



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

**March 10, 2026 at 6:00 PM**

**Argyle Town Hall, 308 Denton Street, Argyle, Texas**

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**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, March 10, 2026 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.*

## CONSENT AGENDA

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

1. Consider approval of the Argyle Municipal Development District Board meeting minutes for the meeting held on January 6, 2026.

## SPECIAL PRESENTATION

2. Receive a special presentation from Hilltop Securities for sales tax revenue bond financing for the MDD.

## 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.)*

3. Receive a staff report on sales tax collected for the MDD as of February 28, 2026.

## ACTION ITEMS

4. Discuss, consider, and take action on a professional services agreement with Argyle Business Association for marketing services.
5. Discuss, consider, and take action on a professional services agreement with Architexas for on-call architecture review services.

## 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.)*

6. Discuss progress on the Town Center District FM 407 small area plan created by GFF.
7. Provide update on how sales tax jurisdictions are established for online purchases.

## 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.

### Real Property

*§551.072: Deliberate the purchase, exchange, lease, or value of real property:*

8. Town Center District

**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):*

- 9. Town Center District
- 10. Heath Tract

**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.*

**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 **March 4, 2026, by 5:00 p.m.** and remained posted for at least three (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.***

**JANUARY 6, 2026**

**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  
VICE-PRESIDENT, PLACE 5  
DIRECTOR, PLACE 1  
DIRECTOR, PLACE 2  
DIRECTOR, PLACE 4

DAVID WYLIE  
PAMELA BATSON  
CASEY STEWART  
RONALD SCHMIDT  
PETER TILTON

TOWN MANAGER  
DIRECTOR OF COMMUNITY DEVELOPMENT

MIKE SIMS  
HARRISON WICKS

**ABSENT**

DIRECTOR, PLACE 6  
DIRECTOR, PLACE 7

KRISTIN JAIN  
JOAN DELASHAW

**CALL TO ORDER**

President Wylie called the meeting to order at 6:01 p.m.

**OPEN FORUM**

President Wylie opened the open forum at 6:02 p.m. With no speakers, President Wylie closed the open forum at 6:02 p.m.

**SPECIAL PRESENTATION**

Cactus Canyon Restaurant Performance Report

The owner and operator of the Cactus Canyon restaurant, Mr. Brian Gasperson, provided an update on the performance of the business. He confirmed the business has met and exceeded the performance requirements of the MDD assistance grant that was awarded to them by the MDD. No action was taken.

**CONSENT AGENDA**

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

Director Schmidt moved to approve the MDD Board meeting minutes from December 2, 2025, as presented. Director Tilton seconded the motion. The motion passed 5-0.

## STAFF REPORT

2. Receive an end of FY25 report on sales tax collected for the MDD.

Community Development Director Wicks presented a summary report of FY25 sales tax collected for the MDD and answered questions from the board members. No action was taken.

## WORKSHOP ITEMS

3. Discuss a professional services agreement with Argyle Business Association for marketing services.

Town Manager Mike Sims and CEO Lynn Seeden of ABA presented and answered questions from the board members. There was a consensus to bring this item back to a future meeting to consider a PSA. No action taken.

4. Discuss a professional services agreement with Architexas for on-call architecture review services.

Town Manager Mike Sims, Craig Melde of Architexas, and Robin McCaffrey of MESA presented and answered questions from the board members. There was a consensus to bring this item back to a future meeting to consider a PSA. No action taken.

5. Discuss how sales tax jurisdictions are established for online purchases.

Director Tilton and Community Development Director Wicks presented this item and answered questions from the board members. Town staff will investigate this issue with our account rep from ZACTAX and follow up accordingly. No action taken.

## ADJOURN

With no further action the meeting was adjourned at 7:39 p.m.

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Mike Sims, Town Manager

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David Wylie, President



# ARGYLE MUNICIPAL DEVELOPMENT DISTRICT

## *Sales Tax Revenue Bond Financing*

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TUESDAY, MARCH 10, 2026

**Nick Bulaich**

Managing Director | Investment Banker  
777 Main Street, Suite 1525  
Fort Worth, Texas 76102  
817.332.9710  
nick.bulaich@hilltopsecurities.com

**Steven Murray**

Senior Vice President | Investment Banker  
777 Main Street, Suite 1525  
Fort Worth, Texas 76102  
817.332.9710  
steven.murray@hilltopsecurities.com

## ■ Section 377.073, Texas Local Government Code

- Authorizes the District to issue bonds or other obligations to pay the costs of a “development project”
- Subject to Texas Attorney General review and approval
- Bonds must be payable from and secured by the revenues of the District
- Sales tax revenue bonds are **not** secured or payable by Town ad valorem taxes, Town general sales taxes or any other Town revenues
- No council action or voter approval required to issue bonds; however, pursuant to Argyle MDD bylaws, bond issuance must be ratified by Council after MDD Board approval

Project Category	Description
<b>Parks &amp; Recreational Facilities</b>	Parks, sports complexes, community open spaces, and recreational amenities
<b>Cultural &amp; Arts Facilities</b>	Museums, cultural centers, arts venues supporting tourism and cultural development
<b>Affordable Housing</b>	Projects that create or support housing affordability within the district
<b>Water Supply &amp; Conservation</b>	Infrastructure for water supply, conservation programs, and hydrologic improvements
<b>Primary Job Creation or Retention</b>	Business enterprise projects that create or retain primary jobs, such as manufacturing or R&D
<b>Convention &amp; Civic Facilities</b>	Convention centers, civic centers, hotels, auditoriums, and related parking structures
<b>Supporting Public Improvements</b>	Infrastructure improvements necessary to support authorized development projects

- **Analysis of gross revenues available for debt service on an annual basis**
  - Only security = sales tax revenues; debt service is paid before any other expenses of MDD – typically, structured for debt service coverage (annual revenues/max annual debt service) of at least 1.50 times
  - While sales tax revenue bonds are secured by gross revenues, the MDD must consider all expenses of the MDD when sizing its debt offering, including operating expenditures and ongoing funding commitments
- **Types of Bonds**
  - Tax-exempt: Generally, may be issued for projects with a public purpose and public ownership
  - Taxable: Issued for projects that include private use and/or private ownership/payments
- **Methods for selling bonds**
  - Public Sale: Negotiated or Competitive; bonds are purchased by underwriter(s) to distribute to investors in the national capital markets
  - Private Placement / Direct Purchase: bonds are sold directly to an institution for their own account (e.g. local bank)

# ISSUANCE OF SALES TAX REVENUE BONDS



	Public Sale	Private Placement
<b>Target Investor</b>	Institutions, bond funds, retail investors	Banks
<b>Legal Covenants</b>	Strict ABT and DSRF Requirements	Potentially more flexible
<b>Disclosure and Solicitation</b>	Official Statement	Term Sheet
<b>Credit Rating</b>	Yes	No
<b>Preparation and Timing</b>	Requires a bond offering document, credit rating(s) and marketing period	Requires a term sheet and typically at least two weeks to market
<b>Repayment Term</b>	Allows for long-term financing (20 to 30 years)	Banks generally have a shorter-term investment horizon (e.g. 10 years)
<b>Interest Rate</b>	Fixed	Typically fixed, but banks may require interest rate reset for longer terms
<b>Call Flexibility</b>	Typically 10 Years	Typically shorter
<b>Local Participation</b>	Typically very little	May allow for local bank participation

# PROFESSIONALS INVOLVED IN THE BOND ISSUANCE PROCESS



Municipal Advisor	Bond Counsel	Underwriter or Bank	Attorney General
<p>Advises the MDD and the Town on all financial matters related to issuance of the sales tax revenue bonds</p>	<p>Opines on legal matters related to economic development and bond issuance</p>	<p>In the case of a public sale, underwriter will market and sell the bonds to investors</p>	<p>Reviews bond offering to make sure debt is issued in conformance with State law</p>
<p>Structures overall finance plan based on project needs and available net revenues; handles all arrangements for sale of the bonds including offering documents and ratings</p>	<p>Ensures compliance with State law and Federal tax law</p>	<p>In the case of a bank private placement, a bank or syndicate of banks will buy the bonds</p>	<p>Once approval is received, bonds are incontestable</p>
<p>Assists with continuing disclosure obligations</p>	<p>Prepares legal documents</p>	<p>Issuance through either method is subject to certain disclosures</p>	<p>Typically allocate 30 days for AG review and approval process</p>

