

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.

FM407 Mini Breakout Project

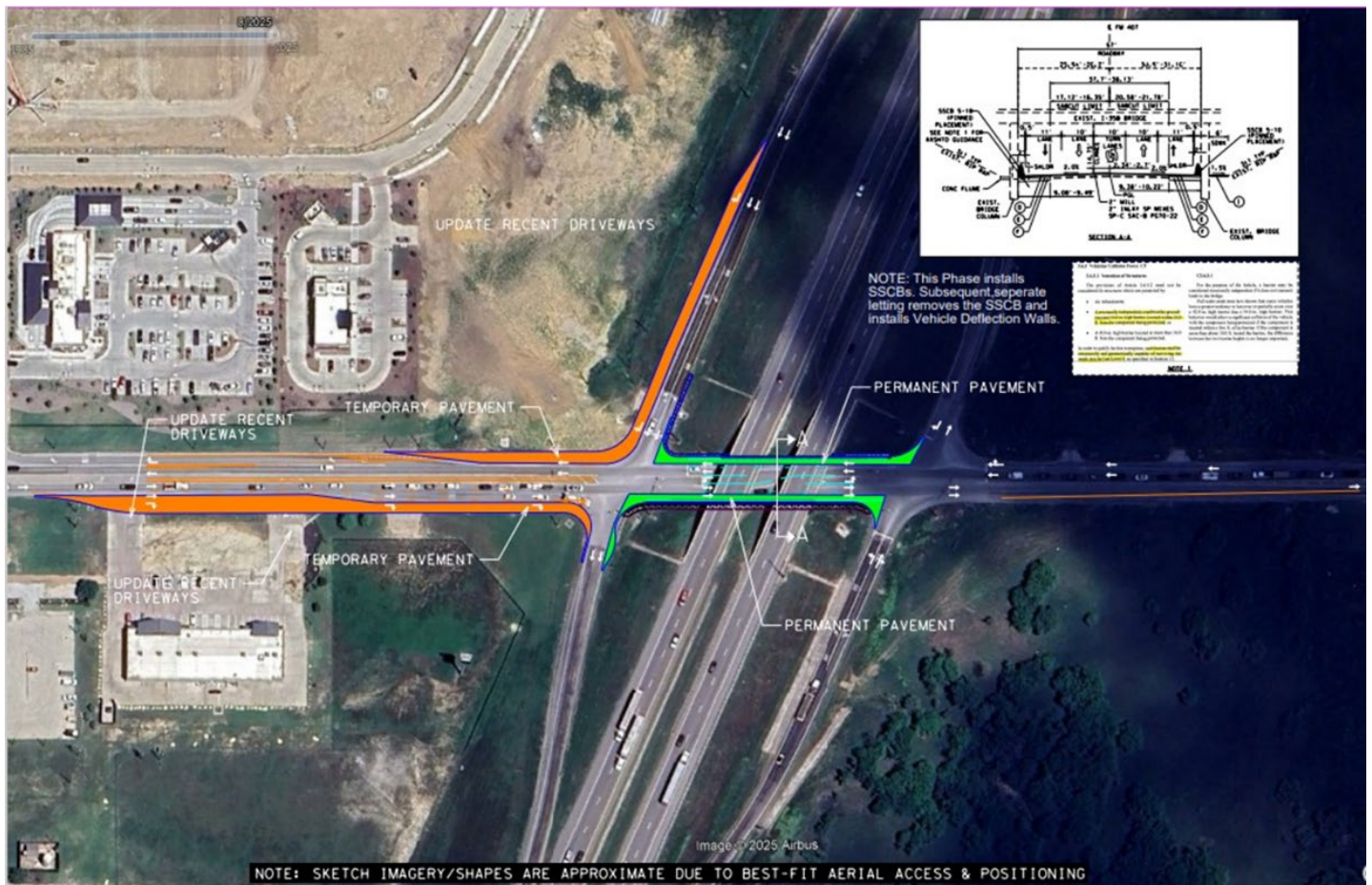
The following is excerpted directly from a report from Denton County Pct. 4 Commissioner Dianne Edmondson:

“According to Denton County’s Transportation Consultant, John Poster, here is an overview of what will be happening. We are going to do a mini “breakout” project, carved from the original “breakout” 407 project. It will consist of:

1. Work under the I-35 W bridge between the northbound and southbound frontage roads.
2. Lengthen the right turn lane from the I-35W southbound frontage road to westbound FM 407.
3. Lengthen the right turn lane from eastbound FM 407 to southbound IH 35W frontage road.

