

**Village of Salado**  
**Salado Municipal Building**  
**301 North Stagecoach Road**  
**Salado, Texas**  
**Minutes of Regular Meeting of Board of Aldermen**  
**September 1, 2022 at 6:30 p.m.**

The Board of Aldermen meeting was called to order at 6:30 p.m. by Mayor Michael Coggin. *The meeting was conducted in person and using videoconferencing. Public participation was available via videoconference.*

Mayor Coggin gave the Invocation and the Board of Aldermen led the Pledge of Allegiance to the United States and Texas flags.

Board Members Present: Mayor Michael Coggin, Mayor Pro-tem Rodney Bell, Aldermen John Cole, Paul Cox, and D. Jasen Graham attended in person. Alderman Jason Howard attended via videoconference.

Staff Present: Village Administrator Don Ferguson, Assistant Village Administrator Stacey Ybarra, City Secretary Cara McPartland, and Police Chief Gary McHone

**1. Citizens Communications**

No citizen comments were heard.

**2. Consent Agenda**

- A. Approval of minutes of the Regular Board of Aldermen meeting of August 18, 2022.
- B. Approval of the appointment of Marcia Costa to the Village of Salado Parks Advisory Board.

Village Administrator Ferguson requested the Board continue Consent Agenda Item 2B. Alderman Graham moved to approve the Consent Agenda, excluding Item 2B, as presented. Alderman Howard seconded. Motion carried on a vote of 5-0.

**3. Discuss and Consider Possible Action Regarding any Item Removed from the Consent Agenda**

As previously stated, Consent Agenda Item 2B was continued for future consideration.

**4. Status Reports**

- A. Village Administrator's Status Report
  - Rezoning of Certain Sanctuary Properties

Village Administrator Ferguson reported the Village has initiated a zoning case to rezone 57.985 acres near the southeast corner of FM 2268 and IH-35 from Planned Development District (PDD-C) to Agriculture (A). He advised public hearings on the rezoning case will be held on September 13, 2022 by the Planning & Zoning Commission and on September 15, 2022 by the Board of Aldermen. He noted the Future Land Use Plan in the Comprehensive Plan will be amended to reflect the zoning change for the subject property, if approved.

- Historic Overlay District Development

Village Administrator Ferguson reported the task force has met two times and reached consensus on the purpose and regulatory sections of a proposed Historic Overlay District ordinance. He noted that the task force plans to discuss finalization of a boundary map and allowable land uses at next week's meeting and anticipated a task force recommendation by the end of September.

- Street Improvements

Village Administrator Ferguson reported the contractor has been given authorization to proceed with Bluff Circle improvements, which were delayed due to recent rain. He advised a contractor has been secured to repair the saw teeth on the South Ridge low water crossing. He noted design work is underway on the Royal Street Improvement Project and discussions are ongoing with TxDOT and KTMPO regarding updated costs and a potential funding shortfall, as materials costs have increased significantly. He said meetings with several Royal Street property owners were held with Mayor Coggin and valuable input was received, including a consensus that summer is the preferred timeframe for the project. He stated the developer has completed installation of pavers at the entrance to the Sanctuary residential area off of Royal Street.

Discussion addressed the Village's 20 percent match requirement for Royal Street improvements grant funding and timing of project letting; anticipated resolution and advance funding agreement for future Board consideration; advance public notification of South Ridge low water crossing closures during saw teeth repair; and lack of development activity on the area of Sanctuary property that is proposed to be rezoned.

#### B. Salado Police Chief Status Report

- School Safety

No report was heard.

- Calls for Service

Police Chief Gary McHone presented the following statistics for August: calls for service (512); number of offense reports (19); number of supplemental reports (14); number of crash reports (5); number of warrants obtained (2); other agency assists (4); number of citations issued (24); number of warnings issued (139); number of arrests (3); 1 grand jury referral; and average response times.

