



FINANCE DIRECTOR

Town of Argyle, Texas

THE COMMUNITY

A first-class community known for its beautiful rural character and small-town lifestyle, the Town of Argyle truly offers the best of both worlds.

Founded in 1881 and incorporated in 1963, Argyle stretches across approximately 11 square miles of Denton County, one of the fastest-growing counties in the United States. Strategically located six miles south of Denton on I-35W, the Town offers easy access to major airports and transportation centers. Only 15 minutes from the DART A Train, Argyle is a quick commute to Dallas, only 10 minutes from the world-class Alliance Airport, and fewer than 30 minutes from Dallas Fort Worth International Airport.

Still, its roughly 5,750 residents benefit from a quiet, family-focused atmosphere, a charming still-rural pocket within the “Golden Triangle” region of Dallas, Fort Worth, and Denton that is home to major business centers, shopping, entertainment, professional sports, and a variety of cultural activities.

Argyle is an ideal community for outdoor recreational pursuits and provides a scenic setting for running, cycling, and horseback riding. The nearby Denton Country Club offers a beautiful and challenging golf course, tennis, and swimming and is an elegant venue for meetings and events. And beyond the Town limits, residents have access to dozens of area lakes and campgrounds as well as hundreds of specialty parks.

The Dallas-Fort Worth metroplex also offers a wide variety of cultural opportunities, from two popular zoos and a mix of professional and e-sport teams to over 100 museums and thousands of annual events. Close to home, residents enjoy dining at local favorites like Marty B’s and 407 BBQ, shopping in Highland Village just minutes away, and coming together for community events like the Easter Eggstravaganza, Christmas Tree Lighting, and Movie in the Park.

Argyle Independent School District is recognized for high academic performance and athletic achievement. With an enrollment of over 5,375 students in pre-kindergarten through 12th grade, the district’s numerous achievements include 13 Lone Star Cup state championships, 16 4A UIL state academic championships, and over 40 other state and national sports and academic championship awards. Area families are also served by Liberty Christian School, a highly regarded private school option housed on a 93-acre campus. While there are no colleges or universities within the Town’s borders, the DFW region is home to over 30 public and private options for higher education.

Housing in Argyle ranges from modest and affordable homes on smaller lots to expansive custom homes with acreage. Master-planned residential communities, including Waterbrook, The Lakes of Argyle, 5T Ranch, and Argyle Town Village, offer a wide variety of housing choices. The average home value is \$618,162, and the median household income is \$205,246.



GOVERNANCE & ORGANIZATION

The Town of Argyle is a General Law Type A municipality operating under the guidance of a Town Council comprising a Mayor and five Council Members elected at-large and serving staggered two-year terms with no term limits. In addition to establishing the vision and policy for the community, voting on legislation, and approving the annual budget, council members appoint the Town Administrator, Town Secretary, Town Attorney, and Municipal Court Judge.

Town Administrator Erika McComis has 30 years of public service experience and joined Argyle five years ago. She was promoted to the organization's top spot in 2022 and oversees the Town's 35 employees and an annual budget of approximately \$11.48 million, supported by an ad valorem tax rate of \$0.343111. The Town provides a wide range of municipal services, including Public Works (Inspections, Streets, and Wastewater Collection), Community Development (Development Permits, Code Enforcement, and MDD - Municipal Development District), Police, Municipal Court, and more. Fire, rescue, and emergency medical services are provided by Denton County Emergency Services District No. 1.



VISION & GUIDING PRINCIPLES

Vision

The Town of Argyle is committed to preserving our small town character and natural beauty through thoughtful growth, stewardship of resources, and a citizen-focused government.

Guiding Principles

- *Sense of Community* — Argyle provides a small town lifestyle that fosters community connections. We place a strong emphasis on family, safety, and activities that instill hometown pride.
- *Preservation* — We will preserve our natural beauty and resources, including tree canopies, watersheds, creeks, open spaces, topography, air and water quality, and animal wildlife, along with our charming small-town heritage.
- *Citizen-Focused Government* — Our town government is based on integrity, transparency, and accountability to the citizens of Argyle. We value the voice of our citizens and encourage open participation and communication.
- *Responsible Development* — We are committed to preserving our small-town atmosphere, while encouraging vital business growth and economic prosperity in order to maintain and improve our infrastructure. Developers will adhere to our ordinances, respect our Vision and Guiding Principles, and the input of our citizens.
- *Academic Excellence* — Argyle supports and encourages high-quality, student-focused education at all levels, both public and private.

