b>0.00</b>	<b>174.11</b>	<b>500.00</b>	<b>34.82%</b>
5700 · Professional Fees				
5701 · General Engineering	0.00	7,569.29	5,000.00	151.39%
5702 · Zoning/Annexation	0.00	0.00	3,300.00	0.0%
5703 · Engineering- Plat Review	240.02	1,997.39	12,500.00	15.98%
<b>Total 5700 · Professional Fees</b>	<b>240.02</b>	<b>9,566.68</b>	<b>20,800.00</b>	<b>45.99%</b>
<b>Total 5500 · DEVELOPMENT SERVICES DEPARTMENT</b>	<b>6,142.28</b>	<b>53,729.50</b>	<b>97,510.32</b>	<b>55.1%</b>
6000 · PUBLIC SAFETY DEPARTMENT				
6001 · Fire Department				
6002 · Contract	40,000.00	40,000.00	40,000.00	100.0%
6003 · Burn Fees	0.00	0.00	500.00	0.0%
<b>Total 6001 · Fire Department</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>40,500.00</b>	<b>98.77%</b>
6200 · Police Department				
6201 · Personnel Services				
6202 · Salary - Chief of Police	4,230.40	31,728.00	55,000.00	57.69%
6203 · Salary- Corporal	3,483.00	26,267.63	44,720.00	58.74%
6204 · Salary / Wages - Officers	9,288.00	65,853.00	112,320.00	58.63%
6205 · Officers - Overtime	988.13	4,076.26	7,000.00	58.23%
6206 · Longevity & Certif Pay	0.00	1,176.00	4,500.00	26.13%
6207 · Payroll Tax- MC PD	260.84	1,871.94	3,241.33	57.75%
6208 · Payroll Tax- SS PD	1,115.37	7,458.46	13,859.48	53.82%
6209 · Payroll Tax- TWC PD	4.00	812.87	45.00	1,806.38%
6210 · TMRS Contributions- PD	621.27	6,175.07	15,848.99	38.96%
6211 · Health Care- PD	3,684.21	24,133.98	36,786.00	65.61%
<b>Total 6201 · Personnel Services</b>	<b>23,675.22</b>	<b>169,553.21</b>	<b>293,320.80</b>	<b>57.81%</b>
6212 · Services				
6213 · Telephone	803.32	5,929.97	9,800.00	60.51%
6214 · Utilities	587.79	3,755.96	6,410.00	58.6%
6215 · Janitorial	150.00	1,050.00	1,800.00	58.33%
<b>Total 6212 · Services</b>	<b>1,541.11</b>	<b>10,735.93</b>	<b>18,010.00</b>	<b>59.81%</b>
6216 · Other Services & Charges				
6217 · Ammunition	0.00	0.00	1,500.00	0.0%
6218 · Crime Prevention Supplies	0.00	0.00	500.00	0.0%
6219 · Auto Expenses	1,594.60	10,292.71	16,500.00	62.38%
6220 · Supplies	643.25	3,958.14	3,500.00	113.09%
6221 · Equipment Maintenance & Repair	119.00	2,389.34	2,000.00	119.47%

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

	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
6222 · Building R & M	0.00	0.00	1,500.00	0.0%
6223 · Dues & Subscriptions	0.00	896.00	4,000.00	22.4%
6224 · Animal Control	0.00	180.00	1,000.00	18.0%
<b>Total 6216 · Other Services &amp; Charges</b>	<b>2,358.85</b>	<b>17,716.19</b>	<b>30,500.00</b>	<b>58.09%</b>
6225 · Police - Capital Outlay				
6226 · Capital Outlay- PD Vehicles	0.00	0.00	12,000.00	0.0%
6227 · Capital Outlay- PD Equipment	0.00	0.00	5,000.00	0.0%
<b>Total 6225 · Police - Capital Outlay</b>	<b>0.00</b>	<b>0.00</b>	<b>17,000.00</b>	<b>0.0%</b>
<b>Total 6200 · Police Department</b>	<b>27,573.18</b>	<b>198,005.33</b>	<b>358,830.80</b>	<b>55.18%</b>
6500 · Municipal Court				
6550 · Professional Fees				
6551 · Judicial Services	500.00	3,500.00	6,000.00	58.33%
6552 · Prosecutor	810.09	1,335.09	6,000.00	22.25%
<b>Total 6550 · Professional Fees</b>	<b>1,310.09</b>	<b>4,835.09</b>	<b>12,000.00</b>	<b>40.29%</b>
6570 · Other Services & Charges				
6571 · Supplies	0.00	13.95	500.00	2.79%
6573 · Dues and Subscriptions	30.00	30.00	2,100.00	1.43%
6575 · Travel and Training	297.18	2,772.18	1,500.00	184.81%
<b>Total 6570 · Other Services &amp; Charges</b>	<b>327.18</b>	<b>2,816.13</b>	<b>4,100.00</b>	<b>68.69%</b>
<b>Total 6500 · Municipal Court</b>	<b>1,637.27</b>	<b>7,651.22</b>	<b>16,100.00</b>	<b>47.52%</b>
<b>Total 6000 · PUBLIC SAFETY DEPARTMENT</b>	<b>69,210.45</b>	<b>245,656.55</b>	<b>415,430.80</b>	<b>59.13%</b>
7000 · PUBLIC WORKS DEPARTMENT				
7001 · Personnel Services				
7002 · Wages- Maintenance Worker	2,240.00	16,720.00	29,120.00	57.42%
7004 · Maintenance Worker- Overtime	42.00	168.00	1,400.00	12.0%
7005 · Payroll Tax- MC Maint	33.09	244.88	422.24	58.0%
7006 · Payroll Tax- SS Maint	141.49	982.58	1,805.44	54.42%
7007 · Payroll Tax- TWC Maint	40.28	162.00	8.00	1,800.0%
7008 · TMRS Contributions- Maint	161.80	1,231.91	2,064.61	59.67%
7009 · Healthcare- Maintenance	42.89	256.65	7,357.32	3.49%
7010 · Maint.- Certification Pay	0.00	0.00	900.00	0.0%
<b>Total 7001 · Personnel Services</b>	<b>2,701.55</b>	<b>19,766.02</b>	<b>43,078.61</b>	<b>45.88%</b>
7015 · Other Services & Charges				
7016 · Maint- Uniforms and Boots	0.00	0.00	1,150.00	0.0%
7017 · Telephone	67.58	501.25	735.00	68.2%
7018 · Maint - R & M (Bldg)	80.90	1,458.76	1,000.00	145.88%
<b>Total 7015 · Other Services &amp; Charges</b>	<b>148.48</b>	<b>1,960.01</b>	<b>2,885.00</b>	<b>67.94%</b>
<b>Total 7000 · PUBLIC WORKS DEPARTMENT</b>	<b>2,850.03</b>	<b>21,726.03</b>	<b>45,963.61</b>	<b>47.27%</b>
8000 · PARKS DEPARTMENT				
8001 · Services				
8002 · Utilities	102.47	773.00	2,386.00	32.4%
<b>Total 8001 · Services</b>	<b>102.47</b>	<b>773.00</b>	<b>2,386.00</b>	<b>32.4%</b>
8010 · Other Services & Charges				
8011 · Supplies	122.30	1,277.38	3,500.00	36.5%

