

**Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
November 19, 2020 at 6:30 p.m.**

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

Brinn Serbanic gave the Invocation and Jacelyn Howard led the Pledge of Allegiance to the United States and Texas flags.

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Michael Coggin, Aldermen Rodney Bell, Amber Preston Dankert, and John Cole. Alderman Frank Coachman was absent.

Staff Present: Village Administrator Don Ferguson

Proclamations (This item was heard after Agenda Item 1.)

Mayor Blancett presented a proclamation to Dr. Jerry Herrick and Mrs. Elaine Herrick honoring them for their service to the community, notably the creation of Salado's community garden. Dr. Herrick and Mrs. Herrick thanked Mayor Blancett and recognized all the people who helped make the community garden a reality.

Mayor Blancett presented a proclamation to Eldon and LaNora Miller honoring them for their many years of service as election clerks/judges, their involvement in community service organizations, and their servant leadership.

1. Citizens Communications

Chelsea Ervi of 1426 Old Mill Road expressed concerns about increased vehicle traffic and speed, particularly in Mill Creek, and about upcoming discussion of use of surveillance video cameras that read license plate data. She cited the need to address speeding issues, but felt there are other more effective options than cameras and objected to tracking of movement around the Village.

2. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of November 5, 2020.
- B. Approval of the October 2020 Financial Statements for the Village of Salado.

Alderman Cole moved to approve the Consent Agenda Item 2A, as presented. Alderman Dankert seconded. Motion carried on a vote of 4-0. Alderman Bell moved to approve Consent Agenda Item 2B, as presented. Mayor Pro-tem Coggin seconded. Motion carried on a vote of 4-0.

3. Discuss and Consider Action on Election Related Matters

A. Canvass returns of the Village of Salado General Election of November 3, 2020. (*Village Administrator*)

Village Administrator Ferguson reviewed canvass materials distributed to Board members. He presented the following results to the Board:

MAYOR AND TWO ALDERMEN POSITIONS				
Candidate	Early Voting	Election Day	Absentee Votes	Total Votes
Michael Coggin (Mayor-unopposed)	1,138	101	62	1,301
Jason Howard (Alderman)	660	63	38	761
Donald Krause (Alderman)	414	38	23	475
Paul Cox (Alderman)	626	46	50	722

He stated that Aldermen-elect Jason Howard and Paul Cox received the highest number of votes for the two aldermen positions.

- B. Discuss and consider approval of an ordinance of the Village of Salado, Texas, declaring the canvass of the results of the November 3, 2020, 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 canvass results. Alderman Bell moved to approve the ordinance declaring the canvass of the results of the November 3, 2020 General Election, as presented. Alderman Dankert seconded. Motion carried on a vote of 4-0.

- C. Complete and issue Certificates of Election to the mayor-elect and aldermen-elect. (*Mayor Skip Blancett*)

Mayor Blancett issued Certificates of Election to Mayor-elect Michael Coggin and Aldermen-elect Jason Howard and Paul Cox.

- D. Administer the Oath of Office to Mayor-elect Michael Coggin. (*Judge Cliff Coleman*)

Judge Coleman administered the oath of office to Mayor-elect Michael Coggin, who assumed duties as mayor.

- E. Administer the Oath of Office to Alderman-elect Jason Howard. (*Judge Cliff Coleman*)

Judge Coleman administered the Oath of Office to Alderman-elect Jason Howard, who assumed duties as alderman.

- F. Administer the Oath of Office to Alderman-elect Paul Cox. (*Judge Cliff Coleman*)

Judge Coleman administered the Oath of Office to Alderman-elect Paul Cox, who assumed duties as alderman.

- G. Consider approval of a resolution of the Board of Aldermen of the Village of Salado, Texas, recognizing the public service rendered by Skip Blancett as Mayor for the Village of Salado, Texas, (*Mayor Michael Coggin*)

Mayor Coggin read the resolution and presented it to former Mayor Skip Blancett in recognition of his public service as the Village of Salado's mayor for the past 6 ½ years. Former Mayor Blancett thanked his wife, Gayle, Village Administrator Ferguson, past and present Board of Aldermen, and the people of Salado. He closed with inspirational comments and was presented with a certificate of appreciation for his service at Fort Hood from Lieutenant General Robert P. White and an award from the Village of Salado.

Alderman Bell moved to approve the resolution recognizing Skip Blancett's service on behalf of a grateful Village and Board of Aldermen. Alderman Dankert seconded. Motion carried on a vote of 5-0.

