



**NOTICE OF THE REGULAR MEETING OF THE
MUNICIPAL DEVELOPMENT DISTRICT
REGULAR MEETING**

September 02, 2025 at 6:00 PM

Argyle Town Hall, 308 Denton Street, Argyle, Texas

AGENDA

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Argyle Municipal Development District will meet in a Regular Meeting on Tuesday, September 02, 2025 at 6:00 PM at the Argyle Town Hall, 308 Denton Street, Argyle, Texas.

BOARD MEMBERS AND TOWN MANAGEMENT

David Wylie, President, Place 3
Pamela Batson, Vice-President, Place 5
Casey Stewart, Councilmember Place 1
Ronald Schmidt, Mayor, Place 2
Peter Tilton, Place 4
Kristin Jain, Place 6
Joan Delashaw, Place 7

Mike Sims, Town Manager
Brenda McDonald, Town Attorney

CALL TO ORDER

PLEDGE OF ALLEGIANCE

American Flag: "I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Texas Flag: "Honor the Texas Flag; I pledge allegiance to thee Texas, one state under God, one and indivisible."

OPEN FORUM

This is an opportunity for the public to address the Board on any matter of public business, except public hearings. Any Comments related to public hearings will be heard when the specific hearing begins. Each speaker is limited to five (5) minutes; however, time limits can be adjusted by the President. Any response from a member of the Board is limited to a statement of specific factual information, a recitation of existing policy, or direction to staff to place the subject on the agenda for a future Municipal Development District Board meeting.

STAFF REPORT

(Staff Reports are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items on a future agenda for action.)

1. Receive a monthly budget report as of June 30, 2025.

CONSENT AGENDA

Any Board member may request an item on the Consent Agenda to be taken up for individual consideration.

2. Consider approval of the Argyle Municipal Development District Board meeting minutes for the meeting held on August 5, 2025.

EXECUTIVE SESSION

In accordance with Texas Government Code, Chapter 551, Subchapter D, the Board may convene in a closed session. After the Executive Session, discussion on any of the following items, any final action or vote taken will be in public.

Economic Development

§551.087: Economic Development negotiations (to discuss or deliberate commercial or financial information from a business prospect, or to deliberate the offer of a financial or other incentives to a business prospect):

Argyle Market Place

Argyle Party and Gift

Town Center District

OPEN SESSION

In accordance with Texas Government Code, Section 551, the Municipal Development District will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session.

ACTION ITEMS

3. Discuss, consider, and act on the economic assistance application requesting an MDD reimbursement of \$300,000 for the Argyle Market Place.
4. Discuss, consider, and act on the economic assistance application requesting an MDD reimbursement of \$42,975 for Argyle Party and Gift.

WORKSHOP ITEMS

(Workshop items are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items on a future agenda for action.)

5. Discuss the Grant Application to the Denton County Development District #4 for the Argyle Nature Trail.

ADJOURN

NOTE: As authorized by Section 551.071 of the Texas Government Code (Consultation with Town Attorney), this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney on any agenda item herein.

A quorum of the Town Council members or Planning and Zoning Commission may be in attendance at this meeting. The council/commission will take no action during the course of this meeting.

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at Argyle Town Hall, a place convenient and readily accessible to the general public at all times, and to the Town's website in compliance with Chapter 551, Texas Government Code, on **August 26, 2025, by 5:00 p.m.** and remained posted for at least 3 business days preceding the scheduled time of said meeting.

Mike Sims

Town Manager



Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the Argyle Town Hall 48 hours in advance, at 940-464-7273, and reasonable accommodations will be made for assistance.



Municipal Development District Agenda Item Memorandum

ITEM TYPE

Staff Report

MEETING DATE:

September 2, 2025

PRESENTER:

Harrison Wicks, Director of Community Development

ITEM DESCRIPTION:

Receive a monthly budget report as of June 30, 2025.

BACKGROUND INFORMATION:

The MDD fund has collected 92% of its budgeted sales tax. Expenditures are at 71%, resulting in a year-to-date surplus of \$90,917.

This financial report provides a snapshot of the MDD's revenues, expenditures, and fund balances compared to the adopted budget.

It's purpose is to promote transparency, support informed decision-making, and ensure accountability in the use of public funds.

By highlighting financial trends and any significant variances, the report helps the MDD Board Directors and the community monitor the MDD's fiscal health throughout the year.

This ongoing review also ensures the MDD remains on track with its financial goals and policy priorities.

FISCAL IMPACT:

- Not Applicable
- Proposed Expenditure:
- General Ledger Code:
- Proposed Revenue:
- Budget Amendment Required: No
- Financial Review Completed by: N/A

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

Exhibit A - MDD Fiscal Year Overview Thru 6.30.25

RECOMMENDED MOTION AND/OR ACTION:

Receive staff report. No action requested.

EXHIBIT A

Town of Argyle Financial Dashboard
 Fiscal Year Overview:
 Period Ending:

FY25
 June 30, 2025

75% of the fiscal year



Municipal Development District (MDD)

Revenue Summary

	Original Budget	Amended Budget	June 2025 Actuals	YTD Actuals	% of Amended Budget
Sales Tax	450,000	450,000	45,389	414,769	92%
Interest Revenues	125,000	125,000	8,358	70,523	56%
Total Revenue	575,000	575,000	53,746	485,292	84%

Expenditure Summary

	Original Budget	Amended Budget	June 2025 Actuals	YTD Actuals	% of Amended Budget
Personnel	165,165	165,165	-	-	0%
Supplies	2,500	2,500	-	555	22%
Contracted Services	116,446	116,446	4,484	108,254	93%
Economic Incentive Grants	225,000	225,000	100,000	247,500	110%
Repair & Maintenance	-	-	-	2,813	0%
Transfers Out	47,003	47,003	3,917	35,252	75%
Total Expenditures	556,114	556,114	108,401	394,374	71%

Surplus (Deficit)	18,886	18,886	(54,654)	90,917
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Fund Balance Summary

MDD Balance 09-30-2024 Audit	1,971,272	1,971,272	1,971,272	1,971,272
Surplus or Deficit (from above)	18,886	18,886	(54,654)	90,917
Estimated MDD Fund Balance	1,990,158	1,990,158	1,916,618	2,062,189

AUGUST 5, 2025

REGULAR MEETING OF THE MUNICIPAL DEVELOPMENT DISTRICT OF THE TOWN OF ARGYLE, TEXAS, HELD ON THIS DATE WITH THE FOLLOWING MEMBERS PRESENT:

PRESENT

PRESIDENT, PLACE 3
DIRECTOR, PLACE 1
DIRECTOR, PLACE 2
DIRECTOR, PLACE 4
DIRECTOR, PLACE 7

DAVID WYLIE
CASEY STEWART
RONALD SCHMIDT
PETER TILTON
JOAN DELASHAW

TOWN MANAGER
TOWN ATTORNEY
DIRECTOR OF COMMUNITY DEVELOPMENT

MIKE SIMS
BRENDA MCDONALD
HARRISON WICKS

ABSENT

VICE-PRESIDENT, PLACE 5
DIRECTOR, PLACE 6

PAMELA BATSON
KRISTIN JAIN

CALL TO ORDER

President Wylie called the meeting to order at 6:02 p.m.