- License Plate Reader Program Update

Chief McHone presented August statistics on the number of license plate images captured (158,117); number of deleted license plates (141,556); license plate images retained for investigative purposes (3); system alerts (22); average system notification time for alert (3-4 minutes); number of times system used for criminal investigative purposes (10); number of times system accessed by SPD (10); number of times system accessed for SPD administrative use (9); and number of house watches/security checks conducted by patrol officers (36).

- Citizens on Patrol Program (COP) Update

Chief McHone reported that COP volunteers found 5 open doors for August and are updating the business contacts list.

Discussion clarified priority classifications for various types of service calls and addressed positive feedback received on Salado PD's interactions with SISD students.

#### C. Salado Fire Chief Status Report

- Calls for Service

Fire Chief Jim Franz was not in attendance at tonight's meeting.

#### D. Tourism Director's Report

- Salado Marketing Activities
- Visitors Center Activities
- Upcoming Events

Tourism Director Andrea Howard was not in attendance at tonight's meeting.

### 5. Public Hearing

Hold a public hearing regarding the Proposed Fiscal Year 2023 Operating Budget for the Village of Salado, Texas. (*Village Administrator*)

Village Administrator Ferguson presented details on the proposed budget, including the General Fund; Hotel Motel Tax Fund (funded solely with Hotel Occupancy Tax revenue); Wastewater Operating Fund (funded solely with wastewater fee revenue); Interest & Sinking (or "Debt Service") Fund used to pay the Village's wastewater debt; and increased revenues generally. He highlighted specific expenditures related to: 3 percent pay adjustment for all employees, except for a 10 percent market adjustment for the public works foreman; 2 additional School Resource Officers and patrol vehicles; improvements to Salado School Road, Center Circle, Pace Park Pavilion, and Sirena parking lot lighting; increased tree maintenance; first-year contribution as part of a regional effort toward the development of a Habitat Conservation Plan; breakdown of anticipated General Fund revenue sources, including sales/property/mixed beverage tax revenue

and certain permitting fees; breakdown of General Fund expenditures, including personnel, wastewater maintenance and operations (with no rate increases proposed or General Fund subsidization), and debt service payment; increased marketing expenditures to be paid from HOT revenue; refinanced wastewater debt reducing debt service tax rate; ad valorem tax rates; proposed reduction in debt tax rate from 0.2644 (per \$100 valuation) to 0.2244 and examples of tax bills based on various appraised values. Mayor Coggin referenced previously presented charts and noted that revenues are up and taxes are down. In response to Mayor Pro-tem Bell, Village Administrator Ferguson stated that tonight's public hearing is on the proposed budget, not the tax rate, as the tax rate public hearing is scheduled for next Thursday, September 8, 2022.

Mayor Coggin opened the public hearing at 7:06 p.m.

Linda Reynolds of 1110 Mill Creek Drive spoke on the proposed rezoning of approximately 58 acres of Sanctuary property and expressed concerns regarding loss of tax revenue and effect on the Village's budget. She asked for a comparison of what Sanctuary would pay in taxes under existing and proposed zoning. She was in favor of anything that could cut taxes and restated her concerns regarding loss of tax revenue to the Village, Bell County, and Salado ISD.

Tim Fleischer of 912 Cedar Park Circle expressed concerns regarding various exemptions that he said have a tremendous impact on the Village's revenue. He stated approximately 75 percent of the value of taxable property in Salado is residential and 25 percent or so is commercial, which receives no exemptions whatsoever. He said the Village has the most generous exemptions and freezes of any municipality in Bell County and cited exemption percentages. He favored revisiting exemptions that if changed, would not affect properties currently claiming exemptions or freezes. He stated such a change could be made that would only affect properties sold to new people coming into the Village and said those properties that are frozen would be unaffected. He asked the Board to examine the Village's generous exemptions as he felt they cripple the Village's ability to maintain our streets. He said the \$200,000 allocated to streets is not going to be sustainable. He also expressed concerns regarding sales tax revenue projections, which he said are not realistic in the next year, as he felt the nation is in a recession. He said Salado feels recessions more than others due to its reliance on tourism.

Hearing no further comments, Mayor Coggin closed the public hearing at 7:13 p.m.

