



TOWN OF TROPHY CLUB

1 Trophy Wood Drive
Trophy Club, Texas 76262

MEETING AGENDA

TOWN COUNCIL

This agenda was amended by
adding an Executive Session Item

May 27, 2025

6:00 PM

Council Chambers

CALL WORK SESSION TO ORDER AND ANNOUNCE A QUORUM

WORK SESSION ITEM

1. Presentation and discussion regarding the Tax Increment Reinvestment Zone economic development tool, the status of the Town's Tax Increment Reinvestment Zone #1 (TIRZ #1), and the potential use of TIRZ #1 to fund improvements to the area identified in the Small Area Plan. (April Duvall, Director of Finance)

ADJOURN WORK SESSION

CALL REGULAR MEETING TO ORDER (immediately following Work Session or 7:00 p.m., whichever is later)

INVOCATION led by Rev. Bill Eason, Fellowship United Methodist Church

PLEDGES led by Council Member

Pledge of Allegiance to the American Flag

Pledge of Allegiance to the Texas Flag

PUBLIC COMMENT(S)

This is an opportunity for citizens to address the Council on any matter pursuant to Texas Government Code 551.007. The Council is not permitted to discuss or take action on any presentations made concerning matters that are not listed on the agenda. Presentations are limited to matters over which the Council has authority. Speakers have up to three (3) minutes or the time limit determined by the Presiding Officer. Each speaker is requested to complete the Speaker's Form prior to speaking or may email mayorandcouncil@trophyclub.org

COMMUNITY SPOTLIGHT

2. Receive Annual Update from Metroport Chamber (Sally Aldridge, President & CEO)
3. Presentation by Denton County MHMR. (Pam Gutierrez, MHMR Executive Director)

4. Presentation by Community Waste Disposal (CWD), the Town's new solid waste provider effective June 1, 2025. (Wanda Smith, Municipal Coordinator)
5. Working for You... Trophy Club
 - a) Update from Town Council Members
 - b) Update from Town Manager (Brandon Wright, Town Manager)

CONSENT AGENDA

This part of the agenda consists of non-controversial, or "housekeeping" items required by law. Items may be removed from Consent by any council member by making such request prior to a motion and vote.

6. Consider approval of the May 12, 2025, special meeting minutes and the May 12, 2025, work session and regular meeting minutes. (Tammy Dixon, Town Secretary)
7. Consider authorizing the Town Manager to negotiate and execute a purchase agreement with Delta Fire & Safety for personal protective equipment in the amount of \$45,352.74. (Jason Wise, Fire Chief)
8. Consider authorizing the Town Manager to negotiate and execute a purchase agreement with Zimmerman Kubota & Equipment for three (3) utility vehicles in the amount of \$59,810.07. (Chase Ellis, Director of Parks & Recreation)
9. Consider authorizing the Town Manager to negotiate and execute a annual contract with Manning Concrete, including three 1-year renewals, to remove and replace existing sidewalks in an annual amount not to exceed \$150,000. (Matt Cox, Director of Community Development)

INDIVIDUAL ITEMS

EXECUTIVE SESSION

Pursuant to Section 551.071 of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Town Council will recess into executive session to discuss the following:

- a. Consultation with the Town Attorney to seek legal advice regarding pending litigation or a settlement offer for Cause No. 25-1622-442, *The Town of Trophy Club, Texas v. Betensh LLC d/b/a Chi Kung Foot Spa, et al.*, and any and all legal matters related thereto.

RECONVENE REGULAR SESSION

Reconvene into Regular Session and take any action deemed necessary as a result of Executive Session.

ADJOURN

The Town Council may convene into executive session to discuss posted items as allowed by Texas Government Code Sections 551.071 through 551.076 and Section 551.087.

CERTIFICATION

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Trophy Club, Texas, in a place convenient and readily accessible to the general public at all times on the following date and time: May 22, 2025, at 2:50 p.m. and said Notice of Meeting was also posted concurrently on the Town's website in accordance with Texas Government Code Ch. 551 at least 72 hours prior to the scheduled time of said meeting.

/s/ Tammy Dixon
Tammy Dixon, Town Secretary

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 6822372900, 48 hours in advance, and reasonable accommodations will be made to assist you.



TOWN COUNCIL COMMUNICATION

MEETING DATE: May 27, 2025

FROM: April Duvall, Director of Finance

AGENDA ITEM: Presentation and discussion regarding the Tax Increment Reinvestment Zone economic development tool, the status of the Town's Tax Increment Reinvestment Zone #1 (TIRZ #1), and the potential use of TIRZ #1 to fund improvements to the area identified in the Small Area Plan. (April Duvall, Director of Finance)

BACKGROUND/SUMMARY: The presentation reviews the Tax Increment Reinvestment Zone (TIRZ) economic development tool, which is a designated area established to attract investment and redevelopment by using the increase in property tax revenues, referred to as the tax increment, to fund public infrastructure projects. Once a TIRZ is created, a base property value is established; as property values rise due to development, the difference between the current and base value is captured. Taxes generated from this increment are placed into a dedicated fund, which finances economic development incentives and improvements such as roads and utilities within the zone. When the TIRZ expires, all tax revenues revert to the general taxing authorities.

Trophy Club officially created its TIRZ #1 in 2013 through Ordinance 2013-23, following earlier groundwork laid in 2007. The zone encompasses the area around Trophy Wood Drive and State Highway 114 and is set to expire in 2034 or earlier under specific conditions. The TIRZ has supported development through specific developer agreements. For example, the Bread Winners and HG Sply projects were reimbursed based on a percentage of the zone's incremental revenue, with final payments made in December 2024 totaling \$1,047,334. As of the end of 2024, the TIRZ fund balance was approximately \$70,000.

The presentation connects the TIRZ mechanism to the broader Small Area Plan, which covers significant portions of land already within TIRZ #1. It emphasizes that the same financing model used in prior developments, using TIRZ-generated revenues for reimbursements or infrastructure costs, can be extended to support future projects. The TIRZ boundary could be expanded to encompass more of the Small Area Plan area, pending approval by the TIRZ Board and Town Council. In addition to TIRZ funds, the Economic Development Corporation tax revenue stands as a supplemental funding source. As of September 30, 2024, the Economic Development Corporation fund balance stood at nearly \$2.5 million.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Presentation

ACTIONS/OPTIONS:

This agenda item is being presented for discussion and feedback purposes only. The Town Council will not take action regarding this item during the Workshop.



Trophy Club Tax Increment Reinvestment Zone (TIRZ)

Town Council Workshop
May 27, 2025

What is a TIRZ?

A Tax Increment Reinvestment Zone (TIRZ) is a designated area established to encourage new investment and redevelopment.

It works by capturing a percentage of the real property tax revenue (tax increments) generated from increased property values within the zone and reinvesting it to fund public improvements such as infrastructure, streets, and utilities, and other eligible projects.