OPEN FORUM

President Wylie opened the open forum at 6:03 p.m. The following individual(s) spoke:

- Emily Holt, 409 US Hwy 377, Argyle, TX 76226

With no more speakers, President Wylie closed the open forum at 6:07 p.m.

STAFF REPORT

1. Receive a staff report on sales tax collected for the MDD with ZacTax.

Community Development Director Wicks presented a summary of sales tax collected for the MDD for this fiscal year to date and answered questions from the board members. No action was taken.

CONSENT AGENDA

2. Consider approval of the Argyle Municipal Development District Board meeting minutes for the meeting held on July 1, 2025.

Director Schmidt moved to approve the MDD Board meeting minutes from July 1, 2025, as presented. Director Tilton seconded the motion. The motion passed 5-0.

ACTION ITEMS

3. Discuss, consider, and act on the Retail Strategies contract and discuss other third-party contractor offerings.

Community Development Director Wicks presented the contract with Retail Strategies and answered questions from the board members. No action was taken.

4. Discuss, consider, and act on the Town's TEX-21 membership.

Community Development Director Wicks presented this item and answered questions from the board members.

Director Stewart moved to not renew the Town's TEX-21 membership for the fiscal year 2026 beginning on October 1, 2025. Director Tilton seconded the motion. The motion passed 5-0.

WORKSHOP ITEMS

5. Discuss the Shop Local, Shop Online public outreach campaign.

Community Development Director Wicks presented this item. Director Schmidt also presented the merits of a shop online campaign. There was consensus to create an advertisement to be included in the Town's newsletter. No action was taken.

6. Discuss the MDD's purchasing policies and limitations.

Community Development Director Wicks and Town Manager Sims presented the Town's purchasing policies, which the MDD follows as well, and answered questions from the board members. No action was taken.

EXECUTIVE SESSION

The MDD convened into Executive Session at 7:11 p.m. to discuss the following:

Economic Development §551.087: Economic Development negotiations (to discuss or deliberate commercial or financial information from a business prospect, or to deliberate the offer of financial or other incentives to a business prospect):

Town Center District

The MDD reconvened into Open Session at 8:43 p.m. No action was taken.

ADJOURN

With no further action the meeting was adjourned at 8:44 p.m.

Mike Sims, Town Manager

David Wylie, President



Municipal Development District Agenda Item Memorandum

ITEM TYPE

Action Item

MEETING DATE:

September 2, 2025

PRESENTER:

Harrison Wicks, Director of Community Development

ITEM DESCRIPTION:

Discuss, consider, and act on the economic assistance application requesting an MDD reimbursement of \$300,000 for the Argyle Market Place.

BACKGROUND INFORMATION:

Business owner, Stephen Shannon with Colo Development Partners, LLC, would like to request funding of up to \$300,000 to aid in the construction costs associated with a proposed commercial development, known as the Argyle Market Place.

The project will consist of three buildings totally 23,500 square feet of office and retail space on the Marsden tract, directly south of Little Joe's Farmstead, at 403-409 US Hwy 377, Argyle, TX 76226.

The project would require the demolition and/or relocation of existing structures on the site, including the buildings for businesses Holtman Designworks, 407 Nutrition, and Argyle Party and Gift. The train depot building that was used by 407 Nutrition is proposed to be moved to a new location for historic preservation.

Please see Exhibit A for more project details and financial information.

FISCAL IMPACT:

- Not Applicable
- Proposed Expenditure: \$300,000
- General Ledger Code:
- Proposed Revenue:
- Budget Amendment Required: Yes

Financial Review Completed by: N/A

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

Exhibit A - Application Materials

RECOMMENDED MOTION AND/OR ACTION:

Consider the request and take appropriate action.

EXHIBIT A

Item 3.



**Town of Argyle
Municipal Development District**

**Economic Development Assistance
Application**

Project Name:

Argyle Market Place

Submitted By:

Adam Crawford

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PARTNERS

Argyle MDD Economic Development Application

PART I: Applicant Information

1. Previous MDD funding: No
2. Organization: Colo Development Partners, LLC (Tax I.D. # 61-1797764)
3. Owner: Stephen Shannon
4. Project Representative: Adam Crawford, Construction and Development Manager
5. Mailing Address: 415 US 377, Suite 110, Argyle, TX 76226
6. Phone: 940-218-6680
7. Email: sshannon@colodevelopment.com, acrawford@colodevelopment.com
8. Website: <https://colodevelopment.com>
9. Principals and Controlling Owners: Stephen Shannon, Owner
11. Business References:

Reference #1:

Business: Panteles Advisors, LLC

Contact Person: Aaron Junk

Phone: 940-239-8042

Reference #2:

Business: Magnolia Realty

Contact Person: Will Woods

Phone: 940-294-6916



PART II: Project

1. Detailed Description of the Proposed Project

Colo Development Partners is proud to introduce a premier commercial development in the heart of Argyle, Texas. This thoughtfully planned project will consist of three newly constructed retail buildings totaling approximately 23,000 square feet. The development is designed to support a diverse mix of local businesses, restaurants, and service providers.

The project will also include increased parking capacity and upgraded electrical infrastructure that can be leveraged for the Argyle Farmers Market. These improvements are designed to enhance the market's functionality and visitor experience, while eliminating the need for generators.

The site will include expanded parking capacity to accommodate both visitors and tenants, with dedicated and shared parking areas that also serve the adjacent city park. Integrated cross-access drives will enhance connectivity between nearby commercial properties, providing seamless vehicle and pedestrian circulation.

Another valuable component of the project is its integration with the future adjacent city park. The development will feature direct pedestrian pathways linking the retail center to the park, along with shared parking and upgraded electrical service that will support park functions, community events, and future enhancements. These improvements are intended to foster walkability, encourage community interaction, and create a well-rounded recreational and commercial destination.

As both owner and property manager, Colo Development Partners will oversee operations and maintenance, ensuring high standards of quality and visual consistency throughout the development. This project reflects a strategic investment in Argyle's commercial growth and aims to become a central hub for retail, dining, and community engagement.

2. How This Project Will Benefit Argyle

This new development will provide lasting benefits to the Town of Argyle. By introducing 23,000 square feet of high-quality commercial space, the project will offer valuable opportunities for local entrepreneurs, enhance consumer options, and attract new services that align with the community's needs.

