

Town of Trophy Club Town Council Meeting Minutes
July 22, 2024, 6:00 p.m., Work Session 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 6:00 p.m.

COUNCIL MEMBERS PRESENT

Jeannette Tiffany, Mayor
Stacey Bauer, Council Member Place 1
Jeff Beach, Council Member Place 2
Dennis Sheridan, Council Member Place 3
Rhylan Rowe, Council Member Place 4
LuAnne Oldham, Council Member Place 5

With the following member absent:

Steve Flynn, Mayor Pro Tem

STAFF MEMBERS PRESENT

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

WORK SESSION ITEM

1. Presentation and discussion on traffic improvements for Bobcat Boulevard.
(Brandon Wright, Town Manager)

Town Manager Wright gave a presentation on the traffic improvements for Bobcat Boulevard, highlighting and noting the following, and also answered questions from the Town Council:

- **Background:** In January 2024, the Town Council and Town Manager began evaluating traffic improvement options for Bobcat Boulevard between Trophy Club Drive and Marshall Creek Drive due to high traffic volumes from nearby schools.

- **Comprehensive Review:**

- Address traffic issues by gathering information and resident input for informed decision-making.
- Six-phase plan over eight months, involving traffic review, objective identification, solution development, Town Council debriefs, community input, and final presentation.

- **Progress and Objectives:**

- Phases 1 and 2 (traffic review and objective identification) were completed by February 2024.
- February 12, 2024, Work Session: Reviewed objectives including traffic flow enhancement, pedestrian safety, intersection improvements, and vehicle compliance at crosswalks.
- Phase 3: Solution development with Lee Engineering.
- Phase 4: Current Town Council Workshop to review solutions.

- **Lee Engineering Report:**

- Intersection Analysis: Assessed level of service (LOS) scores during peak hours, highlighting failing scores (E or F) at key intersections.
- Control Mechanism Impact: Proposed improvements (traffic guards, lights, roundabouts) to achieve passing LOS scores.
- Intersection Recommendations:
 - Marshall Creek at Bobcat: Single-lane roundabout.
 - Mid-Block between Marshall Creek and Parkview: Pedestrian hybrid beacon.
 - Parkview at Bobcat: Continue current crossing guards.
 - High School Driveway #4 at Bobcat: Crossing guard, new turn lane, crosswalk reconfiguration.
 - Bobcat at Trophy Club: Traffic signal control.

- **Community Input and Final Steps:**

- Resident feedback sessions and surveys starting the week of July 29.
- Final recommendations and community input to be presented at the Town Council Workshop on September 9, 2024.

Following the discussion, the Town Council provided the following feedback:

- Clarify the duration of the AM Peak and PM Peak hours.
- Ensure that the control solutions are adequately explained for community feedback purposes.
- Provide the time difference for traveling to an intersection with different score levels.

- Collaborate with NISD to clarify any potential differences to the safety storm shelter building at Byron Nelson High School due to the construction of the athletic field. Also, determine if there will be any changes to the entrance/exit areas or traffic patterns within the school district grounds.
- Include examples of attractive traffic lights for the group input sessions.

ADJOURN

Mayor Tiffany adjourned the work session at 6:54 p.m.

CALL REGULAR MEETING TO ORDER

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

INVOCATION

Rev. Bill Eason, Fellowship United Methodist Church, led the invocation.

PLEDGES

Council Member Beach led the Pledge of Allegiance to the American and Texas Flags.

PUBLIC COMMENTS

There were none.

COMMUNITY SPOTLIGHT

2. Working for You . . . Trophy Club

a) Update from Town Council Members

Mayor Tiffany highlighted the unique spirit and sense of community in Trophy Club, emphasizing the "unseen bridges" of trust, respect, compassion, encouragement, love, and shared memories that define the town. She expressed gratitude to residents for their engagement and contributions, thanked the council members for their dedication and advocacy, and praised the town staff and leadership for their commitment to the community's best interests. Noting positive feedback about the town's atmosphere, Mayor Tiffany reaffirmed her commitment to maintaining Trophy Club as a great place to call home and thanked everyone for their continued efforts and dedication.