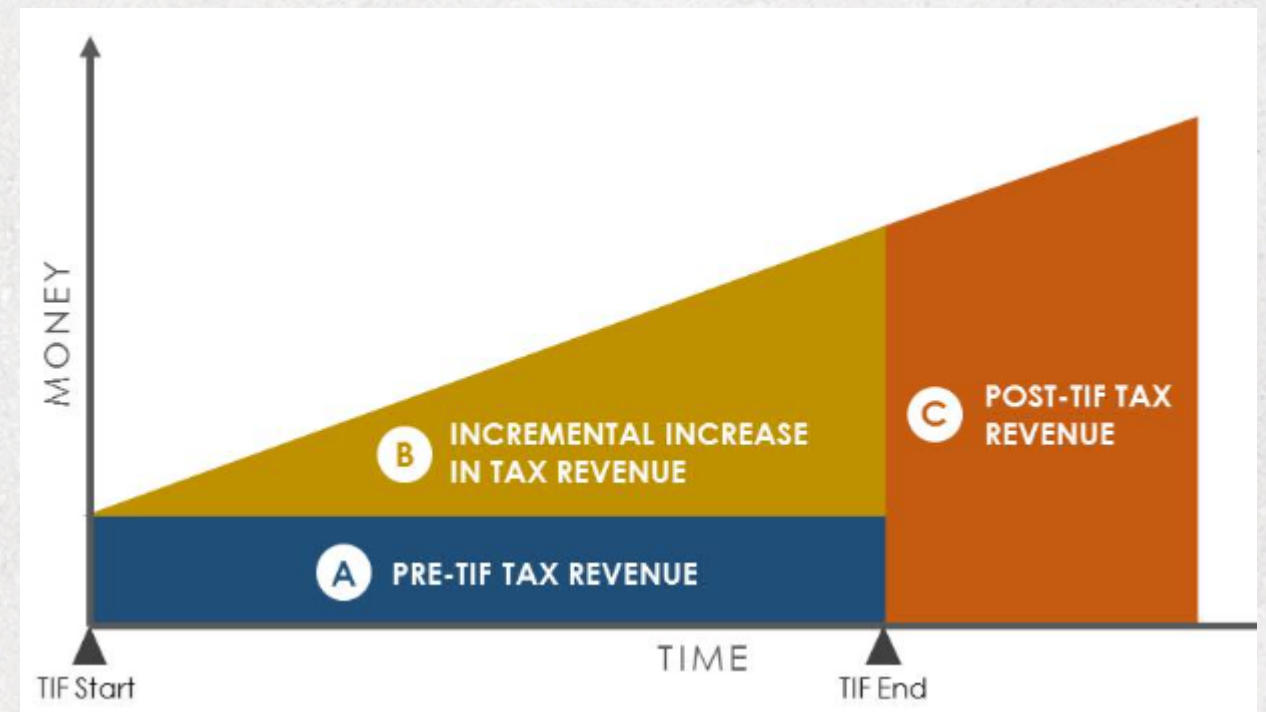
A TIRZ helps stimulate growth in areas that may not otherwise attract timely private development.

What is Tax Increment?

When a Town creates a TIRZ, a record is made of all taxable value of property within that zone.

The year the TIRZ is created is the **base year**. The appraised value of property within the zone during the base year is the base value.

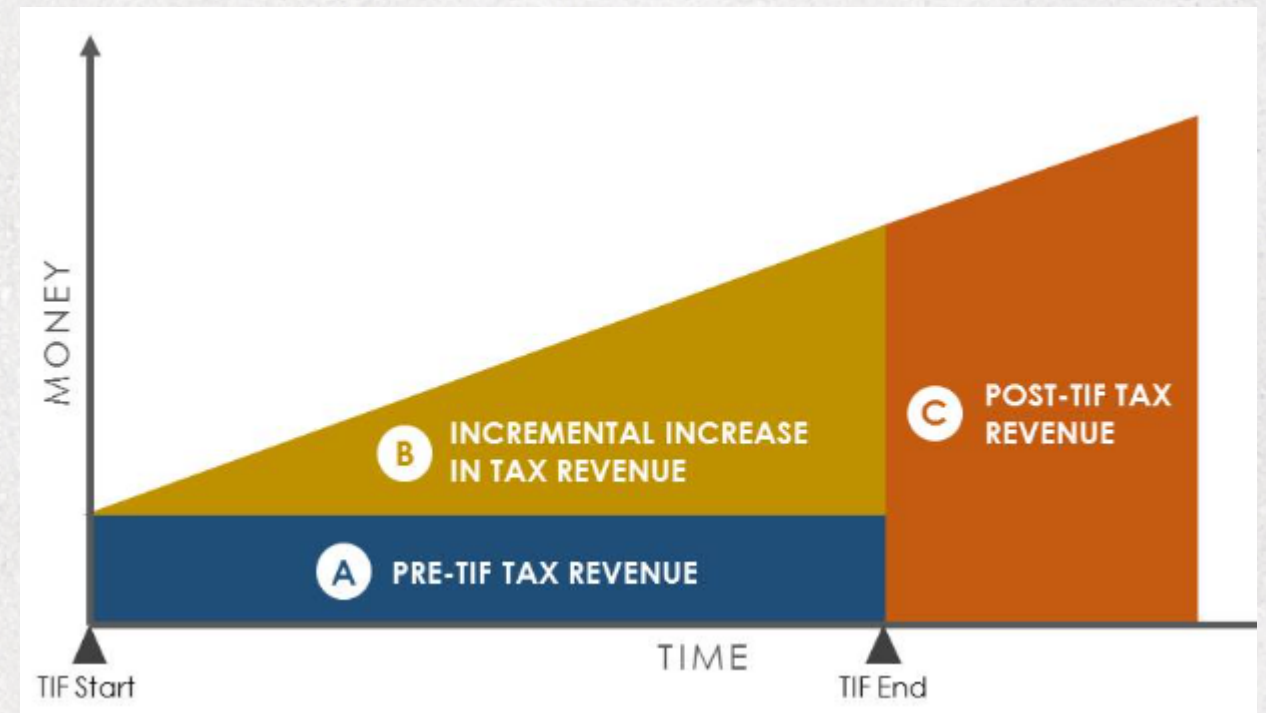
As development or redevelopment occurs, the appraised value of the property in the zone should increase. The difference between the increased appraised value and the base value is the **captured appraised value**.



What is Tax Increment?

The portion of taxes collected on the captured appraised value, or **Tax Increment**, is deposited into a specific fund to be used only for approved projects that are part of the project plan.

When the TIRZ ends, all taxes from the zone are directed back to the taxing units.



Trophy Club TIRZ Creation

- **2007: Resolution 2007-01 laid groundwork with tax abatement guidelines.**
- **2013: Ordinance 2013-23 officially created Reinvestment Zone Number One.**
- **2014: Ordinance 2014-01 approved the Project and Financing Plan.**
- **2016: Ordinance 2016-24 amended the budget and incentive agreements.**



Trophy Club TIRZ#1

Effective Date: August 19, 2013 after adoption of Ordinance 2013-23

Expiration Date: The earlier of (i) December 31, 2034 or an earlier termination date designated by an ordinance adopted after the effective date of this Ordinance or (ii) the date on which all project costs, tax increment bonds and interest on those bonds have been paid in full.

TIRZ Boundaries

Encompasses
the area
around
Trophy Wood
Drive and
State
Highway 114



Initially the TIRZ board was an independent board of 5 members

August 2024 – Town Council discussed aligning TIRZ board membership with Town Council – No action was taken

Approved Uses

- **Public infrastructure improvements**
- **Incentive agreements for development**
- **Administrative costs related to TIRZ operation**

TIRZ Developer Agreements

Tract 2, Lot 2R-2 (Bread Winners) with developer OTD, TC, LLC

Zone will pay to Developer the Zone Reimbursement at a rate of 22.4966% of total incremental revenue generated from the entire Zone for twenty (20) years, or until such time as a maximum principle amount of \$592,667.89 and all interest which Developer had paid to a third party, is paid to Developer in Zone Reimbursements, whichever occurs first. Such payments shall be collateral and made annually in December.

