



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

REF: Town Administrator's Weekly FYI – April 16, 2021

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1. I am pleased to announce a new addition to the Town of Argyle's professional team. I have hired Emilio Sanchez as the new Director of Community & Economic Development. Mr. Sanchez has over 12 years of management-level planning experience and has worked in the public sector for over 20 years. Mr. Sanchez is currently the Planning Manager of Project Facilitation for the City of Fort Worth, where he also spent time as the Development Project Facilitator; Senior Planner – Appeals Section; and as City Planner. Mr. Sanchez also was the Planning and Zoning Manager at the City of Bedford. Mr. Sanchez has an extensive background in negotiating Economic Development Agreements for the recruitment of businesses and a background in code enforcement. Mr. Sanchez has his B.S. in Agricultural Machinery from Stephen F. Austin State University and a Master's in Urban Planning from Texas A&M University.
2. The Municipal Development District held its inaugural meeting on Wednesday, April 14th, 2021. Board members were sworn in and discussed formalities for the board. Board members are comprised of Councilmember Cynthia Hermann, Place 1; Councilmember Rick Bradford, Place 2; Brian Darnell, Place 4; and Reid Norton, Place 5. Place 3 is currently vacant. Town Council will be interviewing a candidate for the vacant position at the next Council Meeting on Monday, April 19th, 2021. The board elected Councilmember Cynthia Hermann as President, Brian Darnell as Vice President and Reid Norton as Secretary. The board also decided that they would be holding meetings on the second Tuesday of the month in the Town Hall Chambers at 6 p.m. The next MDD board meeting will be Tuesday, May 11th, 2021.
3. On Tuesday, Mayor Pro Tem Livingston and I met with Jim Wills, the developer of the 330-acre parcel west of I-35W on Robson Ranch Road. Mr. Wills relayed during the meeting in very broad terms how they would like to see that property develop. For the last several years, development of this property has been in limbo while the Town of Argyle makes the determination and how sewer service would be provided. Several months ago, the Town requested permission from the City of Denton to buy capacity within the 18-inch line on the north side Robson Ranch Road that they will be constructing. After multiple inquiries, we still have not received any official word from the City of Denton. I relayed to Mr. Wills the sewer will be provided to this property via a force main which will be constructed on the south side of Crawford Road. This sewer project has been included in the Town's CIP program and Impact Fee Study. Mr. Wills would like to have approximately 100 acres of property dedicated to commercial development while the remaining track would be residential. A copy of the Retail Coach study has been provided to him. Hopefully, the

study will allow him to determine the type of retail that is needed. I did request that Mr. Wills provide the Town with a Letter of Intent to connect to our sewer system. The Letter of Intent will include the amount of sewer capacity he will be requesting. Mayor Pro Tem Livingston did emphasize to Mr. Wills that the Town will utilize the PACE process to allow citizens to comment on his proposed development plans. I should receive the Letter of Intent shortly.

4. Residents should soon expect to see the 2020 Year in Review from the Town in their mailboxes. The Year in Review is the yearly recap the Town sends to every resident marking achievements from the year prior and what to expect in Town Hall for the upcoming year. The Year in Review features a letter from Mayor Pro Tem Livingston, Town Highlights from 2020 and more.
5. Prior to the MDD election, the new website for the Economic Development Corporation was put on pause. ED Suite, the website developer, has resumed production on the new MDD website. The process should take about 21 weeks to complete. The next step is a photo shoot, tentatively scheduled for May 12th, 2021. ED Suite will be going around town taking photos of businesses and locations for the website.
6. The Public Works Department has temporarily closed the restrooms at Unity Park. The Town is experiencing a clog in the sewer lateral line. After running a camera through the line, we have determined that the line is plug about 125 feet from the restroom within one of the soccer fields. Public Works is in the process of having the utilities located before starting repairs on Monday. There are several events this weekend at the park. Staff will have a port-a-potty present for park patrons to use.
7. Parkway Trees in the Lakes of Argyle is an ongoing issue between the builders and property owners in the Lakes of Argyle Planned Development. According to Ordinance No. 2015-21 – Approved PD Zoning and Development Standards for the Lakes of Argyle subdivision, Subsection E: Minimum Exterior Construction and Design Standards: Landscaping: *“Each home will be required to have a minimum of two, 3-1/2” caliper trees planted in the front yard.”* The two required trees that were planted for numerous properties in the development were located within the parkway (space between sidewalk and street curb) which is located in public rights-of-way and not within the front yard on private property. The solution is for either the builder or current property owner to move the two, 3-1/2” caliper trees to the front yard and out of the public rights-of-way. Letters from the Code Enforcement Office were mailed to 17 properties on August 4, 2020 notifying them of the violation. On April 8, 2021, a visual inspection was conducted and 16 of the properties have remained non-compliant. On April 12, 2021, a final notice letter was mailed from the Code Enforcement Office to the 16 property owners with a request that the trees be relocated onto the front yard on private property by April 27, 2021.
8. The traffic pattern at the intersection of Crawford Road and John Paine Road has been changed as of Monday morning. Vehicles heading westbound must go around the roundabout off Crawford Road. Traffic is also now able to go northbound off Crawford Road at John Paine Road. Please use extreme caution due to the change in traffic patterns, and we continue to ask drivers to be patient with the road construction. The contractor is in the process of constructing the south side of the roundabout. The

roundabout should be completed within 30 days. Jagoe hopes to shift the traffic onto the asphalt that was recently laid around May 1st, 2021.