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

	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
8012 · Auto Expenses	80.34	374.14	720.00	51.96%
8013 · Equipment Repair	269.00	1,312.74	2,000.00	65.64%
<b>Total 8010 · Other Services &amp; Charges</b>	<b>471.64</b>	<b>2,964.26</b>	<b>6,220.00</b>	<b>47.66%</b>
<b>Total 8000 · PARKS DEPARTMENT</b>	<b>574.11</b>	<b>3,737.26</b>	<b>8,606.00</b>	<b>43.43%</b>
<b>9000 · STREET DEPARTMENT</b>				
9001 · Other Services & Charges				
9002 · Contract labor	0.00	0.00	1,000.00	0.0%
9003 · Signage	0.00	39.46	800.00	4.93%
9004 · Auto Expense	80.34	507.51	1,500.00	33.83%
9005 · Equipment Repair	0.00	856.00	1,000.00	85.6%
9006 · Street Supplies	816.60	5,464.63	9,500.00	57.52%
<b>Total 9001 · Other Services &amp; Charges</b>	<b>896.94</b>	<b>6,867.60</b>	<b>13,800.00</b>	<b>49.77%</b>
9050 · Services				
9051 · Utilities	1,048.50	7,335.32	11,295.00	64.94%
<b>Total 9050 · Services</b>	<b>1,048.50</b>	<b>7,335.32</b>	<b>11,295.00</b>	<b>64.94%</b>
9500 · Capital Outlay				
9501 · Capital Outlay- Streets	0.00	14,600.00	66,236.00	22.04%
9502 · Main Street Improvements	0.00	0.00	5,000.00	0.0%
<b>Total 9500 · Capital Outlay</b>	<b>0.00</b>	<b>14,600.00</b>	<b>71,236.00</b>	<b>20.5%</b>
<b>Total 9000 · STREET DEPARTMENT</b>	<b>1,945.44</b>	<b>28,802.92</b>	<b>96,331.00</b>	<b>29.9%</b>
<b>Total GENERAL FUND EXPENDITURES</b>	<b>102,612.93</b>	<b>626,544.79</b>	<b>1,127,319.00</b>	<b>55.58%</b>
<b>Total Expense</b>	<b>102,612.93</b>	<b>626,544.79</b>	<b>1,127,319.00</b>	<b>55.58%</b>
<b>Net Ordinary Income</b>	<b>-47,355.95</b>	<b>234,120.33</b>	<b>-50,000.00</b>	<b>-468.24%</b>
<b>Other Income/Expense</b>				
Other Income				
97000 · Use of Restricted Funds-Streets	0.00	0.00	50,000.00	0.0%
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>-47,355.95</b>	<b>234,120.33</b>	<b>0.00</b>	<b>100.0%</b>

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

Date	Num	Name	Memo	Amount
1002 - Horizon GF Operating xxx8101				
04/04/2018			Funds Transfer to Payroll Account	21,225.56
04/12/2018	2285	Grande Communications	Internet Service	125.99
04/12/2018	2286	Kasberg, Patrick & Associates	General Services Provided March 2018	240.02
04/12/2018	2287	Kristi Stegall	March 2018 Accounting Services	1,680.00
04/12/2018	2288	Miller Uniforms & Emblems	2 Base Shirts each for PD Officers	300.00
04/12/2018	2289	Salado Village Voice Newspaper	Pace Park Rental Ad- Quarter Page 2nd QTR 2018 Jewel Magazine Publication	175.00
04/12/2018	2290	Verizon Wireless	Utilities: Telephone	536.95
04/13/2018			Funds Transfer to I&S Account	37,760.38
04/16/2018	2297	Don G. Englekong	TMCEC Training 3/7/18 - 3/9/18: Mileage and Meals	222.18
04/16/2018	2298	Guthrie, Jr., David R	Reimburse for 4/12/18 Class (LEOSE)	150.00
04/16/2018	2291	Bojorquez Law Firm	March 2018 Legal Services	539.27
04/16/2018	2292	Bureau Veritas	March 2018 Inspection Services	1,466.58
04/16/2018	2293	Capital Chapter of Municipal Clerks	Cara McPartland- Primary Membership Dues 2018	30.00
04/16/2018	2294	J-R Testing & Repair	Install Water Line for New Community Garden at Salado Admin Bldg	750.00
04/16/2018	2295	M & B Auto Repair, Inc.	Brake Work on 2011 Ford F150 P/U	350.00
04/16/2018	2296	Salado Village Voice Newspaper	Public Notices	576.00
04/16/2018	2299	Fuelman	Fuel Charges March 2018	840.34
04/16/2018	2300	Keith's Ace Hardware	March 2018 Charges for Maintenance Supplies	98.78
04/17/2018			Funds Transfer to Payroll Account	22,080.28
04/23/2018	2301	Aflac	Employee Paid Supplemental Insurance	60.00
04/23/2018	2302	Bell County Public Health District	Contribution Due 9/1/17 - 8/31/18 Per Contract	5,465.00
04/23/2018	2303	Card Service Center	Credit Card Transactions March 2018	836.64
04/23/2018	2304	CenturyLink	PD Telephone	383.39
04/23/2018	2305	Don G. Englekong	May 2018 Judicial Services	500.00
04/23/2018	2306	Eagle Disposal	Utilities: Garbage	112.50
04/23/2018	2307	Kwik Kopy	Business Cards- City Secretary and Tourism Director	104.00
04/23/2018	2308	Salado Plumbing	Repairs- Men's Restroom	150.00
04/23/2018	2309	Salado Volunteer Fire Department	FY 17-18 Budgeted Expenditure- Fire & EMS Protection	40,000.00
04/23/2018	2310	State Comptroller	1st QTR 2018 State Criminal Costs & Fees	3,183.17
04/23/2018	2311	The Arbor Barber	Brush Chipping at Pace Park and Indian Trail	1,000.00
04/23/2018	2312	TML MultiState Intergovernmental	Employee Health Care Coverage May 2018	6,342.23
04/23/2018	2313	Tyler Technologies	Court Case Mgmt Software- Maintenance and TylerU Support	2,101.26
04/23/2018	2314	Xerox Financial Services	Lease Payment- April 2018	295.77
04/23/2018	2315	CenturyLink	City Hall Telephone	365.00
04/27/2018			Funds Transfer to Payroll Account	1,536.59
Total 1002 - Horizon GF Operating xxx8101				151,582.88
<b>TOTAL</b>				<b>151,582.88</b>

1:19 PM  
05/15/18  
Accrual Basis

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

	<u>Apr 30, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1005 · Horizon Operating xxx0314	94,959.27
<b>Total Checking/Savings</b>	<u>94,959.27</u>
<b>Other Current Assets</b>	
1200 · AR Taxes	8,529.50
1500 · Petty Cash	100.00
1100 · Investments	
1120 · TexPool	5,062.21
<b>Total 1100 · Investments</b>	<u>5,062.21</u>
<b>Total Other Current Assets</b>	<u>13,691.71</u>
<b>Total Current Assets</b>	<u>108,650.98</u>
<b>TOTAL ASSETS</b>	<u><u>108,650.98</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	15,321.78
<b>Other Current Liabilities</b>	
2400 · Reserve For Trolley Project	6,675.00
2200 · Due To Other Funds	
2201 · Due to GF	6,691.52
<b>Total 2200 · Due To Other Funds</b>	<u>6,691.52</u>
2205 · Unearned Revenue	3,987.37
<b>Total Other Current Liabilities</b>	<u>17,353.89</u>
<b>Total Current Liabilities</b>	<u>32,675.67</u>
<b>Total Liabilities</b>	32,675.67
<b>Equity</b>	
32000 · Retained Earnings	60,563.16
Net Income	15,412.15
<b>Total Equity</b>	<u>75,975.31</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>108,650.98</u></u>

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

**Current Assets:**

Cash and Cash Equivalents	\$ 95,059.27
Investments	\$ 5,062.21
Receivables	\$ 8,529.50
<b>Total Current Assets</b>	<b><u>\$ 108,650.98</u></b>

