



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

REF: Town Administrator's Weekly FYI – May 27, 2021

COPY: Email Distribution

1. On May 25, 2021, the Town of Argyle held a pre-construction conference on the US 377 sewer relocation phase one project. The Town of Argyle awarded the bid to Reytech Services, LLC at the Town Council meeting held on April 19, 2021. Their bid was \$392,992.85. Reytech will begin construction the week of June 7, 2021 and will be starting with line segment E. This segment runs parallel to US 377 between Country Club Road and the Dry Clean Super Center. This segment is one of the easier ones and should only take two weeks for Reytech to complete it. The most difficult part of the project is the directional bore which will occur from the property owned by Oak Hills Community Church on Frenchtown Road under US 377 and the Union Pacific Railroad tracks, to lift station #3. This work entails installing an 18-inch steel casing under the highway in the railroad tracks. The total length of the bore is 261 feet. Since they will be going under the railroad tracks, they are required under the Union Pacific rules to have a flagger on site the entire time they are boring. Reytech estimates it will take roughly three days to complete this phase of the project. Once Reytech begins the boring process, they must work continuously under the Union Pacific Railroad's guidelines. Argyle Public Works will be notifying the property owners in this area that they may experience some inconvenience. The bore pit will be dug on the church's property and only the receiving pit will be located west of the railroad tracks. This should minimize some of the noise issues. Reytech estimates the entire project will take 120 days.
2. Earlier this week, the Town was informed that construction on Crawford Road would be modified due to the shortage of cement. Jagoe, the Town's contractor, began milling and treating the subgrade on the eastbound lanes on Wednesday, May 26, 2021. This should take 30 days, then work will begin on the westbound lanes. Because of weather related issues, Town Staff has asked Jagoe for a new schedule to determine if the rain has affected our completion date of Oct. 1, 2021. Yesterday, Jagoe started milling the eastbound lane and traffic has moved over the westbound lane. Prior to this, a section of the westbound lanes just east of John Payne Road was milled and the subgrade was treated. Even though we have had an excessive amount of rain, the subgrade did not meet our design standards for moisture. The three inches of asphalt laid down as part of the lane shift will need to be removed and subgrade reworked. This will occur once all work is completed on the eastbound lanes.

3. On Monday, May 24, 2021, the Town issued a press release regarding the changes to traffic on Crawford Road. The press release was emailed to the Town's email list and sent to its social media platforms (Nextdoor, LinkedIn, Twitter and Facebook). Since the press release was sent out at around 11 a.m., it has been clicked on 254 times on the Town website as of 8 a.m. Thursday, May 27, 2021. On Facebook, the post reached 2,316 accounts, got 1,135 clicks, 8 total shares and 78 clicks on the link to the website.
4. Due to the wet weather over the past month, the photoshoot for our new Municipal Development District website has been pushed back again. Our website developer, ED Suite, will be taking photos of businesses, locations and landmarks around the Town. This is the second time the photoshoot has been rescheduled due to weather. We plan to take photos on June 18, 2021.
5. The Town Council will have a special meeting on Tuesday, June 1, 2021 at 6:00 p.m. The meeting was requested by Town Staff to meet the State mandated 15 day shot clock requirement on an Amended Preliminary and Final Plat for Canyon Falls Village 9-AR. At the regular May 17, 2021 Town Council meeting, the Council was presented with late correspondence from the developer of the requested plats that addressed the two conditions placed on the plats by the Planning & Zoning Commission from their May 5, 2021 meeting. Town Staff was not able to comment on whether or not the information in the letter was adequate to satisfy the conditions on the recommendations as we did not have time to adequately review the documents presented at the May 17, 2021 Town Council meeting. The Town's Attorney, Patricia Adams, advised Town Council that they should act on the agenda item so that they can meet the 30-day shot clock requirement placed on plats. She also advised Town Staff to review the requests in the letter and bring the item back to Town Council under the 15-day shot clock if the conditions of the approval are not satisfied. Town Council approved the Amended Preliminary (PP-20-005) and Final plat (FP-21-007) applications with the two conditions recommended by the P&Z Commission during their May 17, 2021 meeting. A special Town Council meeting will be held on June 1, 2021 to address the items included in their letter.
6. On Monday, Assistant Town Administrator Erika McComis and Town Accounting Manager/Benefits Coordinator Aimee Hewitt met with First Guaranty Bank to meet the Town's local representative and determine the next steps in the transition process. They were pleasantly surprised to have been greeted by their local representative and several members from their main branch in Hammons, Louisiana. The representatives attending the meeting were the Bank President Alton Lewis, Texas Market President Jordan Lewis, Chief Deposit Officer Mark Ducoing, Public Funds Liaison Brandi Steffek and Denton Branch Manager Leslie Hinzman. They were very appreciative of being selected by the Town of Argyle as its bank depository. First Guaranty Bank has been outstanding thus far in its support of the upcoming transition. Staff will bring forth a resolution at the special Council meeting scheduled for June 1, 2021 to designate town representatives so the Town can open all the necessary accounts. The Town was very happy with our existing depository, Point Bank, however First Guaranty Bank will pay the Town approximately \$100,000 more each year in interest payments.

7. I am pleased to announce that I have signed the encroachment agreement to allow Tree City USA signs in the TXDOT right of way along the north and southbound lanes of US 377 and FM 407 at the entrances to the Town. Pending TXDOT review and approval of the agreement, Town staff will be able to install four Tree City USA signs that will promote our membership in the program administered by the Arbor Day Foundation and reaffirm our commitment to preserving trees and the natural beauty in Argyle. The Town of Argyle first received the Tree City USA designation in 2019 and we hope for a successful 3<sup>rd</sup> year as a Tree City USA Town! The signs will be repaired and maintained as needed by Town staff. In the below map of the Town, the red circled areas are where the signs would go.

