



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

REF: Town Administrator's Weekly FYI – May 13, 2022

COPY: Email Distribution

1. The town received notice from the Trinity River Authority (TRA) that the town will receive a refund for Fiscal Year 2021 in the amount of \$68,917.59. The true-up amount is determined by comparing the Budgeted Annual Requirements to the actuals Annual Requirement Settle Up. The TRA budget for FY 2021 was \$19,121,361 however their actual was \$18,751,461.05. This is a variance of (\$369,899.95). TRA had budgeted for the town to send the treatment plant .103 mgd. The town's actual flow was .066 mgd. The town's actual percentage was only .747. The low flow is the reason the town received the credit.
2. The Crime Control and Prevention District (CCPD) board met on May 12 to discuss and approve their FY23 budget. CCPD funds multiple crime prevention and public education initiatives such as the Citizens Police Academy, National Night Out, informational handouts for adults and children, and a contribution to Project Graduation. In this year's budget, the CCPD will fund the purchase of a new patrol vehicle, STEP raises for officers and a certification pay plan that provides monetary incentives for attainment of college degrees, bi-lingual competency, and advancement in peace officer licenses. Additionally, the CCPD board approved an amendment to the FY22 budget to purchase updated patrol rifles for each officer.
3. At the May 16 Town Council meeting, HDR Architects will make a presentation to update council on the proposed new police building. HDR will present a potential layout for the building and discuss the proposed location for the building and potential project costs.
4. The Town Council and the Financial Oversight Committee had a joint meeting on May 11 to receive the town's audit for FY 21 from Vail and Park. Council will vote on accepting the audit at their meeting on May 16. Council and FOC also discussed Q2 budget for this FY and budget for the next FY.

5. TXDOT has scheduled a meeting to discuss the FM 407 Breakout project with the affected property owners east of I-35W. This meeting will be held at 1:00 p.m. on May 16 at Town Hall. TXDOT has identified six property owners at this time who may be affected. Town staff over the last two years met with most of the property owners because their property was being replatted and developed. As part of the subdivision process X lots were created to indicate property which may be needed for the roadway expansion. In the next two weeks, a separate meeting for those property owners west I-35W will held.
6. Today is the last day that Julia Falcon, the town's communications coordinator will be in the office. Her official last day on the job will be May 20, 2022. Julia will be graduating this Sunday from UNT with her master's in digital communication analytics. Within the Council's Strategic Plan, which was adopted in 2020, the Council saw the need to have a person in-house to handle the town's social media needs and also coordinate several new programs they wanted to start such as the Argyle Business Association and other event coordination. Julia was the right person to create the new position. She has been able to utilize Google Analytics to track our messages and to provide her expertise how staff needs to tailor messages or address an issue which is trending on the social media platforms the town is on. She is the person responsible for providing recaps on all Council and Board meetings. Throughout most of my career I have written an FYI. Julia is the person responsible for editing and distributing it. It is a well known fact that I am spelling challenged and Julia proofs most of the work I send out. I will miss her, but I am also very proud of her success.
7. During the Municipal Development District Board meeting on Tuesday, May 10, Town Staff provided board members a step-by-step rundown of how the permitting process in the town works. Staff also offered ideas and solutions to help streamline the permitting process in the future, which would including hiring an additional employee and implementing new software systems for the town to use.
8. Town staff has received a PACE meeting request for a project located along the north line of FM 407, east of Hwy 377. Please find attached the preliminary concept plan presented to staff. The proposal consists of 10,000 sq. ft retail along the frontage of FM 407 and 47 townhome units to the north of the site. Currently, the property is zoned A Agricultural to the south and CF Community Facility to the north, which would not allow for the proposed development, and the applicant will need to submit a rezoning request and staff has recommended that it should be a Planned Development District and include enhancements from the existing code. Staff has also brought up the issue of tree preservation and the need for mitigation as the northern part of

the site is heavily treed Staff and shared past efforts and information related to tree preservation on this site as well. Staff is looking into dates in June for the meeting to occur. Please see below the preliminary concept plan as presented to staff. Please note, this plan is preliminary and subject to change.