Council Member Rowe expressed his gratitude to the staff for their hard work in organizing the 4th of July event. He recognized that it is a long day with a lot of work for everyone involved. He feels this event is the biggest community day in Trophy Club, and every year he is grateful for all the efforts put in. He thanked everyone for their long hours and dedication.

b) Update from Town Manager

Town Manager Wright provided the following updates:

- Community Pool Complex Public Engagement Event: The Town will host three Community Pool Public Engagement Events to gather citizen input on desired amenities and features for the community pool. Citizens can interact with Town officials and ParkHill consultants to share their vision. The events are scheduled for: July 29th, 8:45 am - 10:45 am; July 30th, 5:00 pm - 7:00 pm; and August 3rd, 1:00 pm - 3:00 pm (free swim day for residents).
- Bobcat Boulevard Project: As discussed in the Work Session, the Bobcat Boulevard Project is now in Phase V: Community Input and Surveys. Starting July 29th, a community survey will be distributed to gather feedback on the proposed solutions by Lee Engineering. Two public input sessions are scheduled at Town Hall to collect in-person feedback on July 30th, 3:00 pm and on July 31st, 6:00 pm.
- Upcoming Boards and Commissions Meetings
 - July 29, 2024, 6:00 p.m., Parks and Recreation Board Special Meeting
 - August 1, 2024, 6:00 p.m., Planning and Zoning Commission Meeting
- Upcoming Events
 - August 9-11, 2024, Tax-Free Weekend

c) Quick Civic Tip

Town Attorney Dean Roggia provided an overview of franchise utility work located in rights-of-way.

CONSENT AGENDA

3. Consider approval of the June 24, 2024, Town Council work session and regular meeting minutes. (Tammy Dixon, Town Secretary)
4. Consider a consolidated radio communications interlocal agreement between the Denton County Sheriff's Office and the Town of Trophy Club for the use of a radio communication system for FY 2025. (Patrick Arata, Police Chief)
5. Consider an ordinance amending the FY 2024 Budget to increase construction inspection fee revenue and professional engineering services in the Community Development Department by \$68,000 for additional construction inspection services related to Trophy Club residential developments. (Matt Cox, Community Development Director). The caption of the ordinance reads as follows:

ORDINANCE 2024-13

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, 2023, AND ENDING ON SEPTEMBER 30, 2024, AS ADOPTED BY ORDINANCE NO. 2023-15, AND AMENDED BY ORDINANCE NO. 2024-11, 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.

Council Member Sheridan moved to approve Consent Items 3-5. Council Member Beach seconded the motion.

VOTE ON MOTION

AYES: Bauer, Beach, Sheridan, Tiffany, Rowe, Oldham
NAYES: None
ABSENT: Flynn
VOTE: 6-0-1

INDIVIDUAL ITEMS

6. Presentation and discussion regarding an update from the arts commission ad hoc committee on the development of an arts commission in Trophy Club. (Tamara Smith, Assistant to the Town Manager)

Tamara Smith, Assistant to the Town Manager, provided an overview of the Arts and Culture Ad Hoc Committee, which was tasked with researching the creation of an Arts and Culture Commission within the town. This item was to provide an update to the Town Council.

Ms. Smith introduced Margie Reese; the consultant hired earlier this year to assist in facilitating this project. Ms. Reese has 45 years of experience in arts management.

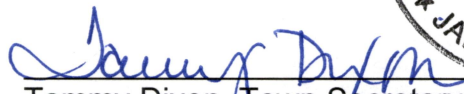
Ms. Reese shared highlights of her work with the ad hoc committee over several months. She acknowledged committee members and discussed their focus on creating a local arts agency, defining it as a nonprofit/government agency supporting arts in the community. In May, the committee conducted interviews with various stakeholders, including local artists and parks department staff, and toured town facilities to assess potential arts venues. They also examined funding opportunities and are crafting an inclusive mission statement. Ms. Reese emphasized the town's potential for a local arts agency and detailed plans for integrating arts with public schools and community programs, especially during summer. The Committee will continue to finalize its report and recommendations, which will be brought back to the Town Council at a future date.

Feedback from the council included clarifications on the committee's authority and the potential for using hotel tax funds for arts programming. The council appreciated the cultural focus and the historical documentation of the town's heritage, noting the importance of connecting the community through arts and preserving historical elements.

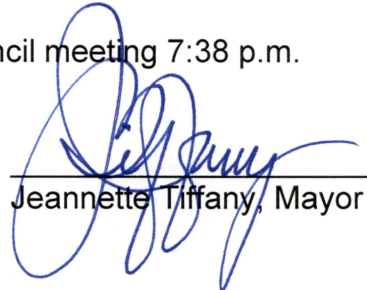
ADJOURNMENT

Mayor Tiffany adjourned the Town Council meeting 7:38 p.m.

Attest:


Tammy Dixon, Town Secretary




Jeannette Tiffany, Mayor