



**NOTICE OF A REGULAR MEETING
OF THE TOWN COUNCIL
APRIL 20, 2020 – 6:00 pm**

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Argyle Town Council will meet in a regular meeting on April 20, 2020 at 6:00 pm at the Argyle Town Hall, 308 Denton Street, Argyle, Texas.

One or more members of the Town Council may participate in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

In an effort to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code, telephonic capabilities will be utilized. Members of the public are entitled to participate remotely via Toll-Free Dial-In Number: 1-888-475-4499; Meeting ID: 948-5045-5588; Meeting Password: 400920; there is no participant ID for the meeting, please press the # key to join the meeting. The meeting will also be live-streamed on Argyle's website at: <http://argyletx.com>.

Helpful tips for audio Zoom meeting:

**6 – mute/unmute phone*

**9 – Raise hand when you would like to speak for open forum or public hearing*

REGULAR SESSION AGENDA – 6:00 PM

A. CALL REGULAR SESSION TO ORDER

B. INVOCATION

C. PLEDGE OF ALLEGIANCE

American Flag

Texas Flag: ***“Honor the Texas Flag; I pledge allegiance to thee Texas, one state under God, one and indivisible”***

D. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

1. Town Council and Staff Presentations / Reports
 - a. Development Project Updates
 - i. Rapid Med Site Plan
 - ii. Avalon at Argyle Phase I
 - b. Town Manager Updates
 - i. Crawford Road
 - ii. FY 2019-2020 Budget
 - c. Financial Report(s)
 - i. Quarterly Financial Report

E. OPEN FORUM:

This is an opportunity for the public to address the Town Council on any matter, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Each speaker is limited to five (5) minutes, unless the speaker requires the assistance of a translator, in which case the speaker is limited to ten (10) minutes, in accordance with applicable law. To address the Council, speakers must sign in prior to the start of the meeting. Each speaker shall approach the podium and state his/her name and address before speaking. Speakers shall address the governing body with civility that is conducive to appropriate public discussion. Speakers can address only the governing body as a whole and not individual city officials or employees. The public cannot speak from the gallery but only from the podium. Per the Texas Open Meetings Act, the Town Council is prohibited from deliberating or taking action on any matter not listed on the agenda. The Council may only: (1) make a statement of fact regarding the item; (2) make a recitation of existing policy regarding the item; or (3) propose the item be placed on a future agenda, in accordance with Council adopted procedures.

F. CONSENT AGENDA:

Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration.

1. Consider approval of the March 24, 2020 regular Town Council meeting minutes as recorded.
2. Consider approval of the April 13, 2020 special Town Council meeting minutes as recorded.
3. Consider approval of a resolution amending the Leave Policy of the Town of Argyle Employee Handbook.
4. Consider approval of a resolution denying the rate change application and consolidation proposed by Oncor Electric Delivery Company LLC.
5. Consider approval of a change to the Planning and Zoning Commission meeting dates to the first Wednesday of each month beginning in June 2020.
6. Consider approval of an administrative policy regarding Employee Emergency Event Leave Procedures.

G. PUBLIC HEARINGS:

1. Consider Ordinance 2020-10 approving the 2020 Wastewater and Roadway Impact Fee Study, Land Use Assumptions, Wastewater and Roadway Capital Improvements Plans, and the Wastewater and Roadway Impact Fee Rates **(Continued from March 24, 2020 Regular Council Meeting)**.

H. ACTION ITEMS:

1. Consider and take appropriate action on a Site Plan Amendment (SP-20-003) for Fifth Gear Automotive, regarding a special exception to the Town Development Standards, Section 14.4.14 - Wall Signs, being located at 8955 US HWY 377, Town of Argyle Extra Territorial Jurisdiction, Denton County, Texas.
2. Consider and take appropriate action on a Site Plan (SP-20-002) for Valley Creek Church, an approximately 35,724 sq. ft. church facility, to be located on southwest corner of FM 407 and Gateway Blvd., being legally described as a 7.746-acre tract of land located in the F.W Thornton Survey, Abstract No. 1244, Town of Argyle, Denton County, Texas.
3. Consider approval of an agreement to allow The Oaks Subdivision to install a limited access gate within the Town of Argyle Public Rights-of-Way of Cook Street.

I. EXECUTIVE SESSION

PURSUANT TO TEXAS GOVERNMENT CODE, ANNOTATED, CHAPTER 551, SUBCHAPTER D:

1. Pending or contemplated litigation or to seek the advice of the Town Attorney pursuant to Section 551.071:
 - a. 2019 Street Improvement Project
 - b. Waterbrook Drainage Issues
2. Personnel matters pursuant to Section 551.074 (to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee):
 - a. Town Administrator
 - b. Finance Director
 - c. Town Secretary

J. RECONVENE INTO OPEN SESSION: In accordance with Texas Government Code, Section 551, the Town Council will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session.

K. RECEIVE REQUESTS FROM COUNCIL MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA (*discussion under this item must be limited to whether or not the Council wishes to include a potential agenda item on a future agenda*)

L. ADJOURN

CERTIFICATION

I hereby certify that the above notice was posted in the bulletin board at Argyle Town Hall, 308 Denton Street, Argyle, Texas, by 3:00 pm on the 16th day of April, 2020.



Erika McComis, Town Secretary

NOTE: As authorized by Section 551.071 of the Texas Government Code (Consultation with Town Attorney), this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney on any agenda item herein.



TOWN COUNCIL DATA SHEET



Agenda Item:

FY20 Second Quarter Financial Report

Meeting date:

April 20, 2020

Prepared by:

Kim Collins, Director of Finance

Background:

Please find attached the FY20 Second Quarter Financial Report. This report shows the revenues and expenditures at the 50% completion mark of the fiscal year ending September 30, 2020.

REVENUE Total revenue at the half-way mark of FY20 shows 74.9% completion. The percentage continues to be skewed by the January 31 due date for property taxes (50% of total revenue). Of the next top three revenue sources (*Sales Tax, Franchise Tax and Court*), which make up 31% of total budgeted revenue, only *Municipal Court* is below the 50% mark. This is due to staffing transitions since the first of the year. With our police department now facing complications with the COVID-19 pandemic, we know that court revenue will remain low due to court closure and decreased citizen contact. We will not have March sales tax numbers until May. At that time, we will be able to more accurately predict where sales tax may end the year. Certainly, the duration of the shelter-in-place mandates will affect this and our permits, both residential and commercial.

The balance of the categories, which make up 19% of total budgeted revenue, are at or higher than the 50% mark except *Development. Construction Permits* is a combination of new home permits, miscellaneous permits such as pools and home renovations, and commercial permits. Of the 108 permits reflected in the FY20 budget, 37 had been issued as of 03-31-19. We continue to process permits during Town Hall closure and are starting a re-estimate as we enter budget and know better the duration of the pandemic. We are monitoring commercial permits but anticipate that this will not make budget. We are anticipating the Subdivision Review Fee tied to Avalon to come in this quarter. *Other Revenues* is primarily interest income and is strong due to higher than anticipated interest rates. We expect interest rates to fall over the next couple of months.

Transfers In represents transfers from other funds to offset specific expenditures. FY20 transfers are from the Street Maintenance Sales Tax Fund for street materials and potential



TOWN COUNCIL DATA SHEET



Item D.1.c.

drainage work; the Economic Development Corp. Fund to offset staff time spent on EDC items; and the Crime Control & Prevention District Fund to offset officer step plan pay. None of these transfers have been made.

EXPENDITURES Departmental expenditures as of March 31 vary. We have included the category breakdowns for Council's reference. Most Personnel categories are around 50% except *Police Operations* and *Street Maintenance* as they have had vacancies. *Public Works* has increased Contracted Services as result of hiring temporary workers to complete tasks. Some items over the 50% mark tie back to the budget amendment adopted in March. *Community Development – Inspections* is low because permits are under and we have not received the March invoice. Department heads have been tasked with finding currently budgeted items that they can put on hold or eliminate due to our uncertain revenue environment.

Jeff has initiated the FY21 budget process. We are redoing the Budget Calendar to line up with the new Monday Council time and will hand out at the meeting.

Additionally, we are including the *Summary of Fund Revenues & Expenditures, Funding Sources and FY19 Ending Fund Balances* which was handed out at the March meeting. This gives you an electronic copy and allows the document to be in the public record with the council report.

Financial Impact:

N/A

Staff Recommendation:

N/A

Requested Action:

N/A

Attachments:

FY20 Second Quarter Financial Report

FY20 Second Quarter Cash and Investment Report

1Q 2020 STARS Report

Summary of Fund Revenues & Expenditures, Funding Sources, and FY19 Ending Fund Balances

**TOWN OF ARGYLE
FY 19-20 QUARTERLY BUDGET REPORT
2ND QUARTER (JAN - MAR, 20)
50% OF FISCAL YEAR COMPLETE**

FUNDS	ADOPTED BUDGET	AMENDED ADOPTED BUDGET	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>GENERAL FUND</u>					
REVENUES					
Ad valorem tax	2,187,877	2,187,877	2,236,879	102.24%	(49,002)
Sales tax	693,088	693,088	416,506	60.09%	276,582
Franchise tax	412,000	412,000	235,693	57.21%	176,307
Municipal court	250,000	250,000	73,266	29.31%	176,734
Permits & registrations	41,600	41,600	23,470	56.42%	18,130
Construction permits	462,774	462,774	225,746	48.78%	237,028
Development	125,000	125,000	27,090	21.67%	97,910
Other revenues	37,235	37,235	26,824	72.04%	10,411
Transfers In	145,000	145,000	-	0.00%	145,000
Other proceeds	19,500	19,500	10,000	0.00%	9,500
TOTAL REVENUES	4,374,075	4,374,075	3,275,474	74.88%	1,098,601
EXPENDITURES					
<u>Town Council - 110</u>					
Personnel	100	100	29	29.06%	71
Supplies & Contracted Services	115,450	129,625	32,229	24.86%	97,396
Transfers	-	-	-		-
Total City Council	115,550	129,725	32,258		97,467
<u>Administration - 120</u>					
Personnel	314,267	314,267	204,888	65.20%	109,380
Supplies	5,950	5,950	3,739	62.85%	2,211
Contracted Services	205,044	444,459	186,369	41.93%	258,090
Repair & Maintenance	16,450	16,450	3,991	24.26%	12,459
Capital Outlay	-	-	-		-
Total Administration	541,711	781,126	398,988		382,139
<u>Finance - 130</u>					
Personnel	180,524	180,524	92,766	51.39%	87,757
Supplies	-	-	-		-
Contracted Services	18,200	18,200	1,575	8.65%	16,625
Total Finance	198,724	198,724	94,341		104,382
<u>Municipal Court - 135</u>					
Personnel	88,568	88,568	42,991	48.54%	45,576
Supplies	700	700	286	40.91%	414
Contracted Services	31,050	31,050	5,545	17.86%	25,505
Total Municipal Court	120,318	120,318	48,823		71,495
<u>Information Technology - 140</u>					
Personnel	-	-	-		-
Supplies	800	800	-	0.00%	800
Contracted Services	102,669	102,669	69,731	67.92%	32,938
Repair & Maintenance	13,100	13,100	-		13,100
Capital Outlay	28,940	33,940	1,265	3.73%	32,675
Total Information Technology	145,509	150,509	70,996		79,513
<u>Police Administration - 210</u>					
Personnel	262,663	262,663	119,956	45.67%	142,708
Supplies	6,100	6,100	1,627	26.68%	4,473
Contracted Services	175,905	236,105	104,730	44.36%	131,375
Repair & Maintenance	7,250	7,250	2,048	28.25%	5,202
Capital Outlay	-	-	-		-
Total Public Safety Administration	451,919	512,119	228,361		283,758

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FUNDS	ADOPTED BUDGET	AMENDED ADOPTED BUDGET	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Police Operations - 212</u>					
Personnel	1,161,813	1,161,813	519,876	44.75%	641,937
Supplies	53,150	53,150	17,274	32.50%	35,876
Contracted Services	18,345	18,345	11,124	60.64%	7,221
Repair & Maintenance	26,450	26,450	8,077	30.54%	18,373
Capital Outlay	1,500	1,500	-		1,500
Total Police Operations	<u>1,261,258</u>	<u>1,261,258</u>	<u>556,351</u>		<u>704,907</u>
<u>Animal Control - 220</u>					
Contracted Services	25,835	25,835	12,272	47.50%	13,563
Total Animal Control	<u>25,835</u>	<u>25,835</u>	<u>12,272</u>		<u>13,563</u>
<u>Community Devel. Administration - 410</u>					
Personnel	320,848	320,848	164,888	51.39%	155,960
Supplies	1,200	1,200	307	25.61%	893
Contracted Services	95,800	95,800	31,142	32.51%	64,658
Total Development Administration	<u>417,848</u>	<u>417,848</u>	<u>196,337</u>		<u>221,511</u>
<u>Community Devel. Inspections - 412</u>					
Supplies	500	500	20	3.99%	480
Contracted Services	241,350	241,350	77,384	32.06%	163,966
Repair & Maintenance	4,000	4,000	1,107	27.68%	2,893
Capital Outlay	-	-	-		-
Total Development Inspections	<u>245,850</u>	<u>245,850</u>	<u>78,511</u>		<u>167,339</u>
<u>Street Maint. Administration - 510</u>					
Personnel	234,166	234,166	122,345	52.25%	111,821
Supplies	5,000	5,000	3,623	72.45%	1,377
Contracted Services	73,770	73,770	36,182	49.05%	37,588
Repair & Maintenance	9,000	9,000	2,043	22.70%	6,957
Capital Outlay	4,600	4,600	-		4,600
Total Public Works Administration	<u>326,536</u>	<u>326,536</u>	<u>164,193</u>		<u>162,343</u>
<u>Street Maintenance - 520</u>					
Personnel	256,732	256,732	48,809	19.01%	207,923
Supplies	41,650	41,650	8,018	19.25%	33,632
Contracted Services	82,826	82,826	50,680	61.19%	32,146
Repair & Maintenance	82,500	82,500	16,345	19.81%	66,155
Debt Service	-	-	-		-
Capital Outlay	1,100	1,100	-		1,100
Total Street Maintenance	<u>464,808</u>	<u>464,808</u>	<u>123,851</u>		<u>340,956</u>
<u>Transfers to Other Funds - 710</u>					
Transfers out	6,000	6,000	-		6,000
Transfer to Equip. Repl. Fund	30,000	30,000	-		30,000
Total Transfers Out	<u>36,000</u>	<u>36,000</u>	<u>-</u>		<u>36,000</u>
TOTAL EXPENDITURES	4,351,865	4,670,655	2,005,283		2,665,373
REVENUES OVER/ (UNDER) EXPENDITURES	22,208	(296,580)	1,270,192		(1,566,772)
		<i>Actual end F.B.</i>	<i>Actual end F.B.</i>		
BEGINNING FUND BALANCE	1,784,041	2,334,528	2,334,528		2,334,528
ENDING FUND BALANCE	1,806,250	2,037,947	3,604,719		767,756
<i>Actual audited FY19 ending fund balance</i>	<i>2,334,528</i>				

TOWN OF ARGYLE
FY 19-20 QUARTERLY BUDGET REPORT
2ND QUARTER (JAN - MAR, 20)
50% OF FISCAL YEAR COMPLETE

<u>FUNDS</u>	<u>AMENDED ADOPTED BUDGET</u>	<u>Y-T-D ACTUAL</u>	<u>% OF BUDGET</u>
<u>SPECIAL REVENUE FUNDS</u>			
ECONOMIC DEVELOPMENT FUND			
REVENUES	180,755	115,848	64.09%
EXPENDITURES	272,775	56,139	20.58%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(92,020)</u>	<u>59,709</u>	
CRIME CONTROL & PREVENTION FUND			
REVENUES	173,255	101,771	58.74%
EXPENDITURES	199,367	50,005	25.08%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(26,112)</u>	<u>51,766</u>	
STREET MAINTENANCE SALES TAX FUND			
REVENUES	351,264	210,146	59.83%
EXPENDITURES	176,607	108,930	61.68%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>174,657</u>	<u>101,216</u>	
BUILDING MAINTENANCE FUND			
REVENUES	100	168	167.75%
EXPENDITURES	10,000	-	0.00%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(9,900)</u>	<u>168</u>	
COURT TECHNOLOGY FUND			
REVENUES	7,960	2,085	26.19%
EXPENDITURES	7,900	2,547	32.24%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>60</u>	<u>(462)</u>	
COURT SECURITY FUND			
REVENUES	6,315	2,034	32.21%

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FUNDS	AMENDED ADOPTED BUDGET	Y-T-D ACTUAL	% OF BUDGET
EXPENDITURES	41,400	456	1.10%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(35,085)</u>	<u>1,578</u>	
PARKLAND DEDICATION FUND			
REVENUES	90,393	32,710	36.19%
EXPENDITURES	35,500	-	0.00%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>54,893</u>	<u>32,710</u>	
TREE REFORESTATION FUND			
REVENUES	124,150	168,519	135.74%
EXPENDITURES	1,500	450	
REVENUES OVER/ (UNDER) EXPENDITURES	<u>122,650</u>	<u>168,069</u>	
LEOSE TRAINING FUND			
REVENUES	1,200	1,282	106.84%
EXPENDITURES	1,400	-	0.00%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(200)</u>	<u>1,282</u>	
POLICE DONATIONS FUND			
REVENUES	3,720	4,560	122.59%
EXPENDITURES	9,000	3,078	34.20%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(5,280)</u>	<u>1,482</u>	
SENIOR CITIZENS ORGANIZATION			
REVENUES	2,630	301	11.44%
EXPENDITURES	2,600	1,101	42.34%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>30</u>	<u>(800)</u>	

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<u>FUNDS</u>	<u>AMENDED ADOPTED BUDGET</u>	<u>Y-T-D ACTUAL</u>	<u>% OF BUDGET</u>
<u>CAPITAL PROJECTS FUNDS</u>			
CAPITAL IMPROVEMENTS FUND			
REVENUES	1,010,000	13,457	1.33%
EXPENDITURES	1,800,000	588,607	0.00%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(790,000)</u>	<u>(575,149)</u>	
ROADWAY IMPACT FEES FUND			
REVENUES	319,527	186,794	58.46%
EXPENDITURES	1,165,500	13,608	0.00%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(845,973)</u>	<u>173,186</u>	
EQUIPMENT REPLACEMENT FUND			
REVENUES	30,600	1,367	4.47%
EXPENDITURES	96,500	-	0.00%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(65,900)</u>	<u>1,367</u>	
<u>DEBT SERVICE FUND</u>			
REVENUES	732,963	749,090	102.20%
EXPENDITURES	796,547	676,754	84.96%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(63,584)</u>	<u>72,336</u>	

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FUNDS	AMENDED ADOPTED BUDGET	Y-T-D ACTUAL	% OF BUDGET
<u>UTILITY FUNDS</u>			
WASTEWATER UTILITY OPERATING FUND			
REVENUES	772,246	398,790	51.64%
EXPENDITURES	824,114	388,364	47.13%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(51,868)</u>	<u>10,427</u>	
WASTEWATER CAPITAL PROJECTS FUND			
REVENUES	152,000	2,157	1.42%
EXPENDITURES	525,000	2,260	0.43%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(373,000)</u>	<u>(103)</u>	
WASTEWATER DEVELOPMENT FUND			
REVENUES	276,584	118,721	42.92%
EXPENDITURES	365,500	13,608	3.72%
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(88,916)</u>	<u>105,112</u>	

Cash and Investment Report

	Balance at beginning of Quarter 1/1/2020	Balance at end of Quarter 3/31/2020	Average Interest Rate
Bank Accounts			
General Fund - PointBank	10,074,959.17	10,619,100.65	1.86%
I & S - PointBank	611,319.48	272,391.65	1.86%
CCPD - PointBank	206,727.16	257,329.43	1.86%
EDC - PointBank	400,165.41	428,793.94	1.86%
Waterbrook of Argyle TIRZ No. 1	-	12,397.07	1.86%
	\$ 11,293,171.22	\$ 11,590,012.74	
Investment Accounts			
TexPool - General Fund	99,758.71	100,164.71	1.63%
TexPool - WW Development	63,797.88	64,057.64	1.63%
TexPool - EDC	802,225.27	805,490.33	1.63%
TexPool - Roadway CIP	427.20	428.88	1.63%
	\$ 966,209.06	\$ 970,141.56	
 Total Cash in Bank	 \$ 12,259,380.28	 \$ 12,560,154.30	

Kim Collins
4-13-2020

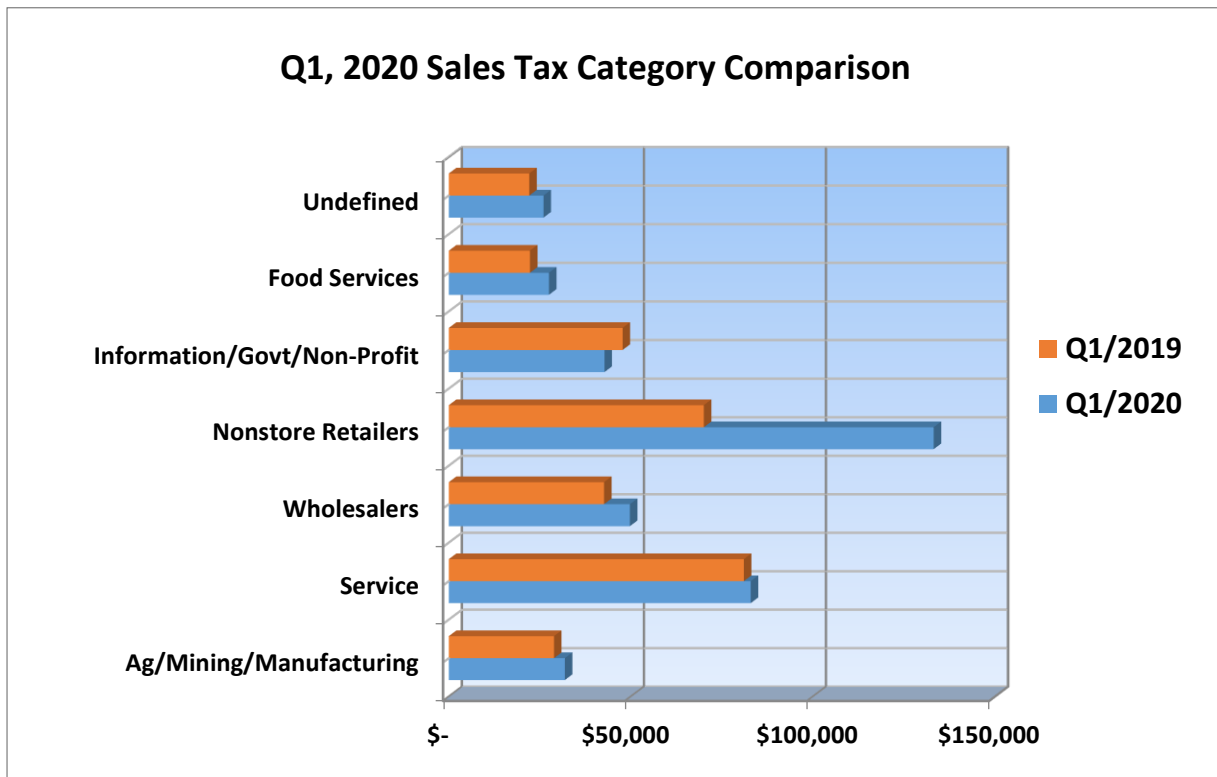
Funds of the Town of Argyle are invested in accordance with Chapter 2256 of the "Public Funds Investment Act." The Act clearly defines allowable investment instruments for local governments. The Town of Argyle Investment Policy incorporates the provisions of the act and all investment transactions are executed in compliance with the Act and the Policy.

Quarterly Sales Tax Change Analysis Summary - Q1, 2020 (Jan - Mar)

	Q1/2020	Q1/2019	QTR Change	% Change
TOTAL FOR ARGYLE	\$ 394,040	\$ 314,796	\$ 75,334	25.2%
Ag/Mining/Manufacturing	\$ 31,874	\$ 28,895	\$ 2,979	10.3%
Service <i>Utilities, Construction, Transportation/Delivery, Real Estate & Rental, Educational Services, Arts, Entertainment, Personal & Laundry, Repair & Maintenance</i>	\$ 82,940	\$ 81,043	\$ 1,897	2.3%
Wholesalers	\$ 49,752	\$ 42,647	\$ 7,105	16.7%
Nonstore Retailers <i>Motor Vehicle & Parts, Furniture & Home, Electronics & Appliance, Building Material, Sporting Goods, Hobby, Apparel, General Merchandise</i>	\$ 133,179	\$ 70,056	\$ 63,123	90.1%
Information/Govt/Non-Profit	\$ 42,760	\$ 47,745	\$ (4,985)	-10.4%
Food Services	\$ 27,514	\$ 22,299	\$ 5,215	23.4%
Undefined	\$ 26,021	\$ 22,111	\$ 3,910	17.7%

Totals shown are for the Town, EDC and Street Maintenance.

The information provided to the Town is confidential. It is not open to public inspection (Texas Tax Code 321.3022c).



Summary of Fund Revenues & Expenditures, Funding Sources and FY19 Ending Fund Balances

Fund Number and Name	Funding Sources	FY17 Actual	FY18 Actual	FY19 Adopted Budget	Audited FY19	FY19 Ending Fund Balance
100 - General Fund						
Total Revenue	Ad Valorem Tax, Sales Tax (1 cent),	3,531,687	3,994,503	3,784,371	4,079,046	
Total Expenditure	Franchise Tax, Permit Fees, Misc.	3,367,943	3,988,494	3,762,224	4,172,041 *	
Revenues Over/(Under) Expenditures		163,744	6,009	22,147	(92,995)	\$ 2,334,528
					<i>* transfer to CIP</i>	
210 - Economic Development Corp						
Total Revenue	Sales Tax (1/4 cent)	325,256	325,792	142,600 *	210,485	
Total Expenditure		107,086	55,882	199,850	82,833	
Revenues Over/(Under) Expenditures		218,170	269,910	(57,250)	127,652	\$ 1,545,186
				<i>* drop to 1/4 cent</i>		
220 - Crime Control & Prevention Fund						
Total Revenue	Sales Tax (1/4 cent)	152,370	174,968	140,100	183,682	
Total Expenditure		103,906	108,370	205,455	244,844	
Revenues Over/(Under) Expenditures		48,464	66,598	(65,355)	(61,162)	\$ 232,768
230 - Street Maintenance Sales Tax Fund						
Total Revenue	Sales Tax (1/2 cent)	157,263	207,083	280,500 *	364,058	
Total Expenditure		25,857	115,181	169,600	43,672	
Revenues Over/(Under) Expenditures		131,407	91,902	110,900	320,386	\$ 845,541
				<i>* increase to 1/2 cent</i>		
235 - Building Maintenance Fund						
Total Revenue	Transfers from General Fund	25,304	609	25,250	769	
Total Expenditure		15,132	5,948	10,000	-	
Revenues Over/(Under) Expenditures		10,172	(5,339)	15,250	769	\$ 30,640
240 - Court Technology Fund						
Total Revenue	\$4 per citation	9,317	10,380	12,150	7,851	
Total Expenditure		9,112	8,608	9,300	8,750	
Revenues Over/(Under) Expenditures		205	1,772	2,850	(898)	\$ 14,409
241 - Court Security Fund						
Total Revenue	\$3 per citation	7,158	8,189	9,250	6,551	
Total Expenditure		1,148	1,995	2,400	1,901	

Fund Number and Name	Funding Sources	FY17 Actual	FY18 Actual	FY19 Adopted Budget	Audited FY19	FY19 Ending Fund Balance
Revenues Over/(Under) Expenditures		6,010	6,194	6,850	4,651	\$ 39,697
255 - Parkland Dedication Fund						
Total Revenue	Park Fees & Developer Contributions	37,913	44,872	71,230	67,447	
Total Expenditure		275,000	55,595	-	-	
Revenues Over/(Under) Expenditures		(237,087)	(10,723)	71,230	67,447	\$ 99,170
		<i>* Park transfer</i>				
256 - Tree Reforestation Fund						
Total Revenue	Developer Contributions	443	864	425	2,531	
Total Expenditure		-	-	-	-	
Revenues Over/(Under) Expenditures		443	864	425	2,531	\$ 53,381
260 - LEOSE Training Fund						
Total Revenue	State LEOSE funds	1,211	1,272	1,215	1,405	
Total Expenditure		988	-	227	1,803	
Revenues Over/(Under) Expenditures		223	1,272	988	(398)	\$ 7,446
265 - Police Donations Fund						
Total Revenue	Contributions, Child Safety Fee (county)	8,654	4,100	3,720	5,260	
Total Expenditure		3,099	6,780	8,500	8,094	
Revenues Over/(Under) Expenditures		5,555	(2,680)	(4,780)	(2,834)	\$ 18,207
270 - Senior Citizens Organization						
Total Revenue	Contributions, Town transfer	1,617	3,302	2,630	3,254	
Total Expenditure		1,784	1,736	2,100	2,170	
Revenues Over/(Under) Expenditures		(168)	1,566	530	1,085	\$ 5,197
310 - Capital Improvements Fund						
Total Revenue	Bond proceeds	779,402	1,134,162	2,500,100	3,463,390 *	
Total Expenditure		222,168	1,744,576	2,500,000	1,144,171 **	
Revenues Over/(Under) Expenditures		557,234	(610,414)	100	2,319,219	\$ 2,513,326
		<i>* Bond issuance & transfer in</i>				
		<i>** PW facility & streets</i>				
320 - Roadway Impact Fees Fund						
Total Revenue	Impact Fees assessed with development	180,808	167,028	195,500	265,204	
Total Expenditure		-	-	45,000	18,237	

Fund Number and Name	Funding Sources	FY17 Actual	FY18 Actual	FY19 Adopted Budget	Audited FY19	FY19 Ending Fund Balance
Revenues Over/(Under) Expenditures		180,808	167,028	150,500	246,967	\$ 1,311,960
330 - Equipment Replacement Fund						
Total Revenue	Transfers, Proceeds from auction	39,948	21,691	20,600	168,391	
Total Expenditure		-	-	44,500	36,203	
Revenues Over/(Under) Expenditures		39,948	21,691	(23,900)	132,187	\$ 249,625
410 - Debt Service Fund						
Total Revenue	Ad Valorem Tax, Transfers	519,916	626,082	658,479	671,250	
Total Expenditure		475,005	602,097	657,580	658,353	
Revenues Over/(Under) Expenditures		44,911	23,985	899	12,897	\$ 240,161
710 - Wastewater Utility Operating Fund						
Total Revenue	Wastewater user charges & fees,	546,046	1,451,729 *	684,883	2,958,541 *	
Total Expenditure	Transfers in, Developer Contributions	383,849	402,521	684,757	581,376	
Revenues Over/(Under) Expenditures		162,197	1,049,208	126	2,377,165	\$ 530,472
					<i>* Developer contributions</i>	
720 - Wastewater Utility CIP Fund						
Total Revenue	Bond proceeds	2,558	4,316 *	500	386,190	
Total Expenditure	currently has excess bond proceeds & TRA	120,612	90,576	5,250	165,250	
Revenues Over/(Under) Expenditures	refund - offsets debt payments in WW Op.	(118,054)	(86,260)	(4,750)	220,940	\$ 393,913
730 - Wastewater Development Fund						
Total Revenue	Impact Fees assessed with development	94,515	129,491	219,550	240,179	
Total Expenditure		-	-	83,813	15,619	
Revenues Over/(Under) Expenditures		94,515	129,491	135,737	224,561	\$ 634,957
GRAND TOTAL REVENUES		6,421,386	8,310,432	8,753,053	13,085,484	
GRAND TOTAL EXPENDITURES		5,112,687	7,188,359	8,390,555	7,185,316	
GRAND TOTAL REVENUES OVER/(UNDER) EXPENDITURES		1,308,699	1,122,072	362,498	5,900,169	\$ 11,100,583
					<i>FY18 & FY19 skewed by Developer Contributions</i>	



TOWN COUNCIL DATA SHEET



Agenda Item:

Consider approval of the March 24, 2020 Regular Town Council meeting minutes as recorded.

Meeting Date:

March 24, 2020

Requested/Prepared by:

Erika McComis, Town Secretary

Background:

The minutes of the Town Council Meeting are recorded by the Town Secretary and presented to the Council for approval.

Staff Recommendation:

Move to approve the minutes of the Town Council of Argyle as recorded.

Attachments:

Minutes of the March 24, 2020 Regular Council Meeting

MARCH 24, 2020

REGULAR TOWN COUNCIL MEETING OF THE TOWN OF ARGYLE, TEXAS, HELD ON THIS DATE WITH THE FOLLOWING MEMBERS PRESENT:

MAYOR	DONALD MOSER
MAYOR PRO TEM, PLACE 4	CYNTHIA HERMANN
COUNCIL MEMBER PLACE 1	BRYAN LIVINGSTON
COUNCIL MEMBER PLACE 2	RONALD SCHMIDT
COUNCIL MEMBER PLACE 3	SHERRI MYERS
COUNCIL MEMBER PLACE 5	MARLA HAWKESWORTH
INTERIM TOWN ADMINISTRATOR	JEFFREY HOWELL
TOWN SECRETARY	ERIKA MCCOMIS
TOWN ATTORNEY	ANDY MESSER PATRICIA ADAMS
COMMUNITY DEVELOPMENT DIRECTOR	DAVID HAWKINS
DIRECTOR OF PUBLIC WORKS	TROY NORTON
DIRECTOR OF FINANCE	KIM COLLINS
CHIEF OF POLICE	EMMITT JACKSON
DEVELOPMENT COORDINATOR	ANGIE MANGLARIS

Councilmember Hawkesworth participated in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

A. CALL MEETING TO ORDER

Mayor Moser called the regular meeting to order at 5:48 p.m.

B. INVOCATION

C. PLEDGE OF ALLEGIANCE

American Flag

Texas Flag: ***“Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible”***

D. PUBLIC COMMENT:

This is an opportunity for the public to address the Town Council on any matter, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Each speaker is limited to five (5) minutes, unless the speaker requires the assistance of a translator, in which case the speaker is limited to ten (10) minutes, in accordance with applicable law. Each speaker shall approach the podium and state his/her name and address before speaking. Speakers shall address the governing body with civility that is conducive to appropriate public discussion. Speakers can address only the governing body and not individual city officials or employees. The public cannot speak from the gallery but only from the podium. Per the Texas Open Meetings Act, the Town Council is prohibited from deliberating or taking action on any matter not listed on the agenda. The Council may only: (1) make a statement of fact regarding the item; (2) make a recitation of existing policy regarding the item; or (3) propose the item be placed on a future agenda, in accordance with Council adopted procedures.

Richard Spies, 116 Shadow Wood

E. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

1. Town Council and Staff Presentations / Reports
 - a. Crawford Road Project Sidewalks – Interim Town Manager Jeff Howell
 - b. Town Facility Renovations Update – Interim Town Manager Jeff Howell
 - c. Annual Financial Report (Audit) – Vail and Park, P.C.

F. CONSENT AGENDA:

Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration.

1. Consider approval of the February 25, 2020 Regular Town Council meeting minutes as recorded.
2. Consider approval and acceptance of the Annual Financial Report for Fiscal Year 2019.
3. Discuss and consider appropriate action to amend the Professional Services Agreement with Teague Nall and Perkins for Crawford Road engineering with Amendment No. 1.
4. Consider approval of Ordinance 2020-05 amending Article 1.03 Town Council, Division 2, Rules of Procedure of the Town of Argyle Code of Ordinances, Town Council Rules of Procedure.
5. Consider approval of Ordinance 2020-06 amending Article 1.04 Town Officers of the Town of Argyle Code of Ordinances.

6. Consider approval of Resolution 2020-03 establishing the regular council meetings for the remainder of the 2020 calendar year.
7. Discuss and consider approval of Resolution 2020-06 of the Town Council ratifying the Mayor's declaration of local disaster regarding the COVID-19 virus beyond seven days pursuant to Section 418.108(b) of the Texas Government Code; limiting the number of people at gatherings to prevent or limit the spread of COVID-19; and other related matters addressing the public health emergency caused by COVID-19.

ACTION: Item F.1. to F.3.

APPROVED

Councilmember Schmidt moved to approve consent agenda items F1, F2, and F3 as presented. Mayor Pro Tem Hermann seconded the motion. The motion passed 5-0.

Item F.4. – Councilmember Schmidt requested 1.03.034(a) to be amended to state “designated Mondays” and 1.03.034(c) be amended to state a “meeting shall be called by the mayor or two members of the town council...” He further requested section 1.03.037(d) title be changed to Voting and 1.03.037(e) be amended to state “the next succeeding official regular meeting...” Councilmembers present agreed the amendments should be made.

ACTION: Item F.4.

APPROVED

Councilmember Schmidt moved to approve the amendments as stated to Article 1.03 Town council, Division 2, Rules of Procedure of the Town of Argyle Code of Ordinances. Councilmember Livingston seconded the motion. The motion passed 5-0.

Item F.6. – Due to the amendment in Article 1.03, Rules of Procedure item F.6. was not discussed as a separate resolution is not needed.

Item F.6. – Mayor Moser requested this item be discussed in executive session to seek legal guidance from the town attorney.

Item F.7. – Mayor Moser requested this item be discussed after executive session.

G. PUBLIC HEARING ITEMS:

1. Consider Ordinance 2020-10 approving the 2020 Wastewater and Roadway Impact Fee Study, Land Use Assumptions, Wastewater and Roadway Capital Improvements Plans, and the Wastewater and Roadway Impact Fee Rates.

Gary Vickery gave an overview presentation to Council on the amendments proposed to the 2020 Wastewater and Roadway Impact Fee Study, Land Use Assumptions, Wastewater and Roadway Capital Improvements Plans, and the Wastewater and Roadway Impact Fee Rates.

Mayor Moser opened the public hearing at 7:48 p.m. Mayor asked that Council consider tabling the item until a future meeting.

ACTION: Item G.1.

TABLED

Mayor Pro Tem Hermann moved to table the item until the next regularly scheduled meeting. Councilmember Myers seconded the motion. The motion passed 5-0.

2. Consider and take appropriate action on an ordinance for a Specific Use Permit (SUP-20-002) for Honey's Farm, a proposed wedding and event venue to be located at 1802 Knight Street, being legally described as Lots 1-2, Block A, Myles Addition, Town of Argyle, Denton County, Texas.

Mr. Howell informed Council the applicant withdrew their request for a specific use permit.

ACTION: Item G.2.

NO ACTION TAKEN

H. ACTION ITEMS:

1. Discuss and consider appropriate action to engage Vail & Park, P.C. to perform limited scope audits for the Lakes of Argyle Public Improvements District No. 1 and Waterbrook of Argyle Public Improvements District No. 2 for the years ended September 30, 2018 and 2019 and for the six months ended March 31, 2020.

This item was discussed in executive session for the purpose of seeking advice from the town attorney.

2. Consider and take appropriate action on a Site Plan (SP-20-001) for Rapid Med, a proposed 5,825 square-foot medical office, located on approximately 1.03 acres of land, legally described as Tracts 16-18, a portion of Stephan A. Chambers Survey, Abstract No. 308, located in the Town of Argyle, Denton County, Texas.

Applicant, Steven Shannon, addressed council and their concerns pertaining to the proposed site plan. David Hawkins, informed council the Planning and Zoning Commission met and approved the Site Plan with three recommendations for Council.

- 1) The variance request to allow for a reduction of building setback along Cook Street from 5 feet to 0.2 feet shall be allowed. 2) The variance request to allow for five wall signs shall be allowed. 3) The request to waive the street tree requirements along US 377 shall be granted and the applicant shall place the three required street trees in the open space area along the eastern portion of the site.

ACTION: Item H.2.**NOT APPROVED**

Councilmember Hawkesworth moved to accept Site Plan (SP-20-001) for Rapid Med, a proposed 5,825 square-foot medical office, located on approximately 1.03 acres of land, legally described as Tracts 16-18, a portion of Stephan A. Chambers Survey, Abstract No. 308, located in the Town of Argyle, Denton County, Texas with the approved amendments from Planning and Zoning as stated above. Mayor Pro Tem Hermann seconded the motion. For: Councilmember Hawkesworth, Mayor Pro Tem Hermann. Against: Councilmember Livingston, Councilmember Schmidt and Councilmember Myers. The motion failed 2-3.

3. Consider approval of Ordinance 2020-07 amending Ordinance 2019-24, thereby amending the Town of Argyle Fiscal Year 2019–2020 Annual Budget to reflect increased costs in the amount of \$318,890 to be paid from General Fund Balance.

Kim Collins, Finance Director, presented Council with the budget amendment request to increase budget authority in the amount of \$318,890 for the General Fund. The request consists of increases to line items to cover an increase in costs for legal services, interim police chief and town manager services, severance and leave payout for former employees, Executime software, additional cost of live-streaming council meetings, and allowing for a records consultant for town documents.

ACTION: Item H.3.**APPROVED**

Mayor Pro Tem Hermann moved to approve Ordinance 2020-07 amending Ordinance 2019-24, thereby amending the Town of Argyle Fiscal Year 2019–2020 Annual Budget to reflect increased costs in the amount of \$318,890 to be paid from General Fund Balance. Councilmember Livingston seconded the motion. For: Unanimous. The motion passed 5-0.

4. Consider approval of Ordinance 2020-08 amending Ordinance 2020-07, thereby amending the Town of Argyle Fiscal Year 2019-2020 Annual Budget to reflect the addition of two police officer positions in the amount of \$102,000 to be paid from the General Fund balance.

Chief Jackson reviewed the budget amendment request which included the hiring of two police officers mid-year to allow for better coverage throughout all shifts for police services. Councilmember Myers stated she agreed the request is needed however due to the events going on (COVID-19) and the possible financial impact she would like to see the request brought back before council during the June meeting.

ACTION: Item H.4.**TABLED UNTIL JUNE**

Councilmember Hawkesworth moved to approve Ordinance 2020-08 amending Ordinance 2020-07, thereby amending the Town of Argyle Fiscal Year 2019-2020 Annual Budget to reflect the addition of two police officer positions in the amount of \$102,000 to be paid from the General Fund balance. The motion died for a lack of a

second. Councilmember Myers moved to table the Ordinance and review the request during the June 2020 Council Meeting. Councilmember Schmidt seconded the motion. Against: Councilmember Hawkesworth. The motion passed 4-1.

5. Discuss and consider approval of Ordinance 2020-09 authorizing the issuance of the Town of Argyle, Texas General Obligation Refunding Bonds, Series 2020, levying a tax for the payment of said bonds and resolving other matters incident and related thereto, including the approval of a paying agent/registrar agreement and a purchase letter.

The Town's representative from Hilltop Securites presented Council with the refunding timeline and savings projected in the amount of \$235,000 if Council approved the refunding.

ACTION: Item H.5.

APPROVED

Councilmember Schmidt moved to approve Ordinance 2020-09 authorizing the issuance of the Town of Argyle, Texas General Obligation Refunding Bonds, Series 2020, levying a tax for the payment of said bonds and resolving other matters incident and related thereto, including the approval of a paying agent/registrar agreement and a purchase letter. Councilmember Myers seconded the motion. For: Unanimous. The motion passed 5-0.

6. Discuss and consider appropriate action authorizing the Interim Town Manager to accept a Records Retention Processing Proposal from Records Consultant, Inc. (RCI).

Mr. Howell informed Council upon inspection of the facility next to Town Hall he determined there was a need to hire an outside consultant to review, organize and conduct a destruction of Town documents. Documents outside of their retention period will be destroyed while all other pertinent documents will be cataloged and stored in an organized fashion.

ACTION: Item H.6.

APPROVED

Councilmember Schmidt moved to authorize the Interim Town Manager to accept a Records Retention Processing Proposal from Records Consultant, Inc. (RCI). Councilmember Livingston seconded the motion. Against: Mayor Pro Tem Hermann and Councilmember Myers. The motion passed 3-2.

7. Discuss and consider approval of Resolution 2020-04 revising the Town of Argyles Purchasing and Procedures Policy.

Mr. Howell informed Council the proposed policy contains amendments as suggested by Council during previous meeting discussions. The budget authority of the Town Administrator is limited \$5,000 for unbudgeted items for all amounts over \$5,000 the purchase authority would be brought before Council. The policy includes the title change from Town Manager to Town Administrator.

ACTION: Item H.7.

APPROVED

Councilmember Schmidt moved to approve Resolution 2020-04 revising the Town of Argyles Purchasing and Procedures Policy. Councilmember Myers seconded the motion. For: Unanimous. The motion passed 5-0.

8. Discuss and consider approval of Resolution 2020-05 amending the 2016 Employee Handbook.

Erika McComis, Town Secretary and HR Director informed Council she had worked with Mayor Moser over the past few months to update policies pertaining to employee leave and injured employee guidelines for reporting and modified duty assignments.

ACTION: Item H.8.

APPROVED

Councilmember Schmidt moved to approve Resolution 2020-05 amending the 2016 Employee Handbook. Councilmember Myers seconded the motion. For: Unanimous. The motion passed 5-0.

9. Discuss and consider approval of ordinances of the Town of Argyle to postpone the General Election and Special Election to be held on May 2, 2020, to the November 3, 2020, Uniform Election Day.

ACTION: Item H.9.

APPROVED

Councilmember Livingston moved to approve ordinances of the Town of Argyle to postpone the General Election and Special Election to be held on May 2, 2020, to the November 3, 2020, Uniform Election Day. Councilmember Myers seconded the motion. For: Unanimous. The motion passed 5-0.

10. *Tabled from previous meeting* - Consider possible change orders for South Gibbons Road and Harpole Road and to provide staff with direction regarding completion of the project associated with the 2019 Capital Improvements Plan for road improvements.

ACTION: Item H.10.

DENIED

Councilmember Livingston moved to deny the change orders for South Gibbons Road and Harpole Road. Councilmember Schmidt seconded the motion. For: Unanimous. The motion passed 5-0.

I. EXECUTIVE SESSION

At 10:45 p.m. the Town Council adjourned into executive session pursuant to Texas Government Code, Annotated, Chapter 551, Subchapter D to discuss the following:

1. §551.071: Consultation with town attorney on pending or contemplated litigation and on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter:
 - a. 2019 Road Street Improvement Project Agreements
 - b. Attorney General letter ruling OR2020-05506
 - c. Attorney General letter ruling OR2020-05951
 - d. Waterbrook development PID and TIRZ issues.
 - e. Consent Agenda Item F.4., F.5., and F.7.
 - f. Action Item H.1.

2. § 551.074: Personnel matters (to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.)
 - a. Town Attorney

J. RECONVENE INTO OPEN SESSION: In accordance with Texas Government Code, Section 551, the Town Council will reconvene into Regular Session and consider action, if any, on matters discussed in Executive Session.

ACTION: Item H.1.

APPROVED

Councilmember Livingston moved to authorize the Town to engage Vail & Park, P.C. to perform limited scope audits for the Lakes of Argyle Public Improvements District No. 1 and Waterbrook of Argyle Public Improvements District No. 2 for the years ended September 30, 2018 and 2019 and for the six months ended March 31, 2020. Councilmember Schmidt seconded the motion. For: Unanimous. The motion passed 5-0.

ACTION: Item F.4.

APPROVED

Mayor Pro Tem Hermann moved to approve Ordinance 2020-05 amending Article 1.03 Town Council, Division 2, Rules of Procedure of the Town of Argyle Code of Ordinances, Town Council Rules of Procedure with the amendment to 1.03.034(a) to state "town council shall meet on the first and third Monday of each month". Councilmember Myers seconded the motion. The motion passed 5-0.

ACTION: Item F.5.

APPROVED

Councilmember Livingston moved to approve Ordinance 2020-06 amending Article 1.04 Town Officers of the Town of Argyle Code of Ordinances with the removal of 1.04.003 (12) and (21) as presented. Councilmember Myers seconded the motion. The motion passed 5-0.

ACTION: Item I.1.b. and I.1.c**APPROVED**

Councilmember Schmidt moved to authorize the Town Attorney to file a suit against the Attorney General for AG Ruling OR2020-05506 and OR2020-05951. Councilmember Livingston seconded the motion. Against: Councilmember Hawkesworth. The motion passed 4-1.

Consent Agenda Item

7. Discuss and consider approval of Resolution 2020-06 of the Town Council ratifying the Mayor's declaration of local disaster regarding the COVID-19 virus beyond seven days pursuant to Section 418.108(b) of the Texas Government Code; limiting the number of people at gatherings to prevent or limit the spread of COVID-19; and other related matters addressing the public health emergency caused by COVID-19.

Mayor Moser briefed Council and Staff over the current declaration issued by Denton County and the proposed resolution to allow for the Town to fall under the Denton County declaration (AE-20-03-24) along with Executive Order GA 08 issued by Governor Abbott. Mayor Moser further expressed his concern for the necessity of the closure of playgrounds and non-essential businesses to include model homes and CBD shops.

ACTION: Item F.7.**APPROVED**

Councilmember Myers moved to approve Resolution 2020-06 of the Town Council ratifying the Mayor's declaration of local disaster regarding the COVID-19 virus beyond seven days pursuant to Section 418.108(b) of the Texas Government Code; limiting the number of people at gatherings to prevent or limit the spread of COVID-19; and other related matters addressing the public health emergency caused by COVID-19 with the additional language to provide for closure of church, school and HOA playgrounds and the closure of non-essential businesses, including but not limited to Model Homes and CBD Shops. Mayor Pro Tem Hermann seconded the motion. The motion passed 5-0.

- K. RECEIVE REQUESTS FROM COUNCIL MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA** (*discussion under this item must be limited to whether or not the Council wishes to include a potential agenda item on a future agenda*)

Councilmember Schmidt would like to begin the budget process and have a workshop with Staff to go over the budget and suggested starting with Public Works.

Councilmember Schmidt would like Council to be provided with an update on the Tree Ordinance Review Process.

Councilmember Livingston would like Council to be provided with a scope on the lifecycle of the Waterbrook subdivision to include itemized statement of funds the Town has spent.

L. ADJOURN

There being no further business, Mayor Moser adjourned the regular session at 1:05 a.m.

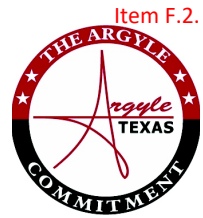
Donald Moser, Mayor

Erika McComis, Town Secretary

DRAFT



TOWN COUNCIL DATA SHEET



Agenda Item:

Consider approval of the April 13, 2020 Special Town Council meeting minutes as recorded.

Meeting Date:

April 20, 2020

Requested/Prepared by:

Erika McComis, Town Secretary

Background:

The minutes of the Town Council Meeting are recorded by the Town Secretary and presented to the Council for approval.

Staff Recommendation:

Move to approve the minutes of the Town Council of Argyle as recorded.

Attachments:

Minutes of the April 13, 2020 Special Council Meeting

APRIL 13, 2020

SPECIAL TOWN COUNCIL MEETING OF THE TOWN OF ARGYLE, TEXAS, HELD ON THIS DATE WITH THE FOLLOWING MEMBERS PRESENT:

MAYOR	DONALD MOSER
MAYOR PRO TEM, PLACE 4	CYNTHIA HERMANN
COUNCIL MEMBER PLACE 1	BRYAN LIVINGSTON
COUNCIL MEMBER PLACE 2	RONALD SCHMIDT
COUNCIL MEMBER PLACE 3	SHERRI MYERS
COUNCIL MEMBER PLACE 5	MARLA HAWKESWORTH
INTERIM TOWN ADMINISTRATOR	JEFFREY HOWELL
TOWN SECRETARY	ERIKA MCCOMIS
TOWN ATTORNEY	PATRICIA ADAMS

Council and Staff participated in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

A. CALL MEETING TO ORDER

Mayor Donald Moser called the special meeting to order at 3:04 p.m.

B. EXECUTIVE SESSION

At 3:06 p.m. the Town Council adjourned into executive session PURSUANT TO TEXAS GOVERNMENT CODE, ANNOTATED, CHAPTER 551, SUBCHAPTER D:

1. § 551.074: Personnel matters (to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.)
 - a. Town Administrator

C. RECONVENE INTO OPEN SESSION: In accordance with Texas Government Code, Section 551, the Town Council will reconvene into Open Session and consider action, if any on matters discussed in Executive Session.

Council took no action in open session. During the executive session Council received a presentation from Doug Thomas, Senior Vice President with Strategic Government Resources, in regards to candidates for Town Administrator. Mr. Thomas will continue to work on the executive search and has set a second meeting with Council tentatively for May 11, 2020.

D. ADJOURN

There being no further business, Mayor Moser adjourned the regular session at 5:10 p.m.

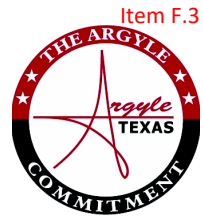
Donald Moser, Mayor

Erika McComis, Town Secretary

DRAFT



TOWN COUNCIL DATA SHEET



Item F.3

Agenda Item:

Consider approval of a resolution amending the Leave Policy of the Town of Argyle Employee Handbook.

Meeting Date:

April 20, 2020

Requested by:

Mayor Moser

Prepared by:

Erika McComis, Town Secretary

Background:

During the March 24th Council meeting an update to the Employee Leave Policy was approved by Council. The amended policy did not address the max accrual cap for part-time employees regarding vacation leave. The amended policy allows for regular part-time employees to accrue up to 120 hours of vacation time.

Financial Impact:

None

Requested Action:

Staff recommends approval of the draft Employee Handbook amendment.

Attachments:

Resolution

Exhibit A – Leave Policy

**TOWN OF ARGYLE, TEXAS
RESOLUTION NO. 2020-XX**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
ARGYLE, TEXAS APPROVING AMENDMENTS TO THE TOWN OF
ARGYLE EMPLOYEE HANDBOOK.**

WHEREAS, the Town of Argyle revised and adopted the Town of Argyle Employee Handbook by Resolution No. 2009-04 on February 10, 2009, and amended by Resolution 2012-04 on February 28, 2012, Resolution 2013-21 on August 27, 2013, Resolution 2016-34 on November 15, 2016, and Resolution 2020-05 on March 24, 2020, providing rules and procedures governing all employees of the Town; and

WHEREAS, periodic updates, amendments or revisions are necessary in order to address changes to the Town’s employment policies initiated by state or federal law changes as well as Town-initiated updates; and

WHEREAS, it has hereby been determined by the Town Council of the Town of Argyle that it is in the best interest and welfare of the Town of Argyle and its employees to approve said updates and amendments to the Town Employee Manual as attached in Exhibit “A” hereto.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF
THE TOWN OF ARGYLE, TEXAS:**

SECTION 1. That, the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

SECTION 2. That, the Town Council of the Town of Argyle, Texas hereby approves certain amendments, revisions and updates to the Town of Argyle Employee Handbook as attached in Exhibit “A” attached hereto.

SECTION 3. That, this Resolution shall take effect immediately.

PASSED AND APPROVED this the 20 day of April, 2020.

Town of Argyle, Texas

Donald Moser, Mayor

ATTEST:

Erika McComis, Town Secretary

5.00.10 Sick Leave

All regular full-time employees are entitled to accumulate sick leave benefits. Part-time working 20-hours or more per week will accrue sick leave at half the rate of a full-time employees. Temporary and seasonal employees are not eligible for sick leave.

- a. Sick leave accumulates for full-time employees at the rate of 8 hours per month for a maximum of 96 hours (12 days) per year. An employee may not accumulate more than 480 hours (60 days). Part-time employees will accrue at the rate of 4 hours per month for a maximum of 48 hours (6 days) per year. A part-time employee may not accumulate more than 160 hours (20 days).
- b. Sick leave benefits are to be used for medical conditions of the employee or the immediate family.
- c. For the purpose of sick leave, “immediate family” means the employee’s spouse, child, brother, sister, mother, father, grandparents, grandchildren, stepparents, and shall include the spouse’s immediate family. A legal guardian may be considered as immediate family.
- d. Sick leave also may be used for dental, medical, and ocular appointments.
- e. Employees who use their sick leave without just cause may be dismissed. Supervisors may require a physician’s statement from any employee who uses sick leave credit if deemed warranted. Employees who miss more than three (3) consecutive workdays due to illness or injury are required to provide a statement from his or her physician regarding the illness or injury. Failure to do so may result in dismissal, suspension, and/or forfeiture of pay.
- f. Sick leave shall accrue from the first day of employment. Regular full-time and part-time employees may use sick leave during the probationary period. Sick leave may not be taken in advance of being earned.
- g. Sick leave shall not accrue for any pay period during which an employee is paid for less than half the standard number of paid days for his or her job during the period.
- h. Sick leave may be taken in one half (0.5) hour increments.
- i. Regularly scheduled holidays will not reduce the employee’s sick leave.
- j. An employee who becomes ill or injured during a vacation may request that the vacation be terminated and the time of illness be charged as sick leave. The request must be made no later than the first regularly scheduled workday following vacation. A doctor’s statement will be required in these circumstances.
- k. Once an employee’s accumulated sick leave has been exhausted, accrued vacation may be used as sick leave. When absence due to illness exceeds the amount of paid leave earned and authorized, the employee’s pay will be discontinued until he or she returns to work.

- l. An employee terminating employment from the Town must submit a physician's certification of illness before being eligible to use sick leave in the last two- (2) calendar weeks of employment.
- m. An employee will not receive compensation for accumulated, but unused, sick leave at the time of termination, whether by resignation or dismissal.
- n. Department heads are responsible for reporting all sick leave used by an employee on the employee's time record.
- o. Abuse of sick leave may be cause for termination of employment. Examples: use of sick leave as it accrues; regular absences on a day before or after a weekend or scheduled days off; sick leave used after every pay day, when an employee is off work more than at work, etc.

5.00.11 Vacation

- a. Regular full-time employees are eligible to take vacation upon the completion of six (6) months of employment. Vacation time accrues according to the following schedule and will be calculated based on the employee's hire date:

Years of Service	Hours per pay month	Equal to Hours Per Year
1-4 years	6.67 hours	80 hours
	per month	per year
5-9 years	10.00 hours	120 hours
	per month	per year
10-19 years	13.33 hours	160 hours
	per month	per year
20 + years	16.67 hours	200 hours
	per month	per year

- b. Regular part-time employees, working 20-hours or more per week, are eligible to take vacation upon the completion of six (6) months of employment. Vacation time accrues at the rate of four (4) hours for each month of continuous service with the Town.
- c. Each department head shall furnish the Town Secretary all records of vacation leave usage within their department. The department head shall schedule vacation leaves within their department with particular regard to operating requirements and as much as possible, the request of the employees.
- d. Vacation leave shall not be used in time increments of less than one (1) hour.
- e. Full-time ~~E~~employees may not accumulate more than two times the annual accrual of vacation leave. Regular part-time employees may not accumulate more than 120 hours of vacation leave. ~~except in extenuating circumstances and with the approval of the Town Manager.~~

- f. Vacation leave will only be charged for time during which the employee would have ordinarily worked.
- g. Employees being laterally transferred, promoted, or demoted will retain any accrued vacation leave.
- h. Vacation leave shall not be advanced to employees.
- i. Regularly scheduled holidays will not reduce the employee's vacation used.
- j. Accrued vacation leave is not transferable between Town employees.
- k. Vacation time does not count towards hours worked and shall not be used in over-time calculations.

5.00.13 *Exempt Staff Leave*

The Town Administrator, Department Heads, and other executive, administrative, and professional personnel, as defined by the Fair Labor Standards Act, are excluded from the provisions of the Town's overtime policies as exempt personnel, and are expected to work whatever hours are necessary to accomplish required duties, tasks, and responsibilities.

Exempt employees are not required to clock in and out for their work shifts. Instead, exempt employees' time will be reported on an exception basis. This means that they will only be required to submit documentation for work time missed (i.e. sick leave, vacation time, personal duty, jury duty, etc.) through the time off request feature in the timekeeping software or in the form of a Leave Request Form.

Exempt personnel shall receive 40 hours of exempt leave each anniversary year, and such leave may be used pursuant to the following terms and conditions:

- a. The taking of such exempt leave must be authorized in advance by the appropriate supervisor.
- b. Unused, exempt leave may not be carried over from one (1) anniversary year to the next.
- c. Balances of exempt leave shall not be paid upon termination of employment with the Town, or at any time.
- d. Exempt leave must be taken in a minimum of one (1) hour increments.

For terminating employees, exempt leave may not be used during the final two week notice period.

A new employee may not take exempt leave until the employee has completed three months of employment.

5.00.14 Unemployment Insurance

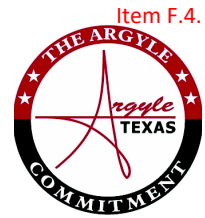
All employees of the Town are covered under the Texas Unemployment Compensation Insurance Program. This program provides payments for unemployed workers in certain circumstances provided by law (Texas Unemployment Compensation Act of 1993).

5.00.15 Voluntary Benefits

The Town offers additional voluntary benefits at the employee's expense. These voluntary benefits include participation in AFLAC and the Texas Municipal Police Association. For more information regarding these benefits, contact the Town Secretary.



TOWN COUNCIL DATA SHEET



Agenda Item:

Consider approval of a resolution denying the rate change application and consolidation proposed by Oncor Electric Delivery Company LLC.

Prepared by:

Erika McComis, Town Secretary

Background:

The Town is an electric utility customer of Oncor Electric Delivery Company LLC (“Oncor” or “Company”). The Oncor Cities Steering Committee (“OCSC”) is a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor’s service area in matters before the Public Utility Commission (“PUC” or “Commission”) and the courts.

On April 3, 2020, Oncor filed an Application to amend its Distribution Cost Recovery Factor (“DCRF”) with each of the cities retaining original jurisdiction and with the Commission in Docket No. 50734. In the filing, the Company sought to increase distribution rates by \$75.9 million annually (an approximately \$0.88 increase to the average residential customer’s bill).