Additionally, by increasing available parking and adding dedicated electrical service, the project directly supports the Argyle Farmers Market. These enhancements will make market operations

more efficient, improve safety and accessibility for vendors and visitors, and help establish the market as a vibrant, community-focused destination.

The addition of cross-access drives and shared parking will improve traffic flow and overall accessibility across the commercial district. Moreover, the development includes key enhancements to the adjacent city park, including pedestrian walkways, additional parking accommodations, and upgraded electrical infrastructure. These features will support park-based activities and increase the utility of this shared public space.

The project promotes a more walkable, family-friendly environment and encourages a sense of place that blends recreational and commercial activity. Colo Development Partners will maintain the property professionally, ensuring it continues to be a community asset and catalyst for sustained economic growth.

3. Impact of MDD Grant Funding

MDD grant funding would meaningfully impact the success and community contribution of this project. The requested funds will help offset key infrastructure expenses such as expanded parking, cross-access connectivity, pedestrian improvements, and shared electrical service enhancements benefiting the city park.

Grant funds will also enable the inclusion of essential infrastructure for the Argyle Farmers Market, such as expanded parking and permanent electrical service. These improvements will eliminate the current reliance on generators and make the market more sustainable, convenient, and appealing to both vendors and patrons.

With MDD support, the project timeline can be accelerated, and investment in quality materials, landscaping, and public-facing improvements can be expanded. Shared public infrastructure, including park access and event-capable electrical systems, may not be feasible without the grant.

Ultimately, this funding will strengthen the development's viability and maximize its public value—positioning the project as a model for smart, integrated growth in Argyle.

PART III: Community Impact

1. Number of jobs created: 40–50

2. Five-year job creation estimate:

- Year 1: 45
- Year 2: 50
- Year 3: 55
- Year 4: 60
- Year 5: 65

3. Number of local hires (FTEs): 25

4. Estimated annual payroll: \$1,000,000

5. Expected benefit to the local economy:

This project is expected to generate substantial economic benefits for the Town of Argyle. With estimated combined sales of \$14 million annually across seven potential retailers (averaging \$2 million each), the town stands to receive approximately \$280,000 in annual sales tax revenue through its 1.5% local tax rate and 0.5% special use tax. Additionally, ad valorem property taxes, calculated at a rate of 0.003982, would result in approximately \$38,227 annually. Development-related fees paid to the Town of Argyle are projected at \$192,000. The total Year 1 revenue to the Town, including taxes and fees, is expected to be \$510,227, with ongoing annual tax revenue projected at \$318,227.

6. Environmental impact:

The project incorporates environmentally conscious design elements such as pedestrian connectivity, reduced reliance on generators through upgraded electrical infrastructure for events and farmers market use and landscaped green spaces that help with natural drainage and improve air quality. These measures contribute to a more sustainable and community-friendly development.

7. Zoning compliance: Yes

PART IV: Financial *(see cost detail on attached exhibit)*

2. Description of Real Property Improvements

The proposed development includes a variety of physical improvements designed to support functionality, visual appeal, and long-term community integration:

- **Three New Commercial Buildings:** Approximately 23,000 square feet of single-story retail space with modern architectural features, durable materials, and flexible floor plans.
- **Site Grading and Infrastructure:** Complete site preparation including grading, and installation of utilities (water, sewer, electric, storm drainage) and fire protection systems.
- **Parking and Circulation:** Paved parking areas for tenants, visitors, and shared city park use, with accessible pedestrian walkways and internal drive aisles for efficient traffic flow.
- **Cross-Access Drives:** Connections to surrounding commercial sites to encourage ease of movement and inter-site access.
- **Park Access and Pedestrian Integration:** Direct pathways to the adjacent city park, fostering pedestrian connectivity and walkability.
- **City Park and Farmer's Market Electrical Infrastructure:** Electrical service upgrades that will support park lighting, the Argyle Farmer's Market and other community events.

- **Landscaping and Beautification:** Professionally designed landscaping with trees, green spaces, and plantings exceeding code requirements.
- **Lighting and Signage:** Energy-efficient lighting and attractive monument and building signage for visibility and safety.
- **Stormwater Management:** Infrastructure to manage runoff in accordance with local regulations.

All improvements will adhere to Town of Argyle development standards and be professionally maintained by Colo Development Partners.

Project Development Cost

1. Land Acquisition: \$2,638,269
2. Site Preparation: \$111,137
3. Professional Services: \$446,296
4. Construction: \$5,724,360
5. Other (Closing Costs, Interest Carry, Reserves): \$679,939
6. **TOTAL Project Development Cost: \$9,600,000**

Annual Operation and Maintenance

1. Personnel / Labor: \$70,000
2. Supplies: \$26,511
3. Utilities (Total): \$35,421
4. Phone: \$16,800
5. Data: \$16,800
6. Taxes and Insurance: \$179,468
9. **TOTAL Operation and Maintenance Cost: \$345,000**

Funding

1. Total Amount Required for the Project: \$9,600,000
2. Amount from Other Sources: The remaining \$9,105,000 will be funded through a combination of private equity investment and commercial bank financing secured by Colo Development Partners.
3. Amount Requested from the MDD: \$495,000

All figures are estimates based on current development assumptions and are subject to change based on final design and financing terms.

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Item 3.

Total Project (combined 3 buildings)	Total	\$/sf
Agg. Building Square Footage:	23,000 sf	
Overall Project Costs:	\$ 9,600,000	\$ 417.39

Operating Costs	Total	\$/sf
Agg. Annual Total:	\$ 345,000	\$ 15.00

(1) Building Size (square feet)	13,000 sf
Projected Project Cost	\$5,426,087

Land Costs	Total	\$/sf
Land Acquisition	\$ 1,491,195	\$ 114.71
Subtotal - Total Land Costs	\$ 1,491,195	\$ 114.71

Hard Costs	Total	\$/sf
Site Preparation	\$ 62,817	\$ 4.83
Construction	3,235,508	248.89
Subtotal - Total Hard Costs	\$ 3,298,325	\$ 253.72

Soft Costs	Total	\$/sf
Professional Services	\$ 252,254	\$ 19.40
Other (Closing Costs, Interest Carry, Reserves)	384,313	29.56
Subtotal - Total Soft Costs	\$ 636,567	\$ 48.97

Total Development Costs	\$ 5,426,087	\$ 417.39
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Operating Costs	Total	\$/sf
CAMs	\$ 73,542	\$ 5.66
Taxes	\$ 60,062	\$ 4.62
Insurance	\$ 41,376	\$ 3.18
Utilities	\$ 20,021	\$ 1.54
Annual Total:	\$ 195,000	\$ 15.00

