



REGULAR BOARD OF ALDERMEN MEETING
SALADO MUNICIPAL BUILDING
301 N. STAGECOACH - SALADO, TEXAS
SEPTEMBER 20, 2018 – 6:30 P.M.

AGENDA

CALL TO ORDER SEPTEMBER 20, 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 SEPTEMBER 6, 2018.
- (B) APPROVAL OF MINUTES FOR THE SPECIAL BOARD OF ALDERMEN MEETING OF SEPTEMBER 4, 2018

- (C) APPROVAL OF MINUTES FOR THE SPECIAL BOARD OF ALDERMEN MEETING OF SEPTEMBER 13, 2018.
- (D) APPROVAL OF THE AUGUST 2018 FINANCIAL STATEMENTS FOR THE VILLAGE OF SALADO.
- (E) APPROVAL OF THE FY 2018 QUARTERLY INVESTMENT REPORTS FOR THE VILLAGE OF SALADO.
- (F) APPROVAL OF THE REAPPOINTMENT OF DAVID BROKER TO THE BELL COUNTY HEALTH DISTRICT BOARD OF DIRECTORS.
- (G) APPROVAL OF THE DECLARATION OF .40 AND .45 CALIBER AMMUNITION ORIGINALLY PURCHASED FOR THE SALADO POLICE DEPARTMENT AS SURPLUS PROPERTY AND AUTHORIZING THE SALE OF THE SURPLUS AMMUNITION TO *GT DISTRIBUTORS* OF AUSTIN.

2. **VILLAGE ADMINISTRATOR STATUS REPORT**

- STATUS REPORT ON THE WASTEWATER PROJECT
- STATUS REPORT ON THE BOARD OF ALDERMEN ACTIVITY REPORT
- STATUS REPORT ON THE SALADO VISTA TPDES PERMIT APPLICATION
- E-T-J BOUNDARY PROJECT

3. **ORDINANCES**

- (A) DISCUSS AND CONSIDER ACTION REGARDING AN ORDINANCE OF THE VILLAGE OF SALADO ADOPTING THE FISCAL YEAR 2019 BUDGET; DECLARING FINDINGS OF FACT; PROVIDING AN EFFECTIVE DATE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN OPEN MEETINGS CLAUSE. (*VILLAGE ADMINISTRATOR*)
- (B) DISCUSS AND CONSIDER APPROVAL OF AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS, SETTING A PROPERTY (AD VALOREM) TAX RATE; APPROVING THE AD VALOREM TAX RATE OF \$0.627600 PER ONE HUNDRED DOLLARS (\$100) OF ASSESSED VALUATION OF ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE VILLAGE FOR THE 2018 TAX YEAR TO HELP FUND THE FISCAL YEAR 2019 OPERATING BUDGET FOR THE VILLAGE OF SALADO; PROVIDING FOR AN EXEMPTION ON RESIDENCE HOMESTEADS; PROVIDING FOR EXEMPTIONS FOR INDIVIDUALS WHO ARE DISABLED OR 65 YEARS OF AGE OR OLDER; PROVIDING FOR

PENALTIES AND INTEREST; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALING CONFLICT; PROVIDING FOR PROPER NOTICE & MEETING; PROVIDING FOR ENGROSSMENT & ENROLLMENT; PROVIDING FOR NOTIFICATION TO ASSESSOR; AND PROVIDING FOR PUBLICATION & EFFECTIVE DATE. (VILLAGE ADMINISTRATOR)

4. **DISCUSSION AND POSSIBLE ACTION**

- (A) DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING PLANS FOR THE SALADO FOOD AND WINE EXPERIENCE AT THE BARTON HOUSE ON OCTOBER 26-28, 2018. (VILLAGE ADMINISTRATOR)
- (B) DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING THE ROUTE FOR THE SALADO CHRISTMAS STROLL PARADE. (VILLAGE ADMINISTRATOR)
- (C) DISCUSS AND CONSIDER POSSIBLE ACTION REGARDING A PROPOSED AMENDMENT TO THE WASTEWATER SERVICE EXTENSION POLICY FOR THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)
- (D) DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING THE AMENDED FISCAL YEAR 2018 OPERATING BUDGET FOR THE VILLAGE OF SALADO. (VILLAGE OF SALADO)
- (E) DISCUSS AND CONSIDER POSSIBLE APPROVAL OF THE COMPREHENSIVE FUND BALANCE POLICY AND THE FUND BALANCE CLASSIFICATION PLAN FOR THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)
- (F) DISCUSS AND CONSIDER POSSIBLE APPROVAL OF THE INVESTMENT POLICY FOR THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)

5. **WORKSHOP**

- (A) DISCUSS AND CONSIDER ISSUES RELATING TO FUTURE SUBDIVISION GROWTH IN THE VILLAGE OF SALADO. (VILLAGE ADMINISTRATOR)
- (B) DISCUSS AND CONSIDER ISSUES RELATING THE NEW SALADO WASTEWATER SYSTEM INCLUDING, BUT NOT LIMITED TO, GRINDER

PUMPS, THE ABANDONMENT OF SEPTIC TANKS, AND POTENTIAL CONNECTION REBATES. (VILLAGE ADMINISTRATOR)

- (C) DISCUSS AND CONSIDER ISSUES RELATING TO FIRE INSPECTIONS FOR NEW CONSTRUCTION. (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 September 17, 2018, at 6:30 p.m.



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: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER APPROVAL OF MINUTES OF THE SEPTEMBER 6, 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 September 6, 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
September 6, 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 Michael Coggin, Frank Coachman, and Michael McDougal. Alderman Andy Jackson was absent.

Salado High School Student Representative Present: Grace Barker

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland, Police Chief Rick Ashe, Fire Chief Shane Berrier, and Tourism Director Chadley Hollas

Proclamations

- A. A proclamation designating the week of September 17-23, 2018, as Constitution Week in the Village of Salado.

Mayor Blancett read the proclamation and presented it to Salado High School Representative Grace Barker.

- B. A proclamation designating September 29, 2018, as Keep Salado Beautiful Fall Sweep Day in the Village of Salado.

Mayor Blancett read the proclamation and presented it to Keep Salado Beautiful President Susan Terry, who provided details on the upcoming Fall Sweep Day.

Alderman McDougal introduced Grace Barker, who has been appointed to serve as Salado High School's representative on the Board of Aldermen. He cited Ms. Barker's academic and leadership capabilities and accomplishments. Ms. Barker spoke of her interest in speech/debate and local government. Alderman McDougal noted that Ms. Barker is at the top of her senior class academically.

Citizens Communications

Maurice Striegler of 901 Salado Oaks Drive spoke of the need for an outside surveyor to resolve recently discovered boundary line discrepancies regarding certain properties near the Salado Cemetery. He distributed a handout on the property lines in question to the Board.

Larry Nathanson of 3901 Chisholm Trail spoke on the upcoming Patriot Day event honoring first responders and urged Board members to attend. He thanked Marilyn and Tim Fleischer for their coverage of the event in the Salado Village Voice.

1. Consent Agenda

Approval of minutes of the Special Board of Aldermen meeting of August 16, 2018.

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

2. Presentations

- A. Presentation by Robert Sulaski with Sulaski & Company, LLC, regarding the status of the Sanctuary Development Project. (*Robert Sulaski, Sulaski & Company, LLC*)

Robert Sulaski presented the original concept plans and certain changes made due to area topography. He read a list of the project's guiding principles written by Freda Hanks, the mother of Billie Hanks. He highlighted Billie Hanks' standards for development based on his experiences traveling with Mr. Hanks on other projects. Mr. Sulaski anticipated beginning work on the project in early 2019. He showed artist renderings of the development centered around a common area, specific tracts, recreational amenities, and areas planned for residential and commercial uses. He introduced Cole Brentham of Sulaski & Company who was a Salado High School graduate.

Following the presentation, discussion included: need for more occupied homes to attract retail; anticipated submittal of residential plans in January 2019; estimated construction timeframes; and expected residential build-out in within a five-year period.

- B. Presentation by Clearwater Groundwater Conservation District relating to the Salado Vista application for a TPDES permit for a proposed wastewater treatment plant. (*Dirk Aaron, General Manager of Clearwater Groundwater Conservation District*)

General Manager Dirk Aaron presented the District's goals, objectives, concerns, and comments meant to be protective of water resources. He spoke of possible detrimental effects of discharge within the recharge zone that would impact the aquifer and Salado waterways. He noted specific District concerns as listed in exhibits submitted to TCEQ related to treatment plant discharges, overflows, treatment limits for certain contaminants, and expansion due to likely increased demand. Mr. Aaron commended State Representative Scott Cosper for his letter helping to validate concerns expressed about the permit applications.

Discussion addressed: more environmentally sound alternatives such as relocation to the east; land application versus discharge; parameters for treatment standards, which are less stringent than the Village's treatment plant standards; use of effluent for creation of wetlands/pond/irrigation; TCEQ's announcement of a public meeting to be held in Salado (date/time/location to be determined); TCEQ comment period; size of proposed treatment plant; developer's preference for

a centralized wastewater system allowing for greater density; and the District's additional assessments providing valuable scientific data for its permit application comments.

3. Status Reports

A. Village Administrator's Status Report

- Wastewater Project Update

Village Administrator Ferguson reported that collection system crews are working on sewer main installation on West Village Road, with completion expected within the next two weeks. Upon completion of West Village Road, crews will start patch work on Royal Street prior to its chip sealing, to be followed by installation of low pressure lines along the east side of Main Street and lift stations on Church and Royal Streets. He noted construction on headworks at the treatment plant is almost finished. He said most of the parts for the treatment plant have been delivered. He advised Bell County has indicated willingness to work with the Village on decommissioning of existing septic tanks.

- Rezoning of recreational properties located within the Village of Salado

Village Administrator Ferguson reported that properties such as the golf course, Pace Park, the area known as Sirena Park, and the Municipal Building need to be appropriately zoned. He advised that minor adjustments will be needed to the Village's Zoning Ordinance and Comprehensive Plan and anticipated about a 90-day process for needed zoning amendments.

- Modification of agenda production process

Village Administrator Ferguson reported that starting in October, agendas and packets will be posted one week in advance of meetings, and asked that agenda item requests be submitted by 5 p.m. on Mondays of the week prior to the meeting. He noted that there will still be an opportunity to add items to the agenda up to seventy-two hours before the meeting, if necessary.

- Board of Aldermen Activity Report

Village Administrator Ferguson reported that future reports will be presented, beginning at the Board's next regular meeting, to help inform the public on actions taken by the Board, many of which are statutorily-mandated.

- Stagecoach Inn Redevelopment Project

Village Administrator Ferguson reported positively on the opening of remodeled hotel rooms and associated media coverage. He noted the restaurant is now open for breakfast, as well as lunch and dinner. He thanked Stagecoach owners for working with the Village on parking and access to the Stagecoach treatment plant. He noted the plant was able to handle much higher than usual flows this weekend, which were due to the hotel opening.

In the interest of dispelling misinformation, Mayor Blancett clarified that the earlier presentation/discussion on the proposed treatment plant permit application (see Agenda Item 2B) does not involve and has nothing to do with the Village's wastewater system currently under construction. Mayor Blancett also spoke of Stagecoach management decisions regarding the hotel's opening and certain menu items.

B. Salado Police Chief Status Report

- Calls for service
- Citizens on Patrol Program
- National Night Out

Chief Ashe presented August 2018 increased calls for service, reports written, citations/warnings issued, number of arrests, and relatively flat response time averages.

Chief Ashe reported that Citizens on Patrol (COP) volunteers patrolled for over 28 hours in 14 shifts over an 11-day period and found 9 unlocked business doors.

Chief Ashe highlighted activities planned for the National Night Out community-wide event to be held on October 2, 2018 from 6 to 8 p.m. at the Salado Civic Center. He reported on Sirena Fest/Parade plans for October 6, 2018. He noted that the grant application for NIBRS software was approved and the Department has successfully transitioned to the new reporting system. He also reported on training for single officer response for active shooters, new officer training completion by newly hired Officer Chris Dunshie, and the departure of Officer Wayne Cooley, who has accepted a position with Belton Police Department.

Discussion included problems with intentional deer feeding, associated complaint-based enforcement policy, and event-related crowd control and safeguards.

C. Salado Fire Chief Status Report

- Calls for service

Fire Chief Shane Berrier reported on the number of EMS, fire, and motor vehicle accident calls responded to within Bell County and the Village of Salado for the month of August. Chief Berrier also reported on the Department's annual Fish Fry to be held on September 15, 2018, approval of \$600,000 in grant funding for county-wide updating of department radios, and on burn ban status.

D. Tourism Director's Report

- Salado Tourism Advisory Board
- Salado Marketing Plan update
- Upcoming events

Tourism Director Chadley Hollas reported Tourism Advisory Board meetings have included productive discussions on development of a marketing plan for the Village that will help Salado

appeal to a wider variety of travelers. He also reported on the upcoming Chocolate and Wine Festival, including positive ticket sales. Director Hollas, Village Administrator Ferguson, and Mayor Blancett all expressed appreciation to Tourism Advisory Board members for their service and diligence in holding weekly meetings.

4. Public Hearings

- A. Hold a public hearing regarding the Proposed Fiscal Year 2019 Operating Budget for the Village of Salado. (*Village Administrator*)

Following a presentation on the Proposed Fiscal Year 2019 Operating Budget by Village Administrator Ferguson highlighting certain funds/expenditures, Mayor Blancett explained public hearing procedures.

Mayor Blancett opened the public hearing and announced the first call for speakers at 8:16 p.m.

John Cole of 1420 Old Mill Road asked about funding for the so-called “Stagecoach” treatment plant, which is so named because it was owned by the Stagecoach before the Village became the owner of that plant. Village Administrator Ferguson explained it is funded from revenue generated by customers of the plant and from the Village’s General Fund.

Mayor Blancett announced the second and third calls for speakers for the public hearing. Hearing no further comments, Mayor Blancett closed the public hearing at 8:17 p.m.

- B. Hold a public hearing regarding the Proposed Ad Valorem Tax Rate for the 2018 Tax Year to help fund the Proposed Fiscal Year 2019 Operating Budget for the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson advised this is the first of two required public hearings and reviewed the proposed increase in the debt service tax rate, with the maintenance and operation (M & O) portion remaining unchanged. He noted the second public hearing on the tax rate is scheduled for September 13, 2018.

Mayor Blancett opened the public hearing and announced the first call for speakers at 8:19 p.m., which was immediately followed by the second call for speakers.

Tim Fleischer felt that the homestead/over 65 years of age exemptions and over 65 years of age freeze are too liberal. He said that once adopted, the over 65/disabled tax freeze can never be repealed. He stated that the Village can address the issue of the over 65 years of age exemption in 2019. He cited statistics from other Bell County cities that show their exemptions are not as generous. He said an “apples to apples” comparison shows the Village’s tax rate as inflated, which creates problems in the real estate market. Based on his research, he said if exemptions were eliminated or not so generous, the tax rate could be lowered. Mr. Fleischer believed that most prospective home buyers are more interested in the tax rate than the exemptions allowed.

Mayor Blancett announced the third call for speakers at 8:25 p.m.

John Cole asked the previous speaker, Tim Fleischer, when he has ever seen a city lower its tax rate. Mr. Fleischer said if the 20-percent exemption were eliminated it would likely trigger a rollback election. He said the vast majority of Salado properties are residential and there is not a large commercial property base, compared to cities such as Temple or Belton.

Hearing no more speakers, Mayor Blancett closed the public hearing at 8:28 p.m.

5. Discussion and Possible Action

- A. Discuss and consider possible action relating to the Salado Vista Application for a TPDES permit for a proposed wastewater treatment plant. (*Village Administrator*)

Village Administrator Ferguson requested direction from the Board on whether any action is desired on this item. Discussion included concerns relating to the potential infiltration of Salado's public groundwater supply and environmental impact on the creek's habitat, either through normal creek flows or through fractures that allow for discharge to go directly into the groundwater supply. Discussion favored the Village expressing its concerns and opposition to TCEQ by sending a letter and being allowed to speak at the public hearing on the permit application.

Mayor Pro-tem Brown moved to direct staff to send a letter to TCEQ stating the Village of Salado's adamant opposition to the Salado Vista TPDES permit application. Alderman Coachman seconded. Motion carried on a vote of 4-0.

- B. Discuss and consider possible action authorizing the Village Administrator to execute an agreement with *Sign Ad Outdoor Advertising* of Houston for the use of two (2) digital billboards on Interstate 35 to market Salado. (*Salado Tourism Advisory Board*)

Tourism Director Hollas provided details on the Tourism Advisory Board's reasoning which favored digital billboards as the best marketing opportunity. He noted digital billboard locations and specific terms of the agreement that allow for the greatest flexibility in marketing Salado's events and increasing awareness of Salado as a tourist destination.

Mayor Pro-tem Brown asked about the possibility of obtaining one of the two billboard locations on the northbound side of Interstate 35 in Williamson County, as opposed to having both billboard locations on the southbound side. Director Hollas said there was not a northbound location available for a digital billboard, and if one was available, it would have cost considerably more.

Discussion also addressed digital versus static billboard costs and savings realized by eliminating the fees for changing static billboard content, as digital content can be changed frequently at no cost.

Alderman McDougal moved to approve authorizing the Village Administrator to execute an agreement with *Sign Ad Outdoor Advertising* of Houston for the use of two (2) digital billboards on Interstate 35 to market Salado. Alderman Coachman seconded. Motion carried on a vote of 4-0. Mayor Blancett asked Director Hollas to convey Mayor Pro-tem Brown's comments regarding location of the billboards to the Tourism Advisory Board for consideration.