The resolution authorizes the Town to join with OCSC to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

Purpose of the Resolution:

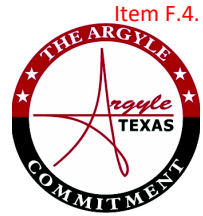
The purpose of the Resolution is to deny the DCRF amendment proposed by Oncor.

Explanation of “Be It Ordained” Sections:

1. This section authorizes the Town to participate with OCSC as a party in the Company’s DCRF filing in PUC Docket No. 50734.
2. This section authorizes the hiring of Lloyd Gosselink and consultants to review the filing, negotiate with the Company, and make recommendations to the Town regarding reasonable rates. It also authorizes OCSC to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the Commission.
3. This paragraph finds that the Company’s application is unreasonable and should be denied.
4. This section states that the Company’s current rates shall not be changed.
5. The Company will reimburse OCSC for its reasonable rate case expenses. Legal counsel and consultants approved by OCSC will submit monthly invoices that will be forwarded to Oncor for reimbursement.
6. This section merely recites that the resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.



TOWN COUNCIL DATA SHEET



7. This section provides Oncor and counsel for OCSC will be notified of the Town's action by sending a copy of the approved and signed resolution to counsel. **Financial Impact:** None at this time.

Staff Recommendation:

Approve a resolution denying the rate change application and consolidation proposed by Oncor Electric Delivery Company LLC.

Requested Action:

Approve a resolution denying the rate change application and consolidation proposed by Oncor Electric Delivery Company LLC.

Attachments:

Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF ARGYLE, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH ONCOR CITIES STEERING COMMITTEE; AUTHORIZING THE HIRING OF LEGAL COUNSEL AND CONSULTING SERVICES; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the Town of Argyle, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the Oncor Cities Steering Committee ("OCSC") is a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area in matters before the Public Utility Commission ("Commission") and the courts; and

WHEREAS, on or about April 3, 2020, Oncor filed with the Commission an Application to Amend its Distribution Cost Recovery Factor ("DCRF"), Commission Docket No. 50734, seeking to increase distribution rates by \$75.9 million annually (an approximately \$0.88 increase to the average residential customer's bill); and

WHEREAS, the Town of Argyle will cooperate with OCSC in coordinating their review of Oncor's DCRF filing with designated attorneys and consultants, prepare a common response, negotiate with the Company, and direct any necessary litigation, to resolve issues in the Company's filing; and

WHEREAS, all electric utility customers residing in the Town will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, working with the OCSC to review the rates charged by Oncor allows members to accomplish more collectively than each city could do acting alone; and

WHEREAS, OCSC's members and attorneys recommend that members deny Oncor's DCRF.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ARGYLE, TEXAS:

SECTION 1. That the Town is authorized to participate with OCSC in Commission Docket No. 50734.

SECTION 2. That, subject to the right to terminate employment at any time, the Town of Argyle hereby authorizes the hiring of the law firm of Lloyd Gosselink Rochelle & Townsend, P.C. and consultants to negotiate with the Company, make recommendations to the Town regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal Oncor’s DCRF application.

SECTION 3. That the rates proposed by Oncor to be recovered through its DCRF charged to customers located within the Town limits, are hereby found to be unreasonable and shall be denied.

SECTION 4. That the Company shall continue to charge its existing rates to customers within the Town.

SECTION 5. That the Town’s reasonable rate case expenses shall be reimbursed in full by Oncor within 30 days of the adoption of this Resolution.

SECTION 6. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 7. That a copy of this Resolution shall be sent to Tab Urbantke, Attorney for Oncor, at Hunton Andrews Kurth LLP, 1445 Ross Avenue, Suite 3700, Dallas, Texas 75202, and to Thomas Brocato, General Counsel to OCSC, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, TX 78767-1725, or tbrocato@lglawfirm.com.

PASSED AND APPROVED this _____ day of _____, 2020.

Mayor Donald Moser

ATTEST:

Erika McComis, Town Secretary



TOWN COUNCIL DATA SHEET



Agenda Item:

Consider approval of a change to the Planning and Zoning Commission meeting dates to the first Wednesday of each month beginning in June 2020.

Meeting Date:

April 20, 2020

Requested by:

David Hawkins, Director of Community Development

Prepared by:

David Hawkins, Director of Community Development

Background:

Back in November 2019, the Town of Argyle Planning and Zoning Commission amended their meeting dates to be held on the first Thursday of each month (except for the month of July) to conduct their regular scheduled meetings. This change went into effect for their meeting on February 6, 2020. In response to a recent change to a different Town Attorney representative as appointed by the Town Council on March 24, 2020, there was a need to change the P & Z meeting dates as there was a conflict of legal availability for the current Thursday meeting dates. The Argyle Town Development Standards (TDS) states the following for required meetings:

14.3.21-4 Meetings; Public Record.

- A. The Planning and Zoning Commission shall meet in the Town Hall building or in some other specified location as may be designated by the presiding Chairperson and at such intervals as may be necessary to orderly and properly transact the business of the Commission at least once each month, unless there are no cases to be heard by the Commission or any other business for the Commission.*

Project Update:

At the April 2, 2020 Planning and Zoning Commission meeting, it was discussed that the first Wednesday of each month would be a possible future meeting date. Town staff has provided a revised DRC development process schedule/calendar to reflect the future meeting dates, if changed. There appears to be no conflicts with the minimum requirements of the 30-day shot clock, public hearing notifications, agenda packets, or holidays. There only appears to be an impact on the public hearing notifications (13 days in advanced instead of 10 days) and agenda posting (six days instead of four days) being sent out earlier than the State-minimum requirements due to weekend overlaps.



TOWN COUNCIL DATA SHEET



Staff Recommendation:

None

Requested Action:

Accept the proposed meeting for regularly scheduled Planning and Zoning monthly meetings. If approved, this change would not go in effect until the first meeting in June 2020 (June 3, 2020).

Planning and Zoning Commission Recommendation:

The Planning and Zoning Commission considered this agenda item at their April 2, 2020 regular meeting. Discussion was held and a motion was made to recommend moving the Planning and Zoning Commission meeting date to the first Wednesday of each month beginning in June 2020. The motion was seconded. The motion carried unanimously by a vote of seven (7) in favor to none (0) opposed. Commissioners Spies and Baethge were absent.

Attachments:

Draft DRC Development Process Schedule with 1st Wednesday Meeting Dates

Town of Argyle Development Schedule - 1st Wednesdays of Month

Recommended Pre-Submittal Meeting	Required Application Completeness Review	Formal Submittal Deadline	Agenda Set	Packets Distributed to P&Z	Agenda Posted	P&Z Meeting	TC Meeting
<i>Contact Staff to Schedule</i>	<i>35 Days* out</i>	<i>30 Days out</i>	<i>8 Days Out</i>	<i>6 Days out</i>	<i>6 Days out</i>	<i>Mtg. Date</i>	<i>Mtg. Date</i>
<i>Week of:</i>	<i>Tuesday</i>	<i>Tuesday</i>	<i>Tuesday</i>	<i>Thursday</i>	<i>Thursday</i>	<i>Wednesday (1st of month)</i>	<i>Monday</i>
Monday, April 13, 2020	Tuesday, April 28, 2020	Tuesday, May 5, 2020	Tuesday, May 26, 2020	Thursday, May 28, 2020	Thursday, May 28, 2020	Wednesday, June 3, 2020	Monday, July 6, 2020
Monday, May 11, 2020	Tuesday, May 26, 2020	Tuesday, June 2, 2020	Tuesday, June 23, 2020	Thursday, June 25, 2020	Thursday, June 25, 2020	Wednesday, July 1, 2020	Monday, August 3, 2020
Monday, June 8, 2020	Tuesday, June 23, 2020	Tuesday, July 7, 2020	Tuesday, July 28, 2020	Thursday, July 30, 2020	Thursday, July 30, 2020	Wednesday, August 5, 2020	Monday, August 17, 2020

* Business days.

1. Pre-submittal meetings are recommended meetings between the applicant and Town Staff to cover requirements and expectations of the application. Pre-submittal meetings are held two (2) weeks before the required completeness review to allow time for the applicant to make any necessary changes or provide additional documents.
2. Applications shall be reviewed for completeness within five (5) business days of initial submittal. If the Town determines the application is complete, the applications shall then be processed and the 30-day review period begins. The required time frame for action by an approval body starts once application completeness is confirmed. Applications deemed incomplete shall will not be forwarded for review.
3. Agendas are set eight (8) days before the Planning and Zoning Commission Meeting. All final submittals are due by close of business for consideration by the Planning and Zoning Commission.
4. The Planning and Zoning Commission or, when appropriate, Town Staff shall act on applications within thirty (30) days after the date the application is formally submitted. Town Council shall act on applications within thirty (30) days after the application is considered by the Planning and Zoning Commission.

PUBLIC HEARING TIMELINES:

1. Newspaper notices would be published on Wednesdays, fifteen (15) days in advance of scheduled P & Z meeting.
2. Letters to surrounding property owners would be mailed out and sign posted on Fridays, thirteen (13) days in advance of scheduled P & Z meetings due to weekend overlap. State law has min. 10 days in advance.



TOWN COUNCIL DATA SHEET



Agenda Item:

Consider approval of an administrative policy regarding Employee Emergency Event Leave Procedures.

Meeting Date:

April 20, 2020

Prepared by:

Erika McComis, Town Secretary/HR Director

Background:

On March 24, 2020, the Council approved Resolution Number 2020-06 to continue Disaster Declaration 2020-D2 issued by Mayor Moser to abate the effects of the spread of the coronavirus. In response to the declaration Staff has researched policies and procedures related to employee leave and is submitting a proposed policy to Council for approval. The purpose of such a policy is to provide guidance and instruction to employees on how to manage time away from work if a leave of absence is needed during the declared emergency. The proposed administrative policy provides guidance on using sick leave and allowing an employee to work from home if their position allows for such.

Financial Impact:

None

Requested Action:

Staff recommends approval of the draft administrative policy – Employee Emergency Event Leave.

Attachments:

Employee Emergency Event Leave
Telecommunicating Approval Form



TOWN OF ARGYLE

EMERGENCY EVENT LEAVE POLICY AND PROCEDURE**PURPOSE**

The purpose of this policy is to provide guidance and instruction to employees on how to manage time away from work if a leave of absence is needed during a declared emergency event.

BACKGROUND

In the event of an emergency, and when authorized by the Town Administrator or an authorized designee, the Town of Argyle must balance a variety of objectives when determining how best to ensure the continuity of operations and reduce the impact on the workplace. In the event an emergency rises to the level that results in school dismissals, child care program closures, quarantine, and the like, this policy will permit an employee appropriate time away from work to provide care for their children, themselves and/or other immediate family members while balancing the requirement to continue Town operations and service delivery.

DEFINITIONS

- * **Leave of Absence** – A leave designation which runs concurrently with certain types of leave, such as sick leave, vacation leave, short-term disability, and worker’s compensation, as well as leave without pay.
- * **Telecommuting** – an arrangement in which an employee regularly performs work at an alternative work site for a specified portion of the work week. Occasional work off-site, including work while traveling on Town of Argyle business, does not constitute telecommuting.

SCOPE

This policy will take immediate effect when an emergency or a potential emergency is eminent and is declared, as such, by the Mayor or authorized designee. This policy will remain in effect until the Town determines the emergency or potential emergency is no longer a threat to the organization or its employees.

PROCEDURES & RESPONSIBILITIES

If an emergency is declared by the Mayor or authorized designee, employees may be required to evacuate from their worksite and perform work from an alternative work site, while others may need to take sick leave to recuperate from illness or assist with caring for immediate family members. It is important that all employees understand the various pay and leave flexibilities that may be utilized during an emergency crisis and to enable employees:

1. To stay home for the employee’s safety (as recommended by a Medical Professional as a result of the crisis or required by the Town of Argyle) – Qualify for Crisis pay
2. To stay home for the safety of others when required by the Town of Argyle – Qualify for Crisis pay
3. To stay home when the employee is ill Qualify to use Paid-Time-Off, Sick Leave



TOWN OF ARGYLE

4. To care for an ill family member and/or dependent, or Qualify to use Paid-Time-Off, Sick Leave
 5. In cases where the employee's child(ren)'s school(s) or childcare programs close, or dismiss as a result of the emergency. – Qualify to use Paid-Time-Off, Vacation Leave
 6. In cases where employees are required to stay home to take care of a child where the school or day care has closed, but there is no illness – Qualify to use Paid-Time-Off, Vacation Leave
- * See appendices for **Guidance for Employees Staying at Home** in response to appropriate emergency.

Therefore, in the event of an emergency, the Town reserves the right to adjust its leave policies and establish the criteria for the crisis pay policy, and distribute the appropriate crisis pay code to be used during the crisis, as well as may allow eligible employees to realize an appropriate negative paid time off or sick leave balance.

Before an employee shall be allowed to enter into a negative paid time off or sick leave balance they shall have exhausted all other applicable accrual balances such as crisis pay, vacation, floating holiday, and compensatory time. Eligible employees will be permitted to accrue up to 80 hours of negative sick leave in the event a local emergency is declared by the Mayor or authorized designee. To be eligible, the employee must be a full-time employee, exempt or non-exempt, who work a minimum of forty (40) hours per week on a regular basis and have exhausted all other accrued leave balances. This negative sick leave balance will be considered a salary advance and require the employee to reimburse the Town either through future accruals or cash payment.

If an employee's employment is terminated prior to satisfying the negative paid time off or sick accrual, a deduction shall be made from the employee's final check to the extent allowed by law to cover the value remaining that was advanced to the employee or the employee shall make a cash payment to the Town for the balance remaining. **The employee's acknowledgement of this policy through signed form will serve as evidence of receipt of this policy and shall serve as permission for the Town to make said deduction, without the need for a separate agreement.**

In the event of a wide scale emergency or pandemic, where the employee is not ill, the employee may not take leave, or refuse to work, simply to avoid possible exposure to a causative agent in the workplace. Employees who may have a disability that creates an increased risk associated with the emergency are encouraged to notify HR in order to seek an accommodation under the Town's disability policy.

Any employee who fails to follow the requirements of this policy and/or falsifies any information or documentation related to their own or another's potentially life-threatening, contagious illness will be subject to disciplinary action in accordance with Town policy up to and including termination.

If the need arises, employees who hold positions suitable for telecommuting may enter into a Telecommuting Work Arrangement Agreement.

If any provision of this policy is determined to be in conflict with any state or federal law, then such state or federal law shall control and the remaining provisions of this policy will be interpreted and enforced to the extent possible without said conflicting provision(s). The Town Administrator



TOWN OF ARGYLE

reserves the right to amend the crisis pay policy criteria at any point during the crisis to properly reflect the Town's intent with regards to crisis pay and/or benefits.

ACCOUNTABILITY

Employees who are found to be in violation of any part of this policy may be subject to disciplinary action as outlined in the Employee Policy Manual.

ENFORCEMENT

Payroll will be responsible for the enforcement the repayment of negative accrual.

Payroll will be responsible for distributing the appropriate crisis pay code

Department Heads will be responsible for the enforcement of the remaining policy.

Disclaimer

The information provided in this Emergency Event Leave policy is not meant to create a warranty or right, expressed or implied, to benefits and is provided for informational purposes only.



TOWN OF ARGYLE

GUIDANCE FOR EMPLOYEES STAYING AT HOME IN RESPONSE TO COVID-19*Creation Date: 04/20/2020*

When we talk about coronavirus risk categories, we are talking about the risk *for developing serious disease*. The risk groups do not mean these are the only persons at risk of contracting coronavirus.

The highest at risk folks are health care workers, persons 65 and older, AND others of any age with cancer, diabetes, hypertension, lung disease, heart disease and/or other conditions causing suppression of that person's immune system. These are the people who are at highest risk for the development of SERIOUS disease like severe pneumonia.

These are the highest risk groups prioritized to getting tested before the rest of the population. Tests are currently being reserved for these groups because they have the best chance to end up with a serious disease. Our community continues not to have nearly enough tests and so tests are not being given to those persons who the treating physicians believe are "low risk" of developing serious disease.

Every person is at risk of infection and everyone has a risk of developing serious disease. Many persons are already infected and have zero symptoms. Not everyone is at risk of developing serious disease, but **everyone can be infected and be infecting others**. This highly transmissible virus can be spread from one seemingly healthy person to another with ease and without knowledge.

Knowing that until testing capability is ramped up allowing more people to get tested, to further protect our employees and citizens, the following triggers will dictate when an employee should stay home during this disease outbreak.

When should an employee stay at home?

1. When the employee feels sick. Contact your doctor. Paid Time Off, Sick Leave
2. When a person in the employee's household is sick with diagnosed coronavirus. Crisis Pay
3. When the employee's child(ren) are not in school or sick. Paid Time Off, Sick Leave
4. When the employee returns from international travel or from domestic travel where there is evidence of community spread, the employee shall self-quarantine and monitor their temperature for a fourteen (14) day period. Crisis Pay
 - a. If at the end of the fourteen-day quarantine, the employee has not had any fever or coughing, the employee may return to work.



TOWN OF ARGYLE

- b. If during the fourteen day self-quarantine the employee exhibits symptoms or gets sick, the employee shall contact his or her medical provider to report those symptoms and to receive further instructions. You may or may not be recommended for testing for coronavirus infection. You may be tested for other conditions like the flu. Paid Time Off, Accrued Compensatory Time, Sick Leave, Vacation Leave
- c. If you are negative for the flu but have coronavirus type symptoms and your doctor does not recommend you for testing because you are not identified in a group at risk for developing serious disease, you should continue to stay home until you are well. Please keep in contact with your treating physician, department leader, and the Human Resource department informed during your course of illness. Paid-Time-Off, Sick Leave

What if I am a person who is older or a person with a serious underlying condition that can put me at increased risk of developing severe disease?

The current guidance states that persons who are older, which is now being defined as those who are 65+, and persons of all ages who have underlying conditions such as cancer, diabetes, hypertension, lung disease, heart disease, and those with conditions causing immunosuppression should stay home and away from other people. These are the groups at highest risk of serious disease. Paid Time Off, Accrued Compensatory Time, Vacation Leave

Because persons in these categories are at risk for an infection leading to serious disease, under this provision, the employer will consider each request to work from an alternative work area or to stay home on a case by case basis. Please see Telecommuting policy.

If any part of this guidance is in conflict with any state or federal law, then such state or federal law shall control and the remaining provisions of this guidance and its associated policy will be interpreted and enforced to the extent possible without said conflicting provision(s). The Town Administrator reserves the right to amend this guidance at any point during the crisis to properly reflect the Town's intent with regards crisis pay and/or benefits.



**TOWN OF ARGYLE
EMERGENCY EVENT TELECOMMUTING
WORK ARRANGEMENT AND INVENTORY LIST**

Telecommuting is intended to create flexible conditions that will help employees accomplish their work effectively without disruption to Town services leading up to, during and/or immediately after an emergency event.

This Telecommuting Arrangement is established between Town of Argyle's _____ Department and _____ [Employee Name].

This arrangement shall become effective as of _____ and shall remain in effect until modified or terminated by the department or the employee. The Town, with or without cause, can revoke or modify the Employee's participation as a telecommuter at any time.

This arrangement is subject to the employee satisfying the following conditions on a continuing basis:

1. The employee shall perform all job duties at a satisfactory performance level.
2. 75% or more of the employee's job duties must be computer based.
3. The employee and supervisor agree on a measurable work plan/work assignment.
4. The employee remains consistent with the Town's expectation of information and cyber security.
5. The employee's work schedule does not interfere with normal interactions with his/her supervisor, co-workers, or citizens/customers.
6. The employee's schedule does not adversely affect the ability of other Town employees to perform their jobs.
7. The employee ensures his/her accessibility to co-workers who maintain the Town's regular working schedule.
8. The employee's paid leave will be earned and used in the same manner as prior to this telecommuting work arrangement and be subject to all other applicable Town policies.
9. The employee maintains the agreed-upon work schedule.
10. Town laptops are limited. If an employee does not already have a Town issued device, they must have a personal computer or laptop and internet connection at home. In addition, the employee must already have a dedicated Town workstation to which they can connect.

Injuries sustained by the employee in a home office location and in conjunction with his or her regular work duties are normally covered by the company's workers' compensation policy. Telecommuting employees are responsible for notifying the employer of such injuries as soon as practicable. The employee is liable for any injuries sustained by visitors to his or her home worksite.

All of the employee's obligations and responsibilities, and terms and conditions of employment with the Town remain unchanged, except those specifically modified by this arrangement. Any



**TOWN COUNCIL
STAFF REPORT**

Meeting Date: April 20, 2020

To: Mayor and Members of the Town Council

From: David Hawkins, Director of Community Development

Subject: PUBLIC HEARING: Consider Ordinance 2020-10 approving the 2020 Wastewater and Roadway Impact Fee Study, Land Use Assumptions, Wastewater and Roadway Capital Improvements Plans, and the Wastewater and Roadway Impact Fee Rates.

Project Update: Town Council continued the public hearing and tabled this item at the previous Council meeting on March 24, 2020. There has been no updates or changes to this agenda item since the last meeting.

Purpose:

Conduct a public hearing and consider an ordinance approving the 2020 Wastewater and Roadway Impact Fee Study, Land Use Assumptions, Wastewater and Roadway Capital Improvements Plans, and the Wastewater and Roadway Impact Fee Rates.

Background:

Collection of impact fees has been a proven funding mechanism in the Town of Argyle to offset and recoup costs for capital improvements or facility expansions necessitated by and attributed to new development. The concept is such that each development pays an equitable and commensurate share for its "impact" onto the transportation and utility network, as the community grows. As a result, there are both wastewater impact fees and roadway impact fees that are collected and used for specific capital improvements.

The amount of the proportionate fee for each development and use is determined by a detailed study (town-wide), which makes assumptions about future land use and infrastructure (capital improvements) needed over time, commonly as 10-year projections. Such a study is required by Chapter 395 of the Texas Local Government Code, in order to legitimize the impact fee structure that the town implements.

Per Chapter 395 of the Texas Local Government Code (TLGC), Impact Fee Ordinances are mandated to be evaluated and updated every five (5) years. The last update for the Town of Argyle was completed on April 7, 2015, with no changes to the fee assessment rates (same rates from 2010 Impact Fee Study). The next update will need to be completed by April 28, 2020 (5 years from previous adoption). In accordance with State statutes, the Planning and Zoning Commission serves as the Capital Improvements Advisory Committee (CIAC) which is the responsible government body in overseeing the Town's Impact Fee Ordinance and their updates.

The CIAC reviewed and discussed the proposed Impact Fee Study at their January 7, 2020 meeting and made the following recommendations to the Town Council:

1. Recommend approval of the Wastewater and Roadway Impact Fee Study, Land Use Assumptions, Population Estimates, and the Wastewater and Roadway Capital Improvements Plans as presented.
2. Recommend approval of the proposed Wastewater Impact Fee to be set at fifty percent (50%) of the maximum assessment rate.
3. Recommend approval of the proposed Residential Roadway Impact Fee to be set at fifty percent (50%) of the maximum assessment rate.
4. Recommend approval of the proposed Non-Residential Roadway Impact Fee to be set at forty percent (40%) of the maximum assessment rate.

Staff Recommendation:

Town staff forwards this agenda item for your review and consideration as presented.

Public Hearing Responses: At the March 24, 2020 meeting, it was announced that there were several email responses from the public on this agenda item and are now included in the meeting packet.

Requested Action:

Conduct a public hearing and consider approving the 2020 Wastewater and Roadway Impact Fee Study, Land Use Assumptions, Wastewater and Roadway Capital Improvements Plans, and the Wastewater and Roadway Impact Fee Rates. The update to the Impact Fee Ordinance must be approved and adopted by the end of the 5-year period which is April 24, 2020.

Attachment(s):

Draft Ordinance

2020 Wastewater and Roadway Impact Fee Study

Wastewater and Roadway Impact Fee Update Slide Presentation

Public Hearing Email Responses

ORDINANCE NO. 2020-10

AN ORDINANCE OF THE TOWN OF ARGYLE, TEXAS, PROVIDING FOR THE ADOPTION OF TEN-YEAR LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLANS FOR THE TOWN OF ARGYLE; PROVIDING FOR PURPOSE AND POLICY; PROVIDING FOR DEFINITIONS; PROVIDING FOR PERIODIC UPDATES; PROVIDING FOR IMPACT FEES; PROVIDING THAT PAYMENT IS REQUIRED, EXCEPTIONS; PROVIDING FOR ASSESSMENT AND COLLECTION; PROVIDING FOR CALCULATION; PROVIDING FOR CREDITS; PROVIDING FOR DISPOSITION AND USE, ACCOUNTING; PROVIDING FOR APPEALS; PROVIDING FOR REFUNDS; PROVIDING FOR LAND USE ASSUMPTIONS; PROVIDING FOR SERVICE AREAS; PROVIDING FOR LAND USE EQUIVALENCY TABLES; PROVIDING FOR CAPITAL IMPROVEMENTS PLAN; PROVIDING FOR UPDATED AND EFFECTIVE SCHEDULES FOR WASTEWATER FACILITIES AND ROADWAY FACILITIES; PROVIDING EXHIBITS ADOPTED; PROVIDING PROVISIONS CUMULATIVE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR INCORPORATION OF AMENDED ORDINANCE.

WHEREAS, as authorized by Chapter 395 of the Local Government Code as amended, the Town Council of the Town of Argyle, Texas, previously adopted updated Land Use Assumptions and established revised Impact Fees for roadways and wastewater facilities to serve new development in the Town, as found in Article 10 of the Town of Argyle’s Code of Ordinances, approved and adopted by the Town Council of the Town of Argyle, Texas; and

WHEREAS, a periodic review and update of the Land Use Assumptions and Capital Improvements Plan is required every five (5) years by Chapter 395 of the Local Government Code; and

WHEREAS, the Town has retained qualified consultants to prepare updates to the Land Use Assumptions, Capital Improvements Plans, Impact Fees, and ordinance provisions in order to meet the requirements of Chapter 395 of the Local Government Code; and

WHEREAS, notice has been published and public hearings held concerning the revised Land Use Assumptions, Capital Improvements Plans for roadway and wastewater facilities, and Impact Fees, as prepared by a qualified professional engineer; and

WHEREAS, the Town’s Capital Improvements Advisory Committee has reviewed the proposed updates to the Town’s Impact Fee Program and found the updated Land Use Assumptions, the Wastewater and Roadways Capital Improvements Plans and the Maximum Fee Schedule to be accurate projections of growth, development, required public improvements and associated costs; and

WHEREAS, the Town Council, by Resolution, authorized staff to proceed with revisions and review of the Land Use Assumptions, Wastewater and Roadways Capital Improvements Plans, and Impact Fees, and providing for hearings to be conducted and the time, date and place of the hearing to be given in accordance with the applicable law, and such notices have been given; and

WHEREAS, a public hearing was held on May 24, 2020, to receive public input regarding Impact Fees; and

WHEREAS, all of the provisions of Chapter 395 of the Local Government Code filed written comments on the proposed Impact Fees before the fifth business day before the date of the public hearing on the impositions of the fees; and

WHEREAS, all of the provisions of Chapter 395 of the Local Government Code necessary for the approval of the provisions contained herein have been complied with; and

WHEREAS, all statutory and constitutional requirements for the passage of this Ordinance have been adhered to, including, but not limited to, the Open Meetings Act; and

WHEREAS, the Town Council declares the adoption of this ordinance in its best interest of the health, safety and welfare of the public; and

WHEREAS, upon full consideration of the recommended changes and updates, and all matters attendant and related thereto, the Town Council is of the opinion that it is in the best interests of the Town and its citizens that revisions to the Land Use Assumptions, Wastewater and Roadway Capital Improvements Plans, and Impact Fees should be approved and adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF ARGYLE, TEXAS:

Section 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference.

Section 2. THAT the revised Land Use Assumptions and Capital Improvements Plan, copies of which are attached hereto as Exhibits A, F and G and incorporated herein by reference, are hereby adopted, replacing and superseding any other Land Use Assumptions or Capital Improvements Plan previously approved and adopted by the Town.

Section 3. THAT Article 10.02 is hereby amended in its entirety and replaced as follows:

“ARTICLE 10.02. - TEN-YEAR LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PROGRAM

DIVISION 1. - GENERALLY

Sec. 10.02.001 - Adopted.

The Ten-Year Land Use Assumptions and Capital Improvements Program for the Town of Argyle, Texas dated February 2020, as amended, on file in the office of the Town Secretary, is hereby approved and adopted as the Town Capital Improvements Plan.

Sec. 10.02.002 - Purpose and Policy.

This article is adopted pursuant to the provisions of Chapter 395, Texas Local Government Code, as well as under the authority of Article 11 of the Texas Constitution. This article implements a policy of the Town to impose fees upon each new development project to pay the costs of constructing capital improvements and facility expansions necessary to serve new development.

Sec. 10.02.003 - Definitions.

For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Advisory committee means the Capital Improvements Advisory Committee.

Assessment means the determination of the amount of the maximum Impact Fee per service unit which can be imposed on new development pursuant to this article.

Capital Improvement means any roadway facilities that have a life expectancy of three or more years and are owned and operated by or on behalf of the Town.

Capital Improvements Plan means a plan contemplated by this article that identifies capital improvements or facility expansions for which Impact Fees may be assessed.

Credit means the amount of the reduction of an Impact Fee for fees, payments or charges for or construction of the same type of facility.

Facility Expansion means the expansion of the capacity of an existing facility that serves the same function as an otherwise necessary new capital improvement, in order that the existing facility may serve new development. The term does not include the repair, maintenance, modernization, or expansion of an existing facility to better serve existing development.

Final Plat approval or approval of a Final Plat means the point at which the applicant has complied with all conditions of approval and the plat has been released for filing with the county clerk.

Impact Fee means a charge or assessment imposed as set forth in this article against new development. The term does not include:

- (1) Required dedications of land for public parks or payments in lieu thereof;
- (2) Dedication of rights-of-way or easements or construction or dedication of on-site water distribution, wastewater collection or drainage facilities, or streets, sidewalks, or curbs if the dedication or construction is required by a valid ordinance and is necessitated by and attributable to the new development; or

- (3) Lot or acreage fees to be placed in trust funds for the purpose of reimbursing developers for oversizing or construction of water or sewer mains or lines.

Land Use Assumptions means a description of the service area and projections of changes in land uses, densities, intensities, and population in the service area over at least a ten-year period which has been adopted by the Town and upon which the Capital Improvements Plan is based.

New Development means the subdivision of land; the construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of a structure; or any use or extension of the use of land, any of which increases the number of service units.

Off-Site means located entirely on property which is not included within the bounds of the plat being considered for Impact Fee assessment.

On-Site means located at least partially on the plat which is being considered for Impact Fee assessment.

Roadway Facilities means arterial or collector streets or roads that have been designated on the Town's officially adopted Thoroughfare Plan, together with all necessary appurtenances. The term may include any roadways or associated improvements designated on the state highway system. The term includes but is not limited to interests in land, traffic lanes, curbs, gutters, intersections, improvements, traffic-control devices, turn lanes, drainage facilities associated with the roadway or street lighting.

Service Area means each individual area designated in the Land Use Assumptions served by the roadway facilities designated in the Capital Improvements Plan.

Service Unit means the service unit is the evaluation unit for determining trip units based on the land use proposed, as tabulated in Exhibits D and E as shown in the fee schedule found in Appendix A of this Code, or water meter size for Wastewater Impact Fees.

Sec. 10.02.004 - Advisory Committee.

- (a) The advisory committee shall consist of the Capital Improvements Advisory Committee, as appointed by the Town Council. If any Impact Fee is to be applied in the Extraterritorial Jurisdiction of the Town, a representative from that area shall be appointed by the Town Council.
- (b) The advisory committee serves in an advisory capacity and is established to:
 - (1) Advise and assist in the adoption of Land Use Assumptions;
 - (2) Review the Capital Improvements Plan and file written comments;
 - (3) Monitor and evaluate implementation of the Capital Improvements Plan;
 - (4) File semiannual reports with respect to the progress of the Capital Improvements Plan and report to the Town Council any perceived inequities in implementing the plan or imposing the Impact Fee; and

- (5) Advise the Town staff and Council of the need to update or revise the Land Use Assumptions, Capital Improvements Plan, and Impact Fee.
- (c) All professional reports concerning the development and implementation of the Capital Improvements Plan shall be made available to the advisory committee.
- (d) The advisory committee shall adopt and use its own rules of procedure.

Sec. 10.02.005 - Periodic updates.

The Land Use Assumptions and Capital Improvements Plan upon which Impact Fees are based shall be updated as required by state law. Alternatively, the Town Council may, pursuant to the provisions of Section 395.0575 of the Local Government Code, make a determination that no such update is required.

Secs. 10.02.006—10.02.030 - Reserved.

DIVISION 2. - IMPACT FEES

Sec. 10.02.031 - Payment Required; Exceptions.

- (a) No building permit shall be granted for new construction of any property unless and until Impact Fees required by this article are assessed and collected or a contract providing for payment as approved by the Town is entered into.
- (b) No wastewater tap shall be granted for any new or existing structure unless or until Wastewater Impact Fees required by this article are assessed and collected or a contract providing for payment as approved by the Town is entered into.
- (c) For new development which was platted in accordance with the Town's procedures prior to May 24, 2020, the revised and updated Impact Fees shall not apply to any service unit for which a valid building permit is issued within one year after the adoption of the Impact Fee. For such development, the existing Impact Fees shall apply during said year.

Sec. 10.02.032 - Assessment and Collection.

- (a) For residential uses, Roadway Impact Fees shall be assessed at the time final plats are approved and collected at the time of building permit, except as may be provided in Section 10.02.031 above. For commercial and other nonresidential uses, Roadway Impact Fees shall be assessed and collected at the time building permits are issued.
- (b) For all properties, Wastewater Impact Fees shall be assessed and collected at the time a wastewater tap is made.
- (c) Additional Impact Fees or increases in fees shall not be assessed unless the number of service units to be developed on the tract increases. Should the service units be increased, Impact Fees shall be increased in an amount equal to the current Impact Fee per service unit multiplied by the difference in number of service units. Such fees will be assessed at

the time of issuance of the building permit authorizing modifications. No Impact Fee or Impact Fee refund shall be made for modifications that result in a decreased number of service units.

- (d) For commercial and nonresidential construction of a shell building for future finish-out at a later date, a Roadway Impact Fee equal to one-half of the general retail/shopping center land use will be assessed at the time of initial construction and the remainder assessed at time of final finish-out.
- (e) The owner of the property for which there is a recorded plat may enter into a written agreement with the Town providing for the time and method of payment of Impact Fees, which agreement shall prevail over any contrary provision of this article.
- (f) The maximum Impact Fee per service unit for system facilities, as may be amended from time to time, hereby is declared to be an approximate and appropriate measure of the impacts generated by a new unit of development on the Town's system facilities. To the extent that the Impact Fee charged against a new development, as may be amended from time to time, is less than the maximum Impact Fee per service unit, such difference hereby is declared to be founded on policies unrelated to measurement of the impacts of the new development on the Town's system facilities. The maximum Impact Fee rate may be used in evaluating any claim by a property owner that the dedication or construction of a capital improvement imposed as a condition of development approval pursuant to the Town's subdivision or development regulations is disproportionate to the impacts created by the development on the Town's system facilities.

Sec. 10.02.033 - Calculation.

- (a) Roadway Impact Fees shall be determined by multiplying the number of trip units in the proposed development by the amount per trip due under Exhibit E, "Roadway Service Unit Equivalency Table" as shown in the fee schedule found in Appendix A of this Code, which is attached hereto and incorporated herein for all purposes. The number of trip units shall be determined by using the conversion table contained in the Capital Improvements Plan under Exhibit E "Roadway Service Unit Equivalency Table," as shown in the fee schedule found in Appendix A of this code.
- (b) Wastewater Impact Fees shall be determined by the size of the water meter indicated in Exhibit D "Wastewater Service Unit Equivalency Table," as shown in the fee schedule found in Appendix A of this Code.
- (c) The determination of Impact Fees shall be reduced by any allowable credits for capital improvements as approved by the Town Council.
- (d) The total amount of unpaid Impact Fees shall be attached to the development application, or, if to be paid at some later date, to the request for other permit or connection.

Sec. 10.02.034 - Credits.

- (a) Any construction of, contributions to, or dedications of any facility appearing on the Capital Improvements Plan which is required to be constructed by the Town as a condition

of development shall be credited against the Impact Fees otherwise due for the same category of Impact Fees otherwise due from the development.

- (b) As an alternative to the credit, the Town and the owner may enter into an agreement providing that the owner will be reimbursed for all or a portion of the costs of such facilities from Impact Fees as received from other new developments that will use such capital improvements or facility expansions.
- (c) An owner shall be entitled to a credit against any category of Impact Fee as provided in any written agreement between the Town and the owner.
- (d) No credit for construction of any facility shall exceed the total amount of Impact Fees due from the development for the same category of improvements.

Sec. 10.02.035 - Disposition and Use; Accounting.

- (a) All Impact Fees collected shall be deposited in interest-bearing accounts clearly identifying the category of capital improvements or facility expansions within the service area for which the fee is adopted.
- (b) Interest earned shall be credited to the account and shall be subject to the same restrictions on expenditures as the funds generating such interest.
- (c) Impact Fees and the interest earned thereon may be spent only for the purposes for which such fees were imposed as shown in the Capital Improvements Plan.
- (d) The records of the accounts into which impact fees are deposited shall be open for public inspection and copying during ordinary business hours.

Sec. 10.02.036 - Appeals.

- (a) The property owner or applicant for new development may appeal the following decisions to the Town Council:
 - (1) The applicability of an Impact Fee to the development;
 - (2) The amount of the Impact Fee due;
 - (3) The availability or the amount of an offset or credit;
 - (4) The application of an offset or credit against an Impact Fee due;
 - (5) The amount of a refund due, if any.
- (b) The burden of proof shall be on the applicant to demonstrate that the amount of the fee or the amount of the offset or credit was not calculated according to the applicable schedule of Impact Fees or the guidelines established for determining offsets and credits.

- (c) The applicant must file a notice of appeal with the Town Secretary within thirty (30) days following the decision. If the notice of appeal is accompanied by a bond or other sufficient surety satisfactory to the Town Attorney in an amount equal to the original determination of the Impact Fee due, the development application may be processed while the appeal is pending.

Sec. 10.02.037 - Refunds.

- (a) On the request of an owner of property on which an Impact Fee has been paid, Impact Fees shall be refunded if existing facilities are available and service is denied or if the Town failed to commence construction of facilities required for service within a reasonable time from that projected in the Capital Improvements Plan, but not in any event in more than five (5) years from the date of payment of the fee.
- (b) Upon completion of capital improvements or facility expansions identified in the Capital Improvements Plan, the Impact Fee shall be recalculated utilizing actual costs. If Impact Fee based on actual cost is less than the Impact Fee paid, the Town shall refund the difference if such difference exceeds the Impact Fee paid by more than ten percent (10%).
- (c) Any Impact Fee funds not expended within ten (10) years after payment shall be refunded.
- (d) Refunds shall bear interest calculated from the date of collection to the date of refund at the statutory rate set by law.
- (e) All refunds shall be made to the record owner of the property at the time the refund is paid. However, if the Impact Fees were paid by another political subdivision or governmental entity, payment shall be made to the political subdivision or governmental entity.
- (f) The owner of the property on which an Impact Fee has been paid or another political subdivision or governmental entity that paid the Impact Fee has standing to sue for a refund under this section.”

Section 4. **Land Use Assumptions.** The Land Use Assumptions for the Town of Argyle hereby are updated for wastewater and roadway facilities, as provided in Exhibit A of this amendatory ordinance, which is attached hereto and incorporated hereby by reference as if fully set forth.

Section 5. **Service Areas.** The service areas for wastewater facilities hereby are updated for wastewater facilities, as provided in Exhibit B, and are hereby updated for roadway facilities, as provided in Exhibit C, which exhibits are attached hereto and incorporated hereby by reference as if fully set forth.

Section 6. **Land Use Equivalency Tables.** The Land Use Equivalency Table hereby is updated for wastewater facilities, as provided in Exhibit D, is hereby updated for roadway facilities, as provided in Exhibit E, which exhibits are attached hereto and incorporated hereby by reference as if fully set forth.

Section 7. **Capital Improvements Plans.** The Wastewater Capital Improvements Plan hereby are updated, as provided in Exhibit F, and the Roadway Capital Improvements Plan

hereby is updated, as provided in Exhibit G, which exhibits are attached hereto and incorporated hereby by reference as if fully set forth.

Section 8. **Schedule One.** Schedule 1 for wastewater and roadway facilities hereby is updated, setting forth the maximum Impact Fees per service unit to be assessed against new development for wastewater and roadway facilities, which schedule is attached hereto as Exhibit H, and is incorporated herein by reference as if fully set forth.

Section 9. **Schedule Two.** Schedule 2 for wastewater and roadway facilities hereby is updated, setting forth the maximum Impact Fees per service unit to be collected against new development for wastewater and roadway facilities, which schedule is attached hereto as Exhibit H, and is incorporated herein by reference as if fully set forth.

Section 10. **Exhibits A through I Adopted.** The following Exhibits are hereby updated and adopted by the Town of Argyle as attached to this Ordinance:

- Exhibit A - Land Use Assumptions
- Exhibit B - Wastewater Service Area Map
- Exhibit C - Roadway Service Area Map
- Exhibit D - Wastewater Service Unit Equivalency Table
- Exhibit E - Roadway Service Unit Equivalency Table
- Exhibit F - Wastewater Capital Improvements Plan
- Exhibit G - Roadway Capital Improvements Plan
- Exhibit H - Schedule 1 Assessment Rates & Schedule 2 Collection Rates for Wastewater and Roadway Facilities
- Exhibit I - Wastewater and Roadway Impact Fee Study dated February 2020

Section 11. **Provisions Cumulative; Conflicts.** This Ordinance shall be and is hereby declared to be cumulative of all other ordinances of the Town of Argyle, and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any in such other ordinance or ordinances are hereby superseded.

Section 12. **Severability.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, such holding shall not affect the validity of any other section, subsection, sentence, clause or phrase of this Ordinance the remaining portions of this Ordinance.

Section 13. **Effective Date.** This Ordinance shall be in full force and effect immediately upon its passage and approval.

Section 14. **Incorporation of Amended Ordinance.** On and after the effective date of this Ordinance, the Code of Ordinances, Town of Argyle, Texas, Appendix A, shall be amended by this Ordinance.

PASSED, APPROVED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF ARGYLE, TEXAS, ON THIS THE 20th DAY OF APRIL, 2020.

APPROVED:

Donald Moser, Mayor

ATTEST:

APPROVED AS TO FORM:

Erika McComis, Town Secretary

Patricia Adams, Town Attorney

EXHIBIT "A"

Item G.1.

TABLE 2.3 TOWN OF ARGYLE Wastewater and Roadway Impact Fee Study Future Landuse Designations					
Designation	Density Residential	Density Commercial	% Residential	% Commercial	% Public
PD- Commercial Planned Development	0	> 0.7 F.A.R.	0	95	5
T5 - Regional Center	5 - 6 DU/AC	>0.4 F.A.R.	35	55	10
T4 - Village Center	5 - 6 DU/AC	>0.4 F.A.R.	50	40	10
T3A - Low Density Railroad Transition	1 AC min	>0.35 F.A.R.	75	10	15
T3 - Low Density Transition	1 AC min	>0.35 F.A.R.	75	10	15
T2 - Rural Residential	5 AC/DU		95		5
T1 - Rural or Conservation Residential	10 AC/DU		90		10
C1 - Rural Corridor	10 AC/DU		90		10
C2 - Approach Corridor	< 1 DU/AC		90		10
C3 - Centers Corridor	5 - 6 DU/AC	> 0.5 F.A.R.	30	60	10

EXHIBIT "A"

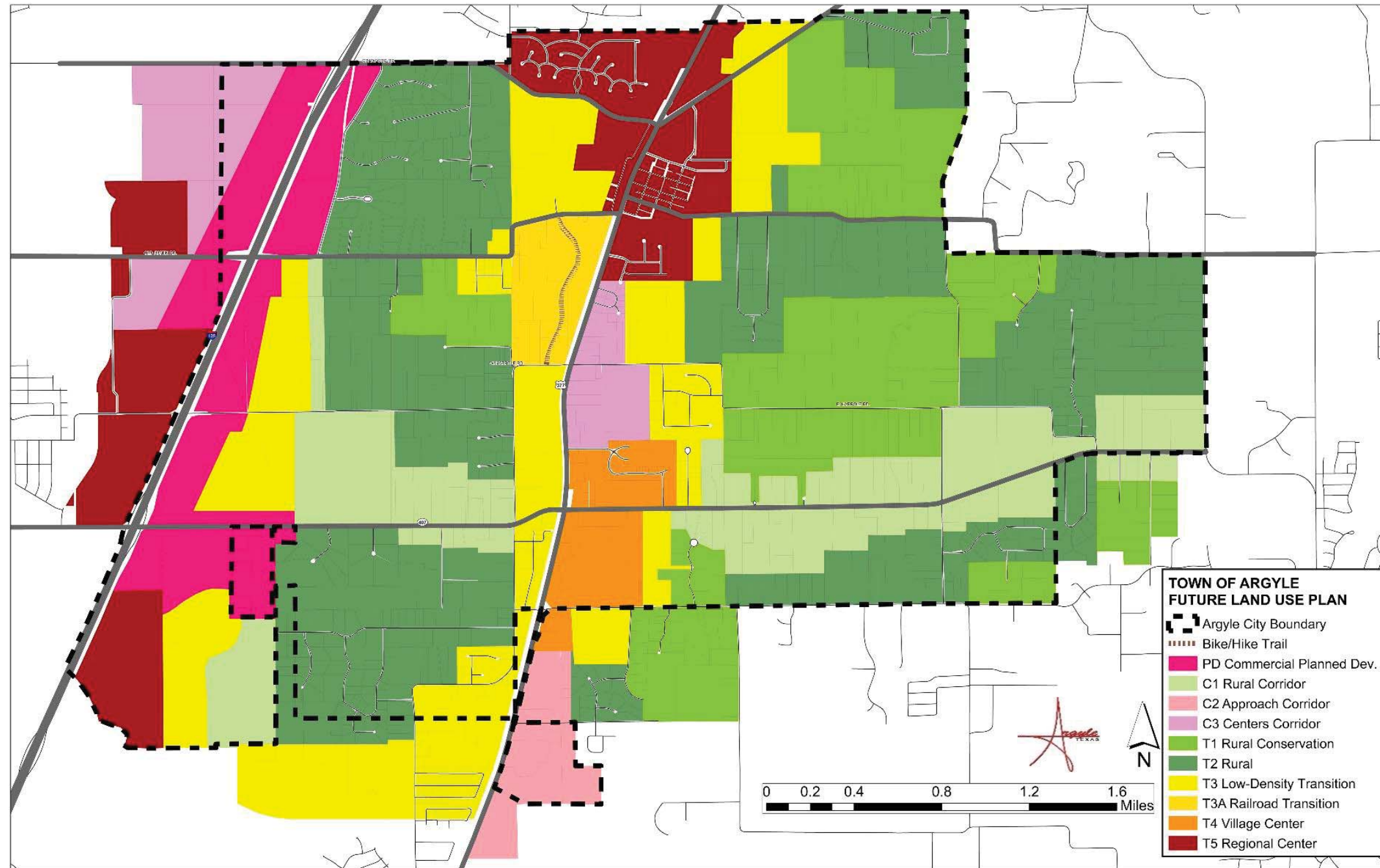


Figure 1 Town of Argyle Future Land Use Plan

FIGURE 2.3
Town of Argyle
Wastewater and Roadway
Impact Fees
Future Land Use Plan

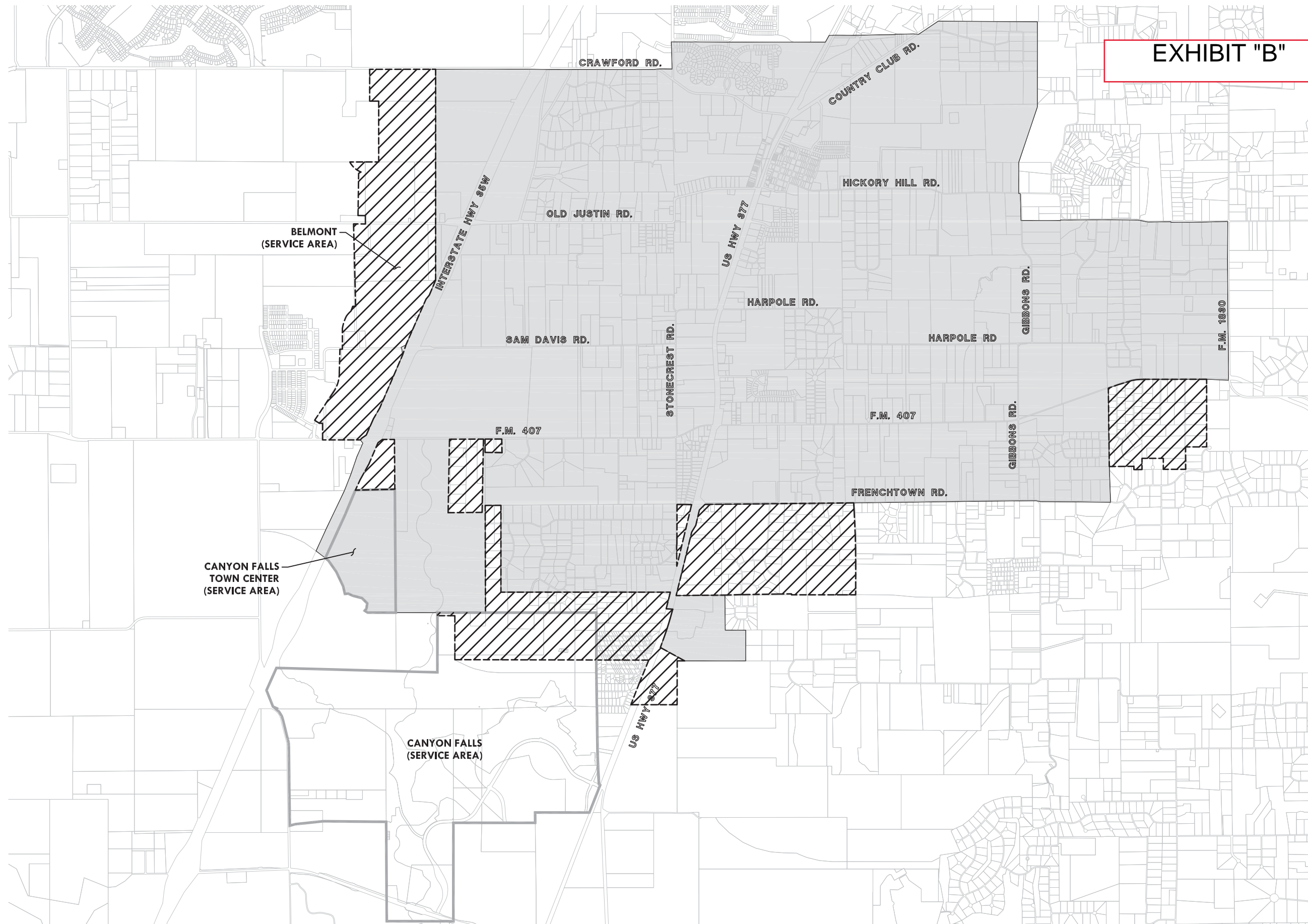
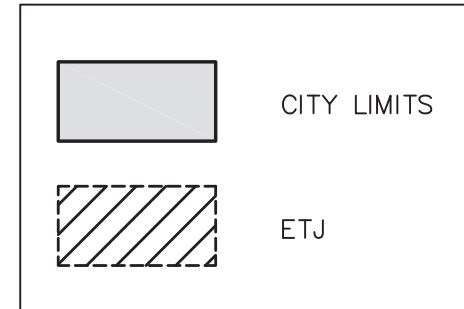


EXHIBIT "B"

Item G.1.

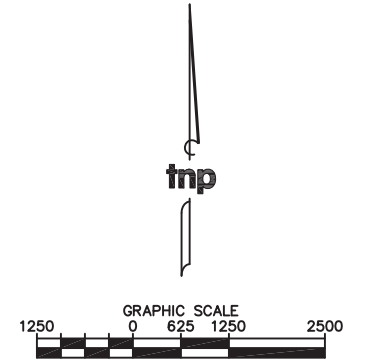
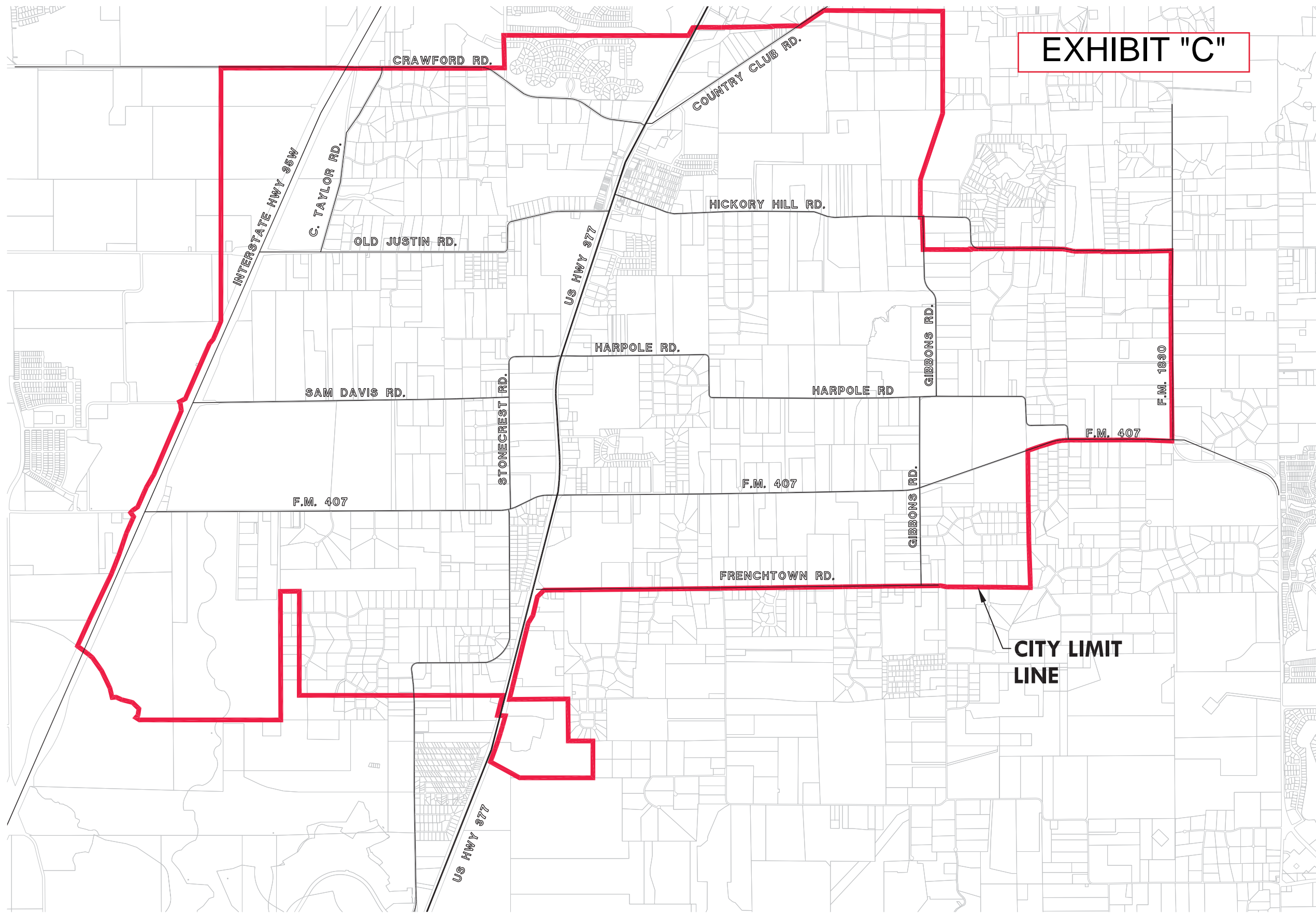


Drawing: Q:\PROJECTS\ARG\19224\cad\exhibits\Figure 2.2 Wastewater Service Area Map.dwg of Nov. 26, 2019 - 9:12am by aridgway
 Layout: Layout1
 Plots: 225x4 Entitled: Border.dwg




teague nall & perkins
 3200 S Interstate 35E, Suite 1129
 Denton, Texas 76210
 940.383.4177 ph 940.383.8026 fx
 TBPE Registration No. F-230
 www.tnpsc.com

FIGURE E2
Town of Argyle
Wastewater System Impact Fees
Wastewater Service Area Plan



Drawing: Q:\PROJECTS\ARG\2024\con\exhibits\Figure 2.1 Roadway Map.dwg at Nov 19, 2019--6:17am by mharris
Layout: Layout1 Xrefs: 22x34 Exhibit Border.dwg



teague nall & perkins
 3200 S Interstate 35E, Suite 1129
 Denton, Texas 76210
 940.383.4177 ph 940.383.8026 fx
 TBPE Registration No. F-230
 www.tnpinc.com

FIGURE E1
Town of Argyle
Roadway System Impact Fees
Roadway Service Area Plan

EXHIBIT "D"

Wastewater Impact Fees

Service Unit Equivalents

Water Meter Size	Equivalency Factor
3/4" or Smaller	1.00
1"	2.7
1-1/2"	3.3
2"	10.7
3"	23.3
4"	40.0

TABLE 4.1
TOWN OF ARGYLE
Wastewater and Roadway Impact Fee Study
Land Use Vehicle-Mile Equivalency

Category	Land Use	Unit	Service Unit Factor (VM/Unit)
Residential			
	Single Family	DU	3.12
	Apt/Townhouse	DU	1.76
	Retirement Community	DU	0.71
	Independent Sr Living	DU	0.66
	Others not specified	DU	3.12
Office			
	General Office	1000 GFA	4.60
	Corporate Headquarters	1000 GFA	4.33
	Medical-Dental	1000 GFA	13.32
	U.S. Post Office	1000 GFA	12.37
	Business Park	1000 GFA	4.12
	Research & Development	1000 GFA	3.45
	Others not specified	1000 GFA	4.60
Commercial			
	Retail/shopping center	1000 GFA	4.50
	Quality restaurant	1000 GFA	6.23
	Fast Food with drive thru	1000 GFA	17.38
	High turnover restaurant	1000 GFA	8.08
	Gas Station w/ convenience	1000 GFA	9.96
	Convenience market w/gas	1000 GFA	6.11
	Convenience market	1000 GFA	5.28
	Grocery/supermarket	1000 GFA	5.55
	Discount club	1000 GFA	3.81
	Auto sales	1000 GFA	3.36
	Video rental store	1000 GFA	4.59
	Bank	1000 GFA	15.44
	Pharmacy-Drug /w Drive	1000 GFA	1.64
	Apparel store	1000 GFA	2.22
	Movie theater	Screens	18.20
	Furniture store	1000 GFA	0.37
	Home Improvement Super Store	1000 GFA	2.16
	Hardware/paint store	1000 GFA	2.68
	Building materials/lumber store	1000 GFA	2.49
	Nusery(garden center)	1000 GFA	2.09
	Nursery (wholesale)	1000 GFA	1.75
	Hotel	Rooms	1.16

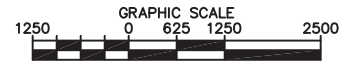
	Motel	Rooms	0.93
	All suites hotel	Rooms	1.08
	Auto care center	1000 GFA	3.13
	Quick Lube shop	1000 GFA	3.11
	Auto parts sales	1000 GFA	3.58
	Tire Superstore	1000 GFA	3.86
	Wholesale tire store	1000 GFA	2.93
	Mini-warehouse/self storage	1000 GFA	0.81
	Others not specified	1000 GFA	4.50
Industrial			
	General light industrial	1000 GFA	3.03
	Manufacturing	1000 GFA	3.17
	Industrial park	1000 GFA	3.39
	Warehousing	1000 GFA	1.97
	Others not specified	1000 GFA	3.03
Institutional			
	Private school (K-12)	Students	0.33
	Junior/community college	Students	0.24
	University/college	Students	1.64
	Day care center	1000 GFA	2.33
	Hospital	1000 GFA	2.80
	Nursing home	Beds	0.54
	Assisted living center	Beds	0.54
	Place of worship	1000 GFA	0.75

VM = Vehicle Mile

DU = Dwelling Unit

GFA = Gross Floor Area

GLA = Gross Leasable Area



LEGEND

	ETJ
	EXISTING SANITARY SEWER
	PROPOSED SANITARY SEWER

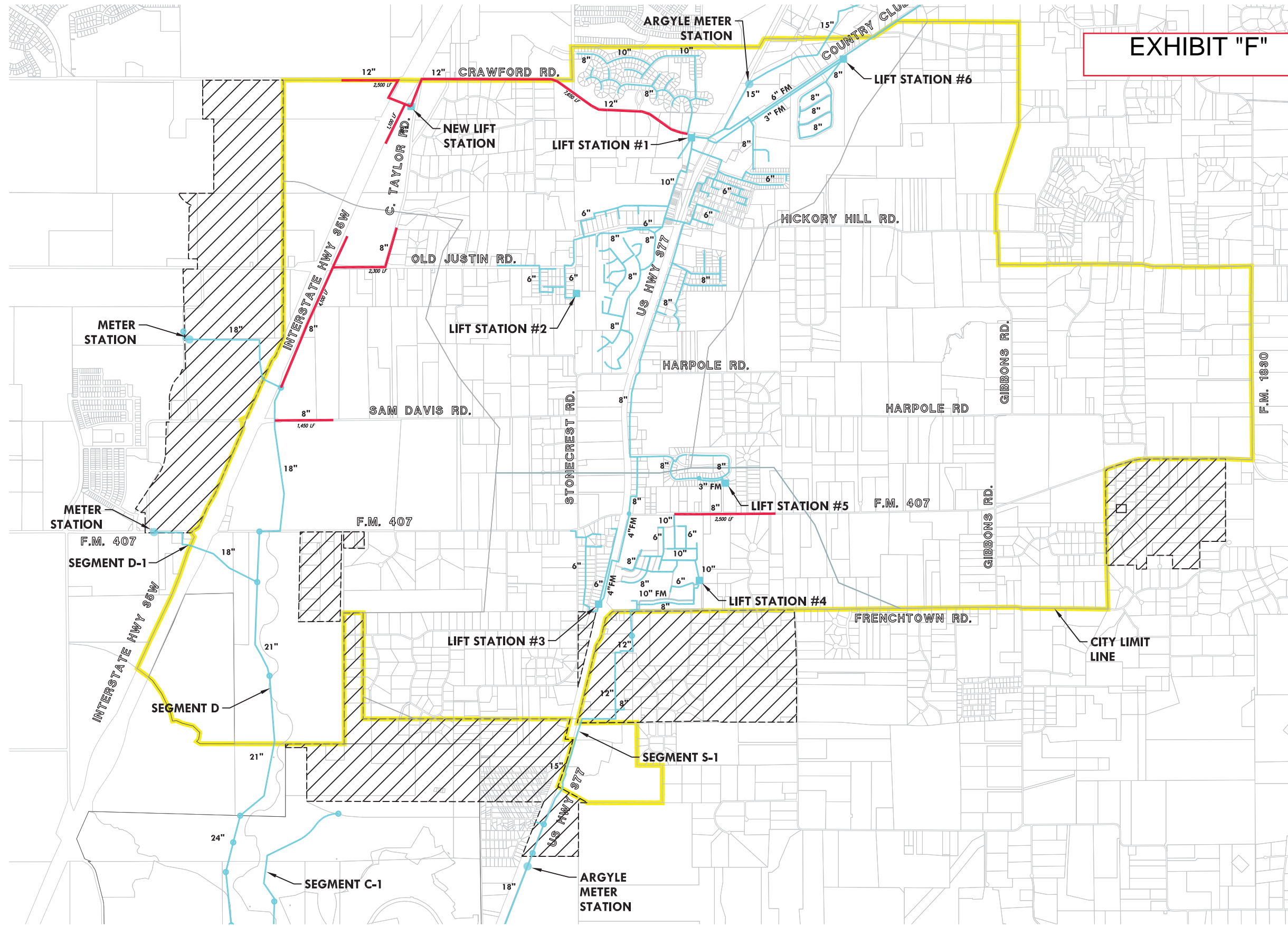


EXHIBIT "F"

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FIGURE E4
Town of Argyle
Wastewater System Impact Fees
Capitol Improvements Plan

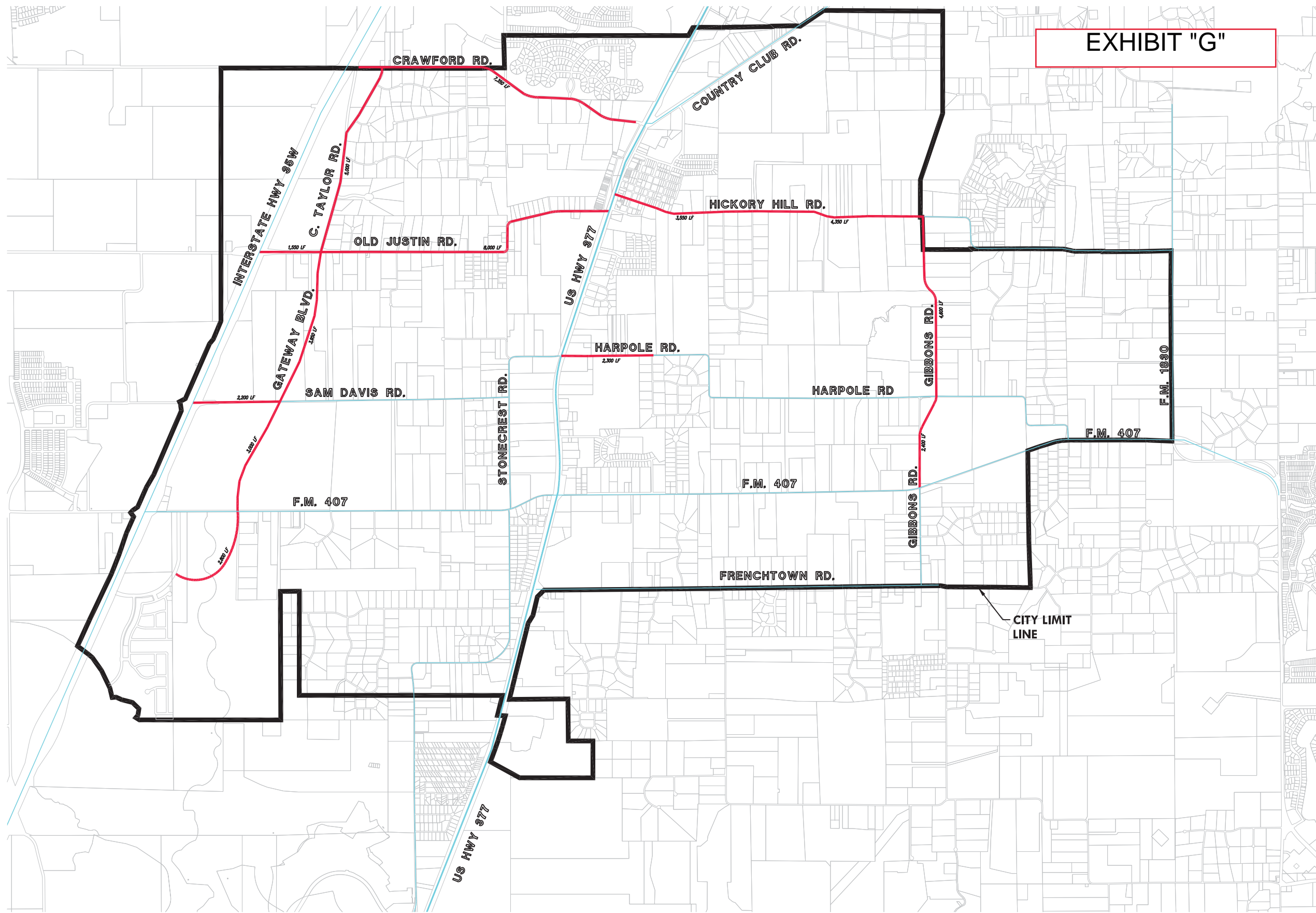
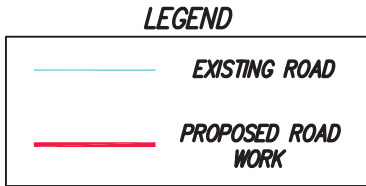
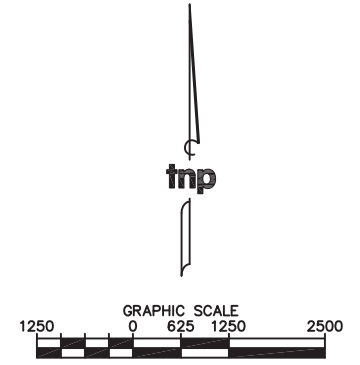


EXHIBIT "G"



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FIGURE E5
Town of Argyle
Roadway System Impact Fees
Capital Improvement Plan

Schedule 1
Assessment Rates
Wastewater and Roadway Facilities

Type of Impact Fee*	2010 Impact Fees		Proposed Impact Fees	
	Current Impact Fees	Percentage of Maximum Allowable	Schedule 1 (Maximum Assessment Rate)	Schedule 1 (Maximum allowable at 50% of actual costs)
Wastewater Facilities**	\$2,914.00	50%	\$4,904.00	\$2,452.00
Roadway Facilities:				
Residential Uses	\$801.28	33.6%	\$3,264.00	\$1,632.00
Non-Residential Uses	\$595.50	25%	\$3,264.00	\$1,632.00

*Water Impact Fees are assessed and collected by the Argyle Water Supply Corporation.

