

Town of Trophy Club  
Town Council Work Session and Regular Meeting  
Meeting Minutes – June 8, 6:00 p.m.  
1 Trophy Wood Drive, Trophy Club, Texas 76262

**CALL WORK SESSION TO ORDER AND ANNOUNCE A QUORUM**

Mayor Tiffany called the work session to order at 6:00 p.m.

**COUNCIL MEMBERS PRESENT**

Jeannette Tiffany, Mayor  
Rhylan Rowe, Mayor Pro Tem  
Sean Nelson, Council Member Place 1  
T. Clark Simmons, Council Member Place 2  
Dennis Sheridan, Council Member Place 3  
Garry Ash, Council Member Place 5  
Steve Flynn, Council Member Place 6

**STAFF MEMBERS PRESENT**

Brandon Wright, Town Manager  
Tammy Dixon, Town Secretary  
Dean Roggia, Town Attorney  
Tamara Smith, Assistant Town Manager  
April Duvall, Director of Finance  
Jill Lind, Director of Communications & Marketing  
Chase Ellis, Director of Parks and Recreation  
Matt Cox, Director of Community Development  
Patrick Arata, Chief of Police  
Ken Rawlinson, Deputy Fire Chief/Fire Marshal

**WORK SESSION ITEM**

1. Discussion on the creation of a future resolution to display the National Motto "In God We Trust" at Town facilities and/or on Town property. (Council Members Sean Nelson & Garry Ash)

Council Member Nelson presented the item.

Mayor Tiffany opened public comment for this item.

The following individuals spoke in favor of the item:

Elizabeth Nelson, 267 Oakhill Street  
Steve Ford, 400 Hilltop  
Kathy Ford, 400 Hilltop  
Jenny Fox, 2753 Enfield Dr.

The following individual spoke in opposition to the item:

Connie White, 119 Trophy Club Dr.

Town Secretary Dixon reported that the Town had received 26 written communications regarding the item, including 10 in support and 16 in opposition.

Following Council discussion, Mayor Pro Tem Rowe requested that the matter be postponed indefinitely, with Council Member Flynn supporting the request. The Council's consensus was to discontinue further consideration of the item and provide no additional direction to staff.

### **ADJOURN WORK SESSION**

Mayor Tiffany adjourned the work session at 6:23 p.m.

### **CALL REGULAR MEETING TO ORDER**

Mayor Tiffany called the regular meeting to order at 7:00 p.m.

### **INVOCATION**

Pastor Joel Quilé, Bara Church, led the invocation.

### **PLEDGES**

Mayor Tiffany led the Pledge of Allegiance to the American and Texas Flags.

### **PUBLIC COMMENTS**

There were none.

### **COMMUNITY SPOTLIGHT**

#### **2. Proclamation – Parks and Recreation Month**

Chase Ellis, Parks and Recreation Director, read the proclamation aloud and provided information on planned Parks and Recreation Month activities, including free community events throughout July designed to encourage residents to use Town parks and recreational amenities.

#### **3. Presentation of Trophy Club's Texas Town of Patriotism Resolution**

Avery Jerina, representing Senator Tan Parker, and Kalon Melton, representing Representative Ben Bumgarner, presented the framed resolution recognizing Trophy Club as the Texas Town of Patriotism.

Mayor Tiffany acknowledged the efforts of the legislators and their offices in securing the designation for the Town.

4. Trophy Club Stars and Stripes

Tiffany Nimphius, Kelly Castonguay and Jenny Fox, representing Trophy Club Stars & Stripes, provided an update on the annual Independence Day flag display program, including volunteer opportunities, flag distribution, placement, and collection schedules, and community participation for the 2026 event.

