



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

REF: Town Administrator's Weekly FYI – September 17, 2021

COPY: Email Distribution

1. Work on the 2021 Street Improvement Project is progressing very quickly. On Thursday, September 16, 2021, Jagoe laid the base course of asphalt on South Gibbons Road from Denton County ESD #1 fire station 511 to Frenchtown Road. Today, September 17, they are placing the final lift of asphalt on the roadway. By doing this, traffic will be open to both north and south directions. On September 20, Jagoe will begin working on the shoulders on Harpole Road and South Gibbons Road. This work should only take a couple of days. If the striping contractor is available, the center line on both streets will be painted next week. On Charyl Lynn Road, work was completed this week on the cement treated subgrade. On September 17, they will be forming to start laying the concrete roadway beginning on September 20. Since the project is only about 300 feet long, Jagoe anticipates only two pours will be needed and that the work should be completed by the end of next week. Clean up work on Charyl Lynn Road will occur the week of September 27. If weather permits, the entire 2021 Street Improvement Project should be completed by the end of the month, which is six weeks ahead of schedule. *Below are images of South Gibbons Road and Charyl Lynn Road, taken on September 16.*



2. Town staff has received multiple inquiries concerning the status of Old Justin Road between I-35 W and Harvest Way. This section of Old Justin Road was closed at the end of June, so Hillwood Communities could make improvements to the roadway adjacent to one of their new subdivisions. The original completion date was September 7, 2021. However, due to some utility related delays, this project is now scheduled to be completed by October 7, 2021.

3. The Town website will have a new look on Monday. After months of redesign, the website will have a fresh look that is more user friendly. We hope that residents enjoy the new look and utilize what the website has to offer.
4. The Municipal Development District held its monthly meeting on Tuesday, September 14, 2021. At this meeting, board members received an update on retail recruitment progress from Retail Coach. Retail Coach recently attended and represented the Town of Argyle at Retail Live, a retail recruitment conference in Austin. Town Administrator Rich Olson presented a list of retailers that are currently looking to expand, ranging from the likes of Dunkin Donuts to Target and Lowes. Additionally, Retail Coach provided the Town with a list of five retailers who expressed interest in locating to Argyle. These retailers were further discussed in closed session. In addition, Town Communications Coordinator Julia Falcon gave MDD board members an update on the progress made on the Argyle Business Association. Since announcing the official relaunch on August 16, the Online Business Directory has grown, and businesses have been engaging for the Business Spotlight. The first Business Spotlight is Point Bank, who will be hosting the inaugural Coffee Networking event on Thursday, September 30, from 8 a.m. to 9 a.m. Board President Cynthia Hermann will be speaking at the event.
5. Town staff met with TXDOT, Cobb Fendley representatives, and Reytech Services for a pre-construction meeting for the US 377 Argyle Sanitary Sewer Relocation project. We discussed safety measures, exchanged contact information, relocation plans, construction schedules and other construction related topics. Cobb Fendley will be the TXDOT representative and inspector. The bore under US 377 and Union Pacific Railroad north of Frenchtown Road should be completed within one business day and TXDOT has no issue with entering the site from the shoulder right-of-way instead of utilizing the Oak Hills Church property. Since Reytech will be boring under the railroad tracks, the railroad is requiring them to utilize an approved contractor to flag traffic on the railroad tracks. Reytech will be conducting survey work on September 21 and will begin digging the bore pit the following day. The working hours are 9:00 a.m. – 3:30 p.m. Monday through Thursday and 9:00 a.m. – 12:00 p.m. on Fridays. Reytech Services is waiting on PVC pipe delivery for another section of the project which they were awarded.
6. On Thursday, September 16, 2021, Town staff had a rating call with S&P Global Rating in anticipation of the Town issuing up to \$3,250,000 in Certificates of Obligation for the 2022 Street Program. The Town had our last rating call approximately one year ago. S&P wanted to know if the Town's financial condition had changed. In fact, the Town's financial shape has gotten better over the last 12 months. Our revenue exceeded our expenditure by \$750,000. For that reason, the Town Council approved transferring \$600,000 from the General Fund to the Capital Improvement Fund. Staff spent time discussing our proposed FY 2022. The Town of Argyle presently has an AA+ rating and based on S&P comments, we believe the rating will stay the same. Our consultant Hilltop Securities, who was also on the phone call, commented that our rating call was one of the smoothest rating calls he has been on. The Town should receive a copy of the rating by October 4.
7. On Tuesday September 14, 2021, Mayor Livingston, Community Development Director Emilio Sanchez, Town Engineer Brent Anderson and myself met with Jim Wills, one of the owners of the 340-acre Heritage Tract at the southwest corner of I-35 W and Robson Ranch Road, along with his design team, to discuss future development of the site. The

developer spoke about items that they would like to see incorporated in the future development. Town staff gave feedback to the developer and his design team so that they can draft a plan to bring back for further discussion. Town staff stressed the expectation that Heritage will be designed as a commercial-use intensive project that complies with the Town's Comprehensive Plan. This development will utilize the Program for Argyle Community Engagement (PACE) process once the developer has a final concept plan they can share with the public.

8. On Tuesday September 14, 2021, Community Development staff received a request for a predevelopment meeting to discuss Phase II of the Evans Tract which is the vacant lot in front of BPS Jet just east of the CVS at the FM 407 and US 377 intersection. The developer submitted a site plan for a proposed 2 story, 15,912 square foot building (3,978 sq. ft. retail, 3,978 sq. ft. restaurant with a drive thru, 7,956 sq. ft. office) with 87 parking spaces, for town staff to review and compare to the approved site plan and building elevations. If there are any deviations from the approved plan, town staff will advise the developer that they will need to apply for a site plan amendment and receive a recommendation and approval from the Planning & Zoning Commission and Town Council.
9. On Thursday September 16, 2021, Mayor Livingston, Community Development Director Emilio Sanchez, Town Engineer Brent Anderson and myself met with representatives from Hillwood Communities to discuss the 70-acre commercial tract in the Harvest development located at the northwest corner of I-35 W and FM 407 in the Town's extraterritorial jurisdiction. The Hillwood representatives discussed their plans for developing the site and gave a brief presentation on concepts they are pursuing. Town staff gave feedback to the developer so they can draft a plan to bring back for further discussion. Hillwood indicated that they would like to develop the property within 24 months, so Town staff anticipates plans to be submitted rather quickly to keep that development schedule.