## **6. Discussion and Possible Action**

- A. Discuss and consider possible action regarding a request to sell and serve beer and wine at the Sirena's Creekside Carnival at Pace Park in October 2022. (*Village Administrator*)

Village Administrator Ferguson advised that organizers have requested to sell and serve beer and wine at the event, which was not part of the original event plans previously approved by the Board. He said organizers will adhere to all alcohol/insurance requirements and staff has no issue with this request. Event organizer Amber Dankert, speaking via phone conference, added that 50 percent of all proceeds will go directly toward the all-abilities playground. She also noted that Chupacabra owners have offered to donate 50 percent of their profits.

Alderman Cole asked for the number of children projected to attend this event. Ms. Dankert replied this is a family event, not an alcohol-based event and cited family-friendly activities for children, which she felt will likely outnumber adults. Alderman Cole asked if it would be detrimental to the event if alcohol was not offered. Ms. Dankert felt that alcohol sales would monetarily benefit the event, as people may go off-site and not return to the event, but she did not think the event would fail due to lack of alcohol sales.

Alderman Cole moved to approve the request to sell and serve beer and wine at Sirena's Creekside Carnival, as presented. Alderman Cox seconded. Motion carried on a vote of 3-1-1, with Aldermen Cole, Cox, and Graham voting in favor, Mayor Pro-tem Bell voting against, and Alderman Howard abstaining.

- B. Discuss and consider possible action regarding a proposed concept plan and requested variances for Bar V Bar Ranch, a 432.53-acre residential development located near the intersection of FM 2484 and Crows Ranch Road in the E-T-J of the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson reviewed concept plan procedures and the subject property's location, 3-phase residential development, minimum lot size (at least one acre), amount of acreage set aside for commercial use, and dedicated parkland. He advised the concept plan includes a trail system, sidewalks, water service from Salado Water Supply Corporation, and wastewater service provided by on-site septic facilities. He noted the developer is seeking variances from the Village's access and block length requirements, which are more applicable to urban subdivisions. He noted that the developer has proposed a turnaround and wider roads to help mitigate the requested variances. He advised the Planning & Zoning Commission voted to recommend approval, including a condition regarding the aforementioned traffic-calming turnaround on the long entry street to the subdivision. Village Administrator Ferguson reminded that the developers would have to comply with TxDOT access standards on FM 2484, such as sight distance and acceleration/deceleration lanes. He said the applicant is in discussions about dedication of additional right-of-way in the Crows Ranch Road area and noted this subdivision is in the far western reaches of the Village's E-T-J.

David Gray of Gray Engineering provided details on the subject development, including density (minimum 1-acre or larger lot size); provision of water/wastewater service by Salado Water Supply Corporation and private on-site septic facilities, respectively; compliance with street design standards; stormwater drainage/detention; parkland dedication; and reasoning for two variances requested relating to access and block length. He noted the variance requests are to allow three points of access to existing public right-of-way (one point on FM 2484 and two points on Crows Ranch Road) and two temporary dead-end stub-outs for connection to adjacent future development. He also spoke of planned additional right-of-way width and acceleration/deceleration lanes. Mr. Gray cited block length requirements and provided reasoning for requesting specific variances for certain portions of streets within the development.

Discussion addressed safety enhancements such as acceleration/deceleration lanes, additional right-of-way, and sidewalks; low-density nature of development suited for a more rural setting in

the Village's E-T-J; traffic concerns/traffic impact analysis; and anticipated possible commercial development.

Mayor Coggin invited public comments.

June Ritterbusch spoke of her residence's location on FM 2484 in relation to the proposed development. She expressed safety concerns and felt that the subject area is not a rural environment. She said there are many houses and school bus traffic on FM 2484 and questioned if the number of entrances is adequate given the amount of projected traffic. She noted her property has been in the Village's E-T-J since 2005 and felt that she is a part of Salado. She asked the Board to carefully consider this concept plan and variance requests.

