

Town of Trophy Ethics Review Commission Meeting Minutes
June 17, 2025, 6:00 p.m., Regular Meeting
1 Trophy Wood Drive, Trophy Club, Texas 76262

CALL TO ORDER

Vice Chair Olson called the meeting to order at 6:05 p.m.

ETHICS REVIEW COMMISSION MEMBERS PRESENT

Jennifer Olson, Vice Chair
Amy Mancuso
Julie Edwards
Mindi Bone

STAFF PRESENT

Brandon Wright, Town Manager
Dean Roggia, Town Attorney
Tammy Dixon, Town Secretary

PUBLIC COMMENTS

There were none.

REGULAR ITEMS

1. Consider the appointment of the Chair; and if needed, the appointment of the Vice Chair.

Town Manager Brandon Wright explained Jackie Ross resigned from the Commission to accept an employment position with the Town of Trophy Club.

Commissioner Edwards moved to appoint Jennifer Olson as Chair. Commissioner Bone seconded the motion.

VOTE ON THE MOTION

AYES: Olson, Mancuso, Edwards, Bone
NAYES: None
VOTE: 4-0

Commissioner Olson moved to appoint Mindi Bone as Vice Chair. Commissioner Mancuso seconded the motion.

VOTE ON THE MOTION

AYES: Olson, Mancuso, Edwards, Bone
NAYES: None
VOTE: 4-0

2. Consider approval of the May 13, 2025, Ethics Commission meeting minutes. (Tammy Dixon, Town Secretary).

Commissioner Edwards moved to approve the May 13, 2025, meeting minutes. Vice Chair Bone seconded the motion.

VOTE ON THE MOTION

AYES: Olson, Mancuso, Edwards, Bone

NAYES: None

VOTE: 4-0

3. Consider a recommendation to the Trophy Club Town Council proposed changes to Article 1.05, Code of Ethics and Conduct, of the Town's Code of Ordinances. (Brandon Wright, Town Manager)

The Commission reviewed proposed amendments to the Town's Ethics Ordinance as follows:

- Section 1.05.004: Defined "insignificant value" for gifts as less than \$50. Expanded educational/training gift exceptions with specific limitations and disclosure requirements.
- Section 1.05.006: Clarified jurisdiction; ethics complaints regarding employees are handled administratively by the Town Manager, not the Commission.
- Section 1.05.007: Strengthened complaint screening process and notification procedures; extended filing deadlines for complaints arising from civil/criminal proceedings (up to three years maximum); clarified requirements for personal knowledge.
- Section 1.05.009: Removed "knowingly and intentionally" standard for determining violations in certain contexts.
- Section 1.05.010: Established criteria and consequences for identifying vexatious complainants, including a three-year ban after repeated frivolous or repetitive complaints.
- Section 1.05.011 (Penalties): The Commission discussed concerns about enforceability, legal interpretation, and potential effect on valid complaints.

Chair Olson moved to strike Section 1.05.011 entirely from the ordinance. Vice Chair Bone seconded the motion.

VOTE ON THE MOTION

AYES: Olson, Mancuso, Edwards, Bone

NAYES: None

VOTE: 4-0

Commissioner Edwards moved to recommend forwarding all proposed changes, as amended (including the removal of Section 1.05.011), to the Town Council for consideration. Vice Chair Bone seconded the motion.

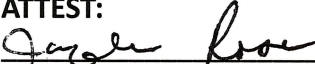
ADOURN

Chair Olson adjourned the meeting at 6:43 p.m.



Jennifer Olson, Chair

ATTEST:



Town Secretary Sr. Admin Assistant