**Liabilities and Fund Balances:**

**Liabilities:**

Accounts Payable	\$ 15,321.78
Intergovernmental Payable	\$ 6,691.52
Compensated Absences	\$ -
<b>Total Liabilities</b>	<b><u>\$ 22,013.30</u></b>

**Reserves/Balances:**

Non-spendable Fund Balance	\$ -
Restricted Fund Balance-Emergency Tourism Marketing	\$ 7,996.27
Committed Fund Balance- Tourism Division Operations	\$ 71,966.41
Assigned Fund Balance- Trolley Project	\$ 6,675.00
Unassigned Fund Balance	\$ -
<b>Total Reserves/Balances</b>	<b><u>\$ 86,637.68</u></b>

<b>Total Liabilities and Fund Balances</b>	<b><u>\$ 108,650.98</u></b>
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Village of Salado, Hotel-Motel Fund  
Profit & Loss Budget Performance  
April 2018

	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>4000 · HOT FUND REVENUE</b>				
4100 · County Hotel Occupancy Tax	0.00	777.86	7,000.00	11.11%
4200 · Occupancy Tax	10,941.87	89,151.27	160,000.00	55.72%
4300 · Other Income	90.40	965.82	0.00	100.0%
<b>Total 4000 · HOT FUND REVENUE</b>	<b>11,032.27</b>	<b>90,894.95</b>	<b>167,000.00</b>	<b>54.43%</b>
<b>Total Income</b>	<b>11,032.27</b>	<b>90,894.95</b>	<b>167,000.00</b>	<b>54.43%</b>
<b>Expense</b>				
<b>5000 · HOT FUND EXPENDITURES</b>				
<b>5001 · Personnel Services</b>				
5002 · Salary- Director	4,422.40	21,282.30	65,000.00	32.74%
5003 · Wages- Part Time Employees	805.00	4,806.63		
5004 · Payroll Tax- MC	75.80	495.65	942.50	52.59%
5005 · Payroll Tax- SS	324.10	1,964.32	4,030.00	48.74%
5006 · Payroll Tax- TWC	94.10	213.07	9.00	2,367.44%
5007 · TMRS Contribution	313.54	2,173.08	4,608.50	47.15%
5008 · Health Care	604.58	2,960.20	7,357.32	40.24%
<b>Total 5001 · Personnel Services</b>	<b>6,639.52</b>	<b>33,895.25</b>	<b>81,947.32</b>	<b>41.36%</b>
<b>5050 · Other Charges &amp; Services</b>				
5051 · Lease- Visitors Center	1,987.00	13,909.00	24,588.00	56.57%
5052 · Marketing	18,384.05	27,678.55	60,196.00	45.98%
5053 · Office Supplies	0.00	0.00	268.68	0.0%
<b>Total 5050 · Other Charges &amp; Services</b>	<b>20,371.05</b>	<b>41,587.55</b>	<b>85,052.68</b>	<b>48.9%</b>
<b>Total 5000 · HOT FUND EXPENDITURES</b>	<b>27,010.57</b>	<b>75,482.80</b>	<b>167,000.00</b>	<b>45.2%</b>
<b>Total Expense</b>	<b>27,010.57</b>	<b>75,482.80</b>	<b>167,000.00</b>	<b>45.2%</b>
<b>Net Ordinary Income</b>	<b>-15,978.30</b>	<b>15,412.15</b>	<b>0.00</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-15,978.30</b>	<b>15,412.15</b>	<b>0.00</b>	<b>100.0%</b>

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

Date	Num	Name	Memo	Amount
<b>1005 · Horizon Operating xxx0314</b>				
04/01/2018	1294	Salado Chamber of Commerce	Visitor's Center Lease- April 2018	1,987.00
04/13/2018			Funds Transfer to GF	8,182.29
04/23/2018	1295	Horizon Printing	Salado Chamber of Commerce Visitor Guide an	2,615.00
04/23/2018	1296	Paramount Wastewater Solutions, LLC	Portable Toilet Rental- Stroll 2017	593.75
04/23/2018	1297	Salado Chamber of Commerce	Visitor's Center Lease- May 2018	1,987.00
04/23/2018	1298	SESAC	License fees	429.52
04/23/2018	1299	Texas Prehistoric Trail	Annual Dues- Associate Member	200.00
04/23/2018	1300	TourTexas.com	May 2017/18 Destination Content Plan Renewal	1,572.50
Total 1005 · Horizon Operating xxx0314				<u>17,567.06</u>
<b>TOTAL</b>				<b><u>17,567.06</u></b>

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

	<b>Apr 30, 18</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 - Cash in Bank	18,106.34
<b>Total Checking/Savings</b>	18,106.34
<b>Accounts Receivable</b>	2,192.25
<b>Total Current Assets</b>	20,298.59
<b>Fixed Assets</b>	
1500 - Wastewater Treatment Facility	1,233,506.00
1520 - Improvements	5,857.08
1599 - Accumulated Depreciation	-31,674.00
<b>Total Fixed Assets</b>	1,207,689.08
<b>TOTAL ASSETS</b>	1,227,987.67
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	3,788.63
<b>Other Current Liabilities</b>	
2300 - Sewer Deposits Payable	3,070.60
<b>Total Other Current Liabilities</b>	3,070.60
<b>Total Current Liabilities</b>	6,859.23
<b>Total Liabilities</b>	6,859.23
<b>Equity</b>	
32000 - Unrestricted Net Assets	1,203,462.20
Net Income	17,666.24
<b>Total Equity</b>	1,221,128.44
<b>TOTAL LIABILITIES &amp; EQUITY</b>	1,227,987.67

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

**Current Assets:**

Cash and Cash Equivalents	\$ 18,106.34
Receivables	\$ 2,192.25
<b>Total Current Assets</b>	<b><u>\$ 20,298.59</u></b>

**Liabilities and Fund Balances:**

**Liabilities:**

Accounts Payable	\$ 3,788.63
Intergovernmental Payable	\$ -
Customer Deposits Payable	\$ 3,070.60
<b>Total Liabilities</b>	<b><u>\$ 6,859.23</u></b>

**Reserves/Balances:**

Non-spendable Fund Balance	\$ -
Restricted Fund Balance	\$ -
Committed Fund Balance- Plant Operations	\$ 13,439.36
Assigned Fund Balance	\$ -
Unassigned Fund Balance	\$ -
<b>Total Reserves/Balances</b>	<b><u>\$ 13,439.36</u></b>

<b>Total Liabilities and Fund Balances</b>	<b><u>\$ 20,298.59</u></b>
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Village of Salado - 600 Sewer Fund  
Profit & Loss Budget Performance  
April 2018