5. Working for You... Trophy Club

a) Update from Town Council Members

Mayor Pro Tem Rowe encouraged residents to apply for service on Town boards and commissions. Mayor Tiffany then shared the Town's promotional video highlighting volunteer opportunities and the board and commission application process.

b) Update from Town Manager (Brandon Wright, Town Manager)

Town Manager Wright provided an update on upcoming community events, projects and meetings:

- June 12, Movie in the Park, Harmony Park. Activities begin at 8:00 p.m., including a capuchin monkey meet-and-greet with photo opportunities. Movie screening of Jumanji (1995) begins at 8:45 p.m.
- Boards and Commissions applications now open, residents can obtain more information on the Town's website.
- Fourth of July Celebration will include the Patriot 5K and Fun Run at 7:15 a.m., Parade of Patriots at 10:00 a.m., and evening celebration from 6:00 – 10:00 p.m.
- July 10, Family Day Out, Harmony Park, 10:00 a.m. – 1:00 p.m.
- Upcoming Board and Commission Meetings:
  - June 10, Trophy Club Council for Arts and Culture meeting, 6:00 p.m.
  - June 11, Zoning Board of Adjustment, 6:00 p.m.
  - June 15, Parks and Recreation Board meeting, 6:00 p.m.
  - June 24, Economic Development Corporation, 6:00 p.m.
  - July 9, Planning and Zoning Commission, 6:00 p.m.
- June 15, Breakfast with Tiffany at the Tom Thumb Starbucks, 9:00 a.m.
- There will be no Town Council meeting on June 22, 2026.
- Town offices will be closed Monday, July 6<sup>th</sup> in observance of the Fourth of July holiday.

c) Quick Civic Tip (Dean Roggia, Town Attorney)

Town Attorney Dean Roggia provided a Quick Civic Tip regarding how items are placed on the Town Council agenda, citing provisions of the Town Charter and Council Rules of Procedure.

## CONSENT AGENDA

6. Consider approval of the May 26, 2026, Town Council regular meeting minutes. (Tammy Dixon, Town Secretary)
7. Consider authorizing the Town Manager to negotiate and execute a professional auditing services agreement with BrooksWatson for a three-year term, with the option to renew for two additional one-year terms, at an amount not to exceed \$284,900. (April Duvall, Director of Finance).
8. Consider a resolution approving an interlocal cooperation agreement between Denton County, Texas, and the Town of Trophy Club, Texas, for funding and construction of the Bobcat Traffic Improvement Project. (Brandon Wright, Town Manager). The caption of the resolution reads as follows:

### RESOLUTION NO. 2026-10

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, APPROVING AN INTERLOCAL COOPERATION AGREEMENT WITH DENTON COUNTY, TEXAS, FOR FUNDING AND CONSTRUCTION OF THE BOBCAT BOULEVARD PROJECT (NEW ROUNDABOUT AND ROAD WIDENING); AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

9. Consider authorizing the Town Manager to negotiate and execute a purchase agreement with Delta Fire & Safety for personal protective equipment in the amount of \$36,221. (Jason Wise, Fire Chief)

Council Member Flynn moved to approve the Consent Agenda. Mayor Pro Tem Rowe seconded the motion.

## VOTE ON MOTION

**AYES:** Nelson, Simmons, Rowe, Tiffany, Sheridan, Ash, Flynn  
**NAYES:** None  
**VOTE:** 7-0

## INDIVIDUAL ITEMS

10. Consider an ordinance of the Town of Trophy Club amending Articles 3.10, Apartment Complex Licensing, and 3.11, Single-Family Residence Licensing, of Chapter 3, Building Regulations, by updating provisions governing the regulation, inspection, and permitting of rentals for single-family and multi-family dwellings. (Tamara Smith, Assistant Town Manager)

Tamara Smith, Assistant Town Manager, presented the proposed amendments and answered questions from the Council.

Council Member Sheridan was opposed to the phrases "advertised" and "offered for lease" in the licensing requirement.

