



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

REF: Town Administrator's Weekly FYI – December 10, 2021

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1. Last Friday, I received the 60% completed construction plans for the Stonecrest Road Project. Town staff is in the process of reviewing the plans and will provide comments back to Freese and Nichols (FNI), the engineering firm of record for this project. The plans included the laid-out paving limits, traffic phasing and detour plan and signs/markings in this set. The pavement design fell a little behind schedule as FNI awaited on soil analysis results. FNI received the data last week and will finalize their pavement design recommendations early next week. FNI has prepared their Opinion of Probable Construction Cost (OPCC) which is \$1,911,590. Denton County will be responsible for paying up to \$496,421. The copy of the plans has been sent to Denton County for their review. The OPCC is based on pavement structure of 6" HMAc on 6" lime-treated subgrade which is the town's standard for this road rating. The soil analysis shows a relatively high plasticity index (PI). This information will most likely have FNI recommend a pavement structure that is substantially heavier than our standard design criteria. Which in turn makes the cost go up. The project is scheduled at this time for bid letting early spring of 2022. Once the town has a contractor under contract, we will be holding a community meeting to discuss the project and propose schedule. This meeting will most likely be held in March if we can stick to our existing schedule.
2. Town staff met with representatives of the City of Denton Parks and Recreation Department to discuss their Park and Trail Master Plan. The City of Denton has developed a comprehensive park and trail plan based on the City of Denton Comprehensive Plan. The Town of Argyle shares a common border with the City of Denton and has been recently involved in several joint projects. To enhance the quality of life for our residents, staff will be working with the City of Denton to link the trail systems we have in Argyle to the system the City of Denton is developing if possible. This will be done through the development process. We discussed several joint projects including a trail along Crawford Road from John Paine Road to I35 W and eventually west along the Hunter Ranch property to Robson Ranch. The trail systems in the Harvest and Argyle Landing developments will also link to the City of Denton system, utilizing the electrical transmission lines corridor. In addition, staff has had decisions on jointly placing a piece of artwork on the roundabout on Crawford Road which we share with Denton. Staff has asked that a representative from Denton Parks and Recreation Department provide the MDD with an overview of their plan at their December 14, 2021 meeting.

3. The town's auditors, Vail and Parks, PC, has begun the field work associated with the town's audit this week. Matt Chen, lead auditor, has provided a random list of transactions which staff has pulled for their review. Vail and Parks will be conducting the audit in accordance with Government Auditing Standards commonly known as the "Yellow Book". They will be looking at the town's internal control, will perform a risk assessment, capital asset testing, debt testing and accounts receivable testing. Finally, they will provide an opinion whether the financial statement is free of material misstatements. Last year, the town received a clean opinion. According to their audit schedule, the audit will be completed by February 18, 2022 and should be able to present the audit to the Financial Oversight Committee and Town Council the first part of March.
4. On November 30, 2021, the Argyle Business Association launched its Shop Local campaign. This campaign is meant to bring attention to Argyle residents and to encourage them to support their neighbors' businesses. There is currently a giveaway going on that encourages residents to shop in Argyle, post a photo and use the hashtag #ShopArgyleTX to enter them in a giveaway with the chance to win \$200 in gift cards from Argyle businesses. The giveaway ends on December 13, 2021.
5. In conjunction with the Shop Local campaign, the Town of Argyle is giving away window stickers to business owners to show support for the cause. There are still stickers available and business owners in Argyle and the extraterritorial jurisdiction can sign up for theirs here: <https://argyletx.wufoo.com/forms/shop-local-support-argyle-window-sticker-order/>
6. On Monday December 6, 2021, the town's community development team received the town's Month End Operations Activity Report for November 2021 from SAFEbuilt, the town's contractor for building inspection. The November Operations Activity Report indicates that SAFEbuilt issued 64 residential permits and completed 58 plan reviews, issued two commercial permits and completed three commercial plan reviews. A total of 528 residential inspections were completed, with a 76% inspection pass rate, while a total of two commercial inspections were completed with a 100% inspection pass rate for the month.
7. On December 7 and 8, 2021, Curtis Hinton and James Kelt with Geographic Technologies Group held a GIS Needs Assessment kickoff meeting. This meeting included holding interviews with each department to identify how the different departments utilize the towns existing GIS system as well as the roles and responsibilities of each team member. These interviews will be used to produce a findings report along with recommendation that will be presented to Town Council early in 2022.
8. On November 18 and 19, 2021, the Argyle Police Department underwent an audit to determine if they would be re-recognized by the Texas Police Chiefs Association Best Practices Program. After this independent audit, performed by trained Police Chiefs from other areas of the state, the Argyle Police Department was found to have

complied with all 168 Best Practices and has been informed that they will be awarded re-recognition status. The Argyle Police Department was first recognized in 2013 and has maintained “recognized” status since that time, placing the department among a select group of agencies that continues to conform to the current state of the art in law enforcement.

9. Over the last few months, staff has been working with DHD Films to create a video showcasing the Town of Argyle. The video includes footage of various locations around town including schools, restaurants, properties and more. We are proud to show this to you. The video can be viewed [here](#).