	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · STAGECOACH WW FUND REVENUE				
4001 · Monthly Service Fee	1,641.75	11,492.25	25,000.00	45.97%
4005 · Transfers In From General Fund	0.00	39,571.99	39,571.99	100.0%
4010 · Other Revenue	16.88	124.00		
<b>Total 4000 · STAGECOACH WW FUND REVENUE</b>	<b>1,658.63</b>	<b>51,188.24</b>	<b>64,571.99</b>	<b>79.27%</b>
<b>Total Income</b>	<b>1,658.63</b>	<b>51,188.24</b>	<b>64,571.99</b>	<b>79.27%</b>
<b>Expense</b>				
5000 · STAGECOACH WW FUND EXPENDITURES				
5100 · Utilities				
5101 · Electric	0.00	0.00	11,000.00	0.0%
5102 · Water	0.00	0.00	6,720.00	0.0%
<b>Total 5100 · Utilities</b>	<b>0.00</b>	<b>0.00</b>	<b>17,720.00</b>	<b>0.0%</b>
5200 · Professional Fees				
5201 · Profess Fees - Auditor	0.00	0.00	850.00	0.0%
5202 · Profess Fees - Legal	0.00	0.00	1,500.00	0.0%
<b>Total 5200 · Professional Fees</b>	<b>0.00</b>	<b>0.00</b>	<b>2,350.00</b>	<b>0.0%</b>
5300 · Other Charges & Services				
5301 · Contract Labor	2,448.00	17,192.00	30,000.00	57.31%
5302 · Auto Expenses	0.00	0.00	200.00	0.0%
5303 · Office Supplies	0.00	163.43	100.00	163.43%
5304 · Postage	0.00	0.00	100.00	0.0%
5305 · Building Supplies	0.00	0.00	100.00	0.0%
5306 · Testing	908.23	5,575.23	10,000.00	55.75%
5307 · Sludge Disposal	0.00	4,770.00	12,000.00	39.75%
5308 · Equipment - R & M	510.95	1,693.40	8,000.00	21.17%
5310 · Insurance	0.00	2,257.94	2,400.00	94.08%
5311 · Training & Travel	0.00	0.00	1,500.00	0.0%
5312 · Permits	0.00	1,870.00		
5313 · Printing Expense	0.00	0.00	100.00	0.0%
<b>Total 5300 · Other Charges &amp; Services</b>	<b>3,867.18</b>	<b>33,522.00</b>	<b>64,500.00</b>	<b>51.97%</b>
<b>Total 5000 · STAGECOACH WW FUND EXPENDITURES</b>	<b>3,867.18</b>	<b>33,522.00</b>	<b>84,570.00</b>	<b>39.64%</b>
<b>Total Expense</b>	<b>3,867.18</b>	<b>33,522.00</b>	<b>84,570.00</b>	<b>39.64%</b>
<b>Net Ordinary Income</b>	<b>-2,208.55</b>	<b>17,666.24</b>	<b>-19,998.01</b>	<b>-88.34%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
9000 · FROM UNRESTRICTED GF BALANCE	0.00	0.00	19,998.01	0.0%
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>19,998.01</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>19,998.01</b>	<b>0.0%</b>
<b>Net Income</b>	<b>-2,208.55</b>	<b>17,666.24</b>	<b>0.00</b>	<b>100.0%</b>

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

Date	Num	Name	Memo	Amount
<b>1001 - Cash In Bank</b>				
04/12/2018	1262	Lonestar Maintenance & Service, Inc.	Equipment R&M	108.58
04/16/2018	1263	Environmental Monitoring Laboratory, LLC	March Testing	842.00
04/16/2018	1264	Lonestar Maintenance & Service, Inc.	Equipment R&M	448.00
04/16/2018	1265	Wastewater Transport Services, LLC	Two Sludge Loads 3/29/18	1,590.00
04/23/2018	1266	USA Bluebook	Stagecoach Sewer Supplies	48.55
Total 1001 - Cash In Bank				<u>3,037.13</u>
<b>TOTAL</b>				<b><u>3,037.13</u></b>

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

	Apr 30, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 · Horizon MMA xxx9401	4,032,668.42
1002 · Horizon Bond Disbursement x8630	1,367,530.25
<b>Total Checking/Savings</b>	5,400,198.67
<b>Other Current Assets</b>	
2205 · Due To/From EDA Grant Fund	414,483.12
<b>Total Other Current Assets</b>	414,483.12
<b>Total Current Assets</b>	5,814,681.79
<b>Fixed Assets</b>	
1500 · Bond Amort Costs & CIP	188,115.47
1501 · Accum Amort- Bond Amortization	-25,082.00
1530 · Wastewater Treatment Facility	705,030.93
1531 · Accum Depr- Depreciation WWTP	-70,974.00
<b>Total Fixed Assets</b>	797,090.40
<b>TOTAL ASSETS</b>	6,611,772.19
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	288.00
<b>Total Current Liabilities</b>	288.00
<b>Long Term Liabilities</b>	
2500 · '15 Permanent Improvement Bonds	7,865,000.00
<b>Total Long Term Liabilities</b>	7,865,000.00
<b>Total Liabilities</b>	7,865,288.00
<b>Equity</b>	
32000 · Unrestricted Net Assets	135,646.26
Net Income	-1,389,162.07
<b>Total Equity</b>	-1,253,515.81
<b>TOTAL LIABILITIES &amp; EQUITY</b>	6,611,772.19

Village of Salado - 700 Permanent Improvement Bonds 2015  
Profit & Loss Budget Performance  
April 2018

	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4100 · Interest Income	4,625.42	38,119.73		
<b>Total Income</b>	4,625.42	38,119.73		
<b>Expense</b>				
6150 · Bond Issuance Fees	0.00	0.00	154,912.00	0.0%
6151 · Special Studies	959.00	28,059.88	60,818.00	46.14%
6152 · State/Fed Clearances, Permit	0.00	0.00	25,125.00	0.0%
6153 · Land Acquisition	0.00	0.00	15,000.00	0.0%
6154 · Easements/ROW/Boundary Survey	0.00	0.00	63,487.00	0.0%
6155 · Design -WW Plant/Discharge Line	0.00	0.00	183,354.00	0.0%
6156 · Design-Royal Street	0.00	2,830.00	34,590.00	8.18%
6159 · Electrical Eng & Geotech	0.00	0.00	75,300.00	0.0%
6160 · Existing Plant Decommissioning	160.00	160.00	162,800.00	0.1%
6161 · Bidding and Award	0.00	25,594.23	22,500.00	113.75%
6162 · Construction-Lines/Lift Station	0.00	0.00	2,230,000.00	0.0%
6163 · Const- Plant, Discharge Line	325,938.54	1,218,250.90	2,649,700.00	45.98%
6164 · Const- Administration & Staking	28,970.00	76,447.50	65,400.00	116.89%
6165 · On Site Representation	22,975.00	71,500.00	100,000.00	71.5%
6166 · Plan Review	0.00	0.00	6,391.00	0.0%
6167 · Buildings and Equipment	0.00	0.00	250,000.00	0.0%
6168 · Other	0.00	4,439.29	88,064.00	5.04%
<b>Total Expense</b>	379,002.54	1,427,281.80	6,187,441.00	23.07%
<b>Net Ordinary Income</b>	-374,377.12	-1,389,162.07	-6,187,441.00	22.45%
<b>Net Income</b>	-374,377.12	-1,389,162.07	-6,187,441.00	22.45%

Village of Salado - 700 Permanent Improvement Bonds 2015  
**Check Listing**  
As of April 30, 2018

Date	Num	Name	Memo	Amount
<b>1002 · Horizon Bond Disbursement x8630</b>				
04/06/2018	1124	Matous Construction Ltd	Pay Application #3	45,859.26
04/06/2018	1125	McLean Construction Inc.	Pay Application #3	280,079.28
04/12/2018	1126	HDR Engineering, Inc.	Wastewater Rate Study and Impact Fee Study	6,489.80
04/12/2018	1127	Kasberg, Patrick & Associates, LP	March 2018 Services Provided	32,921.00
04/23/2018	1128	Vanir Construction Management, Inc.	Professional Services March 2018	22,975.00
Total 1002 · Horizon Bond Disbursement x8630				<u>388,324.34</u>
<b>TOTAL</b>				<b><u><u>388,324.34</u></u></b>

