

Town of Trophy Club Town Council Meeting Minutes
May 13, 2024, 5:30 p.m., Work Session, Special and Regular Meeting
1 Trophy Wood Drive, Trophy Club, Texas 76262

CALL WORK SESSION TO ORDER

Mayor Tiffany called the work session to order at 5:30 p.m.

COUNCIL MEMBERS PRESENT

Jeannette Tiffany, Mayor
Dennis Sheridan, Mayor Pro Tem
Stacey Bauer, Council Member Place 1
Karl Monger, Council Member Place 4 (*prior to canvassing election*)
Rhylan Rowe, Council Member Place 4 (*after canvassing election*)
LuAnne Oldham, Council Member Place 5
Steve Flynn, Council Member Place 6

COUNCIL MEMBERS ABSENT

Jeff Beach, Council Member Place 2

STAFF MEMBERS PRESENT

Brandon Wright, Town Manager
Tammy Dixon, Town Secretary
Dean Roggia, Town Attorney
Jason Wise, Fire Chief
April Duvall, Director of Finance
Matt Cox, Director of Community Development
Denise Deprato, Director of Human Resources
Chase Ellis, Director of Parks and Recreation
Patrick Arata, Chief of Police

WORK SESSION ITEM

1. Update on the Explore Trophy Club initiative to promote Trophy Club businesses.
(Jill Lind, Director of Communications & Marketing)

Jill Lind, Director of Communications & Marketing, presented on the history and purpose of the "Visit Trophy Club" program, introducing Maranda White, Nick Dias, and Jirick Jacob from Octagon Media, the town's partner for digital marketing campaigns. They outlined the following key points:

- Branding Initiatives
- Enhanced Digital Presence
- Targeted Digital Marketing Campaign
- Stakeholder Communication
- Impact and Future Directions

Following discussion, the Town Council directed to provide analytics on website engagement after interacting with the Explore Trophy Club campaign, explore financial impact options based on campaign advertising data, and deliver a summary report from Octagon's business contacts during their visit to Trophy Club.

ADJOURN

Mayor Tiffany adjourned the work session at 5:59 p.m.

CALL SPECIAL MEETING TO ORDER

Mayor Tiffany called the special meeting to order at 6:09 p.m.

CANVASS OF MAY 4, 2024, GENERAL ELECTION

2. Consider an ordinance canvassing the returns and declaring the results of a General Election held May 4, 2024, for the purpose of electing Council Member Places 3 and 4 and providing an effective date. (Tammy Dixon, Town Secretary)

Tammy Dixon, Town Secretary, stated the general election was held on Saturday, May 4, 2024, with 1215 ballots cast in the election (11.33%) and that each of the candidates received the following votes:

COUNCIL MEMBER PLACE 3

Candidate	Early Voting	Election Day	Total*	Percentage
Wendie Bailey	237	79	316	26.49%
Dennis Sheridan	660	217	877	73.51%

COUNCIL MEMBER PLACE 4

Candidate	Early Voting	Election Day	Total*	Percentage
Rhylan Rowe	455	148	603	51.19%
Garry Ash	420	155	575	48.81%

**Denton and Tarrant County total*

Ms. Dixon stated the elected members of the Town Council for Council Member Places 3 and 4, for a term of three years each, subject to taking the Oath of Office, were as follows:

- Council Member Place 3, Dennis Sheridan
- Council Member Place 4, Rhylan Rowe

Council Member Monger moved to approve Ordinance No. 2024-09 canvassing the returns and declaring the results of a General Election held May 4, 2024, for the purpose of electing Council Member Places 3 and 4 and providing an effective date.

Council Member Flynn seconded the motion. The caption of the ordinance reads as follows:

ORDINANCE NO. 2024-09

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, CANVASSING RETURNS AND DECLARING RESULTS OF A GENERAL ELECTION HELD MAY 4, 2024, FOR THE PURPOSE OF ELECTING COUNCIL MEMBER PLACES 3 AND 4, OF THE TOWN OF TROPHY CLUB, TEXAS; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Bauer, Sheridan, Tiffany, Monger, Oldham, Flynn

NAYES: None

ABSENT: Beach

VOTE: 6-0-1

3. Issue Certificates of Election and administer Oaths of Office to re-elected Council Member Place 3 Dennis Sheridan and newly elected Council Member Place 4 Rhylan Rowe. (Mayor Tiffany)

Mayor Tiffany issued the Certificate of Election to re-elected Council Member Place 3 Dennis Sheridan and Judge Eric Ransleben administered the Oath of Office.

Mayor Tiffany issued the Certificate of Election to newly elected Council Member Place 4 Rhylan Rowe and Judge Eric Ransleben administered the Oath of Office.

