

Town of Trophy Club Town Council Meeting Minutes
September 23, 2024, 6:00 p.m., Work Session 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
Steve Flynn, Mayor Pro Tem
Stacey Bauer, Council Member Place 1
Jeff Beach, Council Member Place 2
Dennis Sheridan, Council Member Place 3
Rhylan Rowe, Council Member Place 4 (arrived at 6:03 p.m.)
LuAnne Oldham, Council Member Place 5

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
Tamara Smith, Assistant to the Town Manager

WORK SESSION ITEM

1. Presentation and discussion of survey results from the Bobcat Boulevard Traffic Survey as well as proposed traffic solutions. (Brandon Wright, Town Manager)

Town Manager Wright presented the results of the Bobcat Boulevard Traffic Survey and proposed traffic solutions to the Town Council. The survey gathered community feedback on various traffic concerns, particularly around school hours. Key findings included strong community opposition to installing traffic signals and a preference for roundabouts, particularly at Marshall Creek and Bobcat. He also outlined proposed solutions, including the addition of crossing guards, enhanced signage, and infrastructure improvements.

The Town Council directed staff to prioritize hiring and placement of crossing guards at key locations, and provide a timeline for implementation; review addition of signage along Bobcat Boulevard to enhance driver awareness and safety in school zones; Engage an engineering firm to develop initial design plans based on Lee

Engineering's recommendations; and ensure the engineering firm collaborates with the NISD engineering team to coordinate with the development of the stadium at Byron Nelson High School to coordinate traffic solutions effectively.

ADJOURN WORK SESSION

Mayor Tiffany adjourned the work session to order at 7:12 p.m.

CALL REGULAR MEETING TO ORDER

Mayor Tiffany called the regular meeting to order at 7:17 p.m.

INVOCATION

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

PLEDGES

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

PUBLIC COMMENTS

There was none.

COMMUNITY SPOTLIGHT

2. Trophy Club Tritons Swim Team

Coach Kim Lewis of the Trophy Club Tritons Swim Team shared the team's remarkable season, recent successes, and the hard work and dedication that led to their achievements. She highlighted the team's positive impact on the community, fostering youth development, fitness, and teamwork, which have become a source of community pride. Coach Lewis also expressed appreciation for the town's support and use of its facilities, and looks forward to continued collaboration in the future

Mayor Tiffany recognized Scout Troop 3286 who were in attendance to earn their Citizenship in the Community Merit Badge.

3. Working for You . . . Trophy Club

a) Update from Town Council Members

Council Member Oldham reported on attending the Metroport Lonestar Legislative Report meeting on September 13 at Texas Motor Speedway which featured presentations by Denton County Commissioner Andy Eads, Senator Kelly Hancock, Representatives Giovanni Capriglione and Ben Bumgarner, and others. Trophy Club officials remain

engaged with regional and state partners to advocate for legislative actions supporting the Town's community development.

Mayor Pro Tem Flynn expressed gratitude to Police Chief Arata and Fire Chief Wise for their ongoing commitment to the safety of Trophy Club. He commended their leadership and dedication, highlighting their consistent presence and efforts in ensuring the community remains safe for all residents.

Mayor Tiffany reported on her meeting with the Mayor and Town Manager of Westlake, discussing potential collaboration and partnership opportunities between the two communities. She also represented Trophy Club at a Tarrant County Mayors' event, where she highlighted the Town's progress and strengthened relationships with neighboring municipalities.

b) Update from Town Manager

Town Manager Wright provided the upcoming events and meetings:

- The Citizen Academy begins on September 30, 2024, offering residents an opportunity to learn about the operations of the police and fire departments.
- National Night Out will take place on October 1, 2024, encouraging neighborhoods to participate in the annual crime prevention event.
- The Fright Lights contest will run from October 1 to October 28, 2024, with residents creating Halloween-themed yard displays.
- Pet Fest is scheduled for October 5, 2024, celebrating pets with vendors and activities.
- Upcoming Boards and Commissions Meetings and Events
 - October 1, Arts and Culture Ad Hoc Committee
 - October 2, Animal Shelter Advisory Board, 6:00 p.m.
 - October 3, Planning and Zoning Commission

c) Quick Civic Tip

Town Attorney Roggia provided an overview on the budget amendment process. Budget amendments allow the Town Council to make necessary changes to the adopted budget when unexpected expenditures arise, such as emergencies or special projects. After the budget is initially approved through public hearings and ordinances, amendments can be made as outlined in state law (Chapter 102 of the Local Government Code) and the Town Charter (Section 9.13), ensuring funds are appropriately allocated.