**Town of Argyle, Texas**

**MDD Capacity Analysis - 30 Year Term - MDD Sales Tax Revenue Bond - Assumes \$200,000 Available for Debt Service**

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
FYE	Projected Sales Tax Revenues <sup>(1)</sup>	<i>Funds \$2.725 Million*</i> Estimated Debt Service Capacity MDD Sales Tax Revenue Bond 30 Year - 5.25% - 6/15/2026			Total Debt Repaid by MDD Sales Tax Revenues	Projected Coverage	Excess Annual Revenues
		Principal	Interest	Total			
2026	\$ 550,000			-	\$ -		
2027	550,000	\$ 20,000	\$ 179,156	\$ 199,156	199,156	2.76X	350,844
2028	550,000	45,000	152,513	197,513	197,513	2.78X	352,488
2029	550,000	45,000	150,150	195,150	195,150	2.82X	354,850
2030	550,000	50,000	147,788	197,788	197,788	2.78X	352,213
2031	550,000	50,000	145,163	195,163	195,163	2.82X	354,838
2032	550,000	55,000	142,538	197,538	197,538	2.78X	352,463
2033	550,000	60,000	139,650	199,650	199,650	2.75X	350,350
2034	550,000	60,000	136,500	196,500	196,500	2.80X	353,500
2035	550,000	65,000	133,350	198,350	198,350	2.77X	351,650
2036	550,000	65,000	129,938	194,938	194,938	2.82X	355,063
2037	550,000	70,000	126,525	196,525	196,525	2.80X	353,475
2038	550,000	75,000	122,850	197,850	197,850	2.78X	352,150
2039	550,000	80,000	118,913	198,913	198,913	2.77X	351,088
2040	550,000	85,000	114,713	199,713	199,713	2.75X	350,288
2041	550,000	85,000	110,250	195,250	195,250	2.82X	354,750
2042	550,000	90,000	105,788	195,788	195,788	2.81X	354,213
2043	550,000	95,000	101,063	196,063	196,063	2.81X	353,938
2044	550,000	100,000	96,075	196,075	196,075	2.81X	353,925
2045	550,000	105,000	90,825	195,825	195,825	2.81X	354,175
2046	550,000	110,000	85,313	195,313	195,313	2.82X	354,688
2047	550,000	120,000	79,538	199,538	199,538	2.76X	350,463
2048	550,000	125,000	73,238	198,238	198,238	2.77X	351,763
2049	550,000	130,000	66,675	196,675	196,675	2.80X	353,325
2050	550,000	140,000	59,850	199,850	199,850	2.75X	350,150
2051	550,000	145,000	52,500	197,500	197,500	2.78X	352,500
2052	550,000	155,000	44,888	199,888	199,888	2.75X	350,113
2053	550,000	160,000	36,750	196,750	196,750	2.80X	353,250
2054	550,000	170,000	28,350	198,350	198,350	2.77X	351,650
2055	550,000	180,000	19,425	199,425	199,425	2.76X	350,575
2056	550,000	190,000	9,975	199,975	199,975	2.75X	350,025
2057							
<b>Totals</b>		<u>\$ 2,925,000</u>	<u>\$ 3,000,244</u>	<u>\$ 5,925,244</u>	<u>\$ 5,925,244</u>		

**(1) Based on projected FYE 2026 sales tax revenues. Does not include interest income, and does not net out any other on-going expenses or transfers.**

**\* Approximately \$200,000 (the max annual debt service) of bond proceeds would be deposited into a Debt Service Reserve Fund.**

- **Confirm Project Funding and Plan of Finance**
- **MDD Board Adopts Project Resolution**
  - Per Argyle MDD Bylaws, use of the Development Project Fund to finance and/or operate and maintain development projects is subject to an official vote of the board and approval of Council
  - A Project Resolution may include:
    - Specific development project
    - Intent to finance the project with MDD sales tax revenue bonds
    - Estimated cost and plan of finance
- **Council Approves Project Resolution**
- **HilltopSecurities Prepares Draft Offering Document and Applies for Bond Rating and Insurance (if necessary)**
- **Board Adopts Bond Resolution**
- **Council Approves Bond Resolution**





# ***Municipal Development District***

## ***Agenda Item Memorandum***

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### **ITEM TYPE**

Staff Report

### **MEETING DATE:**

March 10, 2026

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### **PRESENTER:**

Harrison Wicks, Director of Community Development

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### **ITEM DESCRIPTION:**

Receive a staff report on sales tax collected for the MDD for February 2026.

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### **BACKGROUND INFORMATION:**

Sales tax collections for the month of February 2026 totaled \$64,125.99. This represents a decrease of 6.74%, or \$4,638, compared to last year. Through February however, sales tax collections are up \$37,071, or 15.29%, from the prior year.

Collections for this month represent sales that took place in December, which accounts for the bulk of holiday spending. December is typically the largest month across the state, accounting for as much as 12% of annual collections for some cities.

Over the past 10 years, collections through February have, on average, represented between 42.2% and 43.1% of your end-of-year collections. Based on the FYTD collections through February and historical collection data, we should reasonably be able to expect end-of-year revenue to fall between \$649,294 and \$662,372. Last year you collected \$563,196.

The Top 10 taxpayers in the month of February combined for \$18,071, or 28.4% of our total collections. That represents an increase of \$438.33, or 2.49%.

Locally generated sales tax collections grew \$2,891, or 22.9%, compared to last April, while collections from remote taxpayers grew \$7,659, or 13.75%.

Over the past 12 months, local revenues have accounted for 29% of your total collections, compared to 71% for remotely generated revenues.

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### **FISCAL IMPACT:**

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

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**LEGAL REVIEW:**

Not applicable.

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**ATTACHMENTS:**

Exhibit A - Sales Tax Infographic

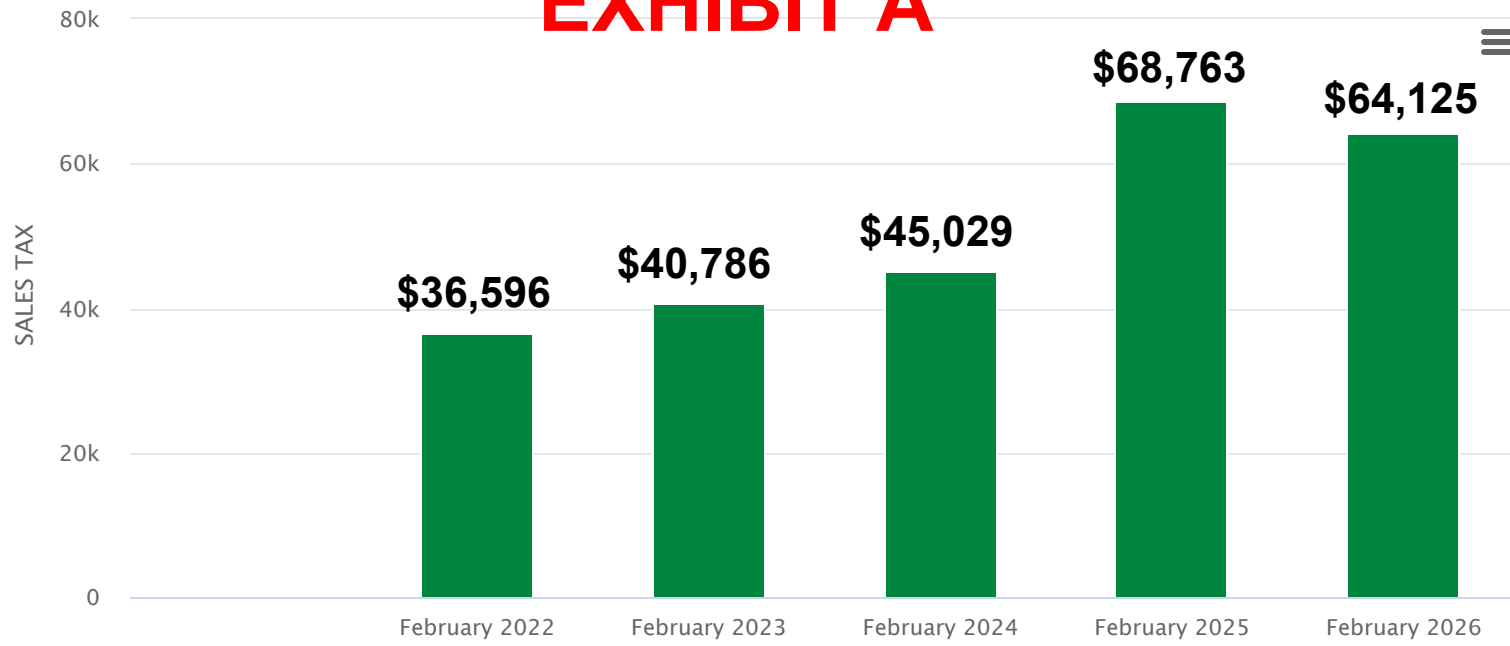
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**RECOMMENDED MOTION AND/OR ACTION:**

Receive staff report. No action requested.

# EXHIBIT A

Item 3.





# Municipal Development District Agenda Item Memorandum

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**ITEM TYPE**

Action Item

**MEETING DATE:**

March 10, 2026

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**PRESENTER:**

Harrison Wicks, Director of Community Development

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**ITEM DESCRIPTION:**

Discuss, consider, and take action on a professional services agreement with Argyle Business Association for marketing services.

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**BACKGROUND INFORMATION:**

Town staff is working with CEO Lynn Seeden of the Argyle Business Association to provide a proposal that can assist the MDD and Town with business recruitment. Attached as Exhibit A is a proposal for business recruitment services.

The proposal lays out how the Argyle Business Association will work to develop new business contacts (including new business with existing contacts) and encourage those businesses to establish new storefronts in the Town.

This PSA with the Argyle Business Association would work to fill a need in the Town where Retail Strategies is currently serving as the 3<sup>rd</sup> party professional assisting in business recruitment. Given previous conversations with the MDD regarding Retail Strategies, there is a need for a specialized service that is specific to Argyle.

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**FISCAL IMPACT:**

- Not Applicable
- Proposed Expenditure: \$22,500 for FY26 & \$45,000 for FY27
- General Ledger Code:
- Proposed Revenue:
- Budget Amendment Required: No
- Financial Review Completed by: N/A

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**LEGAL REVIEW:**

Not applicable.

