

Town of Trophy Club Town Council Meeting Minutes
January 23, 2025, 12:30 p.m., Town Council Retreat
Metroport Chamber of Commerce, Texas Boardroom
381 W. Byron Nelson Boulevard, Roanoke, TX 76262

CALL TO ORDER

Mayor Tiffany called the retreat to order at 1:01 p.m.

COUNCIL MEMBERS PRESENT

Jeannette Tiffany, Mayor
Steve Flynn, Mayor Pro Tem (*arrived at 1:50 p.m.*)
Stacey Bauer, Council Member Place 1 (*left at 3:35 p.m.*)
Jeff Beach, Council Member Place 2
Dennis Sheridan, Council Member Place 3
Rhylan Rowe, Council Member Place 4 (*arrived at 3:44 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
Chase Ellis, Director of Parks and Recreation
Jill Lind, Director of Communications and Marketing
Matt Cox, Director of Community Development
Denise Deprato, Director of Human Resources
Tamara Smith, Assistant to the Town Manager

OTHERS PRESENT

Thomas Gwosdz, The Gwosdz Law Firm, PLLC

PUBLIC COMMENTS

There were none.

ITEMS

1. Conduct Town Council Training on Roberts Rules of Order.

Mr. Gwosdz provided training on strategies to streamline meetings, focusing on internal and external factors affecting meeting length. Key topics included structuring agendas effectively, managing citizen comments, utilizing an Agenda Information Memo for clarity, and applying Robert's Rules of Order for motions, deliberation, and voting. He emphasized maintaining order through proper gavel use, keeping discussions focused,

and addressing procedural irregularities. The session also covered best practices for ending lengthy debates and adopting local rules to improve efficiency.

Mayor Tiffany recessed the meeting at 3:05 p.m. for a break and reconvened at 3:35 p.m.

2. Discussion on updates regarding the FY 2025 Business Plan.

A progress update on the FY 2025 Business Plan was presented, reviewing the quarterly status of work plan items related to the Strategic Objectives. Key initiatives discussed included public safety, parks and recreation, infrastructure maintenance, senior housing regulations, and redevelopment strategies. The discussion focused on enhancing emergency management, improving traffic and mobility safety, and promoting responsible golf cart usage.

Additionally, updates were provided on the development of a comprehensive Parks & Recreation Master Plan, emphasizing community engagement and long-term planning. The Council reviewed the status of these initiatives to ensure continued progress toward the town's strategic goals.

3. Discussion on FY 2026 Budget Preparation.

A presentation was provided outlining key components of the FY 2026 budget planning process, including:

- Preliminary Budget Calendar
- Tax Rate History
- Compensation Review & Proposed Increases
- FY 2025 Budget Projections
- Equipment Replacement for FY 2025 & FY 2026
- Capital Projects (Current & FY 2026)
- Tax Rate Goals
- CIP/Business Plan Projects

The Council discussed budget priorities, funding strategies, and next steps in the budget preparation process. Staff was instructed to prepare department budgets assuming a tax rate adoption at the voter approval tax rate as well as an interest and sinking fund rate not to exceed 10.5 cents per \$100 of taxable valuation.

EXECUTIVE SESSION/OPEN SESSION

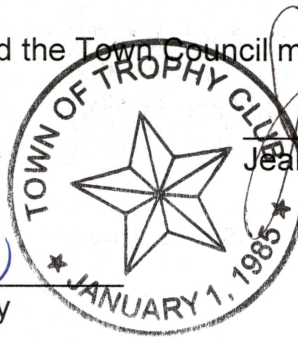
Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 5:00 p.m. and reconvened into Open Session at 5:47 p.m. in accordance with the Texas Government Code regarding: Section 551.071 Consultation with the Town Attorney to seek legal advice regarding Trophy Club Municipal Utility District #1 boundary expansion, including transferring and/or accepting water, sewer, and fire assets, and any and all legal matters related thereto. **No Action Taken.**

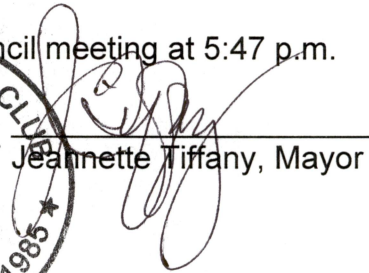
ADJOURNMENT

Mayor Tiffany adjourned the Town Council meeting at 5:47 p.m.

Attest:


Tammy Dixon, Town Secretary




Jeannette Tiffany, Mayor