- C. Discuss and consider possible action regarding a proposal to declare a certain quantity of .357 Magnum ammunition purchased for the Police Department as surplus property and to authorize the sale of the surplus ammunition to *GT Distributors*. (*Police Chief Rick Ashe*)

Mayor Blancett introduced the item. Mayor Pro-tem Brown moved to approve declaring a certain quantity of .357 Magnum ammunition purchased for the Police Department as surplus property and to authorize the sale of the surplus ammunition to *GT Distributors*, as presented. Alderman Coggin seconded. Motion carried on a vote of 4-0.

- D. Discuss and consider possible action regarding a proposal to eliminate the position of corporal and create a sergeant's position in the Salado Police Department. (*Police Chief Rick Ashe*)

Chief Ashe proposed changing the command structure to eliminate the current corporal position and create a sergeant's position, with no change to the hourly rate of pay.

Mayor Pro-tem Brown moved to approve eliminating the position of corporal and creating a sergeant's position in the Salado Police Department. Alderman Coggin seconded. Motion carried on a vote of 4-0.

- E. Discuss and consider possible action approving plans for a Salado High School Homecoming Parade on Thursday, September 20, 2018. (*Village Administrator*)

Village Administrator Ferguson stated this item has been pulled, as event organizers have notified staff that parade plans have been cancelled until next year's homecoming.

- F. Discuss and consider possible action approving plans for the *Grape Stomp and Harvest Festival* on Saturday, September 22, 2018. (*Village Administrator*)

Village Administrator Ferguson recommended approval of the event plans and provided details on event activities. An event organizer invited the Board to attend.

Alderman Coachman moved to approve plans for the *Grape Stomp and Harvest Festival*, as presented. Alderman McDougal seconded. Motion carried on a vote of 4-0.

- G. Discuss and consider possible action regarding a proposed interlocal agreement with the County of Bell and the Village of Salado relating to surface improvements to Royal Street in Salado, Texas. (*Village Administrator*)

Village Administrator Ferguson recommended approval of the agreement to resurface Royal Street after the Village's wastewater collection system contractor has patched that portion of the roadway disturbed by their work. He said the two-course chip sealing is estimated to cost approximately \$30,000 and would be paid from the Village's General Fund Balance.

Discussion addressed the feasibility of using wastewater project contingency funds to pay for this work and potential use of those funds for other purposes; completion of improvements in October; and timing of the project to avoid periods of heavy construction-related truck traffic.

Alderman McDougal moved to approve the interlocal agreement with Bell County and the Village of Salado relating to surface improvements to Royal Street, as presented. Mayor Pro-tem Brown seconded. Motion carried on a vote of 4-0.

- H. Discuss and consider possible action regarding an amendment to the professional services agreement between Kasberg Patrick & Associates, LP of Temple, Texas, and the Village of Salado relating to wastewater design services. (*Village Administrator*)

Village Administrator Ferguson explained that a slight increase in the allowance for required additional density testing was offset by eliminating some of the on-site representative services for contract monitoring, which resulted in a net deduction of \$37,900 from project engineering costs.

Mayor Pro-tem Brown moved to approve amendment to the professional services agreement between Kasberg Patrick & Associates, LP of Temple, Texas, and the Village of Salado relating to wastewater design services, as presented. Alderman Coachman seconded. Motion carried on a vote of 4-0.

- I. Discuss and consider possible action approving Contract Amendment No. 3 with Matous Construction, Ltd. of Belton, Texas, relating to the construction of the wastewater treatment plant for the Salado Wastewater System. (*Village Administrator*)

Village Administrator Ferguson recommended approval of the amendment allowing for modification of the blower enclosure panel and deletion of more than 200 cubic yards of fill material that was originally thought to be needed for the project. He advised the net impact of the contract amendment results in a deduction of \$5,742 from the project costs.

Alderman Goggin moved to approve Contract Amendment No. 3 with Matous Construction, Ltd. of Belton, Texas, relating to the construction of the wastewater treatment plant for the Salado Wastewater System, as presented. Alderman McDougal seconded. Motion carried on a vote of 4-0.

- J. Discuss and consider possible action regarding a proposal to update the Village of Salado Comprehensive Plan. (*Alderman Frank Coachman*)

Alderman Coachman reviewed his proposal to create a seven-member panel consisting of representatives from the Board of Aldermen, Planning and Zoning Commission, Streets Advisory Board, Salado ISD, Salado Historical Society, Chamber of Commerce, and an at-large resident. He presented the following names for consideration:

- Frank Coachman (Board of Aldermen)
- Larry Roberson (Planning and Zoning Commission)
- Ted Williams (Streets Advisory Board)

- Kim Bird (Salado ISD)
- Cathy Sands (Salado Historical Society)
- Melanie Kirchmeier (Chamber of Commerce)
- Jim Lassiter (at-large resident)

He reviewed the committee's public meeting/hearing and approval schedules that would span a 10-week period beginning with the Committee's first meeting on September 25, 2018.

Alderman McDougal moved to approve creation of the Comprehensive Plan Update Advisory Committee, all nominees, and the planned meeting schedule, as presented. Mayor Pro-tem Brown seconded. Motion carried on a vote of 4-0.

- K. Discuss and consider possible action on issues relating to the Proposed Fiscal Year 2019 Operating Budget for the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson asked if the Board wished to provide further input on the Budget at this time.

Alderman Coachman moved to take no action. Mayor Pro-tem Brown seconded. Motion carried on a vote of 4-0.

Addendum to Agenda

- L. Discuss and consider possible action regarding a proposed service extension policy for the Village of Salado Wastewater System. (*Village Administrator*)

Village Administrator Ferguson advised that the Village has been contacted by potential developers seeking information on availability of wastewater service and capacity for their developments. He reviewed the proposed policy that sets forth specific definitions and procedures for service extension requests, including evaluation of service requests, service extension/development infrastructure parameters, and various options for reservation of wastewater capacity. It was noted that annexation into the Village of Salado would be required for developments requesting reservation of capacity.

Mayor Pro-tem Brown felt that adoption of this policy will cause the Village to lose opportunities for development and did not favor requiring developers to pay substantial fees up front with cash, particularly when lenders may be reluctant to make such loans depending on current economic conditions. Mayor Pro-tem Brown said developers already face tremendous expenses for putting in streets and utilities and he could find no other area cities that make developers pay up front for taps. He feared that developers will go outside the city limits and the Village will lose business. Alderman Coachman said part of developers' funding is based on the fact that there is sufficient capacity and asked how the Village can promise to reserve capacity for large developments without any payment. Mayor Pro-tem Brown felt the Village should not reserve capacity for anyone and sewer service should be available for anyone who wants to come online. Village Administrator Ferguson asked if some concerns could be addressed through negotiated payment arrangements with developers. Mayor Pro-tem Brown felt that developers will choose to build elsewhere, rather

than pay large upfront fees. Alderman Coachman said the Village needs to be able to plan and there is an option to pay for capacity reservation over a 5-year period. Discussion continued on various options for developers who request guaranteed future capacity, while providing some source of funding to help finance system expansion, if needed. Mayor Pro-tem Brown questioned why the Village should guarantee capacity to anyone and said other cities are not adopting such a policy, as it drives away development.

Mayor Blancett favored finding a compromise that will not drive people away, yet protect the Village. Mayor Pro-tem Brown favored simply stating that the Village will provide wastewater service and not guarantee a specific amount of capacity. In addition, he favored the option of allowing payment of tap fee(s) when building permit(s) are issued. Alderman Coachman said this is about impact fees, not tap/connection fees, and reminded that this policy was drafted for Board consideration because the developer wanted a *guarantee* of capacity up front for financing reasons. There was discussion of policy language stating a reservation capacity expiration time period (four years versus five years) and allowing for negotiation of a separate agreement for phased payment of the fees, if the developer wants to reserve capacity. Discussion emphasized that developers do not have to reserve capacity and that this policy is only intended for those developers who have annexed into the Village and want a guarantee of reserved capacity.

Alderman Coggin moved to approve the service extension policy, as presented. Alderman Coggin agreed to Alderman Coachman's suggested amendment to change the expiration period as follows (Section 6, last paragraph, page 3): "Upon approval, the reservation of wastewater capacity shall remain in effect for a period not to exceed ~~five (5)~~ *four (4)* years in length from the time of payment of the applicable impact fees." Alderman McDougal seconded the motion, as amended. Motion carried on a vote of 4-0.

Adjournment

Mayor Blancett called the meeting adjourned at 9:40 p.m.

Recorded by:

Cara McPartland

These minutes approved on the ___ of September, 2018.

APPROVED:

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

BOA Agenda Item Form



Date Submitted: September 17, 2018
Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER APPROVAL OF MINUTES OF THE SEPTEMBER 4, 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 September 4, 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
September 4, 2018 at 6:00 p.m.

The Board of Aldermen meeting was called to order at 6:00 p.m. by Mayor Pro-tem Fred Brown.

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Fred Brown, and Aldermen Michael Coggin, Frank Coachman, and Michael McDougal. Alderman Andy Jackson was absent.

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

Workshop

Workshop to discuss and consider issues relating to the Proposed Fiscal Year 2019 Village of Salado Budget. (*Village Administrator*)

Village Administrator Ferguson presented highlights of the Fiscal Year 2019 Proposed Budget, which included line item descriptions, and noted some minor budget adjustments relating to employee health insurance, Capital Outlay, and Hotel Occupancy Tax funds, that do not affect the Budget's bottom line.

Discussion addressed:

- Bell County contributions
- Increased funding to Fire Department
- Codification of ordinances
- Reduction of legal expenses
- Build-up of Fund Balance
- Road/street assessment and improvements
- Continued operation of tree trimming program
- Royal Street improvements
- Maintenance/irrigation of landscaped islands
- Replacement of Police Department computers and vehicles; acquisition of rifles (with pursuit of possible grant funding)
- Warning sirens/crossing gates (possible mitigation funding available)
- Conservative revenue projections
- Personnel pay increase of 2.5 percent (except for administrator)
- Police Department part-time work
- Police Department employee turnover and possible mitigation through market adjustments or certification pay
- Various administrative fees and professional services
- Consideration of future animal control interlocal agreement with Bell County

- Marketing campaign funding
- Build-up of a vehicle replacement fund
- Two part-time weekend trolley drivers
- Part-time person to help staff Visitor’s Center
- Possible future need for additional clerical support
- No increase in M & O tax rate
- Increase in debt service tax rate
- Impact of tax increase based on a \$250,000 assessed property value
- Long-term strategies to increase revenues

Brief announcements were made about weekend activities in Salado and upcoming events.

Hearing no further comments, Mayor Blancett entertained a motion to adjourn.

Alderman McDougal moved to adjourn. Alderman Coachman seconded. Motion carried unanimously.

Adjournment

Mayor Blancett called the meeting adjourned at 6:55 p.m.

Recorded by:

Cara McPartland

These minutes approved on the ____ of September, 2018.

APPROVED:

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER APPROVAL OF MINUTES OF THE SEPTEMBER 13, 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 September 13, 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
September 13, 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, Michael Coggin, Frank Coachman, and Michael McDougal.

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

Public Hearing

Hold a second public hearing regarding the Proposed Ad Valorem Tax Rate for the 2018 Tax Year to help fund the Proposed Fiscal Year 2019 Operating Budget for the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson advised this is the second of two required public hearings and noted the Property Tax Rate of \$0.627600 per \$100 is proposed. He advised the increase in the debt service portion is due to debt issued earlier this year for funding of the Salado wastewater system. The maintenance and operation (M & O) portion remains unchanged.

Mayor Blancett opened the public hearing and announced the first call for speakers at 6:31 p.m., which was immediately followed by the second and third calls for speakers.

Hearing no public comments, Mayor Blancett closed the public hearing at 6:33 p.m.

Adjournment

Mayor Pro-tem Brown moved to adjourn. Alderman Jackson seconded. Mayor Blancett called the meeting adjourned at 6:33 p.m.

Recorded by:

Cara McPartland

These minutes approved on the ___ of September, 2018.

APPROVED:

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

DRAFT

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER APPROVAL OF AUGUST 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 agenda to allow the board members to consider approval of the August 2018 Financial Statements for the Village of Salado.

Village of Salado-General Fund
Balance Sheet
 As of August 31, 2018

	<u>Aug 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · FSB/BancorpSouth xxx3002	2,645.96
1002 · Horizon GF Operating xxx8101	755,295.95
1003 · Horizon Payroll xxx9962	3.45
1004 · Horizon Forfeiture xxx3514	1,386.27
1005 · Regent Bank Escrow- PD Vehicle	37,273.85
1099 · Petty Cash	100.00
Total Checking/Savings	<u>796,705.48</u>
Other Current Assets	
1100 · Investments	
1120 · TexPool	4,252.15
Total 1100 · Investments	<u>4,252.15</u>
1200 · Other receivables	
1213 · Credit Card Payments Receivable	598.42
1215 · Property Tax Receivable	5,033.38
1217 · Franchise Fee Receivable	14,127.99
1218 · Sales Tax Receivable	36,318.71
Total 1200 · Other receivables	<u>56,078.50</u>
1205 · Due To/From Other Funds	
1206 · Due From Fund 200 - Hotel/Motel	5,391.65
1208 · Due From Stagecoach Sewer Fund	1,334.20
Total 1205 · Due To/From Other Funds	<u>6,725.85</u>
1600 · Prepaid Expenses	250.00
Total Other Current Assets	<u>67,306.50</u>
Total Current Assets	<u>864,011.98</u>
Fixed Assets	
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
Total Fixed Assets	<u>1,170,044.52</u>
Other Assets	
1900 · Cash and Investments - Restrict	
1903 · Restricted Funds, Equipment	48,000.00
Total 1900 · Cash and Investments - Restrict	<u>48,000.00</u>
Total Other Assets	<u>48,000.00</u>
TOTAL ASSETS	<u><u>2,082,056.50</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	25,933.40
Other Current Liabilities	
2100 · Payroll Liabilities	5,507.22

6:08 PM

09/12/18

Accrual Basis

Village of Salado-General Fund
Balance Sheet
As of August 31, 2018

	<u>Aug 31, 18</u>
2700 - Deferred Revenue	
2704 - Deferred Revenue - Ad Valorem	4,561.47
	<hr/>
Total 2700 - Deferred Revenue	4,561.47
2800 - Reserve for Special Projects	118,733.64
2850 - Escrow Liability	37,273.85
2860 - Reserved LEOSE funds	229.80
2862 - Reserved- Technology Fund	3,056.64
2863 - Reserved- Main Street Improv.	4,890.63
	<hr/>
Total Other Current Liabilities	174,253.25
Total Current Liabilities	200,186.65
Long Term Liabilities	16,892.61
	<hr/>
Total Liabilities	217,079.26
Equity	
32000 - Retained Earnings	1,712,068.19
Net Income	152,909.05
	<hr/>
Total Equity	1,864,977.24
	<hr/>
TOTAL LIABILITIES & EQUITY	2,082,056.50
	<hr/> <hr/>

VILLAGE OF SALADO, TEXAS
FUND BALANCE- GENERAL FUND
As of August 31, 2018

Current Assets:

Cash and Cash Equivalents	\$ 796,705.48
Investments	\$ 4,252.15
Receivables	\$ 63,054.35
Total Current Assets	<u>\$ 864,011.98</u>

Liabilities and Fund Balances:

Liabilities:

Accounts Payable	\$ 25,933.40
Payroll Liabilities	\$ 5,507.22
Intergovernmental Payable	\$ -
Deferred Revenues	\$ 4,561.47
Compensated Absences	\$ 16,892.61
Total Liabilities	<u>\$ 52,894.70</u>

Reserves/Balances:

Non-spendable Fund Balance	\$ -
Restricted Fund Balance	\$ 164,184.56
Committed Fund Balances	
Public Works	\$ 258,773.09
Future Grant Matches	\$ 161,733.18
Wastewater Operations	\$ 226,426.45
Assigned Fund Balance	\$ -
Unassigned Fund Balance	\$ -
Total Reserves/Balances	<u>\$ 811,117.28</u>

Total Liabilities and Fund Balances	<u>\$ 864,011.98</u>
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Village of Salado-General Fund Profit & Loss Budget Performance

