

Town of Trophy Club
Town Council
Joint Special Meeting with Trophy Club Municipal Utility District #1 Board
Meeting Minutes – June 18, 2025, 4:00 p.m.
EOC Room, 1 Trophy Wood Drive, Trophy Club, Texas 76262

CALL TO ORDER

Mayor Tiffany called the special meeting to order at 4:00 p.m.

COUNCIL MEMBERS PRESENT

Jeannette Tiffany, Mayor
Rhylan Rowe, Mayor Pro Tem
Jeff Beach, Council Member Place 2
Garry Ash, Council Member Place 5
Steve Flynn, Council Member Place 6

COUNCIL MEMBERS ABSENT

Stacey Bauer, Council Member Place 1
Dennis Sheridan, Council Member Place 3

TROPHY CLUB STAFF MEMBERS PRESENT

Brandon Wright, Town Manager
Tammy Dixon, Town Secretary
Dean Roggia, Town Attorney
Jason Wise, Fire Chief
April Duvall, Director of Finance
Denise Deprato, Director of Human Resources
Matt Cox, Director of Community Development
Ken Rawlinson, Deputy Fire Chief/Fire Marshal

TROPHY CLUB MUNICIPAL WATER DISTRICT #1 BOARD MEMBERS PRESENT

Kevin Carr, President
Bill Rose, Vice President
Doug Harper, Secretary/Treasurer
Neil Twomey

TROPHY CLUB MUNICIPAL WATER DISTRICT #1 STAFF MEMBERS PRESENT

Alan Fourmentin, General Manager
Laurie Slaght, District Secretary
Regina Van Dyke, Finance Manager
Pam Liston, General Legal Counsel

PUBLIC COMMENTS

There were none.

ITEMS

1. Discussion and take possible action regarding the Fire Protection Services Fiscal Year 2026 Budget.

April Duvall, Director of Finance, presented a detailed breakdown of the proposed FY 2025-2026 Fire Department Budget. Personnel costs were projected at \$1,635,967, reflecting a 2.04% increase. Services and supplies were budgeted at \$337,747. The total proposed budget was \$2,191,714, an overall increase of 12.7% primarily due to \$218,000 in capital expenditures.

Jason Wise, Fire Chief, provided an operational overview focusing on overtime trends and the part-time firefighter program. He explained historical overtime figures, noted ongoing staffing challenges, and emphasized the cost-effectiveness and benefits of part-time personnel. The Department expanded the part-time roster from 8–10 to 16 firefighters, resulting in improved coverage and reduction of mandatory overtime. Chief Wise also discussed strategies for reducing overtime, including policy changes, employee recognition, training enhancements, and maintenance efficiencies.

Capital requests included:

- Mobile radios (\$39,000)
- Thermal imagers (\$12,000)
- Mattresses (\$7,500)
- Multi-gas detector (\$6,000)
- Dumpster enclosure (\$45,000)
- Station lighting upgrades (\$27,000)
- Interior painting (\$35,000)
- Carpet replacement (\$20,000)
- Plumbing repair (\$9,500)
- HVAC replacement (\$26,700)

Additional discussion included maintenance practices, equipment lifecycle, budget monitoring, and gear replacement planning. During the presentation, District Board members posed several questions - some of which were addressed during the meeting - while others will be followed up on by Chief Wise.

No formal action was taken.

2. Discussion and take possible action regarding the Interlocal Cooperation Agreement for Administration of Fire Protection Services.

Town Manager Brandon Wright provided background and an overview of the existing Interlocal Agreement (ILA) between the Town and the District.

Mr. Wright outlined several concerns with the current agreement that included the absence of dedicated funding for fire equipment replacement, a lack of adherence to a

formal capital improvement plan, and uncertainty about how services would be funded once existing fire reserves are depleted.

To address these concerns, Mr. Wright proposed a two-phased approach. In the short term, move forward with the amended ILA to remove outdated references to the Public Improvement District (PID) and update language to reflect the District's new boundaries. This amended version has already been approved by the District and will be presented to the Town Council for consideration.

For the long term, Mr. Wright recommended a more comprehensive revision of the ILA to be implemented in FY 2027 which would mirror the existing agreement for water services, in which the District levies its maximum tax rate and transfers funds annually to the Town. Under this structure, the Town would assume full responsibility for all fire operations, equipment, and capital expenditures. This would eliminate the need for dual approvals of budgets or equipment purchases and provide clearer lines of responsibility.

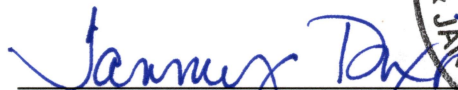
Alternative options discussed included transferring all fire and EMS services to the District, or maintaining the current structure with added provisions for capital replacement planning and clearer financial obligations.

The Council and Board members discussed the structural options, financial considerations, and the importance of cooperative planning. It was agreed that long-term amendments would be developed through a collaborative process beginning in fall 2025. Staff will initiate review and drafting of proposed changes, which will then be discussed by subcommittees from both the District and the Town Council. Final recommendations will be presented to each governing body, with the goal of finalizing decisions by May–June 2026 for implementation in the FY 2027 budget cycle.

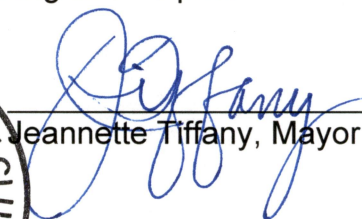
ADJOURNMENT

Mayor Tiffany adjourned the special meeting at 5:45 p.m.

Attest:


Tammy Dixon, Town Secretary




Jeannette Tiffany, Mayor