

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.

Election Success

Voters chose "FOR" the ballot measure, leaving the Town of Argyle's sales tax rate unchanged and now the Harvest ETJ area is eligible to have a matching 2% local sales tax. Council action is required as a final step to change the sales tax rate.

Preliminary results from Denton County Elections show that 853 voters participated in our Town election with 396 early and absentee voters and 457 election day voters. Preliminary totals show the measure was approved by voters 58% to 42%.

This was a whole team effort. We developed a good, clear core message. It was vetted by legal so we were only providing information, not advocacy. That message was backed by a series of information in different forms (flyer, video, post card, social media posts) and it was carried by our elected officials, Department Heads and partners such as the Argyle Business Association.

Arbor Day Success

Of 200 trees available, over 190 were reserved. Of those, roughly 150 were picked up on Saturday and by 10 AM on Monday, only 2 remained. Thanks to Council for supporting this event and thanks to the staff and their families who joined in to make this a wonderful Argyle event.



Police Department Progress

| Project Name | Project Brief Description | Weekly Update/Status/Next Steps |
|-----------------------------|--|---|
| Accreditation Audit | The Argyle Police Department is accredited through the Texas Police Chiefs Association as an Accredited Agency | Administrative Coordinator Lourdes Rodriguez and Property and Evidence Technician Anna Walker have been working on preparing the files for our Accreditation audit in December. |
| New Roanoke Police Facility | The City of Roanoke held their ribbon cutting for a new police and courts building on Nov 6. | Chief Jackson and Town Manager Sims received a tour during the ground breaking from Jason Cave from GFF. They had an opportunity to tour the new building to get ideas for our new building |
| New gun safe | The size of the property room in the current building a challenge to maintain the standards for proper storage of items such as blood kits and firearms. | A second gun safe was purchased to accommodate a seizure of 15 firearms from a single incident. |



ACTIVITY REVIEW

October 2025

Total Calls for Service - 532*

- 16** Welfare Concerns
- 11** Domestic & Disturbances
- 5** Person w/ a Gun + Deadly Conduct
- 2** Intoxicated Person
- 1** Thefts

TRAFFIC DATA:

- Traffic Contacts - 725
- Citations - 420
- Warnings - 293
- Accidents - 30

NOTEABLE ARRESTS:

- Open Container in Passenger Area (2)
- Driving While Intoxicated
- Assault of Family Member by Impeding Breath/Circulation
- Unlawful Restraint
- Unlawful Restraint: Exposure to Serious Bodily Injury
- Deadly Conduct
- Unlawful Carrying of a Weapon
- Possession of Drug Paraphernalia
- Warrant Arrests (2)


CASES FILED:

- Terroristic Threat
- Theft of Firearm (2)
- Burglary of Vehicle (2)
- Aggravated Assault w/ Deadly Weapon
- Possession of Drugs

1,261 Routine Neighborhood Patrols | 209 Vacation Checks/Close Patrols

*Total calls for service do not include traffic stops



Community Development Progress

| Project Name | Project Brief Description | Weekly Update/Status/Next Steps |
|--------------------------------|--|---|
| Municipal Development District | Regular Meeting | <p>The MDD met on Tuesday, November 4th and below is a recap of the major items:</p> <ol style="list-style-type: none"> 1. MDD approved hiring a 3rd party vendor to create a Front Street Concept and Land Use Plan for up to \$20,000. This will allow staff to work on future road connectivity and create a vision for development. |
| Planning and Zoning Commission | Regular Meeting | <p>The PZ Commission met on Wednesday, November 5th and below is a recap of the major items:</p> <ol style="list-style-type: none"> 1. PZ recommended approval of the Tribes Church Site Plan application. The variances and conditions associated with the recommendation will be presented to Town Council on November 17th. 2. The Specific Use Permit for the AISD lighted sports courts at the new Middle School property on FM 407 was tabled to the next PZ Commission meeting on December 3rd. |
| Internship Program | Candidate Review Process | <p>Town staff interviewed two candidates for the internship position on Thursday, November 6th. Staff will complete two more interviews next week and will make a final decision by the end of the week on 11/14.</p> |
| Avalon Commercial | Final Walkthrough | <p>Town staff completed a second walkthrough on Friday, November 7th for the Avalon Commercial project located at 1000 Avalon Blvd. The general contractor Parmer Construction completed the punch list items that were outstanding from the first walkthrough and Town staff will send a confirmation letter that the public improvements are accepted for the 2-year maintenance period to begin.</p> |
| Texas Arbor Day | <p>In celebration of Texas Arbor Day on Friday, November 7th, Mayor Schmidt and Town staff coordinated a guest speaker from the Texas A&M Forest Service to speak at Hilltop Elementary in front of 120 third grade students. The Forest Rangers gifted each student a tree sapling that they can take home and responsibly plant.</p> |  |