**All Wastewater Impact Fees are calculated per equivalent service unit (3/4-inch water meter).

Schedule 2
Collection Rates
Wastewater and Roadway Facilities

Type of Impact Fee*	2010 Impact Fees		Proposed Impact Fees	
	Current Impact Fees	Percentage of Maximum Allowable	Schedule 2 (as Proposed by Capital Improvements Advisory Committee)	Percentage of Maximum Allowable
Wastewater Facilities**	\$2,914.00	50%	\$2,452.00	50%
Roadway Facilities:				
Residential Uses	\$801.28	33.6%	\$1,632.00	50%
Non-Residential Uses	\$595.50	25%	\$1,305.60	40%

*Water Impact Fees are assessed and collected by the Argyle Water Supply Corporation.

**All Wastewater Impact Fees are calculated per

TOWN OF ARGYLE
2020 WASTEWATER AND
ROADWAY
IMPACT FEE STUDY



PREPARED BY
Teague Nall & Perkins, Inc



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February 2020

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I. EXECUTIVE SUMMARY

Introduction

The Town of Argyle contracted with Teague Nall & Perkins to prepare a Wastewater and Roadway Impact Fee Study. The study is being prepared in order to meet requirements of the Texas Local Government Code, Chapter 395 for Towns that have or will have impact fees associated with community infrastructure. The impact fees are implemented so that a community has the ability to supplement funding of capital improvement projects (CIP) to meet the infrastructure capacity needs for the Town with regard to new development. Each ten-year period a study is developed so that the Town will have current data to evaluate and determine appropriate impact fees. In addition to preparing a new study every ten years, each subsequent fifth year an update to the study is required to assess the current impact fees. The Town can also choose to have the update performed earlier than five years if the Town deems it to be appropriate.

Basis for Impact Fees

The basis for Impact fees is the capital improvements required to serve new development expected during the next ten (10) years from the time that impact fees are set or amended.

Impact fee revenues may not be used to repair, modernize or expand infrastructure needed to serve existing development or for operation and maintenance of capital infrastructure. Impact Fees collected which are not applied toward funding of authorized projects within (10) years of payment maybe subject to refunds.

Demographics

Demographics used for the study include service area, land use assumptions, and population projections. Referring to Figure E1, the service area for the roadway impact fee study is the Town limits as required by the Local Government Code. The service area for the wastewater impact fee study is the Town limits and the ETJ as shown on Figure E2. The land use assumption used for the study is the Town's Future Land Use Plan as shown on Figure E3.

Table E1 shows the population projections to be used for the study. Table E1 was developed using North Central Council of Governments historical population data, aerial data, and recorded final plats. As shown on the table the average ten-year population increase per year is 2.43 percent. The last five-year average is 3.51 percent per year. Besides these historical averages, aerial data and recorded final plats indicate a potential short-term higher percentage increase per year in population. Based on the data collected, the first five years of the ten-year period will use a 6.1 percent increase in population per year while the last five years will use 3.5 percent per year. The ten-year population increase based on these percentages is 2486 resulting in an estimated population of 6656 by 2030.

Wastewater Impact Fee

In order to develop the wastewater impact fee according to Chapter 395 of the Texas Local Government Code population projections must be converted to wastewater service unit increases, capital improvement projects need to be developed including the project cost, and the representative portion of these costs allocated to the anticipate increase in service units. The wastewater service unit increase represented by the projected population increase is 805 Units. Figure E4 shows the proposed wastewater infrastructure improvements. The estimated project cost for the wastewater CIP is \$9,837,277. The impact fee cost used to calculate the impact fee is \$1,973,948. The impact fee cost includes eligible cost associated with the ten-year growth period, finance cost, fifty percent credit required by the Texas Local Government Code, and two subsequent impact fee study preparations. The resulting maximum wastewater impact fee per service unit is \$2452.00 considering the fifty percent credit. The existing wastewater impact fee is \$2914.00. Table E2 shows a comparison of wastewater impact fees from other local communities.

Roadway Impact Fee

The roadway impact fee is developed in the same way as the wastewater impact fee. Population projections are converted to roadway service unit increases, capital improvement projects are developed with associated project cost, and the representative portion of these cost are used to develop the impact fee cost. The roadway service unit increase represented by the projected population increase is 3016. Figure E5 shows the proposed roadway CIP's. The estimated project cost for roadway CIP is \$33,265,000. The impact fee cost used to calculate the impact fee is \$ 4,922,746. The impact fee cost includes eligible CIP cost associated with the ten-year growth period, finance cost, fifty percent credit required by the Texas Local Government Code, and two subsequent impact fee study preparations. The resulting maximum roadway impact fee per service unit is \$1632 considering a 50% credit. The existing roadway impact fee for residential is \$801.28 and \$595.50 for non-residential. The 2010 proposed maximum roadway impact fee considering fifty percent credit was \$1191 for both residential and non-residential. Table E3 shows a comparison of roadway impact fees from other local communities.

TABLES

TABLE E1 TOWN OF ARGYLE Wastewater and Roadway Impact Fee Study Population Growth Projections		
Year	Town Population	Growth Rate %
2010	3282	
2011	3300	0.55
2012	3350	1.52
2013	3420	2.09
2014	3510	2.63
2015	3690	5.13
2016	3820	3.52
2017	3920	2.62
2018	4040	3.06
2019	4170	3.22
Average		2.43
Average Last 5 years		3.51
Proposed Growth Projection Determination		
Approximate Lots Developed - 2019		478
Population From Lots Over 5 Years (3 persons/lot)		1434
Growth Per Year First 5 Years (%/year)		6.1
Growth for Next 5 years (%/year)		3.5
Estimated 2030 Population		6656
Population Addition for 10-year Period		2486
Estimated Additional Lots for 10-year Period (3 persons/lot)		829
85% Small Lot Requiring Sewer Service		705
15% Large Lot w/ Onsite Sewer System		124

TABLE E2

Wastewater Impact Fees - 2010 (at Adopted 50% max.)

		5/8"	3/4"	1"	1-1/2"
1	Argyle	\$2,914.00	\$2,914.00	\$7,868.00	9,616.18
2	Southlake	\$2,609.00	\$3,914.00	\$6,523.00	\$13,045.00
3	Flower Mound-Long Prairie District Residential	\$2,436.00	\$3,645.00	\$6,090.00	\$12,180.00
4	Flower Mound-Long Prairie District Non-Residential	\$1,218.00	\$1,827.00	\$3,045.00	\$6,090.00
5	Prosper	\$1,129.00	\$1,129.00	\$2,822.00	\$5,644.00
6	Northlake	\$964.00	\$1,446.00	\$2,410.00	\$4,821.00
7	Keller	\$918.00	\$1,560.60	\$2,478.60	\$3,029.40
8	Colleyville	\$643.00	\$965.00	\$1,068.00	\$3,215.00
9	Melissa	\$398.67	\$598.00	\$996.67	\$1,993.33

Wastewater Impact Fees - 2020 (at Proposed 50% max.)

		5/8"	3/4"	1"	1-1/2"
1	Southlake	\$2,609.00	\$3,914.00	\$6,523.00	\$13,045.00
2	Argyle	\$2,452.00	\$2,452.00	\$6,620.40	\$8,091.60
	Argyle (Recommended by CIAC 1.7.20)	\$2,452.00	\$2,452.00	\$6,620.40	\$8,091.60
3	Flower Mound-Long Prairie District Residential	\$2,436.00	\$3,645.00	\$6,090.00	\$12,180.00
4	Flower Mound-Long Prairie District Non-Residential	\$1,218.00	\$1,827.00	\$3,045.00	\$6,090.00
5	Prosper	\$1,129.00	\$1,129.00	\$2,822.00	\$5,644.00
6	Northlake	\$964.00	\$1,446.00	\$2,410.00	\$4,821.00
7	Keller	\$918.00	\$1,560.60	\$2,478.60	\$3,029.40
8	Colleyville	\$643.00	\$965.00	\$1,068.00	\$3,215.00
9	Melissa	\$398.67	\$598.00	\$996.67	\$1,993.33



TABLE E3

Residential Roadway Impact Fees - 2010 (at Adopted 33.6% Max.)

		Residential
1	Northlake Zone 1 (NW)	\$6,094.10
2	Prosper Service Area 1	\$6,053.00
3	Colleyville Service Area 1	\$4,941.00
4	Colleyville Service Area 2	\$4,941.00
5	Prosper Service Area 2	\$4,589.00
6	Melissa Service Area 1	\$3,915.12
7	Northlake Zone 2 - (NE)	\$3,844.98
8	Melissa Service Area 2	\$3,775.48
9	Flower Mound- Service Area B	\$3,714.78
10	Keller Service Area 1	\$2,999.19
11	Town of Argyle	\$2,500.00
12	Keller Service Area 2	\$2,451.00
13	Southlake- North Service Area	\$2,292.00
14	Southlake- South Service Area	\$1,640.00
15	Flower Mound- Service Area A	\$1,424.10
16	Northlake Zone 4 (SE)	\$710.62
17	Northlake Zone 3 (SW)	\$691.60

Residential Roadway Impact Fees - 2020 (Proposed Rates)

		Residential
1	Northlake Zone 1 (NW)	\$6,094.10
2	Prosper Service Area 1	\$6,053.00
Town of Argyle		\$5,091.84 (at 50% of Max.)
Town of Argyle		\$5,091.84 (at 50% of Max.) as Recommended by CIAC 1.7.20
3	Colleyville Service Area 1	\$4,941.00
4	Colleyville Service Area 2	\$4,941.00
5	Prosper Service Area 2	\$4,589.00
6	Melissa Service Area 1	\$3,915.12
7	Northlake Zone 2 - (NE)	\$3,844.98
8	Melissa Service Area 2	\$3,775.48
9	Flower Mound- Service Area B	\$3,714.78
Town of Argyle		\$3,421.70 (at 33.6% of Max.)
11	Keller Service Area 1	\$2,999.19
Town of Argyle		\$2,545.92 (at 25% of Max.)
12	Keller Service Area 2	\$2,451.00
13	Southlake- North Service Area	\$2,292.00
14	Southlake- South Service Area	\$1,640.00
15	Flower Mound- Service Area A	\$1,424.10
16	Northlake Zone 4 (SE)	\$710.62
17	Northlake Zone 3 (SW)	\$691.60



General Retail Roadway Impact Fees - 2010 (at Adopted 25% of Max.)

		General Retail (Based on a 10,000 sq. ft. building)
1	Northlake Zone 1 (NW)	\$226,033.00
2	Northlake Zone 2 (NE)	\$142,623.00
3	Prosper Service Area 1	\$49,620.00
4	Southlake North Service Area	\$48,300.00
5	Prosper Service Area 2	\$37,620.00
6	Southlake South Service Area	\$34,560.00
7	Flower Mound- Service Area B	\$34,419.95
8	Town of Argyle	\$26,797.00
9	Northlake Zone 4 (SE)	\$26,632.50
10	Northlake Zone 3 (SW)	\$25,657.60
11	Keller Service Area 1	\$24,922.00
12	Colleyville Service Area 2	\$21,580.00
13	Keller Service Area 2	\$18,416.30
14	Flower Mound- Service Area A	\$13,218.75
15	Melissa Service Area 2	\$9,969.31
16	Colleyville Service Area 1	\$7,790.00
17	Melissa Service Area 1	\$6,594.95

General Retail Roadway Impact Fees - 2020 (at Various Rates of Max.)

		General Retail (Based on a 10,000 sq. ft. building)
1	Northlake Zone 1 (NW)	\$226,033.00
2	Northlake Zone 2 (NE)	\$142,623.00
Town of Argyle		\$73,440.00 (at 50% of Max.)
Town of Argyle		\$58,752.00 (at 40% of Max.) as Recommended by CIAC 1.7.20
3	Prosper Service Area 1	\$49,620.00
Town of Argyle		\$49,351.50 (at 33.6% of Max.)
4	Southlake North Service Area	\$48,300.00
5	Prosper Service Area 2	\$37,620.00
Town of Argyle		\$36,720.00 (at 25% of Max.)
6	Southlake South Service Area	\$34,560.00
7	Flower Mound- Service Area B	\$34,419.95
8	Northlake Zone 4 (SE)	\$26,632.50
9	Northlake Zone 3 (SW)	\$25,657.60
10	Keller Service Area 1	\$24,922.00
11	Colleyville Service Area 2	\$21,580.00
12	Keller Service Area 2	\$18,416.30
13	Flower Mound- Service Area A	\$13,218.75
14	Melissa Service Area 2	\$9,969.31
15	Colleyville Service Area 1	\$7,790.00
16	Melissa Service Area 1	\$6,594.95



General Office Roadway Impact Fees - 2010 (at Adopted 25% of Max.)

		General Office (Based on a 10,000 sq. ft. building)
1	Prosper Service Area 1	\$51,320.00
2	Prosper Service Area 2	\$38,910.00
3	Town of Argyle	\$27,393.00
4	Southlake North Service Area	\$25,610.00
5	Flower Mound- Service Area B	\$24,949.10
6	Keller Service Area 1	\$24,922.00
7	Colleyville Service Area 2	\$21,580.00
8	Keller Service Area 2	\$18,416.30
9	Southlake South Service Area	\$18,330.00
10	Flower Mound- Service Area A	\$9,599.75
11	Melissa Service Area 2	\$8,816.26
12	Colleyville Service Area 1	\$7,790.00
13	Melissa Service Area 1	\$5,832.17
14	Northlake Zone 1 (NW)	NA
15	Northlake Zone 2 (NE)	NA
16	Northlake Zone 3 (SW)	NA
17	Northlake Zone 4 (SE)	NA

General Office Roadway Impact Fees - 2020 (at Various Rates of Max.)

		General Office (Based on a 10,000 sq. ft. building)
	Town of Argyle	\$75,072.00 (at 50% of Max.)
	Town of Argyle	\$60,057.60 (at 40% of Max.) as Recommended by CIAC 1.7.20
1	Prosper Service Area 1	\$51,320.00
	Town of Argyle	\$50,448.20 (at 33.6% of Max.)
2	Prosper Service Area 2	\$38,910.00
	Town of Argyle	\$37,536.00 (at 25% of Max.)
3	Southlake North Service Area	\$25,610.00
4	Flower Mound- Service Area B	\$24,949.10
5	Keller Service Area 1	\$24,922.00
6	Colleyville Service Area 2	\$21,580.00
7	Keller Service Area 2	\$18,416.30
8	Southlake South Service Area	\$18,330.00
9	Flower Mound- Service Area A	\$9,599.75
10	Melissa Service Area 2	\$8,816.26
11	Colleyville Service Area 1	\$7,790.00
12	Melissa Service Area 1	\$5,832.17
13	Northlake Zone 1 (NW)	NA
14	Northlake Zone 2 (NE)	NA
15	Northlake Zone 3 (SW)	NA
16	Northlake Zone 4 (SE)	NA

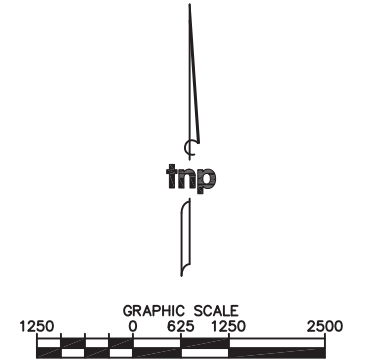
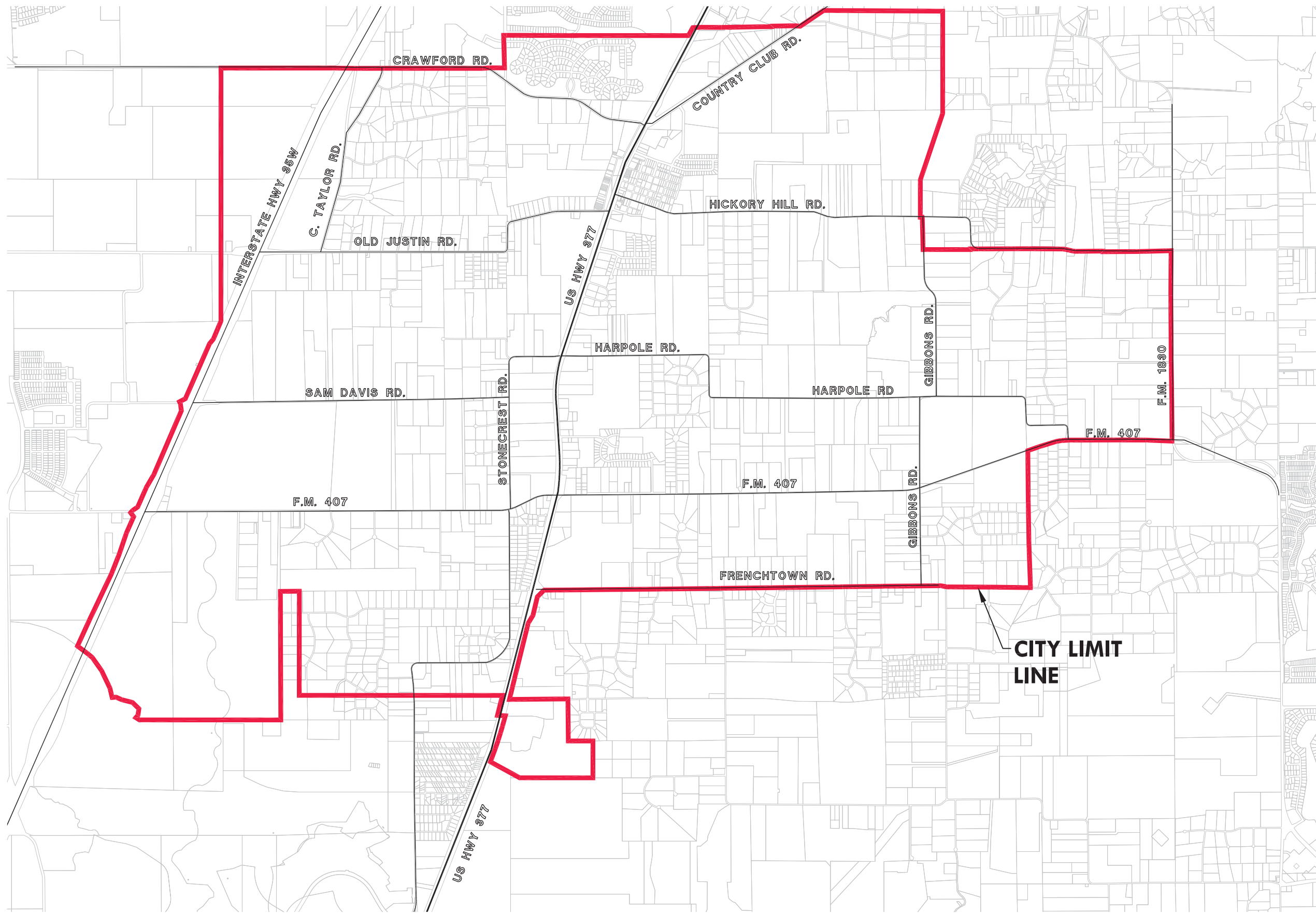


Recent Development Projects - 2010 -2020 Impact Fee Comparison


		2010 Roadway Impact Fee (at Adopted 25% of Max.)	2020 Roadway Impact Fees (various rates)
1	Well Church (20,00 sq. ft. Religious Institution)	\$9,158.79	\$25,100.16 (50% of max.)
			\$20,080.13 (40% of max.) as Recommended by CIAC 1.7.20
			\$16,867.25 (33.6% of max.)
			\$12,550.08 (25% of max.)
2	Eagle Plaza (10,188 sq. ft. retail bldg.)	\$27,303.68	\$74,827.20 (50% of max.)
			\$59,891.76 (40% of max.) as Recommended by CIAC 1.7.20
			\$50,283.70 (33.6% of max.)
			\$37,413.60 (25% of max.)
3	BPS Jet (22,936 sq. ft. corp. office, warehouse, lab)	\$47,514.35	\$130,200.96 (50% of max.)
			\$104,160.77 (40% of max.) as Recommended by CIAC 1.7.20
			\$87,494.72 (33.6% of max.)
			\$65,100.48 (25% of max.)
4	Integrity Performance Sports (183,340 sq. ft. health club, restaurant, office)	\$498,225.08	\$1,365,412.80 (50% of max.)
			\$1,092,330.24 (40% of max.) as Recommended by CIAC 1.7.20
			\$917,554.05 (33.6% of max.)
			\$682,706.40 (25% of max.)



FIGURES

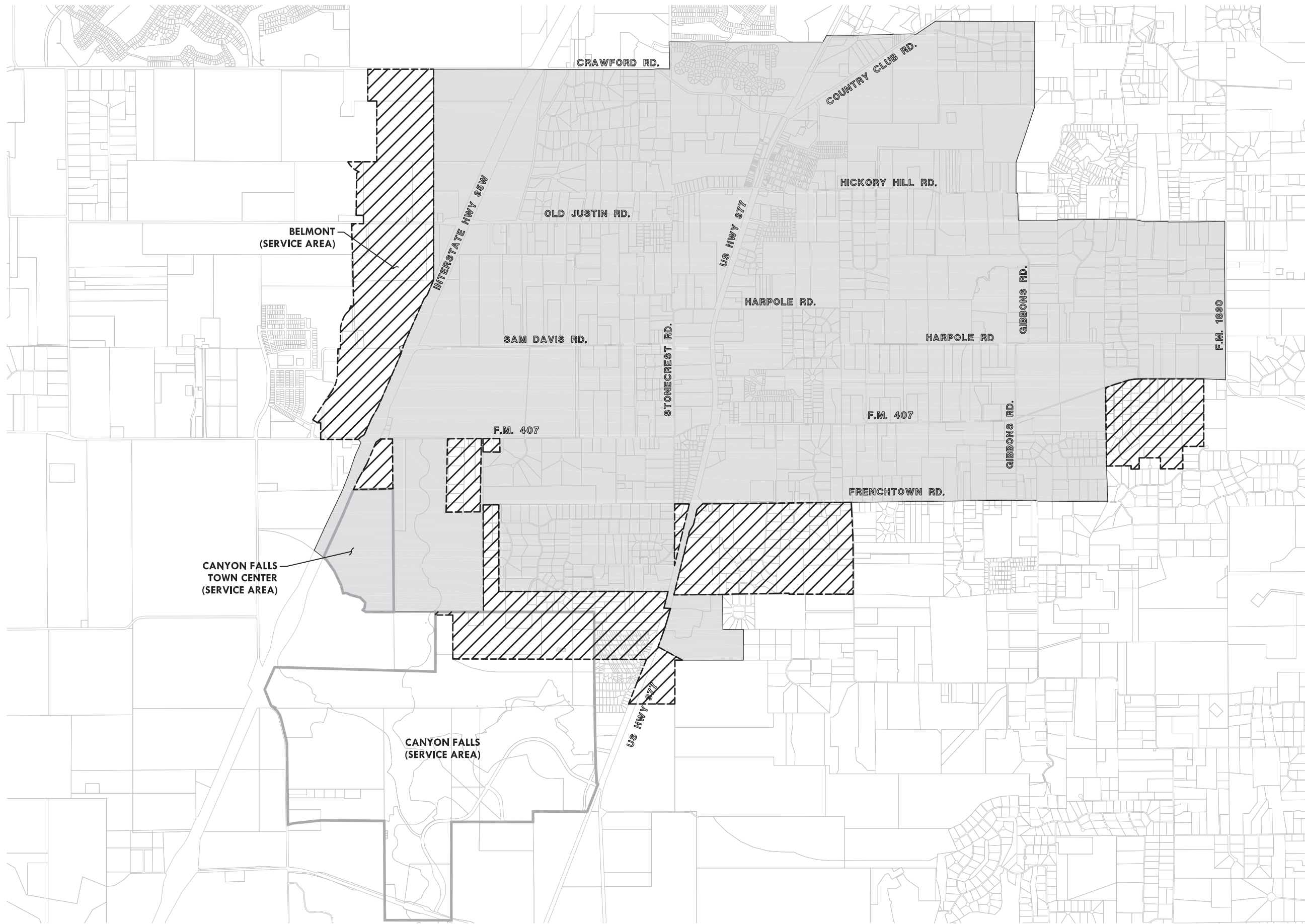
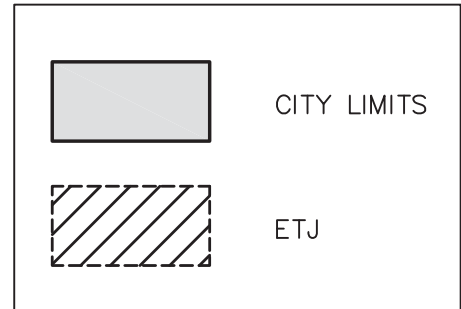
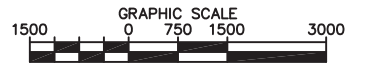



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FIGURE E1
Town of Argyle
Roadway System Impact Fees
Roadway Service Area Plan

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FIGURE E2
Town of Argyle
Wastewater System Impact Fees
Wastewater Service Area Plan

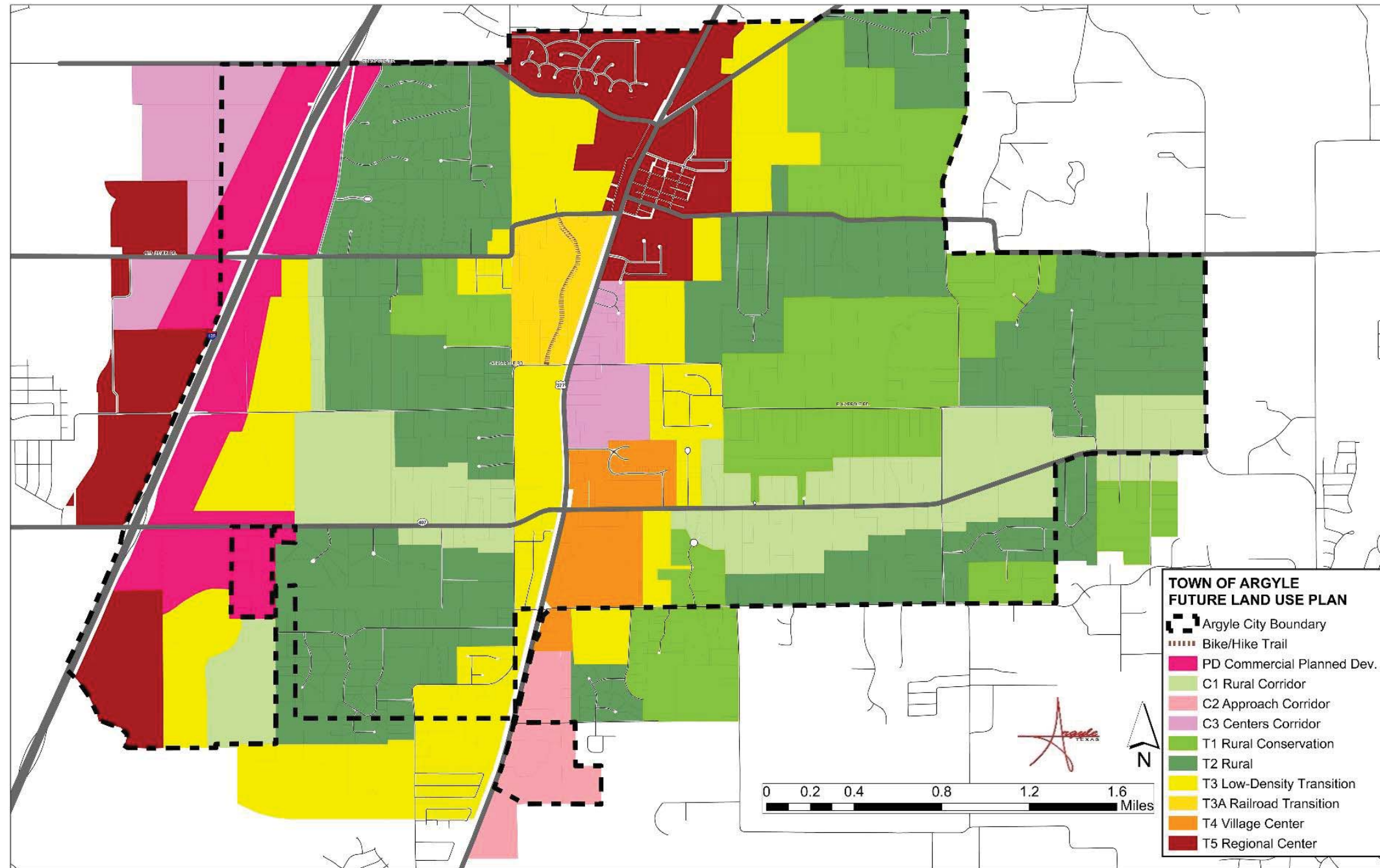
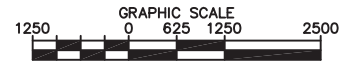


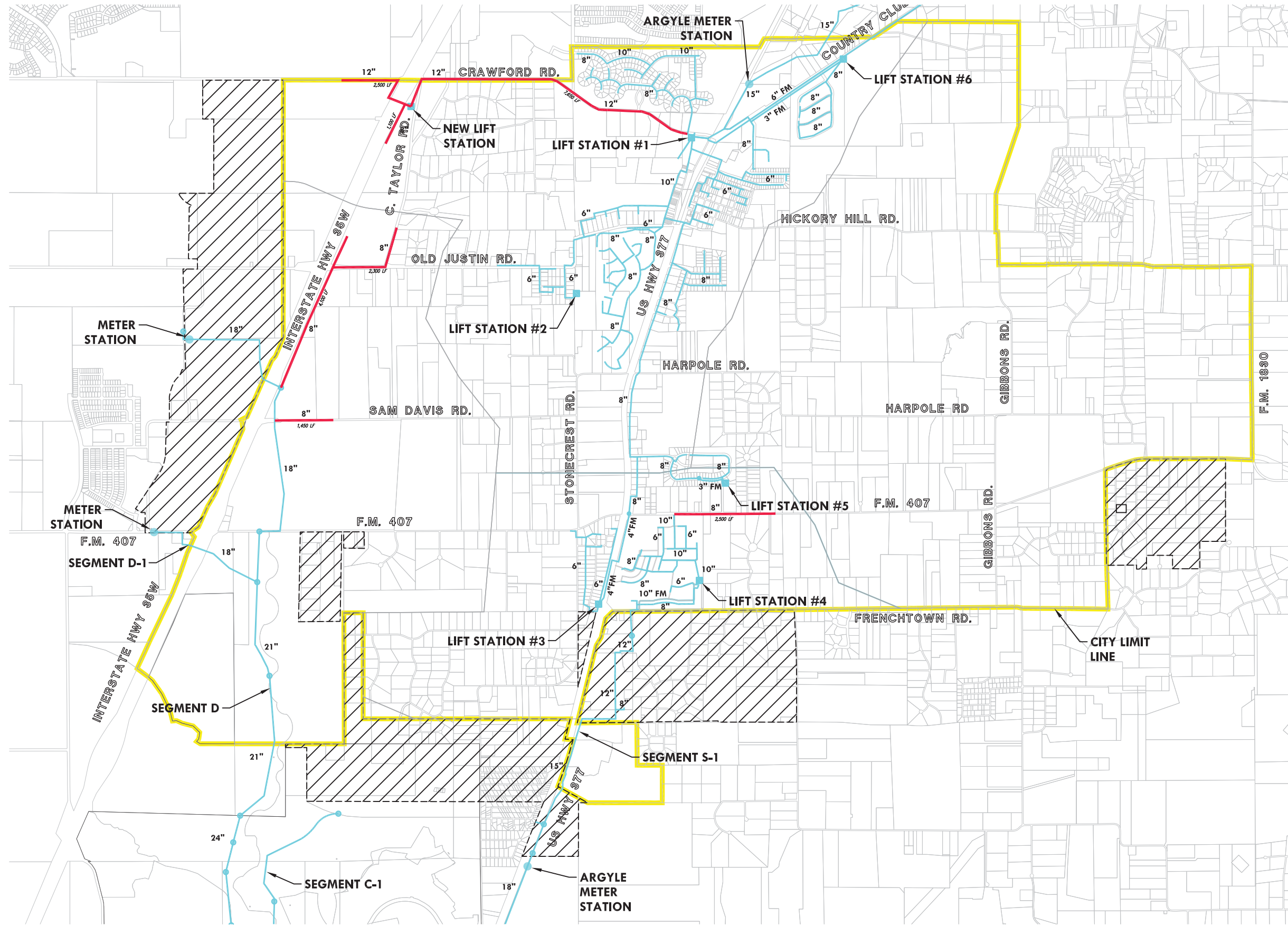
Figure 1 Town of Argyle Future Land Use Plan

FIGURE E3
Town of Argyle
Wastewater and Roadway
Impact Fees
Future Land Use Plan




LEGEND

	ETJ
	EXISTING SANITARY SEWER
	PROPOSED SANITARY SEWER

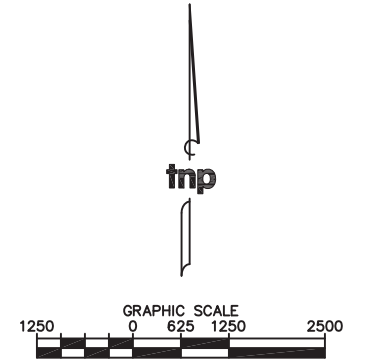
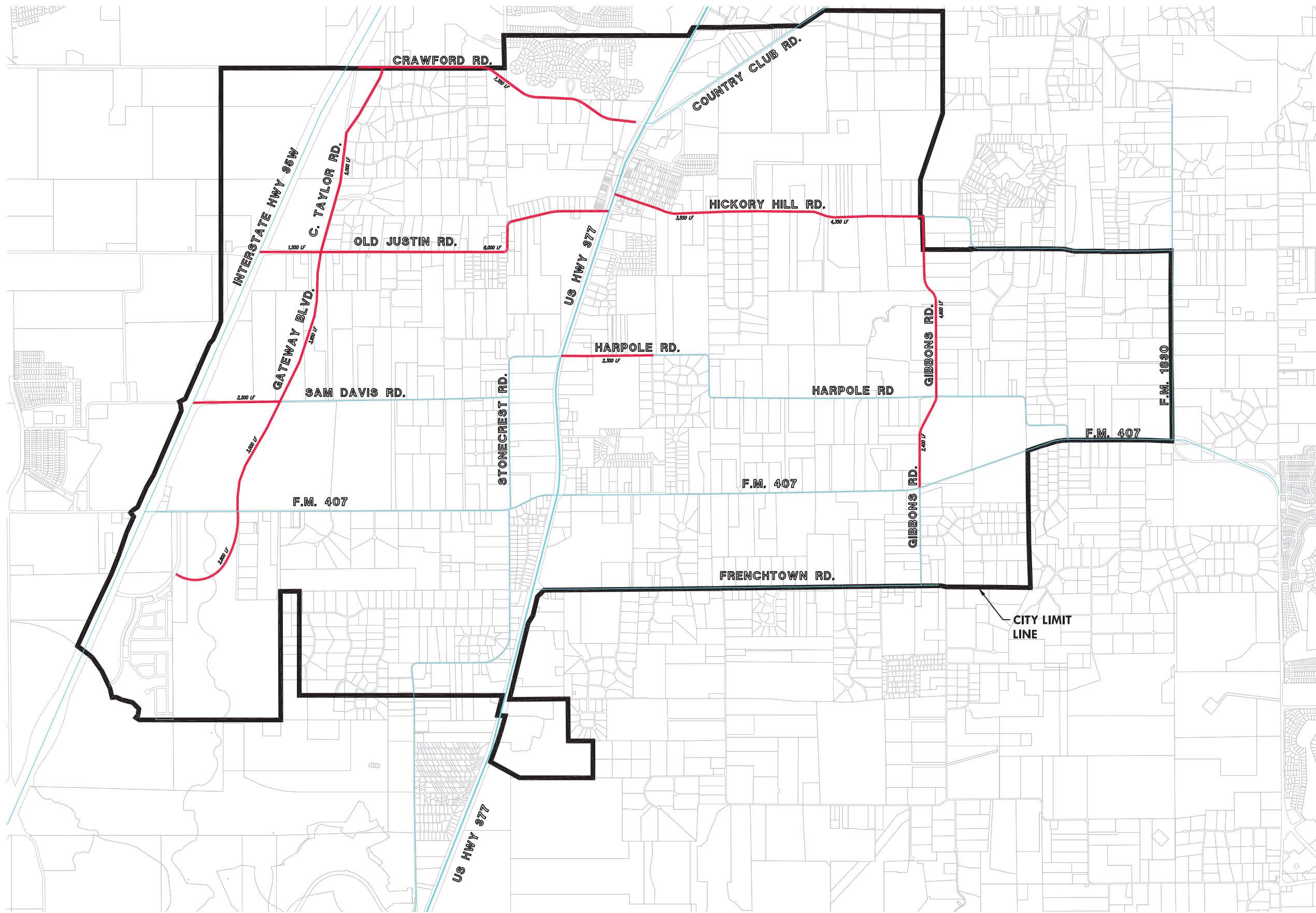


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FIGURE E4
Town of Argyle
Wastewater System Impact Fees
Capitol Improvements Plan



LEGEND

	EXISTING ROAD
	PROPOSED ROAD WORK

Drawing: Q:\PROJECTS\ARG\2024\Exhibits\Roadway System Impact Fees Capital Improvements Plan.dwg at Nov 26, 2019 - 7:38am by aridgway
 Layout: Layout1 Xref: 2234 Exhibit Border.dwg



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FIGURE E5
Town of Argyle
Roadway System Impact Fees
Capital Improvement Plan

II. IMPLEMENTATION OF IMPACT FEES

Authorization

The Texas Local Government Code, Chapter 395 authorizes political subdivisions to impose impact fees on land within its corporate boundaries and extraterritorial jurisdiction (ETJ). The basis for Impact fees is the capital improvements required to serve new development expected during the next ten (10) years from the time that impact fees are set or amended.

Impact fee revenues may not be used to repair, modernize or expand infrastructure needed to serve existing development or for operation and maintenance of capital infrastructure. Impact Fees collected which are not applied toward funding of authorized projects within (10) years of payment maybe subject to refunds.

During the 2001 session of the Texas Legislature, the impact fee law was amended. The change in the law became effective September 1, 2000. Significant changes included the following:

- A credit for ad valorem taxes and utility service billing revenues must be calculated or, as an alternative, a 50% credit against the maximum assessable impact fee calculated.
- A comparison of the proposed fees to a standard calculation for a maximum fee
- Fees are to be collected at issuance of the building permit
- Must submit annual certification of compliance to the Attorney General by September 30th.
- Forfeit ten (10) percent of fees to the State as a penalty if a positive certification is not filed timely.
- Must hold a Public Hearing to approve the Land Use Plan and Capital Improvements Plans with advertisement 30 days prior to the hearing.
- Must hold a Public Hearing to set impact fees with advertisement 30 days prior to the hearing.

The Local Government Code now requires that a town update the information supporting its impact fees every five (5) years, after fees have been adopted. The information that must be included in the update includes the following:

- Impact Fee revenues collected and expended to fund eligible capital improvements
- Land use assumptions
- Capital Improvement plans
- Applicable impact fees to be assessed

Historical Impact Fee Studies

The Town of Argyle Wastewater and Roadway Impact Fees were last reviewed in 2015. Ordinance No. 2015-08 approved the findings of the review. In the 2015 review of impact fees no changes were made to land use assumptions, capital improvements or wastewater or roadway impact fees. Prior to 2015, a detailed evaluation was performed in 2010, and the findings of the 2010 Impact Fee study for wastewater and roadway were approved by Ordinance No. 2010-10. Table 2.1 provides the current Wastewater and Roadway Impact fees. The current Wastewater impact fee is \$2,914 per service unit. The current Roadway impact fee is \$801.28 for residential and \$595.50 for non-residential. Table 2.2 provides a comparison of the Town of Argyle impact fees with other communities within the region.

Historical Impact Fee Revenues and Expenditures

As of January 31, 2020, the unaudited balances for the impact fees are as follows:

Wastewater Impact Fee Account: \$686,847.27

Roadway Impact Fee Account: \$1,387,501.46

The Town will be using the Roadway Impact Fee funds for the Crawford Road CIP. The Wastewater Impact Fee funds will be used for CIP's shown in this study.

Service Area and Land Use

The Town limits is the current service area for the roadway impact fee study. See Figure 2.1. The current service area for wastewater impact fee study is the Town limits plus the ETJ, see Figure 2.2. These two assumptions will continue to be used for this study.

The land use assumptions for the impact fee program are from the Town's Comprehensive plan. The Future Land Use plan and associated designations and land use allocations will be used for growth projections. See Figure 2.3 and Table 2.3.

Population Growth

Table 2.4 shows existing population data taken from the North Central Texas Council of Governments (NCTCOG). The average population growth over the last ten years was 2.43 percent. Average growth over the last five years has been 3.51 percent. In addition to the steady growth within the Town, there appears to be potential for a surge in growth over the next four to five years. Based on 2018 aerial data and approved plats, approximately 478 single-family residential lots are in the process of development. Population increases from these lots are not included within the current 2019 estimates. Based on an assumed average three persons per household, the population increase from these lots equates to an additional 1,434 persons. Distributing this population over a five-year period equates to a

6.1 percent increase in population per year. In addition to this population increase, additional population increase will most likely occur for the remainder of the ten-year period. For the purposes of estimating the ten-year population growth, the first five years will be estimated using a 6.1 percent per year increase and the last five years using a 3.5 percent per year increase. Based on these assumptions, the population estimate for 2030 is 6,656. Using three persons per household, this population increase would translate to 829 new single-family dwellings within the Town by 2030. After this ten-year period, there may be a slowing in residential growth based upon availability of developable property associated with the future land use plan. Most of the remaining developable properties after the current ten-year period will be one to 10 acre in sizes and will not require public sewer service. It will be important to assess population growth at the next five-year increment and next ten-year increment.

Population increases within the ETJ are also anticipated during the ten-year period. Referring to Figure 2.2, most of the service area within the ETJ falls within the Belmont and Canyon Falls development boundaries. These two service areas are not included within the analysis because they have contributed to the Trinity River Authority (TRA) Graham Branch Wastewater Transportation System infrastructure cost and have their own reimbursement program. Building permits and associated impact fees are not obtained for these areas by the Town. Since these two areas comprise most of the developable area within the ETJ, population increases attributed to the ETJ will not be considered.

Population Distribution

The Future Land Use Plan has a variety of land uses, with the majority of the single-family residential land uses being rural type development. The rural nature of the Town is by design. The rural land use lot size ranges from one acre to ten acres minimum. With these lot sizes, new development within the rural areas will have private onsite wastewater treatment systems and therefore are exempt from Wastewater Impact Fees. Roadway impact fees can be applied for these properties. Another characteristic of the rural land use areas is low population density. These areas will not contribute greatly to the anticipated population increase. The following table shows the percentage of building permits issued for properties using private onsite wastewater systems for FY 16-19.

Year	Building Permits W/ Private Onsite Sewer
2016	9%
2017	7.6%
2018	20.7%
2019	10.3%

Based on these percentages, 85 percent of the anticipated population increase in the next ten years will be attributed to lot sizes requiring public sewer and 15 percent of the

population increase will be attributed to lot sizes having onsite private sewer. With this distribution, 124 housing units would be in the rural land use area, and 705 housing units would be in the areas requiring a public sewer system. In the next ten-year period these percentages most likely will change. There will be fewer developable lots requiring public sewer.

There are approximately 734 existing developed rural lots and 725 small lots within the Town limits and ETJ, excluding the Belmont and Canyon Falls service areas. With these existing lot counts, the 2030 estimated lot counts would be 858 rural lots and 1430 lots requiring public wastewater facilities.

III. WASTEWATER IMPACT FEE ANALYSIS

General

The wastewater impact fees are implemented so that a community has the ability to supplement funding of CIP projects to meet the wastewater capacity needs for the Town with regard to new development. The planning period for the impact fees is ten years, with an update required in no more than 5 years. In order to develop the wastewater impact fee according to Chapter 395 of the Texas Local Government Code population projections must be converted to wastewater service unit increases, capital improvement projects need to be developed including the project cost, and the representative portion of these costs allocated to the anticipate increase in service units.

Wastewater Service Units

The most common method for determining wastewater service units is to base the service unit on a single family dwelling and the size of water meter used for a single family dwelling. All other types of land use and associated meter sizes can be correlated to the single family dwelling based upon meter size. For the Town of Argyle 5/8" x3/4" meters are used for single family dwellings and for the most part 1" meter sizes for commercial/retail developments. Using the Town's standard equivalency tables, the service unit equivalent (SFE) for a 1" meter is 2.7 SFE as shown in Table 2.1.

Another method that can be used is correlating the amount of wastewater contributed by a single family dwelling to other types of land use wastewater contribution. For this type of correlation, it is best to use winter time water demand data which will closely represent the amount of wastewater contribution. This method has been used for schools and churches for the impact fee study. The standard wastewater contribution used for the single family dwelling is 320 gallons per day (GPD). This value is used for the wastewater agreements the Town has with the City of Denton and the Trinity River Authority (TRA).

Table 3.1 shows the existing estimated service units and the proposed service units for 2030. The total projected increase in service units is 805, which is an 87 percent increase

over the ten-year period. This also computes to be approximately 6.49 percent increase in service units per year over the next 10 years. The increase in residential service units is based upon the estimated population growth. The increase in commercial/retail service units, corresponding to the one-inch meter size, is based upon two new commercial/retail businesses per year over the ten-year period. School service unit increases are based upon one student for each single family residential service unit increase. Church service units were increased by 3.4 percent per year for the ten-year period.

Wastewater Capital Improvement Plan

Figures 3.1 and 3.2 show the existing wastewater infrastructure for the Town of Argyle. There are 4 wastewater service basins within the existing wastewater system. The wastewater service basins include the Denton basin, the TRA West basin, the TRA East basin, and the Future basin. The Denton basin flows to the City of Denton wastewater collection system and is treated by the City of Denton. The TRA West and TRA East basins flow to the TRA transmission lines and wastewater is treated at the TRA treatment plant. The Future basin encompasses area that is within the rural land use zone which currently have private onsite wastewater systems. Each of these wastewater service basins are separated by natural topographic ridge lines.

Figure 3.3 shows the proposed wastewater system CIP. The location and type of improvements anticipated are consistent with the 2010 impact fee study and reflect remaining improvements to be constructed. The majority of required capacity building infrastructure for future development has been constructed with the Graveyard line and the TRA Lines. Table 3.2 shows the Wastewater CIP Project Cost summary and the eligible cost associated with the current ten-year period. Table 3.3 shows the detailed improvement cost for each of the projects. The following describes each one of the CIP projects:

- Crawford Rd Wastewater CIP – Table 3.3 – Project Cost: \$4,616,438
The 12” wastewater collection and Lift station CIP project will provide capacity for the development adjacent to IH 35 in the northwest portion of the Town limits. This CIP is included within the Denton basin.
- Old Justin Road Wastewater CIP – Table 3.3 – Project Cost: \$ 1,635,907
The 8” wastewater collection CIP project will provide capacity for the development adjacent to IH 35, C. Taylor Rd, and future Gateway Blvd. This CIP project will flow into the TRA West basin.
- Sam Davis Rd Sewer CIP – Table 3.3 – Project Cost: \$ 333,144
The 8” wastewater collection CIP project will provide capacity for PD Commercial Planned Development land use area adjacent to Sam Davis Road. This CIP project will flow into the TRA West basin.
- FM 407 Wastewater CIP – Table 3.3 – Project Cost: \$715,669

The 8" wastewater collection CIP project will provide capacity for the development of the C3 Rural Corridor fronting FM 407. This CIP project will flow into the TRA East basin.

Additional Wastewater Capacity Building

As mentioned above, the Town has two separate basins with wastewater capacity for future development. These two basins are the Denton Basin and the TRA Basin. The main collection system for the Denton basin is the Graveyard line. The main collection system for the TRA basin are TRA Line Segment A, B, C, and D.

The capacity developed for the Denton Basin using the Graveyard collection system is 1600 Single Family Equivalents (SFE) or 512000 gallons per day based on 320 gallons per day per SFE. The Town also has an additional 560 SFE capacity in the original Country Club pressure sewer line that also discharges into the City of Denton wastewater collection system. The existing lift station no. 1 and the pressure sewer line are not currently in use but could be put back in service if needed. The Town's participation cost for the Graveyard collection system improvements was \$1,152,535.42, including both interest and principal payments. This cost has been retired and is not an eligible cost for the project.

The TRA collection system has capacity for the Town and other properties within the basin. The total Town capacity for the TRA Basin is 1.996 MGD or 3119 Living Unit Equivalents. A Living Unit Equivalent is a SFE multiplied by 2.0 to account for a peaking factor and Infiltration/Inflow. The Town's TRA West Basin capacity is 1.373 MGD and the Town's TRA East Basin capacity is 0.623 MGD. The following shows the capacities for the Town per TRA Line Segment:

Development Line Segment S-1 – 0.623 MGD, 973 LUE's, 1946 SFE

TRA Line Segment B – 0.623 MGD, 973 LUE's, 1946 SFE

TRA Line Segment C – 1.373 MGD, 1731 LUE's, 3462 SFE

TRA Line Segment D – 1.373 MGD, 1731 LUE's, 3462 SFE

The Development Line Segment S-1 was constructed by private development. The developer is being reimbursed project costs by the Denton County allocation to the TIRZ. Therefore, line segment S-1 project costs are no longer an eligible CIP project cost.

The Town's participation cost in the TRA transmission line improvements was \$803,950.32 for TRA Line Segment B and \$1,518,303 for capacity building of Line Segment C and D. The capacity building for Line C and D were paid upfront by development and the \$1,518,303 cost is to be reimbursed to the developer through impact fees. Figure 3.4 shows the TRA Impact Fee Reimbursement area associated with the Line Segment C and D capacity building. The Line Segment B, C, and D cost are eligible CIP cost for the impact fee assessment.

Total Cost Associated with Capacity Building

The total cost for capacity building includes the current CIP projects listed above and the capacity that has been obtained through the TRA Basin Improvements. The Basin improvement

costs are discounted to reflect the remaining capacity available. Table 3.4 shows the respective percentages of the capacity remaining. Currently the only sewer flow contribution from Argyle to the TRA basin is from the Liberty Christian School and the Cross Timbers Church. Table 3.4 shows the winter maximum average flows based upon water usage from these two sources. Approximately 98 percent of the TRA capacity is available. This will most likely be reduced considerably over the next four to five years due to current development within the TRA basin. Table 3.4 shows approximately 65 percent of the Denton Basin capacity is available. This will increase once lift station No. 3 is taken out of service and the area contributing to lift station No. 3 drains to the TRA basin.

Maximum Wastewater Impact Fee

According to Chapter 395 of the Texas Local Government Code the Maximum Assessable Wastewater Impact Fee cost per service unit is calculated by dividing the total CIP cost associated with the capacity needs of new development by the anticipated increase in service units based upon the service area and land use assumptions. A credit also is required to account for Ad Valorem Taxes and Utility Billing revenues. The credit is 50% of the calculated Maximum Assessable Wastewater Impact Fee.

As shown in Table 3.2, the total CIP project cost is \$9,837,277. Of this CIP project cost, only the project cost attributable to the ten-year growth period can be used, ie improvements needed for the amount of growth. As shown in Table 3.2, the attributable project cost is estimated using percent utilization. The attributable cost based on the estimated utilization for the ten-year period is \$2,572,903. This cost is the eligible capital cost without considering the fifty percent credit. The following show the calculations:

<u>Wastewater Impact Fee Calculation</u>		<u>Reference</u>
Eligible Capital Improvement Cost	\$2,572,903	Eligible Cost, Table 3.2
Finance Cost	<u>\$1,234,993</u>	4 percent per year for 10 years
Total CIP Eligible Cost	\$3,807,896	Eligible cost including financing
Impact Fee Cost w/ Credit (50%)	\$1,903,948	50% Credit
Impact Fee Preparation	\$ 70,000	Two Impact Fee Study Preparations
Impact Fee Cost	\$1,973,948	Impact Fee Cost including Study Prep.
10-Year Growth in Service Units	805	Growth in Service Units, Table 3.1
Maximum Wastewater Impact Fee w/ 50% Credit	\$2452/SU	Impact fee cost divided by Service Units

IV. Roadway Impact Fee Analysis

General

Roadway Impact Fees are assessed for the same reasons as wastewater impact fees, in order to generate supplemental funding for CIP projects to address capacity requirements associated with new development. Though the service units used for calculating the roadway impact fees are different than the service units for wastewater impact fees, the general methods are the same. Both the wastewater and the roadway service unit increases are based upon projected population increases.

Roadway Service Units

Roadway service units are based upon the peak hour trip generation of the population base and other demographics within the service area such as commercial buildings, schools, churches, and government buildings. The previous roadway impact fee report developed in May 2010 by Freese & Nichols utilized a Vehicle-Mile Service Unit method that accounts for the peak hour volume over the average travel length of the trip, commonly called the trip length. The 2010 report provided a table establishing service unit factors used to compute peak hour vehicle mile trip generation for various land uses. The Town has been using this table to compute impact fees for associate land uses. Table 4.1 shows the land use designations and the service unit factors that the Town uses. This 2020 report will continue to use this table and methodology.

Table 4.2 shows the estimated peak hour trip generation for both existing conditions and future additions using the quantities for each land use and the associated service unit factor taken from Table 4.1.