August 2018

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · GENERAL FUND REVENUE				
4100 · Tax Revenue				
4115 · Property Taxes	631.01	393,776.40	366,454.00	107.46%
4120 · Sales Tax Earned	46,037.07	426,829.04	387,000.00	110.29%
4130 · Mixed Beverages	0.00	16,680.39	15,000.00	111.2%
Total 4100 · Tax Revenue	46,668.08	837,285.83	768,454.00	108.96%
4150 · Franchise Fees				
4160 · Electric Franchise	0.00	111,375.61	130,000.00	85.67%
4165 · Telephone Franchise	77.10	6,125.65	30,500.00	20.08%
4170 · Waste Disposal Franchise Fee	2,372.25	10,648.00	16,500.00	64.53%
4175 · Cable Franchise	1,012.26	19,164.24	15,000.00	127.76%
4180 · Water Franchise	0.00	30,255.81	25,000.00	121.02%
Total 4150 · Franchise Fees	3,461.61	177,569.31	217,000.00	81.83%
4200 · Licenses, Permits, and Fees				
4210 · Sign Permit / Misc	15.00	135.00	500.00	27.0%
4215 · Service Fees (Burn)	0.00	260.00	500.00	52.0%
4216 · Service Fees (Itinerant Vendor)	125.00	3,775.00	2,100.00	179.76%
4230 · Building Permit Fees	1,991.12	20,398.57	23,000.00	88.69%
4260 · Certificate of Occupancy	90.00	725.00	1,365.00	53.11%
4270 · Contractor Registration	435.00	5,440.00	4,000.00	136.0%
Total 4200 · Licenses, Permits, and Fees	2,656.12	30,733.57	31,465.00	97.68%
4300 · Service Fees				
4310 · Subdiv/Plats/Walvers/Exceptions	439.02	17,559.37	20,000.00	87.8%
4315 · Zoning/Variances	0.00	770.00	1,250.00	61.6%
4320 · Pace Park Rental Fees	0.00	4,464.00	4,500.00	99.2%
4330 · LEOSE	0.00	911.24	900.00	101.25%
4340 · Crash Report Fees	12.00	210.10	250.00	84.04%
Total 4300 · Service Fees	451.02	23,914.71	26,900.00	88.9%
4700 · Investment and other income				
4780 · Interest Income	662.88	7,646.28	7,500.00	101.95%
4790 · Other Income	90.00	-2,349.86	1,000.00	-234.99%
Total 4700 · Investment and other income	752.88	5,296.42	8,500.00	62.31%
4400 · Fines and Forfeitures	4,721.10	22,948.68	25,000.00	91.8%
Total 4000 · GENERAL FUND REVENUE	58,710.81	1,097,748.52	1,077,319.00	101.9%
Total Income	58,710.81	1,097,748.52	1,077,319.00	101.9%
Expense				
GENERAL FUND EXPENDITURES				
5000 · ADMINISTRATION DEPARTMENT				
5050 · Transfer Out- Stagecoach Sewer	0.00	39,571.99	39,571.99	100.0%
5100 · Personnel Services				
5101 · Village Administrator Salary	8,884.80	100,153.60	105,000.00	95.38%
5102 · City Secretary Salary	4,785.60	57,427.20	62,200.00	92.33%

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

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
5121 · Payroll Tax- MC Admin	198.23	2,284.93	2,424.40	94.25%
5122 · Payroll Tax- SS Admin	847.57	9,371.27	10,366.40	90.4%
5123 · Payroll Tax- TWC Admin	0.00	328.21	18.00	1,823.39%
5126 · TMRS Contributions- Admin	969.24	11,370.57	11,854.48	95.92%
5127 · Health Care- Admin	-164.76	12,442.16	13,752.00	90.48%
5128 · Pay Comparability Adjustment	0.00	0.00	2,000.00	0.0%
Total 5100 · Personnel Services	15,520.68	193,377.94	207,615.28	93.14%
5200 · Services				
5201 · Meeting Expense	200.00	548.16	1,000.00	54.82%
5202 · Bell Co Health Svcs Contracts	0.00	5,465.00	5,085.00	107.47%
5203 · Printing Expense	0.00	433.00	1,500.00	28.87%
5204 · Telephone	544.80	5,884.58	6,212.00	94.73%
5205 · Equipment - Leased / Rented	352.67	3,372.53	3,550.00	95.0%
5206 · Interest Exp/Bank Fees	16.05	591.40	500.00	118.28%
5207 · BELLCAD	0.00	10,799.45	9,000.00	119.99%
5214 · Utilities	498.85	3,918.17	4,059.00	96.53%
5215 · Janitorial	317.00	3,487.00	3,804.00	91.67%
Total 5200 · Services	1,929.37	34,499.29	34,710.00	99.39%
5216 · Professional Fees				
5216-1 · Profess Fees - Planning	0.00	0.00	1,500.00	0.0%
5216-3 · Profess Fees - Accounting	1,610.00	26,955.00	35,900.00	75.08%
5216-4 · Profess Fees - Inspections	2,770.69	17,973.04	20,130.00	89.29%
5216-5 · Profess. Fees - Legal	0.00	17,773.75	45,000.00	39.5%
Total 5216 · Professional Fees	4,380.69	62,701.79	102,530.00	61.16%
5300 · Other Services & Charges				
5301 · Election Expenses	0.00	882.00	5,000.00	17.64%
5304 · Office Supplies	231.28	4,069.70	3,550.00	114.64%
5305 · Postage	543.50	2,781.15	2,200.00	126.42%
5306 · Building Supplies	0.00	193.93	750.00	25.86%
5307 · Building & Equipment - R & M	265.54	3,359.30	15,500.00	21.67%
5309 · Website	0.00	0.00	1,150.00	0.0%
5310 · Public Notices	472.00	1,652.72	5,000.00	33.05%
5311 · Insurance (TML Property & GL)	0.00	24,217.26	25,000.00	96.87%
5312 · Dues and Subscriptions	0.00	2,367.50	1,400.00	169.11%
5313 · Training & Travel	0.00	1,712.96	3,500.00	48.94%
5320 · Special Projects	0.00	9,500.00	8,000.00	118.75%
Total 5300 · Other Services & Charges	1,512.32	50,736.52	71,050.00	71.41%
5400 · Capital Outlay				
5401 · Equipment (IT)	0.00	7,196.32	8,000.00	89.95%
Total 5400 · Capital Outlay	0.00	7,196.32	8,000.00	89.95%
Total 5000 · ADMINISTRATION DEPARTMENT	23,343.06	388,083.85	483,477.27	83.73%
5500 · DEVELOPMENT SERVICES DEPARTMENT				
5501 · Personnel Services				
5502 · Director Salary	4,616.00	55,392.01	60,000.00	92.32%

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

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
5503 · Payroll Tax- MC Dev Svcs	66.93	803.18	870.00	92.32%
5504 · Payroll Tax- SS Dev Svcs	286.19	3,291.21	3,720.00	88.47%
5505 · Payroll Tax- TWC Dev Svcs	0.00	162.00	9.00	1,800.0%
5506 · TMRS Contributions- Dev Svcs	327.28	3,998.41	4,254.00	93.99%
5507 · Health Care- Dev Svcs	0.00	5,993.26	7,357.32	81.46%
Total 5501 · Personnel Services	5,296.40	69,640.07	76,210.32	91.38%
5600 · Other Services & Charges				
5601 · Travel & Training	0.00	261.36	500.00	52.27%
Total 5600 · Other Services & Charges	0.00	261.36	500.00	52.27%
5700 · Professional Fees				
5701 · General Engineering	1,860.19	10,717.11	5,000.00	214.34%
5702 · Zoning/Annexation	0.00	0.00	3,300.00	0.0%
5703 · Engineering- Plat Review	240.02	5,962.79	12,500.00	47.7%
Total 5700 · Professional Fees	2,100.21	16,679.90	20,800.00	80.19%
Total 5500 · DEVELOPMENT SERVICES DEPARTMENT	7,396.61	86,581.33	97,510.32	88.79%
6000 · PUBLIC SAFETY DEPARTMENT				
6001 · Fire Department				
6002 · Contract	0.00	40,000.00	40,000.00	100.0%
6003 · Burn Fees	455.00	455.00	500.00	91.0%
Total 6001 · Fire Department	455.00	40,455.00	40,500.00	99.89%
6200 · Police Department				
6201 · Personnel Services				
6202 · Salary - Chief of Police	4,230.40	50,764.80	55,000.00	92.3%
6203 · Salary- Corporal	0.00	36,544.63	44,720.00	81.72%
6204 · Salary / Wages - Officers	11,808.00	110,529.00	112,320.00	98.41%
6205 · Officers - Overtime	1,161.00	7,309.89	7,000.00	104.43%
6206 · Longevity & Certif Pay	0.00	1,176.00	4,500.00	26.13%
6207 · Payroll Tax- MC PD	249.40	2,991.74	3,241.33	92.3%
6208 · Payroll Tax- SS PD	1,066.36	12,246.32	13,859.48	88.36%
6209 · Payroll Tax- TWC PD	55.97	897.19	45.00	1,993.76%
6210 · TMRS Contributions- PD	1,219.44	11,347.28	15,848.99	71.6%
6211 · Health Care- PD	0.00	33,980.94	36,786.00	92.38%
Total 6201 · Personnel Services	19,790.57	267,787.79	293,320.80	91.3%
6212 · Services				
6213 · Telephone	844.65	9,219.54	9,800.00	94.08%
6214 · Utilities	685.95	6,615.84	6,410.00	103.21%
6215 · Janitorial	150.00	1,850.00	1,800.00	91.67%
Total 6212 · Services	1,680.60	17,485.38	18,010.00	97.09%
6216 · Other Services & Charges				
6217 · Ammunition	239.80	239.80	1,500.00	15.99%
6218 · Crime Prevention Supplies	0.00	0.00	500.00	0.0%
6219 · Auto Expenses	871.98	16,121.96	16,500.00	97.71%
6220 · Supplies	0.00	5,353.76	3,500.00	152.97%
6221 · Equipment Maintenance & Repair	119.00	3,205.34	2,000.00	160.27%

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

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
6222 · Building R & M	0.00	0.00	1,500.00	0.0%
6223 · Dues & Subscriptions	0.00	1,061.00	4,000.00	26.53%
6224 · Animal Control	0.00	180.00	1,000.00	18.0%
Total 6216 · Other Services & Charges	1,230.78	26,161.86	30,500.00	85.78%
6225 · Police - Capital Outlay				
6226 · Capital Outlay- PD Vehicles	0.00	13,368.11	12,000.00	111.4%
6227 · Capital Outlay- PD Equipment	0.00	7,492.61	5,000.00	149.85%
Total 6225 · Police - Capital Outlay	0.00	20,860.72	17,000.00	122.71%
Total 6200 · Police Department	22,701.95	332,295.75	358,830.80	92.61%
6500 · Municipal Court				
6550 · Professional Fees				
6551 · Judicial Services	500.00	5,500.00	6,000.00	91.67%
6552 · Prosecutor	0.00	3,280.36	6,000.00	54.67%
Total 6550 · Professional Fees	500.00	8,780.36	12,000.00	73.17%
6570 · Other Services & Charges				
6571 · Supplies	0.00	666.34	500.00	133.27%
6573 · Dues and Subscriptions	0.00	2,131.26	2,100.00	101.49%
6575 · Travel and Training	0.00	2,772.18	1,500.00	184.81%
Total 6570 · Other Services & Charges	0.00	5,569.78	4,100.00	135.85%
Total 6500 · Municipal Court	500.00	14,350.14	16,100.00	89.13%
Total 6000 · PUBLIC SAFETY DEPARTMENT	23,656.95	387,100.89	415,430.80	93.18%
7000 · PUBLIC WORKS DEPARTMENT				
7001 · Personnel Services				
7002 · Wages- Maintenance Worker	2,310.00	26,870.00	29,120.00	92.27%
7004 · Maintenance Worker- Overtime	84.00	399.00	1,400.00	28.5%
7005 · Payroll Tax- MC Maint	34.71	395.40	422.24	93.64%
7006 · Payroll Tax- SS Maint	148.43	1,626.18	1,805.44	90.07%
7007 · Payroll Tax- TWC Maint	0.00	162.00	9.00	1,800.0%
7008 · TMRS Contributions- Maint	169.73	1,967.93	2,064.61	95.32%
7009 · Healthcare- Maintenance	0.00	385.32	7,357.32	5.24%
7010 · Maint.- Certification Pay	0.00	0.00	900.00	0.0%
Total 7001 · Personnel Services	2,746.87	31,805.81	43,078.61	73.83%
7015 · Other Services & Charges				
7016 · Maint- Uniforms and Boots	0.00	0.00	1,150.00	0.0%
7017 · Telephone	62.28	756.72	735.00	102.86%
7018 · Maint - R & M (Bldg)	52.93	1,328.00	1,000.00	132.8%
Total 7015 · Other Services & Charges	115.21	2,084.72	2,885.00	72.26%
Total 7000 · PUBLIC WORKS DEPARTMENT	2,862.08	33,890.53	45,963.61	73.73%
8000 · PARKS DEPARTMENT				
8001 · Services				
8002 · Utilities	165.25	1,237.41	2,386.00	51.86%
Total 8001 · Services	165.25	1,237.41	2,386.00	51.86%
8010 · Other Services & Charges				
8011 · Supplies	227.93	1,998.83	3,500.00	57.11%

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

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
8012 · Auto Expenses	98.56	736.45	720.00	102.29%
8013 · Equipment Repair	488.68	1,801.42	2,000.00	90.07%
Total 8010 · Other Services & Charges	815.17	4,536.70	6,220.00	72.94%
Total 8000 · PARKS DEPARTMENT	980.42	5,774.11	8,606.00	67.09%
9000 · STREET DEPARTMENT				
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	98.56	869.82	1,500.00	57.99%
9005 · Equipment Repair	0.00	856.00	1,000.00	85.6%
9006 · Street Supplies	979.09	9,543.72	9,500.00	100.46%
Total 9001 · Other Services & Charges	1,077.65	11,309.00	13,800.00	81.95%
9050 · Services				
9051 · Utilities	1,350.89	12,499.76	11,295.00	110.67%
Total 9050 · Services	1,350.89	12,499.76	11,295.00	110.67%
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%
Total 9500 · Capital Outlay	0.00	14,600.00	71,236.00	20.5%
Total 9000 · STREET DEPARTMENT	2,428.54	38,408.76	96,331.00	39.87%
Total GENERAL FUND EXPENDITURES	60,667.66	939,839.47	1,127,319.00	83.37%
Total Expense	60,667.66	939,839.47	1,127,319.00	83.37%
Net Ordinary Income	-1,956.85	157,909.05	-50,000.00	-315.82%
Other Income/Expense				
Other Income				
97000 · Use of Restricted Funds-Streets	0.00	0.00	50,000.00	0.0%
Total Other Income	0.00	0.00	50,000.00	0.0%
Other Expense				
98000 · Transfers Out				
98001 · Xfer To Stagecoach WW Plant	5,000.00	5,000.00	0.00	100.0%
Total 98000 · Transfers Out	5,000.00	5,000.00	0.00	100.0%
Total Other Expense	5,000.00	5,000.00	0.00	100.0%
Net Other Income	-5,000.00	-5,000.00	50,000.00	-10.0%
Net Income	-6,956.85	152,909.05	0.00	100.0%

6:32 PM
 09/12/18
 Accrual Basis

Village of Salado-General Fund Check Listing

As of August 31, 2018 Memo

Date	Num	Name		Amount
08/03/2018	2429	Salado Volunteer Fire Department	Burn Fees Collected FY 16-17	455.00
08/06/2018			Funds Transfer to Payroll Account	21,719.73
08/08/2018	2430	Salado Water Supply Corporation	Utilities: Water	341.79
08/09/2018			Funds Transfer to I&S Account	913.57
08/10/2018	2431	Applied Concepts, Inc.	Dash Mounted Radar- PD	2,084.50
08/10/2018	2432	Bojorquez Law Firm	Legal Fees July 2018	5,719.80
08/10/2018	2433	Bureau Veritas	Inspectin Fees July 2018	1,007.38
08/10/2018	2434	Dr. Larry Mitcham	A.C. Repairs- 3.7 Pounds R410 A Freon	40.70
08/10/2018	2435	Fuelman	July Fuel Charges, Acct BG114126	1,347.62
08/10/2018	2436	Grande Communications	Internet Service	125.99
08/10/2018	2437	InHouse Systems, Inc.	Alarm System Monitoring- City Hall Quarterly	79.80
08/10/2018	2438	Kasberg, Patrick & Associates	General Services July 2018	312.53
08/10/2018	2439	Keith's Ace Hardware	July Charges	180.28
08/10/2018	2440	Kristi Stegall	July 2018 Services Provided	1,645.00
08/10/2018	2441	Kwik Kopy	Business Cards: Chrissy Lee and Christopher Dunshie	84.00
08/10/2018	2442	The Police and Sheriffs Press	3 ID Cards	47.49
08/10/2018	2443	TxTag	Toll Charges SH 130- 5/14/18-5/15/18	22.66
08/10/2018	2444	Verizon Wireless	Village Cell Phones	535.02
08/13/2018	xfer		Transfer to Stagecoach Sewer Account	5,000.00
08/17/2018	2445	Chrissie Robertson	Speaker Fee- Community Garden Project	200.00
08/21/2018			Funds Transfer to Payroll Account	21,887.05
08/24/2018	2456	Quicksall & Associates	Refund of Professional Cost Deposit Less Fees- Hall Subdivision	60.98
08/24/2018	2446	Card Service Center	Credit Card Transactions July 2018	928.04
08/24/2018	2447	CenturyLink	City Hall Telephone	376.27
08/24/2018	2448	Don G. Engleking	September 2018 Judge Services	500.00
08/24/2018	2449	Eagle Disposal	Utilities: Waste Disposal	112.50
08/24/2018	2450	GT Distributors	PD- Ammunition	239.80
08/24/2018	2451	InHouse Systems, Inc.	Alarm System Monitoring- PD- September 2018	19.95
08/24/2018	2452	Salado Village Voice Newspaper	Public Notice- 08/09/18 Ordinance 2018-12	64.00
08/24/2018	2453	United Ag & Turf	Equipment Repairs: V-Belt	68.68
08/24/2018	2454	Xerox Financial Services	Copier Lease Payment	295.77
08/24/2018	2455	CenturyLink	PD Telephone	424.99
				66,840.89
				66,840.89

Village of Salado, Hotel-Motel Fund
Balance Sheet
 As of August 31, 2018

	Aug 31, 18
ASSETS	
Current Assets	
Checking/Savings	
1005 · Horizon Operating xxx0314	116,158.29
Total Checking/Savings	116,158.29
Other Current Assets	
1200 · AR Taxes	8,529.50
1500 · Petty Cash	100.00
1100 · Investments	
1120 · TexPool	5,093.57
Total 1100 · Investments	5,093.57
Total Other Current Assets	13,723.07
Total Current Assets	129,881.36
TOTAL ASSETS	129,881.36
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-1,487.00
Other Current Liabilities	
2400 · Reserve For Trolley Project	6,675.00
2200 · Due To Other Funds	
2201 · Due to GF	5,391.65
Total 2200 · Due To Other Funds	5,391.65
2205 · Unearned Revenue	3,987.37
Total Other Current Liabilities	16,054.02
Total Current Liabilities	14,567.02
Total Liabilities	14,567.02
Equity	
32000 · Retained Earnings	60,563.16
Net Income	54,751.18
Total Equity	115,314.34
TOTAL LIABILITIES & EQUITY	129,881.36

