



PUBLIC WORKS 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

The Public Works Department manages and directs the policies, programs, and activities of several associated divisions focused on planning, designing, building, maintaining, and operating infrastructure systems that promote public health, safety, and welfare.

The Department's streets and administration budget is just under \$639,600 this year, and the sewer budget is about \$1.86 million. With five employees in addition to the director — an administrative secretary, crew leader, and three operators — the team performs some of the most visible functions in Town government, including:

- Street repair
- Sewer line cleaning and lift station maintenance
- Roadside ditch maintenance
- Street sign repair/replacement
- Utility line locates
- Construction inspection
- On-site sewage facilities compliance
- Parks maintenance
- Buildings and grounds maintenance
- Environmental services



ABOUT THE POSITION

Under the guidance of the Town Administrator, the Public Works Director is responsible for the Department's planning and operations as well as various construction and maintenance programs.

The position handles planning and implementing services in street maintenance and repair, sewer line maintenance and repair, equipment maintenance, signs, and related public works operations; coordinating and supervising field operations; and overseeing engineering and associated functions. The new hire will also plan and monitor activities to meet department goals and objectives, review consultant and contractor plans, and coordinate with engineering firms, developers, and various regulatory agencies as needed. Other essential duties include:

- Reviewing construction plans and associated records to ensure quality control and accuracy
- Inspecting the work of developers before accepting improvements
- Responding to citizen inquiries or complaints
- Evaluating the performance of Public Works staff
- Preparing and presenting estimates and bids
- Assisting with the development and management of departmental operating and capital budgets

IDEAL CANDIDATE

Argyle is seeking a skilled servant leader ready to roll up their sleeves and take the reins of the Town's infrastructure. The community's new Public Works Director will have a thorough knowledge of public works administration and operations, engineering theory and application, and modern construction, repair, and maintenance methods and machinery. They will also be skilled in operating various construction equipment and eager to work alongside their crew as needed to complete projects.

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, are able to multitask and see projects through from conception to completion, while remaining adaptable to changing needs and priorities.

The ideal candidate is courteous, diplomatic, 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 civil engineering, public administration, or a related field and at least seven (7) years of local government experience within public works. Status as an On-site Sewage Facility Designated Representative and Certified Floodplain Manager is preferred, as is having a Class III Wastewater license.

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. Argyle also 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:

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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 Public Works

argyletx.com/174/Public-Works

Economic Development Corporation

argyleedc.com

Argyle ISD

argyleisd.com

Metroport Chamber of Commerce

metroportchamber.org/argyle