Tract 1, Lots 1 and 2 (HG Sply) with developer OTD TC Compound, LLC

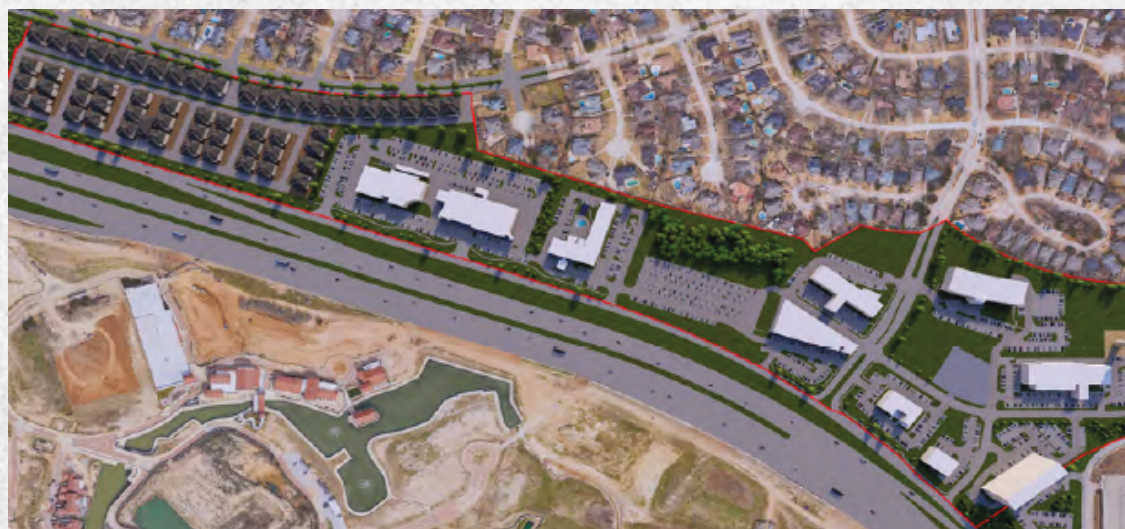
Zone will pay to Developer the Zone Reimbursement at a rate of 12.5034% of total incremental revenue generated from the entire Zone for twenty (20) years, or until such time as a maximum principle amount of \$407,332.11 and all interest which Developer had paid to a third party accumulated is paid to developer in zone reimbursements, whichever occurs first. Such payments shall be made annually in December.

Final payment fulfilling the commitment of the TIRZ paid in December 2024 – Final funds disbursed \$1,047,334.

**TIRZ Fund balance as of 12/31/2024 approx.
\$70,000**

Small Area Plan | TIRZ Financing

1. A significant portion of the land within the Small Area Plan Project falls under the boundaries of TIRZ #1.



2. TIRZ is a tool to encourage new development and redevelopment.

Small Area Plan | TIRZ FINANCING

3. Similar to reimbursement incentives that created the HG Sply & Hutchins BBQ developments, future development or redevelopment within the TIRZ zone can be offset by tax increment generated from within that zone.
4. TIRZ zone boundaries can be expanded with approval from the TIRZ Board and the Town Council to include all areas within the Small Area Plan boundaries, and other areas designated by the Council.
5. Future use of TIRZ revenues to support development or redevelopment are determined by the TIRZ Board and Town Council.

Small Area Plan | TIRZ FINANCING

6. TIRZ revenue can be used to pay for business incentives or infrastructure costs (such as roads, walking paths, or parking ramps).
7. Another source available to fund development or redevelopment within the Small Area Plan area is the Economic Development Corporation tax revenue.
 - September 30, 2024 Fund Balance = \$2,496,037



Questions?



[social media](#) | [email](#) | [website](#)



State of the Chamber

May 27, 2025





We are **YOUR** Business Community!

Connecting the Alliance Region Since 1988

Non-profit Organization

We are a 501(c)6 non-profit organization.

MISSION – Create, promote and enhance opportunity and growth for the business community

VISION – To positively impact leadership, stewardship and business relationships through collaboration of all communities in our Metroport region

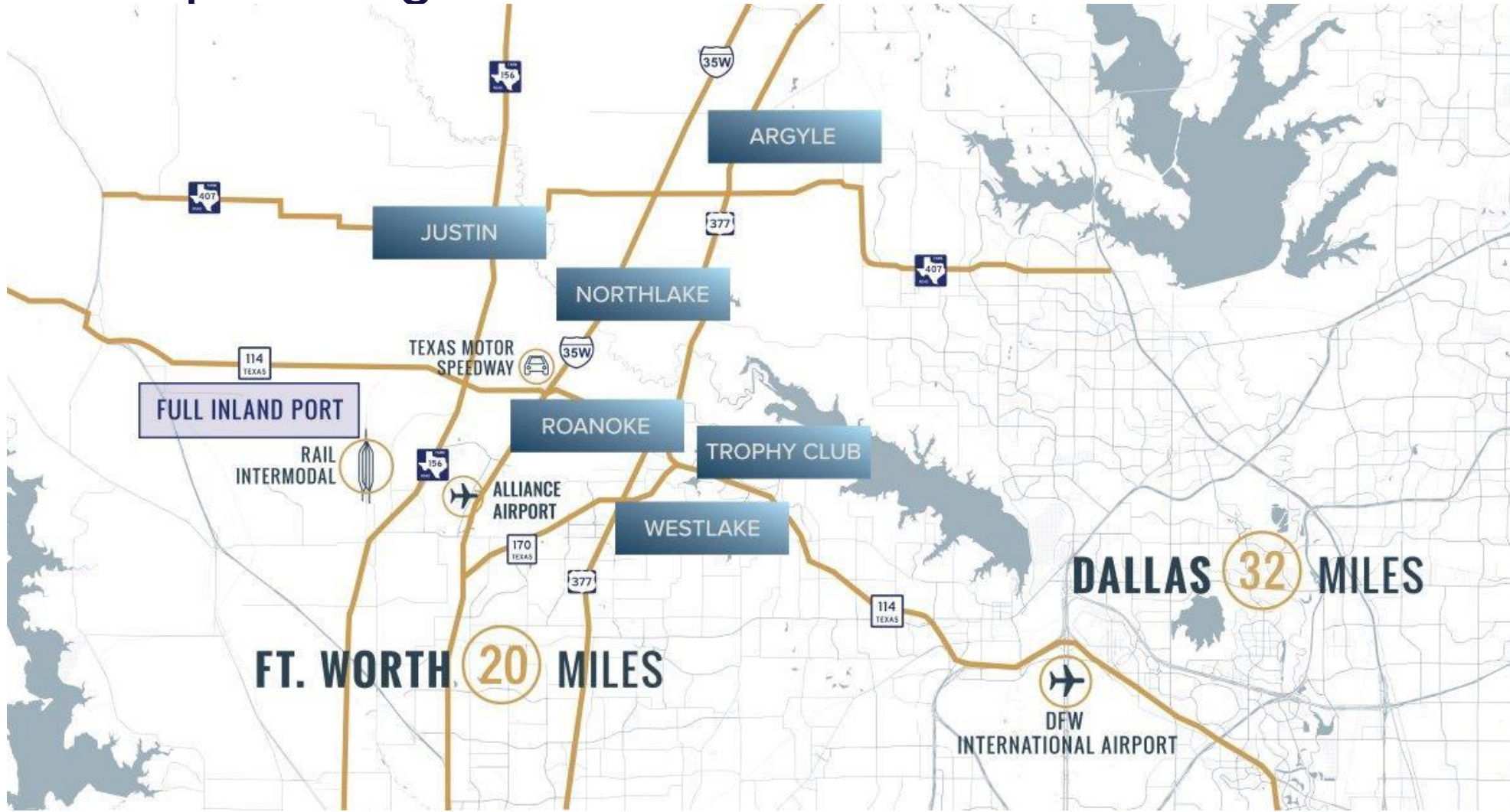
VALUE – Through leadership and integrity we promote unity and excellence



Chamber Facts



The Metroport Region



Chamber Facts

- Fortune 500 / Global 500
- Mid-sized companies
- Small businesses, start-ups, entrepreneurs
- Non-profit