Single family quantities were estimated using the population data previously described. Commercial, Post Office, Town Hall, and Church quantities were based upon a square foot estimate of floor space for each land use. School quantities are based upon staff and student attendance. The total existing peak hour vehicle-mile trip generation calculated was 6838. The estimated future additional vehicle-mile trip generation is 3016. This represents a 44 % increase for the ten-year period. This also represents a 3.72 percent increase per year for the ten-year period.

Existing Roadway Capacity

Roadway capacity is related to the Level of Service (LOS) desired. The more congested a given roadway the less desirable is its function or Level of Service. A free-flowing roadway is a LOS A while a highly congested roadway is LOS F. The existing capacity analysis shown in the 2010 study used LOS D to evaluate capacity. Table 4.3 shows the LOS D peak hour lane capacity for several types of roadway section that was included within the 2010 study. These values will be used to evaluate the current capacity of the roadways.

Each year the Town conducts 24-hour traffic counts for the major roadways within the Town limits. The traffic counts have been conducted since 2000 and provide useful information related to traffic flow and roadway capacity. Table 4.4 shows the traffic count data from 2008 through 2018 and the results of the capacity evaluation. Refer to Figure 4.1 for roadway locations.

A factor is used to convert 24-hour traffic counts to estimated peak hour traffic volumes. The factor can range from about 8 to 12 percent of the 24-hour traffic count. For the purpose of this report an 11 percent factor was used. The table shows a general increase in traffic volumes within the Town. Crawford Road, C Taylor Road, Harpole Road at the high school, North Gibbons, Stonecrest Road and Old Justin Road have seen substantial increases in traffic. Table 4.4 shows that Crawford Road does not meet LOS D capacity.

Roadway Capital Improvement Plan

Figure 4.1 shows the existing major roadway system within the Town of Argyle. Figure 4.2 is the Thoroughfare Plan that shows the existing major roadways, proposed roadways, and proposed future typical road sections. A two-phase approach is proposed for roadway CIP projects. Phase One improvements would increase roadway capacity to LOS D or better. Phase Two improvements would be consistent with the thoroughfare plan typical roadway sections and would provide LOS C capacity or better. Most likely the Phase Two projects will be well into the future due to the cost and capacity needs. Figure 4.3 shows the proposed Phase One CIP projects and Table 4.5 provides a summary of the CIP project costs including the impact fee eligible cost. Table 4.18 shows the estimated increase in lane capacity due to the Phase One roadway CIP projects. The estimated roadway capacity with the improvements is 15299. The increases in roadway capacity for Phase One improvements are attributed to constructing turn lanes and improving lane widths. A roundabout is also included in the Crawford Road CIP project to manage traffic flow from and to John Paine.

The following describes each one of the CIP projects:

- **Crawford Road Ph 1**– Table 4.6 – Project Cost: \$ 3,463,600
Crawford Road is currently a heavily travelled roadway that has seen over a 300 percent increase in use since 2012 based upon the annual trip counts taken by the Town each year. It is currently a narrow 2 lane road with no turn lanes. The road is designated as a Type B Minor Arterial. This a capacity building project that will provide turn lanes at intersections, a roundabout, and roadway widening.
- **Old Justin Road Ph 1**(IH 35 to Taylor) – Table 4.7 – Project Cost: \$ 1,167,633
Old Justin Road is currently a narrow 2 lane road that is designated as a Type B Minor Arterial. This a capacity building project that will provide turn lanes at intersections, and roadway widening.
- **Old Justin Road Ph 1** (C. Taylor Road to US HWY 377) – Table 4.8 – Project Cost: \$ 4,212,189

Old Justin Road is currently a narrow 2 lane road that is designated as a Type E Rural Collector. This a capacity building project that will provide turn lanes at intersections and roadway widening.

- **Hickory Hill Road Ph 1** (US HWY 377 to E. Hickory Ridge Cr.) – Table 4.9 – Project Cost: \$ 2,025,020
Hickory Hill Road is currently a narrow 2 lane road that is designated as a Type C Major Collector. This a capacity building project that will provide turn lanes at intersections and roadway widening.
- **Hickory Hill Road Ph 1** (E. Hickory Ridge Cr. To Gibbon Road – Table 4.10 – Project Cost: \$ 1,959,759
Hickory Hill Road is currently a narrow 2 lane road that is designated as a Type E Rural Collector. This a capacity building project that will provide turn lanes at intersections and roadway widening.
- **Sam Davis Road Ph 1** (IH 35 to Gateway Blvd) – Table 4.11 – Project Cost: \$ 1,655,311
Sam Davis Road is currently a narrow 2 lane road that is designated as a Type C Major Collector. This a capacity building project that will provide turn lanes at intersections and roadway widening.
- **Harpole Road Ph 1** (US HWY 377 to Shadow Wood Dr.) – Table 4.12 – Project Cost: \$ 1,550,690
Harpole Road is currently a narrow 2 lane road that is designated as a Type D Minor Collector. This a capacity building project that will provide turn lanes at intersections and roadway widening.
- **C. Taylor Road Ph 1** (Crawford to Old Justin Road) – Table 4.13 – Project Cost: \$ 3,569,725
Road is currently a narrow 2 lane road that is designated as a Type B Minor Arterial. This a capacity building project that will provide turn lanes at intersections and roadway widening.
- **Gateway Blvd Ph 1** (Old Justin Road to Sam Davis) – Table 4.14 – Project Cost: \$ 3,724,518
New two lane roadway with sufficient lane width, widened shoulders, and turn lanes at intersections.
- **Gateway Blvd Ph 1** (Sam Davis to FM 407) – Table 4.15 – Project Cost: \$ 3,180,371
New two lane roadway with sufficient lane width, widened shoulders, and turn lanes at intersections.
- **Gateway Blvd Ph 1** (FM 407 to Avalon Blvd) – Table 4.16 – Project Cost: \$ 3,199,080
New two lane roadway with sufficient lane width, widened shoulders, and turn lanes at intersections.

- **Gibbons Road Ph 1** (Hickory Hill to FM 407) – Table 4.17 – Project Cost: \$ 3,557,106 Road is currently a narrow 2 lane road that is designated as a Type E Rural Collector. This a capacity building project that will provide turn lanes at intersections and roadway widening.

Maximum Roadway Impact Fee

According to Chapter 395 of the Texas Local Government Code the Maximum Assessable Roadway Impact Fee cost per service unit is calculated by dividing the total CIP cost associated with the capacity needs of new development by the anticipated increase in service units based upon the service area, land use assumptions, and Thoroughfare plan. A credit also is required to account for Ad Valorem Taxes. The credit is 50% of the calculated Maximum Assessable Roadway Impact Fee.

As shown in Table 4.5, the total CIP project cost is \$33,265,002. Considering a fifty percent credit, the eligible CIP project cost is \$16,632,501. Of this eligible CIP project cost, only the project cost attributable to the ten-year growth period can be used, ie improvements needed for the amount of growth. The amount of growth over the ten-year period is 3016 units. The total estimated capacity resulting with the CIP improvements is 15,299 units. The ten-year growth equals to 19.7 percent of the overall developed capacity. Of the eligible CIP project cost, 19.7 percent of the cost can be used to compute the impact fee.

The following show the calculations:

<u>Roadway Impact Fee Calculation</u>		<u>Reference</u>
Eligible Capital Improvement Cost w 50% Credit	\$16,632,501	Eligible cost w/ credit, Table 4.5
Finance Cost	<u>\$ 7,986,600</u>	4 percent per year for 10 years
Total CIP Eligible Cost	\$24,616,101	Eligible cost including financing
Program Cost Attributed to Growth	\$ 4,852,746	= Percent of Capacity x Eligible cost
Impact Fee Preparation	\$ 70,000	Two Impact Fee Study Preparations
Impact Fee Cost	\$ 4,922,746	Impact Fee Cost including Study Prep.
10-Year Growth in Service Units	3016	Growth in Service Units, Table 4.2
Estimated Capacity with CIP and System	15,299	Table 4.17
Percent of Capacity Attributed to Growth	19.7	Service unit growth divided by capacity
Maximum Roadway Impact Fee w/ 50% Credit	\$1632/SU	Impact fee cost divided by Service Units

TABLES

TABLE 2.1
TOWN OF ARGYLE
Wastewater and Roadway Impact Fee Study
Current Impact Fees

WASTEWATER

Service Unit	Impact Fee Per Unit	Percent Of Maximum	
SFE	\$2,914	50	
SFE = Single Family Equivalent (3/4 Inch Water Meter)			
Meter Size	Service Unit Equivalents	Impact Fee	
3/4"	1	\$2,914.00	
1"	2.7	\$7,867.80	
1 1/2"	3.3	\$9,616.20	
2"	10.7	\$31,179.80	
3"	23.3	\$67,896.20	
4"	40	\$116,560.00	

ROADWAY:

Service Unit	USE	Impact Fee	Percent Of Maximum
VMT	Residential	\$801.28	33.6
VMT	Non-Resident	\$595.50	25

VMT = Vehicle-Mile-Trip

Category	Land Use	Unit	Service Unit Factor (VM/Unit)
Residential	Single Family	DU	3.12
	Apt/Townhouse	DU	1.76
	Retirement Community	0	0.71
	Independent Sr Living	DU	0.66
	Others not specified	DU	3.12

Office			
	General Office	1000 GFA	4.60
	Corporate Headquarters	1000 GFA	4.33
	Medical-Dental	1000 GFA	13.32
	U.S. Post Office	1000 GFA	12.37
	Business Park	1000 GFA	4.12
	Research & Development	1000 GFA	3.45
	Others not specified	1000 GFA	4.60
Commercial			
	Retail/shopping center	1000 GFA	4.50
	Quality restaurant	1000 GFA	6.23
	Fast Food with drive thru	1000 GFA	17.38
	High turnover restaurant	1000 GFA	8.08
	Gas Station w/ convenience	1000 GFA	9.96
	Convenience market w/gas	1000 GFA	6.11
	Convenience market	1000 GFA	5.28
	Grocery/supermarket	1000 GFA	5.55
	Discount club	1000 GFA	3.81
	Auto sales	1000 GFA	3.36
	Video rental store	1000 GFA	4.59
	Bank	1000 GFA	15.44
	Pharmacy-Drug /w Drive	1000 GFA	1.64
	Apparel store	1000 GFA	2.22
	Movie theater	Screens	18.20
	Furniture store	1000 GFA	0.37
	Home Improvement Super Store	1000 GFA	2.16
	Hardware/paint store	1000 GFA	2.68
	Building materials/lumber store	1000 GFA	2.49
	Nusery(garden center)	1000 GFA	2.09
	Nursery (wholesale)	1000 GFA	1.75
	Hotel	Rooms	1.16
	Motel	Rooms	0.93
	All suites hote	Rooms	1.08
	Auto care center	1000 GFA	3.13

	Quick Lube shop	1000 GFA	3.11
	Auto parts sales	1000 GFA	3.58
	Tire Superstore	1000 GFA	3.86
	Wholesale tire store	1000 GFA	2.93
	Mini-warehouse/self storage	1000 GFA	0.81
	Others not specified	1000 GFA	4.50
Industrial			
	General light industrial	1000 GFA	3.03
	Manufacturing	1000 GFA	3.17
	Industrial park	1000 GFA	3.39
	Warehousing	1000 GFA	1.97
	Others not specified	1000 GFA	3.03
Institutional			
	Private school (K-12)	Students	0.33
	Junior/community college	Students	0.24
	University/college	Students	1.64
	Day care center	1000 GFA	2.33
	Hospital	1000 GFA	2.80
	Nursing home	Beds	0.54
	Assisted living center	Beds	0.54
	Place of worship	1000 GFA	0.75

VM = Vehicle Mile

DU = Dwelling Unit

GFA = Gross Floor Area

GLA = Gross Leasable Area

TABLE 2.2				
TOWN OF ARGYLE				
Wastewater and Roadway Impact Fee Study				
Impact Fee Comparison				
Wastewater Impact Fees:				
	5/8"	3/4"	1"	1-1/2"
Town of Argyle (Existing)	\$2,914.00	\$2,914.00	\$7,868.00	\$9,616.18
Town of Argyle 2010 Prop. Max	\$2,914.00	\$2,914.00	\$7,868.00	\$9,616.18
Flower Mound-Long Prairie District Residential	\$2,436.00	\$3,645.00	\$6,090.00	\$12,180.00
Flower Mound-Long Prairie District Non-Residential	\$1,218.00	\$1,827.00	\$3,045.00	\$6,090.00
Southlake	\$2,609.00	\$3,914.00	\$6,523.00	\$13,045.00
Northlake	\$964.00	\$1,446.00	\$2,410.00	\$4,821.00
Colleyville	\$643.00	\$965.00	\$1,068.00	\$3,215.00
Keller	\$918.00	\$1,560.60	\$2,478.60	\$3,029.40
Melissa	\$398.67	\$598.00	\$996.67	\$1,993.33
Prosper	\$1,129.00	\$1,129.00	\$2,822.00	\$5,644.00
Roadway Impact Fees:				
		Residential	General Office (Based on a 10,000 SQ FT building)	General Retail (Based on a 10,000 SQ FT building)
Town of Argyle (Existing)		\$2,500.00	\$27,393.00	\$26,797.50
Town of Argyle 2010 Prop. Max		\$3,715.92	\$54,786.00	\$53,595.00
Town of Flower Mound-Service Area A		\$1,424.10	\$9,599.75	\$13,218.75
Town of Flower Mound-Service Area B		\$3,714.78	\$24,949.10	\$34,419.95
City of Southlake-North Service Area		\$2,292.00	\$25,610.00	\$48,300.00
City of Southlake-South Service Area		\$1,640.00	\$18,330.00	\$34,560.00
Northlake Zone 1 (NW)		\$6,094.10	NA	\$226,033.00
Northlake Zone 2 (NE)		\$3,844.98	NA	\$142,623.00
Northlake Zone 3 (SW)		\$691.60	NA	\$25,657.60
Northlake Zone 4 (SE)		\$710.62	NA	\$26,632.50
City of Colleyville Service Area 1		\$4,941.00	\$7,790.00	\$7,790.00
City of Colleyville Service Area 2		\$4,941.00	\$21,580.00	\$2,158.00
Keller Service Area 1		\$2,999.19	\$24,922.00	\$24,922.00
Keller Service Area 2		\$2,451.00	\$18,416.30	\$18,416.30
Melissa Service Area 1		\$3,915.12	\$39,151.16	\$18,900.56
Melissa Service Area 2		\$3,775.48	\$37,754.80	\$28,571.20
Prosper Area 1		\$6,053.00	\$51,320.00	\$141,350.00
Prosper Area 2		\$4,589.00	\$38,910.00	\$107,160.00

TABLE 2.3 TOWN OF ARGYLE Wastewater and Roadway Impact Fee Study Future Landuse Designations					
Designation	Density Residential	Density Commercial	% Residential	% Commercial	% Public
PD- Commercial Planned Development	0	> 0.7 F.A.R.	0	95	5
T5 - Regional Center	5 - 6 DU/AC	>0.4 F.A.R.	35	55	10
T4 - Village Center	5 - 6 DU/AC	>0.4 F.A.R.	50	40	10
T3A - Low Density Railroad Transition	1 AC min	>0.35 F.A.R.	75	10	15
T3 - Low Density Transition	1 AC min	>0.35 F.A.R.	75	10	15
T2 - Rural Residential	5 AC/DU		95		5
T1 - Rural or Conservation Residential	10 AC/DU		90		10
C1 - Rural Corridor	10 AC/DU		90		10
C2 - Approach Corridor	< 1 DU/AC		90		10
C3 - Centers Corridor	5 - 6 DU/AC	> 0.5 F.A.R.	30	60	10

TABLE 2.4 TOWN OF ARGYLE Wastewater and Roadway Impact Fee Study Population Growth Projections		
Year	Town Population	Growth Rate %
2010	3282	
2011	3300	0.55
2012	3350	1.52
2013	3420	2.09
2014	3510	2.63
2015	3690	5.13
2016	3820	3.52
2017	3920	2.62
2018	4040	3.06
2019	4170	3.22
Average		2.43
Average Last 5 years		3.51
Proposed Growth Projection Determination		
Approximate Lots Developed - 2019		478
Population From Lots Over 5 Years (3 persons/lot)		1434
Growth Per Year First 5 Years (%/year)		6.1
Growth for Next 5 years (%/year)		3.5
Estimated 2030 Population		6656
Population Addition for 10-year Period		2486
Estimated Additional Lots for 10-year Period (3 persons/lot)		829
85% Small Lot Requiring Sewer Service		705
15% Large Lot w/ Onsite Sewer System		124

TABLE 3.1
TOWN OF ARGYLE
Wastewater Impact Fee Study
Wastewater Service Units For 2020-2030

Meter Size	2020 Service Connections	2020 Service Units	2030 Projected Service Connections	2030 Projected Service Units	Projected Growth In Service Units	% Increase
5/8" x 3/4"	725	725	1430	1430	705	97
1"	42	113	62	167	54	48
Schools		78		122	44	56
Churches		5		7	2	41
Total		921		1727	805	87

Notes:

1. 2020 School estimated service units based on Winter Maximum Average Water Demand. See Below
2. 2020 Churches estimated service units based on Winter Maximum Average Water Demand. See Below
3. Commercial (1") 2030 Service Connections estimate based on 2 Commercial/Retail businesses per year.
4. School 2030 Service Connection estimate based on 1 student per Single Family Service Unit Increase
5. Church 2030 Service Connection estimate based on 3.4 percent per year growth

Service Unit Estimate for Schools and Churches		
	Existing Winter Avg. Max. Water Per Month	Existing Service Units Base on SFE
Schools		
Argyle ISD	374600	39
Liberty Christian	370900	39
Churches	44200	5
SFE = 320 Gallons per Day (GPD)		

TABLE 3.2
TOWN OF ARGYLE
Wastewater Impact Fee Study
Wastewater CIP Project Cost Summary

Project Name	Est. Project Cost	Current Utilization (%)	2030 Utilization (%)	Cost		
				Current Development	10 Year (2020-2030)	Eligible After 2030
Crawford Road Wastewater Imp	\$4,830,304	0	12	\$0	\$579,636	\$4,250,668
Old Justin Road Wastewater Imp	\$1,635,907	0	50	\$0	\$817,954	\$817,954
Sam Davis Road Wastewater Imp	\$333,144	0	20	\$0	\$66,629	\$266,515
FM 407 Wastewater Imp	\$715,669	0	100	\$0	\$715,669	\$0
TRA Line Segment B Cost Participation	\$803,950	2	30	\$16,079	\$241,185	\$546,686
TRA Line C/D Oversize Capacity	\$1,518,303	0	10	\$0	\$151,830	\$1,366,473
Total	\$9,837,277			\$16,079	\$2,572,903	\$7,248,295

Table 3.3

CONCEPTUAL OPINION OF PROBABLE COST

Teague Nall and Perkins, Inc.
Consulting Engineers



TNP Project Number: ARG 19224

Client: Town of Argyle

Date: 2/21/2020

Project Name: Wastewater Impact Fee Study

ITEM NO.	DESCRIPTION OF ITEMS	QTY	UNIT	UNIT COST	TOTAL
Crawford Road Wastewater Improvements					
1	Surety Bonds	1	LS	\$50,400.00	\$50,400
2	Mobilization/Demobilization	1	LS	\$126,000.00	\$126,000
3	Erosion, Sedimentation, and Environmental Controls	1	LS	\$10,000.00	\$10,000
4	Barricades, Signs, and Traffic Control	1	LS	\$10,000.00	\$10,000
5	Project Signs	2	EA	\$500.00	\$1,000
6	12" PVC Sewer Main	8,550	LF	\$80.00	\$684,000
7	8" PVC Sewer Main	1,100	LF	\$70.00	\$77,000
8	4" PVC Force Main	2,150	LF	\$50.00	\$107,500
9	24" Bore and Casing under I-35W	435	LF	\$400.00	\$174,000
10	12" RJDl Carrier Pipe	435	LF	\$110.00	\$47,850
11	4' Diameter Standard Manhole	28	EA	\$6,000.00	\$168,000
12	Trench Safety	11,800	LF	\$3.00	\$35,400
13	Lift Station	1	LS	\$650,000.00	\$650,000
14	Asphalt Surface Restoration	500	SY	\$60.00	\$30,000
15	Gravel Surface Restoration	6,500	SY	\$8.00	\$52,000
16	Hydroseed Surface restoration	26,000	SY	\$2.00	\$52,000
Subtotal Crawford Road Wastewater Improvements					\$2,275,150
20% Contingency					\$455,030
Total Construction					\$2,730,180
Design Engineering (~10%)					\$273,000
Design Survey (~2%)					\$55,000
Lift Station Property Acquisition					\$125,000
Easements		40,000	SF	\$2.00	\$80,000
Grand Total					\$3,263,180
10 Year Projected Cost @ 4%					\$4,830,304
Old Justin Road Wastewater Improvements					
1	Surety Bonds	1	LS	\$16,100.00	\$16,100
2	Mobilization/Demobilization	1	LS	\$40,000.00	\$40,000
3	Erosion, Sedimentation, and Environmental Controls	1	LS	\$5,000.00	\$5,000
4	Barricades, Signs, and Traffic Control	1	LS	\$5,000.00	\$5,000
5	Project Signs	2	EA	\$500.00	\$1,000
6	8" PVC Sewer Main	6,400	LF	\$70.00	\$448,000
7	4' Diameter Standard Manhole	15	EA	\$6,000.00	\$90,000
8	Trench Safety	6,400	LF	\$3.00	\$19,200
9	Asphalt Surface Restoration	300	SY	\$60.00	\$18,000
10	Gravel Surface Restoration	7,000	SY	\$8.00	\$56,000
11	Hydroseed Surface restoration	14,000	SY	\$2.00	\$28,000
Subtotal Old Justin Road Wastewater Improvements					\$726,300
20% Contingency					\$145,260
Total Construction					\$871,560
Design Engineering (~10%)					\$87,000
Design Survey (~2%)					\$17,000
Easements		64,800	SF	\$2.00	\$129,600
Grand Total					\$1,105,160
10 Year Projected Cost @ 4%					\$1,635,907

Table 3.3

CONCEPTUAL OPINION OF PROBABLE COST

Teague Nall and Perkins, Inc.
Consulting Engineers



TNP Project Number: ARG 19224

Client: Town of Argyle

Date: 2/21/2020

Project Name: Wastewater Impact Fee Study

ITEM NO.	DESCRIPTION OF ITEMS	QTY	UNIT	UNIT COST	TOTAL
Sam Davis Road Wastewater Improvements					
1	Surety Bonds	1	LS	\$3,700.00	\$3,700
2	Mobilization/Demobilization	1	LS	\$9,300.00	\$9,300
3	Erosion, Sedimentation, and Environmental Controls	1	LS	\$2,500.00	\$2,500
4	Barricades, Signs, and Traffic Control	1	LS	\$2,500.00	\$2,500
5	Project Signs	1	EA	\$500.00	\$500
6	8" PVC Sewer Main	1,450	LF	\$70.00	\$101,500
7	4' Diameter Standard Manhole	3	EA	\$6,000.00	\$18,000
8	Trench Safety	1,450	LF	\$3.00	\$4,350
9	Asphalt Surface Restoration	100	SY	\$60.00	\$6,000
10	Gravel Surface Restoration	1,600	SY	\$8.00	\$12,800
11	Hydroseed Surface restoration	3,200	SY	\$2.00	\$6,400
Subtotal Sam Davis Road Wastewater Improvements					\$167,550
20% Contingency					\$33,510
Total Construction					\$201,060
Design Engineering (~10%)					\$20,000
Design Survey (~2%)					\$4,000
Easements		0	SF	\$2.00	\$0
Grand Total					\$225,060
10 Year Projected Cost @ 4%					\$333,144
F.M. 407 Wastewater Improvements					
1	Surety Bonds	1	LS	\$6,700.00	\$6,700
2	Mobilization/Demobilization	1	LS	\$16,600.00	\$16,600
3	Erosion, Sedimentation, and Environmental Controls	1	LS	\$8,000.00	\$8,000
4	Barricades, Signs, and Traffic Control	1	LS	\$8,000.00	\$8,000
5	Project Signs	2	EA	\$500.00	\$1,000
6	8" PVC Sewer Main	2,500	LF	\$70.00	\$175,000
7	4' Diameter Standard Manhole	5	EA	\$6,000.00	\$30,000
8	Trench Safety	2,500	LF	\$3.00	\$7,500
9	Asphalt Surface Restoration	300	SY	\$60.00	\$18,000
10	Gravel Surface Restoration	2,300	SY	\$8.00	\$18,400
11	Hydroseed Surface restoration	5,600	SY	\$2.00	\$11,200
Subtotal F.M. 407 Wastewater Improvements					\$300,400
20% Contingency					\$60,080
Total Construction					\$360,480
Design Engineering (~10%)					\$36,000
Design Survey (~2%)					\$7,000
Easements		40,000	SF	\$2.00	\$80,000
Grand Total					\$483,480
10 Year Projected Cost @ 4%					\$715,669

TABLE 3.4**TOWN OF ARGYLE****Wastewater Impact Fee Study****Wastewater System Capacity****DENTON GRAVEYARD LINE:****Agreement Capacity - 1600 SFE****Additional Capacity Available - 560 SFE****SFE = 320 GPD**

	No. Days	Metered Flow (MG)	Graveyard Line No. Customers	Average GPD	SFE	1600 SFE Available Capacity	% Capacity Remaining
FY19							
08/31/2019-09/30/2019	30	4.244	775	141467	442	1158	72
07/31/2019-08/31/2019	30	4.79	760	159667	499	1101	69
06/29/2019-7/31/2019	33	3.781	748	114576	358	1242	78
05/31/2019-06/28/2019	28	3.982	739	142214	444	1156	72
04/30/2019-05/31/2019	31	8.5240	748	274968	859	741	46
03/29/2019-04/30/2019	32	4.4420	748	138813	434	1166	73
02/28/2019-03/29/2019	29	5.5110	747	190034	594	1006	63
01/30/2019 to 02/28/2019	28	6.2556	746	223414	698	902	56
12/31/2018 to 01/31/2019	31	5.7470	747	185387	579	1021	64
11/30/2018 to 12/31/2018	31	5.1770	737	167000	522	1078	67
10/30/2018 to 11/30/2018	30	5.7000		190000	594	1006	63
09/28/2018 to 10/31/2018	33	7.1850	727	217727	680	920	57
Total		65.3386		179010	559	1041	65
FY18							
08/31/2018 to 09/30/2018	28	5.2950	722	189107	591	1009	63
07/31/2018 to 08/31/2018	31	4.4510	726	143581	449	1151	72
06/29/2018 to 07/31/2018	32	3.6060	714	112688	352	1248	78
05/31/2018 to 06/29/2018	29	3.5510	711	122448	383	1217	76
04/30/2018 to 05/31/2018	31	4.9490	713	159645	499	1101	69
03/30/2018 to 04/30/2018	31	4.0920	704	132000	413	1188	74
02/28/2018 to 03/30/2018	30	4.8230	707	160767	502	1098	69
01/31/2018 to 02/28/2018	28	5.0840	703	181571	567	1033	65
12/29/2017 to 01/31/2018	33	4.4810	700	135788	424	1176	73
11/30/2017 to 12/29/2017	29	3.9600	692	136552	427	1173	73
10/30/2017 to 11/30/2017	30	3.9190	690	130633	408	1192	74
09/29/2017 to 10/31/2017	32	4.3050	681	134531	420	1180	74
Total		52.5160		143879	450	1150	72

FY17							
08/31/2017 to 09/29/2017	29	3.7860	680	130552	408	1192	75
07/31/2017 to 08/31/2017	31	4.9880	677	160903	503	1097	69
06/30/2017 to 07/31/2017	31	3.7290	676	120290	376	1224	77
05/31/2017 to 06/30/2017	30	4.8780	667	162600	508	1092	68
04/28/2017 to 05/31/2017	33	4.5090	655	136636	427	1173	73
03/31/2017 to 04/28/2017	28	4.7940	650	171214	535	1065	67
02/28/2017 to 03/31/2017	31	4.1970	651	135387	423	1177	74
01/31/2017 to 02/28/2017	28	4.3580	637	155643	486	1114	70
12/30/2016 to 01/31/2017	32	4.3580	637	136188	426	1174	73
11/30/2016 to 12/30/2016	30	4.5100	635	150333	470	1130	71
10/31/2016 to 11/30/2016	30	5.0160	634	167200	523	1078	67
09/30/2016 to 10/31/2016	31	4.2480	634	137032	428	1172	73
Total		53.3710		146222	457	1143	71

TRA LINE:**Agreement Capacity****Development Line Segment S-1 - 0.623 MGD, 973 LUE, 1946 SFE****TRA Line Segment B - 0.623 MGD, 973 LUE, 1946 SFE****TRA Line Segment C - 1.373 MGD, 1731 LUE, 3462 SFE****TRA Line Segment D - 1.373 MGD, 1731 LUE, 3462 SFE**

FY19							
February 2109	28	0.4000	2	14286	45	1901	98
January 2019	31	0.2387	2	7700	24	1922	99
December 2018	31	0.3657	2	11797	37	1909	98

TABLE 4.1
TOWN OF ARGYLE
Wastewater and Roadway Impact Fee Study
Land Use Vehicle-Mile Equivalency

Category	Land Use	Unit	Service Unit Factor (VM/Unit)
Residential			
	Single Family	DU	3.12
	Apt/Townhouse	DU	1.76
	Retirement Community	DU	0.71
	Independent Sr Living	DU	0.66
	Others not specified	DU	3.12
Office			
	General Office	1000 GFA	4.60
	Corporate Headquarters	1000 GFA	4.33
	Medical-Dental	1000 GFA	13.32
	U.S. Post Office	1000 GFA	12.37
	Business Park	1000 GFA	4.12
	Research & Development	1000 GFA	3.45
	Others not specified	1000 GFA	4.60
Commercial			
	Retail/shopping center	1000 GFA	4.50
	Quality restaurant	1000 GFA	6.23
	Fast Food with drive thru	1000 GFA	17.38
	High turnover restaurant	1000 GFA	8.08
	Gas Station w/ convenience	1000 GFA	9.96
	Convenience market w/gas	1000 GFA	6.11
	Convenience market	1000 GFA	5.28
	Grocery/supermarket	1000 GFA	5.55
	Discount club	1000 GFA	3.81
	Auto sales	1000 GFA	3.36
	Video rental store	1000 GFA	4.59
	Bank	1000 GFA	15.44
	Pharmacy-Drug /w Drive	1000 GFA	1.64
	Apparel store	1000 GFA	2.22
	Movie theater	Screens	18.20
	Furniture store	1000 GFA	0.37
	Home Improvement Super Store	1000 GFA	2.16
	Hardware/paint store	1000 GFA	2.68
	Building materials/lumber store	1000 GFA	2.49
	Nusery(garden center)	1000 GFA	2.09
	Nursery (wholesale)	1000 GFA	1.75
	Hotel	Rooms	1.16

	Motel	Rooms	0.93
	All suites hotel	Rooms	1.08
	Auto care center	1000 GFA	3.13
	Quick Lube shop	1000 GFA	3.11
	Auto parts sales	1000 GFA	3.58
	Tire Superstore	1000 GFA	3.86
	Wholesale tire store	1000 GFA	2.93
	Mini-warehouse/self storage	1000 GFA	0.81
	Others not specified	1000 GFA	4.50
Industrial			
	General light industrial	1000 GFA	3.03
	Manufacturing	1000 GFA	3.17
	Industrial park	1000 GFA	3.39
	Warehousing	1000 GFA	1.97
	Others not specified	1000 GFA	3.03
Institutional			
	Private school (K-12)	Students	0.33
	Junior/community college	Students	0.24
	University/college	Students	1.64
	Day care center	1000 GFA	2.33
	Hospital	1000 GFA	2.80
	Nursing home	Beds	0.54
	Assisted living center	Beds	0.54
	Place of worship	1000 GFA	0.75

VM = Vehicle Mile

DU = Dwelling Unit

GFA = Gross Floor Area

GLA = Gross Leasable Area

TABLE 4.2
TOWN OF ARGYLE
Roadway Impact Fee Study
Peak Hour Trip Generation

Land Use	Existing Condition				Future Addition			
	Units	Quantity	Table 4.1 Factor	Vehicle-Mile Trip Generation	Quantity	% Increase	Factor	Vehicle-Mile Trip Generation
Single Family								
Large Lot	DU	734	3.12	2290	124	17	3.12	387
Small Lot	DU	725	3.12	2262	705	97	3.12	2200
Commercial/Retail	Per/1000 SQ FT	191.8	4.5	863	42	22	4.5	190
Post Office	Per/1000 SQ FT	6.1	12.37	75				0
City Hall	Per/1000 SQ FT	12.1	4.6	56				0
Churches	Per/1000 SQ FT	69.9	0.75	52	10	15	0.75	8
Schools Argyle ISD	Persons	3034	0.24	728	524	17	0.25	131
Schools Liberty Christian	Persons	1550	0.33	512	305	20	0.33	101
TOTAL				6838				3016
Total 2030 Vehicle-Mile Trips								9854
Total Trip Increase (%)								44
Percent CIP Utilization								44
Average Increase Per Year (%)								3.72

Notes:

1. Vehicle-Mile Trip Generation = Quantity * Table 4.1 Factor
2. Future Addition Single Family quantity from population increase distribution
3. Future Addition Commercial/Retail quantity = 22 percent growth in square footage
4. Future Addition Church quantity = 15 percent growth in Church square footage
5. Future Addition School quantity = 1 person for each new single family dwelling

TABLE 4.3 TOWN OF ARGYLE Roadway Impact Fee Study LOS D Roadway Capacity		
Roadway Facility	Roadway Designation	Vehicle per Hour per Lane -Mile
Divided Arterial	DA	625
Undivided Arterial	UA	600
One-Way Roadway	OW	625
Divided Arterial (No Continuous Turn Lane)	SA	625
Divided Collector	DC	500
Undivided Collector	UC	450
Hourly Capacities taken from 2010 Roadway Impact Fee Study by Freese & Nicho		

TABLE 4.4
TOWN OF ARGYLE
Roadway Impact Fee Study
Existing Roadway Capacity

Peak Hour Factor 0.11

Street	Location	Length Miles	2008 Count	2009 Count	2010 Count	2011 Count	2012 Count	2013 Count	2014 Count	2015 Count	2016 Count	2017 Count	2018 Count	5 Year Average	Maximum Last 5 Year	5 Year Average Peak Hour	Maximum Last 5 Year Peak Hour	LOS D PKHR /LANE	VMT Supply	VMT Demand	VMT Capacity
Crawford Rd	E. of L.S. #1	0.12	4235	5044	4269	4450	4558	4810	5410	5937	6864	7026	7705	6588	7705	725	848	450	108	102	6
Crawford Rd	E. of C. Taylor Rd.	1.31	1947	2488	2207	2676	3124	3375	1883	3411	4181	9058	9690	5645	9690	621	1066	450	1179	1396	-217
C Taylor	S. of Crawford	0.95	570	532	505	571	578	790	737	583	619	646	1451	807	1451	89	160	450	855	152	703
Country Club Rd	E. of 377	0.86	5057	5101	4789	3819	6193	4730	3949	4700	2942	4953	5712	4451	5712	490	628	450	774	540	234
Denton(Hickory Hill)	W. of Mesquite	1.5	1317	1360	1290	1912	1410	1239	1647	1415	1144	1246	1334	1357	1647	149	181	450	1350	272	1078
Frenchtown	E. of Stonecrest/W. of Charyl	0.11	1192	820	1182	1296	1523	1673	969	1556	1038	1555	2700	1564	2700	172	297	450	99	33	66
Frenchtown	E. of 377	1.96	981	2580	2894	1738	1755	1675	1150	1895	2059	2011	1740	1771	2059	195	226	450	1764	444	1320
Harpole	W. of Hwy 377	0.25	366	388	431	597	578	598	363	429	385	408	419	401	429	44	47	450	225	12	213
Harpole	E. of 377	0.44	655	663	1060	1112	1199	921	920	1212	1096	968	923	1024	1212	113	133	450	396	59	337
Harpole	E. of Shadowwood	0.4	620	618	606	492	595	463	258	402	540	511	443	431	540	47	59	450	360	24	336
Harpole	W. of S. Gibbons	1.14	565	255	521	504	372	516	516	545	689	1510	424	737	1510	81	166	450	1026	189	837
Harpole	E. of S. Gibbons	0.8	430	354	631	539	394	385	426	508	571	790	464	552	790	61	87	450	720	70	650
N Gibbons	N. of Harpole	0.87	377	539	1182	776	603	732	350	497	954	584	1022	681	1022	75	112	450	783	98	685
S Gibbons Road	N. of 407	0.45	368	422	1022	657	682	652	595	568	775	1225	1245	882	1245	97	137	450	405	62	343
S Gibbons Road	N of Frenchtown	0.47													1245		137	450	423	64	359
Old Justin	E. of C. Taylor	1.52	457	306	424	414	408	416	550	525	519	594	748	587	748	65	82	450	1368	125	1243
Old Justin Rd.	E. of W. Front	0.29	-	-	-	-	-	1966	2155	2360	2500	2478	3173	2533	3173	279	349	450	261	101	160
Sam Davis	E of I-35	0.41	73	68	50	56	78	74	72	78	72	113	148	97	148	11	16	450	369	7	362
Sam Davis	W. of Stonecrest	1.1	180	228	238	261	243	200	171	364	386	206	451	316	451	35	50	450	990	55	935
Stonecrest	S. Harb/ N. Sam Davis	0.19	295	245	272	350	406	395	229	391	436	677	530	453	677	50	74	450	171	14	157
Stonecrest	N. of 407	0.54	346	301	289	327	400	340	266	386	363	401	977	479	977	53	107	450	486	58	428
Stonecrest	S. of 407	0.38	814	801	1250	1024	1049	1103	568	1754	1774	2413	2511	1804	2511	198	276	450	342	105	237
Stonecrest	S. of Frenchtown	0.09	1378	833	1414	1540	1445	2043	1447	2591	1420	2288	2697	2089	2697	230	297	450	81	27	54
Stonecrest	S. of Forest Trail	0.81	934	493	1025	1274	1034	988	994	1653	1051	1450	1313	1292	1653	142	182	450	729	147	582
Total		16.96																	15264	4154	11110

TABLE 4.5 TOWN OF ARGYLE Roadway Impact Fee Study Roadway CIP Project Cost Summary		
Project Name	Phase 1 Estimated Project Cost	Phase 1 Maximum Eligible Cost
Crawford Road Ph 1 Imp	\$3,463,600	\$1,731,800
Old Justin Road Ph 1 (IH 35 to Gateway) Imp	\$1,167,633	\$583,817
Old Justin Road Ph 1 (Gateway to 377) Imp	\$4,212,189	\$2,106,095
Hickory Hill Road Ph 1 (377 to E Hickory Ridge Cr)	\$2,025,020	\$1,012,510
Hickory Hill Road Ph 1 (Hickory Ridge Cr to Gibbons)	\$1,959,759	\$979,880
Sam Davis Road Ph 1 (IH 35 to Gateway) Imp	\$1,655,311	\$827,656
Harpole Road Ph 1 Imp	\$1,550,690	\$775,345
C. Taylor Road Ph 1 Imp	\$3,569,725	\$1,784,863
Gateway Blvd Ph 1 (Old Justin Rd to Sam Davis)	\$3,724,518	\$1,862,259
Gateway Blvd Ph 1 (Sam Davis to FM 407)	\$3,180,371	\$1,590,186
Gateway Blvd Ph 1 (FM 407 to Avalon Blvd)	\$3,199,080	\$1,599,540
Gibbons Road Ph 1 (Hickory Hill Rd to FM 407) Imp	\$3,557,106	\$1,778,553
Total	\$33,265,002	\$16,632,501

Roadway Impact Fees Summary Table

Teague Nall and Perkins, Inc.
Consulting Engineers



TNP Project Number: ARG 19224

Client: Town of Argyle

Date: 2020.02.21

Project Name: Impact Fee Study

Crawford Road	
Classification: Type B Minor Arterial	
Project Length	7,400 ft
Estimated Total Construction Cost	\$2,818,600
ROW Acquisition	\$361,000
Engineering (~7% of Construction Cost)	\$210,000
Design Survey (~2% of Construction Cost)	\$54,000
Geotechnical Engineering (~0.7% of Construction Cost)	\$20,000
Total Capital Cost	\$3,463,600
Capital Cost per Linear Foot	\$468.05
Future Capital Cost (10 years @ 4%)	\$5,126,974
Gateway Boulevard from Old Justin to Sam Davis - Phase I	
Classification: Type B Minor Arterial	
Project Length	3,950 ft
Estimated Total Construction Cost	\$1,288,440
ROW Acquisition	\$1,066,500
Engineering (10% of Construction Cost)	\$129,000
Design Survey (2% of Construction Cost)	\$25,769
Geotechnical Engineering (0.5% of Construction Cost)	\$6,442
Total Capital Cost	\$2,516,151
Capital Cost per Linear Foot	\$637.00
Future Capital Cost (10 years @ 4%)	\$3,724,518
Gateway Boulevard from Sam Davis to F.M. 407 - Phase I	
Classification: Type B Minor Arterial	
Project Length	3,000 ft
Estimated Total Construction Cost	\$1,189,800
ROW Acquisition	\$810,000
Engineering (10% of Construction Cost)	\$119,000
Design Survey (2% of Construction Cost)	\$23,796
Geotechnical Engineering (0.5% of Construction Cost)	\$5,949
Total Capital Cost	\$2,148,545
Capital Cost per Linear Foot	\$716.18
Future Capital Cost (10 years @ 4%)	\$3,180,371

Roadway Impact Fees Summary Table

Teague Nall and Perkins, Inc.
Consulting Engineers



TNP Project Number: ARG 19224

Client: Town of Argyle

Date: 2020.02.21

Project Name: Impact Fee Study

Gateway Boulevard from F.M. 407 to Avalon Blvd - Phase I	
Barricades, Signs, and Traffic Control	
Project Length	2,800 ft
Estimated Total Construction Cost	\$1,248,960
ROW Acquisition	\$756,000
Engineering (10% of Construction Cost)	\$125,000
Design Survey (2% of Construction Cost)	\$24,979
Geotechnical Engineering (0.5% of Construction Cost)	\$6,245
Total Capital Cost	\$2,161,184
Capital Cost per Linear Foot	\$771.85
Future Capital Cost (10 years @ 4%)	\$3,199,080
C. Taylor Road - Phase I	
Classification: Type B Minor Arterial	
Project Length	5,000 ft
Estimated Total Construction Cost	\$1,810,320
ROW Acquisition	\$375,000
Engineering (10% of Construction Cost)	\$181,000
Design Survey (2% of Construction Cost)	\$36,206
Geotechnical Engineering (0.5% of Construction Cost)	\$9,052
Total Capital Cost	\$2,411,578
Capital Cost per Linear Foot	\$482.32
Future Capital Cost (10 years @ 4%)	\$3,569,725
Old Justin Rd west of Gateway Blvd - Phase I	
Classification: Type B Minor Arterial	
Project Length	1,550 ft
Estimated Total Construction Cost	\$639,084
ROW Acquisition	\$69,750
Engineering (10% of Construction Cost)	\$64,000
Design Survey (2% of Construction Cost)	\$12,782
Geotechnical Engineering (0.5% of Construction Cost)	\$3,195
Total Capital Cost	\$788,811
Capital Cost per Linear Foot	\$508.91
Future Capital Cost (10 years @ 4%)	\$1,167,633

Roadway Impact Fees Summary Table

Teague Nall and Perkins, Inc.
Consulting Engineers



TNP Project Number: ARG 19224

Client: Town of Argyle

Date: 2020.02.21

Project Name: Impact Fee Study

Hickory Hill Road from US 377 to Hickory Ridge - Phase I	
Classification: Type C Major Collector	
Project Length	3,550 ft
Estimated Total Construction Cost	\$1,175,640
ROW Acquisition	\$45,000
Engineering (10% of Construction Cost)	\$118,000
Design Survey (2% of Construction Cost)	\$23,513
Geotechnical Engineering (0.5% of Construction Cost)	\$5,878
Total Capital Cost	\$1,368,031
Capital Cost per Linear Foot	\$385.36
Future Capital Cost (10 years @ 4%)	\$2,025,020
Sam Davis West from I-35W to Gateway Blvd - Phase I	
Classification: Type C Major Collector	
Project Length	2,200 ft
Estimated Total Construction Cost	\$905,628
ROW Acquisition	\$99,000
Engineering (10% of Construction Cost)	\$91,000
Design Survey (2% of Construction Cost)	\$18,113
Geotechnical Engineering (0.5% of Construction Cost)	\$4,528
Total Capital Cost	\$1,118,269
Capital Cost per Linear Foot	\$508.30
Future Capital Cost (10 years @ 4%)	\$1,655,311
New Road near Corral City	
Classification: Type D Minor Collector	
Project Length	1,900 ft
Estimated Total Construction Cost	\$523,512
ROW Acquisition	\$399,000
Engineering (10% of Construction Cost)	\$52,000
Design Survey (2% of Construction Cost)	\$10,470
Geotechnical Engineering (0.5% of Construction Cost)	\$2,618
Total Capital Cost	\$987,600
Capital Cost per Linear Foot	\$519.79
Future Capital Cost (10 years @ 4%)	\$1,461,889

Roadway Impact Fees Summary Table

Teague Nall and Perkins, Inc.
Consulting Engineers



TNP Project Number: ARG 19224

Client: Town of Argyle

Date: 2020.02.21

Project Name: Impact Fee Study

Harpole Road from U.S.377 to Shadow Wood Drive - Phase I	
Classification: Type D Minor Collector	
Project Length	2,300 ft
Estimated Total Construction Cost	\$931,308
ROW Acquisition	\$0
Engineering (10% of Construction Cost)	\$93,000
Design Survey (2% of Construction Cost)	\$18,626
Geotechnical Engineering (0.5% of Construction Cost)	\$4,657
Total Capital Cost	\$1,047,591
Capital Cost per Linear Foot	\$455.47
Future Capital Cost (10 years @ 4%)	\$1,550,690
Old Justin Rd east of Gateway Blvd to US 377 - Phase I	
Classification: Type E Rural Collector	
Project Length	7,950 ft
Estimated Total Construction Cost	\$2,423,760
ROW Acquisition	\$119,250
Engineering (10% of Construction Cost)	\$242,000
Design Survey (2% of Construction Cost)	\$48,475
Geotechnical Engineering (0.5% of Construction Cost)	\$12,119
Total Capital Cost	\$2,845,604
Capital Cost per Linear Foot	\$357.94
Future Capital Cost (10 years @ 4%)	\$4,212,189
Hickory Hill Road east of Hickory Ridge to Gibbons Road - Phase I	
Classification: Type E Rural Collector	
Project Length	4,350 ft
Estimated Total Construction Cost	\$1,060,920
ROW Acquisition	\$130,500
Engineering (10% of Construction Cost)	\$106,000
Design Survey (2% of Construction Cost)	\$21,218
Geotechnical Engineering (0.5% of Construction Cost)	\$5,305
Total Capital Cost	\$1,323,943
Capital Cost per Linear Foot	\$304.35
Future Capital Cost (10 years @ 4%)	\$1,959,759

Roadway Impact Fees Summary Table

Teague Nall and Perkins, Inc.
Consulting Engineers



TNP Project Number: ARG 19224

Client: Town of Argyle

Date: 2020.02.21

Project Name: Impact Fee Study

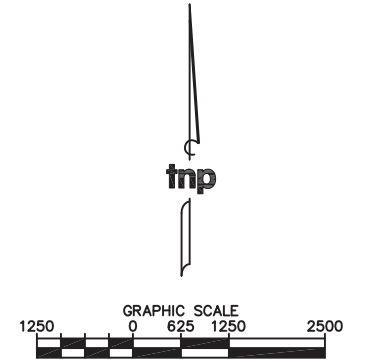
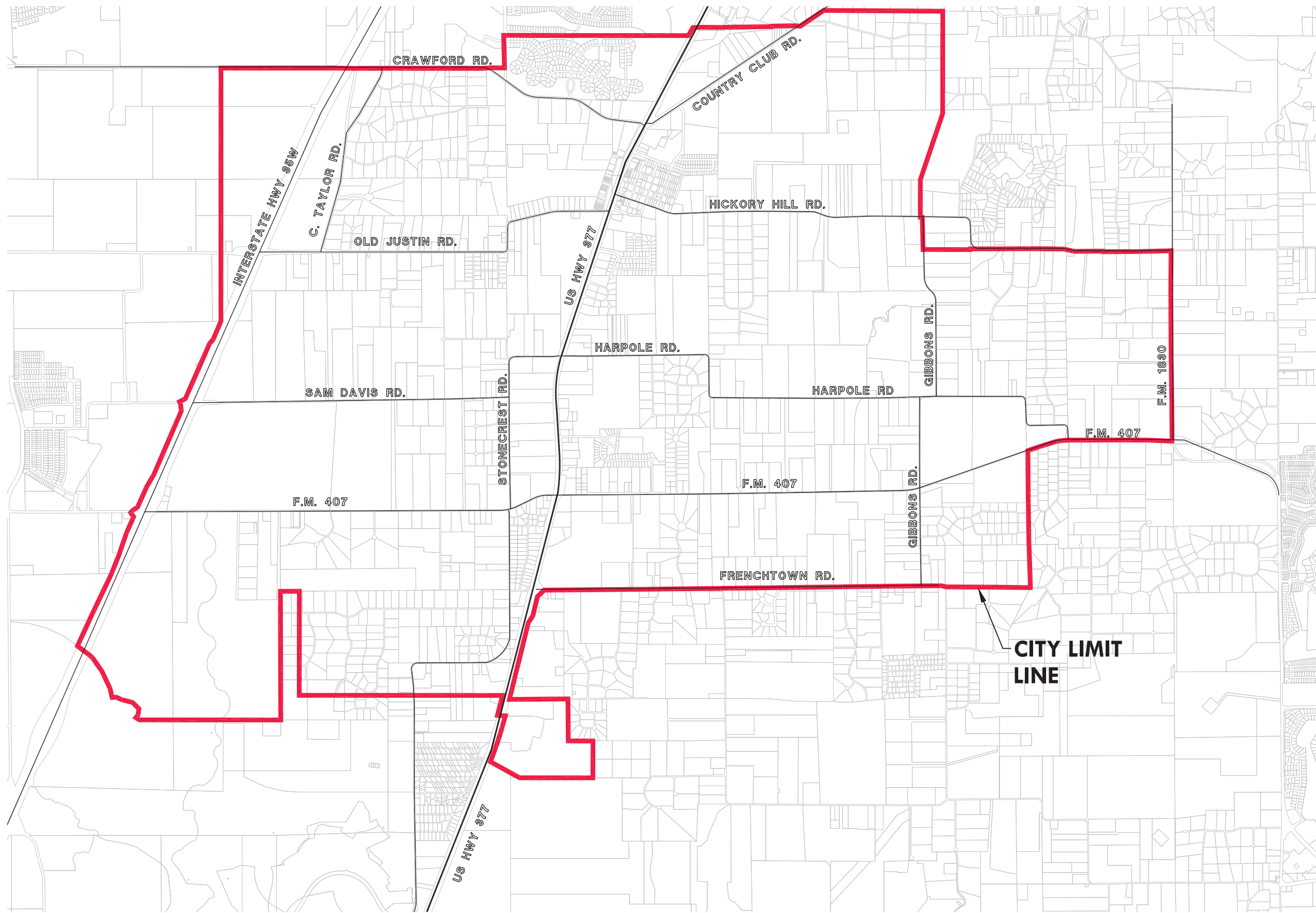
Gibbons Road from Hickory Hill Road to F.M. 407 - Phase I	
Classification: Type E Rural Collector	
Project Length	7,000 ft
Estimated Total Construction Cost	\$1,855,662
ROW Acquisition	\$315,000
Engineering (10% of Construction Cost)	\$186,000
Design Survey (2% of Construction Cost)	\$37,113
Geotechnical Engineering (0.5% of Construction Cost)	\$9,278
Total Capital Cost	\$2,403,054
Capital Cost per Linear Foot	\$343.29
Future Capital Cost (10 years @ 4%)	\$3,557,106

TABLE 4.18
TOWN OF ARGYLE
Roadway Impact Fee Study
Proposed Phase 1 Roadway Capacity

Peak Hour Factor 0.11

Street	Location	Length Miles	Estimated PKHR /LANE	VMT Supply	Existing VMT Demand	VMT Capacity
Crawford Rd	IH 35 to 377	1.4	550	1540	1396	144
C Taylor	S. of Crawford	0.95	525	997.5	152	846
Country Club Rd	E. of 377	0.86	450	774	540	234
Denton(Hickory Hill)	W. of Mesquite	1.5	525	1575	272	1303
Frenchtown	E. of Stonecrest/W. of Charyl	0.11	450	99	33	66
Frenchtown	E. of 377	1.96	450	1764	444	1320
Harpole	W. of Hwy 377	0.25	450	225	12	213
Harpole	E. of 377	0.44	450	396	59	337
Harpole	E. of Shadowwood	0.4	525	420	24	396
Harpole	W. of S. Gibbons	1.14	450	1026	189	837
Harpole	E. of S. Gibbons	0.8	450	720	70	650
N Gibbons	N. of Harpole	0.87	525	913.5	98	816
S Gibbons Road	N. of 407	0.45	525	472.5	62	411
S Gibbons Road	N of Frenchtown	0.47	450	423	64	359
Old Justin	E. of C. Taylor	1.52	525	1596	125	1471
Old Justin Rd.	E. of W. Front	0.29	525	304.5	101	204
Sam Davis	W of Gateway	0.41	450	369	7	362
Sam Davis	W. of Stonecrest	1.1	450	990	55	935
Stonecrest	S. Harb/ N. Sam Davis	0.19	450	171	14	157
Stonecrest	N. of 407	0.54	450	486	58	428
Stonecrest	S. of 407	0.38	450	342	105	237
Stonecrest	S. of Frenchtown	0.09	450	81	27	54
Stonecrest	S. of Forest Trail	0.81	450	729	147	582
New Road	Near Corral City	0.36	450	324	0	324
Gateway	S of Old Justin Road	2.49	525	2614.5	0	2615
Total		19.78		19352.5	4054	15299

FIGURES

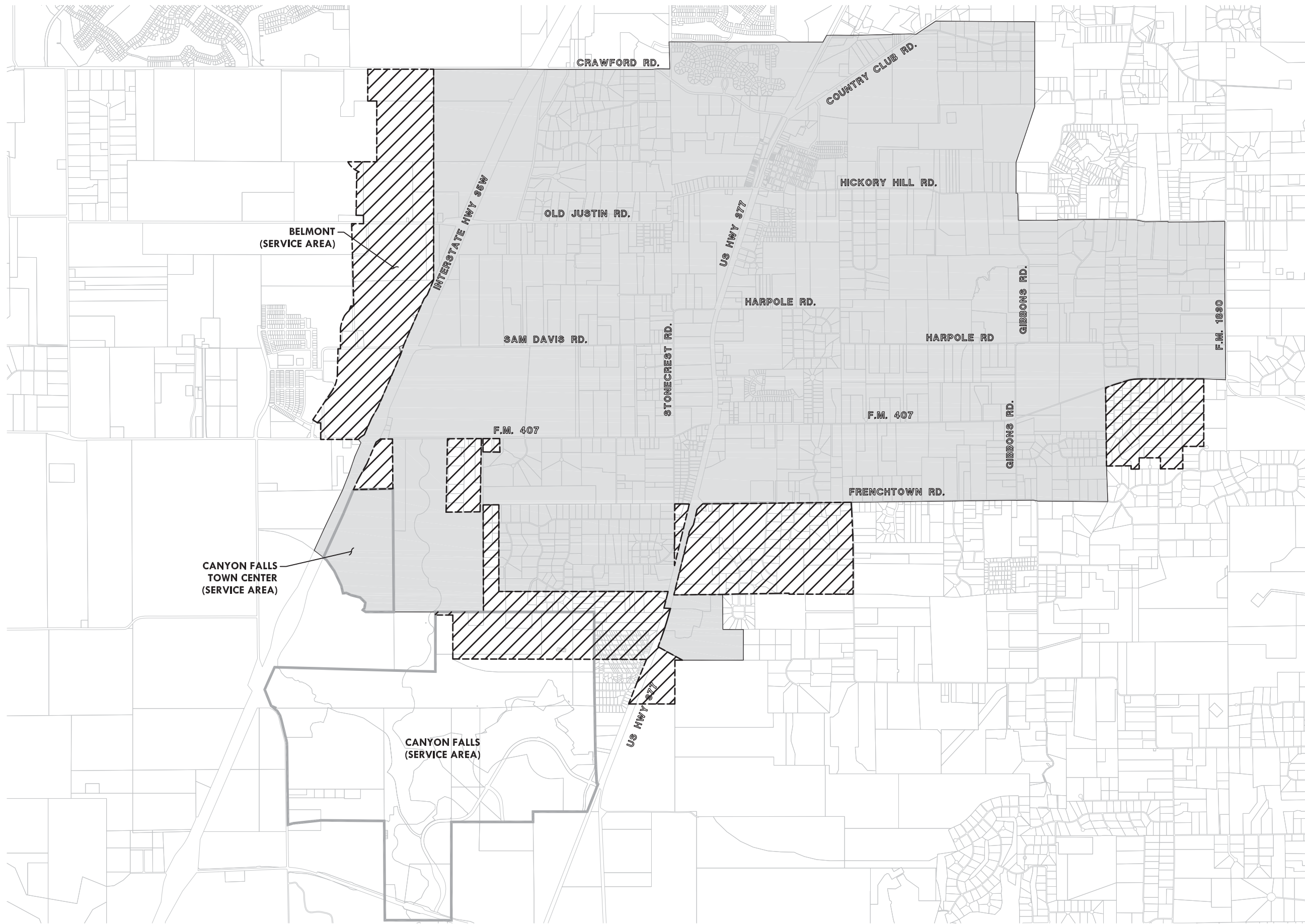
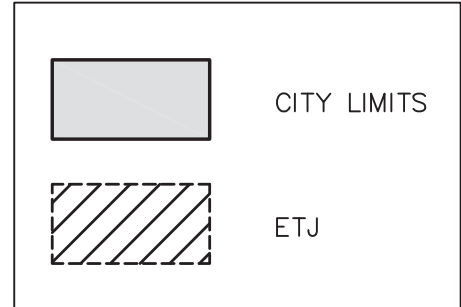
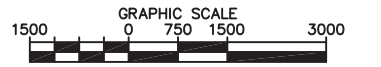



Drawing: Q:\PROJECTS\ARG\2024\con\exhibits\Figure 2.1 Roadway Map.dwg at Nov 19, 2019--6:17am by mharris
Layout: Layout1 Xrefs: 22x34 Exhibit Border.dwg



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FIGURE 2.1
Town of Argyle
Roadway System Impact Fees
Roadway Service Area Plan

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FIGURE 2.2
Town of Argyle
Wastewater System Impact Fees
Wastewater Service Area Plan

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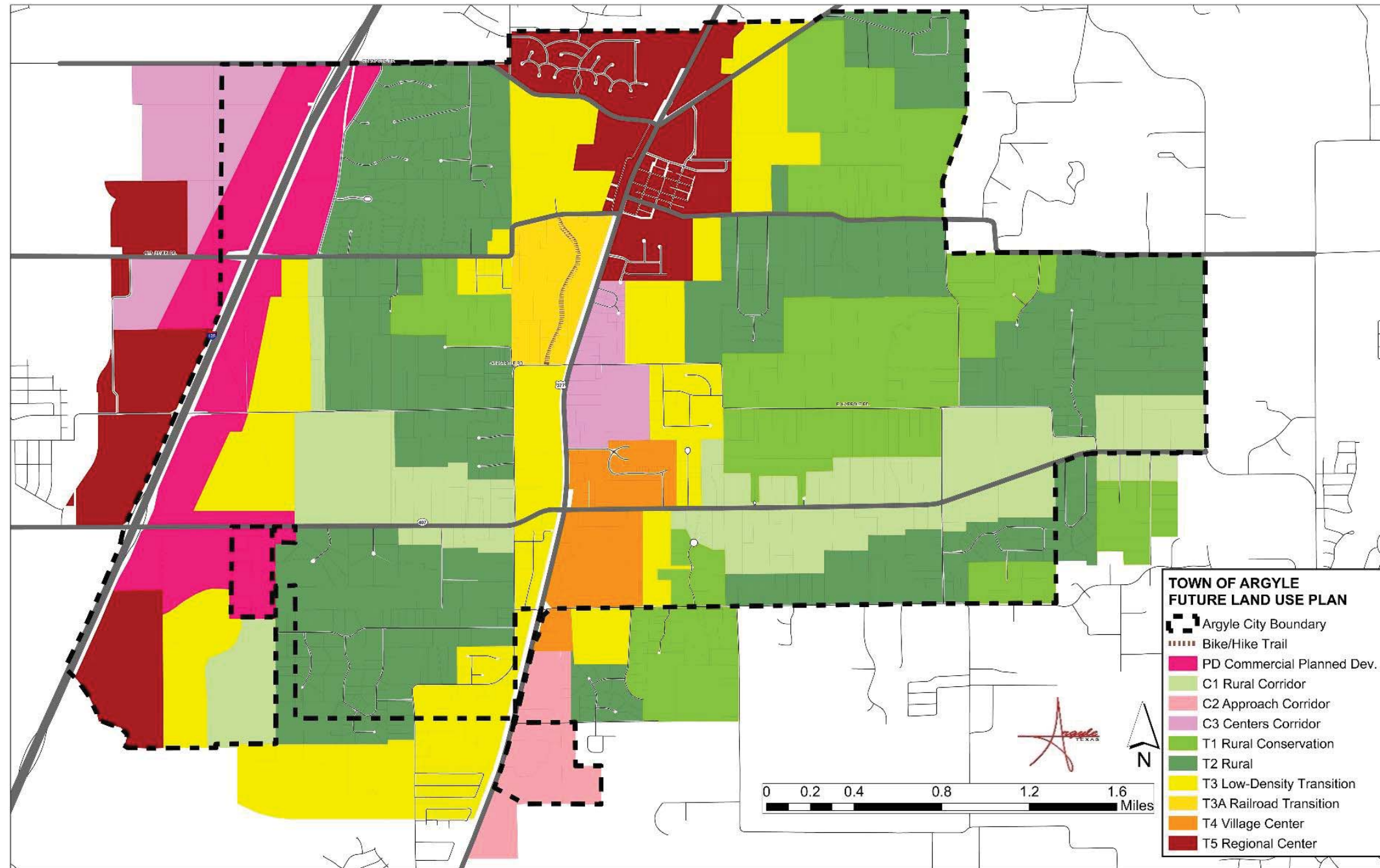
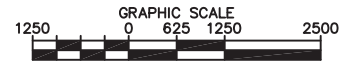


