

Town of Trophy Club Town Council Meeting Minutes
January 23, 2026, 8:30 a.m., Town Council Retreat
EOC Training Room, 1 Trophy Wood Drive, Trophy Club, Texas 76262

CALL TO ORDER

Mayor Tiffany called the meeting to order at 9:00 a.m.

COUNCILMEMBERS PRESENT

Jeannette Tiffany, Mayor
Rhylan Rowe, Mayor Pro Tem
Jeff Beach, Council Member Place 2 (*left at 11:02 am.*)
Dennis Sheridan, Council Member Place 3
Garry Ash, Council Member Place 5
Steve Flynn, Council Member Place 6

COUNCILMEMBERS ABSENT

Stacey Bauer, Council Member Place 1

STAFF MEMBERS PRESENT

Brandon Wright, Town Manager
Dean Roggia, Town Attorney
Tamara Smith, Assistant Town Manager
Jason Wise, Fire Chief
Patrick Arata, Police Chief
Matt Cox, Director of Community Development
April Duvall, Director of Finance
Denise Deprato, Director of Human Resources
Chase Ellis, Director of Parks and Recreation
Jill Lind, Director of Communications and Marketing

PUBLIC COMMENTS

There were none.

ITEMS

Mayor Tiffany provided opening remarks.

1. Updates regarding the FY 2026 Business Plan. (Brandon Wright, Town Manager)

Town Manager Wright provided a first-quarter update on the Town's annual Business Plan goals, which align with the Town's five-year Strategic Plan and its five focus areas: prioritizing public safety, promoting quality of life, strengthening infrastructure, upholding housing standards, and supporting business. Quarterly progress reports are published on the Town's website and summarized in the Town Weekly.

Staff reviewed the current fiscal year Business Plan goals and reported progress on the following initiatives:

- Voluntary Special Needs and Elderly Database: Staff is in the early planning phase, coordinating police and fire data sharing, enhancing outreach, and reviewing data security options. Program participation increased in 2025 following expanded promotion.
- Public Safety Transparency Web Pages: Staff has begun planning enhancements to online public safety information, including reviewing website analytics, researching best practices, and identifying key metrics for public reporting.
- Parks, Trails, and Recreation Master Plan – Inclusive Play Areas: The Parks Master Plan is nearing final approval. Staff has reviewed existing facilities, identified inclusive play needs, and developed preliminary cost estimates for future CIP consideration.
- GIS Asset Management System: Asset data has been entered into the GIS platform, with ongoing quality control and verification of locations, asset age, and condition ratings to support long-term maintenance planning.
- Small Area Plan (The Grove): The Small Area Plan was approved in October 2025. Website updates and consultant agreements are complete, and the project is transitioning into the marketing and implementation phase.

Council discussed the importance of effective communication and community engagement to ensure the success of these initiatives, noting that many programs rely on resident awareness and participation. Staff confirmed that all Business Plan items remain on schedule and that no timeline adjustments are necessary at this time.

2. Review and update the Trophy Club Strategic Plan FY 2026- 2031. (Brandon Wright, Town Manager)

Town Manager Wright outlined the Strategic Plan review process, which focused on evaluating goals scheduled for fiscal years 2026, 2027, and 2028. Council and staff were divided into small groups to review objectives and tasks, using a structured process to:

- Identify goals to discontinue,
- Recommend modifications to existing goals, and
- Propose new goals for consideration.

Council discussed the Town’s core values and internal drivers, emphasizing organizational culture, collaboration, transparency, innovation, stewardship, and teamwork. Council and staff shared observations regarding improved communication,

stability, leadership continuity, and overall organizational effectiveness, noting that these cultural elements support successful implementation of strategic and operational goals.

Staff will compile feedback from the group exercises for future updates to the Strategic Plan and continued implementation of Business Plan objectives.

The Town Council recessed at 11:47 a.m. for a lunch break and reconvened at 12:30 p.m.

4. Review estimates and goals for preparation and development of the FY 2027 Budget. (April Duvall, Director of Finance)

April Duvall, Director of Finance, presented an overview of the preliminary budget calendar, noting that the annual budget process begins in April and concludes with adoption in September. Council reviewed tax rate trends and discussed balancing tax stability with service levels, infrastructure needs, and long-term financial planning.

Ms. Duvall provided a preliminary, unaudited overview of FY 2025 financials, noting revenues are projected to exceed estimates while expenditures are projected to be lower than anticipated, resulting in an increased unassigned fund balance, including the impact of ARPA grant closeout. Council discussed aligning reserves with the Town's fund balance policy.

Council reviewed preliminary projections for FY 2026 and FY 2027, planned equipment replacement, and ongoing capital projects, and discussed tax rate assumptions, capital project prioritization, sidewalk planning and neighborhood communication, and long-term fiscal sustainability. Council provided guidance to staff to prepare the FY 2027 Draft Budget based on the maximum voter approval rate for maintenance and operations and on a \$0.105 tax rate for debt service on capital projects.

Mayor Tiffany adjourned the meeting at 1:18 p.m.





Jeannette Tiffany, Mayor

Attest:



Tammy Dixon, Town Secretary