Municipal Services Updates

| Project Name | Project Brief Description | Weekly Update/Status/Next Steps |
|---|--|--|
| Physical Security Walk-Through | Annual security assessment with vendor | Conducted facility security walk-through to review existing camera, access control, and coverage performance; next steps include receiving vendor recommendations and replacement cost estimates. |
| Agenda Backup & Solicitation Coordination | Preparation of backup documentation and formal solicitations for upcoming agenda items | Assisted with and coordinated backup documents for upcoming agenda items, including formal solicitations and contract packets for: Town Engineer, FY26 Street Maintenance Engineer, Ditch Maintenance Projects, Disaster Recovery Trio, Grant Management, and Banking Institution. Materials prepared to support Council review and procurement timelines. |
| Community Development Intern Interviews | Interview process for open intern position | Co-interviewed intern candidates alongside the Community Development Director; evaluations underway with selection pending. |
| AP Check Run Training | Cross-training Accounting Manager on weekly disbursement process | Initiated check run training with Accounting Manager, including invoice batching, verification, approvals, and audit-readiness documentation standards. |
| BrandEra Social Media Coordination | Support for monthly content planning and posting strategy | Assisted with scheduling, messaging alignment, and asset coordination for November social media content to ensure consistent outreach and engagement. |
| Lions Club Veterans Thanksgiving Dinner | Municipal support for community partner event | Continued planning support for the annual Lions Club Veterans Dinner scheduled for November 12, 2025 at 6:00 PM, including logistics and Town participation. |
| Golden Agers Bingo – November | Senior programming and event coordination | Prepared for the November 13, 2025 luncheon at 11:30 AM, coordinating final event details to support strong attendance and a smooth program experience. |

Public Works Progress

| Project Name | Project brief Description | Weekly Update/Status/Next Steps |
|---|---|--|
| <p>Shell Station Sewer Line</p> | <p>To provide adequate sanitary sewer service to the commercial facilities.</p>  | <p>Canary Construction is back on site. They’ve finished the bore under the church entrance and completed the saw cutting up the rear drive of the Shell. Next week they will bore under Frenchtown Rd and start installing the sewer line at Waters Edge.</p> |
| <p>Collin Street Drainage</p> | <p>Clearing of culverts that were not flowing properly.</p> | <p>Public Works staff removed debris from several culverts to restore proper flow.</p> |
| <p>Unity Park, Tree Restoration</p> | <p>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 meeting scheduled for consideration.</p> | <p>Chainsaw artist Kevin Roach was at it again this week, carving this tree trunk into something amazing!</p>  |
| <p>Town Hall – Restroom Lighting</p> | <p>There continue to be issues with restroom lighting, including frequent bulb failures and insufficient brightness. Staff is exploring options for a permanent fix.</p> | <p>The existing CFL ballasts were replaced with fluorescent lighting in both the men’s and women’s restrooms to enhance illumination and increase longevity.</p> |
| <p>Multi-Site Ditch Maintenance Project</p> | <p>Repairs will be made to drainage ditches at three locations where improper flow has been identified.</p> | <p>We conducted the bid opening this week. The bids are now being reviewed, and a recommendation will be brought before Council at the November meeting.</p> |

Marketing and Communications

BrandEra continues to write and post social media content and handle numerous on-demand posts on both Facebook and Instagram.

BrandEra collaborated on an outline and proposed messaging for the 12-page Quarterly Newsletter to report out on budget highlights, good news, upcoming developments and community events.

BrandEra drafted the Mayoral Message for the Metroport Chamber Director.

The BrandEra team is available to film interviews with the Mayor and City Council on one of two upcoming dates - November 14 or November 20. Staff will be arranging those details ASAP.

BrandEra will shoot multiple short segments of the Mayor's "Ways to Save Money" and "Planting for the Future" which will address ways to increase the tree canopy and message about the nature park. We will also film video to support a "Get to Know Your Council" series. BrandEra will provide prepared questions to the each council member in anticipation of the interview.

BrandEra will help staff a table on behalf of the Town and coordinate with Keep Argyle Beautiful on the Christmas Tree Lighting event on December 6. We will document the event and produce a holiday recap reel.