Town of Argyle Town Manager's Notes September 8, 2025

Mayor and Council,

I am pleased to pass on the following information. All information in Manager's Notes is available to the public and these reports will be archived on the Town website.

Procurement Updates

Working with our Municipal Services Director, here are the major in progress and upcoming RFQs and RFPs:

Kickoff Completed	GFF Architecture Master Plan for Town Center and Police Building Dunaway Engineering Master Plan for Town Center and Police Building
Signed	GFF Small Area Plan for Town Center District GFF Small Area Plan for IH35W District
Sept 15 Council	Human Resources Services Marketing / Event Services
Fall 2025 RFQs	Grant Management Disaster Recovery Standby Development Review and Town Engineering FY26 Local Streets Project Engineering Impact Fees/Master TR Plan Update
Additional FY26	Banking Information Technology FY26 Financial Audit Services Insurance Broker

This is not designed to be comprehensive of all procurement. For example, of course construction projects are handled as bids, those will be reviewed by Council as well.

Police Department Progress

Project Name	Project Brief Description	Weekly Update/Status/Next Steps
Crime Solving Success Story	On July 31st of this year, we responded to a series of motor vehicle burglaries that occurred that night in several of our neighborhoods (Off C Taylor, The Oaks, The Lakes of Argyle)	Through the use of our LPR cameras and investigative work from our detective (along with some collaboration with residents in these neighborhoods) we were able to identify those responsible and have executed warrants for these offenses. In addition, we were able to determine that one of these individuals was responsible for multiple offenses in surrounding jurisdictions, so our warrants will help keep this individual off the streets. We cherish the fact that our agency can devote our full attention to crimes that are brought to our attention by citizens, and they can have confidence that those responsible will be apprehended.
Decoy Vehicle	Periodic use of the high mileage admin vehicle	Based on citizens' requests for more presence on multiple roadways, this vehicle provides a visible deterrent to speeders when our officers are unable to be in multiple places at once.
Traffic Tip Thursday	The Department has utilized a series of periodic videos starring our traffic officer.	A recent post reminded parents of the dangers of driving on the wrong side of roadways when there is a line of vehicles. Our department has dealt with consistent issues related to this behavior and we continue to work with the AISD.
John Paine and Meandering Creek	We have been made aware of traffic safety concerns at this intersection by a resident on the Denton side; we share a portion of this intersection with the City of Denton.	Chief Jackson, along with Bobby Johnston from Public Works and Harrison Wicks took part in a conference call with the City of Denton. PD is researching whether there have been collisions at this intersection. There is not an AISD bus stop nearby.
Chick-Fil-A One Year Anniversary	Chick-Fil-A Argyle marked its one year anniversary on August 30 by hosting several members of the Argyle Business Association in their dining room for a celebration.	Argyle PD officers attended to interact with customers, distribute coloring books and stickers, and even helped work the drive-thru.
Citizen Feedback	Our agency often receives compliments about the professionalism of our officers, often related to traffic stops or calls for service.	This week we received an email from a gentlemen expressing his appreciation for the character of one of our officers during an event where we were not called and not performing any routine police duty. (Photo of email below)

I just wanted to take a moment to say thank you to the men and women of the Argyle Police Department.

On the morning of 28 August 2025, I got a call from my ex-wife, stating that she had run over something on the road and that her car was disabled. I drove to the northwest corner of FM 407 and HWY 377, where the disabled car was located. As soon as I arranged for a tow truck, I saw an officer pulling in behind us.

He asked if everything was okay and, after I explained what happened, I told him that I appreciated him stopping, but that I wouldn't need him to stay. He stated that he was going to stay anyway, as long as he didn't get a call, so that he could provide a bit of protection, as this part of FM407 is extremely busy, with a very limited shoulder.

Jeremy (unknown last name) offset his car to ours, providing a level of security that otherwise would not have been there. He then stayed there for about an hour as we waited for the tow truck to arrive.

In a time that being a police officer is becoming more of a thankless job, I feel honored to have the opportunity to provide just a small bit of gratitude for service that Jeremy, and the rest of the men and women of the Argyle Police Department provide on a daily basis.

Thank You!

