Town of Argyle Town Manager's Notes October 27, 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.

Next Steps for Argyle Marketplace

Given the high profile nature of the Argyle Marketplace project, I wanted to provide a look ahead on next steps for Argyle Marketplace and surrounding projects:

1. Final Site Plans for review by Town staff to satisfy conditional approval from Town Council (This will require both TXDOT and DCESD#1 approval).

2. Demolition Permit for existing structures on site, including Town staff coordination with the property owner for removal of "depot" building offsite.

3. Construction Plan and Final Plat (These can be reviewed concurrently, depending on the details provided).

4. Coordination with Argyle Nature Trail. The Town will need to update plans to reflect construction of access along the 60ft Town strip of land that connects the Nature Trail and Argyle Marketplace project to Cook Street.

5. TXDOT ROW permit application to TXDOT Denton regional office. (concurrent with construction plan review).

6. Commercial Building Permit. This can be submitted for review once infrastructure construction plans are approved; the permit can be issued after preconstruction meeting, but no vertical construction is allowed until fire access is in place.

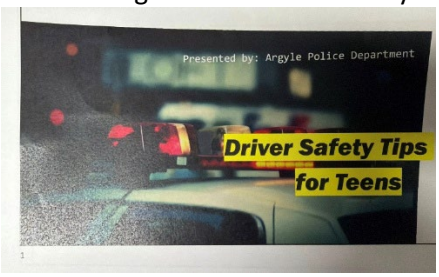
Upcoming Events

Information regarding several upcoming events, is included along with Manager's Notes this week

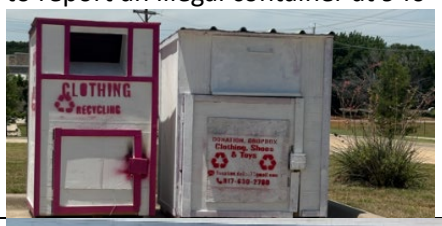
Also, as you share information with voters, feel free to send the link below from our website.

https://www.argyletx.com/AlertCenter.aspx?AID=Election-Sales-Tax-Fall-2025-50

Police Department Progress

Project Name	Project Brief Description	Weekly Update/Status/Next Steps
DEA National Drug Take Back	Each year the Drug Enforcement Agency conducts a nationwide drug take back event where citizens can bring unused or unwanted prescription drugs to be disposed of	Our property and evidence technician will be at the police department from 10a-2p on October 25th to receive prescription drugs from citizens. The Department also has a drug drop box in the lobby that is available to citizens 365 days a year.
Criminal Case Update	A brief rundown of the criminal issues addressed by Argyle Police Officers this week	Since October 17, APD Officers have made arrests for deadly conduct, unlawful restraint, and unlawful carrying of a weapon. Also, cases have been filed for aggravated assault with a deadly weapon and possession of a controlled substance.
Driver Safety Presentation	The Department was invited to provide a presentation to a group of individuals from the Young Men's Service League about driver safety  	Sergeant Miller and Officer Rogers addressed 20 young men and their mothers on October 19 to address safe driving tips and what to do if one of them is involved in an accident. Pamphlets were created for each of them to place in their glovebox. These pamphlets were also placed in the PD lobby and added to the Argyle PD Connect app as a resource for parents.
Trunk or Treat Event	Each year the Department hosts a Trunk or Treat event in conjunction with local churches for the community	The 5th Annual Trunk or Treat event will be on October 25th from 6p-8p and will include multiple trunks distributing candy along with a petting zoo, a foam cannon, free snow cones, free hot dogs, and a bounce house. This event will also raise funds for Bob's House of Hope.
Student Police Academy	The Department teaches a course at the University of North Texas to students who have shown an interest in being potential future law enforcement officers.	In the past two weeks, Chief Jackson has instructed on the topics of Artificial Intelligence and Technological Advances in Policing and Mental Health/Wellness