CONSENT AGENDA

4. Consider approval of the August 26, 2024, Town Council work session and regular meeting minutes. (Tammy Dixon, Town Secretary)

5. Consider approval of the September 9, 2024, Town Council regular meeting minutes. (Tammy Dixon, Town Secretary)
6. Consider an ordinance accepting and approving an update of the Service and Assessment Plan and an updated Assessment Roll for the Town of Trophy Club Public Improvement District No. 1 ("PID) in compliance with Chapter 372 (Authorized Improvements Assessment). (April Duvall, Director of Finance). The caption of the ordinance reads as follows:

ORDINANCE NO. 2024-23

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, ACCEPTING AND APPROVING AN UPDATE OF THE SERVICE AND ASSESSMENT PLAN AND AN UPDATED ASSESSMENT ROLL FOR THE TOWN OF TROPHY CLUB PUBLIC IMPROVEMENT DISTRICT NO. 1 ("PID") IN COMPLIANCE WITH CHAPTER 372 (AUTHORIZED IMPROVEMENT ASSESSMENT); MAKING AND ADOPTING FINDINGS; PROVIDING FOR THE INCORPORATION OF FINDINGS; ACCEPTING AND APPROVING THE ANNUAL SERVICE AND ASSESSMENT PLAN UPDATE AND UPDATED ASSESSMENT ROLL FOR THE PID ATTACHED AS EXHIBIT "A" HERETO; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

7. Consider authorizing the Town Manager to negotiate and execute a professional services agreement with Tyler Technologies for permitting software updates to Energov in the amount of \$47,000. (Matt Cox, Director of Community Development)
8. Consider an ordinance amending the Fiscal Year 2024 Budget to allocate funding for a permitting software upgrade for the Community Development Department. (April Duvall, Director of Finance) The caption of the ordinance reads as follows:

ORDINANCE NO. 2024-24

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, ORDINANCE NO. 2024-13 AND ORDINANCE NO. 2024-20, 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.

9. Consider approval of the 2025 Town Council Meeting Calendar. (Tammy Dixon, Town Secretary)

Council Member Beach moved to approve Consent Items 4-9. Council Member Oldham seconded the motion.

VOTE ON MOTION

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

NAYES: None

VOTE: 7-0

PUBLIC HEARINGS

10. Conduct a public hearing and consider an ordinance accepting and approving a service and assessment plan for authorized services (Emergency Services) and an assessment roll for the Town of Trophy Club Public Improvement District No. 1 (The Highlands at Trophy Club); making a finding of special benefit of the property in the district; levying special assessments against property with the district; providing for payment of the assessments in accordance with Chapter 372, Texas Local Government Code. (April Duvall, Director of Finance)

Mayor Tiffany opened the public hearing at 7:41 p.m.

Ms. Duvall presented the annual Service Plan update for Public Improvement District (PID) #1 and Emergency Services District. Mr. Jonathan Saba, representing the PID administrator David Taussig & Associates, was available to answer any questions.

No one spoke in favor or opposition.

Mayor Tiffany closed the public hearing at 7:41 p.m.

Council Member Beach moved to approve Ordinance No. 2024-25 accepting and approving a service and assessment plan for authorized services (Emergency Services) and an assessment roll for the Town of Trophy Club Public Improvement District No. 1 (The Highlands at Trophy Club); making a finding of special benefit of the property in the district; levying special assessments against property with the district; providing for payment of the assessments in accordance with Chapter 372, Texas Local Government Code. Council Member Bauer seconded the motion. The caption of the ordinance reads as follows:

