

Village Board of Aldermen  
**Meeting Minutes**

Municipal Building  
Thursday, November 21, 2002  
6:30pm

Members present: Rick Ashe, Jackie Mills, Suzi Epps, Charlotte Douglass, Vic Means

Members Absent: Michael Cooper

Others Present: Dianna Zulauf - Village Secretary, April Allen – Tourism Director, Alan Rogers – Chief of Police, Tim Fleischer – Village Voice, Officer Cliff Brown, Citizens: Curt Strong, John Spinks – Boy Scout Troop 115

The Board of Aldermen meeting was called to order by Mayor Charlotte Douglass at 6:30PM. Quorum determined.

Alderman Means made a motion to approve the previous meeting minutes dated Nov. 7th. Motion was seconded by Alderman Ashe, motion carried unanimously.

**Resolutions and/or Proclamations:**

Mayor Douglass read a Thanksgiving Proclamation proclaiming November 28<sup>th</sup> as a special Thanksgiving Day in our Sesquicentennial year 2002.

Mayor Douglass also reminded the Board about the Community Thanksgiving Service on Sunday, November 23<sup>rd</sup> at 6PM at the First Baptist Church.

**Chief of Police Report:**

Chief Alan Rogers reported that his officers are now taking turns weekly being on-call. Bell County is suppose to be Salado's backup when Salado does not have an officer on duty, however, they have not been diligent in responding to calls in Salado. Chief Rogers explained that this could deplete his overtime budget money. On non-emergency calls officers could ask citizen to wait till the next scheduled shift to come out and take reports, but this could anger citizens. If Bell County not responding becomes a problem, Commissioner Tim Brown has offered to go to Sheriff Smith or go with us to the Sheriff to discuss matter.

**Tourism Director Report:**

Tourism Director April Allen reported that the tourism office, the SBA, and Mill Creek are working together on advertising in several magazines for 2003.

Director Allen reported on her recent attendance at a legislative update in Austin regarding tourism issues and discussed a few of those issues.

Director Allen has recently been elected to the Board of the Texas Brazos Heritage Trail organization.

**Unfinished Business:**

1. Hotel/Motel Budget Amendment

Alderman Epps presented an amended budget for Hotel/Motel and explained each amendment. \$20,000.00 was added to Design/Marketing to have trade show backboards made and printing materials to try and encourage meetings in Salado. \$3,000.00 added to Visitor Services to defray the trolley costs. \$4,000.00 added to Grants to cover costs of a new website for Salado.



\$15,450.00 added to Grants '01-'02 to cover grants from last year that did not get in by September 30<sup>th</sup> due to events being held late in the fiscal year, therefore, not having all the backup invoices to submit for grant money. Mayor Douglass presented Resolution No. 11 which implemented these budget changes. *Motion was made by Alderman Mills to accept and adopt Resolution No. 11. Motion was seconded by Alderman Means, motion carried unanimously.*

2. Conflict of Interest Policy

Mayor Douglass asked the Board for input and/or changes to the Conflict of Interest Policy that was handed out at the last Board meeting. No changes were suggested. *Motion was made by Alderman Means to accept and adopt the Conflict of Interest Policy as submitted before the Board. Motion was seconded by Alderman Ashe, motion carried unanimously.*

3. Parking Limits

Alderman Epps reported that the First Baptist Church has asked the Village to erect "No Parking" signs along Church Street by the Baptist Church. Alderman Epps and Chief Rogers have talked with Joe Czaus, manager of The Salado Mansion restaurant, and Frank Wallace with the Baptist Church and worked out a parking solution where the restaurants employees may park in the church's parking lot that is to be built in the near future directly behind the restaurant. Ordinance No. 2002.22, establishing certain parking restrictions along church street, was presented prohibiting parking along Church Street beginning at a point 280 feet south of the intersection of Church Street and Thomas Arnold and ending where Church Street turns east to Main Street. *Motion was made by Alderman Epps to adopt Ordinance No. 2002.22. Motion was seconded by Alderman Means, motion carried unanimously.*

4. Update on Zoning Ordinance

Alderman Means reported that the Steering Committee met last week and began going through the draft zoning ordinance provided by Dunkin, Sefko, & Assoc. The committee went page-to-page reviewing each sentence and making any changes necessary, completing nineteen pages. The committee has two more meetings currently scheduled, Dec. 4 and Dec. 11. Alderman Means asked Tim Fleischer to emphasize in his newspaper and encourage citizens to come and be a part of the zoning planning.

5. EMS Contract

Alderman Ashe reported that the garage for the ambulance is up and ready. We're still waiting on a signed contract from Scott & White, once that's back the EMT's can set up at the Municipal building.

6. Organization Chart

Mayor Douglass presented an administrative organizational chart drafted by herself required by the auditor. The chart was tabled for more review until next meeting.

7. Tourism Council Grant Approval

Alderman Epps presented to the Board a list of organizations that submitted a grant request, how much they asked for, and how much the tourism council believes they should get. *Motion was made by Alderman Epps to accept the tourism council's recommendations on the grants distribution. Motion was seconded by Alderman Ashe, motion carried unanimously.*

**New Business:**

1. Financials

Treasurer Eldon Miller reported on the financials for the month of October. Hotel/Motel income came in \$5,339.95 short of the budget, expenses came in \$32,827.00 short of the budget. Village general fund income came in \$2,315.00 over budget, expenses came in \$16,935.00 under budget. Treasurer Miller explained that the months of October and November will fluctuate and look off due to not all beginning year expenses coming in when predicted. Treasurer Miller also explained the TexPool investments.

2. Job Description – Village Secretary

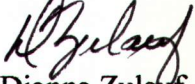
Mayor Douglass presented a job description for the Village Secretary position. Items were taken primarily out of the ordinance that established the position. Dianna Zulauf stated that she had a concern with item (d), take charge of and preserve the Village's official records. The official records are currently kept in regular filing cabinets and one small fire safe. It was requested of the Board to consider purchasing a fire retardant filing cabinet and media box. The Board accepted the job description as presented.

**Announcements:**

1. Next scheduled Board meeting is December 19, 2002. The first regularly scheduled meeting of December 5<sup>th</sup> is cancelled due to the Christmas Parade.

Meeting adjourned at 7:35PM

Respectfully submitted,

  
Dianna Zulauf  
Village Secretary

Charlotte Douglass  
Mayor

