



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

REF: Town Administrator's Weekly FYI – July 23, 2021

COPY: Email Distribution

1. During the Town Council meeting held on Monday, July 19, 2021, Council appointed Joan Delashaw to the Place 1 seat that became vacant when former Place 1 Councilmember/Mayor Pro Tem Bryan Livingston was sworn in as Mayor in May. Joan has been an Argyle resident for over 48 years and served on Argyle's Town Council from 2012 to 2014. Joan also served on Argyle's Planning & Zoning Commission in 2011. Joan spends time volunteering in Argyle and Denton County. Joan will be sworn in at the special budget meeting on Monday, July 26, 2021.



Joan Delashaw

2. The Crawford Road project is almost completed. This week, Jagoe completed laying the base course of asphalt from the railroad tracks to John Paine Road. Prior to opening the roadway back up, they must install the guard rail on the north side of the roadway near Unity Park. Jagoe will begin placing the final asphalt lift on Crawford Road and will take three days to complete. This work will begin on July 30, 2021 and will continue August 2 and 3, 2021. Once the roadway has been stripped and the appropriate signs installed, we will open it up for two-way traffic. Jagoe plans to have their work completed by August 12, 2021. Under the Town's contract with Jagoe, they have until October 1, 2021 to finish the roadway. Jagoe's goal was to have the project completed before school starts, which they will accomplish. Landscaping of the area on the north side of the roundabout was not included in the project. The Town is working with an Eagle Scout on developing a landscape plan for this area in conjunction with John Ankeny, our master gardener.
3. With the Crawford Road project coming to its conclusion, Jagoe will begin working on the 2021 Street Improvement Project. Town staff has set an informational meeting for August 3, 2021 at Town Hall at 6:30 pm. The purpose of the meeting is to discuss with our citizens the sequence of work which will occur on Harpole Road from Shadow Wood Drive to South Gibbons Road and on South Gibbons from the fire station to Frenchtown Road. Both streets will have traffic detoured as part of the projects. Jagoe has placed message boards on Harpole advertising the meeting. In addition, door hangers will be

placed in all the residence mailboxes to invite them to the meeting. Staff is developing a page on the Town website and will be posting updates to social media for citizens to receive information. Throughout the length of the project, I will provide updates in my FYI. This project should be completed by the first week of November. Staff will be meeting with Argyle ISD to discuss the road reconstruction since there are a number of school buses that utilize Harpole Road and Gibbons Road.

4. The planning process has begun for this year's Arbor Day event. Community Development Director Emilio Sanchez, Development Coordinator Harrison Wicks and Communications Coordinator Julia Falcon will be organizing the event celebrating Arbor Day in Town. As Argyle is a designated Tree City USA, it is required that we have a celebration to keep the certification. The first celebration was held in 2019 at Unity Park and last year's celebration was limited to a drive-through at BPS Jet. Staff is still in the planning process and encourages residents to stay tuned to Town social media accounts as more information is released.
5. Argyle's Assistant Town Administrator Erika McComis has let us know she has accepted a position as the City Manager for Breckenridge, Texas, and her last day with Argyle will be August 6, 2021. Erika has been our Assistant Town Administrator since May 2020 and served as the Interim Town Administrator before I was hired. Erika has held many duties in her position, such as Town Treasurer, Town Secretary, Human Resources Director and Court Administrator. She is well respected by Town officials and staff because she works extremely hard and is very professional. Since relocating to Texas, I have learned a lot from Erika concerning the nuances of Texas local government. As Erika transitions out, I have hired Dianna Buchanan as Interim Town Secretary/Town Treasurer. Dianna has served as a City Secretary for two communities, has 14 years of experience and is a Texas Registered Municipal Clerk. Dianna will start with the Town on Monday, July 26, 2021 to shadow Erika until her last day.
6. At the July 19, 2021 Town Council meeting, the following actions were taken by Town Council:
 - Tabled to the August 2, 2021 Town Council meeting, Ordinance 2021-16 amending the Town Development Standards by approving an ordinance amendment (TDS-21-005) to Article III, Zoning, of the Town of Argyle Town Development Standards regarding various amendments to solar energy system requirements and other alternative energy system regulations in the Town Development Standards.
 - Approved Site Plan (SP-21-003) for the Avalon Amenity Center, being 0.786 acres situated in the F.W. Thorton Survey, Abstract No. 1244, Denton County, Texas; being located in Avalon at Argyle Phase One, Lot 1X, Block D; located in the Town of Argyle south of FM 407 and east of IH-35W.
 - Denied a variance request to Section 8.02.003.C.6.B Noise of the Code of ordinances of the Town of Argyle for concrete pouring related to the Well Community Church project.