Chamber Facts



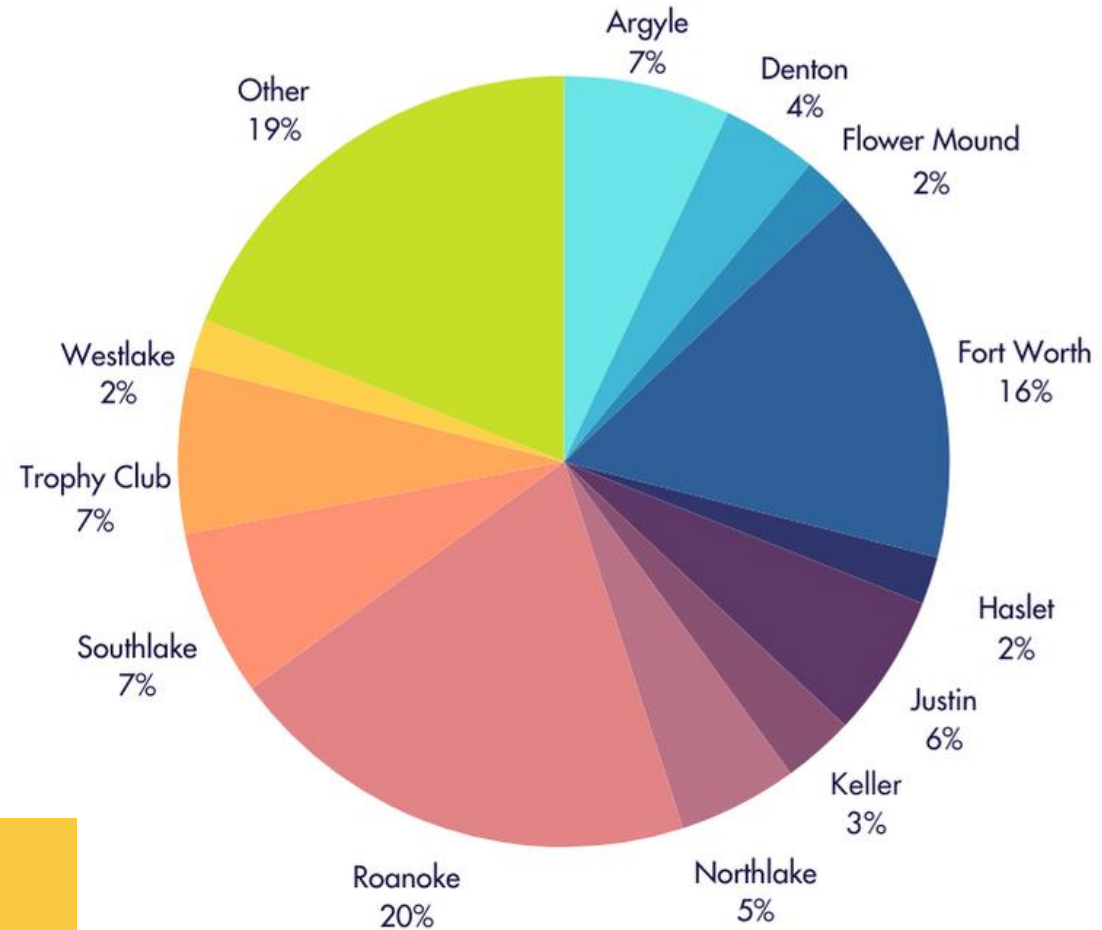
Members by Community

Regional Chamber:

Made up of local businesses **in our communities & those wanting to do business in our communities**

The chamber is comprised of members from 49 different communities.

members **BY COMMUNITY**





We Connect **YOU** to the Region!

NETWORKING

PROMOTION

EDUCATION

ADVOCACY

Programs | Networking

- Ambassadors – Currently 52 Ambassadors
- **MORNING:** Business Builder Networking Coffees (FREE Admission)
- **NOON:** Networking@Noon (FREE Admission)
- **AFTER HOURS:** Metroport Mixers (FREE Admission)
- Membership Luncheons
- Ribbon Cuttings
- Annual International Group Trip
- Signature Events:
 - Alliance Development Forum / Golf Classic
 - Lone Star Legislative Report / The Taste



Programs | Digital Networking

- Chamber Facebook Group: 583 Members
- Metroport Chamber Facebook Followers: 3,145
- Digital connections lead to in-person conversations



Join Here



Programs | Education



- **Advanced Leadership:** Regional Advantage Leadership Program
- **Personal & Professional Development:** Women In Business
- **Small Biz Training:** B.E.T. on Your Future! Business | Education | Training



Programs | Promotion

- Ribbon Cuttings
- Online Directory
- Market Tables Member Luncheons
- Marketplace Ads
- Facebook Group Posts
- Exhibit Tables at Signature Events
- Hot Deals | Member to Member Deals
- Sponsorships
- Publications



Programs | Advocacy

- State of the Communities Address
- Lone Star Legislative Report
- Regional Advantage Leadership Class
- Denton & Tarrant County Days



ED Initiatives

- Strategic Plan
- ED meetings with communities
- Business & Residential Relocation Guide
- Website – *MetroportChamber.org*
- Regional Video
- Regional Comprehensive Plan



Chamber Office Building



Use of Building
Member-Only
Benefit

Our Location!
381 W. Byron Nelson Blvd., Roanoke
Co-Working and Lease Offices Available

Member-only Metroport Commons

Monday – Thursday | 9 AM – 5 PM



Member Meeting Space Rental



A/V equipment included

Small: \$25 / hour or \$100 / full day

Medium: \$50 / hour or \$200 / full day

Boardroom: \$250 / half day or \$500 / full day



12 Lease Offices



- Approx. 170-sf office suites
- 1 or 2 person capacity, fully furnished
- 24-hour key card access; lockable secure offices
- In-office thermostat control
- 1 U.S. mailbox per suite on request
- Professional address
- Utilities & janitorial service included
- Use of small & medium meeting rooms included by reservation
- Membership included for tenants
- Access to all building amenities
- Contact Chamber office for lease pricing



Member Partners



COMMUNITY PARTNERS



CHAIRMAN'S CIRCLE



PRESIDENT'S CIRCLE



2024 Event Partners



> PLATINUM



> GOLD



> SILVER

- American National Bank & Trust
- First State Bank
- Legend Bank
- Medical City Alliance
- Precision Productions
- Texas Health Southlake

> BRONZE

- Baylor Scott & White Grapevine
- City of Justin
- City of Roanoke
- Comfort Suites Roanoke
- Diamond Financial, LLC
- Dollar General
- Frost Bank
- McAdams Co.
- RGA Architects, Inc.
- Smalley Consulting
- Texas Health Alliance
- Texas Regional Bank
- Town of Argyle
- Town of Northlake
- Town of Trophy Club
- Town of Westlake

Special Thanks:

Mike Lewis Photography – and – North Texas Print Solutions

What's Happening

LOOK FOR US HERE:

- Weekly Member Newsletter | Event E-blasts
 - MetroportInfo@MetroportChamber.org
 - MetroportEvents@MetroportChamber.org
- Facebook.com/MetroportChamber
- Facebook Group
- LinkedIn.com/company/metroport-chamber
- MemberPlus App
- MetroportChamber.org



Add Us to Your
"Safe Senders"
List!

Chamber Connect



**Members
Only FB
Group**



Stay Connected!

Calendar



Directory



Join



Chamber Connect



Stay Connected!

Contact Us



MetroportChamber.org

817.837.1000

MetroportInfo@MetroportChamber.org

Chamber & Trophy Club



The Chamber & Trophy Club





Sally Aldridge
President/CEO
817-837-1000 ext 106
Sally@MetroportChamber.org



Connecting the Alliance Region Since 1988

Thank You!