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**ATTACHMENTS:**

Exhibit A - ABA Proposal

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**RECOMMENDED MOTION AND/OR ACTION:**

Move to approve a professional services agreement with Argyle Business Association for business recruitment services and allow the Executive Director to negotiate and sign an agreement on behalf of the MDD.

# EXHIBIT A

Proposal for a  
Town of Argyle Municipal Development District  
and  
Argyle Business Association  
Curated Business Recruitment Partnership  
Scope of Work

## **Purpose**

This business recruitment scope of work defines how the Argyle Business Association will fulfill a niche role to develop new business contacts (including new business with existing contacts) and encourage those businesses to establish new storefronts in the pedestrian friendly future Town Center.

This is not about filling space. It is about using the full infrastructure of the Argyle Business Association for intentional placemaking: preserving Argyle’s charm while generating long-term sales tax, property value, and community identity—without defaulting to chains in the interior of Argyle.

## **Unique Value**

Powered by ABA, not an individual. This initiative leverages ABA’s staff, programs, relationships, marketing reach, and business-development systems to recruit, vet, prepare, and retain businesses. Success depends on building a pipeline of the right businesses early, preparing them in advance, and matching them to the right spaces at the right time.

## **Project Overview & Objectives**

Target Area: Argyle Town Center, businesses on the Town Center Streets (placeholder names Main and Kirk) as well as businesses fronting US377 from Frenchtown to Cook and fronting FM407 from Myrtle to the Union Pacific Railroad.

Strategic Goal: Identify, recruit, and secure commitments from "unique-to-market" luxury retailers, boutique service providers, and fine-dining establishments, this includes a focus on growing and developing new business ventures with existing local entrepreneurs.

**Vision:** The vision is for strictly high end, unique retail, service and restaurant concepts that serve the upper end demographic profile of the Town of Argyle. The businesses attracted to the Town Center should reinforce the high brand image desired for the Town Center of Argyle while preserving the historic sense of rural, equestrian and ranch oriented lifestyle of Argyle in our unique cross timbers oasis. The primary objective is to curate a high-end, unique tenant mix that creates synergies and cross over visits to multiple destinations, assuring long-term market viability.

**Examples, A “Very Argyle” Business Mix (Curated, Not Chains)**

Food & Drink: Chef-owned bistros, bakeries, ice cream, wine rooms, craft coffee, specialty desserts, farm-to-table concepts, European cafés, chocolate, cheese, olive oil, and gourmet food shops.

Interesting Retail: Jewelry, bookstore, home décor, gifts, Texas-style boutiques, children’s shops, florals, garden, specialty foods, Texas-made goods, artisan studios.

Experiential: Art studios, galleries, cooking schools, creative workshops—building a charming, walkable “Old Town Argyle” feel

Professional & “Third Place” Uses: Offices, coworking, incubators, maker spaces, and local services that increase revenue without compromising character.

**Phase I: Market Analysis & Brand Alignment**

**Leakage Analysis:** Town staff, working with the MDD Board, will provide data to the ABA on a regular basis identifying specific market segments for which the spending of those residing in and near the Town of Argyle is primarily spending occurring outside the Town limits. ABA will utilize the data to focus on reclaiming and retaining that spending in the retail, service and restaurant segments most likely to receive adequate market support in the Town Argyle.

**Criteria Development:** the ABA will propose and work with the MDD to define "High-End" standards for potential businesses, focusing on "white-glove" models for service oriented firms, premium brand elements for retailers and niche food and drink dining experiences appropriate for new restaurants in the Town Center District.

**Marketing Collateral:** The ABA will propose and develop prototype high-quality recruitment packages highlighting Argyle's market characteristics and benefits of locating in the Town Center District. Actual marketing materials will be procured under separate agreement/cost structure.

**Phase II: Target Identification & Outreach**

Lead Generation: Develop and propose to MDD a curated "Target Top 10" list of types of regional and national luxury concepts not currently present in the immediate area.

Direct Engagement: ABA will serve as the first point of contact, initiating both cold call and existing partner outreach to founders and owners of existing businesses and entrepreneurs who can create desired concepts from scratch.

Site Visits and Business Tours: Organize and lead personalized site tours of the Town Center for prospective high-end tenants. Also, with specific pre-authorization for travel, visit prospects, entrepreneurs and business concepts not local to the DFW region.

**Phase III: Negotiation & Incentive Structuring**

Incentive Design: As necessary, assist staff to draft concepts for specialized incentive packages (MDD incentives, Chapter 380 agreements, or other partnership concepts).

Letter of Intent (LOI) Facilitation: Coordinate the drafting and negotiation of non-binding LOIs between the Town/Developer and recruited businesses.

Economic Impact Projection: Provide projections for client volume, sales tax revenue and job creation for each recruited concept.

**Deliverables & Reporting**

Monthly Progress Reports: Detailed logs of all outreach activities, including business names, contact status, and feedback from prospective tenants, to be presented at MDD meetings.

Regular Strategy/Coordination Sessions: In-person or remote briefings with Town and MDD leadership to adjust recruitment targets based on market shifts, strategize on particular businesses and maintain a coordinated effort.

Success Celebration: A comprehensive hand-off package for each successfully recruited tenant, including documentation for MDD, local networking, groundbreaking, ribbon cutting and first year marketing support.

Annual Reporting: Summary of efforts and success documenting the businesses in various stages of finalizing steps necessary to open, businesses successfully in operation, actual performance of high quality standards, sales tax performance and other measurables.

### **Summary of the ABA Model for Curated Business Recruitment**

Pipeline Creation: ABA builds relationships, recruits and vets right-fit businesses in advance.

Business Readiness: ABA prepares businesses before leases are signed.

Site Matching: Aligns business readiness with available or planned spaces.

Developer Alignment: Shapes tenant mix early; delivers “ready-to-open” tenants.

Integration & Retention: Ongoing mentorship, marketing, and community integration to improve survival rates.

### **Compensation**

ABA will provide the services listed in this proposal initially on a monthly basis at the rate of \$3,750 per month beginning on April 1, 2026. Invoices for work completed will be submitted on a monthly basis with a total not to exceed \$22,500 for FY26 services and \$45,000 for FY27 services.



# ***Municipal Development District Agenda Item Memorandum***

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## **ITEM TYPE**

Action Item

## **MEETING DATE:**

March 10, 2026

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## **PRESENTER:**

Harrison Wicks, Director of Community Development

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## **ITEM DESCRIPTION:**

Discuss, consider, and take action on a professional services agreement with Architexas for on-call architecture review services.

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## **BACKGROUND INFORMATION:**

Town staff has been working with Craig Melde at Architexas for input related to the Town Center District and the Police Station/Town Center Masterplan. Attached as Exhibit A is a proposal for planning and urban design services.

The proposal addresses the Town's ongoing need for professional planning and design services that support implementation of the Comprehensive Plan. These services include facilitating public input, establishing clear design criteria, and assisting Town leadership with the review of development proposals through conceptual planning, sketch design, and architectural evaluation.

The proposed work focuses first on defining and shaping a Town Center, and then on guiding development within the center and throughout the broader community in a manner that supports Argyle's vision, identity, and long-term goals.

Key tasks will include the following:

1. Design review of submitted development proposals, identifying elements that support or conflict with Town objectives
2. Conceptual guidance for projects that are still in formation, including analysis and recommendations related to public participation, entitlement processes, or public-private partnerships.
3. Advisory recommendations on development proposals submitted to the MDD for financial support.

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**FISCAL IMPACT:**

- Not Applicable
- Proposed Expenditure:                      Not to exceed \$30,000 & end date of 12/31/26
- General Ledger Code:
- Proposed Revenue:
- Budget Amendment Required:              Yes
- Financial Review Completed by:              N/A

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**LEGAL REVIEW:**

The Town Administrator reviewed this item.

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**ATTACHMENTS:**

Exhibit A - Architexas Proposal

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**RECOMMENDED MOTION AND/OR ACTION:**

Move to approve a professional services agreement with Architexas for professional planning and design services and allow the Executive Director to negotiate and sign an agreement on behalf of the MDD.

5 March 2026

Mr. Mike Sims  
Town Manager  
308 Denton St.E  
Argyle, TX 76226

**RE: Proposal for  
Planning and Urban design Services for the Town of Argyle, Texas**

Dear Mike:

The Town of Argyle leadership has requested a proposal for planning and urban design **for defining a Town Center, and on-going review** assistance from the Architexas Team. The Town's goal is to define and shape the character of a new town center and then using that definition to guide growth in a way that protects the town's rural heritage and distinctive feel while both incenting and accommodating inevitable change and growth.

**Overview and Context**

The Town of Argyle is experiencing increasing pressure from regional growth across the Dallas-Fort Worth Metroplex. Rising traffic, expanding residential development, and growing commercial activity place Argyle's rural character and community identity at risk. At the same time, these pressures create an important opportunity for the Town to proactively guide growth in a way that reinforces its values and long-term vision.

Argyle's rural character, history, and natural landscape are defining assets. By intentionally selecting development patterns and design approaches that respect these qualities, the Town can accommodate growth while maintaining its distinct identity. A clearly defined and recognizable Town Center is central to this strategy, serving as the civic, cultural, and economic heart of the community.