- H. Consider approval of an appointment of mayor pro tempore for a term ending May 2021. (*Mayor Michael Coggin*)

Mayor Coggin entertained nominations from the Board. Alderman Howard nominated Alderman Bell for the position of mayor pro tempore for a term ending May 2021. Alderman Cox seconded. Motion carried on a vote of 5-0.

4. Village Administrator Status Report

- Wastewater Project Update

Village Administrator Ferguson reported that nine property owners were sent final connection notices, with five of the nine beginning the connection process. He stated that to date none have completed connection and enforcement will continue unless connection takes place before final enforcement action. He said two of the nine unconnected property owners wish to use the Village's contractor and to enter into a reimbursement agreement for connection costs. He said enforcement includes a 30-day notice, with failure to connect resulting in the Village proceeding with connection and pursuing reimbursement for such connection from the property owner. He anticipated design work on future sewer extensions to be completed in December and beginning of construction in January.

- Main Street Improvement Project

Village Administrator Ferguson reported decorative streetlights are working as contractors finalize circuit work. He anticipated completion of railing installation by Monday in areas where cones are placed. He noted that contractors will be correcting certain driveways to improve drainage. He advised that proposals will be sought next week on the downtown landscape maintenance

contract. He reported that work is underway to repair lighting on the green bridge, including interim and permanent improvements.

- **Salado Stroll**

Village Administrator Ferguson reported Stroll will be taking place as in past years, except for the parade, which was cancelled. He advised the Chamber of Commerce will be providing portable toilets throughout the area. He said the Village will be providing additional law enforcement in high traffic areas. He noted weather is expected to be good and the Chamber of Commerce has approved the safety plan, including sanitization and face coverings for the event.

- **Sales Tax Collections**

Village Administrator Ferguson reported that the November 2020 sales tax check, representing September sales, totaled \$57,641, which was up about 35 percent from the same period last year. He advised that fiscal year-to-date collections totaled \$99,344, up about 24 percent from the same period last year. He noted that since the onset of the COVID-19 pandemic, sales tax collections are up 5 percent, compared to the same period last year. In addition, he provided an update on COVID-related statistics.

- **Boards and Commissions Update**

Village Administrator Ferguson reported on the number of vacancies on the Planning and Zoning Commission (4 regular members and 1 alternate member) and informing the public of the need for volunteers and the application process. He advised that there are 3 vacancies on the Economic Development Advisory Board. He said that the Board will be considering a proposal to make all Pace Park Advisory Board positions at-large.

- **KTMPO Projects**

Village Administrator Ferguson reported on the submission of the following projects to KTMPO: West Side Mobility Project for sidewalks on Williams Road, West Village Road, Thomas Arnold Road, and Salado Plaza Road; Salado Creek Crossing Project to construct a stepping stone path across Salado Creek connecting Pace Park to Royal Street; and the Royal Street Improvement Project for reconstruction of Royal Street from Main Street to the city limits. He anticipated the ranking process to take a couple of months and noted heavy competition for funding.

Discussion addressed enforcement of the Village's wastewater system connection requirement; wastewater service extension agreements; Main Street lighting and landscape maintenance by Village contractors; plans to place flag holders on every other light pole and associated expenses; and Main Street parking education efforts.

5. Public Hearing

Hold a public hearing on the proposed voluntary annexation of 86.678 acres located at the southwest corner of the intersection of Williams Road and West Village Road in Bell County, Texas. (*Village Administrator*)

Village Administrator Ferguson explained this voluntary annexation is part of the development agreement with Quadruple Bogey Development, which was approved by the Board in August. He said the tract is across from the new junior high school and will eventually contain 171 single family homes and about 15 acres of commercial development. He explained statutory annexation procedures, including public notices/comments, municipal services agreement, provision of specific services, and streets/park/lighting maintenance responsibilities.

Mayor Coggin asked about the public hearing process and Village Administrator Ferguson noted recent changes in State law requiring only one public hearing rather than two hearings. He advised notice of tonight's public hearing was also published in the local newspaper, with no comments received to date.

Mayor Coggin opened the public hearing and called for speakers. Hearing no comments, Mayor Coggin closed the public hearing.