Community Development Progress

Project Name	Project Brief Description	Weekly Update/Status/Next Steps
Argyle Arbor Day November 8	Event Planning and Registration Status	We are over 100 registrations and 200 trees available to reserve. If you would like to register for a free tree, you can visit the link here: https://argyletx.wufoo.com/forms/zw77i7708hs3hp/
Upcoming projects	Development Reviews	Town staff is currently reviewing the following development applications: 1. Heath Tract Planned Development zoning application 2. AISD Sport Court Lighting Specific Use Permit 3. Tribes Church Site Plan 4. Heath Estates Phase II, 7R amending plat
Code Compliance	Illegal Box Containers	Town staff have noticed more illegal containers being dropped at properties around the Town, including Town property If you see these boxes, please contact Town staff to report an illegal container at 940-464-7273. 
Metroport Chamber	On Tuesday, October 21st, staff attended the Ribbon Cutting for the new business WoundX located at 8131 Gateway Drive, Ste. 900, Argyle, TX 76226. They specialize in wound care services, including treatments for dermatitis, infectious disease management, and acute and chronic non-healing wounds. < https://txwoundx.com/>	
Paloma Estates	2nd Walkthrough	On Thursday, October 23rd Town staff completed a second walkthrough of the Paloma Estates subdivision off of Sam Davis Road. This is to ensure the outstanding punchlist items have been completed and infrastructure can be accepted by the Town. After review, all items have been completed and the Town will send the developer a confirmation of completion, marking the beginning of a two-year maintenance period. Building permits will now be accepted for lots off of Paloma Court.

Municipal Services Updates

Project Name	Project Brief Description	Weekly Update/Status/Next Steps
Meta Account Legal Coordination	Coordination with legal team regarding Meta account management and access issues	Worked with attorneys to address Meta account access and administration matters to ensure compliance and proper municipal control.
Sales Tax Election Mailouts	Public information and election communication processing	Processed and coordinated 1,000 Sales Tax Election mailouts to ensure timely delivery of required voter information.
Accounts Payable	Weekly processing of accounts payable transactions	Processed weekly AP invoices and verified accuracy in alignment with purchasing policy and financial controls.
BrandEra Coordination	Marketing and communications support for outreach initiatives	Coordinated marketing and social media content with BrandEra to ensure messaging aligns with Council direction and public engagement goals.
Departmental Process Review – PW & PD	Interdepartmental administrative coordination and invoice review	Met with administrative teams from Public Works and Police Department to review internal processes and discuss improvements in invoice handling and documentation.

Public Works Progress

Project Name	***Project brief Description***	***Weekly Update/Status/Next Steps***
Line Locates	Staff is required to promptly locate and mark underground lines for various construction projects by franchise utilities and others entities.	With one staff out for personal reasons, alternate staff addressed line locates this week and completed 24 locate tickets.
Drainage Training	Training in proper operation of a transit level for drainage ditch repairs.	We had a drainage crew leader from another city visit this week to provide guidance and support. He worked alongside our team in the field, offering pointers on how to properly operate a transit level and accurately grade drainage ditches.
Equipment Trailer	At the July Council meeting, Town Council approved the purchase of a gooseneck trailer appropriately rated to meet the needs and support the equipment of the Public Works Department.	The trailer was ordered shortly after Council approval and built to our specifications. It was picked up this week and has already been used to haul our mini excavator. With this new equipment, Public Works can now transport machinery in a safe and legal manner. Thank you all very much, we greatly appreciate it.
810 5T Ranch Rd Sidewalk Repair	Repair broken sidewalk at the request of resident.	Repaired sidewalk eliminating the trip hazard.

C. Taylor – Sign Down	A broken stop sign ahead sign was found by the crew while out making repairs	Pieces that were salvageable were reused, and a new concrete base was installed during the installation of the new pole.
Street Signs and Unity Park Signs Replacements	Replacement of signage that is faded, incorrectly sized, non-reflective, broken or missing necessary information to ensure compliance with current standards.	Staff replaced over 20 street name signs and several Unity Park handicap parking signs.
Unity Park, Tree Restoration	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.	Exciting news — the sculptor will be on site on November 7, to start transforming the tree trunk!
Digital Speed Limit Signs	Relocate digital speed limit sign for improved area service.	At the request of the Police Department, the digital speed limit sign that was formerly positioned just north of FM 407 on Gibbons Road was relocated to North Gibbons, between Harpole and Hickory Hill.