This proposal addresses the Town's ongoing need for professional planning and design services that support implementation of the Comprehensive Plan. These services include facilitating public input, establishing clear design criteria, and assisting Town leadership with the review of development proposals through conceptual planning, sketch design, and architectural evaluation.

The proposed work focuses first on defining and shaping a Town Center, and then on guiding development within the center and throughout the broader community in a manner that supports Argyle's vision, identity, and long-term goals.

**Architexas Team**

**Architexas**

Craig Melde, **AIA**, Sr. Principal  
Michael Karnaowski, AIA Principal

Principal in Charge  
Project Manager /Project Architect

**MESA Planning**

Robin Mccaffrey AIA, FAICP

Project Planner

**SCOPE OF SERVICES**

**Task 1: Participation in Planning/ design meetings of the Town Center Plan:**

Currently property owners, various bodies/councils/committees of the Town, and Town staff are engaged in planning process as they work toward a shared plan/ architectural vision for the proposed Town Center. In this process, the Architexas Team will attend various meetings/ work sessions deemed necessary throughout the planning process and participate by bringing to those meetings and work sessions, provide certain inputs, insights, sketches, research, plans, written comments/ studies as requested by and /or agreed to by the Town. The objective is to facilitate progress toward a workable plan for the Town Center and will include recommendations ranging from economic viability and pedestrian safety to planned development standards and building topics.

**Task 2: Work as needed with individual Developers and/or Builders**

The review process described in Task 1 may require the preparation of sketch plans, sections, or elevations to illustrate how the Town's design criteria apply to a specific development proposal. The level of analysis and graphic support will be tailored to the stage of development under review, ranging from early concepts to more fully developed designs.

This task is intended to help align both current and future development projects with the Town's long-term vision and to reinforce the role of the Town Center. For projects that are already designed or under development, the Architexas Team will assess consistency with Town goals and identify opportunities for refinement. For projects that are still in early stages, the Team will help guide concept development in a way that supports meaningful public input, effective coordination between public and private partners, and outcomes that reflect community values.

At the direction of Town leadership, the Architexas Team will provide:

- **Design review** of submitted development proposals, identifying elements that support or conflict with Town objectives and recommending appropriate adjustments, including coordination with applicants when requested.
- **Conceptual guidance** for projects that are still in formation, including analysis and recommendations related to public participation, entitlement processes, or public-private partnerships.
- **Advisory recommendations** on development proposals submitted to the MDD for financial support.

**COMPENSATION**

The Architexas Team Proposes to provide the services listed in this proposal initially on an hourly basis at the following listed rates to further define our role in the overall planning. Invoices for work completed will be submitted on a monthly basis with a total not to exceed \$30,000 and an end date of December 31, 2026.

Architexas Hourly Rates

Craig Melde, Sr. Principal	\$ 300.00/hour
Michael Karnowski, Principal	\$ 250.00/hour
Design Staff	\$ 100.00/hour
MESA- Planning	
Robin McCaffrey	\$ 300.00/hour

**Reimbursable Expenses**

Reimbursable expenses necessary to perform the tasks described by this proposal will be invoiced in addition to the compensation identified above. Reimbursable expenses incurred for each 30-day billing period will include 1.1 times cost multiplier and will be submitted with the invoice for that billing period. Reimbursable expenses include but are not limited to the following:

- Reproduction (xerographic, scanning, AD plotting) or other means of reproducing graphics;
- Courier, express mail and other delivery services.
- No mileage to meetings in Argyle, Mileage to non-Argyle locations \$.70/mile,

We look forward to working closely with you and the Town's leadership to help shape a distinctive and meaningful Town Center for Argyle. Your signature below authorizes us to proceed with this work. We welcome the opportunity to move this important project forward together.

Sincerely,

Craig Melde, AIA  
Sr. Principal - ARCHITEXAS

Authorization

Mike Sims  
Town Manager, Argyle



# ***Municipal Development District Agenda Item Memorandum***

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## **ITEM TYPE**

Workshop Item

## **MEETING DATE:**

March 10, 2026

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## **PRESENTER:**

Harrison Wicks, Director of Community Development

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## **ITEM DESCRIPTION:**

Discuss progress on the Town Center District FM 407 small area plan created by GFF.

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## **BACKGROUND INFORMATION:**

Town staff has scheduled this item for discussion with multiple boards, committees, and Town Council over the past 6 months. Below are some recent updates for the Town Center District for your consideration:

1. During their meeting on March 2nd, CPAC recommended yes to a future land use plan (FLUP) amendment for a 10 acre portion of property, including the Town owned 6 acre parcel, as well as revisions to the Master Thoroughfare Plan.
2. During their meeting on March 4th, the P&Z Commission recommended denial to both future land use plan amendment and zoning change for the 10 acre property, including the Town owned 6 acre parcel. P&Z also recommended approval of revisions to the Master Thoroughfare Plan.
3. The current proposed FLUP and zoning change reduce the density, residential uses and building heights of the original MDD funded plan.
4. The FLUP and zoning change, together, prevent any residential on the 10 acres, creates a requirement for 50 foot landscape buffer on the east side of the property, and does nothing to the remaining 8 acres to the south.

Town Council will now consider these items (FLUP, zoning, Thoroughfare Plan) during their upcoming meeting on Monday, March 23rd.

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## **FISCAL IMPACT:**

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

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**LEGAL REVIEW:**

Not applicable.

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**ATTACHMENTS:**

Exhibit A - Town Center District Presentation

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**RECOMMENDED MOTION AND/OR ACTION:**

No action requested. Discussion only.

# SMALL AREA PLAN - FM 407 & US HWY 377

## EXHIBIT A





February 2025

Preliminary  
Rendering

# TOWN CENTER AREA PLAN

Can we create:

A site for our Police Building and Town Hall?

A public plaza for civic events?

A parade route?

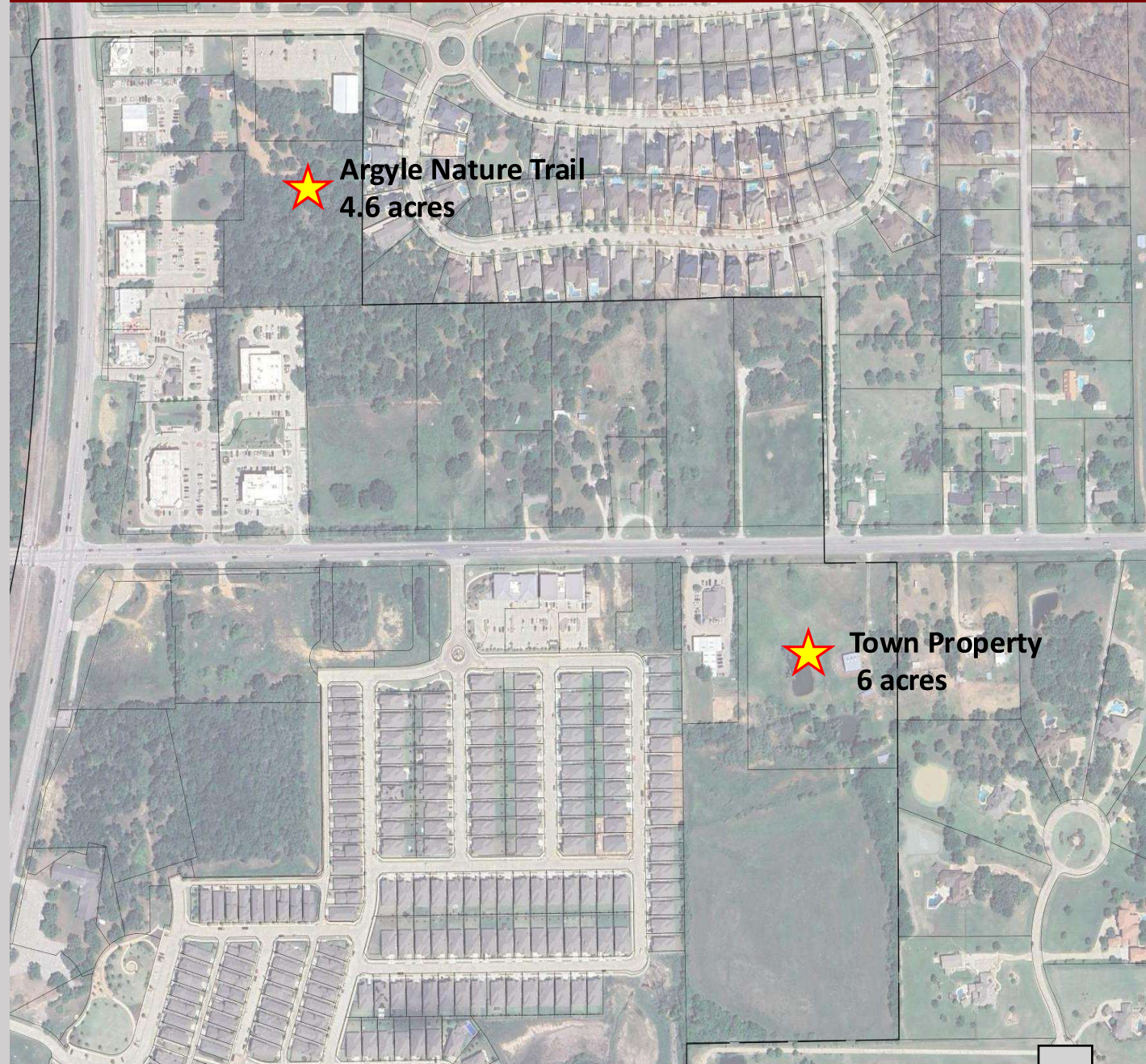
A restaurant district?