Discussion addressed mitigation of traffic/access safety concerns; traffic impact analysis procedures; role of TxDOT in street design and maintenance of FM 2484 as a State roadway; and future construction plat approval process to include a traffic impact analysis and possible additional traffic controls, if warranted.

Alderman Cox moved to approve the concept plan and requested variances, as presented. Alderman Cole seconded. Brief discussion addressed the subject development's location, safety concerns with entries/exits, and existing curve in roadway. Motion carried on a vote of 4-1, with Mayor Pro-tem Bell voting against.

- C. Discuss and consider possible action regarding an amendment to the interlocal agreement with the Salado ISD regarding School Resource Officers. (*Village Administrator*)

Village Administrator Ferguson explained this item was requested by Salado ISD to clarify language in the agreement to ensure School Resource Officers will not be pulled from campuses by the Salado Police Chief unless they are needed to assist with a significant non-school related event that requires multiple officers to address.

Mayor Pro-tem Bell moved to approve the amendment to the interlocal agreement with Salado ISD regarding School Resource Officers, as presented. Alderman Graham seconded. Motion carried on a vote of 5-0.

- D. Discuss and consider possible action awarding a contract for improvements to Pace Park Road and Mill Creek Road between Main Street and Chisholm Trail. (*Village Administrator*)

Village Administrator Ferguson reported that Blacksmith Ventures, LLC of Jacksboro, Texas and Texas Materials Group, Inc. of Cedar Park, Texas submitted bids for overlay of Pace Park Road and Mill Creek Road between Chisholm Trail and Main Street. He advised both bidders were asked to submit an additional bid for construction of laydown curb on Pace Park Road that would be done in conjunction with surface improvement work. He advised that Blacksmith Ventures was the low bidder with a base bid of \$215,900.25, and an alternate bid of \$313,900.25, if additional optional curb construction is selected. He noted that the Village Engineer has recommended awarding the contract to the lowest bidder, Blacksmith Ventures, LLC. He advised that the amount

budgeted for the projects was originally \$120,000 based on conditions at the time, but due to significantly increased materials costs, those additional project costs or any optional additional curb construction costs would need to come from the Village's General Fund Balance, if the Board so desires.

Mayor Coggin compared project costs versus budgeted costs and impact on Fund Balance, given the Village's obligation for other street improvements in the upcoming fiscal year budget. He provided examples of the impact on Fund Balance, using the base bid and the optional alternate bid that includes curb construction. Mayor Coggin favored staff's recommendation to award the contract for the base bid only, with the opportunity in the future to fund curbing. Village Administrator Ferguson said there is a supply and demand issue with concrete right now affecting not just the Village, but construction projects in general.

Discussion addressed the Village's existing grant match obligations for Royal Street improvements; scope of the resurfacing and associated timeframe for completion; chip seal versus resurfacing as a way to cut costs in order to address other roads; deterioration of Pace Park Road and park improvements likely to increase traffic volume; possibility of exploring a bond issue to fund future major capital improvements to roads and streets; prioritization/timeframes of road improvements, weather permitting; notice to property owners and signage regarding construction activity; and resolving roadway edge issues at the Mill Creek/Chisholm Trail intersection.

Alderman Graham moved to approve awarding a contract for improvements to Pace Park Road and Mill Creek Road between Main Street and Chisholm Trail in the amount of \$215,900.25, as presented, and to amend the budget to reflect the expenditure. Mayor Pro-tem Bell seconded. Motion carried on a vote of 4-1, with Alderman Cole voting against.

- E. Discuss and consider issues relating to the development of the FY 2023 Village of Salado Operating Budget. (*Mayor Michael Coggin; this is a workshop item and no action will be taken*)

Discussion included earmarking funds for future anticipated obligations to help avoid using the General Fund to pay for unplanned expenditures and/or grant match requirements and funding options for future sidewalk projects.

### **Adjournment**

Alderman Graham moved to adjourn. Mayor Coggin called the meeting adjourned at 8:12 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 15<sup>th</sup> of September, 2022.

APPROVED:



Michael Coggin, Mayor

ATTEST:

  
Cara McPartland, City Secretary