VILLAGE OF SALADO, TEXAS
FUND BALANCE- HOTEL OCCUPANCY FUND
As of August 31, 2018

Current Assets:

Cash and Cash Equivalents	\$ 116,258.29
Investments	\$ 5,093.57
Receivables	\$ 8,529.50
Total Current Assets	<u>\$ 129,881.36</u>

Liabilities and Fund Balances:

Liabilities:

Accounts Payable	\$ (1,487.00)
Intergovernmental Payable	\$ 5,391.65
Compensated Absences	\$ -
Total Liabilities	<u>\$ 3,904.65</u>

Reserves/Balances:

Non-spendable Fund Balance	\$ -
Restricted Fund Balance-Emergency Tourism Marketing	\$ 11,930.17
Committed Fund Balance- Tourism Division Operations	\$ 107,371.54
Assigned Fund Balance- Trolley Project	\$ 6,675.00
Unassigned Fund Balance	\$ -
Total Reserves/Balances	<u>\$ 125,976.71</u>

Total Liabilities and Fund Balances	<u>\$ 129,881.36</u>
--	-----------------------------

Village of Salado, Hotel-Motel Fund
Profit & Loss Budget Performance
 August 2018

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · HOT FUND REVENUE				
4100 · County Hotel Occupancy Tax	0.00	777.86	7,000.00	11.11%
4200 · Occupancy Tax	35,016.29	155,638.71	160,000.00	97.27%
4300 · Other Income	13,953.60	15,185.30	0.00	100.0%
Total 4000 · HOT FUND REVENUE	48,969.89	171,601.87	167,000.00	102.76%
4710 · Trolley Rental	0.00	0.00	0.00	0.0%
4800 · Interest Income	0.00	0.00	0.00	0.0%
4901 · Rental Income from Chamber	0.00	0.00	0.00	0.0%
4902 · Utility Income from Chamber	0.00	0.00	0.00	0.0%
4903 · Special Events	0.00	0.00	0.00	0.0%
Total Income	48,969.89	171,601.87	167,000.00	102.76%
Expense				
5000 · HOT FUND EXPENDITURES				
5001 · Personnel Services				
5002 · Salary- Director	4,422.40	41,183.10	65,000.00	63.36%
5003 · Wages- Part Time Employees	290.00	7,526.63		
5004 · Payroll Tax- MC	68.32	823.65	942.50	87.39%
5005 · Payroll Tax- SS	292.17	3,366.81	4,030.00	83.54%
5006 · Payroll Tax- TWC	5.22	264.82	9.00	2,942.44%
5007 · TMRS Contribution	313.54	3,584.01	4,608.50	77.77%
5008 · Health Care	0.00	4,773.94	7,357.32	64.89%
Total 5001 · Personnel Services	5,391.65	61,522.96	81,947.32	75.08%
5050 · Other Charges & Services				
5051 · Lease- Visitors Center	1,987.00	21,857.00	24,588.00	88.89%
5052 · Marketing	759.96	33,365.15	60,196.00	55.43%
5053 · Office Supplies	0.00	105.58	268.68	39.3%
Total 5050 · Other Charges & Services	2,746.96	55,327.73	85,052.68	65.05%
Total 5000 · HOT FUND EXPENDITURES	8,138.61	116,850.69	167,000.00	69.97%
Total Expense	8,138.61	116,850.69	167,000.00	69.97%
Net Ordinary Income	40,831.28	54,751.18	0.00	100.0%
Net Income	40,831.28	54,751.18	0.00	100.0%

Village of Salado, Hotel-Motel Fund
Check Listing
As of August 31, 2018

Date	Num	Name	Memo	Amount
08/09/2018			Funds Transfer to GF (Payroll/Benefits)	6,326.80
08/10/2018	1406	Concentus Media Group	Website Updates Salado.com	750.00
08/10/2018	1407	DMN Media	Programmatic Social Media- Facebook	636.37
08/10/2018	1408	Texas Hotel & Lodging Assoc.	THLA Affiliate Membership Dues 9/1/18 - 8/31/19	250.00
08/24/2018	1410	Salado Chamber of Commerce	September 2018 Visitor's Center Lease	1,987.00
08/24/2018	1409	Fairway Golf Carts	Trolley Repairs	9.98
				<u>9,960.13</u>
				<u><u>9,960.13</u></u>

8:13 PM

09/12/18

Accrual Basis

Village of Salado - 600 Sewer Fund
Balance Sheet
As of August 31, 2018

	<u>Aug 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Cash in Bank	5,625.45
Total Checking/Savings	5,625.45
Accounts Receivable	2,020.00
Total Current Assets	7,645.45
Fixed Assets	
1500 · Wastewater Treatment Facility	1,233,506.00
1520 · Improvements	5,857.08
1599 · Accumulated Depreciation	-31,674.00
Total Fixed Assets	1,207,689.08
TOTAL ASSETS	<u><u>1,215,334.53</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	3,344.00
Other Current Liabilities	
2200 · Due to General Fund	1,334.20
2300 · Sewer Deposits Payable	3,070.60
Total Other Current Liabilities	4,404.80
Total Current Liabilities	7,748.80
Total Liabilities	7,748.80
Equity	
32000 · Unrestricted Net Assets	1,203,462.20
Net Income	4,123.53
Total Equity	1,207,585.73
TOTAL LIABILITIES & EQUITY	<u><u>1,215,334.53</u></u>

VILLAGE OF SALADO, TEXAS
FUND BALANCE- STAGECOACH WASTEWATER FUND
As of August 31, 2018

Current Assets:

Cash and Cash Equivalents	\$ 5,625.45
Receivables	\$ 2,020.00
Total Current Assets	<u>\$ 7,645.45</u>

Liabilities and Fund Balances:

Liabilities:

Accounts Payable	\$ 3,344.00
Intergovernmental Payable	\$ 1,334.20
Customer Deposits Payable	\$ 3,070.60
Total Liabilities	<u>\$ 7,748.80</u>

Reserves/Balances:

Non-spendable Fund Balance	\$ -
Restricted Fund Balance	\$ -
Committed Fund Balance- Plant Operations	\$ (103.35)
Assigned Fund Balance	\$ -
Unassigned Fund Balance	\$ -
Total Reserves/Balances	<u>\$ (103.35)</u>

Total Liabilities and Fund Balances	<u>\$ 7,645.45</u>
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Village of Salado - 600 Sewer Fund
Profit & Loss Budget Performance
August 2018

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · STAGECOACH WW FUND REVENUE				
4001 · Monthly Service Fee	1,533.75	16,777.25	25,000.00	67.11%
4005 · Transfers In From General Fund	0.00	39,571.99	39,571.99	100.0%
4010 · Other Revenue	5.78	168.49		
Total 4000 · STAGECOACH WW FUND REVENUE	1,539.53	56,517.73	64,571.99	87.53%
Total Income	1,539.53	56,517.73	64,571.99	87.53%
Expense				
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%
Total 5100 · Utilities	0.00	0.00	17,720.00	0.0%
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%
Total 5200 · Professional Fees	0.00	0.00	2,350.00	0.0%
5300 · Other Charges & Services				
5301 · Contract Labor	3,344.00	30,904.00	30,000.00	103.01%
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	0.00	8,216.79	10,000.00	82.17%
5307 · Sludge Disposal	0.00	9,817.50	12,000.00	81.81%
5308 · Equipment - R & M	0.00	4,164.54	8,000.00	52.08%
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%
Total 5300 · Other Charges & Services	3,344.00	57,394.20	64,500.00	88.98%
Total 5000 · STAGECOACH WW FUND EXPENDITURES	3,344.00	57,394.20	84,570.00	67.87%
Total Expense	3,344.00	57,394.20	84,570.00	67.87%
Net Ordinary Income	-1,804.47	-876.47	-19,998.01	4.38%
Other Income/Expense				
Other Income				
9000 · FROM UNRESTRICTED GF BALANCE	5,000.00	5,000.00	19,998.01	25.0%
Total Other Income	5,000.00	5,000.00	19,998.01	25.0%
Net Other Income	5,000.00	5,000.00	19,998.01	25.0%
Net Income	3,195.53	4,123.53	0.00	100.0%

8:21 PM
09/12/18
Accrual Basis

Village of Salado - 600 Sewer Fund
Check Listing
As of August 31, 2018

Date	Num	Name	Memo	Amount
08/10/2018	1287	Environmental Monitoring Laboratory, LLC	July 2018 Testing	730.00
08/13/2018	1288	JAH-CON	Flow Meter Repairs	200.00
08/13/2018	1289	Lawson Water & Wastewater Solutions	Plant Operations July 2018	3,120.00
				<u>4,050.00</u>
				<u>4,050.00</u>

Village of Salado - 700 Permanent Improvement Bonds 2015

Balance Sheet

As of August 31, 2018

09/12/18

Accrual Basis

	<u>Aug 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 - Horizon MMA xxx9401	1,004,276.24
1002 - Horizon Bond Disbursement x8630	2,226,100.32
1003 - Horizon '18 Bond Proceeds x9230	2,302,981.47
Total Checking/Savings	<u>5,533,358.03</u>
Other Current Assets	
2205 - Due To/From EDA Grant Fund	468,007.15
Total Other Current Assets	<u>468,007.15</u>
Total Current Assets	<u>6,001,365.18</u>
Fixed Assets	
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
Total Fixed Assets	<u>797,090.40</u>
TOTAL ASSETS	<u><u>6,798,455.58</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	19,571.26
Total Current Liabilities	<u>19,571.26</u>
Long Term Liabilities	
2500 - '15 Permanent Improvement Bonds	7,865,000.00
2501 - '18 Permanent Improvement Bonds	2,350,000.00
Total Long Term Liabilities	<u>10,215,000.00</u>
Total Liabilities	<u>10,234,571.26</u>
Equity	
32000 - Unrestricted Net Assets	135,646.26
Net Income	-3,571,761.94
Total Equity	<u>-3,436,115.68</u>
TOTAL LIABILITIES & EQUITY	<u><u>6,798,455.58</u></u>

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

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · Interest Income	5,190.29	60,020.10		
Total Income	5,190.29	60,020.10		
Expense				
6150 · Bond Issuance Fees	0.00	53,600.00	154,912.00	34.6%
6151 · Special Studies	4,167.04	50,848.82	60,818.00	83.61%
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	0.00	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	255,120.92	1,544,515.64	2,230,000.00	69.26%
6163 · Const- Plant, Discharge Line	495,595.09	1,647,232.26	2,649,700.00	62.17%
6164 · Const- Administration & Staking	11,190.00	143,722.50	65,400.00	219.76%
6165 · On Site Representation	19,350.00	157,387.50	100,000.00	157.39%
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	5,891.09	88,064.00	6.69%
Total Expense	785,423.05	3,631,762.04	6,187,441.00	58.7%
Net Ordinary Income	-780,232.76	-3,571,761.94	-6,187,441.00	57.73%
Net Income	-780,232.76	-3,571,761.94	-6,187,441.00	57.73%

8:28 PM
09/12/18
Accrual Basis

Village of Salado - 700 Permanent Improvement Bonds 2015
Check Listing
As of August 31, 2018

Date	Num	Name	Memo	Amount
08/10/2018	1154	Kasberg, Patrick & Associates, LP		16,749.60
08/10/2018	1155	Matous Construction Ltd		495,595.09
08/10/2018	1156	McLean Construction Inc.		255,120.92
08/24/2018	1158	HDR Engineering, Inc.	Wastewater Rate and Impact Fee Development	265.78
08/24/2018	1159	Vanir Construction Management, Inc.	July 2018 Professional Services	19,350.00
				<u>787,081.39</u>
				<u>787,081.39</u>

8:32 PM

09/12/18

Accrual Basis

Village of Salado - 300 Interest and Sinking Fund

Balance Sheet

As of August 31, 2018

	<u>Aug 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 - Horizon xxx7846	79,413.45
Total Checking/Savings	<u>79,413.45</u>
Total Current Assets	<u>79,413.45</u>
TOTAL ASSETS	<u><u>79,413.45</u></u>
LIABILITIES & EQUITY	
Equity	
32000 - Unrestricted Net Assets	41,017.62
Net Income	<u>38,395.83</u>
Total Equity	<u>79,413.45</u>
TOTAL LIABILITIES & EQUITY	<u><u>79,413.45</u></u>

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

	Aug 18	Oct '17 - Aug 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Property Tax Revenue	913.57	611,047.09	576,231.00	106.04%
4100 · Interest Income	395.02	3,579.74		
Total Income	1,308.59	614,626.83	576,231.00	106.66%
Expense				
6105 · Bond Principal	345,000.00	345,000.00	345,000.00	100.0%
6125 · Bond Interest	115,615.50	231,231.00	231,231.00	100.0%
Total Expense	460,615.50	576,231.00	576,231.00	100.0%
Net Ordinary Income	-459,306.91	38,395.83	0.00	100.0%
Net Income	-459,306.91	38,395.83	0.00	100.0%

8:35 PM
09/12/18
Accrual Basis

Village of Salado - 300 Interest and Sinking Fund
Check Listing
As of August 31, 2018

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
08/24/2018	Wire	Wilmington Trust	Scheduled Debt Payment	460,615.50
				<u>460,615.50</u>
				<u>460,615.50</u>

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: APPROVAL OF THE QUARTERLY INVESTMENT REPORTS FOR FISCAL YEAR 2018 FOR THE VILLAGE OF SALADO

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 Quarterly Investment Reports for Fiscal Year 2018.

The reports will be presented to board members under separate cover in advance of the meeting for review and consideration.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: APPROVAL OF THE REAPPOINTMENT OF DAVID BROKER TO THE BELL COUNTY HEALTH DISTRICT BOARD OF DIRECTORS

Council Action Requested:

- Ordinance
- Resolution
- Motion
- Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow board members to consider the reappointment of David Broker to the Bell County Health District Board of Directors.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER ACTION
DECLARING THE SALADO POLICE DEPARTMENT'S
.40 AND .45 CALIBER AMMUNITION SUPPLY AS
SURPLUS PROPERTY AND AUTHORIZING THE SALE
OF THE SURPLUS AMMUNITION TO *GT*
DISTRIBUTORS

Council Action Requested:

- Ordinance
- Resolution
- Motion
- Discussion

Project/Proposal Summary:

This item was placed agenda to allow board members to discuss and consider possible action regarding a proposal to declare 200 rounds of .40 caliber ammunition and 650 rounds of .45 caliber ammunition originally purchased for the Salado Police Department as surplus property and to authorize the sale of the surplus ammunition to *GT Distributors* of Austin.

The referenced ammunition was purchased for the Police Department at a time when its officers were armed with .40 and .45 caliber weapons. Officers are now armed with 9mm handguns. As such, there is no longer a need for the subject ammunition.

The Village staff is recommending the Board declare the ammunition referenced above as surplus property and authorize the sale of the surplus ammunition to *GT Distributors* which is a law enforcement supply distributor located in Austin. If the sale is approved, *GT Distributors* would provide the Village with store credit for the price of the ammunition.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: VILLAGE ADMINISTRATOR'S STATUS REPORT

Council Action Requested:

- Ordinance
- Resolution
- Motion
- Discussion

Project/Proposal Summary:

- Salado Wastewater Project
- Board of Aldermen Activity Report
- Salado Vista TPDES permit application
- E-T-J Boundary Project

BOA Agenda Item Form



Date Submitted: September 17, 2018
Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER ACTION ON A PROPOSED ORDINANCE ADOPTING THE FISCAL YEAR 2019 BUDGET FOR THE VILLAGE OF SALADO Funds Required: Funds Available:
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Council Action Requested: <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion
--

<p>Project/Proposal Summary:</p> <p>This item was placed agenda to allow the board members to discuss and consider possible action regarding a proposed ordinance adopting the Fiscal Year 2019 Village of Salado Budget.</p> <p>The proposed budget was originally filed with the City Secretary on August 14th, as required by State law. A detailed briefing on the proposed spending plan was presented to the Board of Aldermen on August 16th. A public hearing on the proposed budget was held on September 6th.</p> <p>Copies of the proposed budget have been available for public review at the Salado Public Library and Salado Municipal Building, as well as on the Village of Salado's website.</p> <p>Attached is a copy of a proposed ordinance approving the proposed budget. Approval of the proposed ordinance will require a record vote of the Board.</p>
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ORDINANCE NO. _____

AN ORDINANCE OF THE VILLAGE OF SALADO ADOPTING THE FISCAL YEAR 2019 OPERATING BUDGET FOR THE VILLAGE OF SALADO, TEXAS; DECLARING FINDINGS OF FACT; PROVIDING AN EFFECTIVE DATE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN OPEN MEETINGS CLAUSE.

WHEREAS, the Board of Aldermen of the Village of Salado recognize the need for a budget and to be in compliance with the Local Government Code Sec.102.002 of The State of Texas directing municipalities to create a fiscal year budget; and

WHEREAS, the Village of Salado Board of Aldermen have diligently researched each line item of revenue and expense to prepare a budget felt to adequately guide the Village's finances for the Fiscal Year 2019; and

WHEREAS, the Board of Aldermen held a public hearing on the proposed Fiscal Year 2019 Budget on September 6, 2018, as required by law and after considering the comments of the public at such public hearing, the Board of Aldermen desire to adopt the budget for the Fiscal Year 2019; and

NOW THEREFORE, be it ordained by the Board of Aldermen of the Village of Salado, County of Bell, State of Texas, that:

1. FINDINGS OF FACT

Part 1: The public hearing on the budget was held at 6:30 p.m. on September 6, 2018, in the Village of Salado Municipal Building.