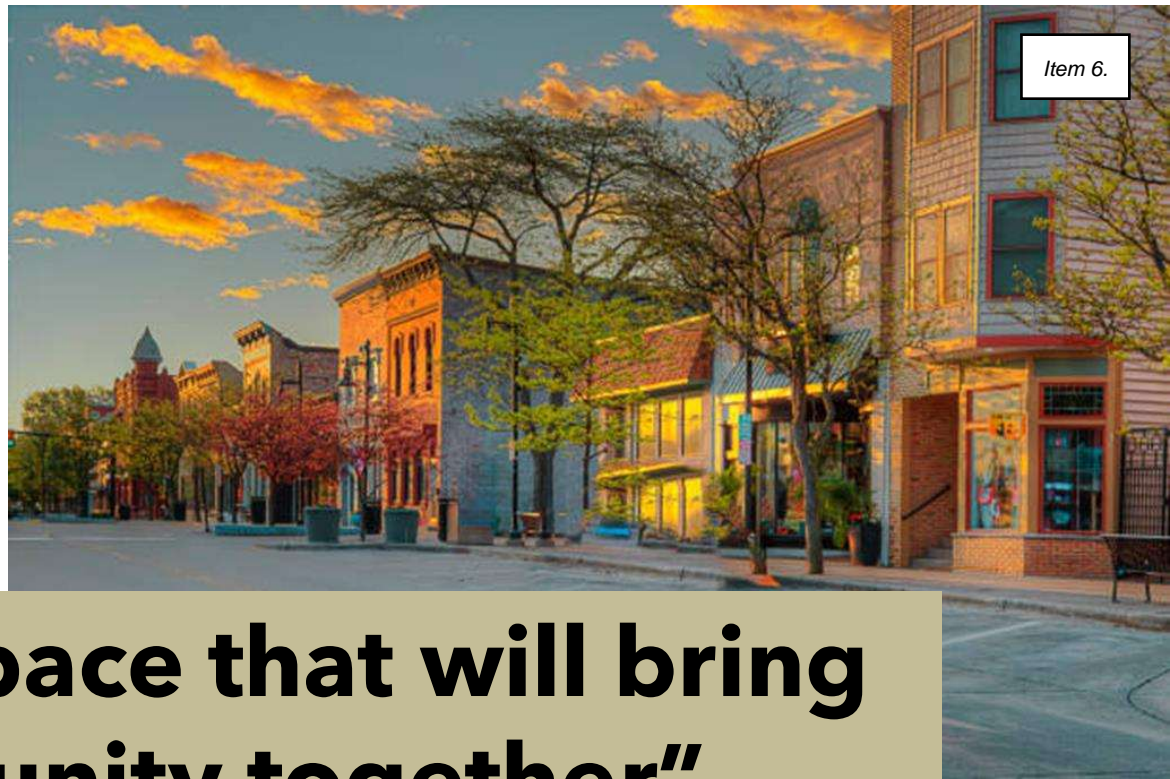
A distinctive brand location, true to Argyle?

A development that preserves and celebrates historic trees?

A Main Street for Argyle?

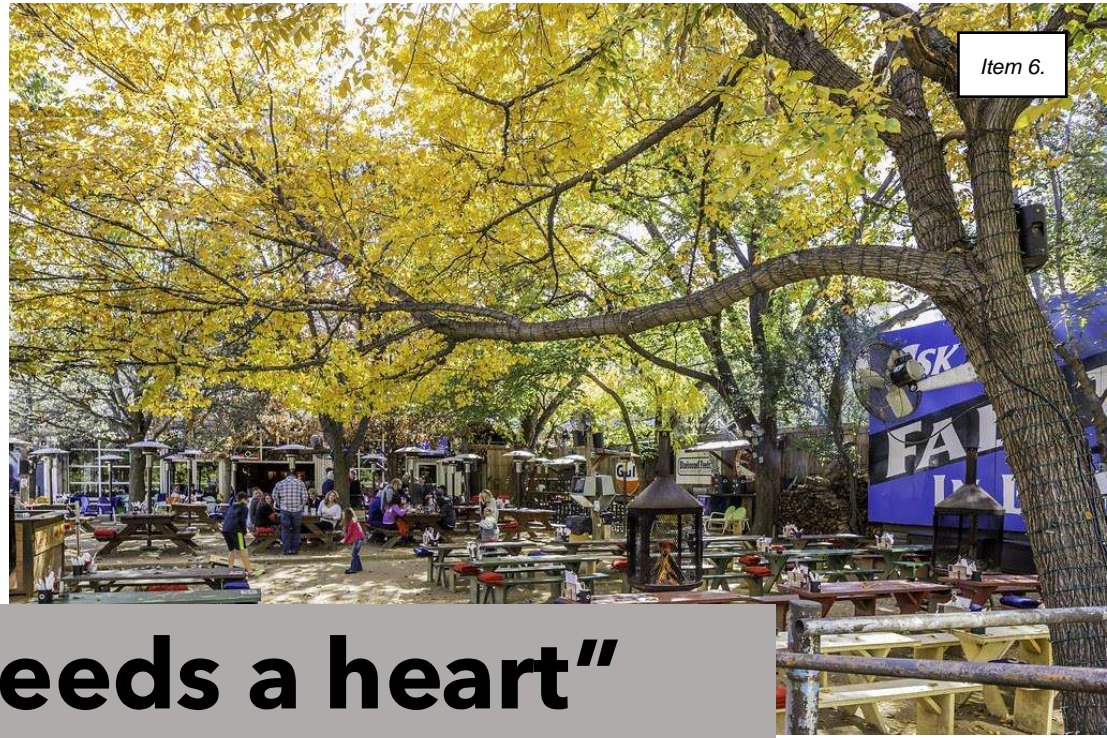
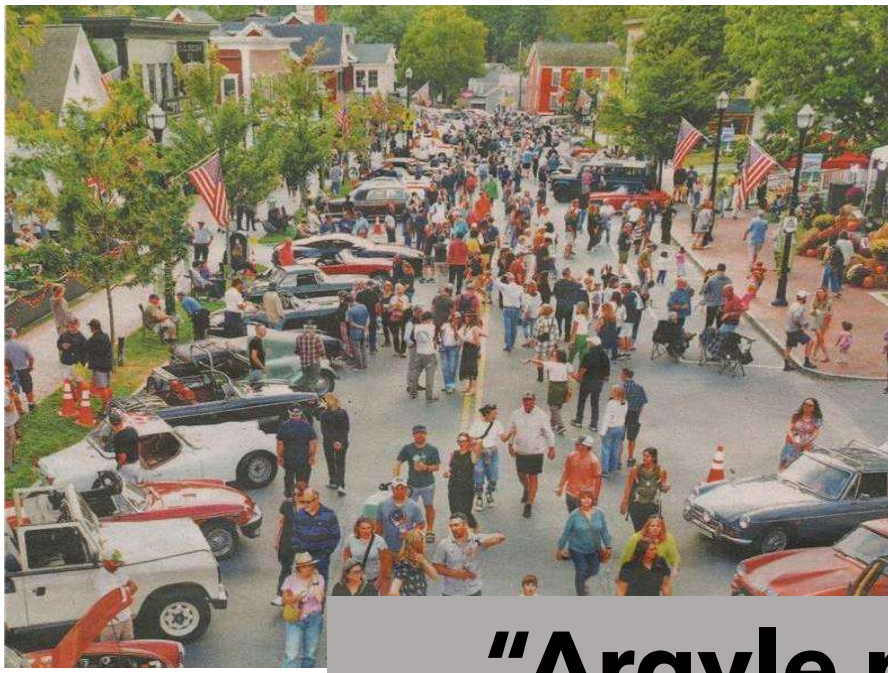
A downtown, uniquely Argyle?