Village of Salado - 300 Interest and Sinking Fund

Balance Sheet

As of April 30, 2018

	<u>Apr 30, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 · Horizon xxxx7846	523,322.92
<b>Total Checking/Savings</b>	<u>523,322.92</u>
<b>Other Current Assets</b>	
1200 · Due To/From General Fund	10,214.56
<b>Total Other Current Assets</b>	<u>10,214.56</u>
<b>Total Current Assets</b>	<u>533,537.48</u>
<b>TOTAL ASSETS</b>	<u><u>533,537.48</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
32000 · Unrestricted Net Assets	41,017.62
Net Income	492,519.86
<b>Total Equity</b>	<u>533,537.48</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>533,537.48</u></u>

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

	Apr 18	Oct '17 - Apr 18	Annual Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Property Tax Revenue	10,214.56	606,297.10	576,231.00	105.22%
4100 · Interest Income	430.65	1,838.26		
<b>Total Income</b>	<b>10,645.21</b>	<b>608,135.36</b>	<b>576,231.00</b>	<b>105.54%</b>
<b>Expense</b>				
6105 · Bond Principal	0.00	0.00	345,000.00	0.0%
6125 · Bond Interest	0.00	115,615.50	231,231.00	50.0%
<b>Total Expense</b>	<b>0.00</b>	<b>115,615.50</b>	<b>576,231.00</b>	<b>20.06%</b>
<b>Net Ordinary Income</b>	<b>10,645.21</b>	<b>492,519.86</b>	<b>0.00</b>	<b>100.0%</b>
<b>Net Income</b>	<b>10,645.21</b>	<b>492,519.86</b>	<b>0.00</b>	<b>100.0%</b>

Village of Salado - 300 Interest and Sinking Fund  
**Check Listing**  
As of April 30, 2018

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Debit</u>
1001 - Horizon xxxx7846 (No Checks Drawn This Period)					
Total 1001 - Horizon xxxx7846					<u>0.00</u>
<b>TOTAL</b>					<u><u>0.00</u></u>

# BOA Agenda Item Form



Date Submitted: May 15, 2018

Agenda Date Requested May 17, 2018

**Project/Proposal Title:** COMPLETE AND ISSUE CERTIFICATES OF ELECTION TO MAYOR-ELECT SKIP BLANCETT AND ALDERMEN-ELECT MICHAEL COGGIN AND FRANK COACHMAN

**Funds Required:**  
**Funds Available:**

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to allow board members to complete and issue the Certificates of Election to Mayor-elect Skip Blancett and Aldermen-elect Michael Coggin and Frank Coachman who were elected in the May 5, 2018 General Election in Salado.

# BOA Agenda Item Form



Date Submitted: May 15, 2018

Agenda Date Requested May 17, 2018

**Project/Proposal Title:** OATHS OF OFFICE TO  
MAYOR-ELECT SKIP BLANCETT AND ALDERMEN-  
ELECT MICHAEL COGGIN AND FRANK COACHMAN

**Funds Required:**  
**Funds Available:**

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

## Project/Proposal Summary:

This item was placed on the agenda to administer the Oaths of Office to Mayor-elect Skip Blancett and Aldermen-elect Michael Coggin and Frank Coachman who were elected in the May 5, 2018 General Election in Salado.

# BOA Agenda Item Form



Date Submitted: May 11, 2018

Agenda Date Requested May 17, 2018

**Project/Proposal Title:** CONSIDER ACTION ON A RESOLUTION RECOGNIZING THE PUBLIC SERVICE RENDERED BY AMBER DANKERT AS AN ALDERWOMAN FOR THE VILLAGE OF SALADO

**Funds Required:**

**Funds Available:**

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to board members to discuss and consider action regarding a proposed resolution recognizing the public service rendered by Amber Dankert as an Alderwoman for the Village of Salado.

# BOA Agenda Item Form



Date Submitted: May 11, 2018

Agenda Date Requested May 17, 2018

**Project/Proposal Title:** CONSIDER ACTION  
APPOINTING A MAYOR PRO-TEM

**Funds Required:**  
**Funds Available:**

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to board members to discuss and consider action appointing a Mayor Pro-tem for the Village of Salado. Currently, Alderman Fred Brown is the Mayor Pro-tem.

# BOA Agenda Item Form



Date Submitted: May 11, 2018

Agenda Date Requested: May 17, 2018

Project/Proposal Title: VILLAGE ADMINISTRATOR'S REPORT

Council Action Requested:

- Ordinance
- Resolution
- Motion
- Discussion

Project/Proposal Summary:

- Wastewater Project Update
- Sales tax collections for the Village of Salado
- Mixed beverage tax collections for the Village of Salado
- Lease-purchase of Salado Police Department pick-up truck
- Planning and Zoning Commission appointments

# BOA Agenda Item Form



Date Submitted: May 15, 2018

Agenda Date Requested May 17, 2018

**Project/Proposal Title:** CONSIDER ACTION REGARDING A PROPOSED ORDINANCE WHICH REPEALS ORDINANCE NO. 2014.09A.02 THAT ESTABLISHED OPERATING RULES FOR THE BOARD OF ALDERMEN

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to board members to discuss and consider action regarding a proposed ordinance repealing an existing ordinance adopted in July 2015 which established operating rules for the Board of Aldermen.

With the recent adoption of the *Village of Salado Governance Policy and Rules of Procedure*, there is a need to repeal Ordinance No. 2014.09A-02 which established operating rules and procedures for the Board of Aldermen. Repealing the subject ordinance is needed to avoid any potential conflicts with the recently adopted policy.

The Village staff recommends approval of the proposed ordinance.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE VILLAGE OF SALADO, TEXAS REPEALING ORDINANCE NO. 2014.09A-02 WHICH ESTABLISHED POLICIES AND PROCEDURES FOR BOARD OF ALDERMEN MEETINGS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Texas Local Government Code Section 51.032, the Board of Aldermen of the Village of Salado (“Board of Aldermen”) is authorized by law to adopt an ordinance, not inconsistent with state law, that it considers proper for the government of the Village; and

**WHEREAS**, on July 16, 2015, the Board of Aldermen adopted Ordinance Number 2014.09A-02 for the purpose of establishing policies and procedures for Board of Aldermen meetings; and

**WHEREAS**, on May 3, 2018, the Board of Aldermen adopted the *Village of Salado Governance Policy and Rules of Procedure* and as a result now finds it reasonable and necessary to repeal the regulations enacted under Ordinance Number 2014.09A-02;

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

**SECTION 1:** The facts and recitations contained in the preamble of this Ordinance are hereby found and declared to be true and correct, and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

**SECTION 2:** Ordinance Number 2014.09A-02 adopted on July 16, 2015, is hereby repealed in its entirety, and all other ordinances and parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of conflict with this Ordinance.

**SECTION 3:** If any provision of this Ordinance, or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are hereby declared to be severable.

**SECTION 4:** This Ordinance shall become effective immediately upon its passage and publication in accordance with state law.

ORDINANCE NO. \_\_\_\_\_

DESCRIPTION: \_\_\_\_\_

DATE APPROVED: \_\_\_\_\_

**PASSED AND APPROVED** this, the 17<sup>th</sup> day of May, 2018 by a \_\_\_\_ (ayes) to \_\_\_\_\_ (nays) and \_\_\_\_ (abstentions) vote of the Board of Aldermen of Salado, Texas.