Mayor Pro Tem Rowe moved to approve Ordinance No. 2026-16 amending Articles 3.10, Apartment Complex Licensing, and 3.11, Single-Family Residence Licensing, of Chapter 3, Building Regulations, of the Town's Code of Ordinances, by updating provisions governing the regulation, inspection, and permitting of rentals for single-family and multi-family dwellings with an amendment to Section 3.10.003(A) removing the terms "advertised" and "offered for lease." Council Member Sheridan seconded the motion. The caption of the ordinance reads as follows:

**ORDINANCE NO. 2026-16**

**AN ORDINANCE OF THE TOWN OF TROPHY CLUB, TEXAS, AMENDING ARTICLES 3.10, "APARTMENT COMPLEX LICENSING," AND 3.11, "SINGLE-FAMILY RESIDENCE LICENSING," OF CHAPTER 3, "BUILDING REGULATIONS," OF THE CODE OF ORDINANCES, TOWN OF TROPHY CLUB, TEXAS, BY UPDATING PROVISIONS GOVERNING THE REGULATION, INSPECTION, AND PERMITTING OF RENTALS FOR SINGLE-FAMILY AND MULTI-FAMILY DWELLINGS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE AND A SEPARATE OFFENSE SHALL BE DEEMED COMMITTED EACH DAY DURING OR ON WHICH A VIOLATION OCCURS OR CONTINUES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.**

**VOTE ON MOTION**

**AYES:** Nelson, Simmons, Rowe, Tiffany, Sheridan, Ash, Flynn

**NAYES:** None

**VOTE:** 7-0

11. Consider an ordinance amending the FY 2026 Budget to authorize a one-time transfer from the General Fund balance to the Capital Replacement Fund for planned capital expenditures through FY 2026–2030, in accordance with the Capital Replacement Fund Plan and Financial Reserves Policy. (April Duvall, Director of Finance)

April Duvall, Director of Finance presented the item which would authorize a one-time transfer of \$4.2 million from excess General Fund reserves to the Capital Replacement Fund to support planned capital expenditures and equipment replacement

through Fiscal Year 2031. Council discussed reserve levels, capital funding strategies, and long-term financial planning.

Council Member Sheridan moved to approve Ordinance No. 2026-17 amending the FY 2026 Budget to authorize a one-time transfer from the General Fund balance to the Capital Replacement Fund for planned capital expenditures through FY 2026–2030, in accordance with the Capital Replacement Fund Plan and Financial Reserves Policy. Council Member Flynn seconded the motion. The caption of the ordinance reads as follows:

**ORDINANCE NO. 2026-17**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, AMENDING THE TOWN'S ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2025, AND ENDING ON SEPTEMBER 30, 2026, AS ADOPTED BY ORDINANCE NO. 2025-27 AND AMENDED BY ORDINANCE NO. 2025-34, ORDINANCE NO. 2026-03 AND ORDINANCE NO. 2026-12, BY PROVIDING FOR ADJUSTMENTS TO THE GENERAL FUND; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH THE ANNUAL BUDGET, AS AMENDED; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**VOTE ON MOTION**

**AYES:** Nelson, Simmons, Rowe, Tiffany, Sheridan, Ash, Flynn

**NAYES:** None

**VOTE:** 7-0

12. Consider a resolution approving and adopting Trophy Club's "Texas Town of Patriotism" sub-logo. (Jill Lind, Director of Communications & Marketing)

Jill Lind, Director of Communications & Marketing, presented the proposed Texas Town of Patriotism sub-logo to be used in conjunction with the Town's existing branding for patriotic initiatives, special events, and community engagement efforts.

