



TO: Mayor and Members of the Town Council

FROM: Rich Olson, Town Administrator

REF: Town Administrator's Weekly FYI – June 25, 2021

COPY: Email Distribution

1. At the Town Council meeting on Monday, June 21, 2021, Council approved the hiring of Freese and Nichols to perform a Facility Study. On Wednesday, June 23, 2021, staff met with Kirk Millican, one of Freese and Nichols' architects. He requested that all department directors complete a space survey. The space survey form asked multiple questions including services and/or functions provided, interaction with the public and other town departments, current space occupants and historical and anticipated staffing in the future. Except for the Police Department staff, we anticipate minimal growth in personnel over the next 10 years. The Town in all likelihood would continue to contract out services such as building inspection, engineering services and legal services. We do anticipate in the future the need to add staff in the Municipal Court, Community Development (GIS tech) and Public Works. The Police Department will see a substantial increase in staff over the next few years directly tied to growth. At present time, the Town of Argyle has two officers per shift. At build out, the number will need to increase to three per shift. The majority of the Town's employees in the future will be associated with the police department. Mr. Millican should have our facility study done within the next two weeks.
2. The Crawford Road Street Project will reach a milestone on Monday, June 28, 2021, when traffic will be shifted onto the south side of the roadway. The roundabout at John Paine Road has been completed and all driveways have been rebuilt. The bar ditches on the south side have also been completed and hydroseeding was done on Tuesday, June 22, 2021. With the traffic switch, vehicles will be able to only use the south side of the roundabout. Jagoe had planned to begin milling and stabilizing the subgrade on the north side of the project on Tuesday. The stabilization work includes incorporating cement into the subgrade. Unfortunately, due to the cement shortage, Jagoe will not receive the needed cement until July 14, 2021. This development will critically delay the project. While waiting for cement, Jagoe will begin working on the roadway between C. Taylor Road and I-35W. Our citizens may have noticed this section of the roadway is always wet. To address this issue, a French drain will be constructed.
3. Under the American Rescue Plan Act (ARPA), the Town of Argyle should receive approximately \$960,000. The Town has substantial discretion to use the awarded funds in a way that best suit the needs of our community. However, these funds must fit into one of the four categories below:
 1. To respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households.

2. To respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers.
3. For the provision of government services to the extent of the reduction in revenue received from unit of local government.
4. To make necessary investments in water, sewer, or broadband infrastructure.

Of the four categories listed above, the Town’s best opportunity to utilize these funds would be to spend them on enhancing our wastewater collection system. One of the projects listed in our Capital Improvement Plan is the Crawford Road Wastewater Improvements. This project would be to construct a lift station and force main to receive wastewater from the area west of I-35W and bring that waste to lift station #1 near Unity Park. Staff is refining the cost estimate since the scope of work called for in the CIP is overly broad. The Town should shortly be receiving our notice of award and additional guidance.

4. The Town has received notice from Hillwood Communities that they will be temporarily closing Old Justin Road from Harvest Way east to the bridge over I-35 W from June 28, 2021 until September 7, 2021. As a reminder, Hillwood will be reconstructing and widening Old Justin Road from Harvest Way east for a distance of 1,600 feet. Town staff has requested a modification be done to the traffic control plan by having “road closed ahead” signs placed at C. Taylor Road. Town staff will work with Hillwood in an effort to have this road reopened prior to the start of the school year.
5. On Tuesday June 22, 2021, Town staff received notification from the developer for the Harvest community that they will be relocating four Department of Housing and Urban Development (HUD) manufactured homes as part of the Old Justin Road Project. Currently, the HUD manufactured homes are located on the north side of Old Justin Road and are being moved to the north end of the proposed commercial area in Harvest just east of Harvest Way, within the Town of Argyle extraterritorial jurisdiction (ETJ). The original Belmont agreement allows for the developer to install HUD manufactured housing from time to time as needed with proper notification to the Town.
6. On Tuesday June 22, 2021, Town staff received revised renderings for the Castle Development project located at 300 FM 407. Town Council had tabled the Site Plan case (SP-21-002) during their meetings on May 3 and May 17, 2021 and had asked the developer to redesign the buildings layout and parking area to preserve as many trees as possible while also giving the proposed buildings a unique feel. The revised site plan and building elevations will be placed on future Planning & Zoning Commission and Council agendas as soon as the developer is ready to proceed.
7. On Wednesday June 23, 2021, Development Coordinator Harrison Wicks, Director of Community Development Emilio Sanchez and Denton County Assistant Fire Marshal Brad Sabastian met with representatives from the Canyon Falls Development. Town staff reviewed potential solutions for a connection to Stonecrest Road that would satisfy the conditions placed on the Canyon Falls Village 9-AR amended preliminary and final plats approved by Town Council at their May 17, 2021 meeting. Town staff and the Assistant Fire Marshal were able to negotiate a connection point to Stonecrest Road on the adjacent Canyon Falls Village 10-AR phase of the development that meets the required second

point of access for emergency services. The developer will be working on revised drawings for the new connection and hope to be ready to submit for the August 2021 Planning & Zoning Commission meeting.