**"Creating a space that will bring the community together"  
-Mayor Ron Schmidt**





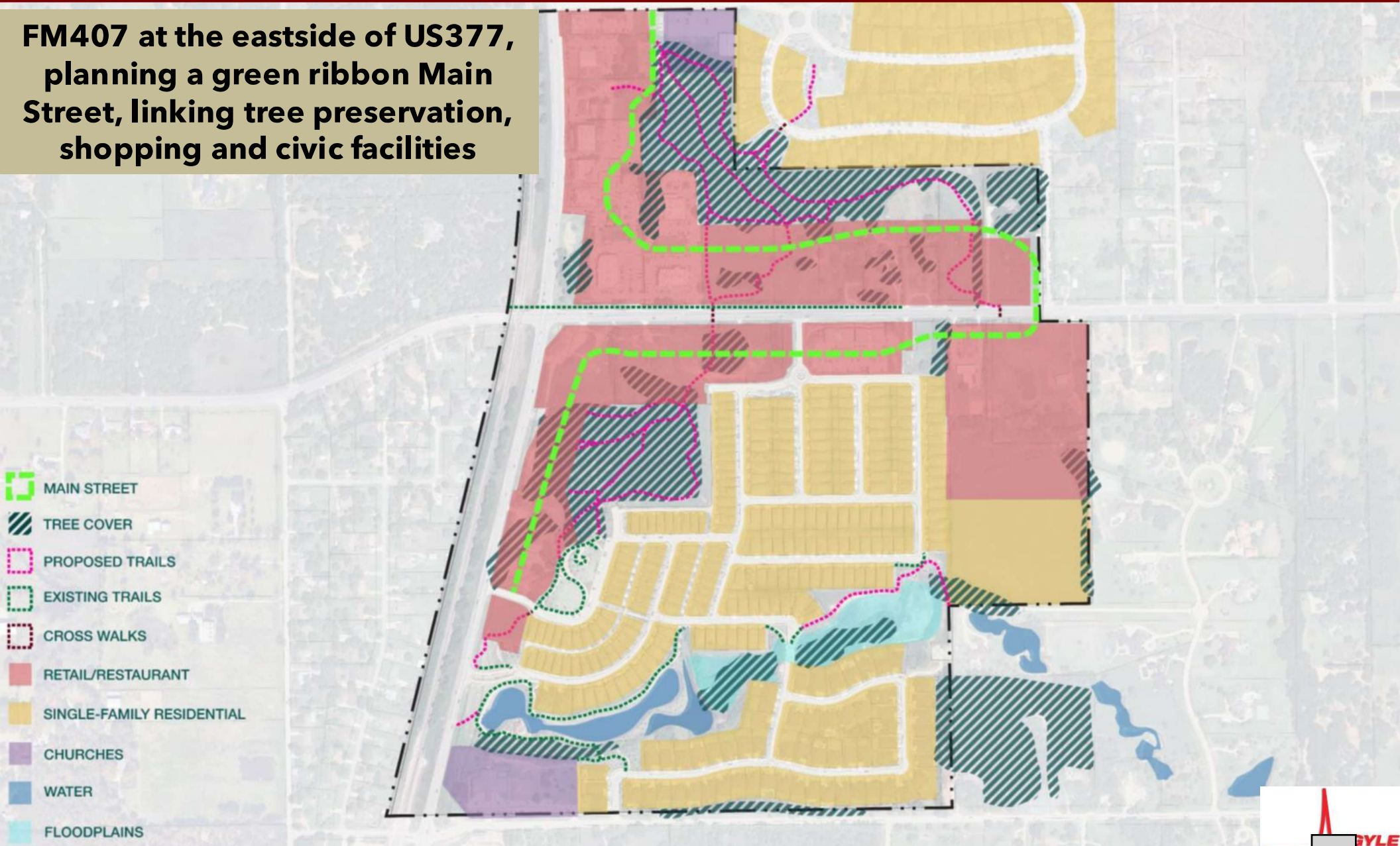
Item 6.

**"Argyle needs a heart"  
-Councilman Martin Brading**



# TOWN CENTER DISTRICT

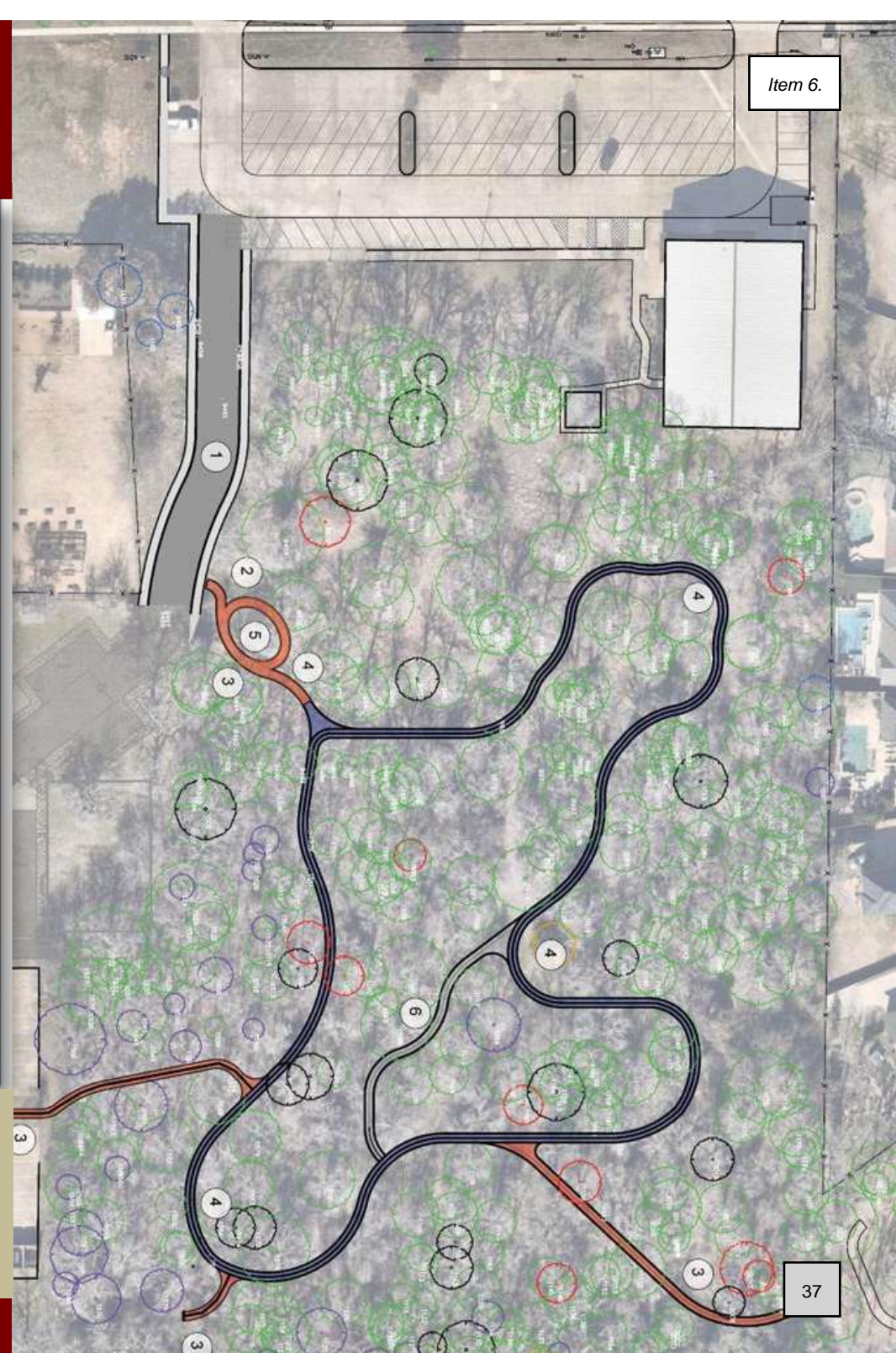
**FM407 at the eastside of US377,  
planning a green ribbon Main  
Street, linking tree preservation,  
shopping and civic facilities**