Council Member Flynn moved to approve Resolution No. 2026-11 approving and adopting Trophy Club's "Texas Town of Patriotism" sub-logo. Council Member Nelson seconded the motion. The caption of the resolution reads as follows:

**RESOLUTION NO. 2026-11**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, APPROVING AND ADOPTING THE "TEXAS TOWN OF PATRIOTISM" SUB-LOGO AS AN OFFICIAL SECONDARY BRANDING ELEMENT OF THE TOWN; AUTHORIZING ITS USE IN TOWN COMMUNICATIONS, PATRIOTIC INITIATIVES, SPECIAL EVENTS, PROMOTIONAL MATERIALS, COMMUNITY PARTNERSHIPS, MERCHANDISE, AND RELATED BRANDING APPLICATIONS; AND PROVIDING AN EFFECTIVE DATE.**

**VOTE ON MOTION**

**AYES:** Nelson, Simmons, Rowe, Tiffany, Sheridan, Ash, Flynn  
**NAYES:** None  
**VOTE:** 7-0

13. Consider designating three council members to serve on the Appointments Committee. (Brandon Wright, Town Manager)

Mayor Tiffany nominated Council Members Nelson and Sheridan, along with herself, to serve on the Appointments Committee. Council Member Flynn seconded.

**VOTE ON NOMINATION**

**AYES:** Nelson, Simmons, Rowe, Tiffany, Sheridan, Ash, Flynn  
**NAYES:** None  
**VOTE:** 7-0

14. Consider designating three council members to serve on the Budget Oversight Committee. (Brandon Wright, Town Manager)

Mayor Tiffany nominated Council Members Clark Simmons, Ryland Rowe, and Steve Flynn to serve on the Budget Oversight Committee. Council Member Nelson seconded.

**VOTE ON NOMINATION**

**AYES:** Nelson, Simmons, Rowe, Tiffany, Sheridan, Ash, Flynn  
**NAYES:** None  
**VOTE:** 7-0

15. Consider designating up to three council members to serve on the Municipal Utility District No. 1 Coordination Committee. (Brandon Wright, Town Manager)

Mayor Tiffany nominated Mayor Pro Tem Rowe, and Council Members Ash and Nelson to serve on the Municipal Utility District No. 1 Coordination Committee. Council Member Flynn seconded.

**VOTE ON NOMINATION**

**AYES:** Nelson, Simmons, Rowe, Tiffany, Sheridan, Ash, Flynn  
**NAYES:** None  
**VOTE:** 7-0

**EXECUTIVE SESSION/REGULAR SESSION**

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 8:09 p.m. and reconvened into Regular Session 8:59 p.m. in accordance with the Texas Government Code regarding:

Section 551.072: Deliberate the purchase, exchange, lease, or value of real property generally located at or near Trophy Club Drive, in the Town of Trophy Club, Texas.

**Consideration of any action as a result of Executive Session:**

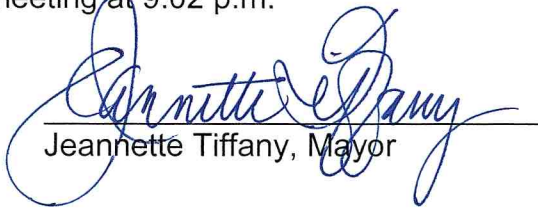
Council Member Flynn moved to approve Resolution 2026-12 authorizing the Town Manager to execute a purchase and sale agreement with 915 Trophy Club, LLC, for the acquisition of property located at 945 Trophy Club, Dr., in the amount of \$1,800,000, including appraisal, closing, survey, title, and other related costs, and authorizing the Town Manager to execute any documents necessary to complete the transaction, subject to review and approval by the Town Attorney. Council Member Ash seconded the motion.

**VOTE ON MOTION**

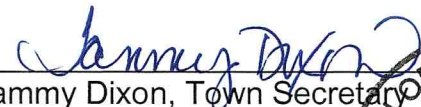
**AYES:** Nelson, Simmons, Rowe, Tiffany, Sheridan, Ash, Flynn  
**NAYES:** None  
**VOTE:** 7-0

**ADJOURNMENT**

Mayor Tiffany adjourned the regular meeting at 9:02 p.m.

  
Jeannette Tiffany, Mayor

Attest:

  
Tammy Dixon, Town Secretary

