



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

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

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1. Director of Community Development, Emilio Sanchez, has provided me his letter of resignation. His last official day with the town will be January 5, 2022. Emilio has taken a position with the City of Burleson. Though Emilio was here for a short period of time, his leadership and technical skills will be missed. The town will begin advertising to fill his position immediately. I hope to have the position filled by mid-February. The town was very fortunate to have Emilio work for us. I will miss his leadership.
2. On December 14, 2021, the town opened bids on Phase II of the US 377 sewer relocation project. Phase I covers Line Segment A and the Lift Station Abandonment along with Line Segment E. Phase II covers the remaining line segments associated with the project. The town was forced to split the project into two phases because we are waiting on other utilities to be relocated out of our way. The utilities that were in the town's way have been relocated. The town received three bids. The bids ranged from the lowest bid from Atkins Brothers Equipment Company at \$1,084,920.60, to the highest bid submitted from Canary Construction, Inc., \$1,409,904.00. The engineering estimate was \$801,131.00. Teague Nall and Perkins (TNP) is reviewing the bids and will be providing staff a bid tab sheet along with a recommendation of award letter. Based on the bid provided by Atkins Brothers, the entire US 377 sewer relocation project is \$225,000 under budget. This item will be placed on the Town Council agenda for January 3, 2022.
3. The Shop Local giveaway for the town ends today and the winner will be announced on Monday, December 20, 2021. This giveaway began on December 3, 2021, to introduce Argyle residents to the benefits of shopping within their community. There will be an ongoing Shop Argyle, Support Argyle campaign on the Argyle Business Association's social media pages.
4. On Tuesday, December 14, 2021, the community development team had a pre-submittal application meeting with Hillwood Commercial to discuss the formal submittal of the Harvest commercial preliminary plat. Staff anticipates receiving the formal submittal of the preliminary plat application on December 28, 2021 and if the completeness check goes well, it should be heard at the February 2, 2022 Planning & Zoning Commission meeting. Since this property is in the extraterritorial jurisdiction, staff does not believe a variance will be needed and final action will be taken by the Planning & Zoning Commission.

5. The Planning & Zoning Commission met for a special meeting on Wednesday, December 15, 2021 to take action on the following agenda items that will be sent on to Town Council at their January 3, 2022 meeting:
  - Administer Oaths of Office to newly appointed Planning & Zoning Commissioner Place 4, Marilyn Lewis and reappointed Planning & Zoning Commissioner Place 6, Gordon Baethge.
  - Consider and take appropriate action on memo and markup of changes from Freese and Nichols (FNI) staff and consider possible ordinance amendments (TDS-21-007) 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.
6. During the Municipal Development District meeting on Tuesday, December 14, 2021, board members approved the 2022 MDD meeting calendar as well as the 2022 Argyle Business Association calendar. Board members were also presented with ideas to install a piece of artwork or landscaping for the Crawford Road roundabout from the City of Denton, who may pay for a portion of the project.
7. This will be the last FYI of 2021. Town Hall will be closed on Thursday, December 23 and Friday, December 24, 2021 and again on Friday, December 31.