Steve Campbell

Community Development Updates

Project Name	Project Brief Description	Weekly Update/Status/Next Steps
Heritage Planned Development	Offsite Sanitary Sewer Project	A preconstruction meeting was held on Monday, August 25th for the sanitary sewer line extension from the Trinity River Authority's main line on the west side of I35W in the Harvest development, north to the property owned by the developers for the Heritage tract, south of Old Justin Road. The line will be dedicated to the Town with public construction inspections by Bureau Veritas. The contractor performing the work is 3S Contracting, LLC and they expect to finish the project by October 31, 2025.
Municipal Development District	Meeting Update	During their meeting on Tuesday, September 2nd, the MDD approved funding for the following projects: 1. The Argyle Marketplace project on the Marsden tract 2. The relocation of Argyle Party and Gift to the former Real Estate Station yellow house in Old Town
Valley Creek Church	Presubmittal Meeting	Town staff had a presubmittal meeting with Valley Creek Church officials on Wednesday, September 3rd to discuss an approximately 35,000 square foot new church building on the southwest corner of FM 407 and Gateway Blvd.
Parks Committee	Meeting Update	On Thursday, September 4th, the Parks Committee recommended approval of the feasibility plans for the Argyle Nature Trail. Town Council will consider these plans along with a potential grant application to the Denton County Development District #4 on September 15th.
Code Compliance	Helicopter noise at 209 Gibbons Road	A noise complaint has been submitted to FAA for helicopter landing/take-offs at 209 Gibbons Road, Argyle, TX 76226. The report reference number is AAE-EHL-20250905-961.
Waterbrook Commercial Area	Site Walk	Town staff completed a preliminary walk of the Waterbrook Commercial area site Monday morning, August 25th with Denton County Master Naturalists to assess the condition of the trees. A more detailed survey will follow later this month.
Argyle Arbor Day	Event Planning Update	Our 7th annual Argyle Arbor Day event is scheduled for Saturday, November 8, 2025 from 10-1pm at Argyle Town Hall. Town staff will begin meeting weekly for event planning/organizing tasks.

Municipal Services Department Progress

Project Name	Project Brief Description	Weekly Update/Status/Next Steps
Employee Appreciation Breakfast & Open Enrollment	Quarterly employee appreciation event and benefits presentation	Hosted an Employee Appreciation Breakfast on Wednesday morning, featuring breakfast tacos from Uncle Mike's. Launched the annual open enrollment period, with insurance representatives presenting 2025-2026 coverages and benefits.
Cross-Training – Courts Staff	Training courts staff on InCode data entry	Continued cross-training for Courts staff on data entry into InCode to strengthen internal knowledge and improve service continuity.
Credit Card Reconciliation	Monthly review and reconciliation of credit card statements	Reviewed and reconciled credit card statements to ensure accuracy and compliance with financial controls.
Golden Agers Bingo – September	Monthly senior engagement luncheon and bingo event	Prepared for the September Golden Agers Bingo luncheon, themed 'Ready, Set, ...BINGO,' with postcards mailed out this week, and RSVP emails scheduled to go out next week.
RFQ Candidate Interviews	Interview coordination for Marketing & Communications and HR RFQs	Conducted interviews with RFQ candidates this week, advancing the evaluation process for Marketing & Communications and Human Resources services.
Accounts Payable	Weekly processing of accounts payable and disbursement verification	Completed the weekly check run, verifying all disbursements in accordance with approved invoices and purchasing protocols.

Public Works Department Progress

Project Name	*Project brief Description*	*Weekly Update/Status/Next Steps*
Denton St. @ Hwy 377 Pothole Repair	A previous repair by Atmos near the stop sign has settled, resulting in two significant bumps in the roadway	We notified Atmos about the failed pavement, and they completed the repairs.
Stella Manhole Repair	Complaint of odor coming from a manhole.	The manhole was washed down and replaced the broken concrete around the ring/lid for a better seal. No odor was detected at the time of maintenance.
Town Hall Foundation Repair.	This project includes foundation, drainage, irrigation and gutters as an initial series of improvements.	Foundation repair work is scheduled to begin on Wednesday, September 17, 2025, and continue through Friday, September 19, 2025. A drainage design has been finalized to address ongoing flooding issues throughout the restrooms and hallway following heavy rain events. As part of this project, a new irrigation system will also be installed. This will enhance the overall appearance of the facility's landscaping while helping protect and extend the life of the building's foundation. Citizen access to Town staff and services will remain available throughout the duration of the project.

Project Name	*Project brief Description*	*Weekly Update/Status/Next Steps*
Lift Station Maintenance	5T Ranch, lift station repairs: Variable frequency drive (VFD) and pump replacement	We have received cost estimates from multiple suppliers to replace the pump and VFD at this location. The parts have been ordered and should be installed in approximately 2 weeks. In the meantime, we are actively monitoring the alternate pump to ensure a prompt response to any potential issues.
Unity Park, Tree Removal/Sculpture proposal		A tree located behind the pavilion continues to drop large branches over the walkway, posing a safety concern. In response, the tree has been trimmed to a height of 12 feet while deciding its outcome. The Unity Park beautification group has recommended preserving the remaining trunk and transforming it into a sculpture, similar in style to the eagle sculptures at the Crawford entrance. This proposal will be presented to the Parks Committee at their next scheduled meeting for consideration.
Town Hall Parking Lot Improvements	Sealing and restriping of parking lot to improve parking visibility and longevity.	Due to the rain last Thursday and the upcoming forecast the restriping has been delayed until Friday 9/12/25.

