



## Town Council Work Session & Regular Meeting Minutes – March 26, 2019

The Work Session and Regular Meeting of the Town Council was held on **March 26, 2019** at 5:00 p.m. at the Argyle Town Hall. This was an OPEN MEETING, open to the public, subject to the open meeting laws of the State of Texas and, as required by law, was duly posted, at Argyle Town Hall, giving notice of time, date, place, and agenda thereof.

### A. CALL MEETING TO ORDER

Mayor Donald Moser called the meeting to order at 5:00 p.m.

Attendee Name	Title	Status	Arrived
Donald Moser	Mayor	Present	
Marla Hawkesworth	Mayor Pro Tem, Place 5	Present	
Alex Vukasin	Council Member, Place 1	Present	
Ronald Schmidt	Council Member, Place 2	Present	
Jon Donahue	Council Member, Place 3	Present	
<del>Todd Mankin</del> Cynthia Hermann	Council Member, Place 4	Present	
Kristi Gilbert	Town Manager		
Victoria Thomas	Town Attorney		

### B. WORK SESSION

The pre-meeting work session is designed as an opportunity for the Town Council to discuss pending items. No action will be taken during the work session portion of the meeting.

1. Discuss the project scope and cost estimates for the 2019 Road Improvement Project, including future public meetings.

Gary Vickery, with Teague, Nall and Perkins, briefly discussed the estimated cost of the project (\$2,611,841) and reminded Council of the upcoming Town Hall Meeting that will be held on April 4th. Mr. Vickery asked Council if they would prefer the project be done one street at a time or if they would like overlapping projects in order to move through the project quicker. Councilmembers informed him Harpole was a concern as school started back up and requested they start on the West end to have it completed prior to the beginning of school. Town Manager Kristi Gilbert advised there will be an alternate on the upcoming bid for Charyl Lynn.

2. Discuss the Town codes and case law regarding political signs.

Ms. Gilbert informed Council that due to case law the Town is unable to regulate portions of the sign ordinance. Mayor Moser asked that the sign ordinance be

updated to conform to state law. Council was reminded since the sign ordinance is a portion of the development standards it will require a public hearing and review by the Planning and Zoning Commission prior to it being brought to Council.

3. Discussion regarding a street and/or facility naming policy for the Town of Argyle.

This item was discussed at a previous council meeting therefore, Staff brought Council a few suggested policies from other entities. Councilmembers concluded they collectively liked the sample policy from Addison. Councilmember Vukasin would like a public hearing added to the commemorative names area of the policy.

4. Discussion regarding concerns of speeders in Country Lakes Addition.

Chief Cottle addressed Council to inform them of the speed survey they conducted in the Country Lakes Addition due to complaints of speeders in the area. During the speed survey the average speed was 21 miles per hour with one vehicle going 40 miles per hour. Out of the approximate 1,100 vehicles that went through the area only three vehicles were exceeding the speed limit in the 200 block of Country Lake.

5. Discussion regarding any regular session items.

No discussion was held regarding regular session items.

#### **REGULAR SESSION AGENDA – 6:00 PM**

**(or immediately following the 5:00 pm Work Session)**

#### **C. CALL REGULAR SESSION TO ORDER**

Mayor Moser called the Regular Session to order at 6:15 p.m.

#### **D. INVOCATION**

#### **E. PLEDGE OF ALLEGIANCE**

American Flag

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

#### **F. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS**

##### **1. Town Council and Staff Presentations / Reports**

- a. Recognition of former Councilmember Todd Mankin

Mayor Moser recognized Todd Mankin for his service on Council and presented him with a Town street sign.

- b. Proclamation for Denton County Master Gardener Association 30<sup>th</sup> Anniversary

Mayor Moser thanked the Denton County Master Gardener Association for their work and dedication through a proclamation that he read aloud. The members in attendance informed Council there were two Argyle homes that would be featured in their upcoming garden tour.

- c. Police Department Officer Introduction  
Chief Cottle introduced two new employees to the department: Cindy Hess, part-time administrative assistant and Officer S. Harper.
- d. Development Project Updates  
Community Development Director David Hawkins reviewed the status of current projects and their time line.
- e. Presentation by Skyline Drive Residents  
Peter Feldman resident of 905 Skyline and Clifton Holland resident of 920 Skyline went over their presentation to Council regarding their concerns regarding run-off water during rain events in the Skyline subdivision.
- f. Argyle Urban Forest Ecosystem Analysis  
Taylor Guynes with the Texas Tree Foundation gave Council an overview of the ecosystem assessment and tree canopy analysis. The Foundation estimates that Argyle has approximately 627,500 trees with a structural value of \$484 million. The USDA Forest Service recommends a 40% tree canopy coverage in which Argyle currently has 31.3% coverage. The three top species found in Argyle were Post Oak, Cedar Elm and Black Locust.