Part 2: The budget for the Village of Salado for the fiscal year beginning October 1, 2018, and ending September 30, 2019, together with the changes and amendments adopted by the Board of Aldermen, is on file in the Office of the City Secretary and posted on the Village's website.

2. ENACTMENT

The budget for Fiscal Year 2019 Exhibit "A ", which is attached hereto and incorporated into this Ordinance for all intents and purposes.

3. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

4. FILING OF THE BUDGET

The City Secretary is hereby directed to file the budget on the website of the Village and in the Village's official records as well as with the Bell County Clerk.

5. EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage.

6. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED AND APPROVED this 20th day of September 2018, by the following Village of Salado Board of Aldermen record vote:

	Aye	Nay	Abstain
Mayor Pro-Tem Fred Brown			
Alderman Frank Coachman			
Alderman Michael McDougal			
Alderman Mike Coggin			
Alderman Andy Jackson			

THE VILLAGE OF SALADO, TEXAS

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary



Filed
08/14/18

Carahle Portland
City Secretary

VILLAGE OF SALADO, TEXAS
FISCAL YEAR 2019
PROPOSED BUDGET

This budget will require raising more revenue from property taxes than in the previous year. Adoption of a Property Tax Rate of \$0.627600 per \$100 is proposed.

Record Vote:

Mayor Pro Tem Brown:	_____	(for)	_____	(against)	_____	(abstained)	_____	(absent)
Alderman Coachman:	_____	(for)	_____	(against)	_____	(abstained)	_____	(absent)
Alderman Coggin:	_____	(for)	_____	(against)	_____	(abstained)	_____	(absent)
Alderman McDougal:	_____	(for)	_____	(against)	_____	(abstained)	_____	(absent)
Alderman Jackson:	_____	(for)	_____	(against)	_____	(abstained)	_____	(absent)

Tax Rates:

Tax Rate	Proposed 2018 Tax Year	Adopted 2017 Tax Year
Property Tax Rate	0.627600	0.536200
Effective Rate	0.522300	0.536200
M&O Tax Rate	0.209100	0.209100
Debt Tax Rate	0.418500	0.327100
Rollback Tax Rate	0.637600	0.546600

City Debt Obligations:

The total amount of municipal debt obligation secured by property taxes in the 2018 Tax Year for the Village of Salado is \$748,126.



**VILLAGE OF SALADO, TEXAS
FISCAL YEAR 2019
PROPOSED BUDGET**

The proposed Fiscal Year 2019 Budget will raise more total property taxes than last year's budget by \$242,570.49 or 19.8% and of that amount \$20,306.25 is tax revenue to be raised from new property added to the tax roll this year. This budget will require raising more revenue from property taxes than in the previous year. Adoption of a Property Tax Rate of \$0.627600 per \$100 is proposed.

Tax Rates:

Tax Rate	Proposed 2018 Tax Year	Adopted 2017 Tax Year
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City Debt Obligations:

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PROPOSED FY 2019 GENERAL FUND BUDGET

GENERAL FUND REVENUE

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2018 Budget	FY 2018 vs. FY 2019
4100 Tax Revenue				
4115 Property Taxes	350,700.00	366,454.00	372,317.00	5,863.00
4120 Sales Tax Earned	377,000.00	387,000.00	407,700.00	20,700.00
4130 Mixed Beverages	12,800.00	15,000.00	18,000.00	3,000.00
Subtotal	750,500.00	768,454.00	798,017.00	29,563.00
4150 Franchise Fees				
4160 Electric Franchise	116,600.00	130,000.00	115,000.00	-15,000.00
4165 Telephone Franchise	30,500.00	30,500.00	30,500.00	0.00
4170 Waste Disposal Franchise Fee	16,500.00	18,500.00	18,400.00	1,900.00
4175 Cable Franchise	9,500.00	15,000.00	23,000.00	8,000.00
4180 Water Franchise	20,000.00	25,000.00	28,000.00	3,000.00
Subtotal	193,100.00	217,000.00	214,900.00	-2,100.00
4200 Licenses, Permits, and Fees				
4210 Sign Permit / Misc	800.00	500.00	300.00	-200.00
4760 Service Fees (Burn)	500.00	500.00	500.00	0.00
4761 Service Fees (liberal Vendor)	1,700.00	2,100.00	2,500.00	400.00
4230 Building Permit Fees	19,000.00	23,000.00	27,800.00	4,800.00
4280 Certificate of Occupancy	1,300.00	1,385.00	1,800.00	~365.00
4270 Contractor Registration	4,000.00	4,000.00	5,000.00	1,000.00
Subtotal	27,300.00	31,465.00	37,100.00	5,635.00
Service Fees				
4220 Subw/Paid/Volunteer/Receptions	13,600.00	20,000.00	24,200.00	4,200.00
4277 Zoning/Variations	750.00	1,250.00	1,000.00	-250.00
4705 Pace Park Rental Fees	4,200.00	4,500.00	4,800.00	300.00
4752 LEOSE	0.00	900.00	900.00	0.00
4755 Crash Report Fees	250.00	250.00	250.00	0.00
Subtotal	18,800.00	26,900.00	31,150.00	4,250.00
4700 Investment and other income				
4780 Interest Income	6,621.00	7,500.00	8,000.00	500.00
4790 Other Income	1,000.00	1,000.00	1,000.00	0.00

Revised
8/17/18

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2019 Budget	FY 2018 vs. 2019
Fines & Forfeitures				
4100 Fines and Forfeitures	0.00	25,000.00	30,500.00	13,500.00
Subtotal		25,000.00	30,500.00	13,500.00
Subtotal	7,621.00	8,500.00	9,000.00	500.00
TOTAL GENERAL FUND REVENUE	997,321.00	1,077,319.00	1,128,667.00	51,348.00

GENERAL FUND EXPENDITURES

ADMINISTRATION DEPARTMENT

Transfer Out				
Operating Transfer Out (For Stagecoach Plant Operations)	0.00	39,571.09	13,200.00	-26,371.99
Subtotal	0.00	39,571.99	13,200.00	-26,371.99
Personnel Services				
Vacage Administrator Salary	0.00	105,000.00	115,590.00	10,590.00
City Secretary	0.00	82,200.00	83,786.00	1,586.00
A-P Clerk/Receptionist	0.00	0.00	0.00	0.00
Administrative Salary	171,086.00	0.00	0.00	0.00
Administrative Hourly Wages	24,905.00	0.00	0.00	0.00
Payroll Taxes	5,182.00	2,424.40	2,800.00	175.60
Social Security	0.00	10,368.40	11,115.00	748.60
TMRB Contributions	0.00	11,854.48	12,710.00	855.52
Health Care	0.00	13,752.00	15,748.00	1,996.00
Unemployment Compensation	0.00	18.00	324.00	306.00
Pay Comparability Adjustment	0.00	2,000.00	2,000.00	0.00
Subtotal	201,173.00	207,615.28	223,763.00	16,147.72

Services

Meeting Expense	1,000.00	1,000.00	1,000.00	0.00
Ball County Health Services Contracts	5,085.00	5,085.00	5,465.00	380.00
Printing Expense	1,500.00	1,500.00	750.00	-750.00
Telephone	4,890.00	6,212.00	5,268.00	-944.00

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY FY 2018 vs. 2018 Budget	FY 2019
Equipment - Leased / Rented				
Utilities	4,600.00	3,550.00	3,650.00	100.00
Janitorial	5,465.00	4,059.00	4,395.00	336.00
Interest Exp/Bank Fees	3,000.00	3,804.00	3,994.00	0.00
Bldg CAD	325.00	500.00	650.00	150.00
Keep Salado Beautifull/PALS	6,700.00	9,000.00	10,500.00	1,500.00
Subtotal	6,350.00	0.00	0.00	0.00
Subtotal	38,915.00	34,710.00	35,482.00	772.00
Professonal/Fees				
Professional Fees - Planning	1,500.00	1,500.00	0.00	-1,500.00
Professional Fees - Accounting	35,900.00	35,900.00	35,900.00	0.00
Professional Fees - Inspections	18,300.00	20,130.00	22,000.00	1,870.00
Professional Fees - Legal	35,000.00	45,000.00	35,000.00	-10,000.00
Professional Fees - Special Studies	1,000.00	0.00	0.00	0.00
Subtotal	91,700.00	102,530.00	92,900.00	-8,630.00
Others Services & Charges				
Election Expenses	5,500.00	5,000.00	3,500.00	-1,500.00
Office Supplies	4,500.00	3,550.00	3,500.00	-50.00
Postage	2,200.00	2,200.00	2,500.00	300.00
Building Supplies	750.00	750.00	750.00	0.00
Building & Equipment - R & IA	5,500.00	15,500.00	3,500.00	-12,000.00
Website	1,100.00	1,150.00	1,150.00	0.00
Public Notices	7,000.00	5,000.00	4,000.00	-1,000.00
Insurance (TNL Property & GL)	21,000.00	25,000.00	25,000.00	0.00
Dues and Subscriptions	1,300.00	1,400.00	2,000.00	600.00
Training & Travel	3,500.00	3,500.00	1,500.00	-2,000.00
Technology	10,392.00	0.00	3,425.00	3,425.00
Special Projects	5,000.00	8,000.00	8,500.00	500.00
Subtotal	75,742.00	71,850.00	59,325.00	-11,725.00
Capital Outlay				
Equipment (Other)	0.00	0.00	0.00	3,635.00
Equipment (IT)	1,000.00	8,000.00	0.00	-8,000.00
Subtotal	1,000.00	8,000.00	0.00	-8,000.00

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2019 Budget	FY 2018 vs. 2019
TOTAL ADMINISTRATION	408,330.00	463,477.27	424,670.00	-38,807.27

DEVELOPMENT SERVICES DEPARTMENT

Personnel Services

Salary Wages - Director	0.00	80,000.00	61,500.00	1,500.00
Payroll Taxes	5,162.00	870.00	892.00	22.00
Social Security	0.00	3,720.00	2,613.00	83.00
TMRS Contributions	0.00	4,254.00	4,361.00	107.00
Health Care	0.00	7,357.32	7,874.50	517.18
Unemployment Compensation	0.00	8.00	162.00	153.00
Salary Wages	50,064.00	0.00	0.00	0.00
Benefits	0,207.00	0.00	0.00	0.00
Payroll tax	1,037.00	0.00	0.00	0.00
Subtotal	71,490.00	76,210.32	78,602.50	2,392.18

Other Services & Charges

Travel & Training	500.00	500.00	500.00	0.00
Subtotal	500.00	500.00	500.00	0.00

Professional Fees

General Engineering	5,000.00	5,000.00	7,000.00	2,000.00
Zoning/Annexation	3,300.00	3,300.00	1,500.00	-1,800.00
Engineering - Plat Review	10,000.00	12,500.00	12,500.00	0.00
Subtotal	18,300.00	20,800.00	21,000.00	200.00

TOTAL DEVELOPMENT SERVICES	90,290.00	97,510.32	100,102.50	2,592.18
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PUBLIC SAFETY DEPARTMENT

Fire Department

Other Services & Charges

Quam Fees	385.00	500.00	500.00	0.00
Contract	40,000.00	40,000.00	40,000.00	0.00

Approved FY 2017 Budget Approved FY 2018 Budget Proposed FY FY 2018 vs. FY 2019 Budget

Subtotal 40,385.00 40,500.00 40,500.00 0.00

Police Department

Personnel Services

Salaries Wages - Police Chief	0.00	55,000.00	58,375.00	1,375.00
Salaries Wages - Corporal	0.00	44,720.00	45,838.00	1,118.00
Salaries Wages - Officers	0.00	112,320.00	115,128.00	2,808.00
Payroll Taxes	0.00	3,241.33	3,319.00	77.67
Social Security	0.00	13,859.48	14,189.00	329.52
TARS Contributions	0.00	15,848.08	16,225.00	376.91
Health Care	0.00	38,788.00	39,371.40	2,585.40
Unemployment Compensation	0.00	45.00	810.00	765.00
Salary - Police Chief	52,605.00	0.00	0.00	0.00
Salary/Wages - Officers	139,734.00	0.00	0.00	0.00
Officers Overtime	6,080.00	7,000.00	7,000.00	0.00
Longevity & Certification Pay	4,500.00	4,500.00	4,500.00	0.00
Benefits	30,768.00	0.00	0.00	0.00
Payroll Taxes	3,074.00	0.00	0.00	0.00
Subtotal	237,661.00	293,320.80	302,755.40	9,434.60

Services

Telephone	10,700.00	8,800.00	10,100.00	300.00
Utilities	7,600.00	6,410.00	7,512.00	1,102.00
Janitorial	1,800.00	1,800.00	1,800.00	0.00
Subtotal	20,100.00	18,010.00	19,412.00	1,402.00

Other Services & Charges

Ammunition	1,500.00	1,500.00	500.00	-1,000.00
Crime Prevention Supplies	250.00	500.00	500.00	0.00
Air Expensos	16,500.00	16,500.00	17,500.00	1,000.00
Supplies	1,500.00	3,500.00	3,500.00	0.00
Equipment Maintenance & Repair	2,000.00	2,000.00	2,000.00	0.00

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2019 Budget	FY 2018 vs. FY 2019
Building - R & IA	500.00	1,500.00	1,000.00	-500.00
Dues & Subscriptions	3,795.00	4,000.00	4,000.00	0.00
Animal Control	500.00	1,000.00	1,000.00	0.00
Subtotal	20,535.00	30,500.00	30,000.00	-500.00
Capital Outlay				
Capital Outlay - Vehicles	5,500.00	12,000.00	15,000.00	3,000.00
Capital Outlay-Vehicle Replacement Program		0.00	5,000.00	5,000.00
Capital Outlay-IT			8,900.00	11,900.00
Capital Outlay - Equipment	7,500.00	5,000.00	7,650.00	2,850.00
Subtotal	13,000.00	17,000.00	36,750.00	19,750.00
Municipal Court				
Personnel Services				
Salary Municipal Court Clerk	0.00	0.00	0.00	0.00
Wages- Court Clerk Assistant PT	0.00	0.00	0.00	0.00
Municipal Court Payroll Taxes	0.00	0.00	0.00	0.00
Court - Benefits	0.00	0.00	0.00	0.00
Subtotal	0.00	0.00	0.00	0.00
Professional Fees				
Professional Fees - Judicial Services	6,000.00	6,000.00	6,000.00	0.00
Professional Fees - Prosecutor	0.00	6,000.00	5,000.00	-1,000.00
Professional Fees - Judge Expense	100.00	0.00	0.00	0.00
Subtotal	6,100.00	12,000.00	11,000.00	-1,000.00
Other Services & Charges				
Supplies	75.00	500.00	750.00	250.00
Maintenance and Repair	0.00	0.00	0.00	0.00
Dues and Subscriptions	100.00	2,100.00	2,500.00	400.00

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2018 Budget	FY 2018 vs. 2017
Collections/Ordnal Contract	0.00	0.00	0.00	0.00
Travel and Training	300.00	1,500.00	3,000.00	1,500.00
Subtotal	475.00	4,100.00	6,250.00	2,150.00

TOTAL PUBLIC SAFETY 344,256.00 415,430.80 446,667.40 31,236.60

PUBLIC WORKS DEPARTMENT

Personnel Services

Salaries Wages - Maintenance Worker	54,706.00	20,120.00	29,848.00	728.00
Salaries Wages - Maintenance Worker - Part Time Hourly	0.00	0.00	0.00	0.00
Maintenance Worker - Overtime	1,400.00	1,400.00	1,400.00	0.00
Payroll Tax	1,180.00	422.24	454.00	31.76
TMRS Contributions	0.00	2,064.61	2,218.00	151.39
Social Security	0.00	1,805.44	1,938.00	132.56
Health Care	0.00	7,357.32	7,874.59	517.18
Unemployment	0.00	8.00	162.00	153.00
Maintenance Worker - Benefits	9,284.00	0.00	0.00	0.00
Maintenance Worker Certification Pay	0.00	800.00	0.00	0.00
Subtotal	67,470.00	43,078.61	44,792.50	1,713.89

Other Services & Charges

Uniforms & Boots	1,150.00	1,150.00	1,150.00	0.00
Telephone	480.00	735.00	780.00	45.00
Building - R & M	3,000.00	1,000.00	0.00	-1,000.00
Deer Disposal Fee	100.00	0.00	0.00	0.00
Subtotal	4,730.00	2,885.00	1,930.00	-955.00

TOTAL PUBLIC WORKS DEPARTMENT 72,200.00 45,863.61 46,722.50 754.89

PARKS DEPARTMENT

Services

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2019 Budget	FY 2018 vs. FY 2019
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Mowing	0.00	0.00	0.00	-976.00
Utilities	2,550.00	2,398.00	1,410.00	-976.00
Subtotal	2,550.00	2,398.00	1,410.00	-976.00

Other Services & Charges				
Supplies	3,500.00	3,500.00	3,500.00	0.00
Auto Expenses	720.00	720.00	720.00	0.00
Equipment Repair	2,207.00	2,000.00	2,000.00	0.00
Subtotal	6,427.00	6,220.00	6,220.00	0.00

Capital Outlay				
Capital Outlay-Equipment			0.00	
Capital Outlay-Other			3,500.00	
Subtotal			3,500.00	