ARGYLE PD VEHICLE FLEET

AN OVERVIEW

CURRENT VEHICLE FLEET (AS OF 8/19/2025)

1. Unit 38 – 2019 Chevrolet Tahoe, 74,000 miles (Used as admin vehicle and traffic decoy)
2. Unit 41 – 2020 Chevrolet Tahoe, 83,708 miles (Assigned to days traffic officer)
3. Unit 42 – 2020 Chevrolet Tahoe, 91,531 miles (Assigned to evenings traffic officer)
4. Unit 43 – 2022 Chevrolet Tahoe, 70,566 miles (Shared by two patrol officers)
5. Unit 44 – 2023 Chevrolet Tahoe, 47,065 miles (Shared by two patrol officers)
6. Unit 45 – 2024 Chevrolet Tahoe, 20,085 miles (Shared by two patrol officers)
7. Unit 46 – 2024 Chevrolet Tahoe, 18,073 miles (Shared by two patrol officers)
8. Unit 47 – 2024 Chevrolet Tahoe, 2,888 miles (Shared by two patrol officers)
9. Unit 48 – 2024 Chevrolet Silverado, 4,959 miles (Shared by two patrol sergeants)
10. Unit 50 – 2024 Chevrolet Silverado, 4,783 miles (Chief vehicle, outfitted with command equipment)

POLICE VEHICLES VS REGULAR VEHICLES

- Unlike a civilian vehicle, police vehicles are driven during the duration of an officer's 12-hour shift. Argyle PD patrol vehicles are shared between 2 officers, so they will operate at least 12 hours each day (on either a day shift or the opposite night shift)
- Police vehicles idle for extended periods of time (traffic observation, accident scenes, road closures). Vehicles also idle at the scene of calls for service because of the multiple computer and camera systems that may shut down if the vehicle is off.
- Police vehicles accelerate and brake suddenly (traffic enforcement, emergency operations) and show far more wear on the engine and brakes than a civilian vehicle
- Argyle Police Department vehicles are driven almost exclusively in a "city" environment (as opposed to on a highway) where frequent stops, starts, and gradual acceleration are the norm

VEHICLE TURN AROUND TIME

- Police vehicles are purpose-built equipment and cannot be bought at any dealership. There are a limited number of upfitters who specialize in police vehicles, and every police agency utilizes these companies.
- Argyle PD currently purchases vehicles from Defender (located in Argyle ETJ). Defender is connected to Holiday Chevrolet, which allows police agencies to buy from that dealership at government pricing, but Defender will not sell you a vehicle at this price without an agreement for the upfitting as well.
- Units 45 and 46 were quoted in April 2023; we took possession of Unit 45 in June 2024 and Unit 46 in August 2024
- Units 47 and 48 were quoted in early September 2024; we took possession of these units in late May 2025
- With vehicle turn around time currently at between 8-13 months, current vehicles are accumulating more miles.

PATROL VEHICLE MILEAGE ACCUMULATION

- An Argyle PD patrol vehicle is driven, on average, just over a thousand miles a month (12,000+ miles annually).

The following slide is a spreadsheet created in June of 2025 to show historical mileage accumulations.

PATROL VEHICLE MILEAGE ACCUMULATION (IN YEAR 2025)

Month	Unit	Mileage
Jan	38	70,091
Feb	38	70,668
Mar	38	71,660
Apr	38	72,529
May	38	73,284
Jun	38	73,317
Jan	41	76,453
Feb	41	77,715
Mar	41	78,621
Apl	41	79,225
May	41	80,448
Jun	41	81,367
Jan	42	79,293
Feb	42	80,682
Mar	42	81,793
Apr	42	83,533
May	42	85,058
Jun	42	87,218
Jan	43	56,289
Feb	43	58,935
Mar	43	60,589
Apr	43	62,628
May	43	63,902
Jun	43	65,637

Month	Unit	Mileage
Jan	44	38,129
Feb	44	39,433
Mar	44	41,118
Apr	44	42,103
May	44	43,026
Jun	44	44,414
Jan	45	9,703
Feb	45	10,824
Mar	45	11,728
Apr	45	13,820
May	45	14,617
Jun	45	15,924
Jan	46	7,539
Feb	46	8,396
Mar	46	10,081
Apr	46	11,379
May	46	12,826
Jun	46	14,910
Jan	48	N/A
Feb	48	N/A
Mar	48	N/A
Apr	48	N/A
May	48	N/A
Jun	48	2,153

VEHICLE REPLACEMENT PRIORITIES

- There is no universally agreed upon "industry standard" for police vehicle replacement.
- The Argyle Police Department, based on historical knowledge and understanding of the type of driving our officers do, seeks to replace vehicles when they have reached one of two thresholds.
    1) 85,000 miles, or
    2) 5 years of service
- This is due to the increased number of engine hours on a police vehicle from idling and almost exclusive "city driving", the onset of more frequent costly repairs, and the desire to replace the whole unit (in-car camera, computer, radar, etc.)

FY26 VEHICLE ADDITIONS

- The CCPD Board has approved the purchase of two (2) police vehicles in their FY26 budget.
- These vehicles are replacements for Units 41 and 42, each of which has over 84,000 miles and is 5 years old. At the time of replacement, the vehicles being replaced will meet **both** of the thresholds for being moved out of the fleet.
- Units 43 and 44, the two highest mileage remaining vehicles, will then be rotated to the two traffic officers.