

**JULY 26TH, 2021**

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

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

BRYAN LIVINGSTON  
RONALD SCHMIDT  
JOAN DELASHAW  
SHERRI MYERS  
CYNTHIA HERMANN  
RICK BRADFORD

TOWN ADMINISTRATOR  
ASSISTANT TOWN ADMINISTRATOR  
INTERIM TOWN SECRETARY/TOWN TREASURER  
PUBLIC WORKS DIRECTOR  
POLICE CHIEF  
ASSISTANT TOWN TREASURER  
COMMUNICATIONS COORDINATOR

RICHARD OLSON  
ERIKA MCCOMIS  
DIANNA BUCHANAN  
TROY NORTON  
EMMITT JACKSON  
AIMEE HEWITT  
JULIA FALCON

**CALL MEETING TO ORDER**

Mayor Livingston called the ~~regular~~ meeting to order at 6:07 p.m. *EXL 8/5/21*

**WORKSHOP ITEMS**

1. Presentation and discussion regarding the FY 2021-2022 Annual Budget for the Town of Argyle.

Town Administrator Richard Olson presented an overview of the proposed FY 2021-2022 budget. The proposed budget maintains the current tax rate of 0.378193 per \$100 of assessed value, a minimum of 120-day operating general fund reserve/fund balance, and the current level of service across all town departments. Capital projects included completing the 2021 Street Improvement Project, completing the US 377 wastewater line relocation, and completing the wastewater line between I-35 and US 377. The 2021 Certified Totals received from the Denton County Appraisal District reflected a net taxable value of \$884,225,076. The complete presentation is attached to and made a part of these minutes. Discussion was held regarding the information presented that included the budgeting process and department head involvement, attaining the goal of zero-based budgeting, issuing debt for the 2022 street improvement program as interest is at an all-time low, using budget surplus for road maintenance projects, contracting for a comprehensive plan update, necessary repairs to the town hall,

Mayor Livingston called for a break at 7:32 p.m.

Mayor Livingston reconvened the meeting at 7:48 p.m.

Police Chief Emmitt Jackson summarized the requested enhancements for the police department. The priority of the four items is a ten percent salary increase for all officers to be competitive with other surrounding departments to attract new hires and retain current officers. The other items discussed were adding a 14th police officer, purchasing a drone to use for missing person searches/accidents, and reinstating the police captain position. The drone expenses could be shared with the MDD 50/50 to be used to capture video of the town for the MDD's use.

Town Administrator Olson reviewed the enhancement requests for Development Services, including a GIS needs assessment, enhanced GIS contract, stand-alone ESRI GIS system, and ESRI online system.

Public Works Director Troy Norton summarized the budget for his department, pointing out there are no requested enhancements. There are two current vacancies in his department; a maintenance worker and an equipment operator. It has proved difficult to fill the openings. Council would like to know how our pay ranges for these positions compare to other municipalities. Council further suggested staff research a combination position for code enforcements/construction inspections. Council Member Delashaw would like to raise pay for public works employees to 5% (an additional 2% over the proposed 3% COLA).

Assistant Town Administrator Erika McComis presented the proposed human resource benefit enhancements to begin programs for an employee tuition reimbursement program, employee education pay, and expanding the employee certification pay program to all employees as it is currently only offered to police department employees.

Assistant Town Administrator noted that the proposed budget must be filed with the town secretary on August 2<sup>nd</sup>. There will be a public hearing for the same on September 7<sup>th</sup>. The tax rate will be set and the budget considered for approval at the September 20<sup>th</sup> regular meeting.

Council Member Delashaw requested consideration of freezing ad valorem taxes for seniors. Staff pointed out that an approved tax ceiling is permanent. Staff will prepare an analysis of the impact of approval of a tax ceiling for over 65 exemptions. The issue will need to be considered by Council at the August 2<sup>nd</sup> meeting.

The street projects listed in the FY22 CIP will not be included in the budget but are to be funded by the issuance of certificates of obligation. Mayor Livingston wants staff to contact bond counsel soon to take advantage of low-interest rates. Staff is to begin steps to obtain the engineering plans for these projects so that the projects will be ready to go as soon as certificates of obligation are issued. Mayor Livingston hopes to meet with

other area stakeholders about upcoming road projects to explore opportunities for collaboration and cost-sharing.

Mayor Pro Tem Schmidt wants to include funds in the budget for a drainage study. Mayor Livingston agreed, and staff is to include \$50,000 in the budget with the goal of sequencing drainage hotspots, assessing drainage systems with the goal that all drainage easements are inspected and restored.

Council Member Hermann believes increases for employees should be equitable. Staff will research tools to perform standardized employee evaluations for a merit increase program.

Council confirmed the following proposed budget enhancement requests for inclusion in the proposed budget:

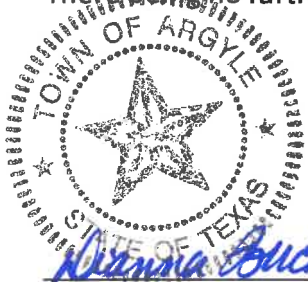
Police Department Additional Officer	\$100,000
Police Department Officer Salary 10% Increase	\$ 85,000
Police Department/MDD 50/50 Unmanned Aerial Vehicle (Drone)	\$ 6,500
Development Services GIS Needs Assessment	\$ 16,000
Development Services ESRI Online System	\$ 2,000
Human Resources Employee Tuition Reimbursement	\$ 6,000
Human Resources Employee Certification Pay	\$ 5,500
Human Resources Employee Education Pay	\$ 4,500

In addition, the following items are also to be in the proposed budget:

Police Department additional 2% salary increase (Total 12%)	
Public Works Department additional 2% salary increase (Total 5%)	
Public Works Department Drainage Study	\$ 50,000

#### ADJOURN

There being no further business, Mayor Livingston adjourned the regular session at 9:33 p.m.



*Dianna Buchanan acting for*  
Erika McComis, Town Secretary

Bryan Livingston, Mayor

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