



TO: Mayor and Members of the Town Council
FROM: Rich Olson, Town Administrator
REF: Town Administrator's Weekly FYI – October 29, 2021
COPY: Email Distribution

1. In my FYI of October 15, 2021, I discussed the issue we are experiencing with the new surface on Crawford Road cracking in several locations. Town staff has had multiple meetings with Teague Nall and Perkins (TNP), Freese and Nichols, Denton County and the contractor. The experts have agreed on three possible options:
 - Geogrid and flexbase: This option will consist of cutting out the existing asphalt and removing 8 inches of base material, placing geofabric and geogrid and re-paving the full depth section.
 - Geocell option: Geocell is a cellular confinement medium that was developed by the military. According to the information I have received on the section, it should be the stoutest option. It is also a little less expensive than geogrid largely because it does not require as much excavation or as much flex base. The town has the option of making it even stronger by adding geogrid, or the town can make it less expensive by using millings or by even reducing the asphalt thickness without compromising the strength of the section.
 - Glassgrid paving mat: This would consist of placing a pavement reinforcement mat and placing a 2" overlay on it. This has been tried before in similar situations and while it likely won't stop the crack from forming at the surface, it can keep the crack from being as wide at the surface. This is really just a "band-aid" solution and may not be much more effective than crack sealing, but the cost is significantly less than the two options above.

The consensus of the group is to seal the cracks and monitor their growth over the next few months. Since the Town of Argyle has a two-year maintenance agreement with Jagoe, we would reevaluate after a year and a final decision would be made based on one of the options above. I am working with TNP and Jagoe on how to address the costs. In all likelihood the town will pay for the materials, Jagoe will provide labor and equipment, and TNP will provide engineering support at no charge. I will continue to update the Council and public on this developing situation. The lessons learned from our experience with Crawford Road will be factored into developing road design standards for the Town.

2. The work on Old Justin Road west of I-35 W has been partially completed. The road is open to traffic; however, Hillwood continues to work on construction of the roadway. Hillwood has paved three of the four lanes. The far north lane still has not been completed. The requirement to construct four lanes instead of two lanes necessitated moving the overhead power poles along the north side of the road. The section of the

roadway that has not been constructed is waiting on CoServ to relocate an overhead electrical line. CoServ had to have this line engineered and it took longer than expected. Once the overhead electrical line is relocated, Hillwood's contractor will pour the remaining section of the roadway. I do not have an anticipated completion date.

3. Over the last couple of weeks, Town Secretary/Town Treasurer Dianna Buchanan and myself interviewed applicants for the Assistant Town Secretary position. This position has been vacant since July, when former Assistant Town Secretary Kelly Edwards accepted the position of Town Secretary for the City of Sanger. I am pleased to announce that we have hired Bailey Love to fill the position. Ms. Love, for the last three years, has worked for the University of North Texas in their Financial Aid office. Prior to that position, she worked for the Denton and Lewisville Independent School Districts. Ms. Love has a Bachelor of Arts and master's degree from the University of North Texas. She will begin working for the town in November. I would like to welcome her to our team.
4. Town staff has received payment requests 9 and 10 from Jagoe for the Crawford Road Project. This payment request had been delayed as we work through a number of contract quantity overages that were disputed. The amount included in payment request nine, which covers work from July 19, 2021, to August 20, 2021, was \$389,399.73. After the retainage is subtracted, the net payment will be \$369,929.75. Based on this payment request, the project is 76.02% complete. Payment request number 10 which covered the work from August 21, 2021, to September 30, 2021, was for \$34,071.24. After retainage is subtracted out the net payment to Jagoe will be \$32,367.68. The project, as of September 30, 2021, is 90% complete. After the payment of these two-pay applications, the Town of Argyle has paid Jagoe \$2,413,218.34.
5. There are still trees available for the Arbor Day tree giveaway. Please remember that registrants must live in Town of Argyle or extraterritorial jurisdiction (ETJ). Trees are limited to one per household. The drive thru event will be held at BPS Technology on November 6, 2021, from 10 a.m. to 1 p.m. There will be no Mornings with the Mayor at Town Hall on this day, instead Mayor Livingston will be handing out coffee and donuts at the Arbor Day drive thru. Sign up for your tree and time slot [here](#).
6. On October 28, 2021, staff was involved in the town's Fiscal Year 2021 Audit kick-off meeting with our audit firm, Vail and Park. The town is required to have our books audited annually under Texas Local Government Code 103.001& 103.003. The audit is performed in accordance with general acceptable accounting principles. The auditors will test our accounting internal controls and will perform risk assessments to determine the nature, extent, and timing of our substantive audit procedures. They are required to report the outcomes to the Town Council. Working with the auditors, a timeline was developed to ensure the audit is completed in a timely matter. The town should receive the audit report by February 18, 2022. Presentation to the Financial Oversight Committee and the Town Council will be scheduled in March of 2022. To keep this timeline, several internal dates have been established including planning and internal controls on October 28, 2021, interim audit fieldwork November 15, 2021, and year-end fieldwork December 6, 2021. Town staff looks forward to the audit because it allows staff to determine how we performed last fiscal year.

7. On Wednesday November 3, 2021 at 6:00 p.m., the Planning & Zoning Commission will meet for their regular scheduled meeting and take action on the following agenda item:

PUBLIC HEARING: Consider an ordinance amendment (TDS-21-006) for amendments to Chapter 3 Building Regulations of the Code of Ordinances of the Town of Argyle regarding contractor registration requirements.