

**Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
November 21, 2019 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 Frank Coachman, and Aldermen Rodney Bell and Michael Coggin. Aldermen John Cole and Amber Preston Dankert were absent.

Salado High School Representative: Averie Piatt

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

1. Citizens Communications

Darlene Walsh of 1001 Mill Creek Drive spoke on the Village's possible ownership of Main Street and suggested requiring that TxDOT give the Village a completed, engineered, and approved plan for replacement of the Main Street Bridge that would meet all current federal and state requirements, including cost estimates and what properties the Village might have to buy out and what streets might have to be closed or rearranged. She said that having such a plan provided by TxDOT would save the Village \$500,000 to \$1,000,000.

2. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of November 7, 2019.
- B. Approval of minutes of the Special Board of Aldermen meeting of November 7, 2019.
- C. Approval of the October 2019 Financial Statements for the Village of Salado.

Mayor Pro-tem Coachman moved to approve the Consent Agenda, as presented. Alderman Bell seconded. Motion carried on a vote of 3-0.

3. Village Administrator's Report

- Wastewater Project Update

Village Administrator Ferguson reported that approximately 55 percent of properties in the initial service area have connected or are in the process of connection; wastewater impact fee refund checks totaling approximately \$196,00 were mailed this week; and letters were sent out last week to owners of unconnected properties in the initial service area advising of the new February 29, 2020 connection deadline. He said there had been a wastewater spill at the Main Street/Royal

Street intersection due to a grease plug in the old Stagecoach plant connection line. He provided details on resolving connection issues with the business property's owner to ensure all lines are connected to the new system. He stressed that no sewage entered the creek as a result of the spill.

- Gateway Signage Lighting Improvements

This item was heard after the Status Report on Park Land Dedication Ordinance Update.

Village Administrator Ferguson reported that solar panel controllers have been delivered and installation is anticipated to begin on Monday, November 25, 2019.

- Salado Christmas Stroll

This item was heard after the Status Report on the Main Street Improvement Project.

Village Administrator Ferguson reported on Stroll/Parade dates and advised the Village has purchased lights for the Main Street Bridge and community Christmas trees. He said staff is working with the Stroll Committee on possible placement of wreaths on the gateway signs. He noted that the Village will be providing event security, portable lighting for key crossings, and three multi-passenger golf cart trolleys to shuttle Stroll visitors.

- Park Land Dedication Ordinance Update

Village Administrator Ferguson reported the Planning and Zoning Commission is scheduled to consider a recommendation on a draft ordinance that changes certain park land dedication requirements, including an increased payment in lieu of dedication fee, a new park land development fee, and applicability of significantly increased park land development fees to different-sized subdivisions.

- Main Street Improvement Project

This item was heard after the Status Report on Wastewater Project Update.

Village Administrator Ferguson reported that installation of drainage system improvements continues and noted some delays, as the contractor is awaiting elevation data from TxDOT needed for the first run of sidewalks south of the Salado Creek Bridge. He advised that Rock Creek crossing replacement is on schedule for January and noted certain road closures/detours. He stated that contractors will not be on site during Christmas Stroll and Stroll Parade.

In addition, Village Administrator Ferguson reported there were seven vehicle burglaries and one vehicle theft this week. He reported that one vehicle stolen from a Killeen location was recovered in Salado. He stressed the importance of residents reporting any suspicious activity and keeping their vehicles and doors locked and valuables hidden. He also reported on an informational meeting held last night at the Municipal Building to educate Salado Creek property owners about new regulations for work in and around the Creek, specifically the dredging of materials. He advised that under the new State legislation, a sand and gravel permit is still required, but the

offense would now be charged as a Class B arrestable misdemeanor, rather than as a Class C fine-only misdemeanor.

Discussion addressed plumbing connections made by a business owner that contributed to the aforementioned sewage spill; efforts to properly connect the subject business to the new system; specific pothole repair needed on Main Street; volunteer golf cart/trolley drivers (valid driver's license required); possibility of mandating park land dedication (as opposed to payment in lieu of dedication); development of public/private park at developer's cost; and planned detour(s) associated with the Main Street Improvement Project.

4. Discussion and Possible Action

- A. Discuss and consider possible action regarding the construction plat and final plat for the Callie Christina Estates Subdivision located off Stinnett Mill Road in Bell County, Texas, along with a variance request relating to street design requirements. (*Village Administrator*)

Village Administrator Ferguson presented details of the 11-lot residential development, totaling 7.635 acres, located within the Village's ETJ. He said the plats submitted comply with all provisions of the Village's Subdivision Ordinance, with the exception of minimum street design requirements for a local street. He said the applicant, Alan Sandor, is seeking a variance to allow for 22 feet versus the required 28 feet street width and bar ditches versus the required curb and gutter, as the applicant feels the Village's street design standards would be overly burdensome for a rural, limited lot subdivision. It was noted that Bell County has approved the subdivision plats and would be maintaining the roadway and bar ditches. He advised that staff concurs with the Planning and Zoning Commission's unanimous recommendation at its November 12, 2019 meeting to approve the plats and requested variance to street design requirements.

Discussion among the Board, Village Administrator Ferguson, and the applicant included the development's topography and associated drainage mitigation; adequate turn radius for emergency vehicles, as Village right-of-way standards were met; average lot size; use of community mail boxes versus individual mail boxes; and minimum home square footages.