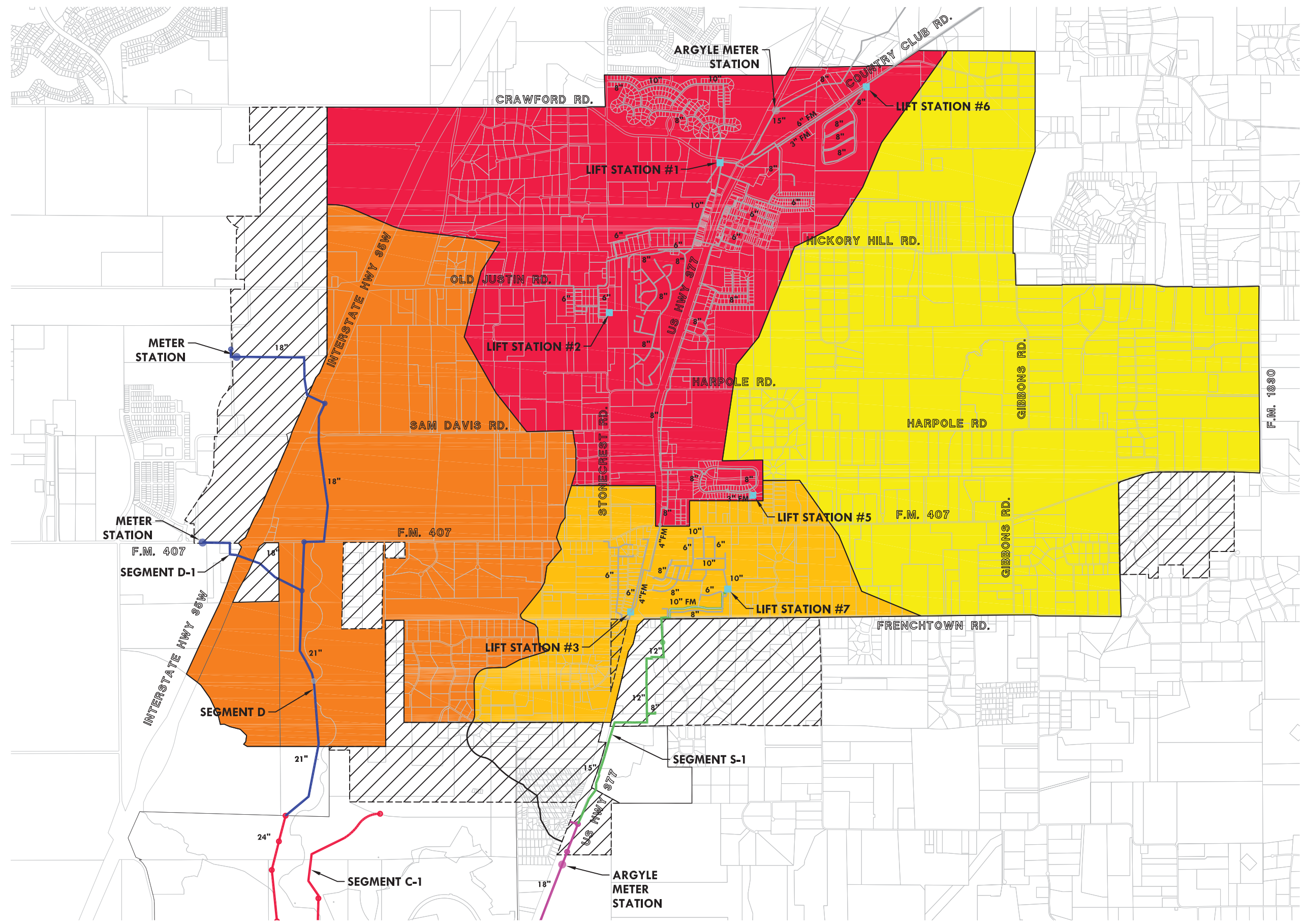
Figure 1 Town of Argyle Future Land Use Plan

FIGURE 2.3
Town of Argyle
Wastewater and Roadway
Impact Fees
Future Land Use Plan




LEGEND

	DENTON BASIN
	TRA BASIN WEST
	TRA BASIN EAST
	FUTURE BASIN



Drawing: Q:\PROJECTS\ARG\19224\con\exhibits\Figure 3.1 & 3.2 Overall Existing Wastewater System Map.dwg, at Nov 26, 2019 - 6:55am by eridgway
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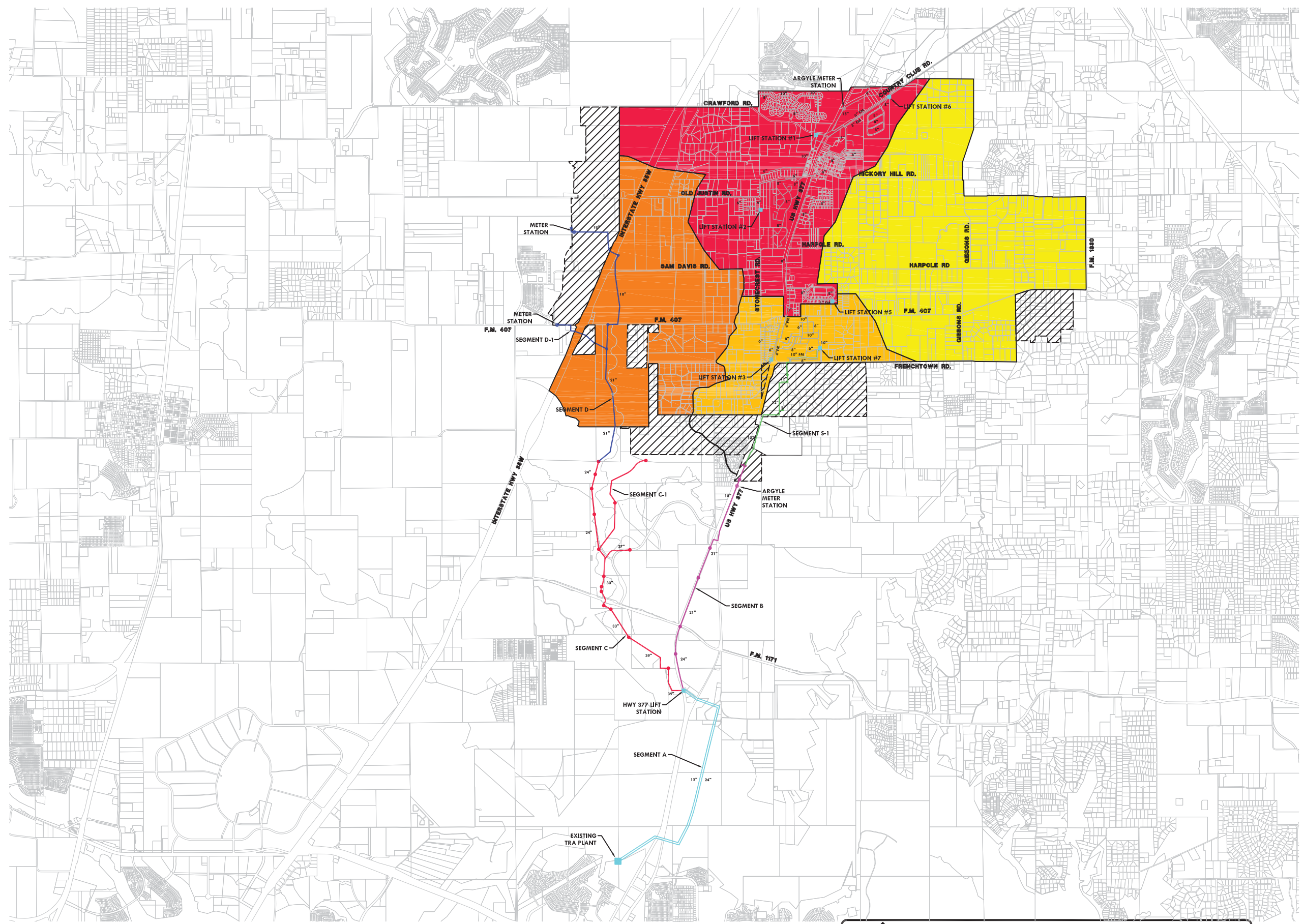
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FIGURE 3.1
Town of Argyle
Wastewater System Impact Fees
Existing Wastewater
System Map



LEGEND

	DENTON BASIN
	TRA BASIN WEST
	TRA BASIN EAST
	FUTURE BASIN

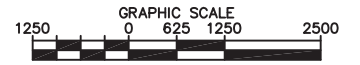


Drawing: Q:\PROJECTS\ARG\2024\con\exhibits\Figure 3.1 & 3.2 Overall Existing Wastewater System Map.dwg, dt Nov 26, 2019 - 6:56am by eridgway
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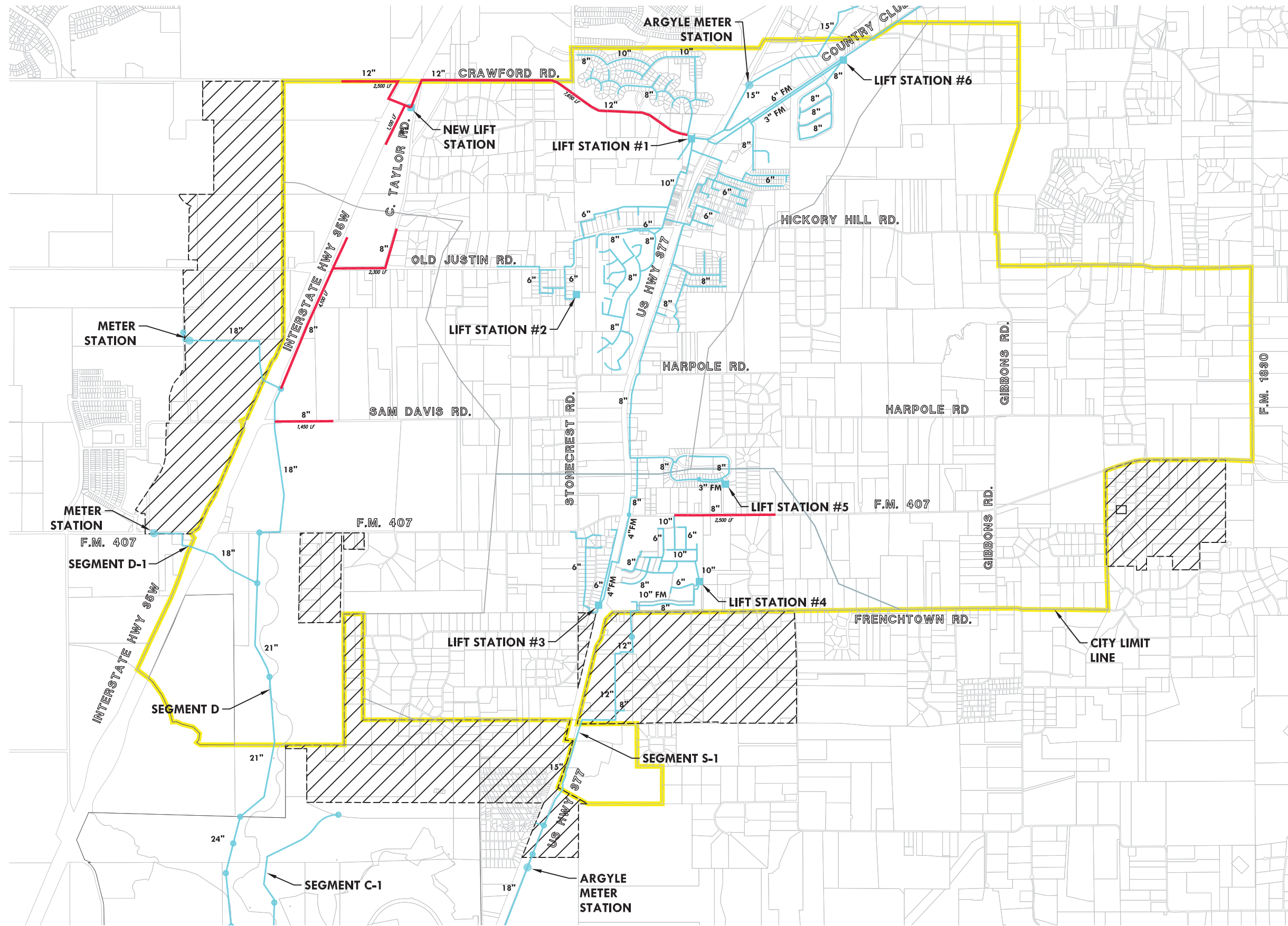
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FIGURE 3.2
Town of Argyle
Wastewater System Impact Fees
Overall Existing Wastewater
System Map




LEGEND

	ETJ
	EXISTING SANITARY SEWER
	PROPOSED SANITARY SEWER

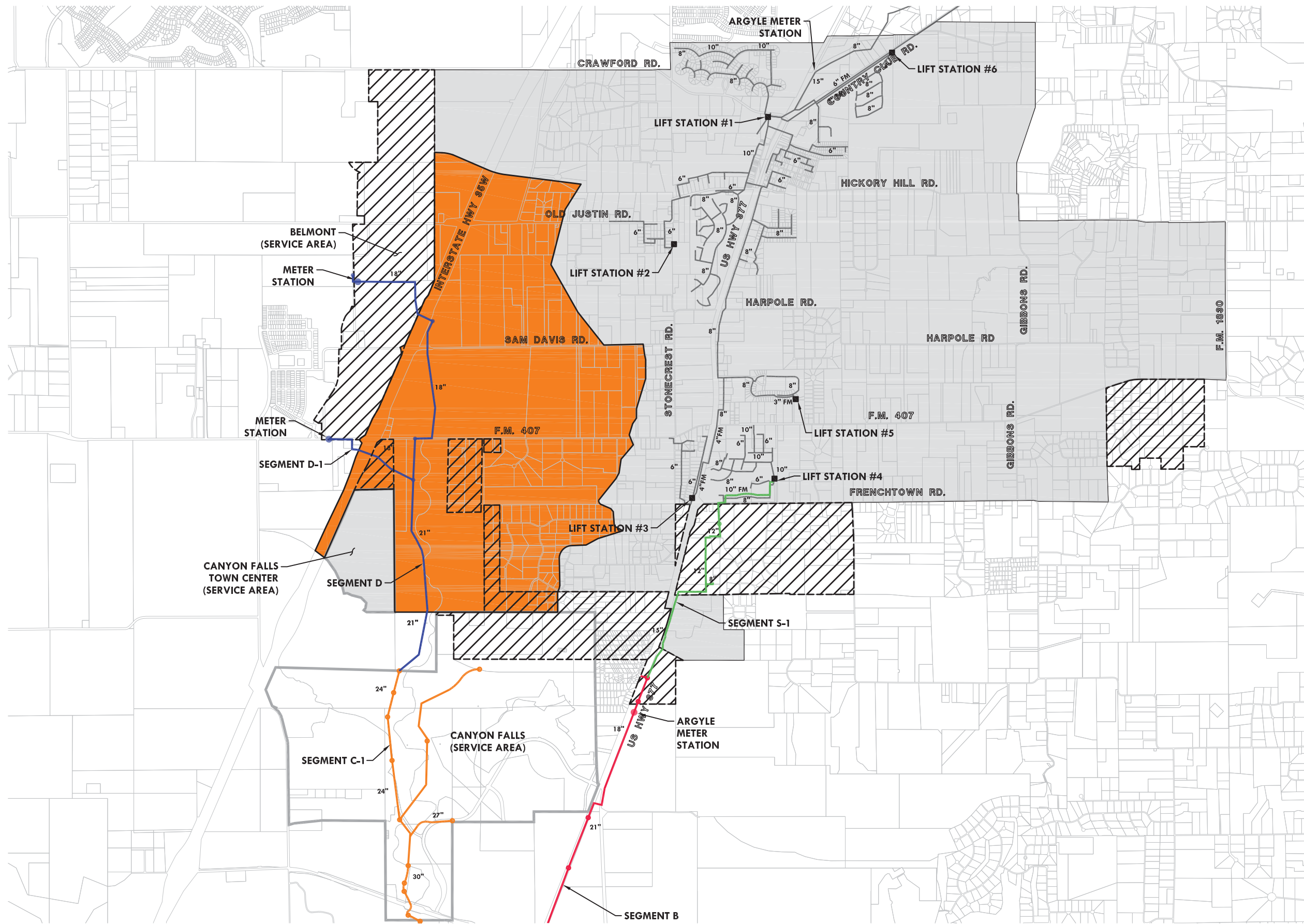
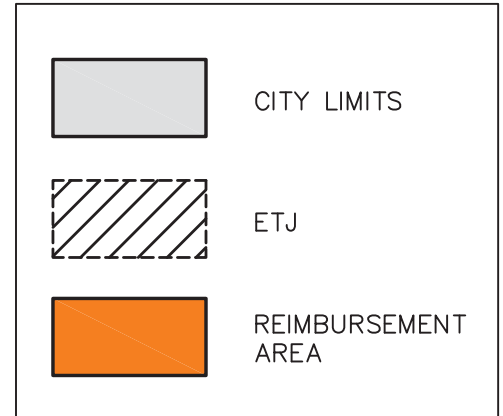
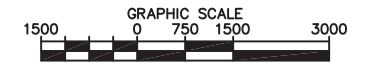


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Layout: Figure 3.3 - Xrefs: 22x34 Exhibit Border.dwg



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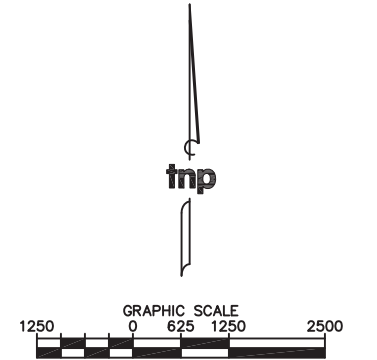
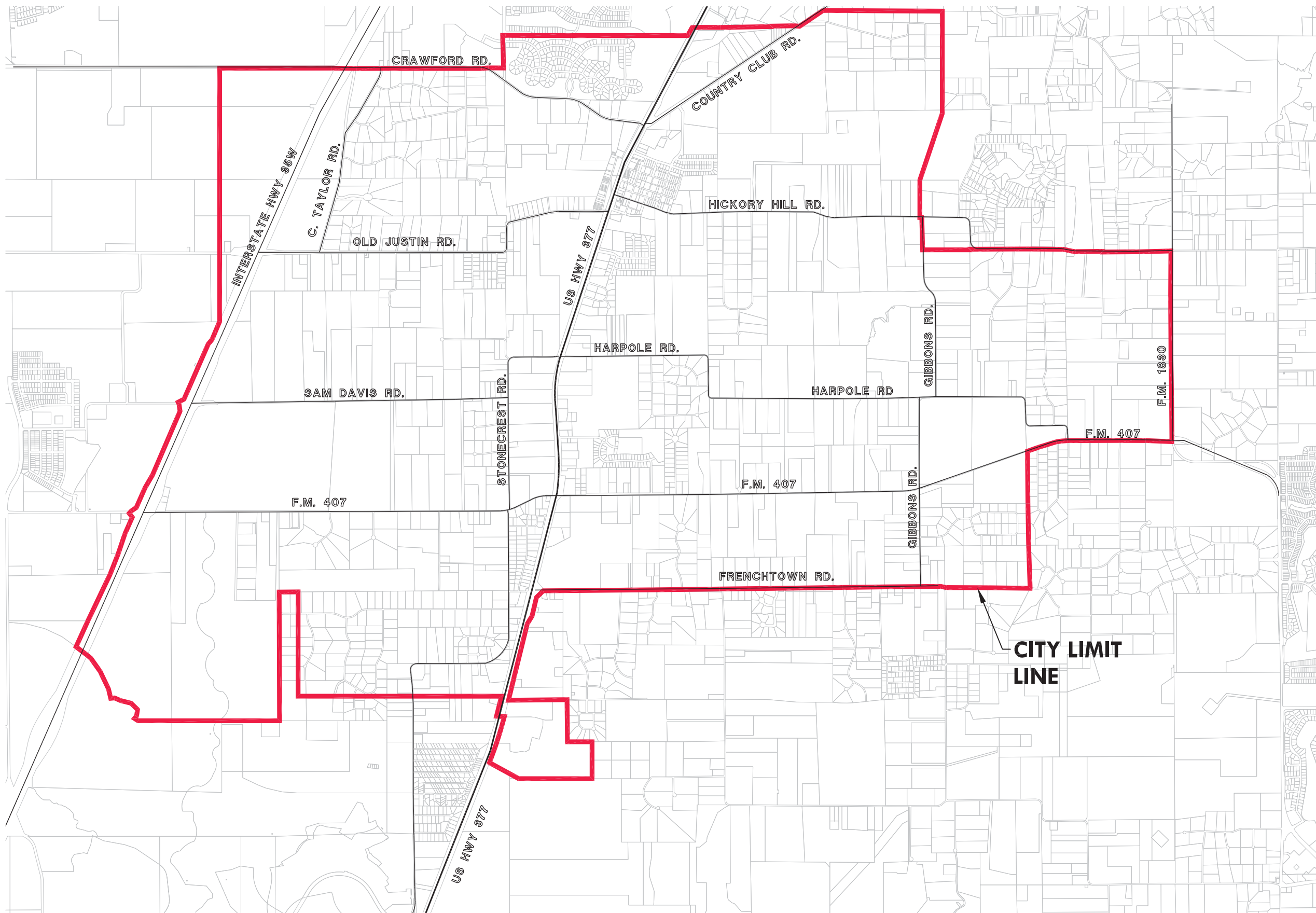
FIGURE 3.3
Town of Argyle
Wastewater System Impact Fees
Capitol Improvements Plan




Drawing: Q:\PROJECTS\ARG\2024\con\exhibits\Figure 3.4 TRA Impact Fee Reimbursement Area.dwg at Nov 26, 2019-6:58am by ardgway
Layout: Layout1 Xref: 2234 Exhibit Border.dwg

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FIGURE 3.4
Town of Argyle
Wastewater System Impact Fees
TRA Impact Fee
Reimbursement Area

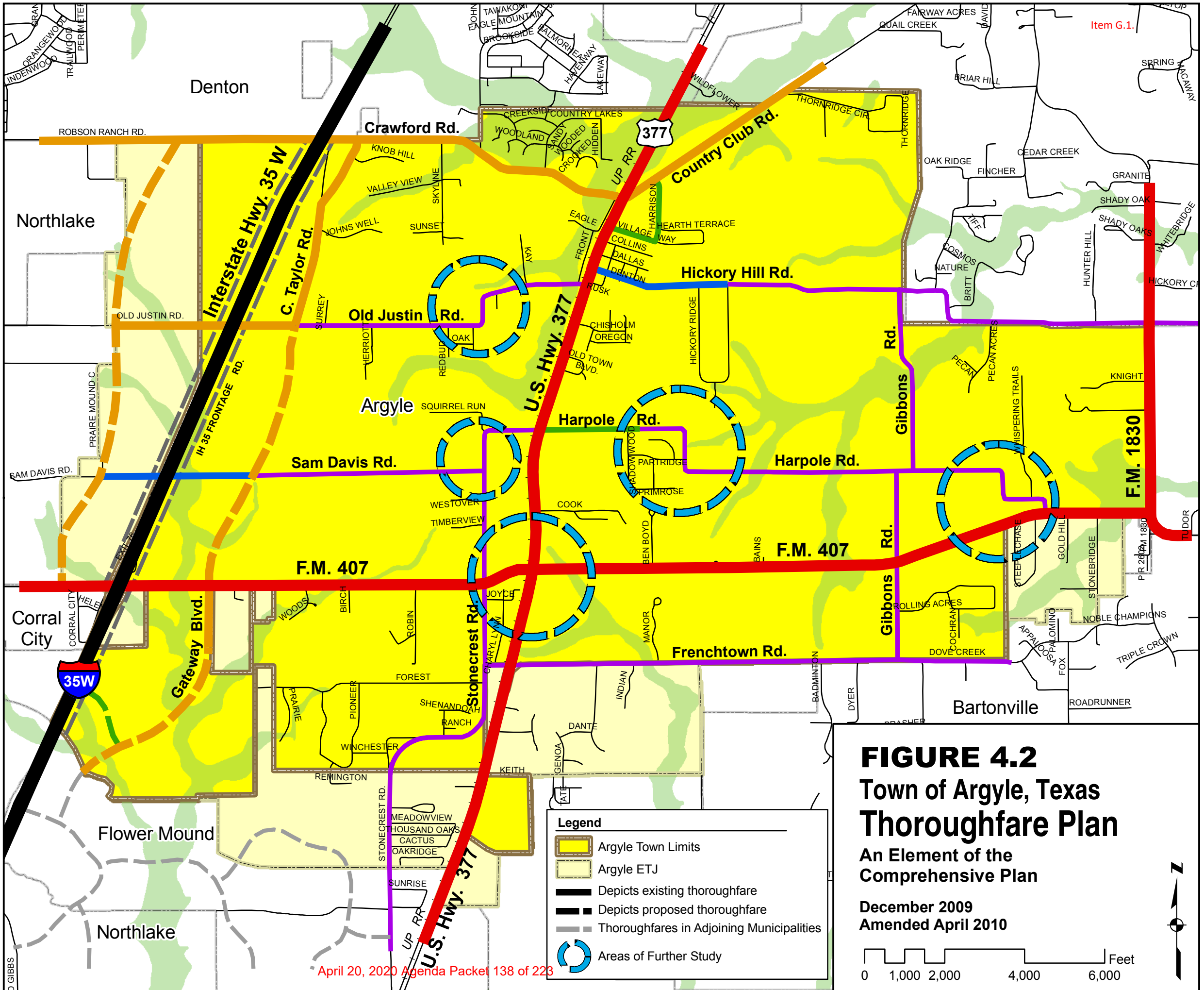
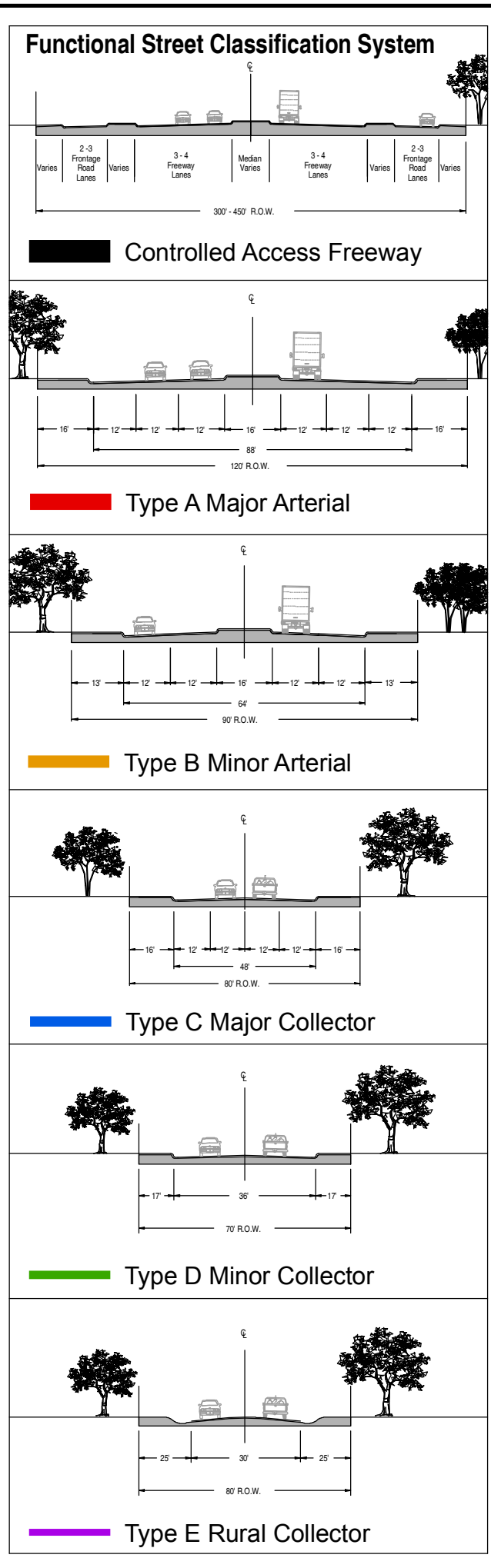


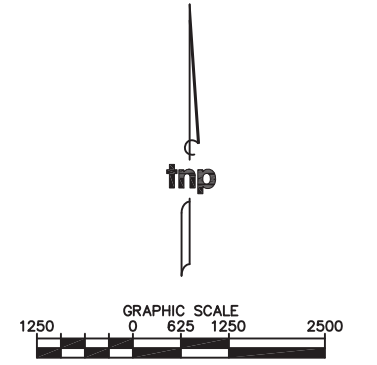
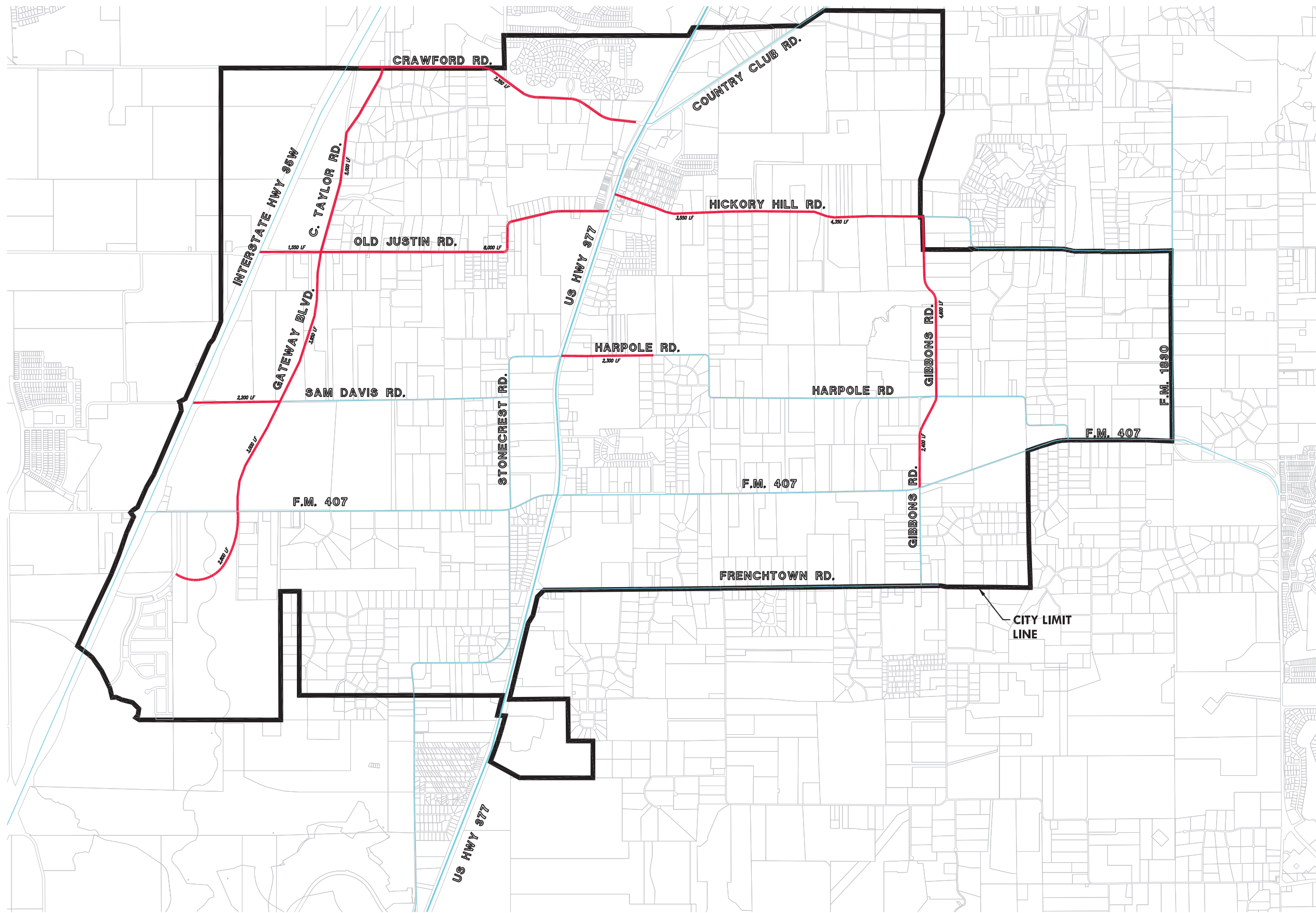
Drawing: Q:\PROJECTS\ARG\19224\cond\exhibits\Figure 4.1 Existing Roadway System.dwg, at Nov 19, 2019 - 6:43pm by rharis
Layout: Layout1 Xref: 2234 Exhibit Border.dwg



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FIGURE 4.1
Town of Argyle
Roadway System Impact Fees
Existing Roadway System






LEGEND

— EXISTING ROAD

— PROPOSED ROAD WORK

Drawing: Q:\PROJECTS\ARG\2024\Exhibits\Roadway System Impact Fees Capital Improvements Plan.dwg at Nov 26, 2019 - 7:38am by aridgwy
 Layout: Layout1 Xref: 2234 Exhibit Border.dwg



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FIGURE 4.3
Town of Argyle
Roadway System Impact Fees
Capital Improvement Plan

Town of Argyle Wastewater and Roadway Impact Fees Update



**Presentation to
Town Council
March 24, 2020**



IMPACT FEES ARE:

- ***A vehicle for attributing the additional cost of providing basic services due to growth in the community to the developments that bring that growth.***
- ***To be used only for new capital improvements and/or for projects that increase capacity.***



IMPACT FEES ARE:

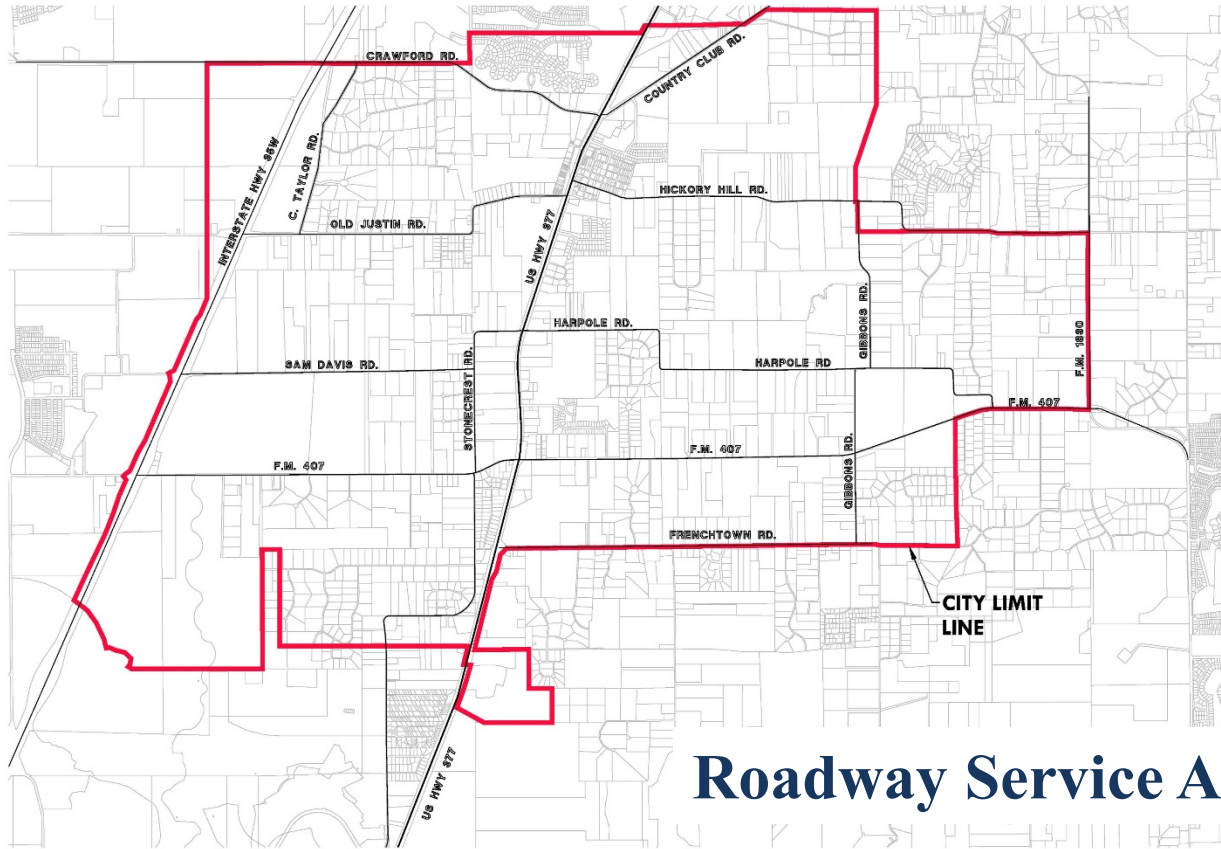
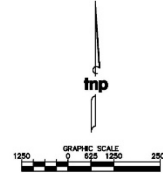
- ***Not for addressing existing deficiencies.***
- ***Not for debt service on non-Impact Fee projects.***
- ***Only for projects in the Impact Fee CIPs.***
- ***Collected at issuance of the building permit.***
- ***Reviewed and updated at least every 5 years.***
- ***Based on a 10-Year planning window.***



PROPOSED TIMELINE

MILESTONE	DATE
1. Presentation to Advisory Committee	November 5, 2019
2. Presentation to Advisory Committee	December 3, 2019
3. Advisory Committee Recommendations	January 7, 2020
4. Town Council to set Public Hearing	January 28, 2020
5. Presentation to Town Council	TBD
6. Public Hearing, Town Council sets Impact Fee Rates	March 24, 2020





Roadway Service Area



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FIGURE 2.1
Town of Argyle
Roadway Service Area Plan



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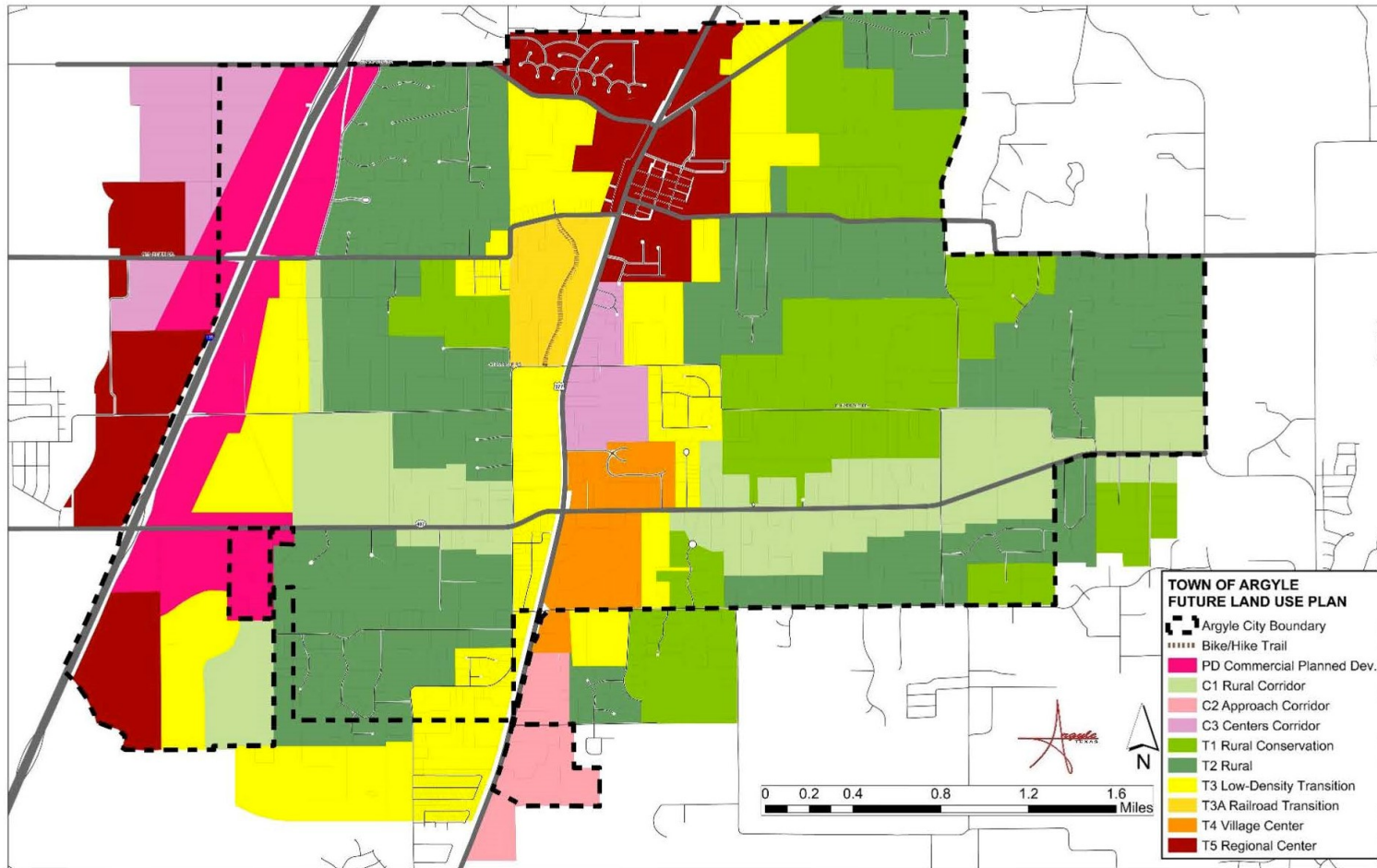
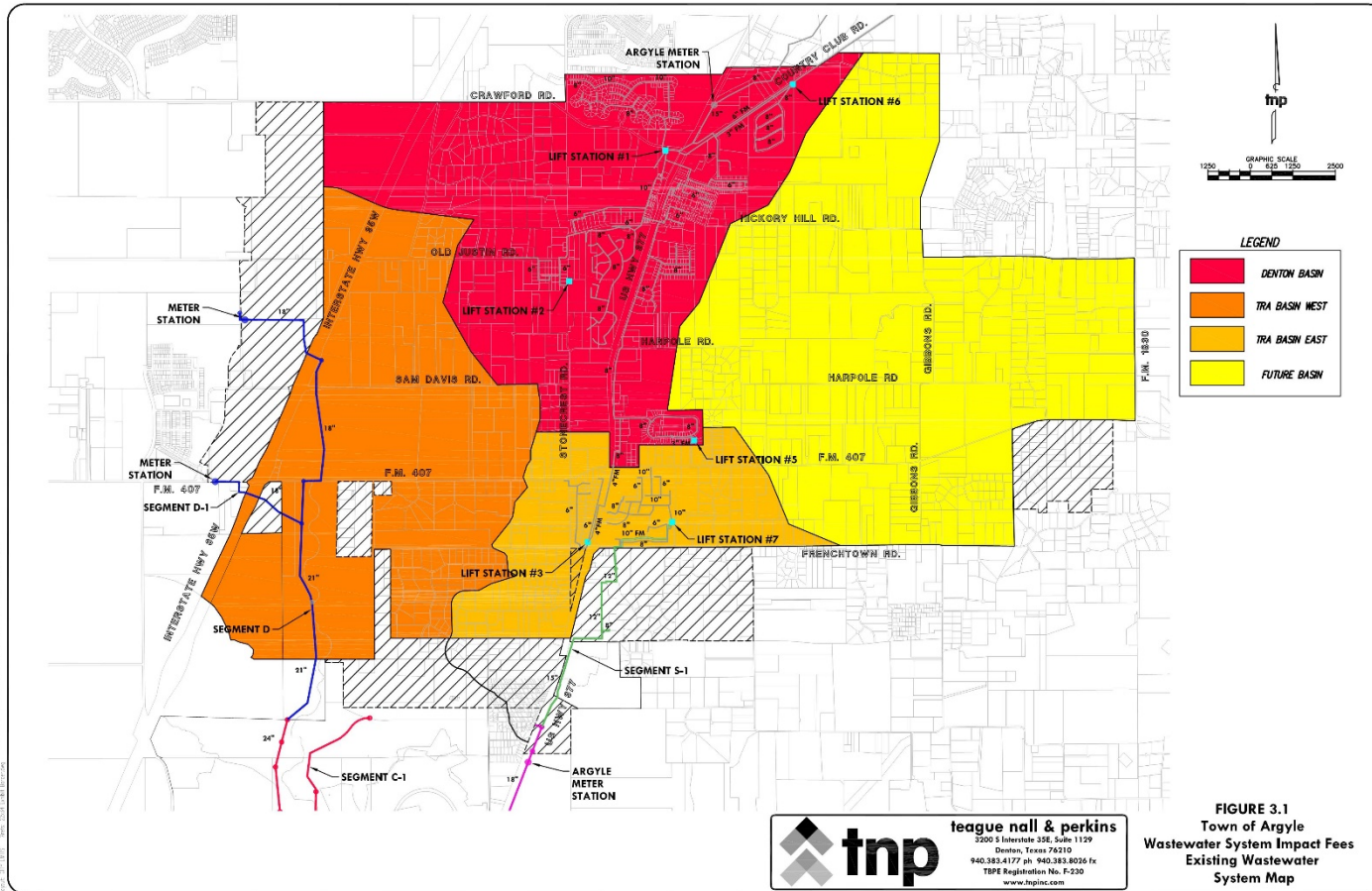


TABLE 2.4
TOWN OF ARGYLE
Wastewater and Roadway Impact Fee Study
Population Growth Projections

Year	Town Populatioir	Growth Rate %
2010	3282	
2011	3300	0.55
2012	3350	1.52
2013	3420	2.09
2014	3510	2.63
2015	3690	5.13
2016	3820	3.52
2017	3920	2.62
2018	4040	3.06
2019	4170	3.22
Average		2.43
Average Last 5 years		3.51
Proposed Growth Projection Determination		
Approximate Lots Developed - 2019		478
Population From Lots Over 5 Years (3 persons/lot)		1434
Growth Per Year First 5 Years (%/year)		6.1
Growth for Next 5 years (%/year)		3.5
Estimated 2030 Population		6656
Population Addition for 10-year Period		2486
Estimated Additional Lots for 10-year Period (3 persons/lot)		829
85% Small Lot Requiring Sewer Service		705
15% Large Lot w/ Onsite Sewer System		124





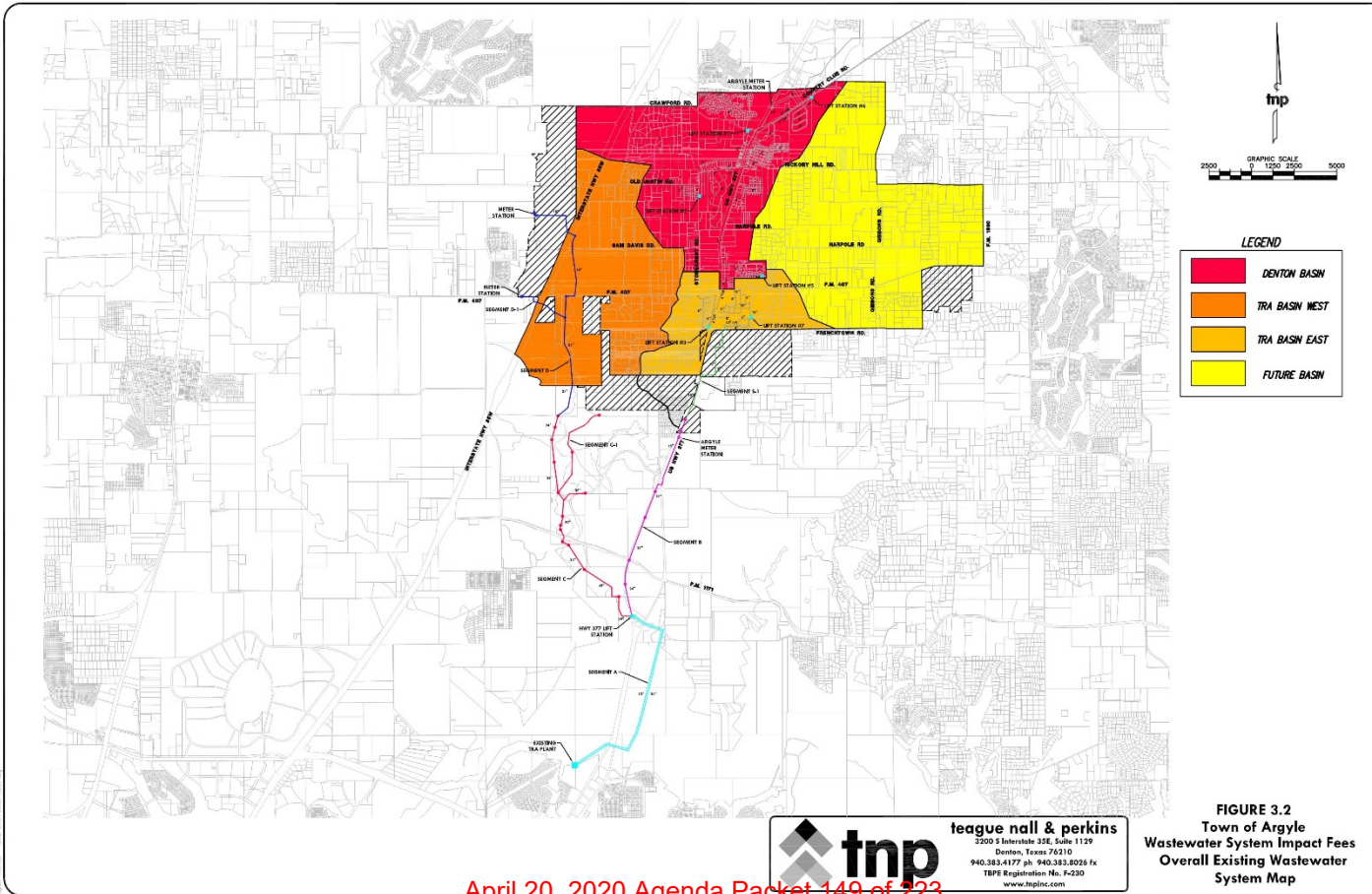


FIGURE 3.2
 Town of Argyle
 Wastewater System Impact Fees
 Overall Existing Wastewater
 System Map

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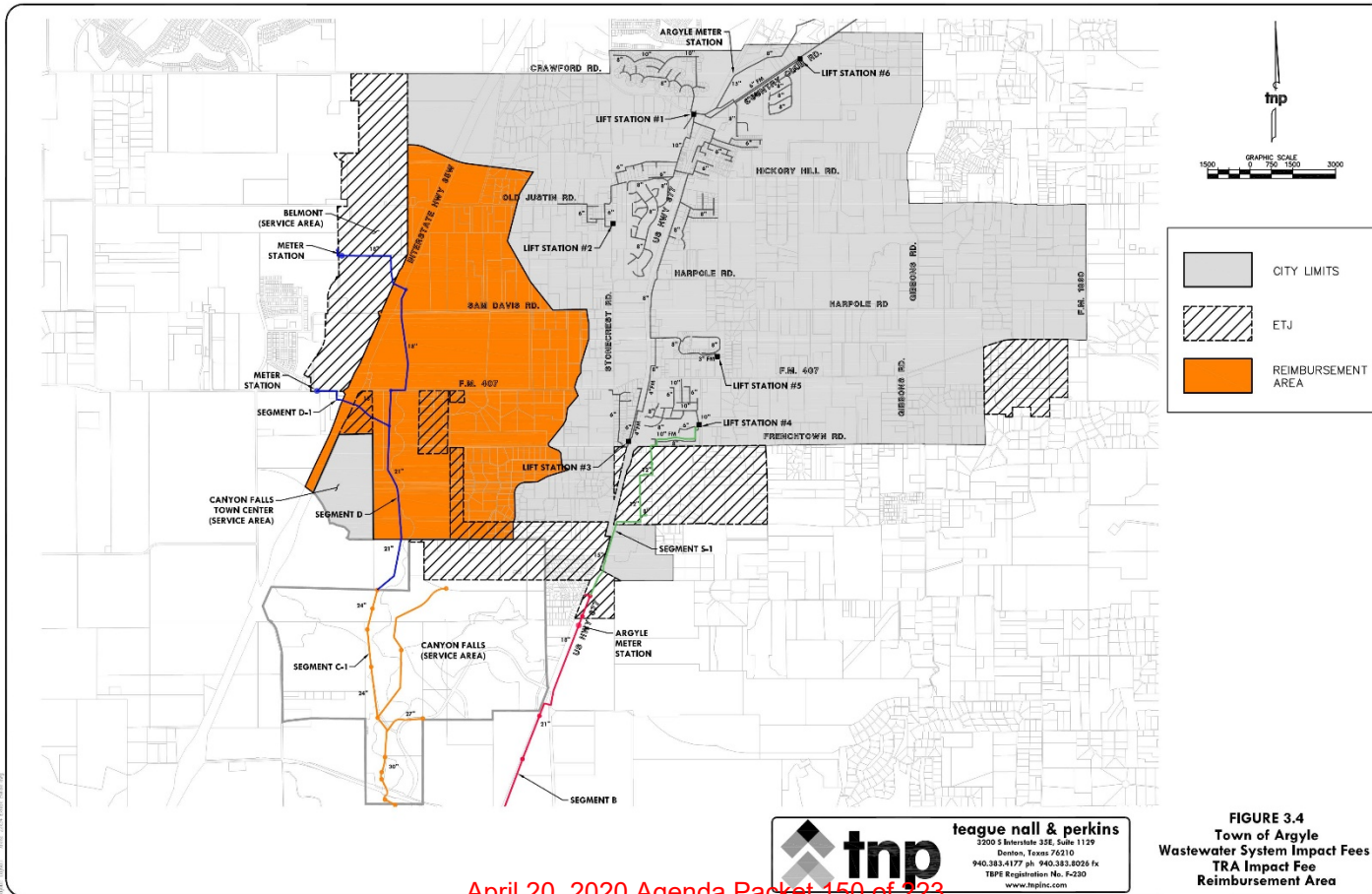


FIGURE 3.4
Town of Argyle
Wastewater System Impact Fees
TRA Impact Fee
Reimbursement Area

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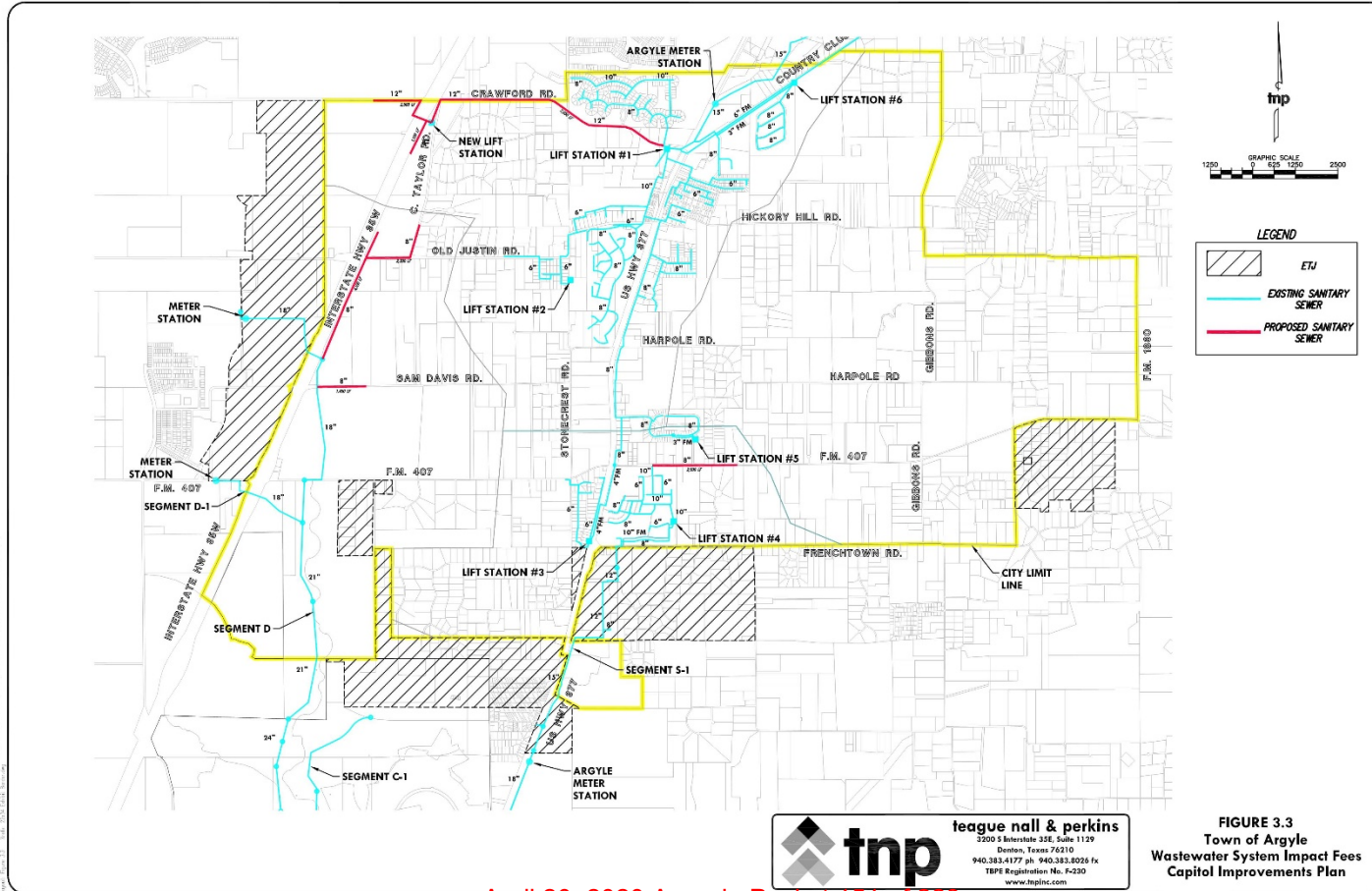


FIGURE 3.3
Town of Argyle
Wastewater System Impact Fees
Capital Improvements Plan

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<u>Wastewater Impact Fee Calculation</u>		<u>Reference</u>
Eligible Capital Improvement Cost	\$2,572,903	Eligible Cost, Table 3.2
Finance Cost	<u>\$1,234,993</u>	4 percent per year for 10 years
Total CIP Eligible Cost	\$3,807,896	Eligible cost including financing
Impact Fee Cost w/ Credit (50%)	\$1,903,948	50% Credit
Impact Fee Preparation	\$ 70,000	Two Impact Fee Study Preparations
Impact Fee Cost	\$1,973,948	Impact Fee Cost including Study Prep.
10-Year Growth in Service Units	805	Growth in Service Units, Table 3.1
Maximum Wastewater Impact Fee w/ 50% Credit	\$2,452/SU	Impact fee cost divided by Service Units
2010 Impact Fee Study Maximum Fee w/50% Credit	\$ 2,914/SU	



Service Size	Existing Impact Fee	2010 Study Max Impact Fee	2020 Study Max Impact Fee
5/8"	\$2,914.00	\$2,914.00	\$2,452.00
3/4"	\$2,914.00	\$2,914.00	\$2,452.00
1"	\$7,868.00	\$7,868.00	\$6,620.40
1-1/2"	\$9,616.18	\$9,616.18	\$8,091.60

Notes:

1. 5/8" and 3/4" Service Size = 1.0 Service units
2. 1" Service Size = 2.7 Service Units. Cost = Service units x cost per service unit, 2.7 x \$2,914 = \$7,868
3. 1 1/2" Service Size = 3.0 Service Units. Cost = Service units x cost per service unit, 3.0 x \$2,914 = \$9,616.18



Wastewater Impact Fees - 2010 (at Adopted 50% max.)

		5/8"	3/4"	1"	1-1/2"
1	Argyle	\$2,914.00	\$2,914.00	\$7,868.00	9,616.18
2	Southlake	\$2,609.00	\$3,914.00	\$6,523.00	\$13,045.00
3	Flower Mound-Long Prairie District Residential	\$2,436.00	\$3,645.00	\$6,090.00	\$12,180.00
4	Flower Mound-Long Prairie District Non-Residential	\$1,218.00	\$1,827.00	\$3,045.00	\$6,090.00
5	Prosper	\$1,129.00	\$1,129.00	\$2,822.00	\$5,644.00
6	Northlake	\$964.00	\$1,446.00	\$2,410.00	\$4,821.00
7	Keller	\$918.00	\$1,560.60	\$2,478.60	\$3,029.40
8	Colleyville	\$643.00	\$965.00	\$1,068.00	\$3,215.00
9	Melissa	\$398.67	\$598.00	\$996.67	\$1,993.33

Wastewater Impact Fees - 2020 (at Proposed 50% max.)