ORDINANCE NO. 2024-25

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, ACCEPTING AND APPROVING A SERVICE AND ASSESSMENT PLAN FOR AUTHORIZED SERVICES (EMERGENCY SERVICES) AND AN ASSESSMENT ROLL FOR THE TOWN OF TROPHY CLUB PUBLIC IMPROVEMENT DISTRICT NO. 1 (THE HIGHLANDS AT TROPHY CLUB); MAKING A FINDING OF SPECIAL BENEFIT TO THE PROPERTY IN THE DISTRICT; LEVYING SPECIAL ASSESSMENTS AGAINST PROPERTY WITHIN THE DISTRICT; PROVIDING FOR PAYMENT OF THE ASSESSMENTS IN ACCORDANCE WITH CHAPTER 372, TEXAS LOCAL GOVERNMENT CODE, AS AMENDED; PROVIDING FOR THE METHOD OF ASSESSMENT AND THE PAYMENT OF THE ASSESSMENT; PROVIDING PENALTIES AND INTEREST ON DELINQUENT ASSESSMENTS; PROVIDING A

CUMULATIVE REPEALER CLAUSE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION

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

NAYES: None

VOTE: 7-0

11. Case SUP-24-003 (Pour Sports Alcohol Use) Conduct a public hearing and consider an ordinance granting a specific use permit for alcohol beverage sales on-premises consumption in conjunction with restaurant use at Pour Sports Restaurant located at 2230 SH 114 Suite 500, Trophy Club, Denton County, Texas. (Matt Cox, Director of Community Development)

Mayor Tiffany opened the public hearing at 7:42 p.m.

Mr. Cox presented the application noting it complies with town ordinances and TABC regulations, and the Chief of Police raised no objections. The Planning and Zoning Commission unanimously recommended approval, and staff also supports the request.

No one spoke in favor or opposition.

Mayor Tiffany closed the public hearing at 7:44 p.m.

Council Member Rowe moved to approve Ordinance No. 2024-26 granting a specific use permit for alcohol beverage sales on-premises consumption in conjunction with restaurant use at Pour Sports Restaurant located at 2230 SH 114 Suite 500, Trophy Club, Denton County, Texas. Mayor Pro Tem Flynn seconded the motion. The caption of the ordinance reads as follows:

ORDINANCE NO. 2024-26

AN ORDINANCE OF THE TOWN OF TROPHY CLUB, TEXAS APPROVING A SPECIFIC USE PERMIT FOR ALCOHOLIC BEVERAGE SALES FOR ON-PREMISES CONSUMPTION IN CONJUNCTION WITH A RESTAURANT USE OPERATED BY POUR SPORTS RESTAURANT, 2230 E SH 114 #500 OF TC TOWN CENTER, WITHIN PD PLANNED DEVELOPMENT NO. 30; PROVIDING FOR INCORPORATION OF PREMISES; PROVIDING APPLICABLE REGULATIONS, DISCONTINUATION, & REVOCATION; PROVIDING A SAVINGS AND REPEALER 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; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Bauer, Beach, Flynn, Sheridan, Tiffany, Rowe, Oldham
NAYES: None
VOTE: 7-0

INDIVIDUAL ITEMS

12. Case ME-24-002 (Pour Sports Sign Meritorious Exception) Consider a meritorious exception to install a non-conforming sign at Pour Sports Restaurant, generally located at the northeast corner of SH 114 and Trophy Club Drive addressed as 2230 SH 114 Suite 500, Trophy Club, Denton County, Texas. (Matt Cox, Director of Community Development)

Mr. Cox presented the item for the meritorious exception for Pour Sports' new signs, which do not meet the PD-30 requirements. The Planning and Zoning Commission reviewed the application on September 5 and unanimously recommended approval.

Anthony Smith, the applicant, answered questions from the Town Council.

Council Member Sheridan moved to approve a meritorious exception to install a non-conforming sign at Pour Sports Restaurant, generally located at the northeast corner of SH 114 and Trophy Club Drive addressed as 2230 SH 114 Suite 500, Trophy Club, Denton County, Texas. Council Member Bauer seconded the motion.