TOTAL PARKS DEPARTMENT	8,877.00	8,806.00	11,130.00	2,524.00
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STREET DEPARTMENT

Other Services & Charges				
Contract Labor (Gateway Signs)	1,000.00	1,000.00	10,000.00	9,000.00
Supplies	1,000.00	0.00	734.60	734.60
Signage	600.00	800.00	800.00	0.00
Auto Expense	2,200.00	1,500.00	1,000.00	-500.00
Equipment Repair	2,250.00	1,000.00	500.00	-500.00
Street Supplies	6,590.00	9,500.00	6,500.00	-3,000.00
Subtotal	15,750.00	13,800.00	19,534.60	5,734.60

Services				
Utilities	12,500.00	11,295.00	13,840.00	2,545.00
Subtotal	12,500.00	11,295.00	13,840.00	2,545.00

Capital Outlay

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2019 Budget	FY 2018 vs. FY 2019
Capital Outlay - Streets	\$0,000.00	\$6,236.00	\$0,000.00	-6,236.00
Capital Outlay - Main Street Improvements	0.00	5,000.00	0.00	-5,000.00
Capital Outlay-Other	50,000.00	0.00	6,000.00	12,000.00
Subtotal	50,000.00	71,236.00	66,000.00	784.00
TOTAL STREETS DEPARTMENT	78,250.00	96,231.00	99,274.80	3,043.80
TOTAL GENERAL EXPENDITURES	1,002,503.00	1,127,219.00	1,128,687.00	1,368.00
USE OF RESTRICTED FUND BALANCE (STREETS)		50,090.00	0.00	-50,090.00
NET DIFFERENCE		0.00	0.00	0.00

PROPOSED FY 2019 HOT FUND BUDGET

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2018 Budget	FY 2018 vs. FY 2019
HOT FUND REVENUE				
4134 - County Hotel Occupancy Tax	7,000.00	7,000.00	7,000.00	-
4135 - Occupancy Tax	150,000.00	160,000.00	210,000.00	50,000.00
4710 - Trolley Rental	500.00	-	-	-
4760 - Other Income	350.00	-	-	-
TOTAL HOT FUND REVENUE	167,850.00	167,000.00	217,000.00	50,000.00

HOT FUND EXPENDITURES

	Approved FY 2017 Budget	Approved FY 2018 Budget	Proposed FY 2018 Budget	FY 2018 vs. FY 2019
Personnel Services				
Salaries/Wages/Director	120,000.00	65,000.00	50,000.00	(6,000.00)
Salaries/Wages-Part Time Employees	0.00	-	23,400.00	23,400.00
Payroll Taxes	0.00	842.50	1,184.00	251.50
Social Security	0.00	4,030.00	5,104.00	1,074.00
THRS Contribution	0.00	4,608.50	4,179.00	(429.50)
Health Care	0.00	7,357.32	7,874.00	516.68
Unemployment	0.00	9.00	162.00	153.00
Director Bonus Program	5,000.00	-	-	-
Benefits	20,550.00	-	-	-
Payroll Taxes	2,100.00	-	-	-
Subtotal	147,650.00	87,947.32	100,831.00	18,903.68

Other Charges & Services

Chamber of Commerce Contract	39,250.00	-	-	-
Lease - Vashwa Center	0.00	24,588.00	24,588.00	-
Mailing	-	60,180.00	70,000.00	9,804.00
Printing	0.00	-	2,000.00	2,000.00
Telephone	0.00	-	-	-
Postage	-	-	1,500.00	1,500.00
Office Supplies	0.00	268.68	800.00	331.32
Dues & Subscriptions	-	-	1,200.00	1,200.00
Travel & Training	-	-	2,500.00	2,500.00
Vehicle Maintenance	-	-	1,000.00	1,000.00

Insurance	950.00			
Subtotal	40,200.00	85,052.68	100,388.00	18,335.32
Capital Outlay				
Capital Outlay-Technology			1,500.00	1,500.00
Subtotal			1,500.00	1,500.00
TOTAL HOT FUND EXPENDITURES	187,850.00	187,080.00	206,738.00	34,738.00
NET DIFFERENCE	(30,000.00)	0.00	11,281.00	11,281.00

PROPOSED FY 2019
INTEREST & SINKING FUND BUDGET

Approved FY 2017 Budget Approved FY 2018 Budget Proposed FY 2019 Budget FY 2018 vs FY 2019

INCOME

4000 Property Tax Revenue	578,080.00	578,231.00	748,128.00	171,895.00
4100 Interest Income	0.00	-	0.00	0.00

TOTAL INCOME	578,080.00	578,231.00	748,128.00	171,895.00
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EXPENDITURES

2015 Bond Principal	335,000.00	345,000.00	355,000.00	10,000.00
2015 Bond Interest	241,080.00	231,231.00	221,088.00	-10,143.00
2018 Bond Principal	0.00	-	75,000.00	75,000.00
2018 Bond Interest	0.00	-	87,038.00	87,038.00
Bank Charges	0.00	-	0.00	0.00

TOTAL EXPENDITURES	576,080.00	576,231.00	748,128.00	171,895.00
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NET DIFFERENCE	0.00	0.00	0.00	0.00
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PROPOSED FY 2019 STAGECOACH WW FUND BUDGET

YTD FY 2018-17	Approved 2017 Budget	FY	Approved FY 2018 Budget	Proposed 2018 Budget	FY	FY 2018 vs. FY 2019
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STAGECOACH WW FUND REVENUE						
4000 - Monthly Service Fee	13,074.00		15,900.00	25,000.00	11,745.00	12,255.00
Transfer from General Fund	0.00		0.00	39,571.99	13,200.00	26,371.99
4010 - Other Revenue	44.21		0.00	-	0.00	0.00
TOTAL STAGECOACH WW FUND REVENUE	13,118.21		16,900.00	64,571.99	24,945.00	39,626.99

STAGECOACH WW FUND EXPENDITURES						
Personnel Services						
Overtime	0.00		2,500.00	-	0.00	0.00
Subtotal	0.00		2,500.00	-	0.00	0.00
Utilities						
Electric	0.00		11,000.00	11,000.00	0.00	11,000.00
Water	0.00		6,720.00	6,720.00	0.00	6,720.00
Subtotal	0.00		17,720.00	17,720.00	0.00	17,720.00
Professional Fees						
Professional Fees - Auditor	0.00		850.00	850.80	0.00	850.00
Professional Fees - Legal	1,088.90		1,000.00	1,500.00	0.00	1,500.00
Subtotal	1,088.90		1,850.00	2,350.80	0.00	2,350.00
Other Charges & Services						
Contract Labor	2,572.50		0.00	30,000.00	14,140.00	15,860.00
Auto Expenses	0.00		200.00	200.00	0.00	200.00
Office Supplies	42.55		100.00	100.00	200.00	(100.00)
Postage	0.00		200.00	100.00	100.00	0.00
Bulking Supplies	473.93		100.00	100.00	100.00	0.00

Testing	5,250.00	8,000.00	10,000.00	5,240.00	4,750.00
S Judge Disposal	5,265.00	9,000.00	12,000.00	6,960.00	5,040.00
Equipment - R & M	7,942.28	4,000.00	6,000.00	5,990.00	3,090.00
Public Notices	1,147.00	150.00	-	0.00	0.00
Insurance	2,257.94	2,200.00	2,400.00	2,400.00	0.00
Training & Travel	1,871.08	1,500.00	1,500.00	870.00	630.00
Permits	5,857.96	1,100.00	-	0.00	0.00
Printing Expense	0.00	100.00	100.00	100.00	0.00
Subtotal	32,586.84	26,750.00	64,500.00	35,710.00	29,290.00
Capital Outlay					
Capital Outlay - Equipment	0.00	0.00	-	0.00	0.00
Capital Outlay - Reserve	0.00	0.00	-	0.00	0.00
Subtotal	0.00	0.00	-	0.00	0.00
TOTAL STAGECOACH WW EXPENDITURES	33,573.64	44,220.00	84,670.00	36,110.00	49,490.00
USE OF UNRESTRICTED GENERAL FUND BALANCE		32,820.00	19,998.01	10,185.00	9,833.01
NET DIFFERENCE		0.00	(0.00)	0.00	(0.00)

**VILLAGE OF SALADO
NOTICE OF PUBLIC HEARING ON THE PROPOSED
FISCAL YEAR 2019 ANNUAL BUDGET**

The Village of Salado will hold a public hearing on the proposed Fiscal Year 2019 Budget at 6:30 p.m. September 6, 2018, at City Hall, 301 N. Stagecoach, Salado, TX 76571.

The proposed Fiscal Year 2019 Budget will raise more total property taxes than last year's budget by \$242,570.49 or 19.8% and of that amount \$20,306.25 is tax revenue to be raised from new property added to the tax roll this year.

The public is urged to attend and express their views at this hearing. The public is also encouraged to review the Village's proposed budget on the Village of Salado website at www.saladotx.gov under the News and Announcements tab. A paper copy of the budget may be viewed in the City Secretary's office at 301 N. Stagecoach, Salado, TX 76571 or at the Salado Public Library at 1151 N. Main Street, Salado, TX 76571 .

NOTICE OF 2018 TAX YEAR PROPOSED PROPERTY TAX RATE FOR VILLAGE OF SALADO

A tax rate of \$0.627600 per \$100 valuation has been proposed by the governing body of VILLAGE OF SALADO. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of VILLAGE OF SALADO proposes to use revenue attributable to the tax rate increase for the purpose of Debt Service.

• PROPOSED TAX RATE	\$0.627600 per \$100
• PRECEDING YEAR'S TAX RATE	\$0.536200 per \$100
• EFFECTIVE TAX RATE	\$0.522300 per \$100
• ROLLBACK TAX RATE	\$0.637600 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for VILLAGE OF SALADO from the same properties in both the 2017 tax year and the 2018 tax year.

The rollback tax rate is the highest tax rate that VILLAGE OF SALADO may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Marvin Hahn, Chief Appraisal
Tax Appraisal District of Bell County
411 E Central, Belton, TX
254-939-5841
marvin.hahn@bellcad.org
www.bellcad.org

You are urged to attend and express your views at the following public hearings on proposed tax rate:

First Hearing: Thursday, September 6, 2018 at 6:30 PM at Salado Municipal Building, 301
N. Stagecoach, Salado, TX

Second Hearing: Thursday, September 13, 2018 at 6:30 PM at Salado Municipal Building, 301
N. Stagecoach, Salado, TX

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER ACTION ON A PROPOSED ORDINANCE ADOPTING THE 2018 PROPERTY TAX YEAR PROPERTY TAX RATE

Funds Required:
Funds Available:

Council Action Requested:

- Ordinance
- Resolution
- Motion
- Discussion

Project/Proposal Summary:

This item was placed agenda to allow board members to discuss and consider possible action regarding a proposed ordinance adopting the property tax rate for the 2018 Property Tax Year to help fund the Fiscal Year 2019 Village of Salado Budget.

An ad valorem tax rate of \$0.6276 is proposed to help fund the Fiscal Year 2019 Operating Budget for the Village. The proposed tax rate is approximately nine (9) cents higher than the current tax rate (\$0.5362). The tax increase is needed to fund the added debt service payments for the remaining wastewater construction bonds issued earlier this year. No increase in the *Maintenance & Operation* portion of the tax rate is proposed.

The owner of a home with a taxable value of \$250,000 will pay approximately \$219 more in Village taxes should the proposed tax rate be approved.

Public hearings on the proposed tax rate were held on September 6th and 13th.

Approval of the attached ordinance establishing the property tax rate will require a record vote of the Board.

ORDINANCE NO. _____

AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS, SETTING A PROPERTY (AD VALOREM) TAX RATE; APPROVING THE AD VALOREM TAX RATE AND LEVY OF \$0.627600 PER ONE HUNDRED DOLLARS (\$100) OF ASSESSED VALUATION OF ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE VILLAGE FOR THE 2018 TAX YEAR TO HELP FUND THE FISCAL YEAR 2019 OPERATING BUDGET FOR THE VILLAGE OF SALADO; PROVIDING FOR AN EXEMPTION ON RESIDENCE HOMESTEADS; PROVIDING FOR EXEMPTIONS FOR INDIVIDUALS WHO ARE DISABLED OR 65 YEARS OF AGE OR OLDER; PROVIDING FOR PENALTIES AND INTEREST; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALING CONFLICT; PROVIDING FOR PROPER NOTICE & MEETING; PROVIDING FOR ENGROSSMENT & ENROLLMENT; PROVIDING FOR NOTIFICATION TO ASSESSOR; AND PROVIDING FOR PUBLICATION & EFFECTIVE DATE.

WHEREAS, the Village of Salado, Texas is responsible for the maintenance and repair of the streets within corporate boundaries of the Village; and

WHEREAS, pursuant to the Texas Constitution and Texas Property Tax Code, a general-law municipality such as Village of Salado has the authority to establish, enact and collect property taxes; and

WHEREAS, Texas Tax Code Section 26.05 requires that the Village adopt a tax rate for the current tax year and shall notify the assessor for the unit of the rate adopted; and

WHEREAS, the Board of Aldermen finds that a tax rate of \$.627600 cents per one hundred dollars (\$ 100) is reasonable and prudent at this point in time; and

WHEREAS, a budget appropriating revenues generated for the use and support of the municipal government of the Village of Salado has been approved and adopted by the Village of Salado Board of Aldermen as required by Section 102.009 of the Texas Local Government Code;

WHEREAS, a notice of the hearings on a proposed tax rate was published in the Village's official newspaper on August 23, 2018.

WHEREAS, pursuant to Chapter 51 of the Texas Local Government Code, and the Village's inherent police powers, the Village of Salado Board of Aldermen finds it to be reasonable and necessary to adopt regulations providing for conducting Village business.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Village of Salado, Texas:

Section 1. Findings of Fact

The above Findings of Fact shall be incorporated herein as Legislative findings of the Board of Aldermen.

Section 2. Approval of 2018 Tax Year Tax Rate and Levy

That there be and is hereby levied and shall be assessed and collected for the Fiscal Year 2017-2018 on all taxable property, real, personal and mixed, situated within the city limits of the Village of Salado, Texas, and not exempt by the Constitution of the State and valid state laws, an ad valorem tax rate of \$.627600 cents on each One Hundred Dollars (\$ 100.00) assessed value of taxable property, and shall be apportioned and distributed as follows:

- (a) For the purpose of defraying the current expenses and budget of the municipal government of the Village (Maintenance and Operation), a tax rate of \$0.2091 cents on each One Hundred Dollars (\$100.00) assessed value of taxable property.

- (b) For the payment of Principal and Interest on Bonds and other debt of the City, a tax rate of \$0.418500 cents on each One Hundred Dollars (\$100.00) assessed value of taxable property;

TOTAL TAX RATE OF \$0.627600 CENTS.

THIS TAX RATE WILL GENERATE MORE TOTAL PROPERTY TAX REVENUE THAN LAST YEAR'S TAX RATE BY \$242,570.49 OR 19.8% AND OF THAT AMOUNT \$20,306.25 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.

- (c) The City Secretary shall cause the following notice to be posted on the homepage of the Village's internet website:

THE VILLAGE OF SALADO, TEXAS ADOPTED A TAX RATE OF \$0.627600 FOR THE 2018 TAX YEAR THAT WILL GENERATE MORE TOTAL PROPERTY TAX REVENUE THAN THE 2017 TAX YEAR'S TAX RATE BY \$242,570.49 OR 19.8% AND OF THAT AMOUNT \$20,306.25 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.

Section 3. Exemptions and Tax Freeze

The Homestead Exemptions and Tax Freeze previously ordained by the Board of Alderman remain in effect.

The Board of Aldermen, pursuant to Section I-b, Article VIII of the Texas Constitution and Section 11.13(d) of the Texas Property Tax Code, has adopted an exemption on the residence homesteads of persons who are disabled or sixty-five (65) years of age or older. The person or entity performing the tax assessment and collection functions for the Village of Salado is authorized and instructed to implement the necessary procedures to exempt from taxation fifty thousand dollars (\$50,000.00) of the appraised value of the residence homestead.

The Board of Aldermen has adopted an exemption amounting to twenty percent (20%) of the appraised value. The exemption is granted to owner-occupied single-family residential units within the Village. The person or entity performing the tax assessment and collection functions for the Village of Salado is authorized and instructed to implement the necessary procedures to exempt from taxation twenty percent (20%) of the appraised value as provided above.

The Board of Aldermen, pursuant to Section I-b(h), Article VIII of the Texas Constitution and Section 1 1.261 of the Texas Property Tax Code, previously adopted an ad valorem tax freeze on the residence homesteads of persons who are disabled or 65 years of age or older. The person or entity performing the tax assessment and collection functions for the Village of Salado is authorized to implement the necessary procedures to freeze the ad valorem taxes on the residence homesteads of persons who are disabled or 65 years of age or older, as provided for in Section I-b(h), Article VIII of the Texas Constitution and Section 1 1.261 of the Texas Property Tax Code.

Section 4. Penalty and Interest

All taxes shall become a lien upon the property against which assessed and the Tax Assessor/Collector for the Village of Salado, Texas shall by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the penalty and interest collected from such delinquent taxes shall be appropriated for the general fund of the Village of Salado, Texas.

Section 5. Severability

If any provision, section, subsection, sentence, clause or phrase of this Ordinance, or the application of same to any person or set circumstances for any reason is held to be unconstitutional, void or invalid or for any reason unenforceable, the validity of the remaining portions of this ordinance of the application thereby shall remain in effect, it being the intent of the Board of Aldermen of the Village of Salado, Texas in adopting this ordinance, that no portion thereof or provision contained herein shall become inoperative or fail by any reason of unconstitutionality or invalidity of any portion or provision.