We will have plans submitted to Purchasing by the end of September. The County will have a contractor hired before the end of the year. Construction is anticipated to last three months and will cost \$1.6 million. The County is covering the cost of these interim improvements.”


That update directly from Commissioner Edmondson is good news for the traveling public and I will continue to pass these updates as actual construction is closer.




Staffing

September 15 is the first day for our new Accountant Shannon Pearson. Shannon, a CPA, brings over 20 years of accounting and leadership experience, most recently serving as Vice President, Controller, and Treasurer at Jetta Operating Company. She has extensive expertise in financial reporting, audits, internal controls, and team management, including oversight of large accounting departments and significant audit coordination. Shannon will be supervised by Erika McComis.

Police Department Progress

Project Name	Project Brief Description	Weekly Update/Status/Next Steps
Grant Seckel Academy Graduation	On September 8, Officer Grant Seckel graduated from the police academy. Officer Seckel brings our department to a status of fully staffed and “on the street”.	Officer Seckel is completing onboarding and online training this week and will begin field training soon. 
Sixth Grade Center Traffic	The pickup and drop-off lines for the sixth grade center have caused significant traffic issues at the intersection of Front Street and Old Justin.	The pickup and drop-off lines cause a standstill on Front Street and parents at the sixth-grade center and preschool at the end of Front Street have driven the wrong way down this road (and on Old Justin). Argyle PD officers have written several citations. Chief Jackson and our traffic officers met with Argyle ISD PD several weeks ago to suggest a new traffic pattern. A meeting is scheduled for Wednesday to discuss these issues with Argyle ISD.
Homes for Heroes	Homes for Heroes is a non-profit that provides mortgage free homes to veterans of the United States armed forces.	On September 11, Chief Jackson and Officer Humphries led the parade through the Harvest neighborhood to the address of the 433 rd home donated by Homes for Heroes.
National Police Woman Day	Each September 12 is National Police Woman Day in the US.	The Department honored our two female officers, Paige Harwell and Amanda Williams on our social media platforms. The Facebook post had 200 likes and over 11,000 views.

Community Development Progress


Project Name	Project Brief Description	Weekly Update/Status/Next Steps
Permitting	iWorQ Training	Community Development staff attending a virtual conference that iWorQ hosts annually to learn about the new features on the software platform.
Events	Argyle Arbor Day Planning	Town staff are continuing to plan for the Argyle Arbor Day event on Saturday, November 8 th . We are working to collaborate with the Argyle ISD 6 th grade center art program to host an art contest for the students related to drawings/paintings of trees that can be shared during the arbor day event.
Planning	Monarch development connectivity between Argyle and Flower Mound	Town staff attended the Town of Flower Mound Transportation Commission meeting on the 9 th to oppose a proposed amendment to the Flower Mound Master Thoroughfare Plan. The commission discussed and tabled the item to October 14th.
Development	Fossil Gate Farm Property off Sam Davis Road	Town staff met with the developer, Skorburg, to discuss a residential subdivision concept with 1-acre lots on the former Fossil Gate Farm property. The current zoning is Agricultural (A), and the future land use plan calls for Rural Residential. Both require a minimum of 5 acres per lot. Staff indicated it would be difficult to receive approval for what they proposed and recommended they revise the concept to follow the zoning standard of 5 acre lots. They said they may pursue a subdivision of 2.5 acre lots but would investigate it further.
Construction	Pediatric Office on Avalon Blvd	Town staff scheduled a final walk through for Tuesday, 9/16 at 10am next week. It is a pediatric office located at 1000 Avalon Blvd, Argyle, TX 76226 . Any punch list items will need to be corrected before a CO can be issued.
Lighting	Cactus Canyon	<p>The light installed for the temporary gravel parking area on the Well Church property, adjacent to the Cactus Canyon Restaurant, has been adjusted to face down to the ground to meet the Town’s lighting and glare standards. Town staff will inspect the light Monday night, following the Town Council meeting.</p> 

