

**September 6, 2022**

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

MAYOR  
MAYOR PRO TEM, PLACE 5  
COUNCIL MEMBER PLACE 1  
COUNCIL MEMBER PLACE 2  
COUNCIL MEMBER PLACE 3  
COUNCIL MEMBER PLACE 4

BRYAN LIVINGSTON  
RICK BRADFORD  
GORDON BAETHGE  
RONALD SCHMIDT  
SHERRI MYERS  
CYNTHIA HERMANN

TOWN ATTORNEY

BRENDA MCDONALD

TOWN ADMINISTRATOR/TOWN SECRETARY  
ASSISTANT TOWN SECRETARY

ERIKA MCCOMIS  
CANDI SMITH

**CALL MEETING TO ORDER**

Mayor Livingston called the special meeting to order at 6:01 p.m.

**INVOCATION**

The invocation was led by Jack Shannon from Boy Scout Troop 771.

**OPEN FORUM**

Karen Kiel - 621 Forest Trail – addressed Council regarding the annual budget and considering an increase to funds given to the seniors group.

Judy Davenport - 308 Nora Lane – addressed Council behalf of Ranch Hand Rescue and Bob's House of Hope would ask the city to buy a table in support of Bob's House of Hope Gala on September 17<sup>th</sup>.

**SPECIAL PRESENTATIONS AND ANNOUNCEMENTS**

*(Mayoral proclamations, presentations of awards and certificates, and other acknowledgements of significant accomplishments or service to the community.)*

1. Proclamation in Recognition of Boy Scout Troop 771.

Mayor Livingston read the proclamation aloud and thanked the Troop for their tremendous work and dedication.

## **STAFF REPORT**

*(Staff Reports are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items of a future agenda for action.)*

2. Active DRC Project List *(Nabila Nur, Development Director)*
3. Update on Permit Software *(Nabila Nur, Development Director)*
4. Discuss Diagnostic Report and Sign Ordinance Update *(Nabila Nur, Development Director)*
5. Presentation on Amendments to Proposed Fiscal Year 2023 Budget *(Erika McComis, Interim Town Administrator and Mike Erwin, Finance Director)*
6. Town Hall Inspection Report *(Robert White, Public Works Director)*
7. Discuss and consider the merits of setting up a registration program for short-term rentals. *(Nabila Nur, Development Director)*

## **CONSENT AGENDA**

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

8. Consider approval of the August 22, 2022 Special Town Council meeting minutes as recorded.
9. Consider approval of the August 29, 2022 Joint Workshop with the Financial Oversight Committee meeting minutes as recorded.
10. Consider approval of Resolution 2022-32 reappointing Greg Bertrand as Presiding Municipal Court Judge and Alison Grant and Caprice Garcia as Associate Judges and authorize the Mayor to execute a contract for professional services on behalf of the Town.
11. Consider approval of Ordinance 2022-14 to adopt the amendments to Article I, General, Part 3 Definitions and Article III, Zoning of the Town of Argyle Town Development Standards regarding various amendments to zoning districts, land use charts, definitions, and other land use related provisions in the Town Development Standards (TDS-21-007), as approved during the August 15 Town Council meeting.
12. Consider approval of Ordinance 2022-15 to update the Waterbrook of Argyle Public Improvement District Service and Assessment Plan and Assessment Roll for 2022.
13. Consider approval of Ordinance 2022-16 to update the Highlands of Argyle Public Improvement District Service and Assessment Plan and Assessment Roll for 2022.

14. Discuss and consider approval of Resolution 2022-34 reappointing the firm of Freese and Nichols as Town of Argyle Town Engineer, approving a professional services agreement with Freese and Nichols, and authorizing the Mayor to execute the same on behalf of the Town.

**CONSENT AGENDA ITEMS 8-13**

**APPROVED**

Councilmember Myers moved to approve the Consent Agenda as presented with the exception of Item 14. Councilmember Hermann seconded the motion. The motion passed 5-0.

Council requested that agenda item 14 be placed on a future meeting for further discussion.

**ACTION ITEMS**

15. Consider a request from Councilmember Myers to participate or sponsor the 2022 Bob's House of Hope Ignite Hope Gala.

**ACTION ITEM 15**

**APPROVED**

Councilmember Myers moved to approve a donation of \$2,500 to Bob's House of Hope from the Council's Community Service account. Councilmember Schmidt seconded. The motion passed 4-0-1 with Councilmember Baethge abstaining.

16. Consider financial assistance request from Argyle Youth Association for work to be done on facilities at Unity Park.

Council and staff discussed the needs of repair and maintenance items at Unity Park and heard from the current AYSA President who advised they would gather more information and bring back to Council at a future time.

**ACTION ITEM 16**

**NO ACTION**

17. Consider and take appropriate action on a request from 5T Ranch Homeowners Association to allocate funds from the Town's reforestation fund for the restoration of approximately 22 deceased trees in the 5T Ranch's public park and public walking trails.

Staff and requestor discussed with Council the request for support of funds within the 5T Ranch Development for replenishing trees in the open space area of the premise. Council heard from Bill Reeves, the President of the 5T HOA, as to the incidents that occurred over the past few months, which led to the need for support. Council asked that staff research other policies in place for allowing a grant-type application submission for the use of reforestation funds. Council would like the item brought back once the application process is in place.