Section 6. Repealing Conflict

All ordinances and parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of conflict with this Ordinance.

Section 7. Proper Notice and Meeting

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

Section 8. Engrossment & Enrollment

The City Secretary of the Village is hereby directed to engross and enroll this Ordinance by copying the caption, publication clause, penalty clause, and effective date clause in the minutes of the Board of Aldermen and by filing this Ordinance in the ordinance records of the Village.

Section 9. Notification to Assessor

The City Secretary of the Village is hereby directed to notify the tax assessor for the Village of the tax rate adopted.

Section 10. Publishing and Effective Date

This Ordinance shall become effective immediately upon publication. The City Secretary is hereby directed to publish in the Official newspaper of the Village of Salado, the caption, and effective date clause of this Ordinance as required by Section 52.011 of the Texas Local Government Code.

PASSED & APPROVED this 20th day of September 2018, by the following Village of Salado Board of Aldermen record vote:

	Aye	Nay	Abstain
Mayor Pro-Tem Fred Brown			
Alderman Frank Coachman			
Alderman Michael McDougal			
Alderman Mike Coggin			
Alderman Andy Jackson			

THE VILLAGE OF SALADO, TEXAS

Skip Blancett, Mayor

ATTEST:

Cara McPartland, City Secretary

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER ACTION REGARDING PLANS FOR THE *SALADO FOOD AND WINE EXPERIENCE AT THE BARTON HOUSE ON OCTOBER 26TH-28TH*

Council Action Requested:

- Ordinance
- Resolution
- Motion
- Discussion

Project/Proposal Summary:

This item was placed agenda to allow board members to discuss and consider possible action approving plans for the *Salado Food and Wine Experience at the Barton House on October 26th – 28th*.

The owners of Barton House will be hosting the three-day festival at their restaurant property located at 101 N. Main Street. The event kicks off Friday night with a ticketed wine dinner. On Saturday from 10 a.m. to 5 p.m., individuals can pay admission to the festival grounds to sample a wide variety of wines, craft beers and culinary specialties from different areas of the world. Wine experts will hold seminars for festival goers. On Saturday night, there will three (3) ticketed wine dinners. The event wraps up with a brunch on Sunday morning.

There will be no on-site parking for the festival. Instead, organizers have secured permission from the owners of several businesses in the area of the festival grounds to use their business parking lots for festival parking. These lots will be signed for festival parking. If these parking lots fill up, attendees will be encouraged to park at the Civic Center.

Event organizers will provide porta-potties, tents, tables, chairs, and trash collection stations along with on-site security.

Rock Creek Road will be kept open throughout the festival so as not to inconvenience businesses and residences located on the dead-end street.

The Village staff recommends approval of the plans for the *Salado Food and Wine Experience at the Barton House on October 26th – October 28th*.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER ACTION
REGARDING THE PROPOSED ROUTE FOR THE 2018
CHRISTMAS STROLL PARADE

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 discuss and consider approval of the proposed route for the 2018 Christmas Stroll Parade.

The parade will take place on November 29, 2018 at 6 p.m. The parade route starts near the intersection of Center Circle and Royal Street. From the referenced intersection, the parade will travel down Royal Street, turn north onto Main Street and continue down Main Street to the Civic Center.

The Salado Police Department will provide traffic control for the Parade.

The Village staff recommends approval of the parade route, as proposed.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested September 20, 2018

Project/Proposal Title: CONSIDER ACTION REGARDING A REQUEST TO AMEND THE SERVICE EXTENSION POLICY FOR THE SALADO WASTEWATER SYSTEM

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 regarding a request to amend the service extension policy for the Salado Wastewater System that is currently under construction.

On September 6, 2018, the Board of Aldermen voted 4-0 to approve a policy relating to the extension of wastewater service to proposed developments located within and/or adjacent to the corporate limits of the Village.

The approved policy includes a provision that allows a developer to reserve wastewater treatment capacity with the Village for a period not to exceed four (4) years.

The Village has received a request from a developer to allow for a reservation period of six (6) years instead of four (4) years. The developer has indicated he doesn't feel he can secure financing for his proposed development with a four (4) year reservation.

The developer will be present at the meeting to answer questions regarding his request.

Attached is a copy of the current extension policy.

VILLAGE OF SALADO WASTEWATER SERVICE EXTENSION POLICY

1. APPLICABILITY

This policy applies to all residential and commercial development. For purposes of this policy, "Developer" means a person who subdivides land or requests more than two (2) water or sewer service connections on a single contiguous tract of land.

2. SERVICE REQUEST

The Developer shall submit a request for wastewater service extension in a format acceptable to the Village.

3. EVALUATION OF SERVICE REQUEST

- A. The Village shall evaluate each request to determine if there is sufficient unused and unreserved capacity available in the Village's wastewater facilities to meet the utility service requirements of the proposed development or if such capacity will be available before the proposed development will require it.
- B. The Village shall evaluate each request to determine the infrastructure and easements needed from the proposed development to the nearest point of connection to the Village's wastewater system and develop cost estimates for any needed infrastructure.
- C. The Village shall evaluate each request to determine its proximity to the corporate limits of the Village of Salado.
- D. The Village shall complete its evaluation and issue a finding to the Developer regarding the service extension request within twenty-one (21) business days following receipt of the request. The finding shall state whether the Village has sufficient wastewater capacity to serve the requested number of service units for the development and the estimated cost of the requested service extension.

4. SERVICE EXTENSION PARAMETERS

- A. The property to be provided wastewater service must be located within the corporate limits of the Village of Salado. If the subject property is located outside the Village's corporate limits, a petition by the property owner and successful annexation into the Village of Salado is required to receive wastewater service from the Village.

- B. The Developer requesting wastewater service shall be responsible for construction of the necessary infrastructure from the proposed development to the nearest point of connection to the Village's wastewater system, or payment of the pro rata fees, as determined by the Village, for reimbursement of the Village's costs for extending wastewater mains.
- C. The Developer requesting wastewater service shall be responsible for obtaining or dedicating of any rights-of-way or easements needed for the extension of the Village's wastewater facilities.
- D. The Developer requesting wastewater service shall provide payment of applicable impact fees in accordance with the Village's Wastewater Impact Fee Ordinance.
- E. Any extension of wastewater service shall be done in compliance with applicable state and federal laws and regulations, Village ordinances and written Village policies applying to utility service.

5. DEVELOPMENT INFRASTRUCTURE PARAMETERS

- A. The Developer shall be responsible for the construction of all collection system infrastructure (mains, service connections, lift stations, etc.) needed to serve the development. Ownership and operation of the collection infrastructure shall be transferred to the Village once completed, in accordance with the terms of this policy.
- B. All wastewater collection system components shall be constructed, tested, and operated in compliance with TCEQ rules and regulations; and standards established by the Village of Salado.
- C. All plans shall be designed by a professional engineer, licensed in the State of Texas.
- D. The Developer shall provide "Record Drawings" before wastewater service is provided.
- E. The designated representative of Village of Salado shall personally witness manhole vacuum tests, air leak test, mandrel tests, force-main tie-ins, manhole construction over existing sewer lines, sewer lines, etc. The Developer shall be responsible for any costs incurred by the Village related to the observation of the tests.
- F. The Developer's engineer shall be responsible for day-to-day construction administration and inspection.

- G. Upon transfer of ownership of the facilities, developer shall warrant materials and performance of the infrastructure constructed by applicant for twelve (12) months following the date of the transfer.
- H. The Developer's engineer shall certify that the work has been properly constructed in accordance with all state, federal and Village standards.

6. RESERVATION OF WASTEWATER CAPACITY

In the event the Developer is not immediately ready to proceed with his/her development, reservation of wastewater capacity for the entire planned development or individual phases of the development can be obtained through payment of the applicable impact fees for that portion of the development for which capacity reservation is being sought. Such payment shall be made at the time of application for wastewater capacity reservation. Phased payment of the fees required for wastewater capacity reservation may be negotiated by separate agreement. Any impact fees paid are non-refundable.

In cases where the property to be developed is located outside the corporate limits of the Village, such payment shall be made following annexation of the subject property into the Village, at the time of application for wastewater capacity reservation.

Upon approval, the reservation of wastewater capacity shall remain in effect for a period not to exceed four (4) years in length from the time of payment of the applicable impact fees. At the end of this time period, the wastewater capacity reservation shall expire if a final plat has not been recorded for that portion of the development for which capacity was reserved.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER APPROVAL OF FISCAL YEAR 2018 VILLAGE OF SALADO BUDGET AMENDMENTS

Funds Required:
Funds Available:

Council Action Requested:

- Ordinance
- Resolution
- Motion
- Discussion

Project/Proposal Summary:

As the Village nears the end of its fiscal year, there is a need for the board members to amend the various FY 2018 budgets to account for anticipated differences in actual expenditures and revenues compared to budgeted expenses and revenues.

A copy of the proposed budget amendments will be presented under separate cover in advance of the Board meeting for review and consideration.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER APPROVAL OF COMPREHENSIVE FUND BALANCE POLICY AND FUND BALANCE CLASSIFICATION PLAN

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 discuss and consider approving the Comprehensive Fund Balance Policy ("Policy") and Fund Balance Classification Plan ("Plan") for the Village of Salado.

Much like the Village's Investment Policy, the Village is obligated to review the Policy and Plan on an annual basis. No changes in the policy or plan are being recommended.

The primary objective of the Policy is to improve the usefulness and comparability of fund balance information by reporting fund balance in more insightful and meaningful components. This policy also clarifies the definitions of the different types of funds that a governmental entity may set up for financial reporting purposes.

The Plan simply identifies how the dollars in fund balance are to be classified. While an approved classification plan must be in place, the classifications can be changed at any time by board members.

Village staff is recommending the Board of Aldermen approve the Policy and Plan as submitted.

VILLAGE OF SALADO

COMPREHENSIVE FUND BALANCE POLICY

BACKGROUND

The Governmental Accounting Standards Board (“GASB”) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions (“GASB-54”)*. The primary objective of this new standard is to improve the usefulness and comparability of fund balance information by reporting fund balance in more intuitive and meaningful components. This standard also clarifies the definitions of the different types of funds that a governmental entity may set up for financial reporting purposes.

GASB-54 now requires the Village of Salado to classify the fund balance amounts reported within our financial statements in accordance with five new and more detailed classifications shown below. These categories are as follows:

Non-spendable Fund Balance. Fund balance reported as “non-spendable” represents fund balance associated with inventory or prepaid items. The cash outlay for these types of items has already been made and therefore the resources represented by this fund balance category cannot be spent again; hence the term “non-spendable”.

Restricted Fund Balance. Fund balance reported as “restricted” represents amounts that can be spent only on the specific purposes stipulated by law or by the external providers of those resources.

Committed Fund Balance. Fund balance reported as “committed” includes amounts that can be used only for the specific purposes determined by a formal action of The Board of Aldermen.

Assigned Fund Balance. Fund balance reported as “assigned” represents amounts intended to be used for specific purposes, but not meeting the criteria to be reported as committed or restricted fund balance. In addition, the Board of Aldermen may grant to the Village Administrator the authority to “assign” fund balance.

Unassigned Fund Balance. Fund balance reported as “unassigned” represents the residual classification of fund balance and includes all spendable amounts not contained within the other classifications.

GASB-54 is effective for periods beginning after June 15, 2010. Therefore, the Village of Salado was required to implement this new standard starting with Fiscal Year 2011.

A written Comprehensive Fund Balance Policy is recommended to be formally adopted by the governing body of our organization depicting the procedures that will be used for committing fund balance, assigning fund balance, how stabilization funds, if any, will be determined, order of spending the fund balance categories, minimum fund balance levels, and use of governmental fund types.

COMPREHENSIVE FUND BALANCE POLICIES

1.0 Policy on Committing Funds

In accordance with GASB-54, it is the policy of the Village of Salado that fund balance amounts will be reported as “Committed Fund Balance” only after formal action and approval by the Board of Aldermen. The action to constrain amounts in such a manner must occur prior to year end; however, if the actual dollar amount is not known that may be determined in the subsequent period.

For example, the Board of Aldermen may approve a motion prior to year end to report within the year-end financial statements, if available, up to a specified dollar amount as Committed Fund Balance for Capital Projects. The exact dollar amount to be reported as Committed Fund Balance for Capital Projects may not be known at the time of approval due to the annual financial audit not yet being completed. This amount can be determined at a later date when known and appropriately reported within the year-end financial statements due to the governing body approving this action before year-end.

It is the policy of the Village of Salado that the Board of Aldermen may commit fund balance for any reason that is consistent with the definition of Committed Fund Balance contained within GASB-54. Examples of reasons to commit fund balance would be to display intentions to use portions of fund balance for future capital projects, stabilization funds, or to earmark special General Fund revenue streams unspent at year-end that are intended to be used for specific purposes.

After approval by the Board of Aldermen, the amount reported as Committed Fund Balance cannot be undone without utilizing the same process required to commit the funds. Therefore, in accordance with GASB-54, it is the policy of the Village of Salado that funds can only be removed from the Committed Fund Balance category after motion and approval by the Board of Aldermen.

2.0 Policy on Assigning Funds

In accordance with GASB-54, funds that are *intended* to be used for a specific purpose but have not received the formal approval action by the Board of Aldermen may be recorded as Assigned Fund Balance. Likewise, redeploying assigned resources to an alternative use does not require formal action by the governing body.

GASB-54 states that resources can be assigned by the governing body or by another internal body or person whom the governing body gives the authority to do so, such as the Village Administrator.

Therefore, having considered the requirements to assign fund balance, it is the policy of the Village of Salado that the Village Administrator will have the authority to assign fund balance of this organization based on intentions for use of fund balance communicated by the Board of Aldermen.

3.0 Policy on Order of Spending Resources

It is the policy of the Village of Salado that when expenditures are incurred that would qualify as expenditures of either Restricted Fund Balance or Unrestricted Fund Balance (Committed, Assigned, or Unassigned), those expenditures will first be applied to the Restricted Fund Balance category.

Furthermore, it is the policy of the Village of Salado that when expenditures are incurred that would qualify as a use of any of the Unrestricted Fund Balance categories (Committed, Assigned, or Unassigned), those expenditures will be applied in the order of Committed first, then Assigned, and then Unassigned.

4.0 Policy on the Acceptable Minimum Level of Fund Balances

It is the policy of the Village of Salado to maintain at all times an overall Unrestricted Fund Balance (Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance) of not less than three months of regular General Fund operating expenditures, measured based on the most recently completed fiscal year. If it is determined that the Village of Salado is below this minimum established fund balance level, the Board of Aldermen will be informed of this condition and take necessary budgetary steps to bring the fund balance level into compliance with this policy through budgetary actions.

5.0 Review of Governmental Fund Classifications

The Village of Salado desires that the governmental fund types available for use in governmental financial reporting be appropriately selected based on the GASB-54 definitions of these fund types. Furthermore, the fund balance categories utilized within each these fund types are also to be appropriately selected from the new GASB-54 classifications.

Therefore, after consideration of the purpose of each governmental fund type, it is the policy of the Village of Salado to limit the fund balance categories that may be used with each governmental fund type as follows:

General Fund

Non-spendable Fund Balance
Restricted Fund Balance
Committed Fund Balance
Assigned Fund Balance
Unassigned Fund Balance

Debt Service Funds

Restricted Fund Balance
Committed Fund Balance
Assigned Fund Balance

Capital Projects Funds

Restricted Fund Balance
Committed Fund Balance
Assigned Fund Balance

Special Revenue Funds

Restricted Fund Balance
Committed Fund Balance
Assigned Fund Balance

VILLAGE OF SALADO FUND BALANCE DESIGNATION

General Fund

Restricted Fund Balance

- 0% of funds

Committed Fund Balance

- 40% of the funds for public works (roads, drainage, etc)
- 25% of the funds for future grant matches
- 35% of the funds for wastewater operations

Assigned Fund Balance

- 0% of funds

Hotel Occupancy Fund (*Special Revenue Fund*)

Restricted Fund Balance

- 10% of funds for Emergency Tourism Marketing

Committed Fund Balance

- 90% of funds for Tourism Division Operations

Assigned Fund Balance

- 0% of funds

Stagecoach Wastewater Fund (*Special Revenue Fund*)

Restricted Fund Balance

- 0% of funds

Committed Fund Balance

- 100% of funds for Stagecoach Wastewater Plant Operations

Assigned Fund Balance

- 0% of funds

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER APPROVAL OF VILLAGE OF SALADO INVESTMENT POLICY

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 discuss and consider approval of the Village of Salado Investment Policy. State law requires the Board to review the policy on an annual basis.

Village staff recommends approval of the policy as presented.

Investment Policy

I. Purpose

The purpose of this document is to establish the investment policies for the management of the public funds of the Village of Salado, Texas (Village). This policy will be reviewed on an annual basis by Board of Aldermen. At such time, the council will adopt a resolution that (1) states that the investment policy has been reviewed and (2) enumerates the changes to be made to the policy.

These policies are designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with those of comparable funds and financial market indexes.

A copy of this policy will be provided to all business organizations offering to engage in investment transactions with the Village. A qualified representative of the business organization must confirm in writing (1) that this policy has been read and thoroughly reviewed and (2) that reasonable controls have been established to preclude unauthorized investment transactions. The Village prior to the firm providing any services must receive this confirmation.

II. Statutory Authority

This policy was adopted in accordance with the Public Funds Investment Act (V.T.C.A., Government Code §2256).