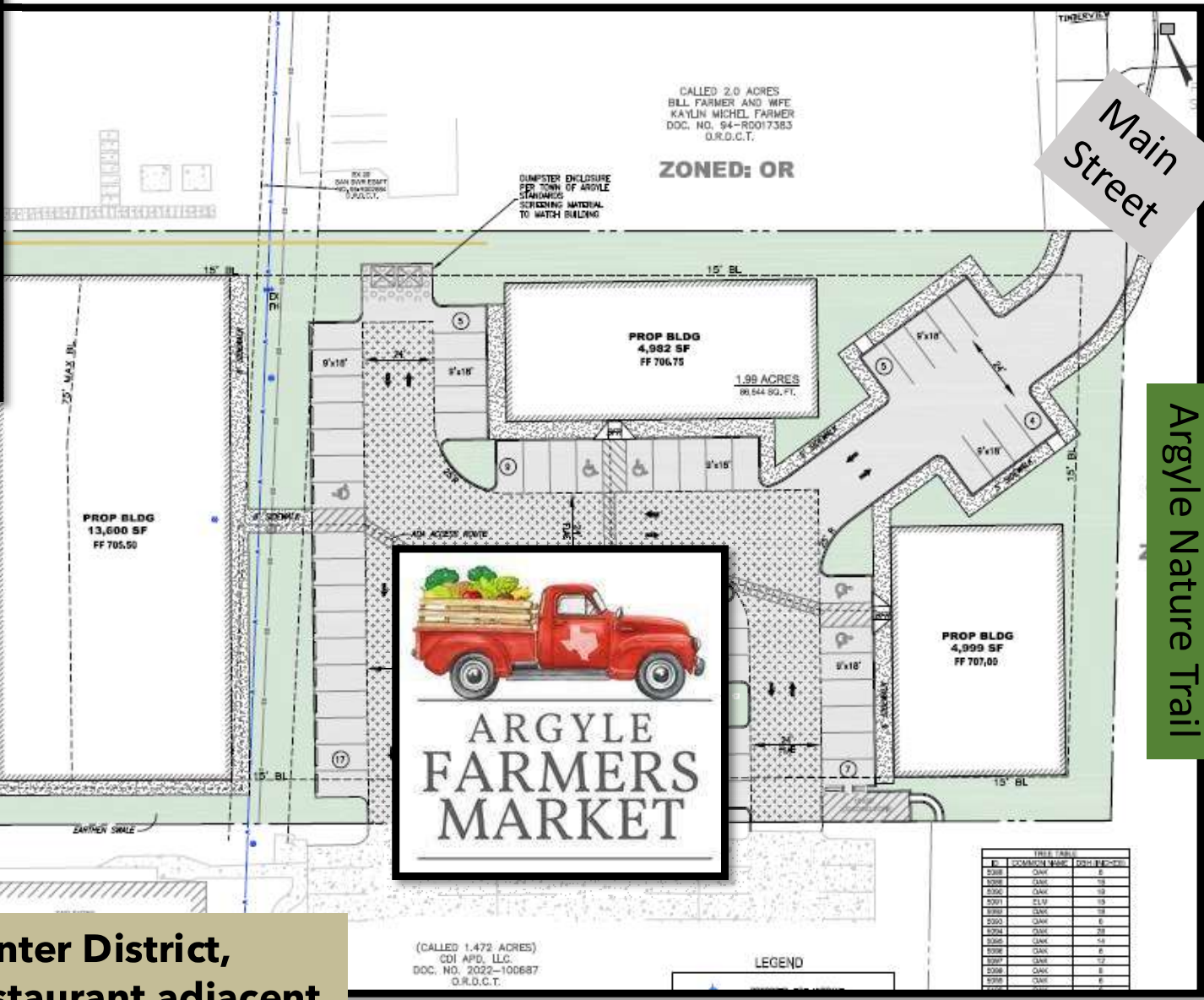
# ARGYLE NATURE TRAIL



**First step in the Town Center District, 4 acre preserve, quarter mile forest trail, construction starting 2026**



# ARGYLE MARKETPLACE



**Second step in the Town Center District, 23,000 sq ft retail/office/restaurant adjacent to the Argyle Nature Trail, construction starting 2026**



Main Street Options



Main Street & Kirk Street Study

POTENTIAL  
KIRK STREET  
ALIGNMENT

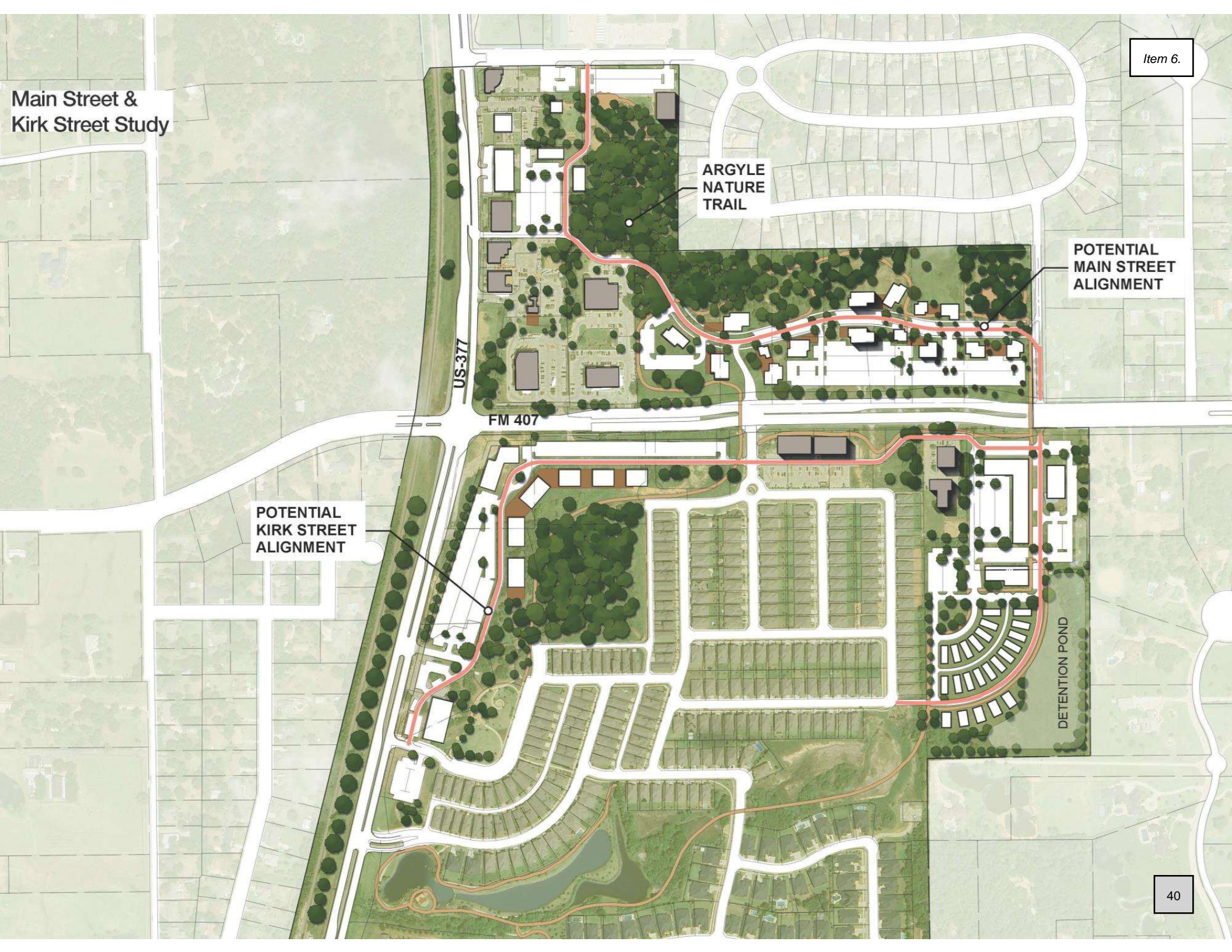
ARGYLE  
NATURE  
TRAIL

POTENTIAL  
MAIN STREET  
ALIGNMENT

US-377

FM 407

DETENTION POND



# STEPS AHEAD

**Update T-Plan, FLUP and Zoning for consistency with Small Area Plan**

**Finalize Small Area Plan**

**Create Park Board and update Park and Open Space Plan**

**Initiate detailed planning and design on Main Street/Kirk Street**

**Move Town Buildings to final design and construction stages**

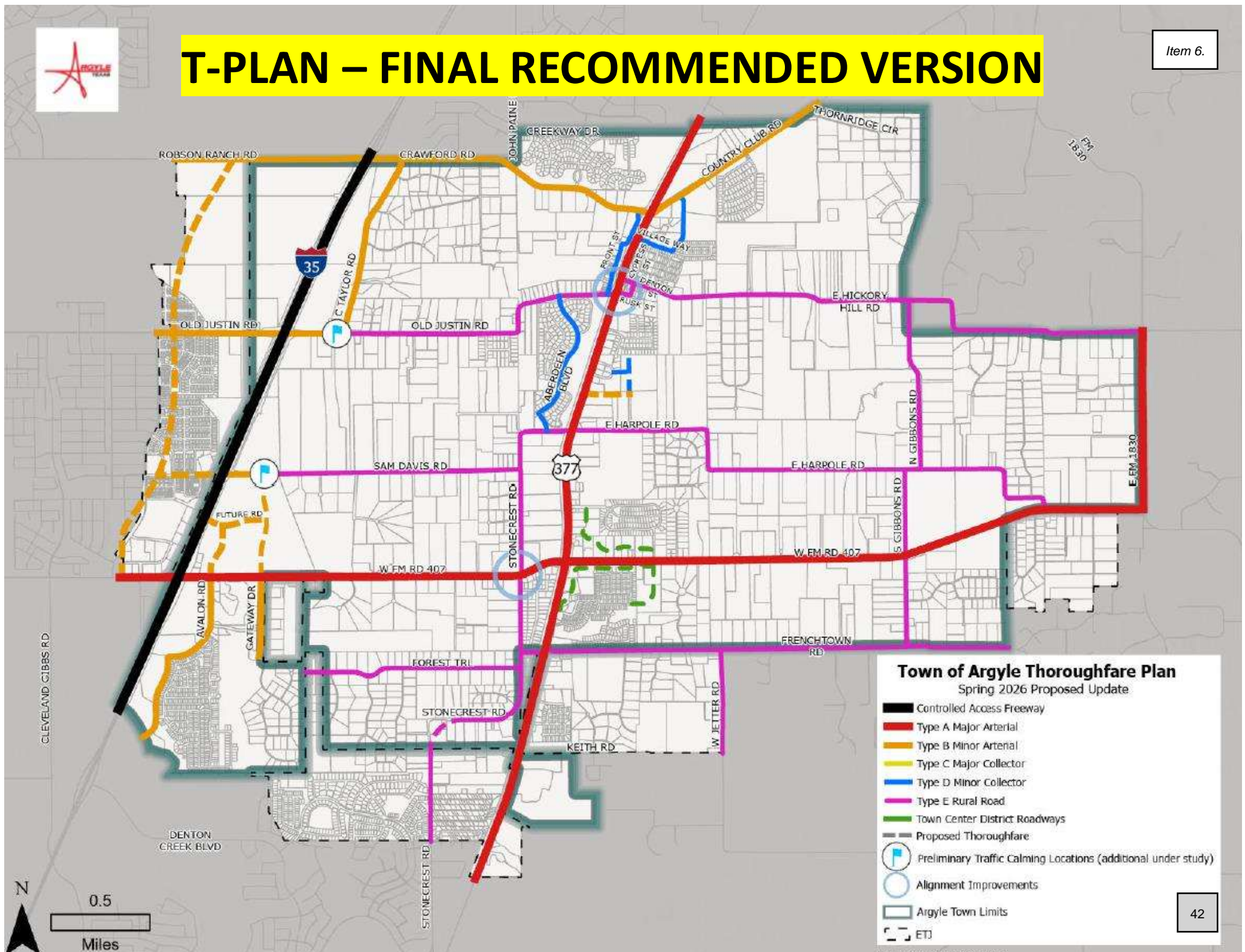
**Update details standards and regulations specific to the small area plan**





# T-PLAN – FINAL RECOMMENDED VERSION

Item 6.