**ACTION ITEM 17**

**NO ACTION**

18. Consider approval of Resolution 2022-33 appointing members to serve Place 2 and Place 6 of the Town of Argyle Planning and Zoning Commission for the term ending October 31, 2023.

Council discussed the interviewees for Planning and Zoning Commission and made nominations for each position.

Nominations for Place 2

Rebecca Lively-Oehlers nominated by Councilmember Schmidt

Chad Malchow nominated by Councilmember Myers

Jeffrey Brekke nominated by Councilmember Hermann

Council took individual votes for Place 2 with Jeffrey Brekke receiving the most votes.

Nominations for Place 6

Rebecca Lively-Oehlers nominated by Councilmember Schmidt

Chad Malchow nominated by Councilmember Myers

Martin Brading nominated by Councilmember Baethge

Council took individual votes for Place 6 with Rebecca Lively-Oehlers receiving the most votes.

**ACTION ITEM 18**

**APPROVED**

Councilmember Schmidt moved to approve Resolution 2022-23 to appoint Jeffrey Brekke as Planning and Zoning Commission Place 2 and Rebecca Lively-Oehlers as Planning and Zoning Commission Place 6. Mayor Pro Tem Bradford seconded. The motion passed 5-0.

**JEFFERY BREKKE WAS VOTED FOR PLACE 2 AND REBECCA LIVELY OEHLERS WAS VOTED FOR PLACE 6**

19. Consider and take necessary action to approve a proposal from CPS HR for the continuation of the Town's Employee Relations Enhancement project to include efforts to improve Team Member Retention, Employee Development, and Performance and Accountability Measures.

**ACTION ITEM 19**

**APPROVED**

Mayor Pro Tem Bradford moved to approve a proposal with CPS HR for the presented project. Councilmember Myers seconded. The motion passed 5-0.

20. Discuss and consider voting for Places 6 through 9 of the Texas Municipal League Intergovernmental Risk Pool (TML IRP) 2022 Board of Directors.

**ACTION ITEM 20**

**APPROVED**

Councilmembers chose not to cast votes for Places 6 and 7.

Councilmembers voted for Place 8 and chose Chris Coffman with the majority of votes (Bradford, Schmidt, Baethge, Hermann)

Councilmembers voted for Place 9 and chose Opal Mauldin-Jones with the majority of votes (Bradford, Schmidt, Baethge, Hermann)

21. Discuss and consider approval of purchasing and participating in the TextMyGov software for use by Town Staff.

**ACTION ITEM 21**

**APPROVED**

Councilmember Hermann moved to approve the purchase of TextMyGov Software. Councilmember Baethge seconded. The motion passed 5-0.

**WORKSHOP ITEMS**

*(Workshop items are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items on a future agenda for action.)*

22. Discussion on establishing a uniform policy regarding requests for naming or renaming of Town-owned land and facilities, including parks, buildings, streets, and the designation of commemorative street names and plaques, that are compatible with community interest and will enhance the values and heritage of the Town of Argyle.

Council and staff discussed the need and process of developing a policy on the naming of town-owned facilities and streets. Staff will research the item further and bring forward a suggested policy to workshop with Council at a later date.

23. Discussion on the process of placing council requested items on future agendas.

Staff discussed the need for more discussion and clarification from Council on agenda item and projects that are requested during and at the end of council meetings and through correspondence throughout the workday. Council asked that Staff research the policy further and bring back for a workshop at a later date.

**EXECUTIVE SESSION**

At 9:18p.m. the Town Council adjourned into executive session pursuant to the Texas Government Code, Annotated, Chapter 551, Subchapter D, Texas Open Meetings Act to Discuss the following:

**Attorney Consultation**

§551.071: To seek the advice of the Town Attorney  
24. Grants for Non-Profit Entities

**Real Property**

§551.072: Deliberate the purchase, exchange, lease, or value of real property:  
25. Lot 1R-1, Block A of United Methodist Church of Argyle Addition (DCAD Property ID 66936)

**Personnel Matters**

§551.074: Personnel matters (to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public office or employee; or to hear a complaint or charge against an officer or employee):  
26. Town Administrator

**RECONVENE INTO OPEN SESSION AND TAKE ANY ACTION RESULTING FROM EXECUTIVE SESSION**

Mayor Livingston reconvened the regular session at 9:26p.m.

**RECEIVE REQUESTS FROM COUNCIL MEMBERS/STAFF FOR ITEMS TO BE PLACED ON FUTURE MEETING AGENDA**

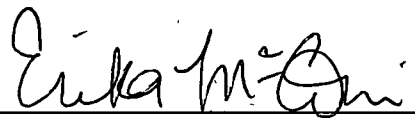
*Discussion under this section must be limited to whether or not the Council wishes to include a potential item on a future agenda.*

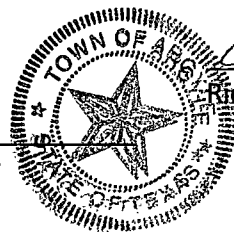
Councilmember Myers requested to recognize the senior board at a future meeting.

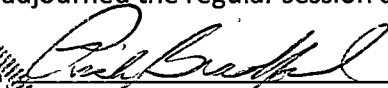
Councilmember Bradford requested that a member from Argyle Water come to speak with the Council regarding their capacity and the growth of the Town.

**ADJOURN**

There being no further business, Mayor Livingston adjourned the regular session at 10:35 p.m.

  
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Erika McComis, Town Secretary



  
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Rick Bradford, Mayor Pro Tem