III. Policy Scope

This investment policy applies to all of the financial assets (i.e., cash, bank deposits and securities) of the Village. These assets are pooled into a single common investment fund that incorporates the following accounting fund types:

- General fund;
- Special revenue funds; and
- Enterprise funds.

Investments in the Village's employee deferred compensation plan are independently managed and are not covered by this policy.

IV. Investment Strategy Statement

It is the Village's policy to invest public funds in a manner that meets the following objectives:

- Ensure the suitability of the investment to the financial requirements of the Village;
- Ensure preservation and safety of capital;
- Provide sufficient liquidity to meet cash flow needs;

- Ensure the marketability of the investments;
- Provide sufficient diversification; and
- Provide a competitive return on investment.

V. Investment Objectives

The following is a detailed discussion of the Village's investment objectives, in priority order:

A. Suitability of Investments

Investments shall be made with the primary focus of having cash available to meet the Village's financial requirements. This requires that the Village match investment maturities with anticipated expenditures.

B. Preservation and Safety of Capital

Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To achieve this objective it is necessary to minimize credit risk and interest rate risk.

Credit risk is the risk of loss due to failure of the security issuer to pay interest and/or principal in a timely manner. It may be reduced by:

- Limiting investments to the safest types of securities;
- Pre-qualifying the business organizations with which the Village will do business; and
- Requiring that investments not insured or guaranteed by the United States Government be fully collateralized.

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. The longer the term, the more tendencies there are for rates to fluctuate. Interest rate risk may be reduced by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity; and
- Investing primarily in shorter-term securities.

Both types of risk may also be controlled through diversification.

C. Liquidity

It is the Village's objective that the investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Liquidity is the relative ease with which a security may be converted to cash, typically

through sale on the open market. The goals of liquidity and preservation of capital may conflict at times. While a security may be easily converted to cash, the amount of cash received may be less than the amount initially paid due to fluctuations in market value. For that reason, it is important for the portfolio to be structured so that securities mature concurrent with anticipated cash needs, hereby avoiding the need to liquidate investments under adverse market conditions.

D. Marketability of Investments

Marketability is the availability to quickly purchase and sell a security at competitive prices in secondary markets. Some investments, such as Treasury bills, can be sold at any time. Other more exotic instruments may not be much in demand by other investors and, consequently, may be much harder to sell.

Since all possible cash demands cannot be anticipated, the portfolio should consist of securities with active secondary or resale markets. This will ensure that in the event the Village must sell a security, a buyer can be readily found.

At all times, selling a security before maturity may produce a loss. With the exception of the following situations, securities shall not be sold at a loss:

- A security with a declining market value could be sold early to minimize loss;
- A security swap would improve the quality, yield, or target duration in the portfolio; or
- Liquidity needs of the portfolio require that a security be sold and all other sales would result in a larger loss.

E. Diversification

The constraints established by this investment policy minimize the Village's risk exposure. Through diversification, the Village can further limit risk exposure. The Village will address diversification in its portfolio by not limiting its exposure to any one type of investment, staggering investment maturities, and using several investment providers.

F. Yield

A fundamental rule of investments is that risk equals return. The Village has deliberately established a low risk threshold in order to protect its financial resources and ensure that cash is available when needed. Return on investment is the least important objective of the Village's investment program. It is anticipated, however, that the Village will still earn a competitive rate of return given the level of risk assumed.

VI. Standards of Care

A. Prudence

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing the overall portfolio, not each investment decision. Investment officers acting in accordance with this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided that the investment decision was consistent with this written policy.

The “prudent person” standard requires that investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived.

B. Ethics and Conflicts of Interest

Employees involved in the investment process shall refrain from personal business activity that could conflict with the proper executing and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from under-taking personal investment transactions with the same individual with which business is conducted on behalf of the Village.

C. Delegation of Authority

The Village Administrator shall be responsible for insuring that all of the physical and monetary assets of the Village are appropriately safeguarded and controlled and perform any duties of Village Treasurer as required by the general laws of the State of Texas. Through the adoption of this policy, the position of Village Administrator shall be designated as an investment officer who is responsible for the investment of the Village’s funds. In the absence of the Village Administrator, the Mayor shall have the responsibility for investment decisions and activities. No person may engage in an investment transaction or the management of funds except as provided under the terms of this Investment Policy as approved by the Board of Aldermen. The investment authority granted to the investment officer is effective until rescinded by the governing body.

The Village Administrator shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

D. Training

The Village Administrator and Finance Officers shall attend at least one training session related to their respective duties within 24 months of assuming office or duties. This training must include education in investment controls, security risks, strategy risks, market risks and compliance with the Public Funds Investment Act.

Both the Village Administrator and the Mayor shall receive training as required by state law, which is designed to ensure the continued proper performance of their duties under this policy and the Public Funds Investment Act. The Village Administrator and the Mayor shall attend an investment training session no less often than once every two fiscal years commencing February 1, 2009 and shall receive not less than 10 hours of instruction relating to investment responsibilities. The investment training session shall be provided by an independent source approved by the Board of Aldermen. For purposes of this policy, an “independent source” from which investment training shall be obtained shall include a professional organization, an institute of higher learning or any other sponsor other than a business organization with whom the Village of Salado may engage in an investment transaction.

DI. Execution of Security Transactions

A. Authorized Financial Dealers and Institutions

A list will be maintained of the business organizations authorized by the Board of Aldermen to provide investment services. These may include “primary dealers” or regional dealers that qualify under Securities and Exchange Commission Rule 15C3 1 (uniform net capital rule).

All business organizations desiring to become qualified bidders for investment transactions must supply the following, as appropriate:

- Audited financial statements
- Proof of National Association of Securities Dealers (NASD) certification
- Proof of state registration
- Completed broker/dealer questionnaire
- Certification signed by a qualified representative of the firm, of having read and thoroughly reviewed the Village’s investment policy and having implemented reasonable procedures and controls in an effort to preclude unauthorized investment transactions. (See Appendix B for an example.)

A qualified representative of a business organization is a person who holds a position with the organization, is authorized to act on behalf of the organization, and who is:

- For organizations regulated or registered with a securities commission, registered under the rules of the National Association of Securities Dealers; or
- For state and national banks and savings banks, a member of the loan committee or authorized by corporate resolution to act on behalf of and bind the banking institution.
- For an investment pool, the person authorized by the elected official or board with authority to administer the activities of the investment pool to sign the written instrument on behalf of the investment.

The Village Administrator shall conduct an annual review of the financial condition and

registration of qualified business organizations interested in providing investment services for the Village. The Village Administrator shall recommend six or more qualified bidders to the Board of Aldermen, which will then select qualified bidders to provide investment services for the Village for the next year.

B. Selection of Investments

The Village Administrator shall establish a competitive process for the selection of investments.

C. Delivery vs. Payment

With the exception of mutual funds, all investment transactions will be executed by delivery vs. payment (DVP). This requires that the release of funds and the receipt of the investment occur simultaneously.

D. Safekeeping

The Village will utilize an independent third party as a custodial agent for safekeeping of the Village's investments. Book entry only securities may be held in the custodial agent's account with a Federal Reserve Bank, as long as the custodial agent's internal records clearly indicate the Village's ownership of the securities. Any physical securities will be transferred directly to the custodial agent.

Receipts must be issued by the custodial agent for all property received in physical or book entry form. Not less than quarterly, the Village should be provided with reports of all assets held in safekeeping.

E. Measuring Market Value

The Village shall use The Wall Street Journal or a comparable nationally recognized business publication to measure the market value of its investments. The price quote used will be as of the date of market valuation.

VIII. Internal Controls and Compliance Audit

A. Internal Controls

The Village Administrator is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Village are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

The internal control structure should address the following points:

- Control of collusion. Collusion is a situation where two or more employees work in conjunction to defraud their employer.
- Separation of transaction authority from accounting and record keeping. By separating the person who authorizes or performs the transactions from the people who record or otherwise account for the transaction, a separation of duties is achieved.
- Custodial safekeeping. Securities purchased from any bank or dealer including appropriate collateral shall be placed with an independent third party for custodial safekeeping.
- Avoidance of physical delivery securities. Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
- Clear delegation of authority to subordinate staff members. Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
- Written confirmation of telephone transactions for investments and wire transfers. Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax if on letterhead and the safekeeping institution has a list of authorized signatures.
- Development of a wire transfer agreement with the lead bank or third party custodial. This agreement should outline the various controls, security provisions, and delineate responsibilities of each party making and receiving wire transfers.

B. Annual Audit

The Village Administrator shall establish a process for annual independent review by an external auditor to:

- Assure compliance with policies and procedures; and
- Review monthly investment reports.

This review is to be done in conjunction with the annual audit of the Village's financial statements.

IX. Suitable and Authorized Investments

A. Investment Types

The following investments are permitted under this policy.

- Obligations of the United States Government (i.e., treasury bills, treasury notes and treasury bonds):
 - Mutual funds offered by the Village's depository bank as part of its cash management program;
 - Certificates of deposit issued by a state or national bank or a savings bank domiciled in the State of Texas; and
 - Demand deposits with state and national banks and savings banks.
 - Statewide investment pools.

B. Collateralization

Certificates of deposit and all other deposits with banks and savings banks shall be 1) guaranteed or insured by the Federal Deposit Insurance Corporation or 2) fully collateralized as required by the Public Funds Investment Act. In order to provide an appropriate level of protection, the market value of the pledged security will be a minimum of 105% of the amount on deposit plus accrued interest.

The Village prior to the substitution taking place must approve substitution of collateral in writing.

Collateral will be held by an independent third party. A clearly marked safekeeping receipt showing the securities pledged in the Village's name must be provided to the Village on a monthly basis.

C. Prohibited Investments

Any investment not specifically authorized by this policy is prohibited. Any investment that is a derivative in nature, even though the underlying asset may meet the guidelines established in this policy, is also prohibited.

D. Additional Qualifications by Investment Type:

1. Mutual Funds

As part of its overall cash management program, the Village intends to utilize the automatic investment sweep program offered by its depository bank. This program will enable the Village to eliminate idle cash balances in its checking accounts, while ensuring that adequate cash is on hand to meet daily requirements.

For this purpose, the Village is authorized to invest in a no-load money market mutual fund, if the mutual fund:

- Is registered with and regulated by the Securities and Exchange Commission;
- Provides the Village with a prospectus and any other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940;
- Invests exclusively in obligations of the U.S. Treasury and/or repurchase agreements fully collateralized by such obligations;
- Is continuously rated as AAA or its equivalent by at least one nationally recognized rating service;
- Has a dollar-weighted average stated maturity of 90 days or less; and
- Includes in its investment objectives the maintenance of a stable net asset value of \$1 per share.

2. State Wide Investment Pools

Statewide investment pools are separate legal entities established to invest the funds of 2 or more other government entities. The investment pool typically has its own management and investment staff and provides a highly liquid investment option.

In order to be eligible to provide services to the Village, investment pools must meet all the requirements of state law as determined under Chapter 2256 of the Government Code, as amended and the following requirements:

- Provide the Village with an offering circular and other information required by the Public Funds Investment Act;
- Provide investment transaction confirmations;
- Provide monthly detailed transaction and performance reports as specified by state statute;
- Establish an advisory board composed of qualified members representing participants and non-participants;
- Be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.

In addition to the preceding requirements, investment pools created to function, as money market mutual funds must mark-to-market daily and must maintain a market value ratio (market value divided by book value) between .995 and 1.005.

Investment in a particular pool will be made only after a thorough investigation of the pool and approval by the Board of Aldermen. The

Village Administrator shall conduct an annual review of the pools and recommend qualified pools to the Board of Aldermen, which will then select and adopt a list of approved pools.

With the exception of mortgage-backed securities or any other derivative, pools are permitted to invest in a broader range of investment instruments than those authorized under this policy, provided those instruments are authorized under the Public Funds Investment Act.

X. Investment Parameters

A. Investment Management Style

Investment maturities are timed to correspond with anticipated cash requirements and should be purchased at or near par. The Village employs a passive management style in which investments are expected to be held to maturity. This does not preclude the use of active portfolio management techniques.

B. Diversification

At the time of purchase, investments will be selected to ensure that the Village's portfolio is diversified by security type and institution as follows:

- United States Treasuries;
- No-load money market mutual funds;
- Certificates of deposit within maximum limitation of FDIC and/or collateralization limits.
- Savings bank deposits within maximum limitation of FDIC and/or collateralization limits.
- Authorized investment pools.

C. Maximum Maturities

To the extent possible, the Village will attempt to match its investments with anticipated cash flow requirements.

Maximum allowable stated maturities are limited by investment type as follows:

- 3 years for United States treasuries securities;
- 90 days for certificates of deposit; and
- 90 days for no-load money market mutual funds.

XI. Performance Standards

During an environment of stable interest rates, the portfolio should obtain a market average rate of return. Since the Village follows a passive investment strategy, the basis used by the Village

Accountant to determine whether market yields are being achieved shall be the average 90-day Treasury for the month, as quoted in The Wall Street Journal or comparable nationally recognized business publication.

XII. Reporting

The Village Administrator or his designee shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the total investment return for the quarter. The report shall be signed by all designated investment officers and include the statement that the report is in full compliance with the investment strategies as established by the Village of Salado Investment Policy and Public Funds Investment Act (Government Code Chapter 2256)

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles. This summary will be prepared in a manner which will allow the Village to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the Board of Aldermen. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued interest for the reporting period
- The percentage of the total portfolio which each type of investment represents.
- Statement of compliance of the Village's investment portfolio with state law and the investment strategy and policy approved by the Board of Aldermen.

A formal annual review of the quarterly reports will be performed by an independent auditor with the results reported to the governing body.

APPENDIX A: GLOSSARY

ACTIVE PORTFOLIO MANAGEMENT: An approach to investment management in which the investment officer actively trades the portfolio to take advantage of changing market conditions. This style requires the investment officer to develop a comprehensive economic outlook and to take action based upon that outlook. Requires relatively technical knowledge of the investment field.

BENCHMARKS: A measure used to evaluate the effectiveness of the investment program. Suitable benchmarks are readily available and share the characteristics of the portfolio with respect to legal constraints and investment policy compliance. Benchmarks may be published figures or indexes in publications such as the Wall Street Journal or they may be specially created for entity.

BOOK ENTRY SECURITIES: Securities that are purchased, sold and held with only electronic computer entries rather than the transfer of physical certificates. Buyers typically receive receipts or confirmations as evidence of ownership.

BROKER: A party who brings buyers and sellers together. Brokers do not take ownership of the property being traded. They are compensated by commissions.

COLLATERAL: Securities that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

DEALER: A firm or an individual who buys and sells for his own account. Dealers have ownership, even if only for an instant, between a purchase from one party and a sale to another party. They are compensated by the spread between the price they pay and the price they receive.

DERIVATIVES: Financial instruments whose value depends on the values of underlying assets or indexes.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

PASSIVE INVESTMENT MANAGEMENT: An approach to investment management in which the investment officer adopts a buy and hold strategy. Some investment techniques are used. Requires

basic level investment knowledge.

PRIMARY DEALERS: A group of securities dealers who are recognized as major participants in the government securities markets and who are willing to market all government securities. Primary dealers must submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its oversight.

RATE OF RETURN: The yield obtain-able on a security based on its purchase price or its current market price.

REGIONAL DEALERS: The second tier of broker/dealers (after primary dealers) composed of brokerage firms that specialize in certain market niches, typically on a regional basis.

SAVINGS BANK DEPOSITS: Demand deposits held in an account at a savings and loan association.

SECONDARY MARKET: A market made for the purchase and sale of outstanding debt issues following the initial distribution.

TREASURY BILLS: Short term obligations issued by the United States Treasury. Bills are issued for maturities of one year or less. They do not pay interest but are issued on a discount basis instead.

TREASURY NOTES: Medium term obligations issued by the United States Treasury. Notes are issued for initial maturities over 1 to 10 years.

YIELD: The annual return on an investment expressed as a percentage.

**APPENDIX B: ILLUSTRATIVE BROKER/DEALER
CERTIFICATION FORM**

Broker Dealer Certification Form
(As required by Texas Government Code 2256.005(k))

The Village of Salado (Village) acknowledges that the only means the firm has to preclude unauthorized investment transactions between the firm and the Village is to confirm that all provisions of the Village's investment policy are followed in investment transactions conducted between the firm and the Village, and, the second paragraph below should be read accordingly.

I, _____, as a qualified representative for the firm _____ do hereby certify that I and the broker covering this account, _____, have received and thoroughly reviewed the investment policy of the Village of Salado .

I acknowledge that this firm has implemented reasonable internal procedures and controls in an effort to preclude investment transactions not authorized by the Village's investment policy.

Signature

Name: _____

Title: _____

Date: _____

BOA Agenda Item Form



Date Submitted: September 17, 2018
Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER ISSUES RELATING TO FUTURE SUBDIVISION GROWTH IN 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 discuss and consider issues relating to future subdivision growth in the Village of Salado.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested September 20, 2018

Project/Proposal Title: CONSIDER ISSUES RELATING TO THE NEW SALADO WASTEWATER SYSTEM INCLUDING, BUT NOT LIMITED TO, GRINDER PUMPS, THE ABANDONMENT OF SEPTIC TANKS, AND POTENTIAL CONNECTION REBATES

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 issues relating to the new Salado Wastewater System including, but not limited to, grinder pumps, the abandonment of septic tanks, and potential connection rebates.

BOA Agenda Item Form



Date Submitted: September 17, 2018

Agenda Date Requested: September 20, 2018

Project/Proposal Title: CONSIDER ISSUES
RELATING TO FIRE INSPECTIONS FOR NEW
CONSTRUCTION

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 discuss and consider issues relating to fire inspections for new construction.