		5/8"	3/4"	1"	1-1/2"
1	Southlake	\$2,609.00	\$3,914.00	\$6,523.00	\$13,045.00
2	Argyle	\$2,452.00	\$2,452.00	\$6,620.40	\$8,091.60
	Argyle (Recommended by CIAC 1.7.20)	\$2,452.00	\$2,452.00	\$6,620.40	\$8,091.60
3	Flower Mound-Long Prairie District Residential	\$2,436.00	\$3,645.00	\$6,090.00	\$12,180.00
4	Flower Mound-Long Prairie District Non-Residential	\$1,218.00	\$1,827.00	\$3,045.00	\$6,090.00
5	Prosper	\$1,129.00	\$1,129.00	\$2,822.00	\$5,644.00
6	Northlake	\$964.00	\$1,446.00	\$2,410.00	\$4,821.00
7	Keller	\$918.00	\$1,560.60	\$2,478.60	\$3,029.40
8	Colleyville	\$643.00	\$965.00	\$1,068.00	\$3,215.00
9	Melissa	\$398.67	\$598.00	\$996.67	\$1,993.33



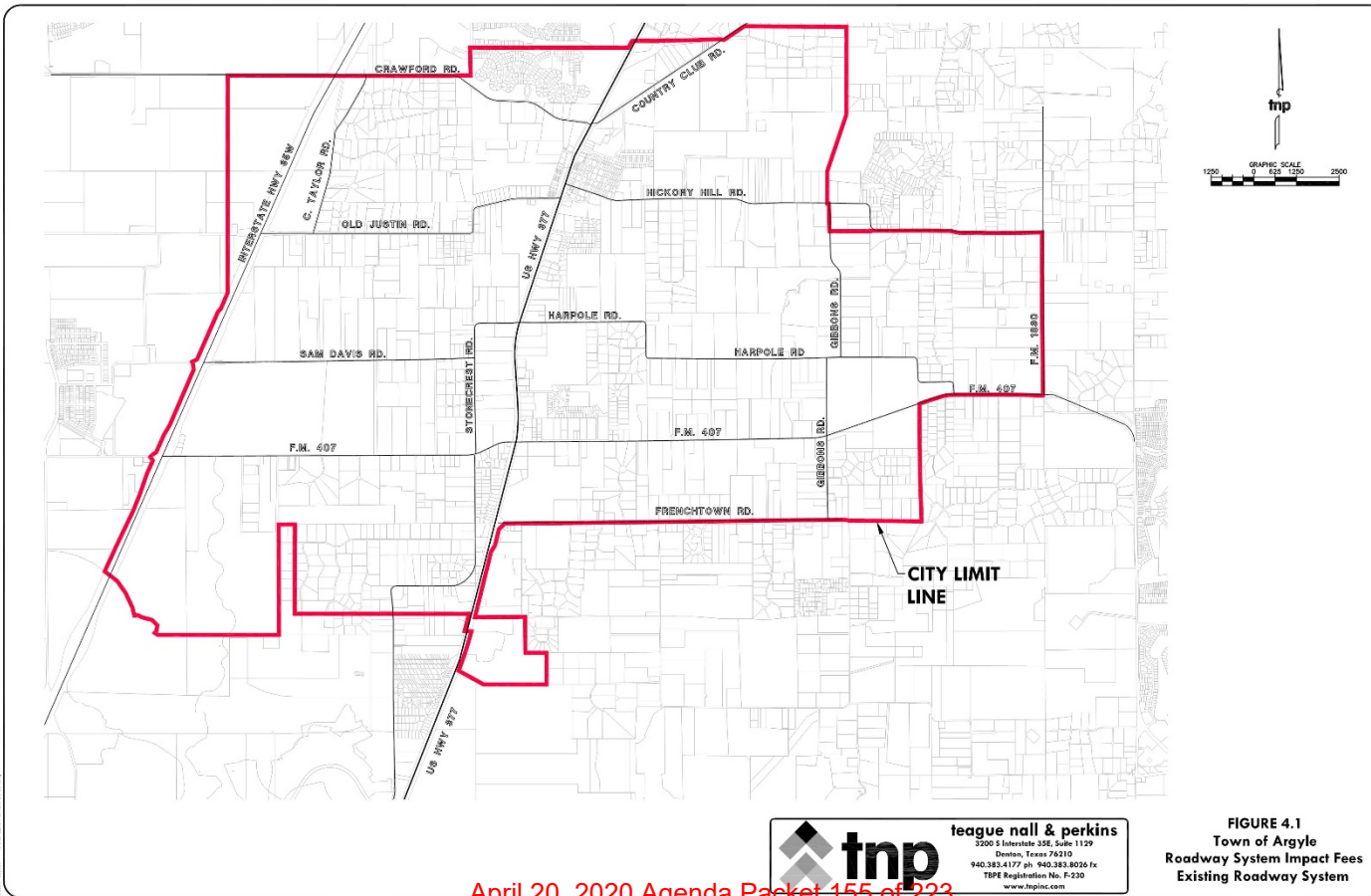
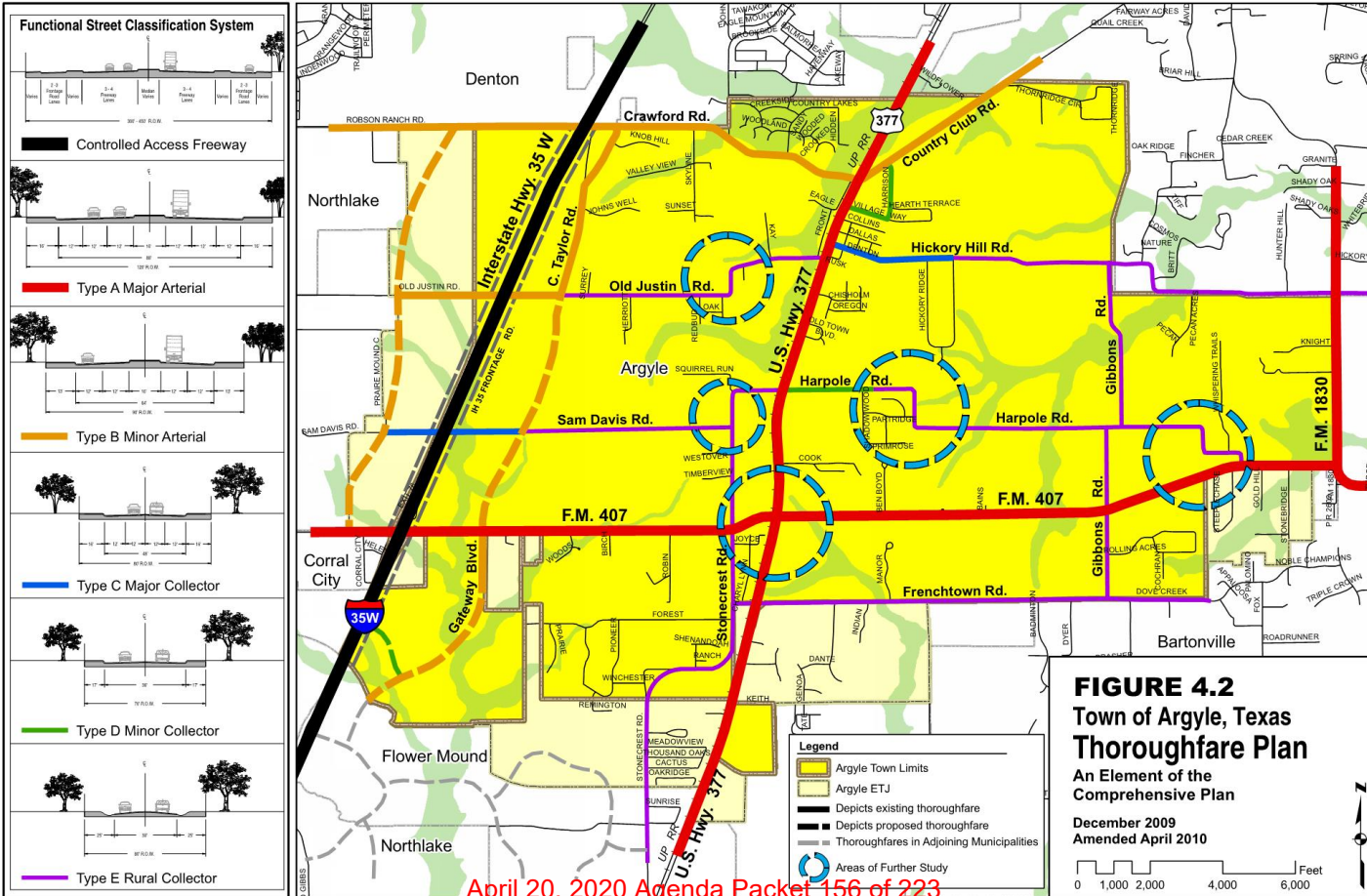
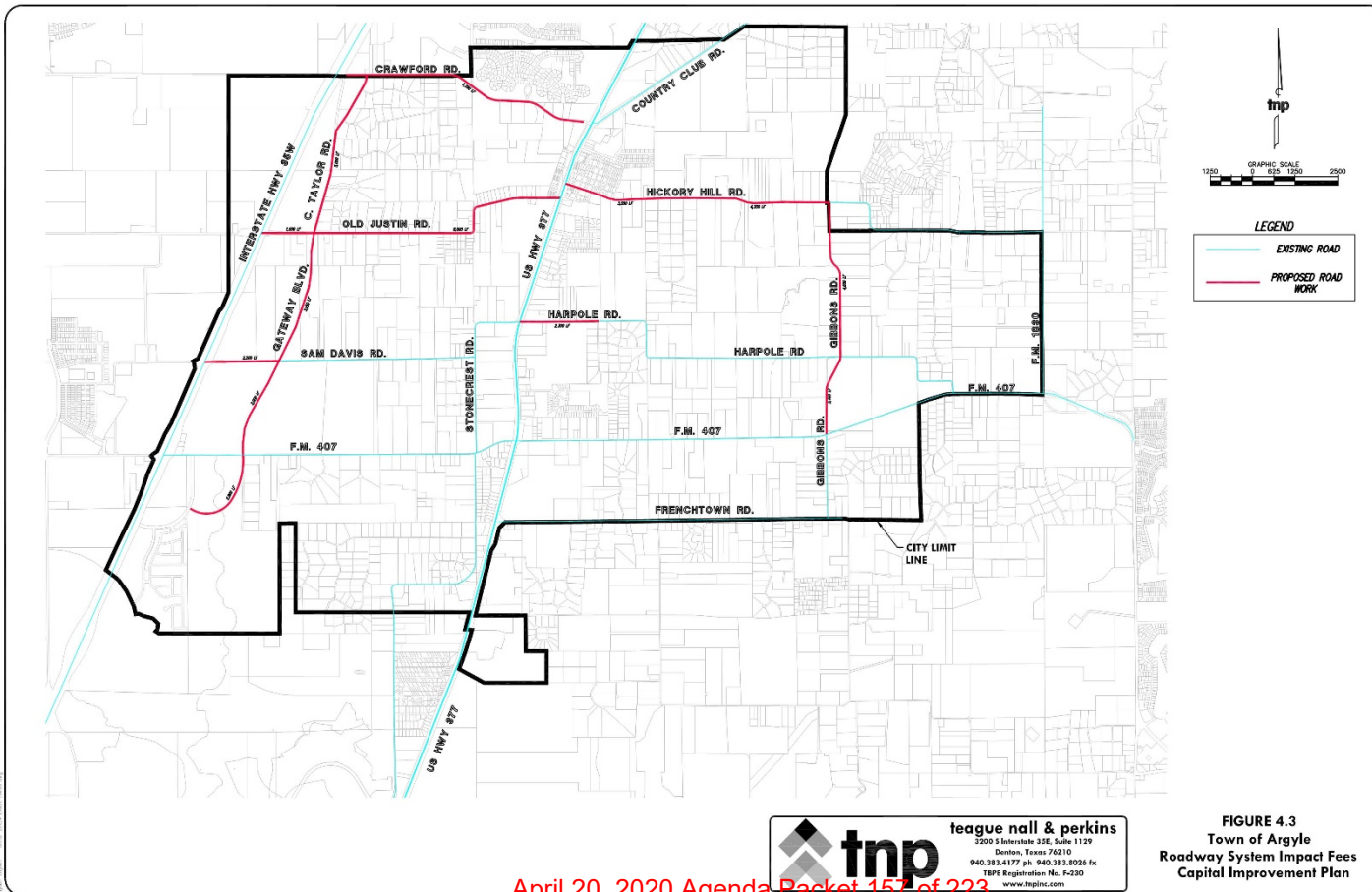


FIGURE 4.1
Town of Argyle
Roadway System Impact Fees
Existing Roadway System



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<u>Roadway Impact Fee Calculation</u>		<u>Reference</u>
Eligible Capital Improvement Cost w 50% Credit	\$16,632,501	Eligible cost w/ credit, Table 4.5
Finance Cost	<u>\$ 7,986,600</u>	4 percent per year for 10 years
Total CIP Eligible Cost	\$24,616,101	Eligible cost including financing
Program Cost Attributed to Growth	\$ 4,852,746	= Percent of Capacity* Eligible cost
Impact Fee Preparation	\$ 70,000	Two Impact Fee Study Preparations
Impact Fee Cost	\$ 4,922,746	Impact Fee Cost including Study Prep.
10-Year Growth in Service Units	3016	Growth in Service Units, Table 4.2
Estimated Capacity with CIP and System	15,299	Table 4.17
Percent of Capacity Attributed to Growth	19.7	Service unit growth divided by capacity
Maximum Roadway Impact Fee w/ 50% Credit	\$1632/SU	Impact fee cost divided by Service Units
2010 Impact Fee Study Maximum Fee w/50% Credit	\$ 1,191/SU	



Land Use	Existing Impact Fee	2010 Study Max Impact Fee	2020 Study Max Impact Fee
Residential	\$2,500.00	\$3,715.92	\$5,091.84
General Office (10,000 Sq. Ft.)	\$27,393.00	\$54,786.00	\$75,072.00
General Retail (10,000 Sq. Ft.)	\$26,798.00	\$53,595.00	\$73,440.00

Notes:

1. Residential Impact Fee = 3.12 x cost per service unit, 3.12 x \$801.28 = \$2,500
2. General Office (10,000 sq. ft.) Impact Fee = 4.6 per 1000 sq. ft. x cost per service unit, 4.6 x 10 x \$595.50 = \$27,393
3. General Retail (10,000 sq. ft.) Impact Fee = 4.5 per 1000 sq. ft. x cost per service unit, 4.5 x 10 x \$595.50 = \$26,798



Residential Roadway Impact Fees - 2010 (at Adopted 33.6% Max.)

		Residential
1	Northlake Zone 1 (NW)	\$6,094.10
2	Prosper Service Area 1	\$6,053.00
3	Colleyville Service Area 1	\$4,941.00
4	Colleyville Service Area 2	\$4,941.00
5	Prosper Service Area 2	\$4,589.00
6	Melissa Service Area 1	\$3,915.12
7	Northlake Zone 2 - (NE)	\$3,844.98
8	Melissa Service Area 2	\$3,775.48
9	Flower Mound- Service Area B	\$3,714.78
10	Keller Service Area 1	\$2,999.19
11	Town of Argyle	\$2,500.00
12	Keller Service Area 2	\$2,451.00
13	Southlake- North Service Area	\$2,292.00
14	Southlake- South Service Area	\$1,640.00
15	Flower Mound- Service Area A	\$1,424.10
16	Northlake Zone 4 (SE)	\$710.62
17	Northlake Zone 3 (SW)	\$691.60

Residential Roadway Impact Fees - 2020 (Proposed Rates)

		Residential
1	Northlake Zone 1 (NW)	\$6,094.10
2	Prosper Service Area 1	\$6,053.00
Town of Argyle		\$5,091.84 (at 50% of Max.)
Town of Argyle		\$5,091.84 (at 50% of Max.) as Recommended by CIAC 1.7.20
3	Colleyville Service Area 1	\$4,941.00
4	Colleyville Service Area 2	\$4,941.00
5	Prosper Service Area 2	\$4,589.00
6	Melissa Service Area 1	\$3,915.12
7	Northlake Zone 2 - (NE)	\$3,844.98
8	Melissa Service Area 2	\$3,775.48
9	Flower Mound- Service Area B	\$3,714.78
Town of Argyle		\$3,421.70 (at 33.6% of Max.)
11	Keller Service Area 1	\$2,999.19
Town of Argyle		\$2,545.92 (at 25% of Max.)
12	Keller Service Area 2	\$2,451.00
13	Southlake- North Service Area	\$2,292.00
14	Southlake- South Service Area	\$1,640.00
15	Flower Mound- Service Area A	\$1,424.10
16	Northlake Zone 4 (SE)	\$710.62
17	Northlake Zone 3 (SW)	\$691.60



General Retail Roadway Impact Fees - 2010 (at Adopted 25% of Max.)

		General Retail (Based on a 10,000 sq. ft. building)
1	Northlake Zone 1 (NW)	\$226,033.00
2	Northlake Zone 2 (NE)	\$142,623.00
3	Prosper Service Area 1	\$49,620.00
4	Southlake North Service Area	\$48,300.00
5	Prosper Service Area 2	\$37,620.00
6	Southlake South Service Area	\$34,560.00
7	Flower Mound- Service Area B	\$34,419.95
8	Town of Argyle	\$26,797.00
9	Northlake Zone 4 (SE)	\$26,632.50
10	Northlake Zone 3 (SW)	\$25,657.60
11	Keller Service Area 1	\$24,922.00
12	Colleyville Service Area 2	\$21,580.00
13	Keller Service Area 2	\$18,416.30
14	Flower Mound- Service Area A	\$13,218.75
15	Melissa Service Area 2	\$9,969.31
16	Colleyville Service Area 1	\$7,790.00
17	Melissa Service Area 1	\$6,594.95

General Retail Roadway Impact Fees - 2020 (at Various Rates of Max.)

		General Retail (Based on a 10,000 sq. ft. building)
1	Northlake Zone 1 (NW)	\$226,033.00
2	Northlake Zone 2 (NE)	\$142,623.00
Town of Argyle		\$73,440.00 (at 50% of Max.)
Town of Argyle		\$58,752.00 (at 40% of Max.) as Recommended by CIAC 1.7.20
3	Prosper Service Area 1	\$49,620.00
Town of Argyle		\$49,351.50 (at 33.6% of Max.)
4	Southlake North Service Area	\$48,300.00
5	Prosper Service Area 2	\$37,620.00
Town of Argyle		\$36,720.00 (at 25% of Max.)
6	Southlake South Service Area	\$34,560.00
7	Flower Mound- Service Area B	\$34,419.95
8	Northlake Zone 4 (SE)	\$26,632.50
9	Northlake Zone 3 (SW)	\$25,657.60
10	Keller Service Area 1	\$24,922.00
11	Colleyville Service Area 2	\$21,580.00
12	Keller Service Area 2	\$18,416.30
13	Flower Mound- Service Area A	\$13,218.75
14	Melissa Service Area 2	\$9,969.31
15	Colleyville Service Area 1	\$7,790.00
16	Melissa Service Area 1	\$6,594.95



General Office Roadway Impact Fees - 2010 (at Adopted 25% of Max.)

		General Office (Based on a 10,000 sq. ft. building)
1	Prosper Service Area 1	\$51,320.00
2	Prosper Service Area 2	\$38,910.00
3	Town of Argyle	\$27,393.00
4	Southlake North Service Area	\$25,610.00
5	Flower Mound- Service Area B	\$24,949.10
6	Keller Service Area 1	\$24,922.00
7	Colleyville Service Area 2	\$21,580.00
8	Keller Service Area 2	\$18,416.30
9	Southlake South Service Area	\$18,330.00
10	Flower Mound- Service Area A	\$9,599.75
11	Melissa Service Area 2	\$8,816.26
12	Colleyville Service Area 1	\$7,790.00
13	Melissa Service Area 1	\$5,832.17
14	Northlake Zone 1 (NW)	NA
15	Northlake Zone 2 (NE)	NA
16	Northlake Zone 3 (SW)	NA
17	Northlake Zone 4 (SE)	NA

General Office Roadway Impact Fees - 2020 (at Various Rates of Max.)

		General Office (Based on a 10,000 sq. ft. building)
Town of Argyle		\$75,072.00 (at 50% of Max.)
Town of Argyle		\$60,057.60 (at 40% of Max.) as Recommended by CIAC 1.7.20
1	Prosper Service Area 1	\$51,320.00
Town of Argyle		\$50,448.20 (at 33.6% of Max.)
2	Prosper Service Area 2	\$38,910.00
Town of Argyle		\$37,536.00 (at 25% of Max.)
3	Southlake North Service Area	\$25,610.00
4	Flower Mound- Service Area B	\$24,949.10
5	Keller Service Area 1	\$24,922.00
6	Colleyville Service Area 2	\$21,580.00
7	Keller Service Area 2	\$18,416.30
8	Southlake South Service Area	\$18,330.00
9	Flower Mound- Service Area A	\$9,599.75
10	Melissa Service Area 2	\$8,816.26
11	Colleyville Service Area 1	\$7,790.00
12	Melissa Service Area 1	\$5,832.17
13	Northlake Zone 1 (NW)	NA
14	Northlake Zone 2 (NE)	NA
15	Northlake Zone 3 (SW)	NA
16	Northlake Zone 4 (SE)	NA



Recent Development Projects - 2010 -2020 Impact Fee Comparison

		2010 Roadway Impact Fee (at Adopted 25% of Max.)	2020 Roadway Impact Fees (various rates)
1	Well Church (20,00 sq. ft. Religious Institution)	\$9,158.79	\$25,100.16 (50% of max.)
			\$20,080.13 (40% of max.) as Recommended by CIAC 1.7.20
			\$16,867.25 (33.6% of max.)
			\$12,550.08 (25% of max.)
2	Eagle Plaza (10,188 sq. ft. retail bldg.)	\$27,303.68	\$74,827.20 (50% of max.)
			\$59,891.76 (40% of max.) as Recommended by CIAC 1.7.20
			\$50,283.70 (33.6% of max.)
			\$37,413.60 (25% of max.)
3	BPS Jet (22,936 sq. ft. corp. office, warehouse, lab)	\$47,514.35	\$130,200.96 (50% of max.)
			\$104,160.77 (40% of max.) as Recommended by CIAC 1.7.20
			\$87,494.72 (33.6% of max.)
			\$65,100.48 (25% of max.)
4	Integrity Performance Sports (183,340 sq. ft. health club, restaurant, office)	\$498,225.08	\$1,365,412.80 (50% of max.)
			\$1,092,330.24 (40% of max.) as Recommended by CIAC 1.7.20
			\$917,554.05 (33.6% of max.)
			\$682,706.40 (25% of max.)

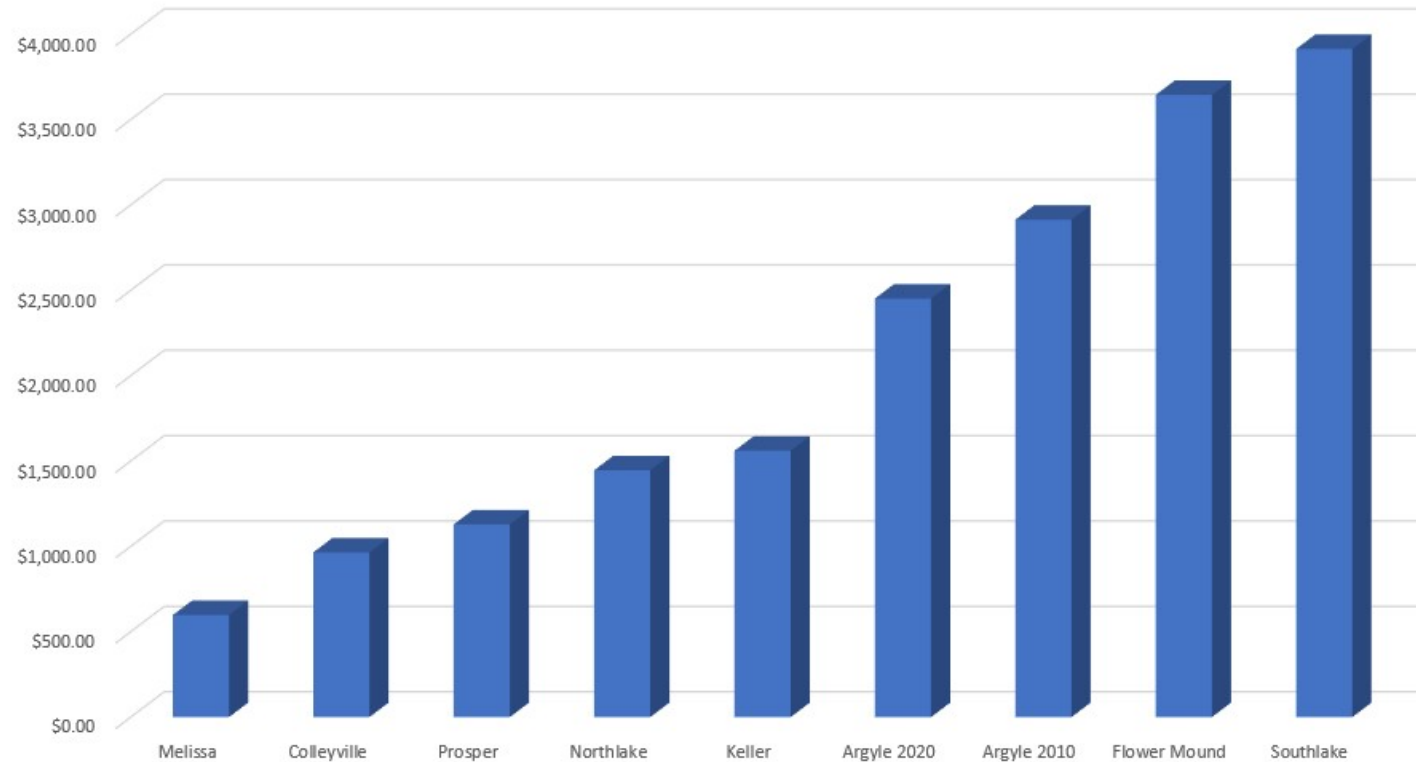




QUESTIONS AND COMMENTS



Wastewater Impact Fee Comparison Residential Lots



Roadway Impact Fee Comparison Residential Lots

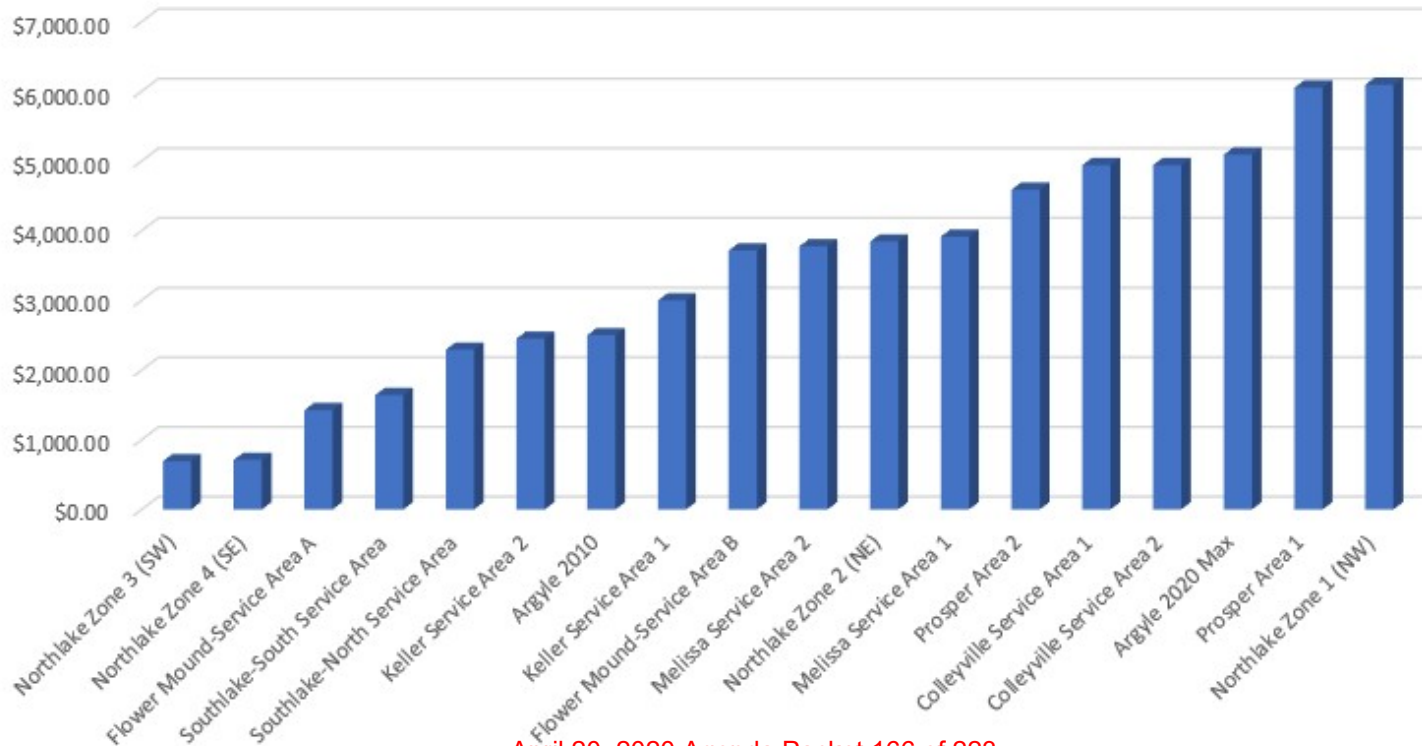


TABLE 2.1
TOWN OF ARGYLE
Wastewater and Roadway Impact Fee Study
Current Impact Fees

WASTEWATER

Service Unit	Impact Fee Per Unit	Percent Of Maximum	
SFE	\$2,914	50	
SFE = Single Family Equivalent (3/4 Inch Water Meter)			
Meter Size	Service Unit Equivalents	Impact Fee	
3/4"	1	\$2,914.00	
1"	2.7	\$7,867.80	
1 1/2"	3.3	\$9,616.20	
2"	10.7	\$31,179.80	
3"	23.3	\$67,896.20	
4"	40	\$116,560.00	

ROADWAY:

Service Unit	USE	Impact Fee	Percent Of Maximum
VMT	Residential	\$801.28	33.6
VMT	Non-Resident	\$595.50	25

VMT = Vehicle-Mile-Trip

Category	Land Use	Unit	Service Unit Factor (VM/Unit)
Residential	Single Family	DU	3.12
	Apt/Townhouse	DU	1.76
	Retirement Community	0	0.71
	Independent Sr Living	DU	0.66
	Others not specified	DU	3.12



Office			
	General Office	1000 GFA	4.60
	Corporate Headquarters	1000 GFA	4.33
	Medical-Dental	1000 GFA	13.32
	U.S. Post Office	1000 GFA	12.37
	Business Park	1000 GFA	4.12
	Research & Development	1000 GFA	3.45
	Others not specified	1000 GFA	4.60
Commercial			
	Retail/shopping center	1000 GFA	4.50
	Quality restaurant	1000 GFA	6.23
	Fast Food with drive thru	1000 GFA	17.38
	High turnover restaurant	1000 GFA	8.08
	Gas Station w/ convenience	1000 GFA	9.96
	Convenience market w/gas	1000 GFA	6.11
	Convenience market	1000 GFA	5.28
	Grocery/supermarket	1000 GFA	5.55
	Discount club	1000 GFA	3.81
	Auto sales	1000 GFA	3.36
	Video rental store	1000 GFA	4.59
	Bank	1000 GFA	15.44
	Pharmacy-Drug /w Drive	1000 GFA	1.64
	Apparel store	1000 GFA	2.22
	Movie theater	Screens	18.20
	Furniture store	1000 GFA	0.37
	Home Improvement Super Store	1000 GFA	2.16
	Hardware/paint store	1000 GFA	2.68
	Building materials/lumber store	1000 GFA	2.49
	Nusery(garden center)	1000 GFA	2.09
	Nursery (wholesale)	1000 GFA	1.75
	Hotel	Rooms	1.16
	Motel	Rooms	0.93
	All suites hote	Rooms	1.08
	Auto care center	1000 GFA	3.13



	Quick Lube shop	1000 GFA	3.11
	Auto parts sales	1000 GFA	3.58
	Tire Superstore	1000 GFA	3.86
	Wholesale tire store	1000 GFA	2.93
	Mini-warehouse/self storage	1000 GFA	0.81
	Others not specified	1000 GFA	4.50
Industrial			
	General light industrial	1000 GFA	3.03
	Manufacturing	1000 GFA	3.17
	Industrial park	1000 GFA	3.39
	Warehousing	1000 GFA	1.97
	Others not specified	1000 GFA	3.03
Institutional			
	Private school (K-12)	Students	0.33
	Junior/community college	Students	0.24
	University/college	Students	1.64
	Day care center	1000 GFA	2.33
	Hospital	1000 GFA	2.80
	Nursing home	Beds	0.54
	Assisted living center	Beds	0.54
	Place of worship	1000 GFA	0.75

VM = Vehicle Mile
 DU = Dwelling Unit
 GFA = Gross Floor Area
 GLA = Gross Leasable Area



TABLE 2.2				
TOWN OF ARGYLE				
Wastewater and Roadway Impact Fee Study				
Impact Fee Comparison				
Wastewater Impact Fees:				
	5/8"	3/4"	1"	1-1/2"
Town of Argyle	\$2,914.00	\$2,914.00	\$7,868.00	\$9,616.18
Flower Mound-Long Prairie District Residential	\$2,436.00	\$3,645.00	\$6,090.00	\$12,180.00
Flower Mound-Long Prairie District Non-Residential	\$1,218.00	\$1,827.00	\$3,045.00	\$6,090.00
Southlake	\$2,609.00	\$3,914.00	\$6,523.00	\$13,045.00
Northlake	\$964.00	\$1,446.00	\$2,410.00	\$4,821.00
Colleyville	\$643.00	\$965.00	\$1,068.00	\$3,215.00
Keller	\$918.00	\$1,560.60	\$2,478.60	\$3,029.40
Melissa	\$398.67	\$598.00	\$996.67	\$1,993.33
Prosper	\$1,129.00	\$1,129.00	\$2,822.00	\$5,644.00
Roadway Impact Fees:				
		Residential	General Office (Based on a 10,000 SQ FT building)	General Retail (Based on a 10,000 SQ FT building)
Town of Argyle		\$2,500.00	\$27,393.00	\$26,797.00
Town of Flower Mound-Service Area A		\$1,424.10	\$9,599.75	\$13,218.75
Town of Flower Mound-Service Area B		\$3,714.78	\$24,949.10	\$34,419.95
City of Southlake-North Service Area		\$2,292.00	\$25,610.00	\$48,300.00
City of Southlake-South Service Area		\$1,640.00	\$18,330.00	\$34,560.00
Northlake Zone 1 (NW)		\$6,094.10	NA	\$226,033.00
Northlake Zone 2 (NE)		\$3,844.98	NA	\$142,623.00
Northlake Zone 3 (SW)		\$691.60	NA	\$25,657.60
Northlake Zone 4 (SE)		\$710.62	NA	\$26,632.50
City of Colleyville Service Area 1		\$4,941.00	\$7,790.00	\$7,790.00
City of Colleyville Service Area 2		\$4,941.00	\$21,580.00	\$2,158.00
Keller Service Area 1		\$2,999.19	\$24,922.00	\$24,922.00
Keller Service Area 2		\$2,451.00	\$18,416.30	\$18,416.30
Melissa Service Area 1		\$3,915.12	\$39,151.16	\$18,900.56
Melissa Service Area 2		\$3,775.48	\$37,754.80	\$28,571.20
Prosper Area 1		\$6,053.00	\$51,320.00	\$141,350.00
Prosper Area 2		\$4,589.00	\$38,910.00	\$107,160.00



**TABLE 2.3
TOWN OF ARGYLE
Wastewater and Roadway Impact Fee Study
Future Landuse Designations**

Designation	Density Residential	Density Commercial	% Residential	% Commercial	% Public
PD- Commercial Planned Development	0	> 0.7 F.A.R.	0	95	5
T5 - Regional Center	5 - 6 DU/AC	>0.4 F.A.R.	35	55	10
T4 - Village Center	5 - 6 DU/AC	>0.4 F.A.R.	50	40	10
T3A - Low Density Railroad Transition	1 AC min	>0.35 F.A.R.	75	10	15
T3 - Low Density Transition	1 AC min	>0.35 F.A.R.	75	10	15
T2 - Rural Residential	5 AC/DU		95		5
T1 - Rural or Conservation Residential	10 AC/DU		90		10
C1 - Rural Corridor	10 AC/DU		90		10
C2 - Approach Corridor	< 1 DU/AC		90		10
C3 - Centers Corridor	5 - 6 DU/AC	> 0.5 F.A.R.	30	60	10



TABLE 3.1
TOWN OF ARGYLE
Wastewater Impact Fee Study
Wastewater Service Units For 2020-2030

Meter Size	2020 Service Connection:	2020 Service Units	2030 Projected Service Connection:	2030 Projected Service Units	Projected Growth In Service Units	% Increase
5/8" x 3/4"	725	725	1430	1430	705	97
1"	42	113	62	167	54	48
Schools		78		122	44	56
Churches		5		7	2	41
Total		921		1727	805	87

Notes:

1. 2020 School estimated service units based on Winter Maximum Average Water Demand. See Below
2. 2020 Churches estimated service units based on Winter Maximum Average Water Demand. See Below
3. Commercial (1") 2030 Service Connections estimate based on 2 Commercial/Retail businesses per year.
4. School 2030 Service Connection estimate based on 1 student per Single Family Service Unit Increase
5. Church 2030 Service Connection estimate based on 3.4 percent per year growth

Service Unit Estimate for Schools and Churches		
	Existing Winter Avg. Max. Water Per Month	Existing Service Units Base on SFE
Schools		
Argyle ISD	374600	39
Liberty Christian	370900	39
Churches	44200	5

SFE = 320 Gallons per Day (GPD)



TABLE 3.2
TOWN OF ARGYLE
Wastewater Impact Fee Study
Wastewater CIP Project Cost Summary

Project Name	Est. Project Cost	Current Utilization (%)	2030 Utilization (%)	Cost		
				Current Development	10 Year (2020-2030)	Eligible After 2030
Crawford Road Wastewater Imp	\$4,830,304	0	12	\$0	\$579,636	\$4,250,668
Old Justin Road Wastewater Imp	\$1,635,907	0	50	\$0	\$817,954	\$817,954
Sam Davis Road Wastewater Imp	\$333,144	0	20	\$0	\$66,629	\$266,515
FM 407 Wastewater Imp	\$715,669	0	100	\$0	\$715,669	\$0
TRA Line Segment B Cost Participation	\$803,950	2	30	\$16,079	\$241,185	\$546,686
TRA Line C/D Oversize Capacity	\$1,518,303	0	10	\$0	\$151,830	\$1,366,473
Total	\$9,837,277			\$16,079	\$2,572,903	\$7,248,295



TABLE 3.4 TOWN OF ARGYLE Wastewater Impact Fee Study Wastewater System Capacity							
DENTON GRAVEYARD LINE: Agreement Capacity - 1600 SFE Additional Capacity Available - 560 SFE SFE = 320 GPD							
	No. Days	Metered Flow (MG)	Graveyard Line No. Customers	Average GPD	SFE	1600 SFE Available Capacity	% Capacity Remaining
FY19							
08/31/2019-09/30/2019	30	4.244	775	141467	442	1158	72
07/31/2019-08/31/2019	30	4.79	760	159667	499	1101	69
06/29/2019-7/31/2019	33	3.781	748	114576	358	1242	78
05/31/2019-06/28/2019	28	3.982	739	142214	444	1156	72
04/30/2019-05/31/2019	31	8.5240	748	274968	859	741	46
03/29/2019-04/30/2019	32	4.4420	748	138813	434	1166	73
02/28/2019-03/29/2019	29	5.5110	747	190034	594	1006	63
01/30/2019 to 02/28/2019	28	6.2556	746	223414	698	902	56
12/31/2018 to 01/31/2019	31	5.7470	747	185387	579	1021	64
11/30/2018 to 12/31/2018	31	5.1770	737	167000	522	1078	67
10/30/2018 to 11/30/2018	30	5.7000		190000	594	1006	63
09/28/2018 to 10/31/2018	33	7.1850	727	217727	680	920	57
Total		65.3386		179010	559	1041	65
FY18							
08/31/2018 to 09/30/2018	28	5.2950	722	189107	591	1009	63
07/31/2018 to 08/31/2018	31	4.4510	726	143581	449	1151	72
06/29/2018 to 07/31/2018	32	3.6060	714	112688	352	1248	78
05/31/2018 to 06/29/2018	29	3.5510	711	122448	383	1217	76
04/30/2018 to 05/31/2018	31	4.9490	713	159645	499	1101	69
03/30/2018 to 04/30/2018	31	4.0920	704	132000	413	1188	74
02/28/2018 to 03/30/2018	30	4.8230	707	160767	502	1098	69
01/31/2018 to 02/28/2018	28	5.0840	703	181571	567	1033	65
12/29/2017 to 01/31/2018	33	4.4810	700	135788	424	1176	73
11/30/2017 to 12/29/2017	29	3.9600	692	136552	427	1173	73
10/30/2017 to 11/30/2017	30	3.9190	690	130633	408	1192	74
09/29/2017 to 10/31/2017	32	4.3050	681	134531	420	1180	74
Total				146790	469	1150	72



FY17							
08/31/2017 to 09/29/2017	29	3.7860	680	130552	408	1192	75
07/31/2017 to 08/31/2017	31	4.9880	677	160903	503	1097	69
06/30/2017 to 07/31/2017	31	3.7290	676	120290	376	1224	77
05/31/2017 to 06/30/2017	30	4.8780	667	162600	508	1092	68
04/28/2017 to 05/31/2017	33	4.5090	655	136636	427	1173	73
03/31/2017 to 04/28/2017	28	4.7940	650	171214	535	1065	67
02/28/2017 to 03/31/2017	31	4.1970	651	135387	423	1177	74
01/31/2017 to 02/28/2017	28	4.3580	637	155643	486	1114	70
12/30/2016 to 01/31/2017	32	4.3580	637	136188	426	1174	73
11/30/2016 to 12/30/2016	30	4.5100	635	150333	470	1130	71
10/31/2016 to 11/30/2016	30	5.0160	634	167200	523	1078	67
09/30/2016 to 10/31/2016	31	4.2480	634	137032	428	1172	73
Total		53.3710		146222	457	1143	71
TRA LINE: Agreement Capacity Development Line Segment S-1 - 0.623 MGD, 973 LUE, 1946 SFE TRA Line Segment B - 0.623 MGD, 973 LUE, 1946 SFE TRA Line Segment C - 1.373 MGD, 1731 LUE, 3462 SFE TRA Line Segment D - 1.373 MGD, 1731 LUE, 3462 SFE							
FY19							
February 2109	28	0.4000	2	14286	45	1901	98
January 2019	31	0.2387	2	7700	24	1922	99
December 2018	31	0.3657	2	11797	37	1909	98



TABLE 4.1 TOWN OF ARGYLE Wastewater and Roadway Impact Fee Study Land Use Vehicle-Mile Equivalency			
Category	Land Use	Unit	Service Unit Factor (VM/Unit)
Residential			
	Single Family	DU	3.12
	Apt/Townhouse	DU	1.76
	Retirement Community	DU	0.71
	Independent Sr Living	DU	0.66
	Others not specified	DU	3.12
Office			
	General Office	1000 GFA	4.60
	Corporate Headquarters	1000 GFA	4.33
	Medical-Dental	1000 GFA	13.32
	U.S. Post Office	1000 GFA	12.37
	Business Park	1000 GFA	4.12
	Research & Development	1000 GFA	3.45
	Others not specified	1000 GFA	4.60
Commercial			
	Retail/shopping center	1000 GFA	4.50
	Quality restaurant	1000 GFA	6.23
	Fast Food with drive thru	1000 GFA	17.38
	High turnover restaurant	1000 GFA	8.08
	Gas Station w/ convenience	1000 GFA	9.96
	Convenience market w/gas	1000 GFA	6.11
	Convenience market	1000 GFA	5.28
	Grocery/supermarket	1000 GFA	5.55
	Discount club	1000 GFA	3.81
	Auto sales	1000 GFA	3.36
	Video rental store	1000 GFA	4.59
	Bank	1000 GFA	15.44
	Pharmacy-Drug /w Drive	1000 GFA	1.64
	Apparel store	1000 GFA	2.22
	Movie theater	Screens	18.20
	Furniture store	1000 GFA	0.37
	Home Improvement Super Store	1000 GFA	2.16
	Hardware/paint store	1000 GFA	2.68
	Building materials/lumber store	1000 GFA	2.49
	Nursery(garden center)	1000 GFA	2.09
	Nursery (wholesale)	1000 GFA	1.75
	Others not specified	1000 GFA	1.16



	Motel	Rooms	0.93
	All suites hotel	Rooms	1.08
	Auto care center	1000 GFA	3.13
	Quick Lube shop	1000 GFA	3.11
	Auto parts sales	1000 GFA	3.58
	Tire Superstore	1000 GFA	3.86
	Wholesale tire store	1000 GFA	2.93
	Mini-warehouse/self storage	1000 GFA	0.81
	Others not specified	1000 GFA	4.50
	Industrial		
	General light industrial	1000 GFA	3.03
	Manufacturing	1000 GFA	3.17
	Industrial park	1000 GFA	3.39
	Warehousing	1000 GFA	1.97
	Others not specified	1000 GFA	3.03
	Institutional		
	Private school (K-12)	Students	0.33
	Junior/community college	Students	0.24
	University/college	Students	1.64
	Day care center	1000 GFA	2.33
	Hospital	1000 GFA	2.80
	Nursing home	Beds	0.54
	Assisted living center	Beds	0.54
	Place of worship	1000 GFA	0.75

VM = Vehicle Mile

DU = Dwelling Unit

GFA = Gross Floor Area

GLA = Gross Leasable Area April 20, 2020 Agenda Packet 177 of 223



TABLE 4.2
TOWN OF ARGYLE
Roadway Impact Fee Study
Peak Hour Trip Generation

Land Use	Existing Condition				Future Addition			
	Units	Quantity	Table 4.1 Factor	Vehicle-Mile Trip Generation	Quantity	% Increase	Factor	Vehicle-Mile Trip Generation
Single Family								
Large Lot	DU	734	3.12	2290	124	17	3.12	387
Small Lot	DU	725	3.12	2262	705	97	3.12	2200
Commercial/Retail	Per/1000 SQ FT	191.8	4.5	863	42	22	4.5	190
Post Office	Per/1000 SQ FT	6.1	12.37	75				0
City Hall	Per/1000 SQ FT	12.1	4.6	56				0
Churches	Per/1000 SQ FT	69.9	0.75	52	10	15	0.75	8
Schools Argyle ISD	Persons	3034	0.24	728	524	17	0.25	131
Schools Liberty Christian	Persons	1550	0.33	512	305	20	0.33	101
TOTAL				6838				3016
Total 2030 Vehicle-Mile Trips								9854
Total Trip Increase (%)								44
Percent CIP Utilization								44
Average Increase Per Year (%)								3.72

Notes:

1. Vehicle-Mile Trip Generation = Quantity * Table 4.1 Factor
2. Future Addition Single Family quantity from population increase distribution
3. Future Addition Commercial/Retail quantity = 22 percent growth in square footage
4. Future Addition Church quantity = 15 percent growth in Church square footage
5. Future Addition School quantity = 1 person for each new single family dwelling



TABLE 4.3
TOWN OF ARGYLE
Roadway Impact Fee Study
LOS D Roadway Capacity

Roadway Facility	Roadway Designation	Vehicle per Hour per Lane -Mile
Divided Arterial	DA	625
Undivided Arterial	UA	600
One-Way Roadway	OW	625
Divided Arterial (No Continuous Turn Lane)	SA	625
Divided Collector	DC	500
Undivided Collector	UC	450

Hourly Capacities taken from 2010 Roadway Impact Fee Study by Freese & Nichc



TABLE 4.4
TOWN OF ARGYLE
Roadway Impact Fee Study
Existing Roadway Capacity

Peak Hour Factor 0.11

Street	Location	Length Miles	2008 Count	2009 Count	2010 Count	2011 Count	2012 Count	2013 Count	2014 Count	2015 Count	2016 Count	2017 Count	2018 Count	5 Year Average	Maximum Last 5 Year	5 Year Average Peak Hour	Maximum Last 5 Year Peak Hour	LOS D PKHR /LANE	VMT Supply	VMT Demand	VMT Capacity
Crawford Rd	E. of L.S. #1	0.12	4235	5044	4269	4450	4558	4810	5410	5937	6864	7026	7705	6588	7705	725	848	450	108	102	8
Crawford Rd	E. of C. Taylor Rd.	1.31	1947	2488	2207	2676	3124	3375	1883	3411	4181	9058	9690	5645	9690	621	1066	450	1179	1396	-217
C Taylor	S. of Crawford	0.95	570	532	505	571	578	790	737	583	619	646	1451	807	1451	89	160	450	855	152	703
Country Club Rd	E. of 377	0.86	5057	5101	4789	3819	6193	4730	3949	4700	2942	4953	5712	4451	5712	490	628	450	774	540	234
Denton(Hickory Hill)	W. of Mesquite	1.5	1317	1360	1290	1912	1410	1239	1647	1415	1144	1246	1334	1357	1647	149	181	450	1350	272	1078
Frenchtown	E. of Stonecrest/W. of Charyl	0.11	1192	820	1182	1296	1523	1673	969	1556	1038	1555	2700	1564	2700	172	297	450	99	33	66
Frenchtown	E. of 377	1.96	981	2580	2894	1738	1755	1675	1150	1895	2059	2011	1740	1771	2059	195	226	450	1764	444	1320
Harpole	W. of Hwy 377	0.25	366	388	431	597	578	598	363	429	385	408	419	401	429	44	47	450	225	12	213
Harpole	E. of 377	0.44	655	663	1060	1112	1199	921	920	1212	1096	968	923	1024	1212	113	133	450	396	59	337
Harpole	E. of Shadowwood	0.4	620	618	606	492	595	463	258	402	540	511	443	431	540	47	59	450	360	24	336
Harpole	W. of S. Gibbons	1.14	565	255	521	504	372	516	516	545	689	1510	424	737	1510	81	166	450	1026	189	837
Harpole	E. of S. Gibbons	0.8	430	354	631	539	394	385	426	508	571	790	464	552	790	61	87	450	720	70	650
N Gibbons	N. of Harpole	0.87	377	539	1182	776	603	732	350	497	954	584	1022	681	1022	75	112	450	783	98	685
S Gibbons Road	N. of 407	0.45	368	422	1022	657	682	652	595	568	775	1225	1245	882	1245	97	137	450	405	62	343
S Gibbons Road	N. of Frenchtown	0.47													1245		137	450	423	64	359
Old Justin	E. of C. Taylor	1.52	457	308	424	414	408	416	550	525	519	594	748	587	748	65	82	450	1368	125	1243
Old Justin Rd.	E. of W. Front	0.29	-	-	-	-	-	1966	2155	2360	2500	2478	3173	2533	3173	279	349	450	261	101	160
Sam Davis	E. of I-35	0.41	73	68	50	56	78	74	72	78	72	113	148	97	148	11	16	450	369	7	362
Sam Davis	W. of Stonecrest	1.1	180	228	238	261	243	200	171	364	386	206	451	316	451	35	50	450	990	55	935
Stonecrest	S. Harb/ N. Sam Davis	0.19	295	245	272	350	406	395	229	391	436	677	530	453	677	50	74	450	171	14	157
Stonecrest	N. of 407	0.54	346	301	289	327	400	340	266	386	363	401	977	479	977	53	107	450	486	58	428
Stonecrest	S. of 407	0.38	814	801	1250	1024	1049	1103	568	1754	1774	2413	2511	1804	2511	198	276	450	342	105	237
Stonecrest	S. of Frenchtown	0.09	1378	833	1414	1540	1445	2043	1447	2591	1420	2288	2697	2089	2697	230	297	450	81	27	54
Stonecrest	S. of Forest Trail	0.81	934	493	1025	1274	1034	988	994	1653	1051	1450	1313	1292	1653	142	182	450	725	147	582
Total		16.96																15264	4154	11110	



TABLE 4.5 TOWN OF ARGYLE Roadway Impact Fee Study Roadway CIP Project Cost Summary		
Project Name	Phase 1 Estimated Project Cost	Phase 1 Maximum Eligible Cos
Crawford Road Ph 1 Imp	\$3,463,600	\$1,731,800
Old Justin Road Ph 1 (IH 35 to Gateway) Imp	\$1,167,633	\$583,817
Old Justin Road Ph 1 (Gateway to 377) Imp	\$4,212,189	\$2,106,095
Hickory Hill Road Ph 1 (377 to E Hickory Ridge Cr)	\$2,025,020	\$1,012,510
Hickory Hill Road Ph 1 (Hickory Ridge Cr to Gibbons)	\$1,959,759	\$979,880
Sam Davis Road Ph 1 (IH 35 to Gateway) Imp	\$1,655,311	\$827,656
Harbole Road Ph 1 Imp	\$1,550,690	\$775,345
C. Taylor Road Ph 1 Imp	\$3,569,725	\$1,784,863
Gateway Blvd Ph 1 (Old Justin Rd to Sam Davis)	\$3,724,518	\$1,862,259
Gateway Blvd Ph 1 (Sam Davis to FM 407)	\$3,180,371	\$1,590,186
Gateway Blvd Ph 1 (FM 407 to Avalon Blvd)	\$3,199,080	\$1,599,540
Gibbons Road Ph 1 (Hickory Hill Rd to FM 407) Imp	\$3,557,106	\$1,778,553
Total	\$33,265,002	\$16,632,501



**TABLE 4.18
TOWN OF ARGYLE
Roadway Impact Fee Study
Proposed Phase 1 Roadway Capacity**

Peak Hour Factor 0.11

Street	Location	Length Miles	Estimated PKHR /LANE	VMT Supply	Existing VMT Demand	VMT Capacity
Crawford Rd	IH 35 to 377	1.4	550	1540	1396	144
C Taylor	S. of Crawford	0.95	525	997.5	152	846
Country Club Rd	E. of 377	0.86	450	774	540	234
Denton(Hickory Hill)	W. of Mesquite	1.5	525	1575	272	1303
Frenchtown	E. of Stonecrest/W. of Charyl	0.11	450	99	33	66
Frenchtown	E. of 377	1.96	450	1764	444	1320
Harpole	W. of Hwy 377	0.25	450	225	12	213
Harpole	E. of 377	0.44	450	396	59	337
Harpole	E. of Shadowwood	0.4	525	420	24	396
Harpole	W. of S. Gibbons	1.14	450	1026	189	837
Harpole	E. of S. Gibbons	0.8	450	720	70	650
N Gibbons	N. of Harpole	0.87	525	913.5	98	816
S Gibbons Road	N. of 407	0.45	525	472.5	62	411
S Gibbons Road	N of Frenchtown	0.47	450	423	64	359
Old Justin	E. of C. Taylor	1.52	525	1596	125	1471
Old Justin Rd.	E. of W. Front	0.29	525	304.5	101	204
Sam Davis	W of Gateway	0.41	450	369	7	362
Sam Davis	W. of Stonecrest	1.1	450	990	55	935
Stonecrest	S. Harb/ N. Sam Davis	0.19	450	171	14	157
Stonecrest	N. of 407	0.54	450	486	58	428
Stonecrest	S. of 407	0.38	450	342	105	237
Stonecrest	S. of Frenchtown	0.09	450	81	27	54
Stonecrest	S. of Forest Trail	0.81	450	729	147	582
New Road	Near Corral City	0.36	450	324	0	324
Gateway	S of Old Justin Road	2.49	525	2614.5	0	2615
Total		19.78		19352.5	4054	15299



SHUPE VENTURA, PLLC
Attorneys and Counselors
500 Main St | Suite 800 | Fort Worth, TX 76102

March 24, 2020

Town of Argyle
Argyle Town Hall
308 Denton St E
Argyle, TX 76226

Melissa Lindelow
817.405.9937
melissa.lindelow@svlandlaw.com

Re: Impact Fee Update

Dear Mayor and Members of the Argyle Town Council,

This law firm represents Terra Manna, LLC and its affiliates who own over 300 acres within the Town's corporate limits. On behalf of Terra Manna, LLC and its affiliates, I am writing regarding concerns I have with the proposed impact fee update, and more specifically, the timing for impact fee assessment.

Section 395.016(d) of the Texas Local Government Code states:

This subsection applies only to land platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision after adoption of an impact fee adopted after June 20, 1987. ***The political subdivision shall assess the impact fees before or at the time of recordation of a subdivision plat*** or other plat under Subchapter A, Chapter 212, or the subdivision or platting ordinance or procedures of any political subdivision in the official records of the county clerk of the county in which the tract is located. Except as provided by Section 395.019, if the political subdivision has water and wastewater capacity available: (1) the political subdivision shall collect the fees at the time the political subdivision issues a building permit; (2) for land platted outside the corporate boundaries of a municipality, the municipality shall collect the fees at the time an application for an individual meter connection to the municipality's water or wastewater system is filed; or (3) a political subdivision that lacks authority to issue building permits in the area where the impact fee applies shall collect the fees at the time an application is filed for an individual meter connection to the political subdivision's water or wastewater system. (emphasis added)

Section 395.016 of the Texas Local Government Code defines the term "assessment" as "a determination of the amount of the impact fee in effect on the date or occurrence provided in this section and is the maximum amount that can be charged per service unit of such development. No specific act by the political subdivision is required."

The draft ordinance included in the Town Council's packet for tonight's meeting states the following in conflict with the state law provisions detailed above:

Sec. 10.02.032 - Assessment and Collection.

(a) For residential uses, Roadway Impact Fees shall be assessed at the time final plats are approved and collected at the time of building permit, except as may be provided in Section 10.02.031 above. For commercial and other nonresidential uses, Roadway Impact Fees shall be assessed and collected at the time building permits are issued.

(b) For all properties, Wastewater Impact Fees shall be assessed and collected at the time a wastewater tap is made.

(d) For commercial and nonresidential construction of a shell building for future finish-out at a later date, a Roadway Impact Fee equal to one-half of the general retail/shopping center land use will be assessed at the time of initial construction and the remainder assessed at time of final finish-out.

(e) The owner of the property for which there is a recorded plat may enter into a written agreement with the Town providing for the time and method of payment of Impact Fees, which agreement shall prevail over any contrary provision of this article.

Sec. 10.02.031 - Payment Required; Exceptions.

(c) For new development which was platted in accordance with the Town's procedures prior to May 24, 2020, the revised and updated Impact Fees shall not apply to any service unit for which a valid building permit is issued within one year after the adoption of the Impact Fee. For such development, the existing Impact Fees shall apply during said year.

Section 395.016(d) of the Texas Local Government Code expressly preempts the Town of Argyle from adopting contrary timing for assessment of impact fees. As you consider the update to your impact fee regulations, please consider revising the draft provisions related to timing of assessment to bring them into compliance with the provisions of Section 395.016 of the Texas Local Government.

Sincerely,



Melissa Lindelow

David Hawkins

Subject: FW: Town Council consideration of fees

From: Kosse Maykus []

Sent: Monday, March 23, 2020 18:17

To: Town Manager <town.manager@argyletx.com>

Cc: Erika McComis <emccomis@argyletx.com>; Misty Ventura <>; Melissa Lindelow <>; Corey Admire <>

Subject: FW: Town Council consideration of fees

Jeff,

I'm hopeful this e-mail finds you at the Town of Argyle. I've also included Erica McComis on this note. The letter below was forwarded to the Mayor and Town Council members. I'm not sure if my physical presence is allowed at the meeting tomorrow night, but if you could clarify the Town's rules regarding testimony concerning items advertised it would be appreciated. Thank you

KosseMaykus

817.991.8182 cell

817.329.3111 office

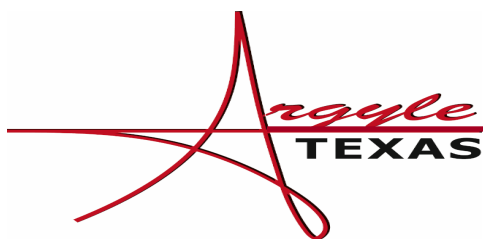
Dear Mayor Moser and Town Council,

Your agenda for the council meeting planned for March 24, 2020 has various changes to your impact fee charges, the timing of each assessment, and when the assessments are commenced. The final plat for the Lakes of Argyle is attached. The final plat was approved on March 7, 2017 and signed by all parties at the Town of Argyle, and it was recorded on February 23, 2018. It's my understanding of Texas state law that the Lakes of Argyle fees, impact fees, and assessments are the fee schedule that was in effect on or before the final plat recording date of February 23, 2018. Section 395.016(d) of the Texas Local Government Code requires the Town to assess impact fees for the Lakes of Argyle before or at the time of recordation of the subdivision plat on February 23, 2018. I will remind you that the Lakes of Argyle is located within a Public Improvement District and any imposition of additional fees or assessments not in place on the date of final plat recording will be problematic. We are trying very hard to create a beautiful neighborhood at the Lakes of Argyle, trying to honor the zoning ordinance that is associated with our approved zoning ordinance, and trying to be lawful corporate citizens in the Town of Argyle. It is my hope that you and your council will reciprocate with the lawful imposition of any fees and assessments for the Lakes of Argyle.