(2) Building Size (square feet)	5,000 sf
Projected Project Cost	\$2,086,957

Land Costs	Total	\$/sf
Land Acquisition	\$ 573,537	\$ 114.71
Subtotal - Total Land Costs	\$ 573,537	\$ 114.71

Hard Costs	Total	\$/sf
Site Preparation	\$ 24,160	\$ 4.83
Construction	1,244,426	248.89
Subtotal - Total Hard Costs	\$ 1,268,586	\$ 253.72

Soft Costs	Total	\$/sf
Professional Services	\$ 97,021	\$ 19.40
Other (Closing Costs, Interest Carry, Reserves)	147,813	29.56
Subtotal - Total Soft Costs	\$ 244,833	\$ 48.97

Total Development Costs	\$ 2,086,957	\$ 417.39
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Operating Costs	Total	\$/sf
CAMs	\$ 28,285	\$ 5.66
Taxes	\$ 23,101	\$ 4.62
Insurance	\$ 15,914	\$ 3.18
Utilities	\$ 7,700	\$ 1.54
Annual Total:	\$ 75,000	\$ 15.00

(3) Building Size (square feet)	5,000 sf
Projected Project Cost	\$2,086,957

Land Costs	Total	\$/sf
Land Acquisition	\$ 573,537	\$ 114.71
Subtotal - Total Land Costs	\$ 573,537	\$ 114.71

Hard Costs	Total	\$/sf
Site Preparation	\$ 24,160	\$ 4.83
Construction	1,244,426	248.89
Subtotal - Total Hard Costs	\$ 1,268,586	\$ 253.72

Soft Costs	Total	\$/sf
Professional Services	\$ 97,021	\$ 19.40
Other (Closing Costs, Interest Carry, Reserves)	147,813	29.56
Subtotal - Total Soft Costs	\$ 244,833	\$ 48.97

Total Development Costs	\$ 2,086,957	\$ 417.39
--------------------------------	---------------------	------------------

Operating Costs	Total	\$/sf
CAMs	\$ 28,285	\$ 5.66
Taxes	\$ 23,101	\$ 4.62
Insurance	\$ 15,914	\$ 3.18
Utilities	\$ 7,700	\$ 1.54
Annual Total:	\$ 75,000	\$ 15.00

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Development Site



Adjacent Properties



Site Plan



Site As Is



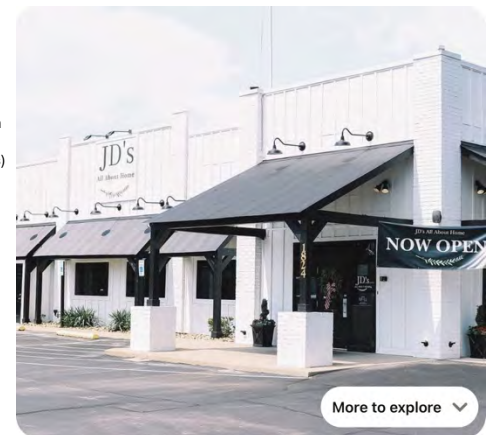
Fire Lane/Drive Aisles:
Provide cross
connectivity between
Cook St. and 407.
Circulation among all
sites given future
raised median on 377.

Shared Dumpster
Location: Little Joes
and Buildings 1-3.

New Parking: In
front of all retail.

Future Development

Electrical Service:
Town of Argyle can
install service at
Building 3 to power
Farmer's Market (in
lieu of all vendors
bringing generators)
and power to the
Argyle Nature Trail



Sample building concept to
tie in adjacent properties
and feel 22

PART V (Submittal)

I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief, and that I am authorized to act on behalf of the applying organization.

Applicant Sign Here: Adam Crawford Date: 8-13-2025

Printed Name: Adam Crawford

Title: Asset Manager

Preferred Contact Information

Phone: 817-709-9342

Email: acrawford@calodevelopment.com

Indemnification: The Applicant shall certify that they are solely responsible for overseeing the work, and will not seek to hold the Town, and/or their agents, employees, officers, and/or directors liable for any property damage, personal injury, or other loss related in any way to the submission of an Application, agrees to indemnify the Town, and / or their agents, employees, officers, and / or directors from any claims or damages resulting from the project, including reasonable attorney fees.

Discretionary Rights: I (we) certify that I (we) acknowledge that the Board has the absolute right of discretion in deciding whether or not to approve an incentive for the application, whether or not such discretion is deemed arbitrary or without basis in fact, including the right to approve or disapprove an application on terms and conditions that are contrary to the guidelines of the program's evaluation policy.

Received by the MDD:

Name: _____

Title: _____

Date: _____



Municipal Development District Agenda Item Memorandum

ITEM TYPE

Action Item

MEETING DATE:

September 2, 2025

PRESENTER:

Harrison Wicks, Director of Community Development

ITEM DESCRIPTION:

Discuss, consider, and act on the economic assistance application requesting an MDD reimbursement of \$42,975 for Argyle Party and Gift.

BACKGROUND INFORMATION:

Business owner and Argyle Farmer's Market founder, Emily Holt with Argyle Party and Gift, would like to request funding of up to \$42,975 to aid in the construction costs associated with a proposed commercial renovation of property 702 North US Hwy 377, Argyle, TX 76226, known as the yellow depot building in Old Town formerly occupied by the Real Estate Station.

The project will consist of renovating the building for her business to have a commercial kitchen, as well as updating interior walls, electrical, lighting, plumbing, and HVAC.

Please see Exhibit A for more project details and financial information.

FISCAL IMPACT:

- Not Applicable
- Proposed Expenditure: \$42,975
- General Ledger Code:
- Proposed Revenue:
- Budget Amendment Required: No
- Financial Review Completed by: N/A

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

- Exhibit A - Application Materials
- Exhibit B - Business Plan
- Exhibit C - Property Images

RECOMMENDED MOTION AND/OR ACTION:

Consider the request and take appropriate action.

EXHIBIT A

Item 4.



**Town of Argyle
Municipal Development District
Economic Development Assistance
Application**

Project Name:

Argyle Party and Gift Relocation

Submitted By:

Emily Holt

Required Attachments

The following items must be provided to the Argyle MDD prior to consideration of incentives. Please submit each item listed as a separate item.

1. Plat/Map of Property (Town can assist if needed)
2. Business Plan (Examples include pro forma financials, projected revenue and costs, etc.)
3. Photographs of project location and existing structure (Photos of areas where grant money will be applied)
4. Tax Certificate (Company's Tax I.D. #)

Application Submission

Submit the completed application by mail, email (PDF) or in person to:

MDD Executive Director: Mike Sims, Town Manager
308 Denton St.
P.O. Box 609 Argyle, TX 76226
msims@argyletx.com

This application must be filed with the MDD prior to filing Building Permit or Business License applications with the Town. If you have questions about this application, please contact the MDD at (940) 464-7273.