Alderman Coggin moved to approve the construction plat and final plat for the Callie Christina Estates Subdivision located off Stinnett Mill Road in Bell County, Texas, along with a variance request relating to street design requirements, as presented. Mayor Pro-tem Coachman seconded. Motion carried on a vote of 3-0.

- B. Discuss and consider possible action regarding proposed amendments to the Village of Salado's various contracts with Kasberg, Patrick & Associates, LP relating to wastewater project engineering services. (*Village Administrator*)

Village Administrator Ferguson highlighted the following amendments, as part of the project's final close-out:

1. Contract dated August 19, 2015 (*Wastewater System Improvements*): Add costs for plan review by HDR, technical support for required biological assessment, renewal of TxDOT permits, collection system bid break-out, redesign of Church Street due to unforeseen utility conflicts, Main Street sleeve location and additional construction coordination meetings; delete project on-site representation and select material testing. **Net deduct of \$66,054.**
2. Contract dated November 5, 2015 (*WWTP Phase 1 Basis of Design*): Add cost of Royal Street WW line redesign to avoid conflict with Salado WSC lines, delete cost of on-site representation for Royal Street WW improvements. **Net deduct of \$26,795.**
3. Contract dated May 5, 2016 (*WWTP & Effluent Pump Station & Pipeline*): Add cost for additional material testing. **Net add of \$1,200.76.**

He recommended approval of these amendments that will result in a net reduction of approximately \$91,000 in the total project cost.

Alderman Bell moved to approve the amendments to the Village of Salado's various contracts with Kasberg, Patrick & Associates, LP relating to wastewater project engineering services, as presented. Alderman Coggin seconded. Motion carried on a vote of 3-0.

- C. Discuss and consider possible action providing direction to the Village Administrator relating to the capacity reservation procedure for vacant lots located in the initial service area for the Salado Wastewater System. (*Village Administrator*)

Due to the Board's recent decision to extend the connection deadline until February 29, 2020, Village Administrator Ferguson requested direction on whether the Board also wishes to extend the deadline to reserve capacity. He explained that the current \$750 reservation fee allows vacant lot owners in the initial service area to reserve capacity in the system for up to two (2) years. Discussion addressed inability to extend reservation beyond two years per current procedure; small number of interested property owners; flat \$750 reservation fee regardless of number of assigned LUE(s); applicability of capacity reservation to existing vacant lots in the initial service area; transferability of reservation if property ownership changes; and delaying any action on this item until there is a full membership of the Board of Aldermen present.

Alderman Bell moved to continue this item until the Board's next meeting in December. Mayor Pro-tem Coachman seconded. Motion carried on a vote of 3-0.

- D. Discuss and consider possible action rescheduling the December 5, 2019 Regular meeting of the Salado Board of Aldermen. (*Village Administrator*)

Village Administrator Ferguson explained the Board's Regular meeting date of December 5, 2019 conflicts with the Salado Christmas Stroll Parade and asked if the Board wishes to reschedule to a different date. Discussion favored a Special meeting on December 3, 2019 at 6:30 p.m., with the understanding that this would be the only Board of Aldermen meeting during the month of December, barring the need for any Special meetings.

Mayor Pro-tem Coachman moved to reschedule the December 5, 2019 Regular meeting of the Salado Board of Aldermen to December 3, 2019 at 6:30 p.m. Alderman Bell seconded. Motion carried on a vote of 3-0.

5. Workshop

Discuss and consider issues relating to potential changes in ownership of Main Street in Salado, Texas. (*Village Administrator*)

Village Administrator Ferguson reviewed previous discussions, including past and current TxDOT positions on discontinuing responsibility for maintenance of roadways within city limits. He expressed concerns regarding possible maintenance costs, particularly those associated with the Main Street Bridge. He spoke of discussions with TxDOT regarding possible funding through its off-system bridge replacement program, provided the bridge meets certain traffic/vehicle loading requirements. He noted that this program typically requires the local governmental entity to cover 10 percent of costs, with TxDOT funds covering 90 percent. If the bridge were replaced, he advised that it would have to meet current design/floodplain standards and be elevated, which would change the appearance and character of the bridge. Although the bridge is about 100 years old, he said it is more likely the bridge would fail due to a flood event, rather than structural failure. As the flood scenario is more likely, FEMA and the Village's road and bridge insurance may be considered a source of funding to help mitigate any matching costs. Despite these bridge-related concerns, he said there can be benefits to the Village in terms of planning long-term development. Other concerns were noted relating to uncertainty regarding TxDOT's handling of right-of-way issues and long-term maintenance costs of Main Street. He said that if TxDOT were agreeable to complete an overlay of Main Street before ownership changes, the Village would have approximately 5 to 7 years to seed a maintenance fund.

Discussion addressed the possibility of TxDOT doing more than one overlay; TxDOT's funding allocations and prioritization; presentation of pros/cons of the Village taking ownership of Main Street; challenges in funding ongoing maintenance; bridge accessibility; alternate funding sources; written confirmation of off-system program qualification; rationale for Village ownership of Main Street, including Village control over traffic sign/signal placement.

Adjournment

Alderman Coggin moved to adjourn. Alderman Bell seconded. Mayor Blancett called the meeting adjourned at 7:40 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 3rd of December, 2019.

APPROVED:


Skip Blawett, Mayor

ATTEST:


Cara McPartland, City Secretary