ABOUT THE DEPARTMENT

Argyle's Finance Department exists to provide stewardship for all public funds, including property taxes, sales taxes, grants, and intergovernmental aid to provide service to the community. With one employee in addition to the director — an accounts payable clerk — the department's annual budget is approximately \$404,645.

Together, the two-person team handles the budget, audit, accounts payable, bond issuance and debt service management, financial policy development, and budgetary reporting to departments and the Town Council. Tasked with developing and enhancing the budget process to ensure transparency and comprehension by budgetary decision-makers, the department also expects to launch an OpenGov portal within the next few months.



ABOUT THE POSITION

Under the guidance of the Town Administrator, the Finance Director oversees the operations of Finance and Human Resources as well as the Town's strategic budgeting functions.

The position serves as the Chief Financial Officer and principal financial advisor to Town leadership, guiding financial strategies while evaluating and analyzing financial data to ensure the organization's financial health, and works with the Town Administrator in formulating financial policies. It also coordinates the preparation of the general operating and capital improvements budgets. Other essential duties include:

- Coordinating and developing quarterly and annual financial reports, including the Town's Annual Comprehensive Financial Report and single audit, in compliance with governmental accounting and auditing and financial reporting standards
- Investing and monitoring the Town's financial assets in accordance with the Town's Investment Policy and State Law
- Performing fiscal analysis, trend analysis, revenue forecasting, debt service planning, capital budgeting and planning, financial reporting, and related financial management tasks





IDEAL CANDIDATE

Argyle is seeking a skilled servant leader ready to delve into the Town's finances and help ensure the organization's long-term sustainability.

The community's new Finance Director will have a thorough knowledge of general management principles, budgeting and generally accepted accounting principles and procedures, bookkeeping procedures, and governmental accounting rules, especially as they apply to cities. They will also be skilled in compiling, analyzing, and interpreting financial statements, manuals, policies, and other documents and working with spreadsheet software.

The right person for this role is a strong communicator, able to present effectively to the Town Council, address questions and concerns from the public, and build effective working relationships with colleagues throughout the organization and beyond. They also have excellent judgment and project management skills, able to multitask and see projects through from conception to completion while remaining adaptable to changing needs and priorities.

The ideal candidate is friendly, personable, strategic, and politically savvy. They are also highly self-motivated and adept at holding themselves and others accountable to department goals and organizational values.

EDUCATION & EXPERIENCE

This role requires a bachelor's degree in business administration, finance, accounting, or a related field. Candidates should also have five (5) years of professional experience performing accounting, budgeting, or financial management reporting and analysis, including two (2) years as a supervisor. Status as a Certified Public Accountant is preferred, as is a master's degree, and experience working with Incode software is highly desirable.

Any combination of education, experience, and training that would provide the candidate with the required knowledge and skills for this position may be considered.

COMPENSATION & BENEFITS

Argyle is offering a salary range of \$95,000 to \$135,000 for this position, depending on experience and qualifications. The Town's benefits package includes health, dental, and vision insurance; vacation, sick, holiday, and exempt leave; and a \$50 monthly cell phone allowance. Some remote work may also be considered for this position.

Argyle participates in the Texas Municipal Retirement System at a 7% employee deposit rate, with a municipal matching ratio of 2:1.

APPLICATION PROCESS

[Please apply online](#)

For more information on this position, contact:

Larry Gilley, Senior Vice President

LarryGilley@GovernmentResource.com

325-660-4208



The Town of Argyle is an equal opportunity employer that does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Applicants selected as finalists will be subject to a comprehensive background check.

RESOURCES

Town of Argyle

argyletx.com

Argyle Finance Department

argyletx.com/149/Finance

Economic Development Corporation

argyleedc.com

Argyle ISD

argyleisd.com

Metroport Chamber of Commerce

metroportchamber.org/argyle