Disclaimer

1. Cost overruns will not be considered for matching funds.
2. All projects must comply with all federal, state, and local laws and regulations, including but not limited to building codes, permitting, and inspections when applicable.
3. Any materials submitted to the Argyle MDD may become public information. Please do not include information that is considered proprietary or sensitive.
4. The Argyle MDD reserves the right to use any materials submitted as part of this application process for its own internal or external purposes.
5. This application does not negate or forego any other development application, variance request, plat application or building permit that would need to be followed for the proper method of approval at the Town. This application is strictly for the consideration of economic development assistance.

Eligible And Ineligible Costs/Expenses

Project Cost: Is defined as those costs directly related to Construction, Reconstruction and Restoration of real property. Examples include, electrical, construction, plumbing, HVAC, masonry, roofing, structural, fire systems, façade improvement, streetscape and landscaping and include the associated materials, supplies and labor.

Eligible expenses:

1. Engineering/Architectural Design fees
2. Electrical systems and equipment
3. Construction framing, drywall, painting, etc.
4. Plumbing systems and equipment
5. HVAC systems and equipment
6. Masonry repair, replacement, new
7. Roofing repair, replacement, new
8. Structural repair, replacement, new
9. Fire systems, alarm systems, sprinkler systems and equipment
10. ADA improvements
11. Façade improvements
12. Streetscape improvements
13. Landscaping improvements
14. Contingency (Not to exceed 10% of the certified project cost)
15. Contractor Fees/General Conditions (Not to exceed 8% of the certified project cost)
16. Letter of Credit Fees

Ineligible expenses:

1. Finance charges
2. Consulting expenses
3. Insurance
4. Demolition
5. Asbestos abatement
6. Shipping/freight charges
7. Expenses covered in any other Town Agreement
8. Sales and Use taxes
9. Town Fees (permitting, inspection, tap, meter etc. fees)

PART I (Applicant)

- 1. Have you received previous funding from the MDD? No If yes / when _____
- 2. Organization: Argyle Party and Gift
- 3. Owner: Emily Holt
- 4. Project Representative (if different than owner): _____
- 5. Mailing Address: 307 Wooded Court, Argyle, TX 76226
- 6. Phone: 972-467-0322
- 7. Email: holt_emily@hotmail.com
- 8. Website: _____
- 9. Social Media Account(s): Facebook – Argyle Party and Gift and Argyle TX Farmers Market
Instagram – Argyle Party and Gift
- 10. Principals and controlling owners: Emily Holt
- 11. Please provide two client or business references:
 - Business: Kandeo Candles
 - Contact Person: Andrea Gibbs
 - Phone: 817-714-1287

 - Business: Jenny B’s Baked Good and Argyle Community Church
 - Contact Person: Jennifer Fitzgerald
 - Phone: 940-363-0090

PART II (Project)

1. Detailed description of the proposed project. Include location, operation, maintenance, employment, and who is responsible for the completion of the project. Attach additional documents if necessary.

This project is the relocation of an Argyle business to a new location within the town. Argyle Party and Gift has been operating a bakery, flower shop, and gift shop since September 2022 at 409 US Hwy 377 S. The current property that the business is leasing is under contract for purchase with redevelopment as the goal. The new location that the owner would like to move to at 702 US Hwy 377 N is another leased space with a long history in the town. This older building would need electrical upgrades, plumbing modifications, an AC upgrade, a fresh coat of interior paint, some equipment (sinks, signs, mini split AC), and new wall covering in the kitchen to make this space into a commercial bakery kitchen and gift shop. Quotes have been obtained from reputable construction subcontractors (electric, plumbing, AC, signage, and paint) as well as movers, most of which have been used by Argyle Party and Gift's owner in the past. The property owner also put money into repairing the foundation and replacing some windows. The owner has also agreed to 2-3 months of rent abatement while construction takes place. The term of lease at the new location would be 36 months with the option to renew.

The scope of the kitchen portion includes removing the current cabinets and the half wall in the pictures. Plumbing and electricity would be moved and modified to accommodate the oven, planetary mixer, and refrigerator, as well as a new 3-part sink and mini split AC. PVC wall panels would also be installed for commercial kitchen compliance. In the bathroom, the bathtub would be removed and a mop sink added. The entire interior would be painted, electric wiring updated, and can lights installed.





With MDD financial assistance approved in September, the construction modifications could begin in September with expected completion date in early November. The business would move the last week of November and be back open for business on December 2nd at the new location. Without MDD assistance, the business will close the last week of November. Argyle Party and Gift runs and finances the Argyle Farmers Market, so it is possible that it will also close after the November 22nd market this year in the store closes.

Since the new building is half of the square footage, the business will reduce product offerings and have a focus on bakery and gifts while providing additional product categories on a custom only basis. An expansion of bakery and grab-and-go lunch options would be a focus of the bakery space. In the retail portion of the shop seasonal, spirit wear/items, gifts, party supplies and balloons will be the main categories.

2. Describe how this project will benefit Argyle. Describe the intended uses of the project as well as intended users, numbers of monthly users and any other information that will demonstrate the need for the project.

Argyle Party and Gift has become a go-to for so many things that the community did not have prior to its opening. Customers have a local place for helium balloons, flowers, spirit wear and other spirit items, greeting cards, custom bakery items, fun classes and the Argyle Farmers Market. New residents of Argyle and the surrounding area come in to the store looking for a resource for a tangible item and often leave with connections of people they should get to know or answers about the school district. The store has welcomed bible studies, PTA board meetings, 4-H meetings, YMSL meetings, and football moms' gatherings, all free of charge. We are a grocery bag collection location for Keep Argyle Beautiful and have been a collection location for 2 other charitable causes. Local artisans have taught classes, and others have sold their items in the store. It is the goal to continue these community events and provide a helping hand for new residents.

The store is an Argyle ISD Eagle Partner, an Argyle Booster Club sponsor, an Argyle 4-H Club sponsor, hosts the Argyle Farmers Market, and donates to other community events and fundraisers. These sponsorships were always a desire in the 6 years of being a cottage baker prior to the store opening, but only became possible when the volume of the storefront was a reality. Pouring back into the community is a principle that is foundational to the business. This is the third year that we are offering an Adopt a Teacher program. Anyone can adopt a teacher or other school staff member, and we deliver a treat to the school once a month on their behalf. It has been well received by the community, teachers, and schools.

When citizens started asking on Facebook for a farmers market in Argyle, a location to have it was always a barrier. The store's current location has a great backyard area to hold the market. The new location does not have enough space or parking to hold the market, but two alternate locations are being considered for next year. We have seen a decline in customer traffic this year over last, and we have lost a couple of vendors. The board hosted a vendor dinner in August to collaborate with vendors on continued success. The plan is to increase marketing and create a CRM to push reminders out to people who opt in. All of this requires money to implement. Hopefully, Argyle Party and Gift will still be in existence to sponsor this event in the future.