**G. OPEN FORUM:**

The opportunity for citizens to address the Town Council on any non-agenda item (limit 5 minutes per person); however, the Texas Open Meetings Act prohibits the Town Council from discussing issues which the public has not been given seventy-two (72) hour notice. Issues raised may be referred to Town Staff for research and possible future action.

No speakers

**H. 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 26, 2019 Regular Town Council Meeting Minutes as recorded.
2. Consider approval of a resolution authorizing the execution of an Interlocal Sewer Service Area Agreement between the Town of Argyle and the Town of Northlake. *(Resolution Number 2019-04)*
3. Consider approval of a resolution authorizing the execution of a continuing disclosure agreement with the Trinity River Authority of Texas. *(Resolution Number 2019-05)*
4. Ratify approval of a purchase of a 2019 Chevrolet C1500 Extended/Double Cab Pickup for Public Works Construction Inspector.

**ACTION: Item H.1. to H.4.**

**APPROVED**

Councilmember Donahue moved to approve consent agenda items as presented. Councilmember Schmidt seconded the motion. For: Unanimous. The motion passed 5-0.

**I. OLD BUSINESS:**

1. PUBLIC HEARING: Consider and take appropriate action on an ordinance amendment (ORD-18-002) regarding amendments to Section 14.1.5, Definitions; Article III, Part 3, Zoning Districts, and Article III, Part 4, Use Regulations, Section 14.3.97, Use Charts, of the Town of Argyle Town Development Standards, adopting various amendments to use charts and zoning districts in the Town Development Standards.

*This item was moved to the end of the council meeting*

Mr. Hawkins informed Council the item was continued from previous meetings. The proposed amendments were drafted after a joint work session was held between the Town Council and the Planning and Zoning Commission. The updated ordinance does include updated definitions from the town attorney as directed during the joint work session.

Mayor Moser opened the public hearing at 8:35 p.m.

Paul Kula, 603 Old Justin Road, addressed Council stating he was against kennels-outdoor being included in Local Retail.

Paul Walker, addressed Council stating he was against the requirements of Specific Use Permits in the agriculture areas of the chart.

Mayor Moser closed the public hearing at 8:48 p.m.

Council went over changes they would like to see in the proposed ordinance. Mr. Hawkins informed Council he would make the proposed changes and bring the ordinance back at the April Council meeting.

**ACTION: Item I.1.**

**TABLED**

Mayor Pro Tem Hawkesworth moved to table the item until the April 23, 2019 Town Council Meeting. Councilmember Donahue seconded the motion. For: Unanimous. The motion passed 5-0.

**J. NEW BUSINESS & PUBLIC HEARINGS:**

1. PUBLIC HEARING: Consider and take appropriate action on an ordinance amendment (ORD-19-001) to consider amendments regarding Section 14.1.5, Definitions; Article III, Part 3, Zoning Districts, and Article III, Part 4, Use Regulations of the Town of Argyle Town Development Standards, to remove 2F (Two-Family Residential District) from use charts and zoning districts in the Town Development Standards.

Angie Manglaris, Community Development Coordinator, addressed Council regarding the proposed changes as discussed during the joint work session with the Planning

and Zoning Commission on February 13, 2019. Ms. Manglaris stated the Planning and Zoning Commission approved the amendment at their March 5, 2019 meeting.

Mayor Moser opened the public hearing; with no speakers present the public hearing was closed.

**ACTION: Item J.1.**

**APPROVED**

Mayor Pro Tem Hawkesworth moved to approve an ordinance amendment (ORD-19-001) to consider amendments regarding Section 14.1.5, Definitions; Article III, Part 3, Zoning Districts, and Article III, Part 4, Use Regulations of the Town of Argyle Town Development Standards, to remove 2F (Two-Family Residential District) from use charts and zoning districts in the Town Development Standards. Councilmember Vukasin seconded the motion. For: Unanimous. The motion passed 5-0. (*Ordinance Number 2019-04*)

2. PUBLIC HEARING: Consider and take appropriate action on an Amended Specific Use Permit (SUP-19-001) for Argyle Vet Clinic, a proposed veterinary clinic expansion to be located at 410 E FM 407, being legally described as a 1.881-acre tract of land situated within the S.A. Chambers Survey, Abstract No. 308, Town of Argyle, Denton County, Texas.

Ms. Manglaris informed Council the Argyle Vet Clinic is looking to expand their existing facility authorized under a Specific Use Permit approved in May of 2005. Buildings with an SUP are required to go through the process again when making changes to the structure. Ms. Manglaris stated the Planning and Zoning Commission approved the Amended SUP at their March 5, 2019 meeting.