\_\_\_\_\_  
Skip Blancett, Mayor

**ATTEST:**

\_\_\_\_\_  
Cara McPartland, City Secretary

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Alan Bojorquez, City Attorney

ORDINANCE NO. \_\_\_\_\_

DESCRIPTION: \_\_\_\_\_

DATE APPROVED: \_\_\_\_\_

**Ordinance No. 2014.09A.02**  
**Village of Salado**  
**County of Bell**  
**State of Texas**  
**July 16, 2015**

## **Rules of Procedure for Board of Aldermen Meetings**

**AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS AMENDING ORDINANCE NO. 2009.09A.01 ESTABLISHING POLICIES AND PROCEDURES FOR BOARD OF ALDERMEN MEETINGS, INCLUDING PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT; PURPOSE; DEFINITIONS; GENERAL RULES OF PROCEDURE AT MEETINGS; DISRUPTIVE OR DISORDERLY CONDUCT; INDIVIDUALS WITH DISABILITIES; RECORDING OF MEETINGS; ENFORCEMENT; RELATION TO OTHER ORDINANCES; SEVERABILITY; PROPER NOTICE AND MEETING.**

**WHEREAS,** the Board of Aldermen of the Village of Salado seeks to provide for the efficient administration of Village business; and

**WHEREAS,** the Board of Aldermen seeks to maintain order and decorum at Board of Aldermen meetings; and

**WHEREAS,** the Board of Aldermen finds that the promulgation of procedural rules for Board meetings furthers the effective and efficient administration of Village business and encourages orderly public participation in the democratic process; and

**WHEREAS,** the Board of Aldermen finds that disorderly or disruptive behavior during the course of its meetings unreasonably interferes with the conduct of Village business; creates confusion and dismay among meeting participants, observers, and the general public; stifles public comment and participation in the democratic process; and discourages the majority of meeting attendees who conduct themselves appropriately; and

**WHEREAS,** the Board of Aldermen find that the unreasonably obtrusive use of a tape recorder, video camera, or other means of aural or video reproduction may disrupt the effective and efficient administration of Board meetings; may cause undue anxiety to those persons in attendance; and may discourage public participation in the democratic process; thus making it necessary to adopt reasonable rules relating to the location of recording equipment and the manner in which the recording is conducted; and

**WHEREAS,** the Board of Aldermen finds it to be in the best interest of the public safety, health, and general welfare to adopt reasonable rules and regulations to maintain order and to regulate conduct at its meetings; and

**WHEREAS**, the Board of Aldermen is authorized to adopt such rules and regulations by virtue of Section 22.038 of the Texas Local Government Code and by section 551.023 of the Texas Government Code; and

**WHEREAS**, the Board of Aldermen has carefully reviewed the rules and regulations established by this Ordinance; and

**WHEREAS**, the Board of Aldermen has received public input by and through a public meeting at which the Ordinance was adopted; and

**WHEREAS**, the Board of Aldermen previously enacted Ordinance No. 2019.09A.01 on July 2, 2015; and

**WHEREAS**, the Board of Aldermen deems it in the best interest of the Village of Salado to amend Ordinance No. 2009.09A.01 in its entirety and for said Ordinance to be replaced in its entirety as follows:

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

**SECTION 1.** The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

**SECTION 2.** Ordinance No. 2014.09A is amended its entirety and shall read as provided in Exhibit "A" attached hereto and incorporated herein as if fully set forth for all purposes.

**SECTION 3.** That this Ordinance shall become effective after its passage.

**SECTION 4.** This Ordinance, upon its enactment and effective date, shall repeal all conflicting provisions that may be contained in other Village ordinances or regulations. Except to the extent they apply to obligations and violations arising prior to the enactment of this Ordinance.

**SECTION 5.** All rights and remedies of the Village are expressly saved as to any and all violations of the provisions of any previous ordinances which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 6.** In the event that any one or more of the sections, provisions, clauses, or words of this Ordinance or the application thereof to any situation or circumstance shall for any reason be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any other sections, provisions, clauses, or words of this Ordinance or the application thereof to any other situations or circumstance and it is intended that this Ordinance shall be severable and that

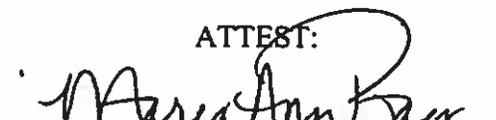
it shall be construed and applied as if such invalid or unconstitutional section, provision, clause, or word had not been included herein.

**SECTION 7.** That the meeting at which this Ordinance was enacted was open to the public as required by the Texas Open Meetings Act, and that notice of the time, place, and subject matter of the meeting was given as required by the Texas Open Meeting Act.

**PASSED AND APPROVED** this, the 16<sup>th</sup> day of July 2015, by a vote of 5 (ayes) to 0 (nays) and 0 (abstentions) of the Board of Aldermen of the Village of Salado, Texas.

**THE VILLAGE OF SALADO, TEXAS**

by:   
Skip Blancett, Mayor

ATTEST:  
  
Mary Ann Ray, Village Secretary

## **Exhibit A**

### **SECTION 1. FINDINGS OF FACT**

The Board of Aldermen hereby finds all of the above premises to be true and correct legislative and factual findings of the Village of Salado, and, so finding, the Board incorporates them into the body of this Ordinance as if copied in their entirety.

### **SECTION 2. PURPOSE**

This Ordinance is adopted so that the Board of Aldermen may promote the public health, safety, morals, and general welfare within the Village through the enactment of reasonable procedures and rules designed to facilitate the orderly and efficient conduct of Board of Aldermen meetings in a manner that promotes a positive Village image reflecting order, harmony, and pride, thereby strengthening the economic stability of the Village. By and through this Ordinance, the Board of Aldermen additionally seeks to establish fair, reasonable, and efficient guidelines for maintaining order and promoting effective public participation at Board of Aldermen meetings.

### **SECTION 3. DEFINITIONS**

#### **A. General**

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

#### **B. Specific Definitions**

1. "Board" means the Board of Aldermen (i.e., the governing body) of the Village of Salado, Texas.
2. "Board of Aldermen Meeting" means any public meeting held by the Board of Aldermen of the Village of Salado as authorized or required by the Texas Constitution and applicable state law.
3. "Board Room" means the meeting space designated for Board of Aldermen meetings located in Village Hall at 301 North Stagecoach Road, Salado, Texas 76571.
4. "Closed Meeting" means a meeting to which the public does not have access (i.e., executive session).

5. "Conduct" means an act or omission and its accompanying mental state.
6. "Deliberation" means a verbal exchange during a meeting by a quorum of the Board of Aldermen, or between a quorum of the Board of Alderman and another person, concerning a public issue within the jurisdiction of the Board of Aldermen.
7. "Designated Recording Area" means that area of the Board Room clearly marked as a space for all persons wishing to operate tape recorders, video cameras, or other means of aural or visual reproduction, within which such persons may operate such electronic recording devices during Board of Aldermen meetings.
8. "Electronically Record" means to capture aural or visual sounds and/or images through the use of a tape recorder video camera, or other means of aural or visual reproduction.
9. "Intentional" means the culpable mental state of "intent" as defined by Section 6.03 of the Texas Penal Code. A person acts intentionally, or with intent, with respect to the nature of his or her conduct or to a result of his or her conduct when it is his or her conscious objective or desire to engage in the conduct or cause the result.
10. "Meeting" means any official proceeding of the Board. This term includes, but is not limited to, all Regular, Special (i.e., "called"), Emergency, and Executive Session (i.e., "closed") meetings.
11. "Misdemeanor" means an offense so designated by law or punishable by fine, by confinement in jail, or by both fine and confinement in jail.
12. "Official Proceeding" means any type of administrative, executive, legislative, or judicial proceeding that may be conducted before a public servant.
13. "Official Tape Recording" means any audio recording made by the Village Secretary or other Village official or employee at the direction of the Board of Aldermen and as part of that Village official's or employee's official duties.
14. "Open" means the public is allowed to attend.
15. "Person" means a human individual.
16. "Public Servant" means a person elected, selected, appointed, employed, or otherwise designated as one of the following, even if that person has not yet qualified for office or assumed his or her duties:
  - a. An officer, employee, or agent of the Village;
  - b. An attorney-at-law or notary public when participating in the performance of a government function;