The business averages over 4,000 transactions a year, with the highest days being just under 60 transactions. Almost every day for the last year, a new customer has walked into the store. Some buy and others come back when they have a need or to take a class. In the recent past, Argyle has wanted to hold on to the “small town feel”, and it is stores like Argyle Party and Gift that can help achieve this. We won’t ever have the customer count or tax revenue of a large chain store or a dining establishment, but we win at charm and small-town community.

3. Describe the impact the grant money, or lack thereof, will have on the project.

As mentioned above, without MDD assistance, the business will close the last week of November. Affordable 2nd generation retail space is limited in Argyle, and ones with a commercial kitchen are even more scarce. A total of seven locations were considered, and all would require roughly the same amount (or more) of work and funding to build out the commercial kitchen space.

The bakery portion of the business brings customers to Argyle from Dallas to Bowie to Arlington for custom event orders. Without the bakery portion of the business driving customer traffic and producing a substantial part of the revenue most months, the business would certainly suffer. The volume that the bakery produces is too much for a cottage operation out of a home, so a retail bakery is the only option.

PART III (Community Impact)

- 1. Number of jobs created: 1-2 part-time

- 2. Five-year job creation estimate:
Year 1: 2 Year 2: _____ Year 3: _____ Year 4: _____ Year 5: _____

- 3. Number of employees or FTE's to be hired locally: 0 full time, only 2 part time

- 4. Estimated annual payroll: \$8,000

- 5. Expected benefit to the local economy:
\$200K in sales revenue annually

- 6. Expected Impact on the environment:
No impact to the environment is expected.

- 7. Other community impacts not listed here as applicable (please explain):

- 8. Is the project in compliance with all zoning and land use requirements and regulations? Yes No _____
(if no, please explain)
A shared parking agreement has been reached with the adjacent property owner to meet parking requirements.

Part IV (Financial)

Site Development:

- 1. Total number of acres to be developed: 0.19
- 2. Description of real property improvements:
Upgrades to electrical, lighting and paint; conversion from residential to commercial kitchen; and new exterior signage
- 3. Description of building/s: The old train depot building – pier and beam building in Old Town Argyle
- 4. Location: 702 US Hwy 377 N, Argyle TX 76226
- 5. Business in Town limits or ETJ? In town limits
- 6. Total square feet: 1097
- 7. Major equipment purchases: Mini split AC unit, 2 sinks, signage
- 8. Property in good standing with taxes and liens? Yes X No

Project Development Cost:

- 1. Land acquisition: \$ 0
- 2. Site preparation: \$ 0
- 3. Professional services: \$ 0
- 4. Construction: \$ 9900 interior paint
\$ 6000 plumbing
\$ 18000 electrical & lighting
\$ 1200 AC installation
\$ 2400 PVC walls and installation
- 5. Equipment / Furnishings: \$ 1100 3-part sink
\$ 500 mop sink
\$ 1400 mini split AC unit
\$ 1200 small washer/dryer unit
\$ 75 fire extinguisher
- 6. Personal Property: \$ 0
- 7. Inventory: \$ 0
- 8. Other (Describe): \$ 700 Moving for large items only
\$ 1200 Signage
\$ 1147 Permits- Town of Argyle

- TOTAL Project Development Cost: \$ 44822

Annual Operation and Maintenance:

- 1. Personnel / Labor: \$ 10000
- 2. Supplies: \$ 2000
- 3. Electric: \$ 6300

4. Gas:	\$ 0
5. Water:	\$ 1260
6. Phone:	\$ 0
7. Data:	\$ 984
8. Other (Describe):	\$ 28800 rent in new building -1 st year with 6% increase annually
TOTAL Operation and Maintenance Cost:	\$ 49344

Funding:

- 1. Total amount required for the project: \$44,822
- 2. Amount from other sources (list): \$1,847 moving and permits to be paid by business owner
 - _____
 - _____
 - _____
 - _____
 - _____
- 3. **AMOUNT REQUESTED FROM THE MDD:** \$42,975

PART V (Submittal)

I declare that the information in this document and any attachments are true and correct to the best of my knowledge and belief, and that I am authorized to act on behalf of the applying organization.

Applicant Sign Here: Emily Holt Date: 8/25/25

Printed Name: Emily Holt

Title: Owner, Argyle Party and Gift

Preferred Contact Information

Phone: 972-467-0322

Email: holt_emily@hotmail.com

Indemnification: The Applicant shall certify that they are solely responsible for overseeing the work, and will not seek to hold the Town, and/or their agents, employees, officers, and/or directors liable for any property damage, personal injury, or other loss related in any way to the submission of an Application, agrees to indemnify the Town, and / or their agents, employees, officers, and / or directors from any claims or damages resulting from the project, including reasonable attorney fees.

Discretionary Rights: I (we) certify that I (we) acknowledge that the Board has the absolute right of discretion in deciding whether or not to approve an incentive for the application, whether or not such discretion is deemed arbitrary or without basis in fact, including the right to approve or disapprove an application on terms and conditions that are contrary to the guidelines of the program's evaluation policy.

Received by the MDD:

Name: _____

Title: _____

Date: _____

Business Plan: Argyle Party and Gift, LLC.

Executive Summary

Argyle Party and Gift combines the warmth of freshly baked goods with the charm of curated gifts. Located in a high-traffic area, our shop offers custom sugar cookies, drop and bar cookies, cupcakes, and an array of unique, locally sourced gifts. Our mission is to provide an inviting atmosphere where we help customers celebrate life's events, big and small.

Business Description

- **Name:** Argyle Party and Gift
- **Location:** US Hwy 377 in Argyle, TX
- **Business Type:** Retail (Food & Gifts)
- **Ownership:** Single-owner LLC

Market Analysis

- **Target Market:** Residents, parents of school-aged children, tourists, and event planners.
- **Competition:** Other bakeries, cottage bakers, grocery stores, local online T-shirt merchants, and gift stores in the area.
- **Differentiators:** Combination of bakery and gift shop, spirit wear, seasonal, balloons, flowers, custom cookies, classes, and support for local artisans and farmers.