TOWN COUNCIL COMMUNICATION

MEETING DATE: May 27, 2025

FROM: Tammy Dixon, Town Secretary

AGENDA ITEM: Consider approval of the May 12, 2025, special meeting minutes and the May 12, 2025, work session and regular meeting minutes. (Tammy Dixon, Town Secretary)

BACKGROUND/SUMMARY: The Town Council held a Special Meeting on May 12, 2025, to canvass the May 3, 2025, Election, followed by a Work Session and Regular Meeting.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. 05.12.2025 special meeting draft minutes
2. 05.12.2025 TC meeting minutes

ACTIONS/OPTIONS:

Move to approve the May 12, 2025, special meeting minutes and the May 12, 2025, work session and regular meeting minutes. (Tammy Dixon, Town Secretary)

Town of Trophy Club Town Council Meeting Minutes
May 12, 2025, 6:00 p.m., Special Meeting
1 Trophy Wood Drive, Trophy Club, Texas 76262

CALL WORK SESSION TO ORDER

Mayor Tiffany called the special meeting 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
Garry Ash, Council Member Place 5 (*after canvassing election*)

STAFF MEMBERS PRESENT

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

CANVASS OF MAY3, 2025, GENERAL ELECTION

2. Consider an ordinance canvassing the returns and declaring the results of a General Election held May 3, 2025, for the purpose of electing Council Member Places 5 and 6 and providing an effective date. (Tammy Dixon, Town Secretary)

Tammy Dixon, Town Secretary, stated the general election was held on Saturday, May 3, 2025, with 988 ballots cast in the election (9.46%) and that each of the candidates received the following votes:

COUNCIL MEMBER PLACE 5

Candidate	Early Voting	Election Day	Total*	Percentage
Garry Ash	412	173	585	59.57%
Wendy Bailey	257	140	397	40.43%

COUNCIL MEMBER PLACE 6

Candidate	Early Voting	Election Day	Total*	Percentage
Steve Flynn	519	236	755	100%

**Denton and Tarrant County total*

Ms. Dixon stated the elected members of the Town Council for Council Member Places 5 and 6, for a term of three years each, subject to taking the Oath of Office, were as follows:

- Council Member Place 5, Garry Ash
- Council Member Place 6, Steve Flynn

Mayor Pro Tem Flynn moved to approve Ordinance No. 2025-17 canvassing the returns and declaring the results of a General Election held May 3, 2025, for the purpose of electing Council Member Places 5 and 6 and providing an effective date. Council Member Sheridan seconded the motion. The caption of the ordinance reads as follows:

ORDINANCE NO. 2025-17

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, CANVASSING RETURNS AND DECLARING RESULTS OF A GENERAL ELECTION HELD MAY 3, 2025, FOR THE PURPOSE OF ELECTING COUNCIL MEMBER PLACES 5 AND 6, OF THE TOWN OF TROPHY CLUB, TEXAS; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION

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

NAYES: None

VOTE: 6-0

3. Issue Certificates of Election and administer Oaths of Office to newly elected Council Member Place 5 Garry Ash and re-elected Council Member Place 6 Steve Flynn. (Mayor Tiffany)

Mayor Tiffany issued the Certificate of Election to Steve Flynn, re-elected Council Member Place 6, and Judge Greg Bertrand administered the Oath of Office.

Mayor Tiffany issued the Certificate of Election to Garry Ash, newly elected Council Member Place 5, and Judge Greg Bertrand administered the Oath of Office.

Council Member Ash took his seat at the dais.

REMARKS FROM RE-ELECTED/NEWLY ELECTED COUNCIL MEMBERS

Newly elected Council Member Ash shared comments related to the election. Mayor Tiffany and other council members extended their congratulations.

ADJOURN SPECIAL MEETING

Mayor Tiffany adjourned the special meeting at 6:32 p.m.

Jeannette Tiffany, Mayor

Attest:

Tammy Dixon, Town Secretary

Town of Trophy Club Town Council
Meeting Minutes – May 12, 2025, 6:00 p.m.
1 Trophy Wood Drive, Trophy Club, Texas 76262

CALL WORK SESSION TO ORDER

Mayor Tiffany called the work session to order at 6:14 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
Garry Ash, 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
Matt Cox, Director of Community Development
Chase Ellis, Director of Parks and Recreation
Jill Lind, Director of Communications and Marketing
April Duvall, Director of Finance
Denise Deprato, Director of Human Resources
Tamara Smith, Assistant to the Town Manager

WORK SESSION ITEM

1. Presentation and discussion of the Explore Trophy Club program and proposed programs for hotel occupancy enhancement. (Jill Lind, Director of Communications & Marketing)

Jill Lind, Director of Communications and Marketing provided a comprehensive update on the *Explore Trophy Club* initiative, including:

- Background and Launch:

The initiative was launched with Town Council support in partnership with Octagon Media, a full-service advertising and marketing firm.

Initial efforts focused on brand development, digital platform creation, and social media outreach.

- Program Evolution and Transition:

Following the conclusion of the Octagon Media contract, creative design and content management were transitioned in-house.

ExploreTC.com was updated to improve internal controls and enhance community messaging.

- Business and Hotel Engagement:

Feedback from hotel partners indicated a need for more tangible support focused on increasing bookings, rather than just impressions.

Staff proposed a Tourism Incentive Program that includes rebate options, co-branded marketing efforts, and the exploration of strategic signage along SH-114 to boost hotel visibility.

Outcomes and Metrics:

The campaign generated over 2 million impressions and increased visibility for local businesses and hotels.

Staff acknowledged the challenge of measuring direct economic impact from digital marketing efforts.

- Future Plans:

Staff is drafting a Tourism Incentive Policy with ongoing input from hotel partners.

Potential programs include cooperative marketing initiatives and restaurant voucher offerings.

Plans also include hosting an annual executive tourism meeting with hotel stakeholders to review participation and effectiveness.

The Town Council expressed appreciation for the progress and adaptability demonstrated by staff. Key discussion points included:

- Increasing hotel participation
- Engaging local restaurants
- Understanding the economic impact of tourism
- Differentiating between corporate and leisure stays

Staff will finalize the tourism incentive policy draft incorporating feedback from hoteliers. A goal is to implement the program in alignment with the FY26 budget timeline. Staff may coordinate a joint meeting between hotels and restaurants to support program success.

ADJOURN WORK SESSION

Mayor Tiffany adjourned the work session at 6:32 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 delivered the invocation.

PLEDGES

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

PUBLIC COMMENTS

There were none.

COMMUNITY SPOTLIGHT

4. Working for You... Trophy Club

a) Update from Town Council Members

Mayor Pro Tem Flynn thanked staff for their efforts on the Touch-A-Truck event, noting it was well-attended and enjoyable for the community. He commended the team for a job well done.

Mayor Tiffany expressed appreciation for the community's strong participation in town events, highlighting the joy of seeing families and children enjoying themselves. She noted the success of the Touch-A-Truck event and praised the Parks and Recreation team for their efforts.

Mayor Tiffany encouraged residents to consider future opportunities to serve the community, noting that in 12 months, the Mayor position and Council Places 1 and 2 will be on the ballot. She also emphasized the importance of board and commission service, inviting residents to visit the Town website to learn more about available boards, responsibilities, and upcoming vacancies. Mayor Tiffany praised the strength and

dedication of current board members and expressed pride in the community and its spirit of service.

b) Update from Town Manager

The Town Manager provided an update on the transition to Community Waste Disposal (CWD) as the Town's new solid waste and recycling provider, beginning June 1. Residents will receive new 18-gallon green recycling bins starting the week of May 26. For more information about CWD and the upcoming changes, please visit our website.

The previous blue Republic bins will not be serviced after June 16 and may be recycled at a designated dumpster from May 25–June 6 or kept for personal use. Residents may request additional bins or upgrade to a 95-gallon cart via the Town website or by contacting CWD.