Justin Lansdowne, with G&A McAdams, representing Argyle Vet Clinic addressed Council to inform them of the expansion and purpose of the SUP request and site plan approval.

Mayor Moser opened the public hearing; with no speakers present the public hearing was closed.

**ACTION: Item J.2.**

**APPROVED**

Councilmember Donahue moved to approve an ordinance amending the Specific Use Permit (SUP-19-001) for Argyle Vet Clinic, a proposed veterinary clinic expansion to be located at 410 E FM 407, being legally described as a 1.881-acre tract of land situated within the S.A. Chambers Survey, Abstract No. 308, Town of Argyle, Denton County, Texas. Councilmember Schmidt seconded the motion. For: Unanimous. The motion passed 5-0. (*Ordinance Number 2019-05*)

3. Consider and take appropriate action on a Site Plan Amendment (SP-19-001) for Argyle Vet Clinic, a proposed veterinary clinic expansion to be located at 410 E FM

407, being legally described as a 1.881- acre tract of land situated within the S.A. Chambers Survey, Abstract No. 308, Town of Argyle, Denton County, Texas.

**ACTION: Item J.3.**

**APPROVED**

Councilmember Donahue moved to approve a Site Plan Amendment (SP-19-001) for Argyle Vet Clinic, a proposed veterinary clinic expansion to be located at 410 E FM 407, being legally described as a 1.881- acre tract of land situated within the S.A. Chambers Survey, Abstract No. 308, Town of Argyle, Denton County, Texas. Councilmember Vukasin seconded the motion. For: Unanimous. The motion passed 5-0.

4. Consider approval of plans and specifications for the finish out of the Public Works Facility located at 4150 Trey Lane and authorize the Town to solicit bids for the project.

Ms. Gilbert stated, in June 2018, the Council authorized the purchase of a 1.17 acre tract of land that included a metal building with concrete foundation which was approximately 6,000 square feet. The intent of the purchase was to house the Public Works Department as the lease on their current building will expire at the end of 2019. The bids for the finish-out will be published on March 27 with a due date of April 11 and will include alternate bids for a locker room, millwork in the crew room, exterior paving for sidewalk and accessible parking spots. The interior office space will be demolished by town employees and is not included in the bid process.

**ACTION: Item J.4.**

**APPROVED**

Councilmember Vukasin moved to approve plans and specifications for the finish out of the Public Works Facility located at 4150 Trey Lane and authorize the Town to solicit bids for the project. Councilmember Hermann seconded the motion. For: Unanimous. The motion passed 5-0.

5. Consider approval of a resolution approving a street and/or facility naming policy.

Mayor Pro Tem Hawkesworth stated she would like to see the commemorative street naming go through a process of a public hearing and include notices being sent out to residents on the street.

**ACTION: Item J.5.**

**TABLED**

Councilmember Hermann moved to table the item until the April 23, 2019 Town Council Meeting. Mayor Pro Tem Hawkesworth seconded the motion. For: Unanimous. The motion passed 5-0.

6. Consider authorizing the Town Manager to execute a proposal for consulting services for strategic planning services.

The consulting services for the strategic plan was presented to Economic Development Corporation board at their February and March meetings. The board tabled the item as they desired to move forward with addressing their action plan instead of spending money on the consulting services. Mayor Pro Tem Hawkesworth asked for the consulting firm to address Council as to what services would be provided as a part of the consulting agreement. Jason Gray with JDGray Groupe stated his company would work with the Town's vision to develop a plan as to the steps that Staff and Council will make for focus areas of Economic Development for the Town. For each focus area they will create objectives to obtain in order to meet those goals.

**ACTION: Item J.4.**

**APPROVED**

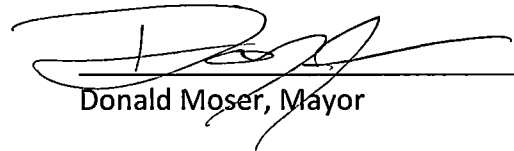
Councilmember Vukasin moved to authorize the Town Manager to execute a proposal for consulting services for strategic planning services funding fifty percent of the proposal up to \$23,750. Councilmember Hermann seconded the motion. For: Unanimous. The motion passed 5-0.

**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 stated he would like to explore Town Staff handling the maintenance of the PID and TIRZ agreements and funds at a future meeting.

**L. ADJOURN**

There being no further business, Mayor Moser adjourned the regular session at 9:23 p.m.

  
Donald Moser, Mayor

  
Erika McComis, Town Secretary