KosseMaykus

817.991.8182 cell

817.329.3111 office



TOWN COUNCIL STAFF REPORT

Meeting

Date: April 20, 2020
To: Mayor and Members of Town Council
From: Angie Manglaris, Development Coordinator
Subject: Site Plan Amendment – Fifth Gear Automotive Sign Exception

Purpose:

Consider and take appropriate action on a Site Plan Amendment (SP-20-003) for Fifth Gear Automotive, regarding a special exception to the Town Development Standards, Section 14.4.14 - Wall Signs, being located at 8955 US HWY 377, Town of Argyle Extra Territorial Jurisdiction, Denton County, Texas.

Existing Condition of Property:

The property is developed and is the site of an 8,400 sq. ft. multi-tenant commercial building. Fifth Gear Automotive occupies two (2) of the suites.

Adjacent Existing Land Uses and Zoning:

North: Argyle Extra Territorial Jurisdiction (ETJ)
South: Argyle Extra Territorial Jurisdiction (ETJ)
East: Argyle Extra Territorial Jurisdiction (ETJ)
West: US 377 Right-of-Way

Background:

In January 2020, Sigma Signs submitted a permit for one (1) wall sign for Fifth Gear Automotive. Town staff reviewed the permit application and determined the permit to be in compliance with Article IV-Sign Regulations of the Town Development Standards (TDS). In February 2020, the applicant submitted for a second sign permit at this location, which requires consideration of a special exception by the Planning and Zoning Commission and Town Council.

Development Review Analysis:

The applicant, Sigma Signs, on behalf of the owner, Fifth Gear Automotive, is requesting a Site Plan Amendment for consideration of a special exception to allow for two (2) wall signs for their business to be situated on the site.

Fifth Gear Automotive is an auto repair business located in the Town of Argyle Extra Territorial Jurisdiction (ETJ) and south of Town limits. Fifth Gear Automotive occupies two (2) of the three (3) suites at the 8,400 sq. ft. multi-tenant commercial building. Section 14.4.14 - Wall Signs of the Town Development Standards (TDS) allows one (1) wall sign per tenant in a multi-tenant building. Based on the total size of the

commercial building, the applicant is allowed signs up to thirty-six inches (36") in height. Both signs are compliant with this requirement. The applicant has provided exhibits that illustrates the proposed signage for the building as well as a narrative explaining their request.

Section 14.4.4 - Appeals and Special Exceptions allows Town Council, with a recommendation from the Planning and Zoning Commission, to consider requests for a special exception to signage requirements set forth in Article IV - Sign Regulations. Special exceptions for signs associated with existing developments shall be made as part of a site plan amendment. Such exception shall result in the signage appearance being beneficial to the public health, safety, and general welfare and in the interest of the Town.

Staff Recommendation:

Town staff forwards this request for your consideration.

Planning and Zoning Commission Recommendation:

The Planning and Zoning Commission considered this Site Plan Amendment at their April 2, 2020 Regular Meeting. Discussion was held and a motion was made to recommend approval of the Site Plan Amendment with the condition that the applicant situate the proposed sign on the building so that it is level with existing signage. The motion was seconded. The motion carried unanimously by a vote of seven (7) in favor to none (0) opposed.

Attachments:

Letter from Applicant
Proposed Wall Sign Exhibit
Building Signage Exhibits-Both Signs

To whom it may concern:

Fifth Gear Automotive is a local brand that has been built into a significant positive presence in the industry and community over the last 16 years. Fifth Gear Automotive, however, has always struggled to convey in a display setting what that brand suggests as it relates to the services we provide; automotive repair.

We are hoping to replace the previous two(2) signs for Charred and Divine Decor & More with our own. Due to limits of the building itself and 36" height limitations combined with our desire to signage that provides both the brand exposure and our service that we are requesting the Site Plan Amendment. We are simply hoping to replace the previous two signs, Charred and Divine Decor & More

Should you need further explanation or information please contact me.

Thank you,

Dave Yeager

SIGMA Sign Co.

972.31.SIGNS (972-317-4467)

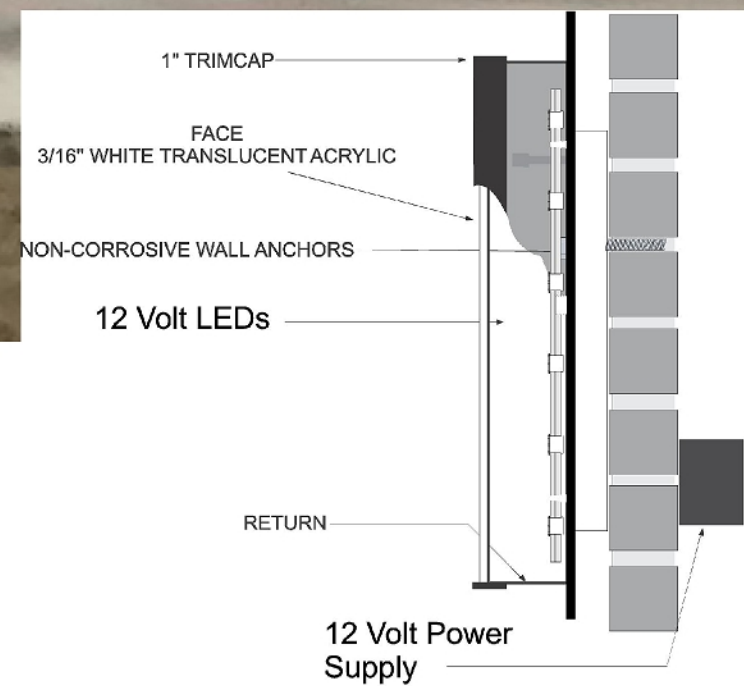
1590 TX-121 BUSINESS, Lewisville, TX 75056

www.sigmasignco.com

TSCL # 18970 Regulated by The Texas Department of Licensing and Regulation, P. O. Box 12157, Austin, Texas 78711 1-800-803-9202, 512-463-6599; website: www.tdlr.texas.gov



35.16 ft



Standard Channel Letter With "Wireway"

204.64 in

32in





59.72 ft

38.14 ft

36 in

5th GEAR AUTOMOTIVE REPAIR

5th GEAR AUTOMOTIVE

SIGMA
SIGNS & PRINTING
972.317.4467



TOWN COUNCIL STAFF REPORT

Meeting Date: April 20, 2020
To: Mayor and members of Town Council
From: Angie Manglaris, Development Coordinator
Subject: Site Plan – Valley Creek Church

Purpose:

Consider and take appropriate action on a Site Plan (SP-20-002) for Valley Creek Church, an approximately 35,724 sq. ft. church facility, to be located on southwest corner of FM 407 and Gateway Blvd., being legally described as a 7.746-acre tract of land located in the F.W Thornton Survey, Abstract No. 1244, Town of Argyle, Denton County, Texas.

Existing Condition of Property:

The property is zoned Community Retail (CR), and fronts on FM 407. The site is currently an unimproved open pasture with an existing gas well pad site located to the south of it.

Adjacent Existing Land Uses and Zoning:

North: FM 407 Right-of-Way
South: Undeveloped parcel of land and gas well pad site zoned CR - Community Retail
East: Gateway Blvd. Right-of-Way and Argyle ETJ
West: Undeveloped parcel of land zoned CR - Community Retail

Background:

Valley Creek Church has submitted a Minor Final Plat and Site Plan Application for the construction of a 35,724 sq. ft. church facility.

Development Review Analysis:

The applicant, McAdams, on behalf of the owner, Valley Creek Church, has requested a Site Plan for the construction of an approximately 35,724 sq. ft. church to be located in the F.W. Thornton Survey, Abstract Number 1244. The property is situated on the south side of FM 407 and is west of Gateway Blvd. This Site Plan application is for the development of Lot 1, Block A, Valley Creek Church Argyle for the construction of their Argyle Campus. The Site Plan for Valley Creek Church consists of the construction of the church, the parking lot and required landscaping. The subject property is zoned Community Retail (CR) and allows churches as a permitted use.

Consistency with the CR (Community Retail) Zoning:

Town staff and the Development Review Committee have reviewed the Site Plan Application and have determined that the applicant has demonstrated compliance with all minimum requirements of the CR Zoning Regulations and the Town Development Standards (TDS) in regard to lot coverage, fire lane provisions, interior landscaping, building articulation, lighting, drainage and utilities.

Area Regulations:

The proposed Site Plan meets all the minimum area regulations of the CR Zoning District. The CR Zoning District has a minimum front yard setback of twenty-five feet (25'), side yard setbacks of twenty feet (20') and rear yard setbacks of twenty feet (20'). The proposed church meets all required setbacks of the TDS. The church is setback 513' from the front property line, 42' from both side property lines, and 70' from the rear property line.

Parking:

Per the TDS, churches are required to provide one (1) parking space for every three (3) available seats. The Valley Creek Church will seat 750 people and is required to provide 250 parking spaces onsite. The applicant is proposing to provide 409 parking spaces onsite at the time of construction and has planned a second phase of parking behind the building should it be needed. Phase 2 of the parking area consists of an additional 85 parking spaces.

The CR Zoning district requires parking areas with greater than fifty (50) spaces be divided into separate areas by landscaped areas or walkways. The CR Zoning District also requires developments of more than one (1) acre provide a pedestrian circulation plan. The circulation plan shall provide raised walkways in the parking lot area that connects to the entrances of proposed buildings (Section 14.3.44-4 F. (5) On-Site Circulation). The applicant has complied with the on-site circulation requirements and has provided a landscaped perimeter to the parking lot with two (2) landscaped areas with a walkway connecting the parking lot to the main entrance of the church.

Tree Preservation:

There are no protected trees on this site.

Landscaping:

The minimum landscaping coverage required for the site is 25%. The project is part of an overall site that is 7.746 acres. The required amount of landscaping is 84,353.94 sq. ft. and the provided landscaping 98,625 sq. ft. The project is required to provide a Type E landscape buffer along the front property line along FM 407 and the east property line along Gateway Blvd. The Type E buffer yard consists of one (1) canopy tree, two (2) understory trees and eight (8) shrubs per one hundred linear feet (100'). The applicant has provided the full Type E landscape buffer as required by the TDS along the front property line and the east property line. The applicant is requesting a variance to the location of the Type E Buffer Yard along FM 407. The buffer yard is required to be a minimum width of ten feet (10') from the property line. Due to the impending widening of FM 407, the applicant is requesting the buffer yard be located 10'-20' back from the front property line so the proposed landscaping is not affected when FM 407 expands in the future. The applicant has submitted a narrative explaining their request to situate the buffer yard further back from the front property line.

The TDS requires projects that have a parking lot situated between the main structure and a public-right-of-way to include perimeter trees as part of their landscape plan in order to add additional

screening to the site (Section 14.3.67-6 J. (2)). The applicant has complied with the perimeter landscape requirements along FM 407 and Gateway Blvd. The applicant has provided one (1) overstory tree and three (3) understory trees per one-hundred linear feet of street frontage and a solid row of shrubs along both thoroughfares.

Section 14.3.67-5 of the TDS requires all developments fronting on public or private streets to provide street trees at the rate of one (1) tree of every thirty (30') linear feet of street frontage in the right-of-way. Due to the planned expansion projects of both FM 407 and Gateway Blvd., the applicant has requested a waiver to the street tree requirements along these street frontages. Included in this evening's packet is a narrative from the applicant explaining the variance request.

The Planning and Zoning Commission considered the request to waive the street tree requirements along Gateway Blvd. and FM 407 at their April 2, 2020 Regular Meeting. Discussion was held and the Commission recommended the applicant escrow money for the purpose of planting street trees once the road improvement projects for Gateway Blvd. and FM 407 are completed. The applicant is required to plant 44 street trees total (20 along FM 407 and 24 along Gateway Blvd.). Market rate for a 3" tree is \$400. The total amount the applicant would be required to place in escrow is \$17,600. The applicant has stated they are amenable to this suggestion.

Standards for off-street parking require a minimum of ten (10) percent of gross parking areas be devoted to living landscape. The applicant is required to provide 19,719 sq. ft. of interior landscape and is proposing 19,929 sq. ft. The applicant has provided landscaped planting islands with overstory trees within the parking areas to relieve paving as required by the TDS.

14.3.67-6 K. Landscaping Requirements for Non-vehicular Open Space of the TDS requires developments within the CR Zoning District to plant additional overstory trees in non-vehicular open space. The Site Plan has less than thirty percent of vehicular open space on site and is required to plant five (5) overstory trees. The applicant has complied with this requirement.

Design Standards

The applicant has submitted a building elevation that is in compliance with the design standards as outlined in the CR Zoning District. The building consists of painted tilt-wall panels with seasoned wood accents, metal awnings and metal parapet caps. Due to the State Legislation, the Town may not regulate building materials provided they are an approved material of an International Building Code. The front elevation of the building consists of an open outdoor terrace, a large powder-coated entry feature, additional landscaping and windows to create points of interest. The CR Zoning district requires for every 80 feet (80') of a wall visible from a public street or a residentially zoned property, there be a change in the building footprint measuring a minimum of three feet (3'). The applicant has provided the appropriate footprint offsets.

Signage

The applicant intends to have signage as part of the site but has not yet submitted a sign package to be approved by the Town. The signage demonstrated on the building elevations is conceptual at this time. Prior to the installation of signage, the applicant will be required to submit a sign package demonstrating compliance with Article IV-Sign Regulations of the TDS.

Infrastructure Adequacy:

Water utilities and sanitary sewer are available to this site with sufficient capacity to serve the development. If approved, full civil construction plans for pavement, drainage, water and sanitary sewer are required for submission during the permitting and construction plan review.

Drainage Analysis:

The Town Engineer has reviewed the preliminary grading and utility plan and has determined that compliance with all drainage requirements of the Town Developments Standards can be achieved at the time of construction plan review. A detailed engineering review of the drainage and grading plans will be conducted by the Town Engineer at the time of construction plan review.

The proposed Site Plan meets all the requirements of the Town Development Standards with the exception of the Street Tree Requirements and the location of the Type E Buffer Yard along FM 407. Below is a table that explains the requested variances for your consideration.

	TDS Requirement	Requested Variance
Type E Buffer Yard along FM 407	Min. 10' buffer yard starting at the property line	Buffer yard situated further than 10' off the front property line in preparation of future widening of FM 407
Street Trees	Plant 1 tree per 30' of street frontage along a public right-of-way	Request to waive street tree requirements along FM 407 and Gateway Blvd.

Staff Recommendation:

Town staff forwards this request to you for your consideration as submitted with the following conditions:

1. The variance request to waive the street tree requirements along FM 407 and Gateway Blvd. to be considered.
2. The variance request to have the Type E buffer yard situated further than 10' off the property line to be considered.

Planning and Zoning Commission Recommendation:

The Planning and Zoning Commission considered this Site Plan Application at the April 2, 2020 Regular meeting. Discussion was held and a motion was made to recommend approval of the Site Plan with the following recommendations:

1. The variance request to have the Type E buffer yard situated further than 10' off the property line to be allowed.
2. Town staff and the applicant shall discuss an amount to be escrowed for the planting of street trees after the road improvement projects of FM 407 and Gateway Blvd. have been completed.

The motion was seconded. The motion carried unanimously by a vote of seven (7) in favor to none (0) opposed.

Attachments:

Applicant Narratives
Site Plan Exhibits
Elevations



LETTER OF INTENT > VALLEY CREEK CHURCH

March 23, 2020

Angie Manglaris
Development Coordinator
Town of Argyle
308 Denton Street
Argyle, TX 76226

**RE: Valley Creek Church – Amended Site Plan Application
McAdams Job Number VCR-19000**

Description

TxDOT is acquiring a portion of the property front to widen Farm-to-Market Road 407. The acquisition potentially places the subject property out of compliance with zoning requirements. It shall affect the perimeter landscape just north of the parking lot and the street trees along both Farm-to-Market Road 407 and Gateway Drive.

Street Buffer and Perimeter Buffer Landscape Requirements fronting Public Streets

The Buffer Yard “E” and Perimeter Landscape requirements are being met within a variable width buffer yard with a minimum width of 10’-0” as per code and varying up to 193’-0” width on the western side of the project. All required landscape for both the Buffer Yard “E” and perimeter landscaping is within the variable width buffer yard. We are meeting all required plant material quantities for the required street buffer and perimeter buffer landscaping within the two buffer sections of the code and exceeding or meeting the required width for the buffers by expanding the buffer width to accommodate the minimum plant requirements and create more open space and a more natural landscape along FM 407.

Street Tree Requirements along a Public Street Variance

The Town Code requires street trees to be planted 30’-0” on center along public streets within the public right of way. This requirement is above the requirements for street buffer and perimeter buffer landscape. Because of the TxDOT right-of-way dedication along FM 407 and Town right-of-way dedication along Gateway Drive, we do not believe we have ample space to provide the additional street trees outside of the dedicated right-of-way. It is our understanding from both TxDOT and the Town, that FM 407 and Gateway Drive will both be expanded and these required street trees, if installed now, will be removed in the future; therefore, we are requesting a variance allowing for no street tree plantings in the ROW. We are confident the proposed buffer trees and perimeter landscaping will provide adequate landscaping of canopy and ornamental trees and parking lot landscape screening in order to uphold intent of the Town ordinance.

Thank you for your consideration.

Sincerely,

Jameson Pinson, RLA

cc. Mr. Brad Lanham

The John R. McAdams Company, Inc.
111 Hillside Drive
Lewisville, Texas 75057
972.435.9712
201 Country View Drive
Rockwall, TX 75087
940.246.1012
TBP# 19762 TBP#S: 10194440
www.jr-mc.com



VALLEY CREEK CHURCH
Lot 1, Block A
VALLEY CREEK CHURCH ARGYLE
32.148 Acres
in the
F.W. THORNTON SURVEY, ABSTRACT NO. 1244
TOWN OF ARGYLE,
DENTON COUNTY, TEXAS

SITE PLAN

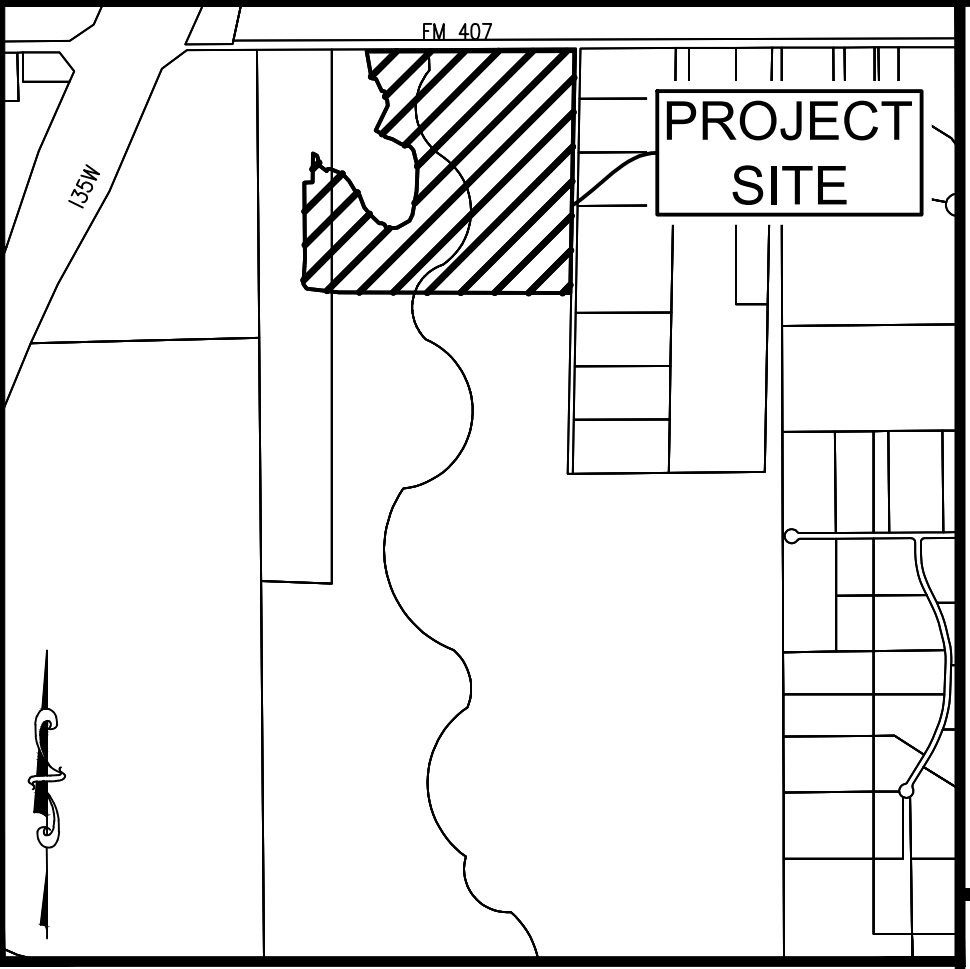
PRELIMINARY PLANS
THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.
THE JOHN R. MCADAMS COMPANY, INC.
TBP# 19762
JOSHUA M. BARTON,
P.E. #129227
DATE 3/25/2020

Drawn By: HH
Date: 02/26/2020
Scale: 1"=60'
Revisions:
03/16/2020

VCR-19000

C4

OWNER/DEVELOPER
VALLEY CREEK CHURCH
6800 LONG PRAIRIE ROAD
FLOWER MOUND, TEXAS
Ph. (972) 691-9327
Contact: MIKE MARTINI

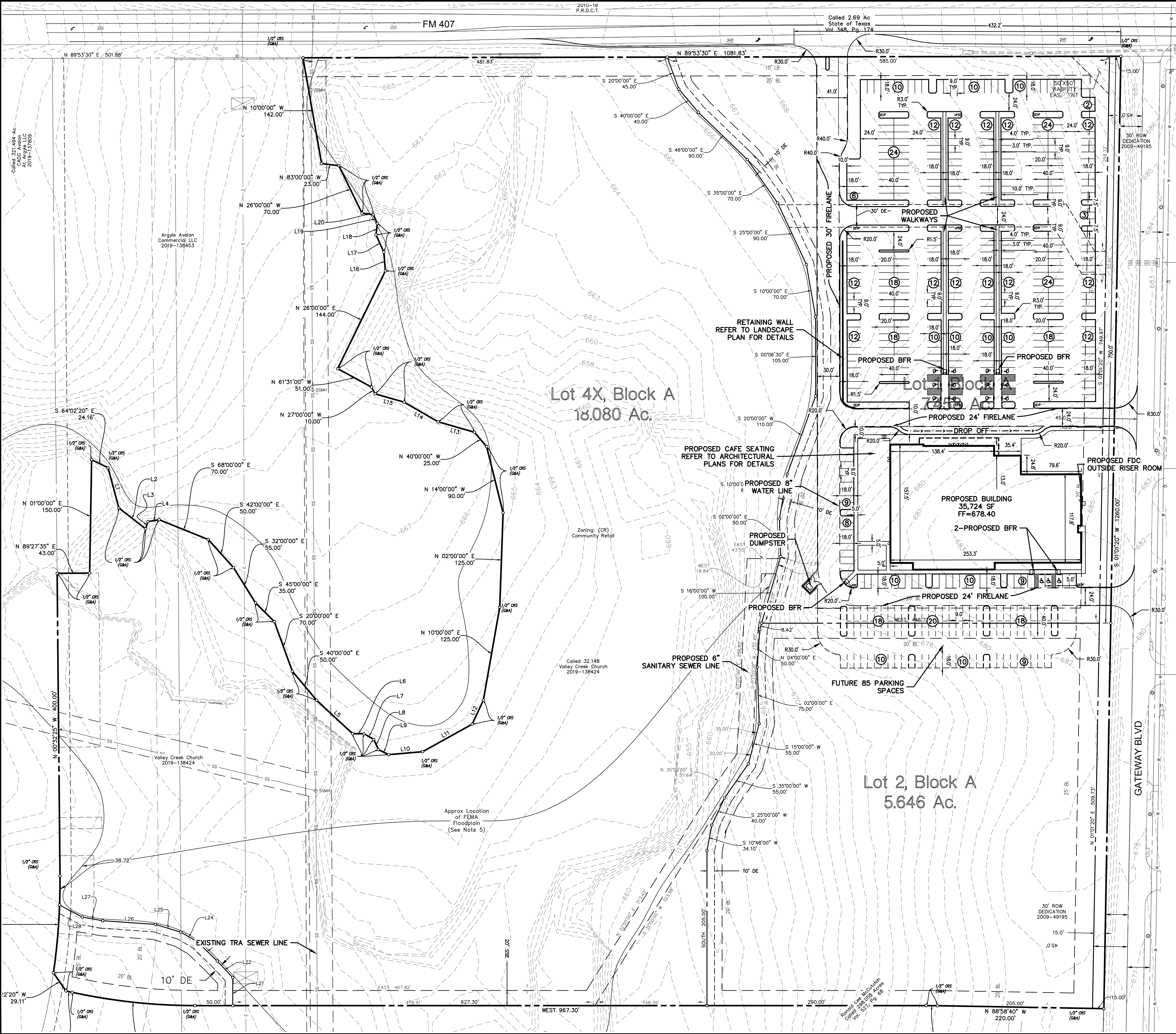


Vicinity Map 1"=1000'
SCALE: 1"=60'

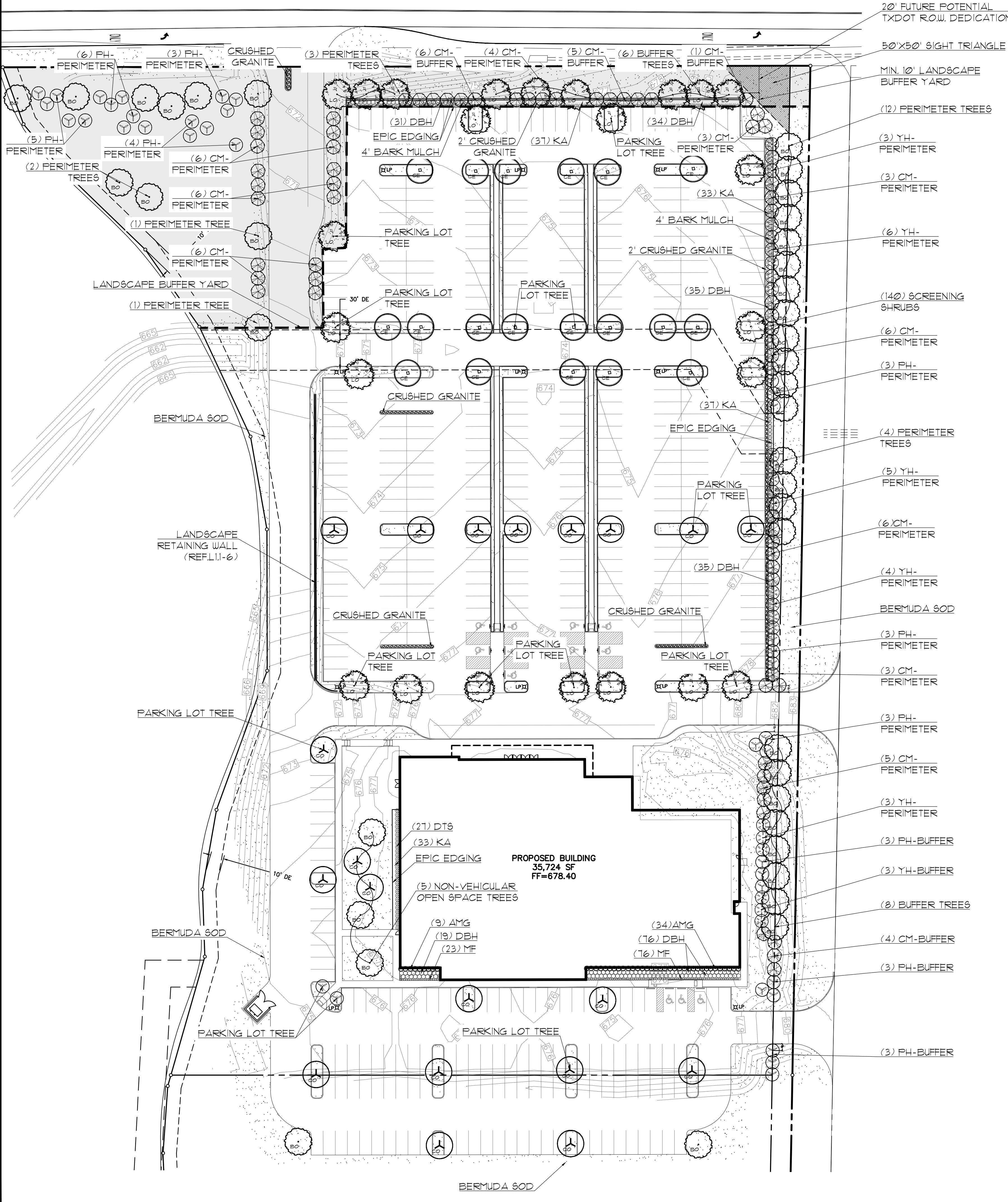
TBM #1 - LOCATED ON A CURB INLET ON THE EAST SIDE OF GATEWAY BLVD APPROXIMATELY 280 FEET NORTHWEST OF THE NORTHEASTERN MOST PROPERTY CORNER OF THIS PROJECT. ELEV. 663.72
TBM #2 - LOCATED ON A CURB INLET ON THE SOUTH SIDE OF FM407 APPROXIMATELY 261 FEET WEST OF THE NORTHWESTERN MOST PROPERTY CORNER OF THIS PROJECT. ELEV. 666.25

- GENERAL NOTES**
- DUMPSTER SHALL BE SCREENED ON 3 SIDES BY A 6' MASONRY SCREENING WALL CONSISTENT WITH THE PRIMARY BUILDINGS MATERIALS.
 - REFER TO ARCHITECTURAL PLANS FOR MONUMENT SIGN, FLAG POLE, AND DUMPSTER ENCLOSURE DETAILS.
 - BARRIER FREE RAMPS (BFR) SHALL BE CONSTRUCTED TO TOWN OF ARGYLE STANDARDS.
 - CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND DEPTH OF EXISTING UTILITIES PRIOR TO START OF CONSTRUCTION AND TAKES RISK OF UNKNOWN CONDITIONS.
 - SIDEWALK RAMPS ARE TO BE DESIGNED AND INSTALLED SO THEY ARE IN COMPLIANCE WITH THE TEXAS ACCESSIBILITY STANDARDS AND ADA. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO PROTECT ALL PUBLIC UTILITIES DURING THE CONSTRUCTION OF THIS PROJECT. ALL MANHOLES, CLEANOUTS, VALVE BOXES, FIRE HYDRANTS, ECT. MUST BE ADJUSTED TO PROPER LINE AND GRADE BY THE CONTRACTOR PRIOR TO AND AFTER PLACEMENT OF PERMANENT PAVING. UTILITIES MUST BE MAINTAINED TO PROPER LINE AND GRADE DURING CONSTRUCTION OF THIS PROJECT.
 - SIGNS REQUIRE A SEPARATE BUILDING PERMIT. ANY SIGNS DEPICTED ON THE SUBJECT SITE PLAN/ELEVATIONS ARE NOT APPROVED AS A PART OF THIS REVIEW AND MUST COMPLY WITH ALL APPLICABLE TOWN REGULATIONS.
 - FOR ALL LIGHT POLES, REFER TO MEP PLANS FOR MORE INFORMATION.
 - RETAINING WALLS GREATER THAN 3' IN HEIGHT EXPOSED ARE TO BE DESIGNED BY A STRUCTURAL ENGINEER.

SITE DATA TABLE	
GROSS SITE AREA	7.746 AC
NET SITE AREA	7.220 AC
ZONING	CR
PROPOSED USE	CHURCH
NUMBER OF SEATS IN AUDITORIUM	750 SEATS
IMPERVIOUS AREA	229,778 SF; 5.27 AC; 68.1%
PERVIOUS AREA	107,636 SF; 2.47 AC; 31.9%
PARKING SUMMARY	
750 SEATS IN MAIN AUDITORIUM (1:3 SEATS)	250 SPACES
REQUIRED TOTAL	250 SPACES
ACCESSIBLE PARKING	3 SPACES (STANDARD) 12 SPACES (VAN ACCESSIBLE)
TOTAL PROVIDED PARKING (INCLUDING ADA)	409 SPACES
TOTAL FUTURE PARKING	85 SPACES
BUILDING SUMMARY	
BUILDING HEIGHT	33'- 4 7/8"

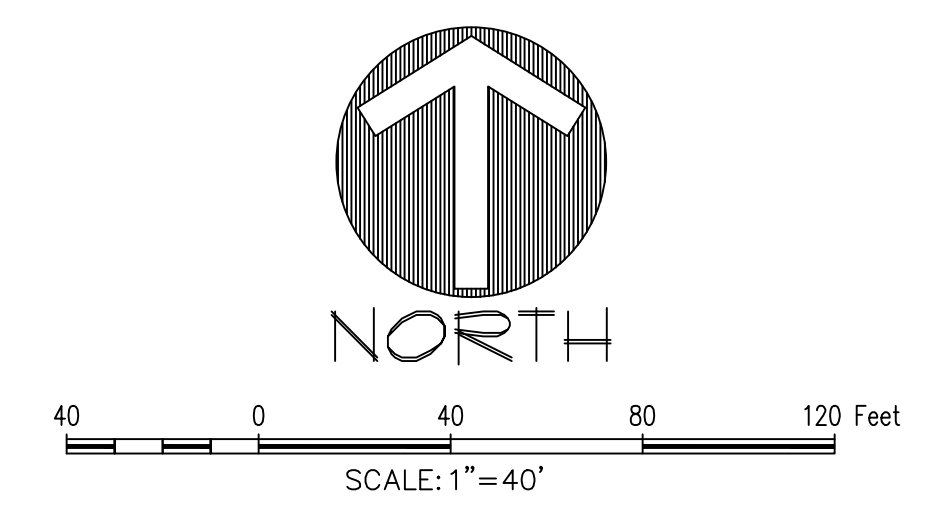


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PLANT LEGEND

- (LO) LIVE OAK *Quercus virginiana*
- (BO) BUR OAK *Quercus macrocarpa*
- (CO) CHINGQUIP OAK *Quercus muhlenbergii*
- (CE) CEDAR ELM *Ulmus crassifolia*
- (CM) CRAPMYRTLE *Lagerströmia indica*
- (PH) POSSUMHAW HOLLY *Ilex verticillata*
- (YH) YAUPON HOLLY *Ilex vomitoria*
- (TS) DWARF TEXAS SAGE *Leucophyllum frutescens*
- (DB) DWARF BURFORD HOLLY *Ilex cornuta 'Dwarf Burford'*
- (AM) ADARIO MAIDEN GRASS *Miscanthus sinensis 'Adagio'*
- (KA) KALEIDOSCOPE ABELIA *Abelia x grandiflora 'Kaleidoscope'*
- (MF) MEXICAN FEATHER GRASS *Nassella tenuissima*
- BERMUDA SOD
- CRUSHED GRANITE
- LANDSCAPE BUFFER DELINEATION



LANDSCAPE ORDINANCE
TOWN OF ARGYLE
Valley Creek Church

Final landscape plans will meet all Town of Argyle development ordinances and maintained according to town standards.

LANDSCAPE COVERAGE
REQUIRED: Commercial Retail (CR) = 25% or 0.25 landscaping
7.746 acres x 0.25 = 1.936 acres (84,353.94 sq.ft.)
PROVIDED: 98,625 sq.ft. total landscape

BUFFER YARDS
REQUIRED: Along FM 407. Buffer E: minimum 10' width.
600 l.f./100 l.f. = 1 (x 1) = 6 overstory trees, (x 2) = 12 understory trees, (x 8) 48 shrubs.
Along Gateway Drive. Buffer E: minimum 10' width.
714 l.f./100 l.f. = 1 (x 1) = 8 overstory trees, (x 2) = 16 understory trees, (x 8) 64 shrubs.
PROVIDED: Along FM 407. 600 l.f./100 l.f. = 1 (x 1) = 6 overstory trees, (x 2) = 12 understory trees, (x 8) 102 shrubs.
Along Gateway Drive. 714 l.f./100 l.f. = 1 (x 1) = 8 overstory trees, (x 2) = 16 understory trees, (x 8) 65 shrubs.

INTERIOR LANDSCAPE
REQUIRED: At least 10% of the gross parking area shall be pervious landscaped area.
197,190 sq.ft. x 10% = 19,719 sq.ft. of interior landscape
PROVIDED: 19,929 sq.ft. of interior landscape
REQUIRED: At least one tree planted within the parking area for every 400 square feet of required interior landscape area. Planter islands shall be at least 16 square feet with minimum width of 8' from back-of-curb to back-of-curb or 9' from edge-of-pavement to edge-of-pavement. Planter islands are to be spaced no further than 12 parking spaces for parking lot/tracts in order to preserve existing trees in interior parking areas. Protect interior landscape with appropriate wheel stops or curbs.
19,719 sq.ft./400 sq.ft. = 49 trees required
PROVIDED: 50 new overstory trees

STREET TREES
REQUIRED: 1 overstory tree per 30' of frontage along both FM 407 and Gateway Drive.
PROVIDED: Variance requested to waive street tree requirements.

PERIMETER LANDSCAPE
REQUIRED: 1 overstory tree per 30' of frontage, 3 understory trees per 30' of frontage, and a curvilinear berm measuring a minimum of three feet in height or a hedge row creating a solid vegetative screen at maturity of the plant materials. Plant materials as required for the mandatory buffer yards required by Section 14.3.67-6 may be counted toward the perimeter landscape requirements specified herein:
Along FM 407. 460 l.f./30 l.f. = 1(x1) = 16 overstory trees, (x3) = 48 understory trees, a solid row of shrubs.
Along Gateway Drive. 714 l.f./30 l.f. = 1(x1) = 24 overstory trees, (x3) = 72 understory trees, a solid row of shrubs.
PROVIDED: Along FM 407. 460 l.f./30 l.f. = 1(x1) = 16 overstory trees, (x3) = 48 understory trees, a solid row of shrubs.
Along Gateway Drive. 714 l.f./30 l.f. = 1(x1) = 24 overstory trees, (x3) = 72 understory trees, a solid row of shrubs.

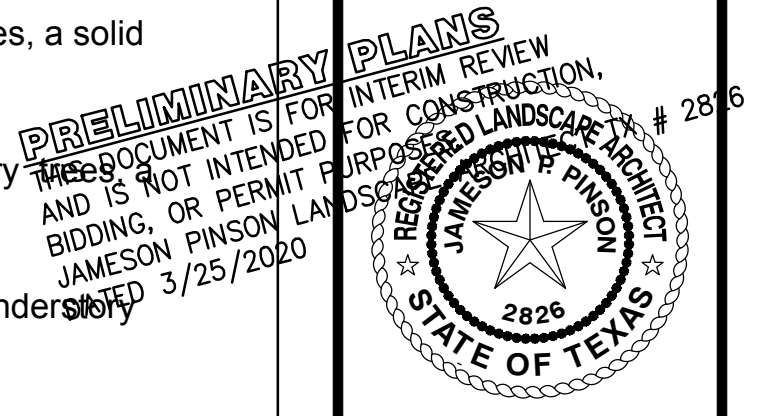
OPEN SPACE LANDSCAPE
REQUIRED: Overstory trees shall be planted in non-vehicular open space to meet the following criteria. Percentage of vehicular open space that is less than 30% of site = 1 tree per 2,500 sq.ft. of non-vehicular open space.
19,929 sq.ft. of vehicular open space. (14%)
12,350 sq.ft. (of non-vehicular open space)/2,500 sq.ft = 5 trees.
PROVIDED: 5 open space trees

The John R. McAdams Company, Inc.
(DBA: G&A McAdams)
111 Hillside Drive
Levelland, TX 75041
972.438.9712
201 Country View Drive
Rowlett, Texas 75082
940.240.1012
TBE# 1992 TBE# 1.10194440
www.mcadamsco.com

MCADAMS

VALLEY CREEK CHURCH
VALLEY CREEK CHURCH ARGYLE
Lot 1, Block A
32.148 Acres
in the
F.W. THORNTON SURVEY, ABSTRACT NO. 1244
TOWN OF ARGYLE
DENTON COUNTY, TEXAS

LANDSCAPE PLAN

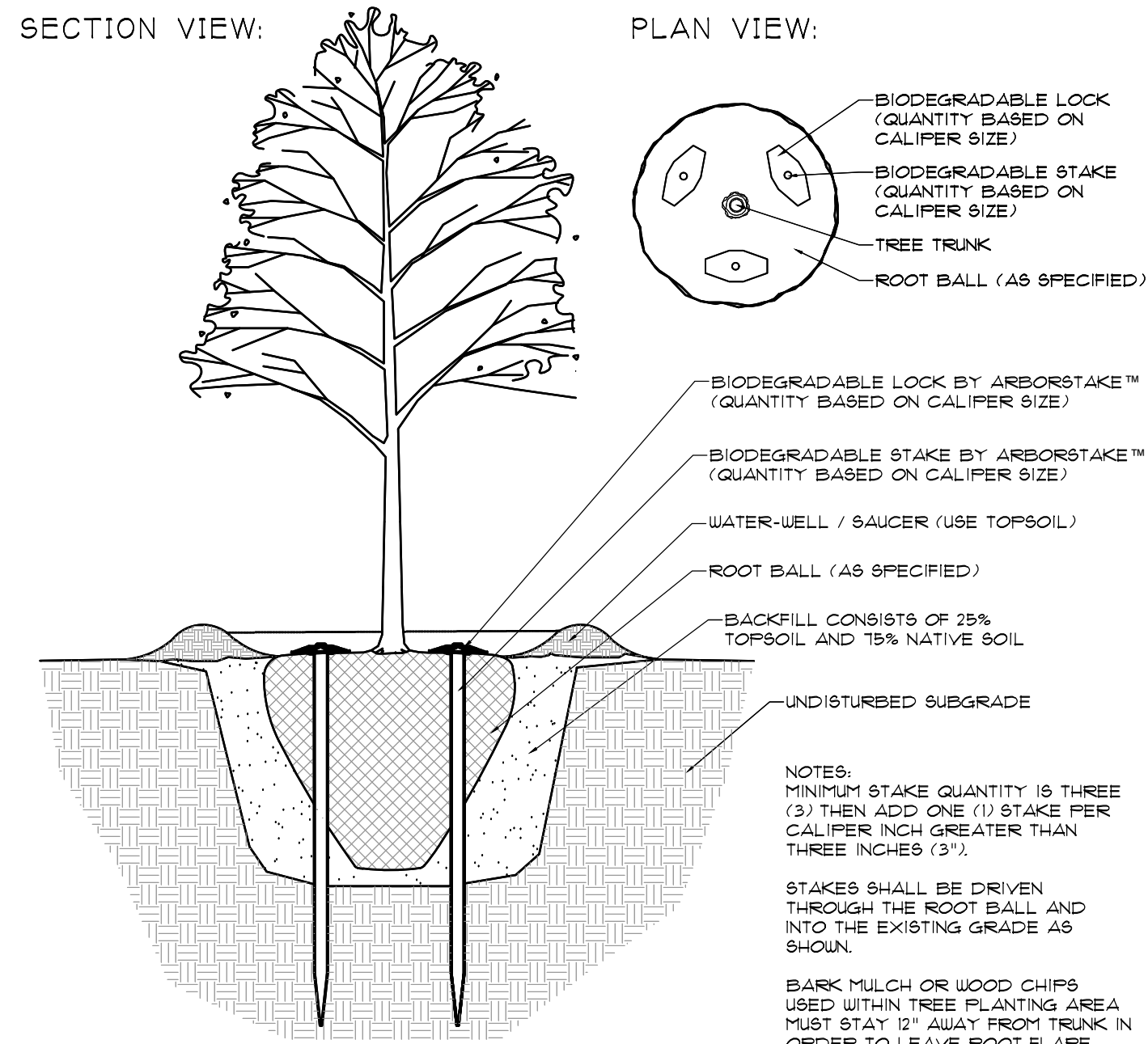


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Date: 02/26/2020
Scale: 1"=40'
Revisions:
03/16/2020

VCR-19000

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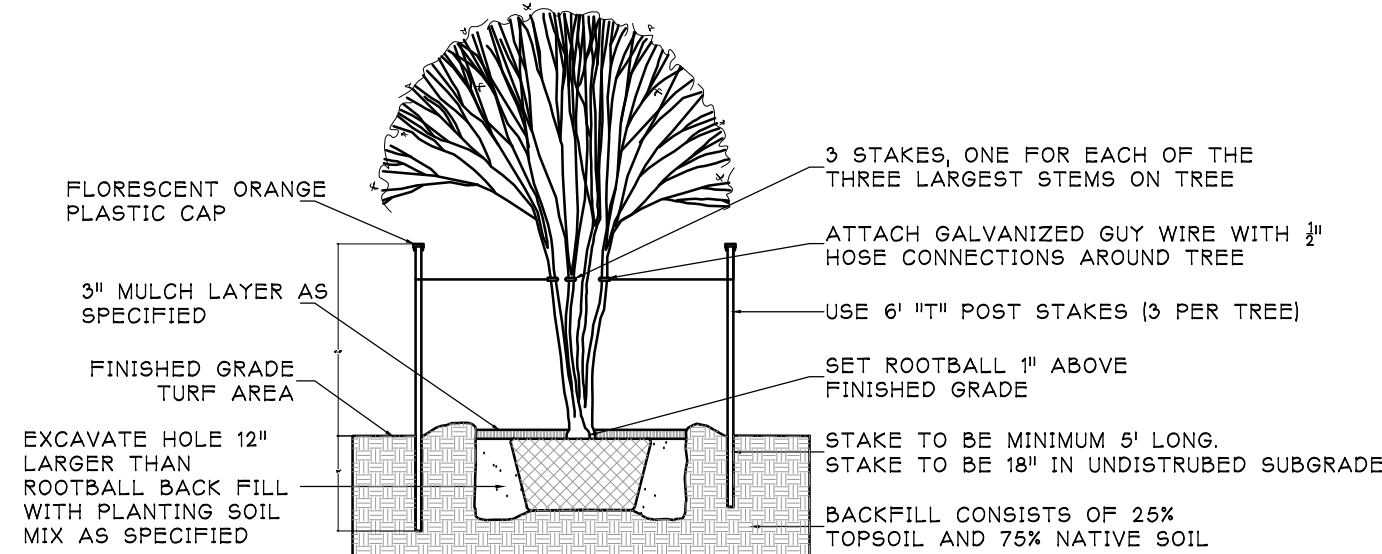
OWNER/DEVELOPER
VALLEY CREEK CHURCH
6800 LONG PRAIRIE ROAD
FLOWER MOUND, TEXAS
Ph. (972) 691-9327
Contact: MIKE MARTINI



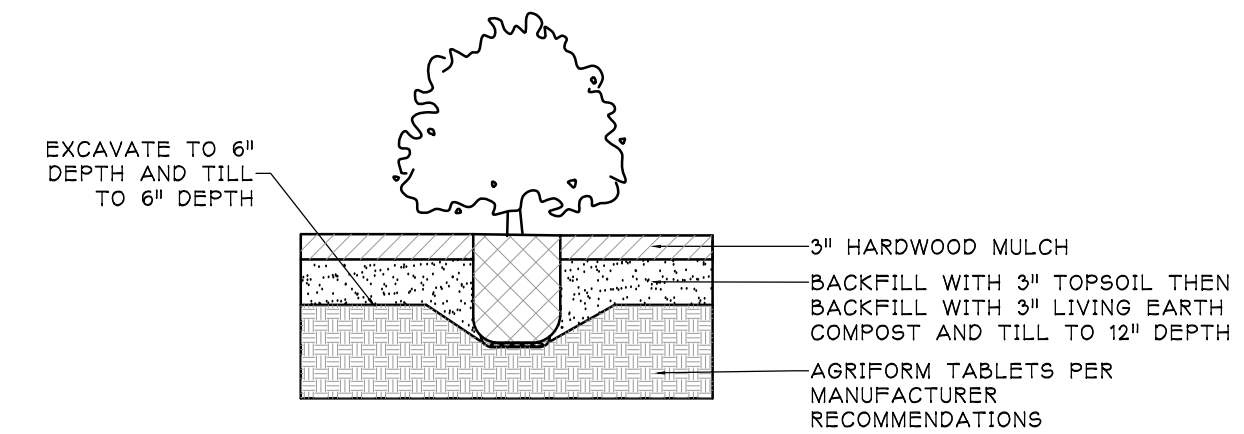
NOTES:
 MINIMUM STAKE QUANTITY IS THREE (3) THEN ADD ONE (1) STAKE PER CALIFER INCH GREATER THAN THREE INCHES (3").
 STAKES SHALL BE DRIVEN THROUGH THE ROOT BALL AND INTO THE EXISTING GRADE AS SHOWN.
 BARK MULCH OR WOOD CHIPS USED WITHIN TREE PLANTING AREA MUST STAY 12" AWAY FROM TRUNK IN ORDER TO LEAVE ROOT FLARE EXPOSED.

CONTACT:
 ARBOR STAKES, LLC
 214-810-6678

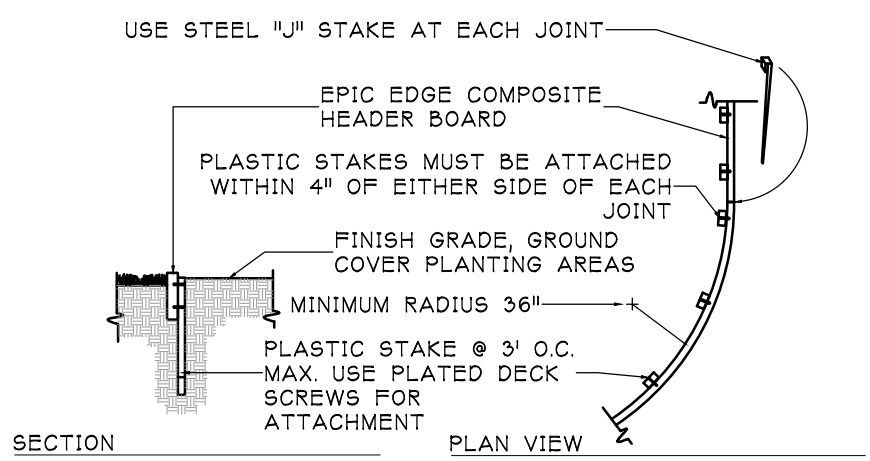
1. TREE PLANTING DETAIL
 1/4"=1'



2. MULTI TRUNK TREE STAKING
 1/4"=1'



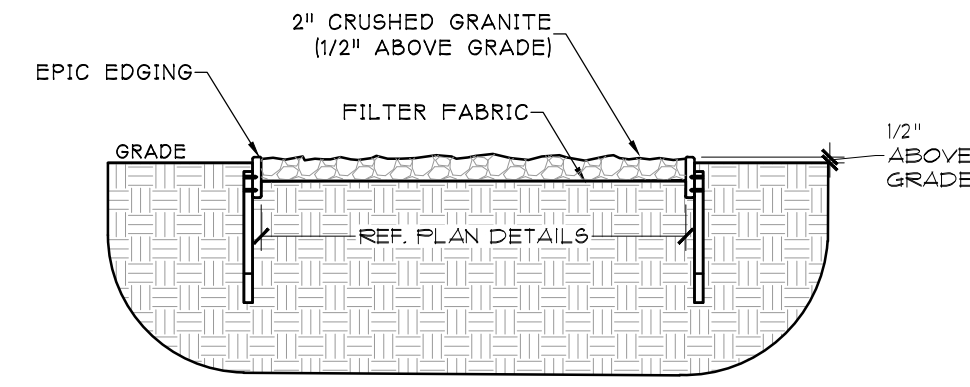
3. SHRUB PLANTING DETAIL
 1/2"=1'



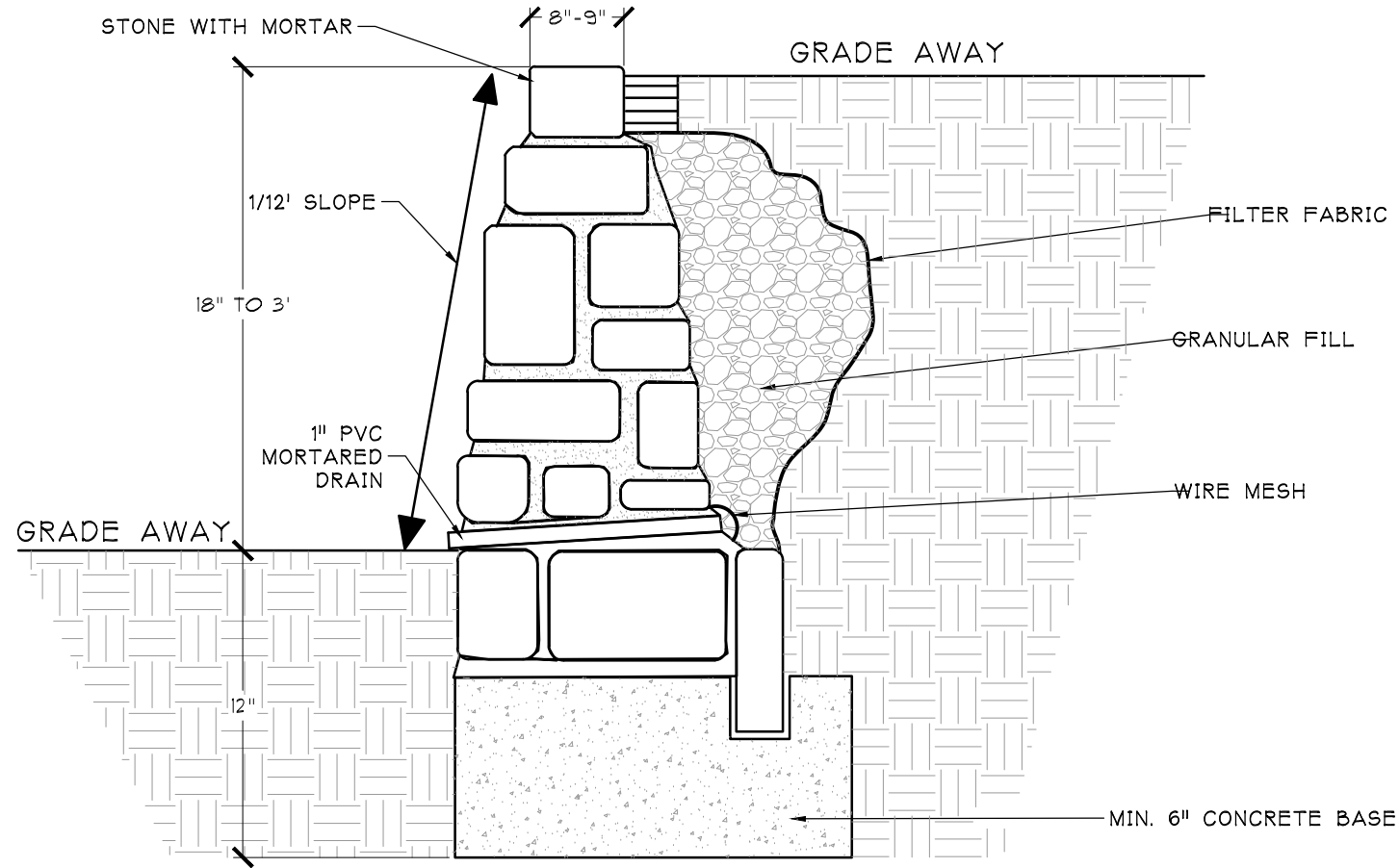
SECTION: HDR ACTUAL SIZE DIMENSIONS POSSIBLE (36" IS 3/4"X220") MIN RADIUS 36"
 PLAN VIEW: NOTE: 1. USE COARSE WOOD WORKING TOOLS FOR CUTTING & DRILLING

EPIC EDGE CHART
 COLOR OPTIONS: MENDOCINO REDWOOD, PACIFICA GREY, SEDONA SAND, AND CARAMEL BROWN
 MANUFACTURED BY: EPIC PLASTICS, 104 E. TURER RD, LODI, CA 95240
 URL ADDRESS: WWW.EPICPLASTICS.COM

4. EPIC EDGE COMPOSITE HEADER BOARD
 NTS



5. CRUSHED GRANITE MULCH
 3/4"=1'



NOTE: WALLS TALLER THAN 36" IN HT. TO BE DESIGNED, SIGNED AND SEALED BY STRUCTURAL ENGINEER

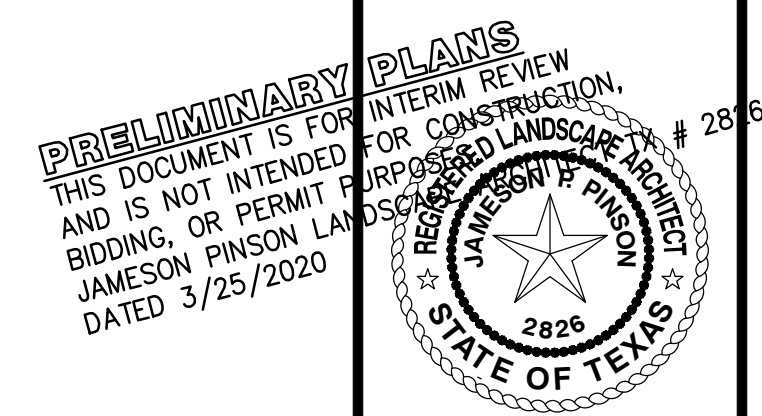
6. STONE RETAINING WALL
 1/2"=1'

PLANT LIST

QTY.	COMMON NAME	BOTANICAL NAME	SIZE	MIN. HT.	SPACE	REMARKS
24	LIVE OAK	<i>Quercus virginiana</i>	3"	10'-12'	Per Plan	Single Trunk
39	BUR OAK	<i>Quercus macrocarpa</i>	3"	10'-12'	Per Plan	Single Trunk
20	CHINQUAPIN OAK	<i>Quercus muhlenbergii</i>	3"	10'-12'	Per Plan	Single Trunk
19	CEDAR ELM	<i>Ulmus crassifolia</i>	3"	10'-12'	Per Plan	Single Trunk
64	CRAFEMYRTLE	<i>Lagerstroemia indica</i>	20gal.	3'-4'	Per Plan	Full
38	POSSUMHAW HOLLY	<i>Ilex decidua</i>	20gal.	7'-8'	Per Plan	Multi Trunk
24	YAUPON HOLLY	<i>Ilex vomitoria</i>	20gal.	7'-8'	Per Plan	Full
30	DWARF TEXAS SAGE	<i>Leucophyllum frutescens 'Bartstar'</i>	3gal.	18"	3'-0"	Xeri
43	ADAGIO MAIDEN GRASS	<i>Miscanthus sinensis 'Adagio'</i>	3gal.	24"	3'-0"	Full
230	DWARF BURFORD HOLLY	<i>Ilex cornuta 'Dwarf Burford'</i>	5gal.	30"	3'-0"	Full
140	KALEIDOSCOPE ABELIA	<i>Abelia x grandiflora 'Kaleidoscope'</i>	3gal.	24"	3'-0"	Full
99	MEXICAN FEATHER GRASS	<i>Naessella tenuissima</i>	3gal.	12"	2'-0"	Xeri
14092a.f.	BERMUDA SOD					

LANDSCAPE NOTES:

- Contractor shall stake out tree locations and bed configuration for approval by owner prior to installation.
- Contractor is responsible for verifying location of all underground utilities prior to construction.
- It is the responsibility of the contractor to advise the owners representative of any condition found on site which prohibits installation as shown on these plans
- All shrub and groundcover beds shall have a minimum of 3" of hardwood bark mulch
- Landscape edging shall be located as noted on plan, and separate all grass and bed areas.
- Trees overhanging walks and parking areas shall have a clear trunk height of seven feet.
- Multi trunk and ornamental trees will be allowed in the city's right of way with staff approval only. Must be outside any visibility triangles.
- A visibility triangle must be provided at all intersections as required by the thoroughfare standards code. Trees will have a minimum clear trunk branching height of nine feet.
- All plant material shall be maintained in a healthy and growing condition, and must be replaced with plant material of similar variety and size if damaged, destroyed, or removed.
- Landscape areas shall be kept free of trash, litter and weeds.
- Irrigation Controller to have a Rain and Freeze Stat.
- All landscape is to be greater than 8 feet from all underground utilities.
- All areas of grading disturbance are to have grass reestablished at 75% coverage prior to letter of acceptance from the city. Means and methods of grass establishment and application of water for grass establishment are at the discretion of the owner and contractor.
- The Property owner must maintain all landscaping in accordance with the landscape plan approved by the City.
- All bed areas must be separated from turf areas by steel edging.
- All Landscaped areas must be irrigated by an automatic underground irrigation system equipped with operating freeze and rain sensors.