He also announced the following meetings, events and updates:

- May 13: Ethics Commission meeting at 6:00 p.m.
- May 19: Parks Board meeting at 6:00 p.m.
- May 22: EDC Board meeting at 6:00 p.m.

- May 19: Breakfast with Tiffany, Tom Thumb Starbucks at 9:00 a.m.
- May 26: Town offices will be closed in observance of Memorial Day
- May 26: Memorial Day Ceremony, at Medlin Cemetery at 10:00 a.m..
- May 27: Next Regular Council Meeting beginning with a Work Session at 6:00 p.m.

c) Quick Civic Tip

Town Attorney Roggia provided an overview of the earlier special meeting to canvass the election, which enabled the newly elected Council Members to participate in the regular meeting in accordance with the Town Charter. He also reviewed the Charter requirement for the Council to elect a Mayor Pro Tem at its first meeting following the election.

CONSENT AGENDA

3. Consider approval of the April 28, 2025, Town Council regular meeting minutes. (Tammy Dixon, Town Secretary)

4. Consider authorizing the Town Manager to negotiate and execute an interlocal agreement between Denton County and the Town of Trophy Club for the shared governance communications & dispatch services system for Trophy Club Police and Fire. (Patrick Arata, Police Chief and Jason Wise, Fire Chief)

5. Consider authorizing the Town Manager to negotiate and execute a contract change order in the amount of \$140,000 with Bureau Veritas North America, Inc. for a total not-to-exceed amount of \$184,200 for on-call third-party plan reviews, health inspections, and building inspections. (Matt Cox, Director of Community Development)

Mayor Pro Tem Flynn moved to approve Consent Items 3-5. Council Member Beach seconded the motion.

VOTE ON MOTION

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

NAYES: None

VOTE: 7-0

INDIVIDUAL ITEMS

6. Consider authorizing the Town Manager to negotiate and execute a professional service agreement with Teague Nall and Perkins, Inc. for a not-to-exceed amount of \$686,000 for survey, utility engineering, ROW acquisitions, civil engineering, bidding and construction administration, grant coordination, and construction inspection services for the Bobcat Traffic Improvements project. (Matt Cox, Director of Community Development)

Matt Cox, Director of Community Development, provided an overview of the item and answered questions from Council.

The project area includes traffic improvements near Byron Nelson High School and surrounding campuses, with coordination alongside Northwest ISD's planned facility upgrades. The Town Council discussed long-term planning, design timelines, pedestrian safety near roundabouts, and funding sources, which include \$2 million from Denton County and proceeds from the Town's 2023 bond issuance.

It was noted this project has been in development for several years, with prior traffic studies, community workshops, and Council work sessions contributing to the current design phase. Staff emphasized that any future right-of-way purchases exceeding \$25,000 would be brought to Council for approval.

Council Member Rowe moved to authorize the Town Manager to negotiate and execute a professional service agreement with Teague Nall and Perkins, Inc. for a not-to-exceed amount of \$686,000 for survey, utility engineering, ROW acquisitions, civil engineering, bidding and construction administration, grant coordination, and construction inspection services for the Bobcat Traffic Improvements project. Council Member Beach seconded the motion.

VOTE ON MOTION**AYES:** Bauer, Beach, Flynn, Tiffany, Rowe, Ash**NAYES:** Sheridan**VOTE:** 6-1

7. Consider an ordinance amending the FY 2025 Budget to authorize a one-time transfer from the General Fund balance to the Capital Replacement Fund for planned capital expenditures through FY 2025–2030, in accordance with the Capital Replacement Fund Plan and Financial Reserves Policy. (April Duvall, Director of Finance)

April Duvall, Director of Finance, presented a proposed budget amendment authorizing a one-time transfer of \$3,065,000 from the General Fund to the Capital Equipment Replacement Fund, in alignment with the Town’s Capital Replacement Plan and updated Financial Reserves Policy.

This strategic transfer reallocates excess reserves—which as of FY 2023–24 stood at 87% of operating expenditures, well above the preferred target of 45%—to support capital equipment needs across Police, EMS, Parks & Recreation, and Community Development through FY 2030. The plan includes an immediate allocation of \$392,000 in the current fiscal year to address urgent equipment needs such as public safety gear, utility vehicles, and emergency preparedness equipment. Additionally, \$500,000 is set aside as an emergency reserve, the use of which will be governed by a formal policy to be adopted by Council.

Following discussion, Council emphasized the importance of aligning this action with adopted financial policies and noted the long-term value of leveraging fund balance to address capital needs without incurring new debt or deferring critical purchases.

Council Member Sheridan moved to approve Ordinance No. 2025-18 amending the FY 2025 Budget to authorize a one-time transfer from the General Fund balance to the Capital Replacement Fund for planned capital expenditures through FY 2025–2030, in accordance with the Capital Replacement Fund Plan and Financial Reserves Policy. Council Member Bauer seconded the motion. The caption of the ordinance reads as follows:

ORDINANCE NO. 2025-18

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, 2024, AND ENDING ON SEPTEMBER 30, 2025, AS ADOPTED BY ORDINANCE NO. 2024-21, AND AS AMENDED BY ORDINANCE NO. 2025-13, BY PROVIDING FOR ADJUSTMENTS TO THE GENERAL FUND AND CAPITAL REPLACEMENT 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: Bauer, Beach, Flynn, Tiffany, Sheridan, Rowe, Ash

NAYES: None

VOTE: 7-0

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

Mayor Tiffany asked for nominations for Mayor Pro Tem.

Mayor Pro Tem Flynn moved to nominate Council Member Rowe. With no further nominations, Council Member Sheridan seconded the motion.

VOTE ON NOMINATION

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

NAYES: None

VOTE: 7-0

ADJOURNMENT

Mayor Tiffany adjourned the regular meeting at 7:38 p.m.

Jeannette Tiffany, Mayor

Attest:

Tammy Dixon, Town Secretary



TOWN COUNCIL COMMUNICATION

MEETING DATE: May 27, 2025

FROM: Jason Wise, Fire Chief

AGENDA ITEM: Consider authorizing the Town Manager to negotiate and execute a purchase agreement with Delta Fire & Safety for personal protective equipment in the amount of \$45,352.74. (Jason Wise, Fire Chief)

BACKGROUND/SUMMARY: The Fire Department is committed to ensuring the safety and operational effectiveness of its personnel. Personal protective equipment provides thermal protection, water resistance, and durability in hazardous environments. Over time, gear experiences significant wear and tear, compromising its protective qualities and compliance with National Fire Protectional Association (NFPA) standards.

To maintain optimal safety and performance, it is necessary to replace aging or damaged gear and provide new sets for fire personnel. This purchase will ensure all firefighters are properly equipped to respond to emergencies safely and effectively, while meeting current safety regulations and operational readiness standards.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: The total cost of the personal protective equipment amounts to \$45,352.74 and is included in the FY 2025 Budget under the designated line items for personal protective equipment and safety equipment. This purchase is being made through the BuyBoard cooperative purchasing program (Contract #698-23).

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Quote for Full-Time Employees
2. Quote for Part-Time Employees

ACTIONS/OPTIONS:

Staff recommends that the Town Council move to authorize the Town Manager to negotiate and execute a purchase agreement with Delta Fire & Safety for personal protective equipment in the amount of \$45,352.74.

Sales Quote

QUOTE-7221



May 7, 2025

Bill To Address

TROPHY CLUB FD
295 Trophy Club Drive
Trophy Club, TX 76262
USA

Ship-to Address

TROPHY CLUB FD
295 Trophy Club Drive
Trophy Club, TX 76262
USA

Delta Fire & Safety Inc.