Products & Services

1. **Bakery Items: 35% of revenue**
 - Decorated sugar cookies, drop cookies, bar cookies, cupcakes
 - Seasonal and themed baked goods
 - Adopt a Teacher program
2. **Gift Shop: 40% of revenue**
 - Curated gifts
 - Handmade crafts, cards, candles, and local products
 - Apparel and accessories
 - Argyle and Liberty spirit wear and gifts
 - Seasonal and holiday-themed gifts
3. **Additional Products: 25% of revenue**
 - Floral arrangements
 - Balloons
 - Party supplies

EXHIBIT B

- Classes- cookie decorating, bread baking, floral arranging, and crafts such as painting, candle making, and knitting
- Monthly Farmers Market- April-November

Marketing & Sales Strategy

- Social media presence (Instagram, Facebook)
- In-store promotions
- Collaborations with local businesses and event planners
- Attending local fairs and markets for brand awareness

Operations

- **Hours:** 11 am – 6 pm, Tuesday–Saturday
- **Staff:** Seasonally, as needed - bakers and retail associates
- **Suppliers:** Local farms, artisan vendors, national brands, local food service suppliers, packaging suppliers
- **Technology:** POS system

Financial Projections

- **Startup Costs:** Rent, equipment, inventory, licenses, initial marketing
- **Revenue Streams:** In-store sales, classes, farmers market booth fees, special events
- **Annual Revenue:** \$200,000

Management Team

- Owner/Manager: Oversees operations, marketing, and vendor relationships
- Farmers Market Advisory Board

Conclusion

Argyle Party and Gift aims to be a community favorite by delivering quality products and memorable experiences. With a focus on customer satisfaction, the business is positioned for sustainable growth and success.

EXHIBIT C

Property Images

702 US Hwy 377 N
Argyle, TX 76226



EXHIBIT C

Item 4.



EXHIBIT C

Item 4.



EXHIBIT C

Item 4.





Municipal Development District Agenda Item Memorandum

ITEM TYPE

Workshop Item

MEETING DATE:

September 2, 2025

PRESENTER:

Harrison Wicks, Director of Community Development

ITEM DESCRIPTION:

Discuss the Grant Application to the Denton County Development District #4 for the Argyle Nature Trail.

BACKGROUND INFORMATION:

This item is to allow for discussion on a grant application to the Denton County Development District #4 for the Argyle Nature Trail. DCDD #4's mission is to enhance economic activity within the District and surrounding areas through thoughtful and prudent investment in the promotion of tourism and economic development.

In speaking with Denton County Grants and Economic Development Program Manager Rina Maloney, the Argyle Nature Trail would be an eligible project if it could show enhanced economic activity to the surrounding area.

Previous projects the DCDD#4 have awarded include the following:

- o Lantana's Ferguson Pickleball Courts
- o Denton County's Economic Development Media Project
- o Bartonville's Tourism-Oriented Policing Project
- o Marty B's Audio System, Rooftop & Patio Cover Projects

Town staff is proposing a request of \$200,000 to assist in the construction costs related to the Argyle Nature Trail. Construction costs include, but are not limited to, vegetation clearing, grading, trail construction, lanscape plantings, signage, and lighting.

If awarded the grant is a reimbursement grant and will need to be paid by the Town first, prior to being reimbursed. Town Council is planning to discuss and approve a resolution during their September 15th meeting, affirming the grant's commitments.

FISCAL IMPACT:

- Not Applicable
- Proposed Expenditure:
- General Ledger Code:
- Proposed Revenue:
- Budget Amendment Required: No
- Financial Review Completed by: N/A

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

- Exhibit A - DCDD4 Grant Application
- Exhibit B - DCDD4 Grant Flyer

RECOMMENDED MOTION AND/OR ACTION:

This item is for discussion only, no action is requested.

EXHIBIT A



**DENTON COUNTY DEVELOPMENT
DISTRICT NO. 4**

DEVELOPMENT FUNDING GRANT APPLICATION PACKET

1 Courthouse Dr., 3rd Floor
Denton, TX 76208
(940) 349-3012

www.dentoncounty.gov/dcdd4

What is the Denton County Development District No. 4 Development Funding Grant Program?

Denton County Development District No. 4 (“DCDD4”) seeks to enhance economic activity within the District and surrounding areas through thoughtful and prudent investment in the promotion of tourism and economic development.

The Development Funding Grant is a reimbursement grant funded through a half cent sales tax assessed within the District.

Who is eligible to apply?

Eligible applicants include public entities, non-profit organizations, and for-profit businesses located, or to be located, within the DCDD4 boundaries or surrounding area.

Eligible projects include those which promote economic development and/or tourism within the DCDD4 boundaries and/or the surrounding area including new businesses, expansion of existing businesses, an event which attracts visitors, general promotion related to DCDD4 and surrounding area, and/or marketing programs focused on the area.

Please note that DCDD4 prefers that grant applicants submit applications and required documents/forms prior to a project’s commencement.

What documents/forms are required?

- X** 1. Completed Development Funding Grant Application
- X** 2. Completed Detailed Budget Template
- X** 3. Completed Agreement Form
- X** 4. Resolution from local governing body, if applicant is a public entity

Where should completed forms or questions be directed?

All applications and/or questions can be submitted by email to Rina Maloney, Assistant Secretary for DCDD4, at rina.maloney@dentoncounty.gov

DCDD4 may be reached by telephone at (940) 349-3012.

Please note that DCDD4 may require additional information; if so then you will be contacted

Denton County Development District No. 4 Development Funding Grant Application

I. Contact Information			
Name and Title :	Harrison Wicks, Director of Community Development		
Associated Entity/Business:	Town of Argyle		
Mailing Address:	PO Box 609, Argyle, TX 76226		
Phone:	940-565-7273	Email:	hwicks@argyletx.com

II. Check one or more of the appropriate categories the project falls within:	
<input checked="" type="checkbox"/>	Promotes or develops new business which results in employment and economic activity within the DCDD4 boundaries and/or surrounding areas
<input type="checkbox"/>	Promotes or develops expansion to a current business within the DCDD4 boundaries and/or surrounding areas
<input type="checkbox"/>	Provides for an event which will attract visitors and tourists
<input checked="" type="checkbox"/>	Provides for general promotion and advertising to attract visitors and tourists in the vicinity
<input type="checkbox"/>	Conducts a marketing program to attract visitors and tourists

III. Project Details	
Project Name:	Argyle Nature Trail
Organization Name:	Town of Argyle
Organization Classification:	Public Entity <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> For-Profit Business <input type="checkbox"/>
Federal Tax I.D. Number (if applicable):	
Address/location of Project:	4.5 acres of parkland south of 202 Cook Street, Argyle, TX 76226
Project Previously Funded by DCDD4? If so, when and amount?	N/A
Total Funding Amount Requested:	\$200,000
<i>*Must complete Detailed Budget Template</i>	

IV. Project Narrative

Brief Description of Project:

The Argyle Nature Trail will be a preeminent destination for visitors to the heart of Argyle’s Town Center District. Comprising 4.6 acres of untouched Cross Timbers Forest directly adjacent to the Town’s central business district, Town officials have recognized an opportunity to blend business and natural beauty to create a destination where visitors to local businesses along US Hwy 377 and FM 407 can walk between the businesses, while also enjoying a scenic trail through a pristine forest environment.

