



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

REF: Town Administrator's Weekly FYI – December 3, 2021

COPY: Email Distribution

1. All work called for on the Crawford Road punch list has been completed, except for the handrails at the pedestrian crossing to Unity Park. The handrails are on back order and are scheduled to be delivered within the next three weeks. Installation should only take a couple of hours. Town staff has requested that three of the previously installed signs, which are not needed, be deleted from the project. In addition, staff would like a decorative pole and speed limit sign to be placed on Country Lakes Boulevard turning off Crawford Road. Staff does have concerns about the lack of ground cover on the roadway slopes. This area was hydro mulched last week and has been slow to green up. Staff shared our concerns with Jagoe. Staff and Jagoe representatives continue to monitor the cracks along the pavement surface. The crack sealing, which occurred several weeks ago, appears to have contained the growth of the cracks. We have agreed to evaluate the cracks semi-annually during the maintenance period. We have agreed that the official acceptance date will be January 1, 2022, when our maintenance bond period starts. The bond will last until December 31, 2023. Staff is waiting on payment application 11 and the close out pay application. At this time, it appears we have a project overrun of \$8,683. Most of this cost is associated with CAA number one, where the scope of the project was increased from C. Taylor Road to I-35 W. For a project in excess of \$3 million, all parties did a good job keeping track of the budget. Town staff and Teague Nall and Perkins (TNP) will be having a final meeting with Denton County and the City of Denton, our project partners, to make sure all of their concerns have been addressed. I hope to have the project closed out by December 31, 2021.
2. On Wednesday, town staff, TNP and Jagoe met to do the final inspection of the 2021 Street Improvement Project. The roads included in the project were Harpole Road, South Gibbons Road and Charyl Lynn Drive. The final inspection included walking each road and documenting any irregularities, unfinished work and ride quality issues. This is the first road project that the town included a ride quality standard on. All roads meet the new standard. Both South Gibbons Road and Charyl Lynn Drive were determined to be complete. Harpole Road had one outstanding issue, the construction of a drainage head wall about 500 feet east of Shadow Wood Drive. The work on the drainage structure has been hindered by the delay of relocating a Frontier fiber optic cable. Jagoe requested the relocation of the cable over 90 days ago. Frontier should have the cable relocated by the end of the week. Construction of the headwall should only take about three days. There was a specific pay item for this work within the contract. Since the cement contractor has left the project, we will need to pay a remobilization fee. Total value of

unfinished work is valued at \$6,000. I agreed to accept the project contingent on this work being completed. The project completion date will be December 1, 2021. The town will have two years to make a claim on the maintenance bond (December 1, 2023) if a problem should occur. There were no change orders submitted for the project, however there were several overruns on quantities. Though we are still working on the last payment request; I do anticipate the project will be about \$50,000 under budget. I would like to compliment Jagoe on the speed of construction and the quality of workmanship they provided the town.

3. One of the concerns that town staff had with the Harpole Road reconstruction project was structural shape of the bridge located on the east end of the project. The bridge, which appears to have been built in the late 1950s, has never been inspected and did not appear to be designated on the County or State inventory list. Staff requested that TXDOT do a courtesy bridge inspection and is in the process of reviewing the resulting bridge inspection report for deficiencies. TXDOT has assigned a deficiency rating for the bridge and has placed a load limit on the bridge of 17,500 pounds per axle. The town will need to include a bridge replacement project into our Capital Improvement Plan (CIP). In all likelihood, the bridge will be replaced with a box culvert structure. Staff will consult with Freese and Nichols about how we need to move forward and at what pace. There does not seem to be an urgency to replace the bridge immediately.
4. This month's Mornings with the Mayor meeting is tomorrow, December 4, 2021 from 9 a.m. to 10 a.m. at Town Hall. We hope you will join Mayor Livingston for coffee, donuts and discussion.
5. Keep Argyle Beautiful is having its annual Christmas tree lighting ceremony tomorrow, December 4, 2021. It will be from 4 p.m. to 6 p.m. at Cross Timbers Church. Join your neighbors as we illuminate the Christmas tree at a festival where everything is free and hosted by area churches, including hotdogs, fresh popcorn, Christmas cookies, coffee, hot cider, cocoa, wassail and candy canes from Santa & Mrs. Claus. Enjoy live music, crafts and see a live nativity. KAB will also be accepting donations to Argyle Food Bank and toys for an Angel Tree. The Town of Argyle is a proud sponsor of this event.
6. From now until December 7, 2021, the Argyle Police Department is collecting new, unwrapped toys at the Police Department and Town Hall. Argyle PD has partnered with other Denton County law enforcement agencies and Sam Pack Ford of Lewisville to collect toys for children in Denton County.
7. The Denton County ESD #1 Fire Truck Santa will be back again this year, beginning December 2, 2021. Routes begin at 5:30pm and will end by 8pm. Fire Truck Santa will drive through Harvest on December 2, 6 and 8. He will drive through the rest of Argyle on December 20 and 22, with exact routes to be determined.
8. Town staff recently completed the Preconstruction Meeting on December 1, 2021 for Avalon at Argyle Phase III. Developer D.R. Horton has been working diligently on the Avalon at Argyle Development located off FM 407 and a current total of 72 single family residential building permits have been issued for lots in Phase I. We expect the first

homes to begin receiving final inspections in the coming weeks. In total, the Avalon development will have 330 single family residential homes.

9. The Planning & Zoning Commission met for their regularly scheduled monthly meeting Wednesday, December 1, 2021 and took action on the following agenda items that will be sent on to Town Council for their January 3, 2022 meeting:
 - Recommend approval of site plan (SP-21-005) for Argyle Pediatrics, a medical office in the OT-1 zoning district of Old Town, with the following variance and conditions: 1) a variance to provide one less parking space than what is required, 2) a condition that an updated landscape plan be submitted at the time of the Town Council meeting that addresses tree mitigation, and 3) a condition to verify the species, size, and health of tree tagged 7225.
 - Recommend approval of ordinance amendment (TDS-21-009) for amendments to setbacks and bufferyards for commercially zoned districts adjacent to residentially zoned districts in the Town Development Standards, specifically OT-1 and OT-2 zoning districts, with the following amendments: 1) to create a new bufferyard titled "AA" for the OT-1 and OT-2 zoning districts to include a 10 foot buffer, landscaping the same as the "A" bufferyard, and an 8 foot masonry wall, and 2) to place OT-1 and OT-2 into their own row and column in the table of Section 14.3.67-6.1.2.