- c. A candidate for nomination or election to public office; or
  - d. A person who is performing a public function under a claim of right although he or she is not legally qualified to do so.
17. "Quorum" means a majority of the Board of Aldermen for regular meetings and two-thirds of the Aldermen for special meetings and/or meetings to consider the imposition of taxes.
18. "Recklessly" means the culpable mental state of "recklessness" as defined by Section 6.03 of the Texas Penal Code. A person acts recklessly, or is reckless, with respect to the circumstances surrounding his or her conduct or the result of his or her conduct when he or she is aware of but consciously disregards a substantial and unjustifiable risk that the circumstances exist or the result will occur. The risk must be of such a nature and degree that its disregard constitutes a gross deviation from the standard of care that an ordinary person would exercise under all the circumstances as viewed from the actor's standpoint.
19. "Unlawful" means criminal or tortious or both and includes what would be criminal or tortious but for a defense not amounting to justification or privilege.
20. "Use of a Tape Recorder, Video Camera, or Other Means of Aural or Visual Reproduction" means the use of any device used to capture and record and/or transmit and replay sounds and/or images. This term includes, but is not limited to, tape recorders, video cameras, digital cameras, web cameras, and live video streaming devices.
21. "Village" means the Village of Salado, a duly incorporated, Type A Texas Municipality located in Bell County.

#### **SECTION 4. GENERAL RULES OF PROCEDURE AT MEETINGS**

##### **A. Time and Place for Meetings**

1. The Board of Aldermen shall hold regular meetings on the first and third Thursday of each month at 6:30 p.m.
2. The Board of Aldermen may hold workshop meetings as needed.
3. When the day for any regular meeting falls on a legal holiday, the regularly scheduled meeting for such day shall be cancelled unless otherwise specified by the Board of Aldermen. At other times that the Mayor deems appropriate, he may cancel one or more regular meetings.

4. The Mayor may call a special meeting on his own motion or on the application of three Board members. Each member of the Board of Aldermen, the Village Secretary, and the Village Attorney must be notified of the special meeting.
5. Except as otherwise provided in this paragraph, the Board of Aldermen shall conduct all meetings in the Board Room, located at 301 North Stagecoach Road, Salado, Texas. However, the Board of Aldermen may from time to time elect to meet at other locations and, upon such election, shall give public notice of the change of location in accordance with State law. If, by reason of fire, flood, or other emergency, it is unsafe to meet in the Board Room for the duration of the emergency, the Board may hold its meetings at such other place as the Mayor may designate. In the Mayor's absence, the Mayor Pro-Tem may designate such change.
6. Meetings may be cancelled or recessed to the next business day with or without notice by the Mayor, a majority of the Board, or a majority of the members of the Board in attendance at the meeting.

#### **A. Agenda of Meetings**

1. The Village shall comply with all notice requirements of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.
2. The Mayor and/or the Village Secretary and/or the Village Administrator shall be responsible for preparing the agenda for Board meetings. The Mayor may determine which items to include on the agenda, provided that the Mayor shall include any item requested by at least two (2) Board members. Board members shall submit request to the Mayor and/or the Village Secretary at least seven (7) business days in advance of the day of the meeting.
3. A citizen may request inclusion of an item on the agenda by submitting a request in writing to the Mayor at least seven (7) business days in advance of the day of the meeting. The requested item may be included on the agenda at the Mayor's discretion.
4. Upon the motion of the Mayor or any Board member, the Board of Aldermen may elect to table or postpone an agenda item by an affirmative vote by a majority of Board members present at the meeting.
5. In compliance with the Texas Open Meetings Act, the Board shall not deliberate or vote on a matter not appearing on the agenda, except for purposes of presenting statements of current fact or policy or for determining whether the matter should appear on a future agenda.
6. When possible, proposed ordinances and resolutions will first be placed on the Workshop Agenda for discussion prior to being placed on the Regular Agenda for action.

7. Regular and Workshop meeting agendas shall be delivered to the Board of Aldermen in electronic format.

## **B. Ordinances in General**

1. The Village shall be responsible for adopting or amending any ordinance necessary for the health, safety, and welfare of its citizens, including but not limited to: any code of technical regulation; the establishment, alteration, or abolishment of any Village department(s), office(s), or agency(ies); provide for a fine or other penalty or establish a rule of regulation for violation of which a fine or other penalty is imposed; levy taxes; adopt or amend the annual budget; grant, renew, or extend a franchise; convey or lease, or authorize the conveyance or lease, of any lands of the Village; and amend or repair any ordinance previously adopted as provided by the Texas Local Government Code.
2. Every proposed ordinance shall be introduced in writing and be in the form required for final adoption, as well as in redlined form if amending an ordinance. Every proposed ordinance shall be placed on the Agenda of Meetings for the Village in compliance with the requirements of the Texas Open Meetings Act and contain the required publication pertinent to the type of ordinance proposed.
3. An ordinance may be introduced by any member of the Board of Aldermen at any regular or special meeting of the Aldermen, provided it has been properly placed as an agenda item.
4. The Alderman responsible for placement of the ordinance on the agenda, or having knowledge and information related to the ordinance, shall provide information and attachments for the Agenda Item Memorandum, present the ordinance, and address questions from other Aldermen and the public if necessary.
5. The ordinance shall be finally passed and adopted after the ordinance has been read at least one (1) time at any regular or special meeting of the Board of Aldermen, except for those instances in which additional readings are required by law.
6. Upon passage an adoption of an ordinance, as provided by this sub-section, the Village Secretary shall take necessary steps to finalize the implementation of the ordinance.

## **C. Public Participation**

1. In accordance with the terms of the Texas Open Meetings Act, Section 551 of the Texas Government Code, all meetings of the Board of Aldermen shall be open to the public unless the Board is in Executive Session or State law otherwise allows a meeting to be closed.

2. At the Board of Aldermen's discretion, a person may be permitted to address the Board concerning an item on the agenda or to present a subject for the Board's consideration during the Public Comment period in accordance with the provisions of this Ordinance.
3. Persons wishing to make public comments shall abide by the following rules.
  - a. Prior to the meeting, speakers who wish to address the Board of Aldermen should complete an *Opinion/Speaker Registration Form* and present it to the Village Secretary. Speakers shall indicate whether they wish to comment during the public comment portion of the meeting or when a specific agenda item is read. At his discretion, the Mayor may allow a citizen to address the Board and turn the *Opinion/Speaker Registration Form* in at the end of the meeting.
  - b. When recognized, the speaker should approach the podium, clearly state his/her name and address for the record, and identify any group represented, if applicable.
  - c. Only one person may address the Board at any one time.
  - d. Speakers should address all remarks to the Board as a whole, not to individual members.
  - e. Speakers should limit their presentations to no more than three (3) minutes each. There shall be no substitutions or pooling of speakers.
  - f. The Mayor or the Board may encourage speakers to not merely repeat views previously expressed by others.
  - g. Speakers must limit presentations to matters within the Village's subject matter jurisdiction.
4. If a person(s) requested an item to be placed on the agenda the following order of presentation will be followed:
  - a. Staff overview
  - b. Requestor overview (voluntary)
  - c. Public opportunity to provide commentary/ask questions
  - d. Final opportunity for requestor to re-address the Board addressing any comments or answering questions.