Municipal Services Department Progress

Project Name	Project Brief Description	Weekly Update/Status/Next Steps
Monthly Financial Reporting & End of Fiscal Year	Preparation of monthly financial report and end of fiscal year coordination with third-party accountant	Coordinated with the Town’s third-party accountant to prepare the monthly financial report, ensuring accuracy and alignment with budget-to-actual performance tracking. Coordinated dates and deadlines for trial balances with respect to end of year processes for the audit.
Golden Agers Bingo – September	Monthly senior engagement luncheon and bingo event	Hosted the September Golden Agers Bingo on Thursday, 9/11. The event was well attended and continued to provide a positive opportunity for community fellowship.
Continuity of Service – Credit Card Machines & Phones	Ensuring consistent operations for financial transactions and communications	Performed continuity checks and coordination for credit card machines and phone systems to ensure uninterrupted service for staff and residents.
Payroll	Processing of employee payroll and related functions	Assisted with payroll processing for the current period.
New Employee Onboarding Improvements	Coordination with IT to enhance onboarding processes	Collaborated with IT to review and improve the onboarding process for new employees, including systems access, equipment setup, and training documentation.
FY 25-26 Budget Data Entry	Data entry and support for preparation of the FY 25-26 Budget	Entered and validated FY 25-26 budget data to support ongoing refinement and accuracy of the draft budget.
Accounts Payable	Weekly input and review of A/P transactions	Processed and reviewed A/P input for the week.
RFQ Contracts – HR & Marketing	Procurement process for professional services contracts	Advanced the RFQ process by coordinating contract preparations for Human Resources and Marketing services.
Town Center / PD Building & Small Area Plans	Planning and scheduling discussions for future development initiatives	Began scheduling discussions related to the Town Center, Police Department building, and Small Area Plans to align priorities and next steps.



Public Works Department Progress

Project Name	Project brief Description	Weekly Update/Status/Next Steps
Frenchtown Rd Repair	Finalizing Repair.	The striping on Frenchtown has been corrected, and this project is complete.
Town Hall Parking Lot Improvements	Sealing and restriping of parking lot to improve parking visibility and longevity.	The restriping was completed until Friday 9/12/25.
Facility Maintenance	Quarterly A/C filter replacement	Replaced the A/C filters in all units at Town Hall, PD, and PW.
Shell Station Sewer Line	To provide adequate sanitary sewer service to the commercial facilities.	A pre-construction meeting was held on Wednesday and the project is scheduled to begin on Monday 9/29/25.
Town Hall Foundation Repair	Having the foundation investigated to see what needs to be done to ensure the building’s structural integrity	Foundation repair is scheduled to start next Wednesday 9/17/25 and should be completed on Friday 9/19/25. A plumbing repair for a known leak is scheduled immediately thereafter.
Collin St. Tree Down	A tree was reported to have fallen over blocking the westbound lane of Collin St. impeding traffic. 	The tree was removed.
Waters Edge Street Repair	AWSC has installed a new water line on the north side of Frenchtown. When this line was installed, they open cut across Waters Edge requiring concrete replacement.	Town staff were notified on Tuesday that they were starting the repair. To prevent closing the intersection, we insisted on a prompt change to the repair strategy, maintaining access for residents and emergency responders by splitting the repair into two phases.
Fleet Auction	Council approved surplus items.	All designated equipment has been successfully transferred to the auction facility.