Drawn By: XD
 Date: 02/26/2020
 Scale: #####
 Revisions:
 03/16/2020

VCR-19000

OWNER/DEVELOPER
 VALLEY CREEK CHURCH
 6800 LONG PRAIRIE ROAD
 FLOWER MOUND, TEXAS
 Ph. (972) 691-9327
 Contact: MIKE MARTINI

L1.1

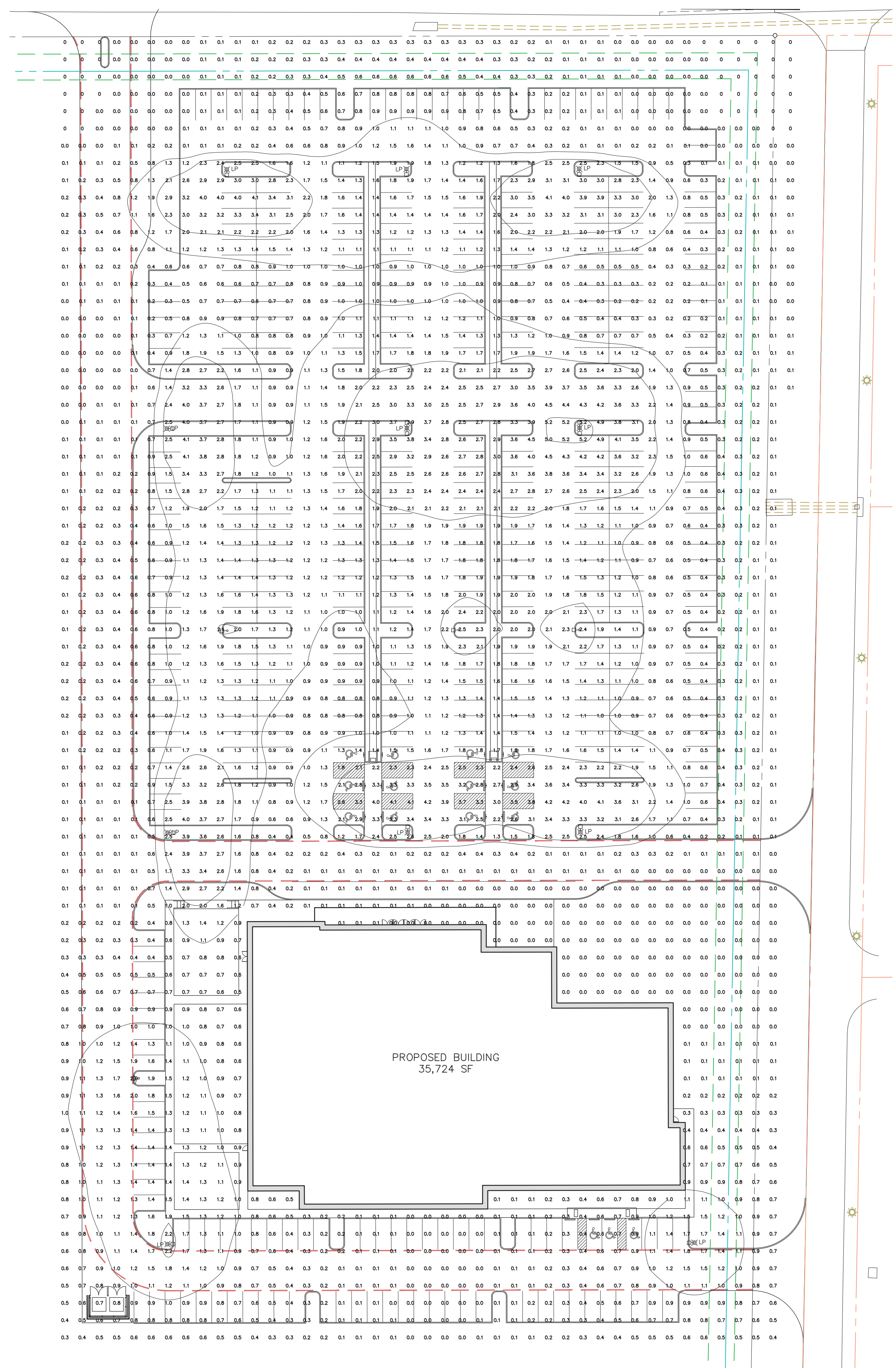
VALLEY CREEK CHURCH
 VALLEY CREEK CHURCH ARGYLE
 Lot 1, Block A
 32.148 Acres
 in the
 F.W. THORNTON SURVEY, ABSTRACT NO. 1244
 TOWN OF ARGYLE, TEXAS
 DENTON COUNTY, TEXAS

LANDSCAPE DETAILS

The John R. McAdams Company, Inc.
 (DBA: G&A McAdams)
 111 Hillside Drive
 Lenexa, KS 66357
 913.438.9712
 201 Country View Drive
 Roanoke, Texas 76202
 940.240.1012
 T&E: 19922 T&E Pl. S. 10194440
 www.mcadamsco.com



VALLEY CREEK CHURCH



PROPOSED BUILDING
35,724 SF

GENERAL PHOTOMETRIC SCHEDULE

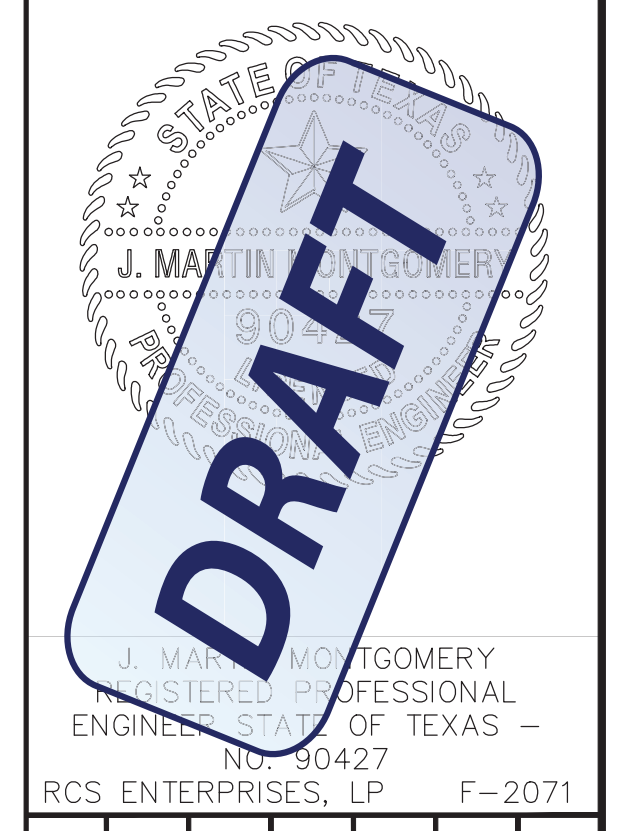
AVERAGE FOOT-CANDLES	0.97
MAXIMUM FOOT-CANDLES	5.2
MINIMUM FOOT-CANDLES	0.0
MINIMUM TO MAXIMUM FC RATIO	0.00
MAXIMUM TO MINIMUM FC RATIO	2281.87
AVERAGE TO MINIMUM FC RATIO	424.70

LUMINAIRE SCHEDULE

CALLOUT	SYMBOL	LAMP	DESCRIPTION	BALLAST	MOUNTING	MODEL	VOLTS	NOTE 1	QUANTITY	DEFAULT ELEVATION
LP-1		(1) LED	DSX1 LED P6 40K BLC MVOLT	DIMMING	POLE	Lithonia Lighting, DSX1 LED P6 40K BLC	120V 1P 2W	LED DRIVER,	8	27'-6"
LP-2		(1) LED	DSX1 LED P6 40K T5W MVOLT	DIMMING	POLE	Lithonia Lighting, DSX1 LED P6 40K T5W MVOLT	120V 1P 2W	LED DRIVER,	5	27'-6"

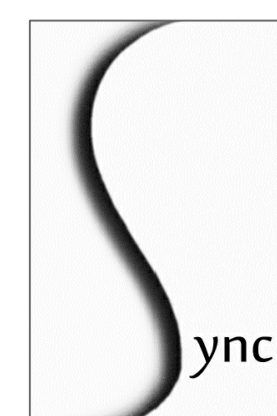


PROJECT:
SYNC ARCH & CONST.
VALLEY CREEK CHURCH
ARGYLE CAMPUS
ARGYLE, TX 76226

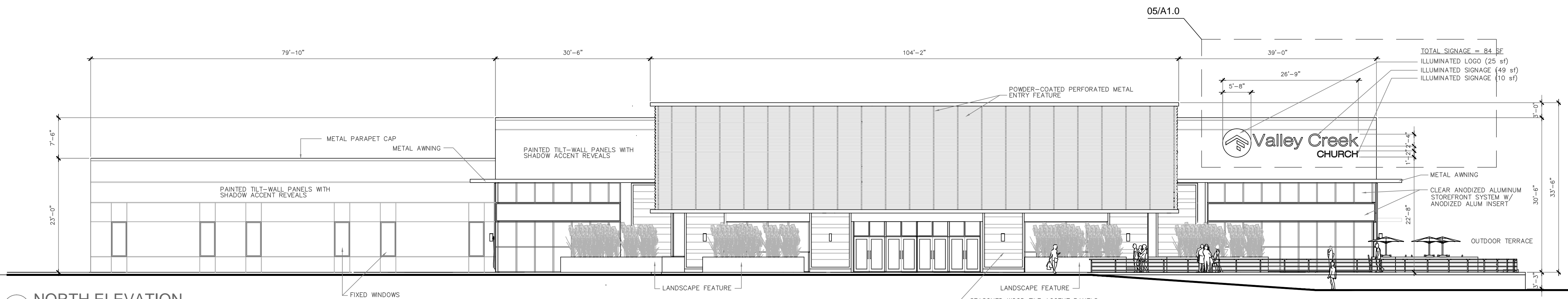


NO.	DATE	REVISION HISTORY	
		DESCRIPTION	
ISSUE DATE: 02/24/2020			
DRAWN BY: RF			
SCALE: N.T.S.		24x36	
SHEET NUMBER: E1.2			

ELECTRICAL - PHOTOMETRIC/SITE LIGHTING PLAN

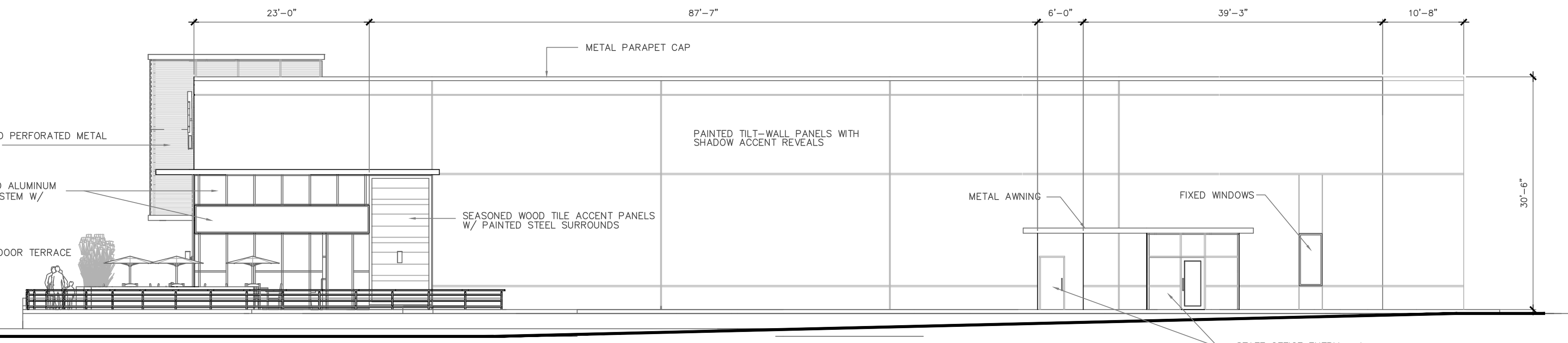


Sync
Architecture & Construction, LLC
100 Lake Trail Drive
Suite 101
Double Oak, TX 75077
(972) 415-1737
rob@syncac.com

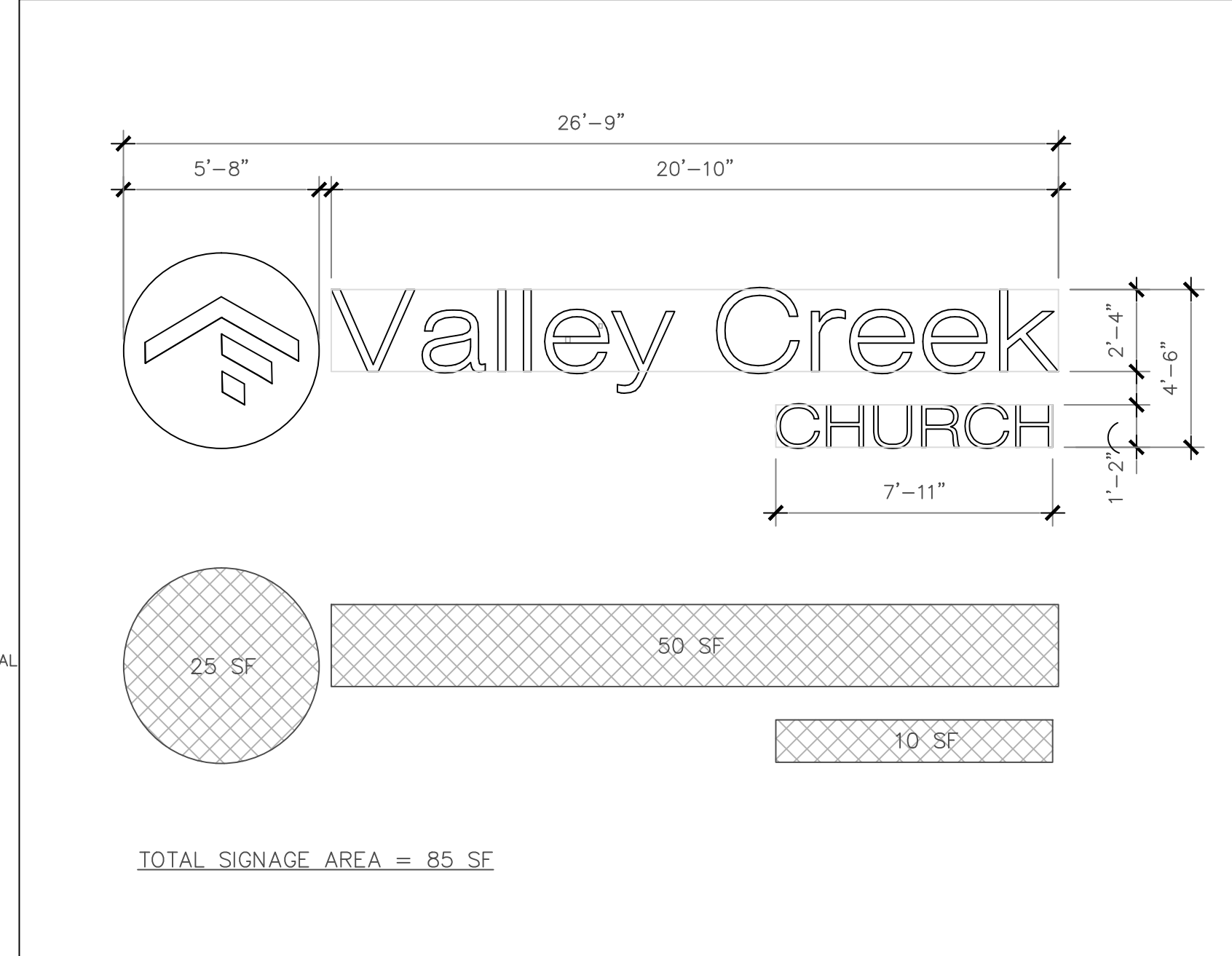


01 NORTH ELEVATION
SCALE: 3/32"=1'-0"

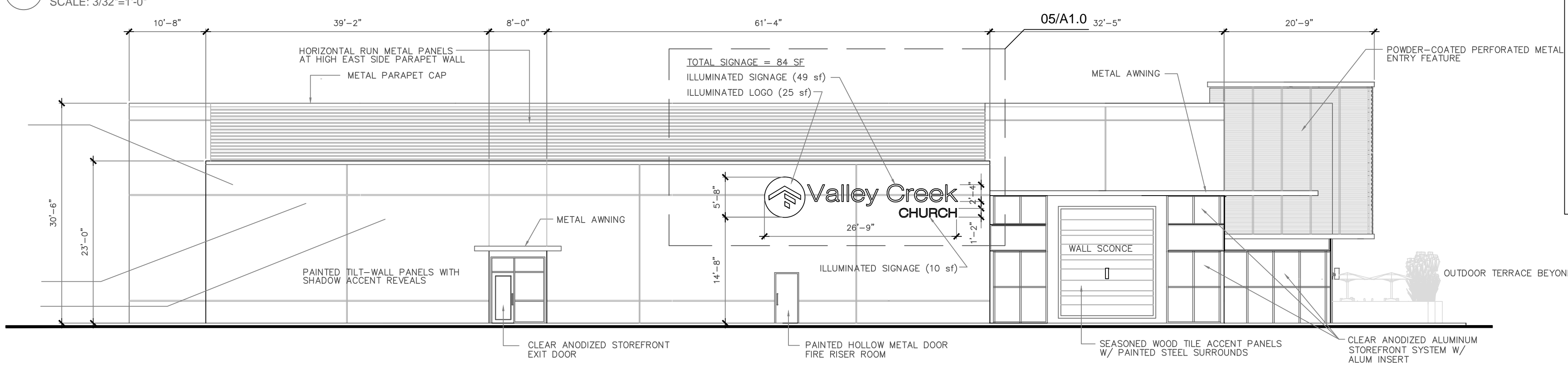
NOTE:
PRELIMINARY ELEVATIONS ARE BASED ON TILT-WALL CONSTRUCTION WITH EXTERIOR GRADE PAINT WITH TEXTURE ADDITIVE. PRICE ALTERNATE
PRICE ALTERNATE CONSTRUCTION:
PRE-ENGINEERED STEEL FRAME WITH METAL STUD & SHEATHED EXTERIOR WALLS WITH PAINTED STUCCO FINISH



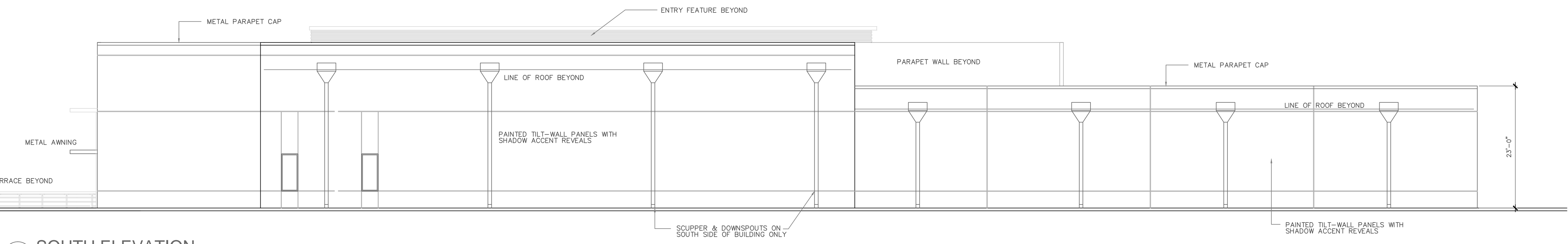
02 WEST ELEVATION
SCALE: 3/32"=1'-0"



05 SIGNAGE ENLARGED ELEVATION
SCALE: 1/4"=1'-0"



03 EAST ELEVATION
SCALE: 3/32"=1'-0"



04 SOUTH ELEVATION
SCALE: 3/32"=1'-0"

VALLEY CREEK CHURCH
LOT 1, BLOCK A
VALLEY CREEK CHURCH ARGYLE
32.148 ACRES
in the F.W. THORNTON SURVEY, ABSTRACT NO. 1244
TOWN OF ARGYLE / DENTON COUNTY, TEXAS

REVISIONS

No.	DATE	NOTES

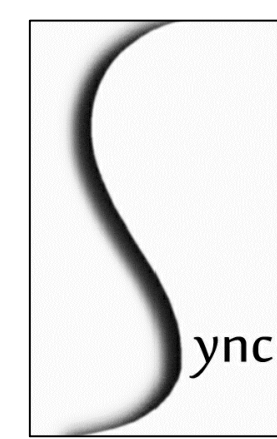
ORIG. ISSUE DATE: 02/24/2020

EXTERIOR ELEVATIONS

A1.0

Sheet Number

PRELIMINARY ELEVATIONS



Sync
Architecture & Construction, LLC
100 Lake Trail Drive
Suite 101
Double Oak, TX 75077
(972) 415-1737
rob@syncac.com



01 VIEW FROM NORTH
F.M.407 SIDE



02 VIEW FROM EAST
GATEWAY BOULEVARD SIDE

VALLEY CREEK CHURCH
LOT 1, BLOCK A
VALLEY CREEK CHURCH ARGYLE
32.148 ACRES
in the F.W. THORNTON SURVEY, ABSTRACT NO. 1244
TOWN OF ARGYLE / DENTON COUNTY, TEXAS

REVISIONS		
No.	DATE	NOTES

ORIG. ISSUE DATE: 02/24/2020

EXTERIOR RENDERINGS

A2.0

PRELIMINARY RENDERINGS

Sheet Number



TOWN COUNCIL DATA SHEET



Item H.3.

Agenda Item:

Consider approval of an agreement to allow The Oaks Subdivision to install a limited access gate within the Town of Argyle Public Rights-of-Way of Cook Street.

Meeting Date:

April 20, 2020

Requested by:

Residents of The Oaks Subdivision

Prepared by:

David Hawkins, Director of Community Development

Background:

Representatives of the Oaks subdivision have made several presentations to the Town Council in the past few years regarding concerns of cut-thru traffic, parking, speeding, and other nuisances through their residential neighborhood. On December 11, 2018, the Town Council adopted an ordinance (Ord. No. 2018-27) which established a parking zone within the Oaks subdivision and require parking permits for residents and guests that are parking on the streets within the Oaks neighborhood.

Analysis:

This is a formal request by The Oaks HOA to install a limited access gate at the western entrance into the subdivision. This gate would be located within the public R.O.W. of Cook Street which is owned and operated by the Town of Argyle and not on private property, which is the reason for the agreement request. The streets within the subdivision would remain open to the public and Myrtle Drive at the southern entrance into The Oaks subdivision will remain open.

Access rights to the gate would be provided to all mail and delivery services, AISD school buses, emergency vehicles (Argyle Fire District), public and private utility operators (includes Town of Argyle, Argyle Water Supply Corp, franchise utility providers) as well as the residents of The Oaks. The gate will have a Knox box and remote access panel to open/close the gate.

The agreement would place the burden and costs of the gate entirely on The Oaks HOA as they would be responsible for the installation, maintenance, repairs, and liability associated with the gate. The applicant has included a narrative along with supporting documents on the gate location, design of the gate, remote access panels.



TOWN COUNCIL DATA SHEET



Legal Review:

The Town Attorney has reviewed the draft agreement and offered their legal opinion and revisions to the agreement. Included in the packet is the draft agreement which reflects the Town Attorney's review.

Financial Impact:

The agreement is written for the Oaks HOA to burden all expenses and legal fees associated with the ownership, maintenance, repairs, and liability of the gate.

Town Council Action:

Town Council has the option to approve the agreement, approve the agreement with amendments, table the agreement, or deny the agreement.

Attachments:

Proposed Agreement

Proposed Access Gate Exhibits

INDEMNIFICATION AGREEMENT

This INDEMNIFICATION AGREEMENT (this “**Agreement**”), is made as of [insert date], by and between The Oaks of Argyle (“**HOA**”) and the TOWN OF ARGYLE, TEXAS, a general-rule municipality organized and existing pursuant to the laws of the State of Texas (the “**Town**”).

1. HOA Responsibilities. HOA will pay for the construction, installation, maintenance and repair of an access gate at the entrance to the Oaks subdivision on Cook St., approximately one hundred feet (100’) west of the Oaks roundabout open space, legally described as Lot 1X, Block E, The Oaks, Phase One Addition. The access gate shall be erected on property owned by the Town of Argyle, located within the public rights-of-way of Cook Street. The access gate shall remain the property of the HOA. HOA further agrees to maintain the gate and at all times provide reasonable insurance coverage for the presence, use and operation of the access gate. The Town will be named as an additional insured to the insurance for the access gate maintained by the HOA. If at any point in time the insurance coverage for the access gate should lapse, the HOA shall provide written notice of same to the Town.
2. Access Determined by Town. The Town may, in its sole discretion, require the access gate to be opened to the general public for any reason, or for no reason at all.
3. Emergency Vehicles Access. HOA shall ensure 24/7 access to all police and fire vehicles by means of a garage door style button opener, the Opticom System, a Knox box (with fire keyswitch), and a keypad code entry system.
4. AISD Bus Access. HOA shall provide access for Argyle Independent School District busses that require access into the subdivision by means of a button style opener.
5. Indemnification. THE HOA AGREES TO DEFEND, INDEMNIFY, AND HOLD THE TOWN, ITS REPRESENTATIVES, OFFICERS, AGENTS, AND EMPLOYEES HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS, AND EXPENSES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS AND/OR PERSONAL INJURY, INCLUDING, BUT NOT LIMITED TO, DEATH, THAT MAY RELATE TO, ARISE OUT OF, OR BE OCCASIONED BY THE CONSTRUCTION, DESIGN, MAINTENANCE, ACCESS OR PRESENCE OF THE ACCESS GATE. THIS INCLUDES, BUT IS NOT LIMITED TO, ANY ACTION IN TORT BROUGHT PURSUANT TO OR UNDER THE TEXAS TORT CLAIMS ACT.

~~IF ANY ACTION OR PROCEEDING SHALL BE BROUGHT BY OR AGAINST THE TOWN IN CONNECTION WITH ANY SUCH LIABILITY OR CLAIM, HOA, ON NOTICE FROM TOWN, SHALL DEFEND SUCH ACTION OR PROCEEDING, AT HOA'S EXPENSE, BY OR THROUGH ATTORNEYS REASONABLY SATISFACTORY TO TOWN. HOA SHALL, AT ITS OWN EXPENSE, FAITHFULLY AND COMPLETELY DEFEND AND PROTECT THE TOWN AGAINST ANY AND ALL LIABILITIES ARISING FROM ANY SUCH CLAIM, CAUSE OF ACTION AND/OR NOTICE.~~

IF ANY ACTION OR PROCEEDING SHALL BE BROUGHT BY OR AGAINST THE TOWN IN CONNECTION WITH ANY SUCH LIABILITY OR CLAIM, THE TOWN MAINTAINS FULL RIGHTS TO RETAIN REASONABLY SATISFACTORY ATTORNEYS AND DEFENSE. THE HOA, AS OWNERS OF THE PROPERTY, WOULD ASSUME FULL RESPONSIBILITY FOR ANY AND ALL LIABILITY ARISING FROM OR RELATED TO THE GATE.

6. Notices. All notices, requests, consents and other communications hereunder to any party shall be deemed to be sufficient if contained in a written document delivered in person or sent by facsimile or other electronic transmission, nationally recognized overnight courier or personal delivery, addressed to such party at the address set forth below or such other address as may hereafter be designated on the signature pages of this Agreement or in writing by such party to the other parties:

(a) If to the HOA, to:
[Insert name of HOA]
Address:
Fax:
Email: Attn: [Insert name]

(b) If to the Town, to:
TOWN OF ARGYLE
Address: 308 Denton Street
Fax: 940-464-7274
Email: Attn: [Insert name]

7. Headings. The headings of the sections and paragraphs of this Agreement are inserted for convenience only and shall not be deemed to constitute part of this Agreement or to affect the construction or interpretation thereof.

8. Governing Law and Venue. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas applicable to contracts made and to be performed in such state without giving effect to the principles of conflicts of laws. Venue of any dispute over the terms of this Agreement shall be in the state district court of Denton County, Texas.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

[NAME of HOA]

By: _____
Name: [insert name]
Title: [insert name]

TOWN OF ARGYLE

By: _____

Name: [insert name]

Title:

The Oaks of Argyle Homeowners Association

Cook Street Gate Proposal

March 2020

Argyle Town Council,

The Oaks of Argyle is a small neighborhood with highly involved, proactive homeowners, and a strong sense of community. Currently, the safety, quality of life, and character of Argyle residents living in the neighborhood are threatened by high traffic volumes and high rates of speed. Boonesville Bend, one of The Oaks three streets, is the second busiest street in Argyle.

Vehicles passing through the neighborhood, especially those traveling at a high rate of speed, are primarily going to or from the Argyle High School parking lot. Cars have been recorded going as fast as 72mph, which is nearly three times the legal posted speed limit. This would be unsafe on any street, but in The Oaks, the danger is increased due to the blind curves, sidewalks, parks, and children that play throughout the neighborhood.

Parents of small children have horror stories of near misses and close calls when crossing the street, playing in the driveway, or walking to the park. Adults driving the speed limit have been passed by teenagers *and other adults* going as fast as possible around blind curves, and others have had to swerve into driveways at the last minute to avoid collisions. Before school begins, and around the time school is dismissed, Cook street, the roundabout, and Boonesville Bend combine into a speedway, with a steady stream of cars. The result is that traffic on Myrtle & 407 is so backed up that the line of cars extends all the way down Boonesville Bend almost the roundabout at the front of the subdivision. Although the problem is most noticeable around the beginning and end of school day, it is an issue at all times. There are events happening at AHS throughout the afternoons, evenings and weekends, therefore it is impossible to predict when a car will come barreling down your street. Furthermore, once people become accustomed to this route, they take it even when they aren't going to the school. The situation is so dangerous that at least one family moved because of the threat. After living in their brand new home for less than a year, they were willing to take a loss just to get out.

It has been suggested that the problem will disappear or improve when the current high school campus becomes a middle school. In fact, the opposite is true. The problem will get worse. Instead of one trip per day, each car will now make two, due to the fact that middle school students are dropped off in the morning and picked up in the afternoon. Add to that the coming construction of 407 and 377, and you have a disaster waiting to happen.

For these reasons, we propose a limited access gate on Cook Street, just West of the roundabout. There has been a broad consensus in the neighborhood for over a year that this is the best way to solve the problem. This consensus has been reflected and vocalized in formal and informal meetings, and through at least one neighborhood survey. The gate proposal is the result of countless hours of consultation, discussions, traffic studies, and meetings over the course of the last 1-2 years.

The gate will be paid for, insured by, and maintained by the HOA. It is important to realize that access to the neighborhood is not being restricted. Ingress and egress will be available to anyone via Myrtle Lane just as it is now. The goal of this proposal is to ensure safety, not block access. We have coordinated with Argyle Police/Fire, AISD transportation, and the Town of Argyle Engineer. As you can see in the supporting documentation, we have made accommodations to ensure they have access at all times. Busses that need access, and all police and fire vehicles, will be given garage door style remotes. In addition, police and fire vehicles will have access via a knock box (with fire key switch), the opticom system, and a keypad.

The installation of a Gate on Cook street is a win for the Town, School District and Neighborhood. It increases safety, and all but eliminates the risk of a tragic accident that residents in The Oaks worry about on a daily basis. With the current set up, it is not a matter of if, but when a child will be struck by a speeding vehicle. Such an event would reflect poorly on our town and school district, especially in the light of the fact that we have a plan to prevent it. A gate also eliminates the need for the frequent use of temporary speed signs which are needed elsewhere in the town, and for police to camp out in our neighborhood day after day issuing speeding tickets.

The Town of Argyle's Vision Statement and Guiding Principles state that we have a "*citizen focused government*" that places a "*strong emphasis on safety*" and "*accountability to its citizens*". I respectfully submit to you that approval of the Cook Street gate is the perfect opportunity for you to put those words into practice.

Thank you,

Zach Scheer | The Oaks of Argyle HOA Board President

Jeff Castellanos | The Oaks of Argyle HOA Board Vice President

Kelli Doremus | The Oaks of Argyle HOA Board Secretary

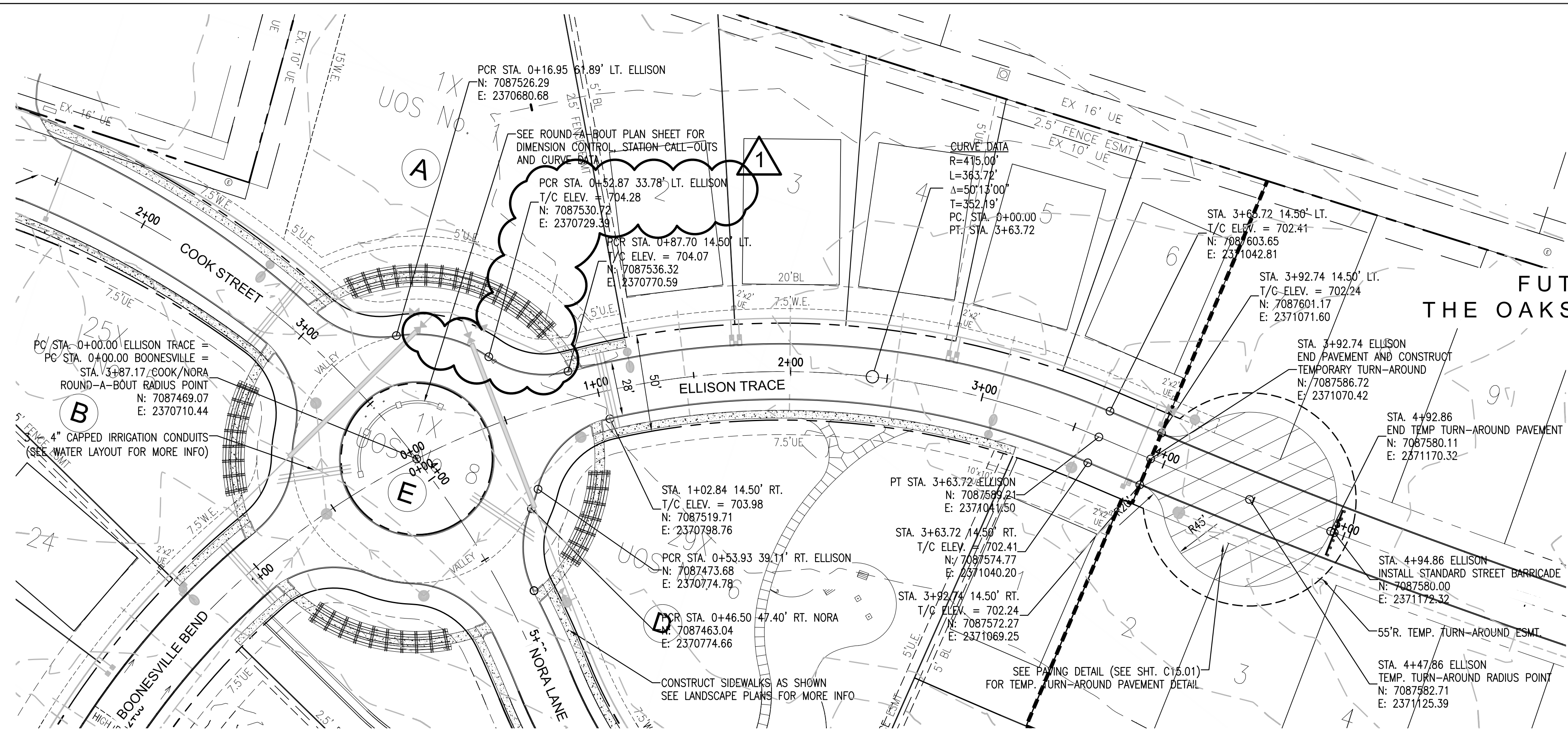
Steve Seidler | The Oaks of Argyle HOA Board Treasurer

Lorne Webster | The Oaks of Argyle HOA Board Member

Google Maps Cook St. Gate Location



Imagery ©2020 Maxar Technologies, U.S. Geological Survey, Map data ©2020 50 ft

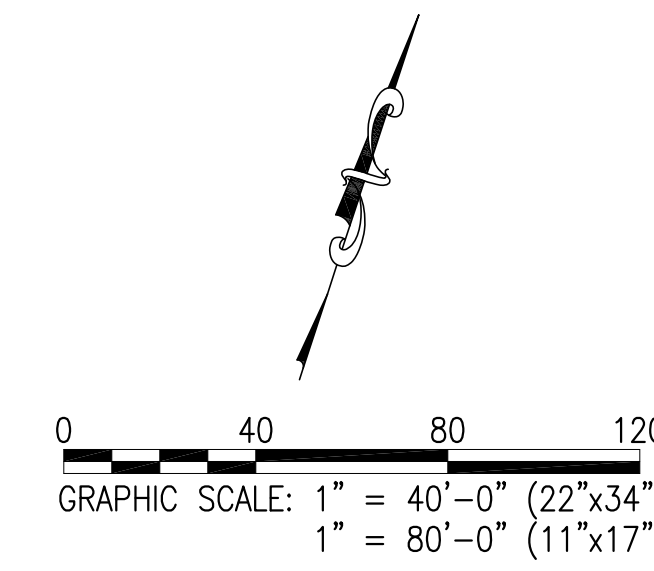


FUTURE THE OAKS, PHASE 2

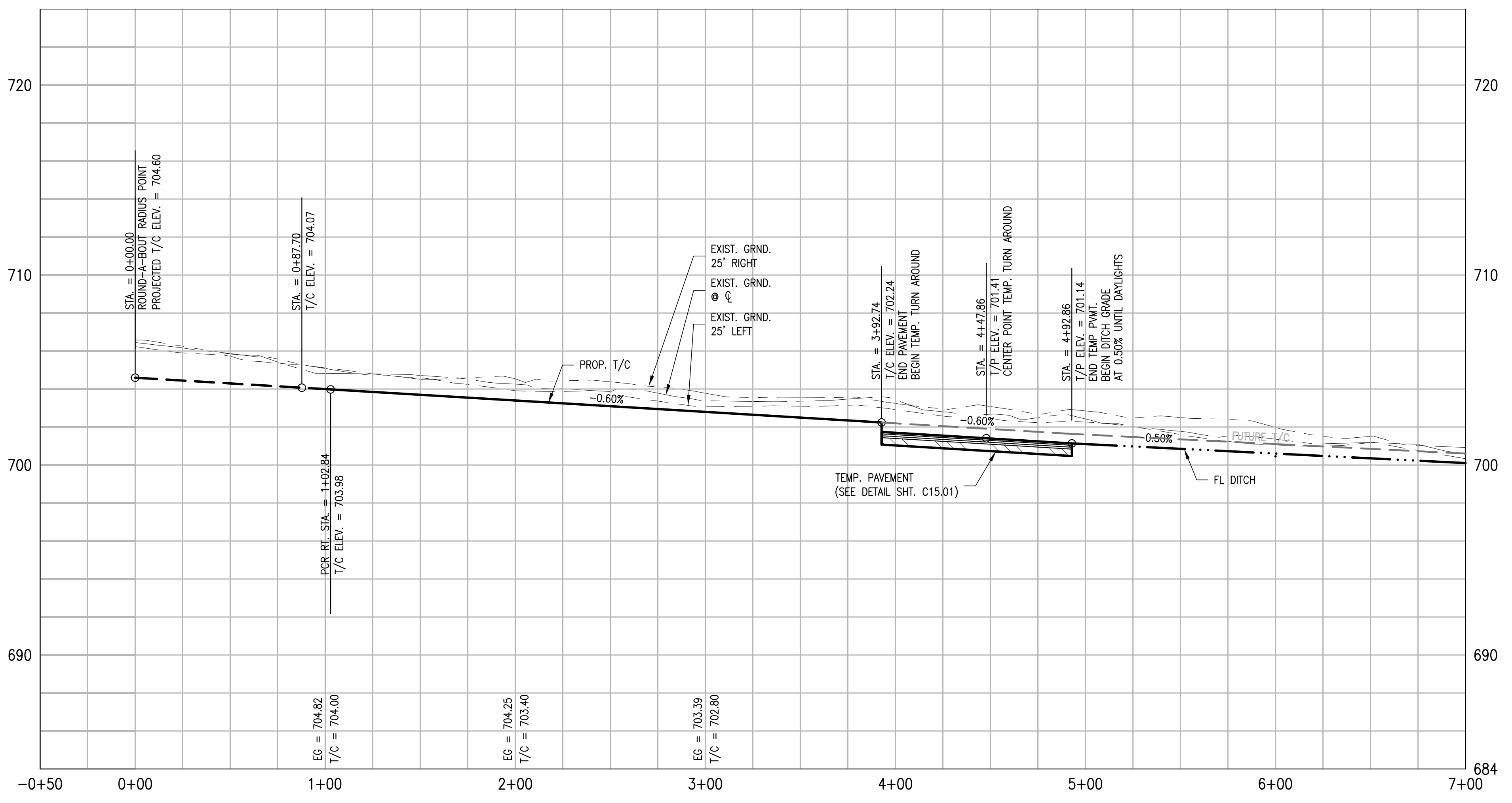
PROJECT BENCHMARKS
 TBM #1 BOX-CUT SET ON CONCRETE CURB AT NORTHWEST CORNER OF SITE
 ELEVATION 706.79

NOTE:
 ALL DIMENSIONS ARE TO THE FACE OF CURB
 ALL OFFSET STATIONS ARE TO THE BACK OF CURB.

- SIDEWALK AND RAMPS CONSTRUCTED IN THIS CONTRACT.
- 8" TEMP. TURN-AROUND PAVT.



SCALE
 H: 1" 40'
 V: 1" 4'
 (22x34)
 H: 1" 80'
 V: 1" 8'
 (11x17)



RECORD DRAWING
 THIS RECORD DRAWING IS A COMPILATION OF THE SEALED ENGINEERING DRAWING FOR THIS PROJECT; MODIFIED BY ADDENDA, CHANGE ORDERS AND INFORMATION FURNISHED BY THE CONTRACTOR AND OTHERS. CHANGES FROM THE SEALED ENGINEERING DRAWING SHOWN ON THIS RECORD DRAWING HAVE NOT BEEN FIELD VERIFIED FOR ACCURACY OR COMPLETENESS.
 BY: *Ottis Lee III* DATE: 12/01/13
 Ottis Lee III

THE OAKS OF ARGYLE, L.L.C.
 2929 W. 5TH STREET, SUITE A
 FOR PHASE 1, 2 & 3
 ARGYLE, TEXAS 76010
 CONTACT: MR. JUSTIN WELBORN
 BBAID@BBAID.COM
 1300 Santa Fe Dr., Ste. 100, P.O. Box 799, Weatherford, TX 76088 Tel: (817)958-7575 Fax: (817)987-2016
 Texas Registration #00044 E-Mail: oaks@oaksofargyle.com

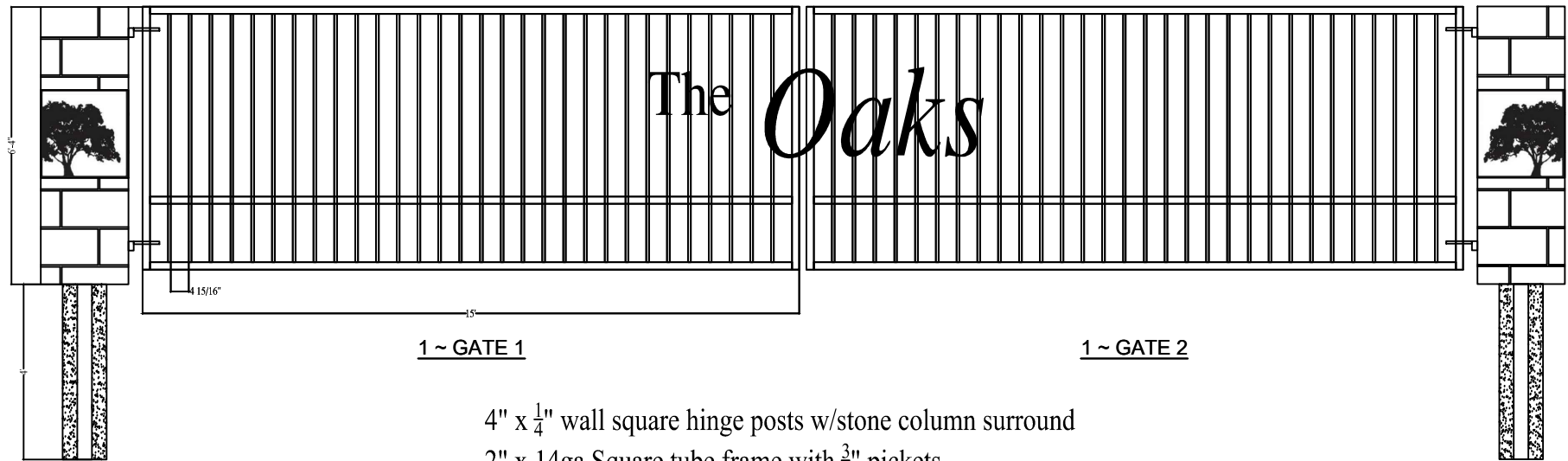
B Baird, Hampton & Brown, Inc.
Engineering & Planning
 CONTACT: MR. JUSTIN WELBORN
 BBAID@BBAID.COM
 1300 Santa Fe Dr., Ste. 100, P.O. Box 799, Weatherford, TX 76088 Tel: (817)958-7575 Fax: (817)987-2016
 Texas Registration #00044 E-Mail: oaks@oaksofargyle.com

7/12/13	DATE
	DATE:
	06/13/2013
1	CHECKED:
	SLN
	DRAWN:
	DP/LC
	DESIGNED:
	OL
	NO. REVISIONS
	REVISIONS
	REVISED T/C ELEVATIONS

ELLISON TRACE
 STA. 0+00 TO STA. 3+92.74
THE OAKS - PHASE ONE
 ARGYLE, TEXAS



BHB PROJECT NO:
2012.801.057
 SHEET NO:
C06.01



- 4" x 1/4" wall square hinge posts w/stone column surround
- 2" x 14ga Square tube frame with 3/4" pickets
- 7" adjustable hinges
- Plasma cut script and stylized oak graphics
- Black powder coat finish

These drawings are a service of JJ Gates Inc. and are provided to the client for visual reference only.



Customer: Kelli Kuehne
Project: Oaks at Argyle
Gate type: Dual Swing
Material: Steel
Revision: Draft

Smart **CNX**™



Capability meets simplicity



The future of smart, connected gate automation

We've joined the best of Nice and HySecurity to build *best in class* commercial swing and slide gate operators



SmartCNX™ Installer Smartphone App

SmartCNX installer smartphone app for full control from your phone

- Bluetooth connection to smartphones
- Intuitive to use
- Full control of operator settings



Brushless DC motor

- More power in a smaller size
- Highly efficient for solar applications
- Excellent control for accurate start and stop locations
- Faster obstruction detection
- Less stress on electronic drive components for reliability and long life

I/O Expansion Board

Provides 8 additional relay outputs and 8 additional digital inputs to cover the needs of the most complex installations. The SmartCNX controller provides a library of ready configurations to take the effort out of control system design.



SlideSmart™ CNX

SwingSmart™ CNX

SlideSmart CNX and SwingSmart CNX require professional installation



SMART

- SmartCNX installer app
- Intelligent inputs take pulsed or 10K resistive sensors
- BlueBUS input
- Extended history event log
- 5 programmable digital inputs for sensors, detectors, or other access controls
- Dedicated inputs for dual gate and sequenced gates
- Toolless wire terminals
- 3 programmable relay outputs
- 4 Hy5B™ vehicle detector slots
- USB port for software updates and log files
- Nice OXI receiver



Cast steel arm with integral protection from pinch points



Adjustable overload protection



USB port for software updates and log files

RELIABLE

- Solid state non-contact limit sensors
- Super quiet, super reliable direct drive gear train
- Locking covers prevents tampering and theft
- Covers are injection molded from high impact, fade resistant resin
- Tight fitting covers seal out rain and deters rodents and small pests
- Front cover access for service needs
- Two 8Ah batteries for up to 300 cycles on power loss. Optional upgrade to 35Ah batteries for solar applications.
- 5 year warranty / 7 year single-family

CONNECTED

Integrated HyNet™ Technology provides remote management capabilities

- Remotely monitor the gate operator
- Remotely manage operator settings
- Control your HySecurity operator from your security platform
- Remotely update software to your operator
- Troubleshoot gate errors and faults
- Check cycle count
- Automatic notification of alerts and faults

Status Screen
Monitor gate status and cycle counts

Event Log View
View gate events, alerts, logs and parking counts

Standard	SlideSmart CNX 15	Item H.3.
Solar	Solar ready for 24V	
Gate Weight Max.	1,500 lb (680 kg)	
Gate Length Max.	50 ft (15 m)	
Pull Force*	300 lb	
Rate of Travel	0.75, 1 or 1.25 ft/s (23, 30 or 38 cm/s)** Open/Close speed set independently	
Duty Cycle	Continuous	
Horsepower	Equivalent to 1/2 hp	
Drive	Electromechanical - 24V Brushless DC motor with direct drive gear train	
UPS Battery Backup Cycles***	Field configurable to fail open or secure when batteries deplete. Standard battery backup gate travel: Two 8Ah batteries. Up to 4,000 ft (1,219 m) after AC power loss. Extended battery backup gate travel: Two 35Ah batteries. Up to 18,000 ft (5,486 m) after AC power loss.	
Temperature Rating	-13° to 158°F (-25° to 70°C)	
Operating Voltage	24VDC	
Input Voltage	Switch select 115V or 208-230V, 60/50 Hz; Solar: 24V solar panels †	
Accessory Power	24VDC at each input & SS relay (1A accumulative)	
Communication	BlueBUS, USB, Ethernet, T4, RS-485, Bluetooth	
User Controls	SmartCNX Controller with 70+ configurable settings. 32 character OLED display and 7 tactile buttons, or Bluetooth smartphone interface, for programming.	
Inputs	15 inputs including 5 control inputs, 2 dedicated entrapment sensor inputs, 3 user programmable inputs, a BlueBUS port, and 4 Hy5B vehicle detectors sockets. Optional SmartCNX I/O Expansion module for 8 additional user programmable inputs.	
Relays	3 configurable user relays: Two 30VDC, 3A solid state. One 240VAC, 10A electromechanical; Optional SmartCNX I/O Expansion module for 8 additional relay outputs.	
Finish	Zinc rich primer with black powder coated chassis. High impact copolymer cover.	
ETL Listed (UL 325)	Usage Class I, II, III, IV**	
Warranty	5 year (7 year single-family residential)	

* Nice HySecurity manufacturers only reliable and powerful gate operators and provides an extra margin of power to be certain the gate works in adverse conditions. Some manufacturers overstate the length and weight capacity of their operators, but Nice HySecurity rates conservatively. Note that our pull force ratings are substantial and that extra margin of power is part of the HySecurity reputation for reliability.

** Speed setting cannot be configured to exceed 1 ft/s for Class I and II usage.

*** The actual number of gate cycles available from battery depends upon gate resistance to travel, cycle length, battery size, state of charge and health, ambient temperature, accessory power draw and frequency of gate cycles during power outage.

† 40 Watt minimum 24VDC solar panel (or two 12V - 20W panels wired in series), not included but required for solar operation. Visit www.hysecurity.com or call for information on solar panel size calculations.

Standard	SwingSmart CNX 20
Solar	Solar ready for 24V
Gate Specs	1,300 lb (590 kg) for 12 ft (4 m) leaf, 800 lb (363 kg) for a 16 ft (5 m) leaf, 600 lb (272 kg) for a 20 ft (6 m) leaf
Open/Close Time	Open/Close time set independently. Adjustable 10 to 15 seconds.
Duty Cycle	Continuous
Drive	Electromechanical - 24V Brushless DC motor with direct drive gear train
Horsepower	Equivalent to 1/2 hp
UPS Battery Backup Cycles*	Field configurable to fail open or secure when batteries deplete. Standard battery backup gate cycles: Two 12V 8Ah batteries. Up to 300 cycles after AC power loss. Extended battery backup gate cycles: Two 12V 35Ah batteries. Up to 1,000 cycles after AC power loss.
Temperature Rating	-13° to 158° F (-25° to 70° C)
Operating Voltage	24VDC
Input Voltage	Switch select 115V or 208-230V, 60/50 Hz; Solar: 24V solar panels **
Accessory Power	24VDC at each input & SS relay (1A accumulative)
Communication	BlueBUS, USB, Ethernet, T4, RS-485, Bluetooth
User Controls	SmartCNX Controller with 70+ configurable settings. 32 character OLED display and 7 tactile buttons or Bluetooth smartphone interface, for programming.
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Visit hysecurity.com/gatesafety for information on UL 325 standards and gate safety.



Contact Nice | HySecurity for an operator/parts distributor near you.
phone 253-867-3700 | 800-321-9947
hysecurity.com | sales@hysecurity.com

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D0951 122719

ASCENT M²

Item #3.



16-M2

CELLULAR MULTI-TENANT ENTRY SYSTEM WITH 7-INCH LCD

FEATURES

- 7-inch backlit high-contrast color LCD screen
- 4G LTE cellular
- High-definition Ascent Camera for still photos
- Photo push notifications
- 2 Wiegand inputs
- Ascent Link integration
- Control up to 2 gates/doors
- Cloud-based access control management
- Up to 10,000 app, text, and voice users
- Configurable keypad code length (4 to 6 digits)
- Rollover calling—up to 3 phone numbers per address
- Location-Based Access Control (LBAC)
- Push and/or email event and status notifications



powered by  **SUMMIT CONTROL**

GET THE SUMMIT CONTROL APP!



VIBRANT, DAY OR NIGHT

Visibility is superb day or night with the 7-inch backlit high-contrast color LCD screen.

NO-NONSENSE INTERFACE

Navigating the on-screen resident directory couldn't be any easier for guests. Simply find your party and press the button to call.

LOCATION-BASED ACCESS CONTROL

Users must be within a defined distance from the unit to open the gate or door.

GET CONNECTED EVERY TIME

Assign multiple phone numbers to each address to be called one after the other, ensuring a connection is always made.



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SPECIFICATIONS

PHYSICAL

Dimensions 16.55"(H) x 10.50"(W) x 4.74"(D)
Shipping Weight 17 lbs.

ELECTRICAL

Input 12-24 VAC/DC
12-VDC transformer included (PS-12DC2)
Current Draw dependent on user settings
Unit requires constant power source and is not recommended for solar applications

RELAY

Contact Rating 10 A @ 120 VAC / 24 VDC
Max Switching Voltage 250 VAC / 30 VDC
Max Switching Current 15 A
Max Switching Power 240 W / 2,770 VA








COMMUNICATION

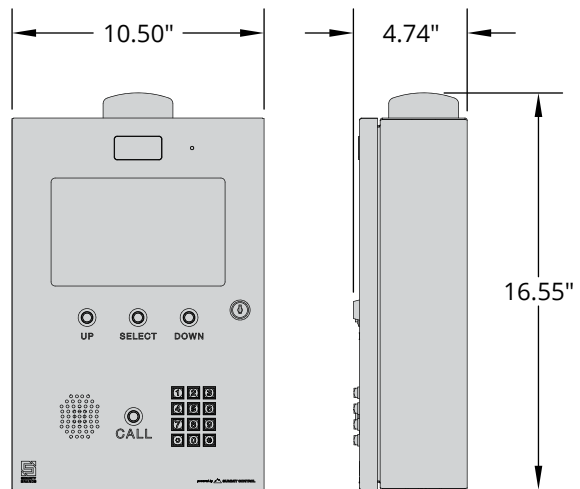
Cellular Network 4G LTE

ENVIRONMENTAL

Operating Temperature -15 to 158 °F

CONTROL IT YOUR WAY

-  APP
-  TEXT
-  VOICE
-  KEYPAD*
-  CALL BUTTON
-  DIRECTORY CALL
-  WIEGAND DEVICES



▲ Actual voltage should be no more than 10% beyond specified range. Use of the included 12-VDC transformer is recommended.

GET STARTED NOW!

PAY JUST **ONE BILL!**[†]

Unit includes a GSM SIM card ready for activation.

We do ALL the legwork for you!



SUMMIT CONTROL

it's that simple!



visit summitcontrol.com

* Because keypad codes are managed via Summit Control, they cannot be added or deleted without an active service plan.

† Monthly bill covers the cost of the SIM card, actions gateway, servers, maintenance, development, app, and tech support.

 **SECURITY BRANDS INC**[™]
your *partner* in access control

2151 East Glen Blvd
Mesquite, TX 75181
securitybrandsinc.com

Tel: (800) 541-5677
Fax: (972) 576-7346

1790-1014 Strobeswitch™

GATE & DOOR ACCESS SYSTEM

The model 1790 STROBESWITCH™ is a compact low cost detector which detects a special strobe light signal and opens access gates to allow quick entrance. The detector is activated by the strobe emitters used by most fire department emergency vehicles to control traffic signals en route to a fire. The 1790-1014 STROBESWITCH™ interfaces with the TOMAR model 780-1228-PRE or GTT OPTICOM® traffic preemption optical signal emitters. The model 1790 features a 1/2" female pipe hub mounting base.

HOW IT WORKS:

The emergency vehicle uses a special strobe light to transmit a continuously flashing optical signal. The TOMAR 1790-1014 STROBESWITCH™ receives this signal, and if the signal format is correct, activates a relay. The relay contacts may be used to control security gates, fire department garage doors, and other devices. Signaling is optical by line of sight, and the 1790 can operate indoors or outdoors, in bright sunlight, or in any weather. The unit is not susceptible to radio frequency interference, and uses digital frequency discrimination to reject unwanted signals, such as flashlights, emergency vehicle lighting systems, flashing signs, etc.

* Registered trademark of the GTT Corporation.

**The sale of this item is restricted to state and local governments and to authorized distributors only.



1790-1014 STROBESWITCH™



2795-2 Dual STROBESWITCH™ Assembly



1790M-2 Power Module



**Hand Held Tester

1790-1014 Strobeswitch



Specifications

Item	Description
Range	200 feet typical, but depends on intensity of strobe emitter
Field of View	10° vertical, 90° horizontal
Signal Acquisition Time	0.64 seconds
Function Indicator	The unit has a red LED that illuminates whenever a proper optical signal is received. The LED is visible thru the viewport and can be seen for 25 feet or more. This feature can be used with the optional Hand Held Tester to verify the unit's operation.
Frequency	F14 = 14.035 Hz ± .25 Hz (high priority) F10 = 10.000 Hz ± .25 Hz (low priority)
1790M-2 Power Module	12-24VDC AC/DC DPDT relay output 2A @ 30VDC, 0.6A @ 120VAC 0-30 minute time delay plus continuous latch mode Remote reset

Ordering Information

Model No.	Description
1790-1014	Strobeswitch only
1790-1014-S&M2	Strobeswitch and power module
1790-M2	Power module only
2795-2	Dual Strobeswitch and power module

Available Options

Model No.	Description
1760-14	Hand held tester for Emergency band
1760-10	Hand held tester for Transit band



Zach Scheer <>

Gate Meeting Summary

8 messages

Zach Scheer <>

Tue, Feb 4, 2020 at 3:18 PM

To: Michael Lugo <>, Emmitt Jackson <ejackson@argyletx.com>, Cc: JC <j>

Hello All,

Thanks again for meeting with us today. Below is summary of our meeting, and one question. If you could acknowledge/agree by responding to this email that would be great.

- Meeting between Oaks HOA representatives and Argyle Police, Fire, and AISD Transportation.
 - All police, fire, and AISD busses will have access to enter and exit through the gate with the use of garage door style openers.
 - Fire and police will also have access with a keypad opticom, and knock box.
 - **QUESTION - For Chief Lugo and Chief Jackson, if you have access through the button opener, knock box, and opticom, would a keypad still be necessary? If so, it's not problem, but if not we might leave it off.**
 - Police and Fire will have 24/7 no questions asked access to divert traffic or for any other use they deem necessary.

Thanks again,

--

Zach Scheer

405.642.0289

417 Nora Ln.

Argyle, TX 76226

Albert Rutledge <>

Wed, Feb 5, 2020 at 6:22 AM

To: Zach Scheer <>

Cc: Michael Lugo <>, Emmitt Jackson <ejackson@argyletx.com>, JC <>

Received.

Thank you,

[Quoted text hidden]

--

Albert Rutledge

Argyle ISD Transportation Director

940-464-7241 Ext 6010

Zach Scheer <>

Thu, Feb 6, 2020 at 10:37 PM

To: Albert Rutledge <>

Hey Albert,

Is your response of "received" also intended to show agreement to the summary of our meeting?

Thanks,

[Quoted text hidden]

Fri, Feb 7, 2020 at 6:35 AM

Albert Rutledge <>
To: Zach Scheer <>

Yes you are correct.

It is my understanding that the Argyle ISD Transportation Department will receive the necessary number of gate clickers to allow buses to pick up and drop off students inside the neighborhood.

Thank you,
[Quoted text hidden]

Emmitt Jackson <ejackson@argyletx.com>
To: Zach Scheer <>, Michael Lugo <>, "" <>
Cc: JC <>

Sun, Feb 9, 2020 at 11:55 AM

I acknowledge that, if provided fast and easy access, the police department would not be hindered in providing service by a gate.

We would still need a keypad as a redundancy should the button opener not function properly. We do not have access to the fire department's Knox boxes and do not have Opticomms on all of our police vehicles. As we discussed, any keypad codes shared with the police department would remain confidential.

Thanks

Emmitt R. Jackson
Chief of Police
Argyle Police Department

From: Zach Scheer <>
Sent: Tuesday, February 4, 2020 3:18 PM
To: Michael Lugo; Emmitt Jackson; **Cc:** JC
Subject: Gate Meeting Summary

[Quoted text hidden]

Zach Scheer <>
To: Emmitt Jackson <ejackson@argyletx.com>
Cc: Michael Lugo <>, "" <>, JC <>

Sun, Feb 9, 2020 at 1:13 PM

Absolutely! You've got it! Everything mentioned below will be in place as discussed. Thanks!

Sent from my iPhone

> On Feb 9, 2020, at 11:55 AM, Emmitt Jackson <ejackson@argyletx.com> wrote:
>

Zach Scheer <>
To: Michael Lugo <>
Cc: Jeff Casto <>

Tue, Feb 25, 2020 at 10:18 PM

Chief Lugo,

Were you able to review the summary of our meeting in my initial email below? If so, could you please respond and acknowledge that we met and that the neighborhood is meeting all the accommodations requested by the fire department? Please let me know if you have any questions.

Thanks,

Zach Scheer

Sent from my iPhone

> On Feb 9, 2020, at 1:13 PM, Zach Scheer <> wrote: >

> Absolutely! You've got it! Everything mentioned below will be in place as discussed. Thanks!

[Quoted text hidden]

Michael Lugo <>
To: Zach Scheer <>
Cc: Jeff Casto <>

Wed, Feb 26, 2020 at 6:31 AM

Yes, we met and everything mentioned looks great. Knox box release, opticom and signs warning non residents to turn around.

Michael Lugo
Assistant Fire Chief
Sent from my iPhone
[Quoted text hidden]