6. Ordinance

Consider approval of an ordinance of the Village of Salado, Texas to annex under Chapter 43 of the Texas Local Government Code, 86.678 acres located at the southwest corner of the intersection of Williams Road and West Village Road owned by Quadruple Bogey Development, Inc., as further described in Exhibit A, in Bell County, Texas, lying adjacent and contiguous to the present corporate limits of the Village of Salado in the Village's extraterritorial jurisdiction in Bell County, into the incorporated municipal boundaries of the Village of Salado, Texas including the following: findings of fact; effective date; repealer; severability; and proper notice and meeting. (*Village Administrator*)

Village Administrator Ferguson recommended approval of the ordinance. Alderman Cole expressed concerns about this development and two others that may tax our police department. Village Administrator Ferguson stated there is not a demand for more officers at this time, but there will be monitoring and planning for future staffing. Mayor Pro-tem Bell understood Alderman Cole's concerns and felt that tax revenue from the new developments, except for the Sanctuary, should help support the increased cost of providing services. Alderman Dankert expressed wastewater capacity concerns and the need to expand the existing system due to new developments connecting to the system. Village Administrator Ferguson noted that the current system was constructed to minimize the cost of expanding and explained the monitoring of certain thresholds that trigger the need to expand the system.

Alderman Cole moved to approve the ordinance, as presented. Alderman Howard seconded. Motion carried on a vote of 5-0.

7. Resolution

Consider approval of a resolution approving two contracts regarding the Stagecoach Inn, those being an *Amended and Restated Master Development Agreement* with Stagecoach 1943, LP, and an affiliated *Lease Agreement* for a 2.092 acre parcel, both involving economic development incentives for the hotel redevelopment and mixed-use development of the eight-acre parcel located at 416 S. Main Street, Salado, Texas. (Bell County Appraisal District Tracts 109869 & 109870). (*Village Administrator*)

Village Administrator Ferguson advised that Stagecoach 1943, LP representatives have requested to continue this item until February 2021. No action was taken.

8. Discussion and Possible Action

- A. Discuss and consider possible action regarding a proposed concept plan and a requested waiver for the Hall Subdivision, an approximately 7.3 acre, six (6) lot commercial subdivision located at 5398 FM 2484 in the Village of Salado's extraterritorial jurisdiction. (*Village Administrator*)

Village Administrator Ferguson stated the proposed concept plan is for a commercial development that complies with all requirements of the Village's Subdivision Ordinance, except for the requirement that all non-residential developments have at minimum five (5) foot wide sidewalks along both sides of streets. He advised the applicants are seeking a waiver from the sidewalk requirement because there are no existing sidewalks in the area of the proposed subdivision. He noted that on November 10th, the Planning and Zoning Commission recommended approval of the concept plan and requested sidewalk waiver on a 3-1 vote. Village Administrator Ferguson said as roads are likely to be widened in the future and noted that sidewalks are meant to provide mobility and connectivity within the development, not just with adjacent properties. He explained specifics of the street layout and property lines that may work with sidewalks on one side of the street, but not both sides.

Mayor Coggin invited Justin Fuller of Clark Fuller Engineering to speak. Mr. Fuller said the owners are planning a six-lot commercial development of offices and warehouses. He said it was not planned for commercial retail or restaurants, so not a lot of foot traffic is anticipated. He requested a waiver for both sides of the street and felt that as a compromise waiving the requirement for the west side would help address certain construction challenges in building a sidewalk there. Discussion addressed the commercial nature of the development, compliance with all ADA accessibility requirements, size of lots (ranging from .69 acre to 1.6 acre), possible future uses and lack of zoning regulations in the extraterritorial jurisdiction. There was brief discussion of Planning and Zoning's recommendation to approve the concept plan and waiver.

Alderman Cole moved to approve the concept plan with the modification to deny the waiver for the sidewalk requirement on both sides of the street, and to require a sidewalk on the east (building) side of the development. Alderman Howard seconded. Alderman Dankert questioned the need for sidewalks in that area and Alderman Howard said there may be a need in the future should uses change in the subdivision.

Mayor Coggin called for a vote as follows: Alderman Cole, aye; Alderman Howard, aye; Alderman Bell, aye; Alderman Cox, nay; and Alderman Dankert, nay. Motion carried on a vote of 3-2.

- B. Discuss and consider possible action regarding a proposed interlocal agreement with Bell County regarding animal control services. (*Village Administrator*)

Village Administrator Ferguson explained key provisions of the proposed agreement as an interim solution to deal with animal control issues, however, he felt that a flat fee agreement might be a better long-term option for the Village to pursue with Bell County Commissioners Court.

Discussion addressed the Village's cost of \$60 per animal surrendered to the shelter in Belton, amount budgeted annually for animal control, existing animal control policies, future handling of wildlife calls, defining "vicious" animals, and the City of Belton's flat fee agreement with Bell County.