3159 Summit Dr.
Port Neches, TX 77651
USA

Valid to

June 6, 2025

Salesperson

Celeste Young

Contract

BuyBoard 698-23

No.	Description	Quantity	Unit Price	Line Amount
HONEYWELL	TXTROP00061, LTO 75IG Tails Coat Gold Pioneer, Synergy II 2 Layer, Stedair 4000, Removeable Name Patch, List Price: \$2,984.48, FF: J. Baker, O. Ramirez, R. Fitzgerald, F. Gonzalez, E. Sampson	5	\$2,238.36	\$11,191.80
HONEYWELL	TXTROP00062, MPL 75TG Pro Fit Pants Gold Pioneer, Titanium, Stedair 4000, List Price: \$2,122.32, FF: J. Baker, O. Ramirez, R. Fitzgerald, F. Gonzalez	4	\$1,591.74	\$6,366.96
F18-0001-BK1S	Lakeland, F18-0001-BK1S, F18 Traditional Satin Black, List Price: \$629.00, FF: B. Teel, K. Arrington	2	\$378.00	\$756.00

Sales Quote QUOTE-7221

May 7, 2025

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No.	Description	Quantity	Unit Price	Line Amount
BT5555 13XW	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: R. Fitzgerald 13XW	1	\$555.00	\$555.00
BT5555 13W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: S. Rusk 13W	1	\$555.00	\$555.00
BT5555 12.5W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: J. Baker 12.5W	1	\$555.00	\$555.00
BT5555 12W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: M. Hinig 12W	1	\$555.00	\$555.00
BT5555 10.5W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: D. Hards 10.5W	1	\$555.00	\$555.00

Sales Quote QUOTE-7221

May 7, 2025

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No.	Description	Quantity	Unit Price	Line Amount
BT5555 9.5W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: O. Ramirez 9.5W	1	\$555.00	\$555.00
BT5555 9W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: C. Grimsley, F. Gonzalez 9W	2	\$555.00	\$1,110.00
MK-1 7877 XXXL	Vanguard, MK-1 7877, Gauntlet Style Structural Firefighting Glove, FF: R. Fitzgerald XXXL	1	\$95.00	\$95.00
MK-1 7877 XXL	Vanguard, MK-1 7877, Gauntlet Style Structural Firefighting Glove, FF: J. Baker XXL	1	\$95.00	\$95.00
MK-1 7877 LG	Vanguard, MK-1 7877, Gauntlet Style Structural Firefighting Glove, FF: F. Gonzalez LG	1	\$95.00	\$95.00
MK-1 7877 MD	Vanguard, MK-1 7877, Gauntlet Style Structural Firefighting Glove, FF: O. Ramirez MD	1	\$95.00	\$95.00

Sales Quote QUOTE-7221

May 7, 2025

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No.	Description	Quantity	Unit Price	Line Amount
INNOTEX GRAY	INNOTEX GRAY™ hood 25, ext layer.	4	\$127.00	\$508.00
HOOD 25 M/L	20% Nomex® / 80% Lenzing; int. layer.			
	STEDAIR® PREVENT, List Price:			
	\$186.37, FF: J. Baker, O. Ramirez, R.			
	Fitzgerald, F. Gonzalez M/L			
		Subtotal		23,642.76
		Total Tax		0.00
Freight: Shipping & Handling charges - Pre-Pay and Add; Charges to be added to final invoice		Total \$		23,642.76

Due to volatility in the market with tariffs & surcharges, prices subject to change.

Sales Quote

QUOTE-7740



May 7, 2025

Bill To Address

TROPHY CLUB FD
295 Trophy Club Drive
Trophy Club, TX 76262
USA

Ship-to Address

TROPHY CLUB FD
295 Trophy Club Drive
Trophy Club, TX 76262
USA

Delta Fire & Safety Inc.

3159 Summit Dr.
Port Neches, TX 77651
USA

Valid to

June 6, 2025

Salesperson

Celeste Young

Contract

BuyBoard 698-23

No.	Description	Quantity	Unit Price	Line Amount
HONEYWELL	TXTROP002245849410, Morning Pride Edge Silver Package Coat, Pioneer Gold, Titanium, Stedair 4000, Orange Scotchlite Trim, List Price: \$2,352.48, FF: B. Sauble, B. Keehan, G. Hinshaw, M. Sandefur	4	\$1,764.36	\$7,057.44
HONEYWELL	TXTROP002245849420, Morning Pride Edge Silver Package Pants, Pioneer Gold, Titanium, Stedair 4000, Orange Scotchlite Trim, List Price: \$1,548.12, FF: B. Sauble, T. Snyder, C. Ferguson, M. Sandefur, J. Wallace, B. Pitt	6	\$1,161.09	\$6,966.54
F18-0001-BK1S	Lakeland, F18-0001-BK1S, F18 Traditional Satin Black, List Price: \$629.00, FF: A. Baca, B. Keehan, G.	8	\$378.00	\$3,024.00

Sales Quote QUOTE-7740

May 7, 2025

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No.	Description	Quantity	Unit Price	Line Amount
	Munoz, J. Slaughter, M. Sandefur, J. Wallace, B. Wing, B. Sauble			
BT5555 10W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: B. Keehan 10W	1	\$555.00	\$555.00
BT5555 10.5W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: G. Hinshaw, M. Sandefur 10.5W	2	\$555.00	\$1,110.00
BT5555 11W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: B. Wing, J. Slaughter 11W	2	\$555.00	\$1,110.00
BT5555 12W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: B. Sauble, J. Garcia 12W	2	\$555.00	\$1,110.00
BT5555 13W	Honeywell, BT5555, 14' Struct FF Boot-Lthr/Pwr Toe/Crstch MB/Fire & Ice, List Price: \$733.95, FF: B. Pitt 13W	1	\$555.00	\$555.00

Sales Quote QUOTE-7740

May 7, 2025

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No.	Description	Quantity	Unit Price	Line Amount
MK-1 7877 XXL	Vanguard, MK-1 7877, Gauntlet Style Structural Firefighting Glove, FF: B. Sauble XXL	1	\$95.00	\$95.00
INNOTEX GRAY HOOD 25 M/L	INNOTEX GRAY™ hood 25, ext layer. 20% Nomex® / 80% Lenzing; int. layer. STEDAIR® PREVENT, List Price: \$186.37, FF: B. Sauble M/L	1	\$127.00	\$127.00
Subtotal				21,709.98
Total Tax				0.00
Freight: Shipping & Handling charges - Pre-Pay and Add; Charges to be added to final invoice		Total \$		21,709.98

Due to volatility in the market with tariffs & surcharges, prices subject to change.



TOWN COUNCIL COMMUNICATION

MEETING DATE: May 27, 2025

FROM: Chase Ellis, Director of Parks & Recreation

AGENDA ITEM: Consider authorizing the Town Manager to negotiate and execute a purchase agreement with Zimmerman Kubota & Equipment for three (3) utility vehicles in the amount of \$59,810.07. (Chase Ellis, Director of Parks & Recreation)

BACKGROUND/SUMMARY: The Trophy Club Parks & Recreation Department's utility vehicles, including a 2008 Kawasaki Mule located at Trophy Club Park and two 2008 Toro utility carts used at Independence Park and Harmony Park, have each surpassed over 15 years of active service. Originally purchased in 2008, these vehicles are essential to support daily operations, maintenance tasks, and event logistics across the park system. The current vehicles have exceeded their expected service life of 10 years and are increasingly requiring repairs and maintenance. Due to age-related wear and declining reliability, replacement of these utility vehicles is necessary to ensure safe, efficient, and consistent service delivery within the department.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: The replacement of the Parks & Recreation Department's utility vehicles will be procured through the Sourcewell Cooperative Purchasing Agreement, which allows the Town to leverage competitively solicited pricing. Each unit is priced at \$19,936.69, resulting in a total cost of \$59,810.07 for all three vehicles. This expenditure has been fully allocated and accounted for within the FY2025 Capital Equipment Replacement Budget, ensuring that the purchases align with the Town's long-term asset management strategy while maintaining fiscal responsibility.