RECOGNITION OF AND REMARKS FROM OUTGOING COUNCIL MEMBER KARL MONGER

Karl Monger reflected on his tenure on the Town Council and spoke about his future endeavors to assist residents and veterans of Trophy Club. This was followed by remarks from Mayor Tiffany and other council members. Afterward, Mr. Monger left the dais. Mayor Tiffany honored outgoing Council Member Monger with tokens of appreciation that included a glass trophy, framed photo and personalized street sign.

Council Member Rowe took his seat at the dais.

REMARKS FROM RE-ELECTED/NEWLY ELECTED COUNCIL MEMBERS

Re-elected and newly elected Council Members Sheridan and Rowe shared comments relative to the election. Mayor Tiffany and other council members extended congratulations to each of them.

ADJOURN SPECIAL MEETING

Mayor Tiffany adjourned the special meeting at 6:34 p.m. and invited the audience to join in a light reception for the outgoing and incoming council members in the lobby.

CALL REGULAR MEETING TO ORDER

Mayor Tiffany called the regular meeting to order at 7:01 p.m.

INVOCATION

Pastor Joel Quilé, Bara Church, led the invocation.

PLEDGES

Council Member Sheridan led the Pledge of Allegiances to the American and Texas Flags.

PUBLIC COMMENTS

Sara Monger, 192 Durango, addressed the extension request for the Trophy Club Women's Club community garage sale permit, expressing gratitude to the Town Council and Staff for their support during adverse weather conditions.

COMMUNITY SPOTLIGHT

4. Recognition of retirement for Trophy Club Police Department's K-9 Officer Indy. (Patrick Arata, Police Chief)

Chief Arata recognized K9 Indy, along with Sergeant Sullivan, providing a recap of Indy's tenure with the town.

Sergeant Sullivan expressed his gratitude for the program and to K9 Indy, which was followed by a video highlighting K9 Indy's career with the town.

Council members expressed their appreciation to K9 Indy and stepped down from the dais for a group photo.

5. Working for You . . . Trophy Club

- a) Update from Town Council Members

Mayor Tiffany acknowledged letters she received from 7th Grade students at Medlin Middle School regarding government education. While addressed to her, she considered the sentiments expressed to encompass the entire council. She stated that she was invited to give a presentation to the students about the town's government on May 14, 2024.

Council Member Flynn commended the Trophy Club Women's Club for organizing, once again, another successful Art & Garden Festival that was held May 10-12, 2024. He stated despite adverse weather conditions on Sunday, their dedication and hard work was to be commended.

b) Update from Town Manager

Town Manager Wright provided the following updates:

- The final session of the Trophy Club Strategic Planning focus groups concluded last week marking the end of discussions on key focus areas, descriptions, and objectives. 44 residents participated in the focus groups and over 100 residents have completed surveys which will guide the plan's development moving forward.
- The special town council meeting scheduled for May 15, 2024, will be cancelled since the election was able to be canvassed during this meeting.
- May 16, 2024, 5:00 p.m., Crime Control and Prevention District Meeting
- May 16, 2024, 6:30 p.m., Economic Development Corporation Meeting.
- May 18, 2024, 8:00 a.m., Envision Complete Fitness Grand Opening
- May 19, 2024, 2:00 p.m., Small Business Showcase.
- May 20, 2024, 7:00 p.m., Parks and Recreation Board Meeting.
- May 27, 2024, 10:00 a.m., Memorial Day Celebration
- May 27, 2024, Town Office closed in observance of Memorial Day.

c) Quick Civic Tip

Town Attorney Dean Roggia provided an overview of the Economic Development Corporation (EDC), highlighting its governance under Chapters 501 and 505 of the Government Code, the collection of dedicated sales tax by the EDC, and explained the project approval process. He clarified that despite the EDC being a separate corporation, its budget and projects ultimately require Town Council approval.

CONSENT AGENDA

6. Consider approval of the April 22, 2024, Town Council Work Session and Regular Meeting Minutes. (Tammy Dixon, Town Secretary)
7. Consider approval of the April 26, 2024, Town Council Special Meeting Minutes. (Tammy Dixon, Town Secretary)
8. Consider authorizing the Town Manager to negotiate and execute an agreement with GovernmentJobs.com, Inc. for a three-year contract amount of \$29,017.08 (d/b/a NEOGOV) for an applicant tracking system. (Denise Deprato, Director of Human Resources) ***Item pulled from Consent.***

Council Member Sheridan moved to approve Consent Items 6-8. Council Member Bauer seconded the motion.

Council Member Flynn requested item 8 be pulled from Consent.

Council Member Sheridan amended his motion to approve Consent Items 6 and 7. Council Member Bauher seconded the motion.

VOTE ON MOTION

AYES: Bauer, Sheridan, Tiffany, Rowe, Oldham, Flynn

NAYES: None

ABSENT: Beach

VOTE: 6-0-1

8. Consider authorizing the Town Manager to negotiate and execute an agreement with GovernmentJobs.com, Inc. for a three-year contract amount of \$29,017.08 (d/b/a NEOGOV) for an applicant tracking system. (Denise Deprato, Director of Human Resources)

Council Member Flynn asked about past expenditures and the advantages offered by the new software.