Alderman Bell moved to approve the interlocal agreement on an interim basis for a duration of six (6) months with Bell County for animal control services, as presented, with the understanding that Village Administrator Ferguson will continue to pursue negotiations with Bell County to enter into a flat fee agreement. Alderman Cole seconded. Motion carried on a vote of 5-0.

- C. Discuss and consider possible action regarding the selection of a location in downtown Salado for the Village of Salado's new restroom trailer. (*Village Administrator*)

Village Administrator Ferguson advised the restroom trailer will arrive in about two weeks and asked for Board input on possible locations for the trailer. He said possible interim locations include the Salado Civic Center (as a central location and inducement to use Civic Center parking), one block off Main Street (Baptist Church property formerly used as construction materials storage), and behind 21 Main. He said the trailer needs to be in close proximity to sewer lines and be in a visible, lighted location.

Discussion addressed the Civic Center as a possible location, certain businesses that open their restrooms to the public, placement in highest traffic area, visibility and accessibility, gravel parking lot on south side of the Tyler House across from First Baptist Church, and locating trailer near the Royal Street lift station. Village Administrator Ferguson and Mayor Coggin agreed to further explore options discussed and to revisit this issue at the Board's first December meeting.

Alderman Cole moved to continue this item until the Board's meeting on December 3, 2020 to allow for further research on possible locations to be presented to the Board in a map format. Alderman Cox seconded. Motion carried on a vote of 5-0.

- D. Discuss and consider possible action setting the date, time, and place for a Board of Aldermen workshop. (*Mayor Michael Coggin*)

Mayor Coggin requested a workshop on specific areas such as law enforcement, fiscal matters, roads, sewer system, and development activity to be assigned to individual aldermen, who would

work with Village Administrator Ferguson. Discussion favored holding a special meeting, possibly on December 1, 2020 at 5:30 p.m. Mayor Coggin reminded that the special meeting is open to the public.

- E. Discuss and consider possible action designating signatories for the Village of Salado's bank accounts. (*Village Administrator*)

Village Administrator Ferguson explained that with the new Board in place there is a need to designate signatories.

Alderman Dankert moved to designate Mayor Coggin, Mayor Pro-tem Bell, and Alderman Howard as signatories for the Village of Salado's bank accounts. Alderman Cole seconded. Motion carried on a vote of 4-0, with Alderman Howard abstaining.

9. Workshop

Hold a workshop regarding a proposed program relating to the installation of video security cameras at certain locations within the corporate limits of Salado to assist the Salado Police Department. (*Village Administrator & Police Chief; as this is a workshop item, no action will be taken*)

Village Administrator Ferguson reviewed prior discussion of this item and provided detailed information on the cameras, their intended use, limited time of data storage, security procedures, and purchase/lease agreement with vendor Flock Safety. He introduced Flock Safety representative Alysha Stanton, who spoke on her company's history and product development to help law enforcement investigate criminal activity. She stated cameras are solar-powered and cloud-stored data can be accessed from a web browser. She said privacy and security are taken seriously and noted that data is stored for 30 days on secure servers before permanent deletion and focused on the license plate information. She noted that installation, maintenance, training, and support will be provided.

Police Chief Pat Boone spoke of his familiarity with this camera system and their effectiveness. He noted other jurisdictions that use such cameras and said that they would have been valuable in preventing crimes such as vehicle burglaries in Salado. He detailed specific features and noted security policies for use of the system.

Discussion addressed criteria for determining effectiveness of the cameras; data read from license plate information; integration with TCIC; amber/silver alert notifications; placement/setup of cameras; \$250 fee to move camera locations; plans to upgrade to 5G versus LTE; 8-week installation timeframe; 30-day demonstration period; "big brother" concerns addressed through monitoring and reporting; indemnification clause in agreement; initial/ongoing costs; history of price increases and possible lock-in of pricing for a 5-year period; 5-camera minimum for pilot program; infrared/motion-activated cameras; high quality images/capture rate; use of signage that cameras are in use; higher cost for mobile (in-vehicle) cameras; and examples of how data can be used for criminal investigations. Mayor Coggin directed Village Administrator Ferguson to pursue

moving forward with agreement negotiation and developing policies for the Board to consider at a future date.

Adjournment

Alderman Howard moved to adjourn. Mayor Coggin called the meeting adjourned at 9:43 p.m.

Recorded by:

Don Ferguson

These minutes approved on the 3rd of December, 2020.

APPROVED:



Michael Coggin, Mayor

ATTEST:


Cara McPartland, City Secretary