VOTE ON MOTION

AYES: Bauer, Beach, Flynn, Sheridan, Tiffany, Rowe, Oldham
NAYES: None
VOTE: 7-0

13. Consider an ordinance of the Town Council amending Appendix A "Fee Schedule", Article A1.000, Section A1.014 "Water and Wastewater Fees for Public Improvement District No. 1" to establish fees and rates for water and sewer services to customers within the service area. (April Duvall, Director of Finance)

Ms. Duvall explained the Town received notice of a 2% water rate increase from Trophy Club Municipal Utility District No. 1, effective October 1, 2024. The increase is a pass-through from the City of Fort Worth and affects only the volumetric rates. She provided current and proposed rate details.

Council Member Beach moved to approve Ordinance No. 2024-27 amending Appendix A "Fee Schedule", Article A1.000, Section A1.014 "Water and Wastewater Fees for Public Improvement District No. 1" to establish fees and rates for water and sewer services to customers within the service area. Mayor Pro Tem Flynn seconded the motion. The caption of the ordinance reads as follows:

ORDINANCE NO. 2024-27

AN ORDINANCE OF THE TOWN OF TROPHY CLUB, TEXAS, AMENDING SUBSECTION (D)(2) “VOLUMETRIC RATES”, OF SECTION A1.014 “WATER AND WASTEWATER FEES FOR PUBLIC IMPROVEMENT DISTRICT NO. 1”, OF ARTICLE A1.000 “GENERAL PROVISIONS”, OF APPENDIX A “FEE SCHEDULE”, OF THE CODE OF ORDINANCES, TOWN OF TROPHY CLUB, TEXAS; PROVIDING FOR INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENT; PROVIDING THIS ORDINANCE IS CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) 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: Bauer, Beach, Flynn, Sheridan, Tiffany, Rowe, Oldham

NAYES: None

VOTE: 7-0

14. Consider a resolution appointing members to the Animal Shelter Advisory Board, Crime Control and Prevention District Board, Economic Development Corporation Board, Ethics Review Commission, Parks and Recreation Board, Planning and Zoning Commission, and Zoning Board of Adjustment as recommended by the Town Council Appointments Committee. (Tammy Dixon, Town Secretary)

Mayor Tiffany praised the growing number of highly qualified applicants the Town received and noted the improvements in the selection process. She mentioned the process has become more professional and streamlined, improving communication with applicants.

Council Member Oldham echoed the mayor's comments, stating that it was difficult to choose from such excellent candidates. She emphasized the importance of bringing in new members while balancing experienced members.

Council Member Beach commented on the new application process, noting that it has been well streamlined and effective.

Council Member Oldham moved to approve Resolution 2024-18 appointing members to the Animal Shelter Advisory Board, Crime Control and Prevention District Board, Economic Development Corporation Board, Ethics Review Commission, Parks and Recreation Board, Planning and Zoning Commission, and Zoning Board of Adjustment as recommended. Council Member Beach seconded the motion. The caption of the resolution reads as follows:

RESOLUTION NO. 2024-18

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, PROVIDING FOR THE APPOINTMENT OF MEMBERS TO SERVE ON THE ANIMAL SHELTER ADVISORY BOARD; CRIME CONTROL AND PREVENTION DISTRICT BOARD; ECONOMIC DEVELOPMENT CORPORATION BOARD; ETHICS REVIEW COMMISSION; PARKS AND RECREATION BOARD; PLANNING AND ZONING COMMISSION; AND ZONING BOARD OF ADJUSTMENT; DESIGNATING TERMS OF SERVICE; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION

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

NAYES: None

VOTE: 7-0

EXECUTIVE SESSION/OPEN SESSION

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:59 p.m. and reconvened into Regular Session at 8:37 p.m. in accordance with the Texas Government Code regarding: Section 551.074 Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: 1) Town Secretary.

No Action Taken.

ADJOURNMENT

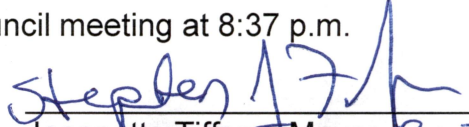
Mayor Tiffany adjourned the Town Council meeting at 8:37 p.m.

Attest:



Tammy Dixon, Town Secretary





Jeannette Tiffany, Mayor Pro Tem

Stephen Flynn,