Denise Deprato, Director of Human Resources, explained the differences between the software and answered other questions from the Town Council.

Council Member Flynn moved to authorize the Town Manager to negotiate and execute an agreement with GovernmentJobs.com, Inc. for a three-year contract amount of \$29,017.08 (d/b/a NEOGOV) for an applicant tracking system. Council Member Bauer seconded the motion.

VOTE ON MOTION

AYES: Bauer, Sheridan, Tiffany, Rowe, Oldham, Flynn

NAYES: None

ABSENT: Beach

VOTE: 6-0-1

PUBLIC HEARINGS

9. Conduct a public hearing and consider an ordinance amending the Town's Code of Ordinances, Section 1.08.001, Youth Programs Standards of Care, of Division 1, Generally of Article 1.08, Parks and Recreation, of Chapter 1, General Provisions updating the Standards of Care for Youth Recreation Programs. (Chase Ellis, Director of Parks and Recreation)

Mayor Tiffany opened the public hearing at 7:32 p.m.

Chase Ellis, Director of Parks and Recreation, provided an overview of the proposed amendments and explained the Standards of Care must be reviewed annually.

Mr. Ellis stated the Parks and Recreation Board unanimously recommended approval of the proposed ordinance.

No one spoke in favor or opposition.

Mayor Tiffany closed the public hearing at 7:36 p.m.

Council Member Rowe moved to approve Ordinance 2024-10 amending the Town's Code of Ordinances, Section 1.08.001, Youth Programs Standards of Care, of Division 1, Generally of Article 1.08, Parks and Recreation, of Chapter 1, General Provisions updating the Standards of Care for Youth Recreation Programs. Council Member Oldham seconded the motion. The caption reads as follows:

ORDINANCE 2024-10

AN ORDINANCE OF THE TOWN OF TROPHY CLUB, TEXAS, AMENDING SECTION 1.08.001 ENTITLED "YOUTH PROGRAMS STANDARDS OF CARE" OF CHAPTER 1, ARTICLE 1.08 "PARKS AND RECREATION", DIVISION 1 OF THE CODE OF ORDINANCES, TOWN OF TROPHY CLUB, TEXAS, TO AMEND AND ADOPT THE "YOUTH PROGRAMS STANDARDS OF CARE"; PROVIDING FOR INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENTS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Bauer, Sheridan, Tiffany, Rowe, Oldham, Flynn

NAYES: None

ABSENT: Beach

VOTE: 6-0-1

INDIVIDUAL ITEMS

- 10.** Consider the selection of a Mayor Pro Tem. (Brandon Wright, Town Manager)

Mayor Tiffany stated per the Town's Charter, the Council shall elect one of its members as Mayor Pro Tem at its first meeting after the election.

Mayor Tiffany stated the procedures for nominations would be as follows: She would call for nominations and any council member could nominate another council member (including themselves); for a nomination to proceed to a council vote, another council member needed to second the nomination; nominations would continue until no more nominations were put forward; following nominations, a vote would be called for each nomination in the order they were made until one receives a majority.

Mayor Tiffany asked for nominations for Mayor Pro Tem.

Council Member Sheridan nominated Council Member Flynn. Council Member Oldham seconded the nomination.

No further nominations were made.

Mayor Tiffany called for a vote on the nomination of Council Member Flynn as Mayor Pro Tem.

VOTE ON NOMINATION

AYES: Bauer, Sheridan, Tiffany, Rowe, Oldham, Flynn

NAYES: None

ABSENT: Beach

VOTE: 6-0-1

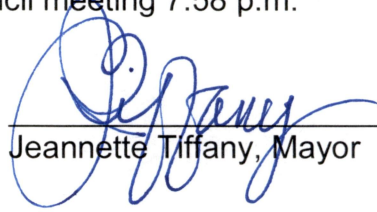
EXECUTIVE SESSION/REGULAR SESSION

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:39 p.m. and reconvened into Regular Session at 7:58 p.m. in accordance with the Texas Government Code regarding:

Section 551.071, Consultation with Town Attorney to seek legal advice regarding The Trophy Table Economic Development Agreement. **No Action Taken.**

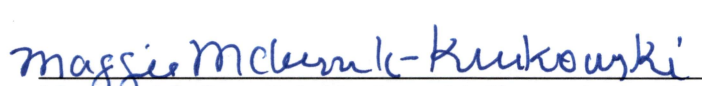
ADJOURNMENT

Mayor Tiffany adjourned the Town Council meeting 7:58 p.m.



Jeannette Tiffany, Mayor

Attest:



Maggie McCormick-Krukowski, Records Analyst