5. At any point during the meeting, the Board of Aldermen may opt to limit the number of speakers on a particular topic or topics not yet reached. All persons who complete an *Opinion/Speaker Registration Form*, whether or not allowed to speak, may submit written comments or exhibits to the Village Secretary for inclusion in the Record File Copy of the agenda.
6. Workshop Sessions are open to the public as mandated by the Open Meetings Act but are not participatory. The Board will discuss workshop agenda items but will not accept public comments or questions.

#### **D. Parliamentary Procedure**

The Board may by resolution adopt rules of parliamentary procedure.

#### **E. Presiding Officer**

The Presiding Officer of the Council is responsible for conducting the meeting. When present and participating, the Mayor shall serve as presiding officer. When the Mayor is not present, or if the Mayor abstains from participation on a matter, the Mayor Pro-Tem shall serve as the presiding officer. If neither the Mayor nor the Mayor Pro-Tem are able to serve, the remaining Board members may by majority vote designate a Member of the Board to preside over the meeting.

### **SECTION 5. DISRUPTIVE OR DISORDERLY CONDUCT**

#### **A. Hindering Proceedings by Disorderly Conduct**

1. No person shall intentionally hinder an official proceeding by noise or violent or tumultuous behavior or disturbance.
2. No person shall recklessly hinder an official proceeding by noise or violent or tumultuous behavior or disturbance and continue after explicit official request to desist.
3. The Mayor shall be responsible for ensuring orderly conduct.

#### **B. Disrupting a Meeting**

No person shall prevent or disrupt a meeting, or obstruct or interfere with a meeting, by physical action or verbal utterance.

## **SECTION 6. ATENDANCE**

### **A. Aldermen Attendance**

Three (3) consecutive absences from regular meetings (unless sick or excused in advance by the Mayor) will cause an automatic vacation of position on the Board of Aldermen.

## **SECTION 7. RECORDING OF MEETINGS**

### **A. Location of Recording Equipment**

1. The Board shall designate an area within the Board Room for the operation of tape recorders, video cameras, and other means of aural or visual reproduction. Operation of such equipment is limited to the designated recording area.
2. The designated recording area shall be indicated by means reasonably calculated to provide sufficient space for all persons wishing to operate a tape recorder, video camera, or other means of aural or visual reproduction to occupy the designated recording area with reasonable comfort and sufficiently near to the proceedings to facilitate adequate recordings.
3. No person shall operate a tape recorder, video camera, or other means or aural or visual reproduction within the Board Room outside of the designated recording area.
4. The provisions of this Section do not apply to the creation of an official tape recording of a Board of Aldermen meeting by a duly authorized Village official, nor do these provisions apply to duly authorized closed (i.e., "executive") sessions.

### **B. Recording of Individuals Outside of the Board Meeting**

1. Members of the news media and other interested persons may request personal interviews to be scheduled with Village Officials by calling (254) 947-5060.
2. As members of the governing body, the Mayor, Village Administrator, and members of the Board of Aldermen are the official spokespersons for the Village. The Mayor and Village Administrator shall be the first point of contact for the media. The Board of Aldermen may, at its discretion, appoint other individuals to represent and communicate the interests of the Village to the media and public at-large. If an Alderman performs an interview with the media, the Alderman shall inform the Mayor and Village Administrator so that other Aldermen may be made aware of the interview.

## **SECTION 8. INDIVIDUALS WITH DISABILITIES**

The Village of Salado seeks to ensure effective communication with members of the public who attend and participate in Board of Aldermen meetings. An individual who requires auxiliary aids and services or other accommodation should contact the Village Secretary with a request for such services. The Village encourages such individuals to submit request at least forty-eight (48) hours in advance of a meeting so that the Village may effectively address the individual's request.

## **SECTION 9. ENFORCEMENT**

### **A. Civil and Criminal Penalties**

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

### **B. Criminal Prosecution**

Any person violating any provision of this Ordinance shall, upon conviction, be fined a sum not exceeding five hundred dollars (\$500.00). Each instance that a provision of this Ordinance is violated shall constitute a separate offense. An offense under this Ordinance is a misdemeanor.

### **C. Civil Remedies**

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

1. Injunctive relief to prevent specific conduct that violates this Ordinance or to require specific conduct that is necessary for compliance with this Ordinance; and
2. A civil penalty up to one hundred dollars (\$100.00) when it is shown that the defendant was actually notified of the provisions of this Ordinance and after receiving notice committed acts in violation of this Ordinance or failed to take action necessary for compliance with this Ordinance; and
3. Other available relief.

### **D. Authority of Presiding Officer**

The Presiding Officer is hereby granted the authority to order any person be removed from the meeting or to take appropriate legal action against any person who violates any provision of this Ordinance.

## **SECTION 10. RELATION TO OTHER ORDINANCES**

This Ordinance shall not be construed to require or allow any act that is prohibited by any other ordinance. This Ordinance is specifically subordinate to any ordinance or regulations of the Village pertaining to building and construction safety or to pedestrian and traffic safety. Nothing in this Ordinance shall be construed to impose a duty not required by the Open Meetings Act or to relieve the Village of complying with the Open Meetings Act.

## **SECTION 11. SEVERABILITY**

It is hereby declared to be the intention of the Board of Aldermen that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance be severable; and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgement decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, and the remainder of this Ordinance shall be enforced as written.

# BOA Agenda Item Form



Date Submitted: May 15, 2018

Agenda Date Requested May 17, 2018

**Project/Proposal Title:** DISCUSS AND CONSIDER ACTION REGARDING A PROPOSED DESIGN FOR THE DECORATIVE STREET LIGHTS THAT WILL BE INSTALLED ON MAIN STREET AS PART OF THE MAIN STREET IMPROVEMENT PROJECT

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

The item was placed on the agenda to allow board members to discuss and consider action regarding a proposed design for the decorative street lights that will be installed on Main Street as part of the Texas Department of Transportation's ("TxDOT") *Main Street Improvement Project*.

After reviewing several potential street light designs provided by TxDOT, a project subcommittee, consisting of Main Street advocates Cathy Sands, Karen Hale and the Village Administrator, is recommending a traditional acorn style fixture provided with a decorative cast aluminum fitter, a polycarbonate or acrylic clear textured accord and a cast aluminum roof. The fixture would have LED light sources and roof mounted, downlighting optics (See Attachment). The fixture would be affixed to a black ornamental pole.

Project plans call for the decorative street lights to be installed on both sides of Main Street from Salado Plaza to Royal Street at intervals of 100 to 150 feet. In addition to the street lighting, TxDOT will be installing sidewalks, bike lanes and making drainage and parking improvements. Work on the project is expected to begin in January 2019 and take 12-18 months to complete.

The Village staff recommends approval of the street light design.



# BOA Agenda Item Form



Date Submitted: May 15, 2018

Agenda Date Requested May 17, 2018

**Project/Proposal Title:** CONSIDER ACTION ACCEPTING THE DONATION OF THREE (3) POLICE BIKES FROM THE UNIVERSITY OF MARY HARDIN-BAYLOR FOR USE BY THE SALADO POLICE DEPARTMENT

**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 action accepting the donation of three (3) specially equipped police bikes from the University of Mary Hardin-Baylor for use by the Salado Police Department.

The *Smith and Wesson* mountain bikes are three (3) years old. Each bike is equipped with lights and sirens and is valued at \$1,800.

The Salado Police Department plans to utilize the bikes to periodically patrol the streets and parks of Salado. Two (2) Salado Police officers are currently undergoing training on use of the bikes for law enforcement purposes.

The Village staff recommends board members accept the donation of the three (3) police bike from the University of Mary Hardin-Baylor.