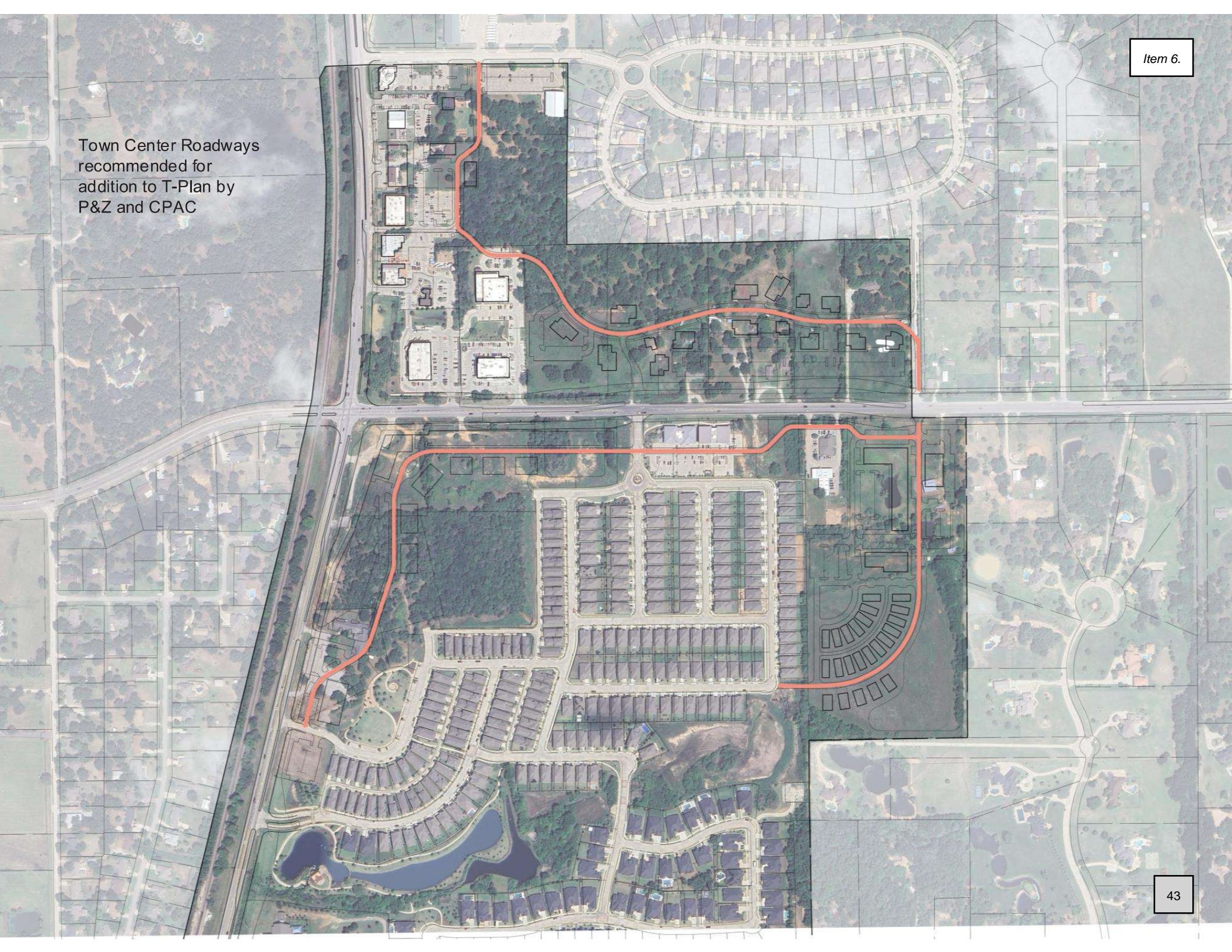
**Town of Argyle Thoroughfare Plan**  
Spring 2026 Proposed Update

- Controlled Access Freeway
- Type A Major Arterial
- Type B Minor Arterial
- Type C Major Collector
- Type D Minor Collector
- Type E Rural Road
- Town Center District Roadways
- Proposed Thoroughfare
- Preliminary Traffic Calming Locations (additional under study)
- Alignment Improvements
- Argyle Town Limits
- ETJ



Fig. NASA, NGA, USGS, FEMA

Town Center Roadways  
recommended for  
addition to T-Plan by  
P&Z and CPAC



# AERIAL VIEW OF FLUP AND ZONING CHANGE

Item 6.



# TYPES OF USES

## Future Land Use Plan – Mixed Use

### Mixed-Use District

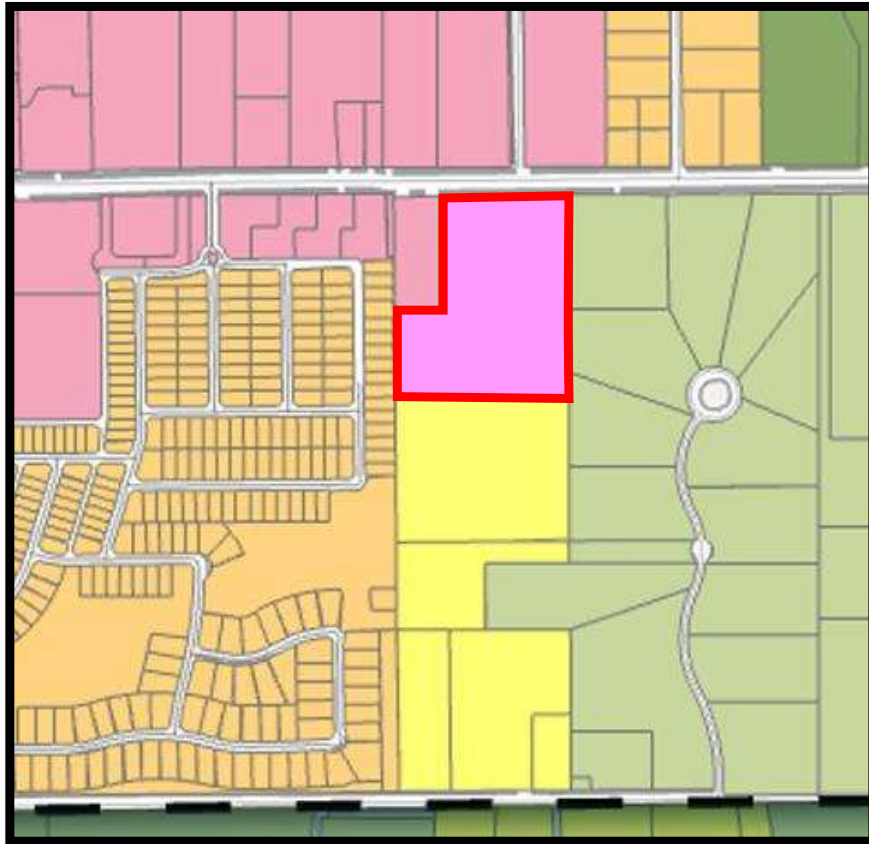
Mixed use category represents areas where a mix of two or more land uses is appropriate; it does not necessarily equate to increased density or residential land uses. Uses in this district are limited to small-scale, pedestrian-oriented commercial, office, and retail uses, and inclusion of residential is limited to single-family homes.



## Local Retail Zoning District – Types of Permitted Uses

- Antique Shop (No Outside Sales or Storage)
- Armed Services Recruiting Center
- Art Gallery/Museum/Dealer
- Artisan Workshop/Studio
- Automatic Teller Machines (ATMs)
- Barber Shop/Beauty Shop (Non-College)
- Church/Place of Worship
- Consignment Shop
- Convenience Store without Gas sales
- Dance/Drama/Music Schools (Performing Arts)
- Depository Financial Institution (with Drive-Through)
- Food or Grocery Store
- General Retail, Low-Intensity
- Government Building
- Gymnastic or Dance Studio
- Museum
- Offices, Medical Services
- Pharmacy
- Police Station
- Restaurant (Without Drive-Through)
- School, K through 12 (Public/Private)
- Theater (Non-Motion Picture)
- Used Merchandise; Furniture
- Veterinarian (Indoor Kennels)

# Proposed FLUP Amendment & Zoning Change



Future Land Use Map



Zoning Map

# POLICY CONSIDERATIONS FLUP AND ZONING CHANGE

**CPAC recommended yes on FLUP change, CPAC not assigned to address the zoning change**

**P&Z recommended no on both the FLUP and the zoning change**

**The FLUP and Zoning change reduce the density, residential uses and building heights of the MDD funded plan**

**The FLUP and Zoning change, together, prevent any residential on the 10 acres and create a requirement for 50 foot landscape buffer on the east side of the 10 acres**