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Zimmerman Kubota Quote

ACTIONS/OPTIONS:

Staff recommends that the Town Council move to authorize the Town Manager to negotiate and execute a purchase agreement with Zimmerman Kubota & Equipment for three (3) utility vehicles in the amount of \$59,810.07

-- Standard Features --

-- Custom Options --



V Series RTV-X1140WL-H
*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model Kubota D1105
3 Cyl. 68.5 cu in
+23.3 Gross Eng HP
60 Amp Alternator

TRANSMISSION

VHT-X
Variable Hydro Transmission
Forward Speeds:
Low 0 - 15mph
High 0 - 25 mph
Reverse 0 - 17mph
Limited-slip Front Differential
Rear differential lock

HYDRAULICS

Hydrostatic Power Steering
with manual tilt-feature
Hydraulic Cargo Dump
Hydraulic Oil Cooler

FLUID CAPACITY

Fuel Tank 7.9 gal
Cooling 8.6qts
Engine Oil 4.3 qts
Transmission Oil 1.8 gal
Brake Fluid 0.4 qts

CARGO BOX

	1-Row Mode	2-Row Mode
Width	57.7 in	57.7 in
Length	51.1 in	26.0 in
Depth	11.2 in	11.2 in
Load Capacity	1102 lbs	661 lbs
Vol. Capacity	19.1 cu.ft.	9.9 cu. ft.

+ Manufacturer Estimate

TIRES AND WHEELS

HDWS: Front/Rear 25 x 10 - 12, 6 ply

KEY FEATURES

Digital Multi-meter
Speedometer
Front Independent Adjustable
Suspension
Rear Independent Adjustable
Suspension
Brakes - Front/Rear Wet Disc
Rear Brake Lights / Front
Headlights
2" Hitch Receiver, Front and Rear
Deluxe 60/40 split bench front
seats
with driver's side seat adjustment
Rear Bench Seat
Underfrontseat Storage
Compartments
Lockable Glove Box
Front Guard (radiator guard and
bumper)
Factory Spray-on Bedliner - "L"
Models Only

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
Horn
Dash-mounted Parking Brake
Spark Arrestor Muffler
Retractable 2-point Seat Belts
Rear Protection Screen

DIMENSIONS

Width 63.2 in
Height 79.7 in
Length 142.1 in
Wheelbase 98.2 in
Tow Capacity 1300 lbs
Ground Clearance F/R 11.2in /
9.4in
Suspension Travel 8.0 in
Turning Radius 17.1 ft

RTV-X1140WL-H Base Price: \$21,099.00

(1) PLASTIC CANOPY 77700-VC5043-PLASTIC CANOPY	\$843.71
(1) WIRE HARNESS KIT / MULTIPLE ACCESSORY 77700-VC5080-WIRE HARNESS KIT / MULTIPLE ACCESSORY	\$223.99
(1) TURN SIGNAL/HAZARD LIGHT KIT K7591-99610-TURN SIGNAL/HAZARD LIGHT KIT	\$403.18
(1) STROBE LIGHT 77700-VC5056-STROBE LIGHT	\$222.99
(1) TRAILER HITCH - BALL MOUNT 77700-V5200-TRAILER HITCH - BALL MOUNT	\$59.72
Configured Price:	\$22,852.59
Sourcewell Discount:	(\$5,027.57)
SUBTOTAL:	\$17,825.02
Dealer Assembly:	\$449.17
Freight Cost:	\$712.50
PDI:	\$400.00
77700-V5027 Acrylic Windshield--Clear	\$440.00
Installation of Windshield	\$110.00

Total Unit Price: \$19,936.69
Quantity Ordered: 3

Final Sales Price: \$59,810.07

Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.



TOWN COUNCIL COMMUNICATION

MEETING DATE: May 27, 2025

FROM: Matt Cox, Director of Community Development

AGENDA ITEM: Consider authorizing the Town Manager to negotiate and execute a annual contract with Manning Concrete, including three 1-year renewals, to remove and replace existing sidewalks in an annual amount not to exceed \$150,000. (Matt Cox, Director of Community Development)

BACKGROUND/SUMMARY: The Town of Trophy Club utilizes an on-demand concrete services contract to support infrastructure needs such as road and sidewalk repairs, as well as other specialized concrete work. To streamline procurement and benefit from competitive pricing, the Town entered into an interlocal agreement with the City of Grapevine in June 2016 allowing Trophy Club to piggyback on Grapevine's contracts.

Manning Concrete, known for its precision and reliability, has previously provided high-quality service to the Town. Notable projects include the refurbishment of the concrete trail connecting Beck Elementary and Lakeview Elementary and the completion of Junction Way.

As part of the FY 2025 sidewalk replacement program, Town staff has identified multiple sections of sidewalk requiring removal and replacement due to deterioration, safety concerns, or ADA non-compliance. The planned repairs include replacing segments along Parkview Drive and Durango Drive as well as reconstructing and repairing 11 additional locations throughout Town, totaling 13 project locations in all. Sufficient funding exists within the \$150,000 amount to address future sidewalk needs that are identified as part of the FY 2025 sidewalk project. The attached maps show the specific locations of the 13 identified projects for reference.

The City of Grapevine renewed its contract with Manning Concrete effective April 17, 2024, through April 16, 2025, with four optional one-year renewals. Under this agreement, the Town of Trophy Club may continue utilizing Manning Concrete's services, with an annual authorization amount not to exceed \$150,000 per renewal term through April 16, 2029.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: Funding for the FY 2025 Sidewalk Improvement Projects is provided in the FY 2025 Capital Improvement Program with a total budget of \$250,000 funded through Bond Series 2025. In October 2024, the Town Council approved a reimbursement resolution indicating its intent to fund this project through the bond issuance to be completed in the summer of 2025. This project, as well as all other projects funded in the FY 2025 Capital

Improvement Program, are anticipated in the Town's long-term debt financing plan and tax rate goal that were adopted in September 2024.

LEGAL REVIEW: Town Attorney, Dean Roggia, has reviewed the contract as to form and legality.

ATTACHMENTS:

1. Parkview Sidewalk Estimate
2. Durango Sidewalk Estimate
3. Durango Drive Sidewalk Replacement Location Map
4. Parkview Drive Sidewalk Replacement Map
5. Other Sidewalk Repair Locations Map

ACTIONS/OPTIONS:

Staff recommends that the Town Council move to authorize the Town Manager to negotiate and execute a annual contract with Manning Concrete, including three 1-year renewals, to remove and replace existing sidewalks in an annual amount not to exceed \$150,000.

MANNING CONCRETE
PO Box 123566
Fort Worth, TX 76121

Estimate

Name/Address
Town Of Trophy Club 1 Trophy Wood Drive Trophy Club, Texas 76262

Date	Estimate No.	Project
05/05/25	270	

Item	Description	Quantity	Cost	Total
10	4" Thick (500 and up SF) (Flatwork to perform all concrete work/ INCLUDING REMOVAL AND DISPOSAL) Parkview Dr. sidewalk repair	3,856	10.62	40,950.72
We appreciate your business			Total	\$40,950.72

MANNING CONCRETE
PO Box 123566
Fort Worth, TX 76121

Estimate

Name/Address
Town Of Trophy Club 1 Trophy Wood Drive Trophy Club, Texas 76262

Date	Estimate No.	Project
05/14/25	271	

Item	Description	Quantity	Cost	Total
10	4" Thick (500 and up SF) (Flatwork to perform all concrete work/ INCLUDING REMOVAL AND DISPOSAL) Durango Dr. sidewalk repair	2,200	10.62	23,364.00
We appreciate your business			Total	\$23,364.00