The Argyle Nature Trail will have a 1/4-mile loop in the center part of the property with trail connections to businesses properties to the south and west, a residential neighborhood to the east, and Cook Street to the north. A key feature of this project is increasing walkability in this corridor to encourage visitors and residents to walk between the business properties. This will increase economic development by encouraging visitors to the park and then to the nearby businesses relax and have a bite.

Future programing in the park such as field trips, hikes, nature classes, etc can also encourage more visitors to nearby businesses in the Town Center District.

V. Project Timeline

Project Planning/Development Details:

The Town of Argyle has hired Westwood Engineering to work with community stakeholders, such as Argyle Town Council, Argyle Parks Committee, and the Denton County Master Naturalists, in order to develop feasibility and engineering plans that will be used for bidding the project.

Project Bid Out:	Anticipated Winter 2025
Project Anticipated Start Date:	Spring 2026
Project Anticipated Completion Date:	Fall 2026

VI. Performance Measures

Service Area of Project:	4.6 acres
Estimated Total Population or Total Households Served:	TBD
Project Program income Amount:	TBD

Other:

VII. Other Grants & Grant Applications

Describe all other grants the applicant has applied for or received, or for which the applicant anticipates applying. The description should include the name of the granting entity and, as applicable, the amount sought, received, or to be sought. Please note that DCDD4 may require additional information regarding other grants.

No other grants have been applied for at this time.

EXHIBIT A

Item 5.

DETAILED BUDGET TEMPLATE

PERSONNEL EXPENSES	
NAME AND/OR POSITION	FUNDING REQUESTED
N/A	
	\$
	\$
	\$
Subtotal Personnel Expenses:	\$0.00
DIRECT EXPENSES	
EQUIPMENT, SERVICES, SOFTWARE, ETC.	FUNDING REQUESTED
Erosion Control, Demolition, and Tree Protection	\$74,484
Hardscape and Paving	\$65,450
Planting	\$50,000
¼ mile trail loop with boardwalk material	\$ 429,000
Trailhead parking lot hardscape and paving	\$55,047
Signage, striping, and amenities	\$47,420
Electrical and Lighting	\$147,100
Subtotal Direct Expenses:	\$ 868,501
INDIRECT/OTHER EXPENSES	
RENT, GENERAL OFFICE EXPENSES, ETC.	FUNDING REQUESTED
N/A	\$
	\$
	\$
Subtotal Indirect/Other Expenses:	\$0.00
TOTAL REQUESTED FROM DCDD4:	\$200,000

EXHIBIT A

Item 5.

OTHER FUNDING SOURCES/MATCH	
MATCH AND/OR OTHER GRANT REQUESTS AND STATUS OF FUNDS	REQUESTED/RECEIVED
Town of Argyle	\$ TBD
Municipal Development District	\$ TBD
Local benefactors	\$ TBD
	\$
	\$
	\$
	\$
TOTAL FROM OTHER FUNDING SOURCES/MATCH	\$668,501
+ TOTAL REQUESTED FROM DCDD4:	\$200,000
= TOTAL PROJECT COST:	\$868,501

Form continued on next page

**DENTON COUNTY DEVELOPMENT DISTRICT NO. 4 DEVELOPMENT FUNDING
GRANT AGREEMENT FORM**

I certify that I am an authorized representative for the applicant organization/entity and am authorized to make the statement of affirmation contained herein, individually and on behalf of the applicant.

To the best of my knowledge, I certify that the information contained in this application is complete, true, and correct.

I understand that submitting false and/or misleading information in connection with this application may be punishable by law.

I understand that if the applicant is awarded a Development Funding Grant by Denton County Development District No. 4, any deviation from the approved project may result in the partial or total withdrawal of grant funds. Further, I understand that as a reimbursement grant funds shall only be remitted after the applicant has incurred the approved cost(s).

Printed Name

Associated Business/Organization

Applicant's Signature

Date

SAMPLE PUBLIC ENTITY RESOLUTION

WHEREAS, The Town of Argyle (Governing Body) finds it is in the best interest of the citizens of _____ Argyle _____ (City/County/District) (the “applicant”) that the Argyle Nature Trail (Project Name) be operated for the 2026 (Fiscal Year); and

WHEREAS, Town of Argyle(Governing Body) that in the event of loss or misuse of the Denton County Development District No. 4 Development Grant, funds, Town of Argyle(Governing Body) assures that the funds will be returned to Denton County Development District No. 4 in full.

WHEREAS, Town of Argyle(Governing Body) agrees to utilize the \$200,000(requested grant funding amount) anticipated award from the Denton County Development District No. 4 to promote economic development and/or tourism within the Development District boundaries and the surrounding area should the project be approved by Denton County Development District No. 4; and

WHEREAS, Town of Argyle (Governing Body) designates Town Manager Mike Sims (Name and/or Position Title) as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant.

NOW THEREFORE, BE IT RESOLVED, that Town of Argyle (Governing Body) approves the submission of the grant application for Argyle Nature Trail (Project Name) to the Denton County Development District No. 4 Development Grant Program.

Signed by:

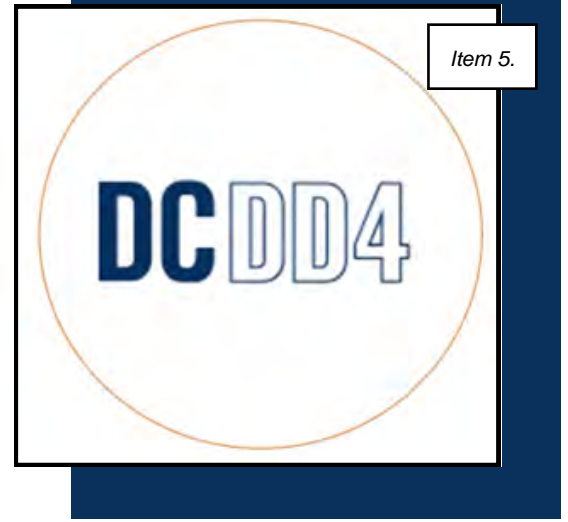
Name and Title

Passed and approved on the _____ day of _____ 20_____.

EXHIBIT B

DEVELOPMENT FUNDING GRANT PROGRAM

Join Denton County Development District No. 4 in Boosting Economic Growth and Tourism in Our Community



We proudly offer the Development Funding Grant Program, supporting initiatives that drive economic development and attract visitors within DCDD4 or the surrounding area.

WHO CAN APPLY?

- Public Entities
- Non-Profit Organizations
- For-Profit Businesses

ELIGIBLE PROJECTS:

- New Ventures
- Business Expansion
- Community Events



Application and additional information located at www.dentoncounty.gov/dcdd4.



Applications accepted year-round, no deadline to submit.