

Town of Trophy Club Town Council
Meeting Minutes – August 11, 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 6:00 p.m.

COUNCIL MEMBERS PRESENT

Jeannette Tiffany, Mayor
Stacey Bauer, Council Member Place 1
Jeff Beach, Council Member Place 2
Dennis Sheridan, Council Member Place 3
Garry Ash, Council Member Place 5
Steve Flynn, Council Member Place 6

COUNCIL MEMBERS ABSENT

Rhylan Rowe, Mayor Pro Tem

STAFF MEMBERS PRESENT

Brandon Wright, Town Manager
Tammy Dixon, Town Secretary
Dean Roggia, Town Attorney
Jason Wise, Fire Chief
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
Patrick Arata, Police Chief
Denise Deprato, Director of Human Resources
Bobby Tillman, Police Captain

WORK SESSION ITEM

1. Presentation and discussion of the FY 2026 Proposed Budget.

Finance Director presented the proposed FY 25–26 operating budget, outlining tax rate compliance with state law, projected revenues and expenditures, personnel costs, reserve policy, and notable changes including COLA, merit increases, market adjustments, and new positions. The proposed tax rate of \$0.412864 reflects a slight reduction from the prior year while maintaining service levels. She reviewed special revenue funds, program budgets, and key financial trends. The Council discussed overtime costs, staffing challenges, and maintaining a flat tax rate. Following questions, she presented the proposed FY 25–26 Capital Improvement Program, a six-year plan detailing \$23 million in projects for streets, sidewalks, public safety equipment, and infrastructure, with funding from bonds, sales tax, grants, and dedicated funds.

ADJOURN

Mayor Tiffany adjourned the work session at 6:42 p.m.

CALL REGULAR MEETING TO ORDER

Mayor Tiffany called the regular meeting to order at 7:00 p.m.

INVOCATION

Pastor Jeff Brooks, Lake Cities Church of Christ, led the invocation.

PLEDGES

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

PUBLIC COMMENTS

Timothy Fishman, 625 Parkview Drive, introduced his new podiatry office, Spur Podiatry, located in Trophy Club.

COMMUNITY SPOTLIGHT

2. Presentation by Community Waste Disposal - Recycling for Texas Hill Country Relief.

Wanda Smith with Community Waste Disposal spoke on efforts to support Texas Hill Country Relief and noted that CWD will be donating \$10 for every ton of recycling collected. She also encouraged increased recycling participation and offered educational materials and videos to help the community understand proper recycling practices.

3. Working for You... Trophy Club
 - a) Update from Town Council Members

Council Member Sheridan noted that state law now limits special elections to May or November, preempting the Town Charter's 120-day requirement, and suggested updating the Charter during the next review.

Council Member Ash expressed appreciation for the exceptional talent and dedication of residents volunteering for Town boards and committees, noting he has learned much from them.

Mayor Tiffany encouraged residents to apply for open Board and Commission positions, highlighting their important role in advising Council and directing the public to the Town's website for information and the new Board and Commission manual.

Council Member Flynn reported on attending the Northwest ISD 75th anniversary celebration, where a speaker credited Trophy Club's inclusion as significantly raising the district's visibility and stature.

Mayor Tiffany announced participation with other Council members in the upcoming "Honoring Our Wounded Military" 5K/10K Fun Run in Westlake, inviting residents to join the event.

b) Update from Town Manager (Brandon Wright, Town Manager)

Town Manager Wright noted upcoming events and board and commission meetings:

- August 14, Trophy Club Council for the Arts & Culture, 6:00 p.m.
- August 14, Planning & Zoning Commission Meeting, 6:30 p.m.
- August 18, Breakfast with Tiffany, Tom Thumb Starbucks, 9:00–10:00 a.m.
- August 25, Joint Work Session on Pool Project Bids, Town Council and Parks & Recreation Board, Council Chambers, 6:00 p.m.

He reported on the Police Department's progress toward Business Plan Goal #2, enhancing public safety by addressing traffic, mobility, and pedestrian concerns, with an emphasis on golf cart, e-bike, and e-scooter safety. He highlighted a collaborative effort with the Communications and Marketing Department to produce a three-part "Ride Right" safety video series, which has garnered over 19,450 views. The "E-Bike Safety" video was then shown, followed by Captain Tillman's update on related enforcement efforts.

c) Quick Civic Tip (Dean Roggia, Town Attorney)

Town Attorney Dean Roggia provided a brief overview of the annexation process as outlined by the Town's Charter and state law.

CONSENT AGENDA

4. Consider approval of the Town Council Retreat Minutes from July 25, 2025, and the Regular Meeting Minutes from July 28, 2025.
5. Consider authorizing the Town Manager to negotiate and execute employee health and welfare benefits agreements with Blue Cross Blue Shield including medical, dental, vision, life insurance, and disability insurance.
6. Consider setting a public hearing for the FY 2025-26 Proposed Budget on August 25, 2025 at 7:00 pm.
7. Consider a resolution of the Town of Trophy Club, Texas accepting the 2025 appraisal rolls from Denton and Tarrant Counties. The caption of the resolution reads as follows:

RESOLUTION NO. 2025-13

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, ACCEPTING THE 2025 APPRAISAL ROLL; AND PROVIDING AN EFFECTIVE DATE.

Council Member Flynn moved to approve Consent Items 4-7. Council Member Beach seconded the motion.

VOTE ON MOTION

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

NAYES: None

ABSENT: Rowe

VOTE: 6-0-1

INDIVIDUAL ITEMS

8. First Reading: Consider a resolution approving the Thrive Business Grant application and authorizing the Town Manager to negotiate and execute a performance agreement with the grantee as recommended by the Trophy Club Economic Development Corporation.

Tamara Smith, Assistant to the Town Manager, presented Cycle Two of the Thrive Business Grant program, a matching grant of up to \$20,000 to support businesses in Trophy Club. She reported that five applications were received in this cycle and introduced Jolley Orthodontics as a recommended grantee for \$5,775.04 to fund interior improvements. The business had previously received a grant and successfully completed its project. The item requires two readings under state law due to the use of public funds.

Town Secretary Dixon provided the first reading. No action taken.

9. Second Reading: Consider a resolution approving the Thrive Business Grant application and authorizing the Town Manager to negotiate and execute a performance agreement with the grantee as recommended by the Trophy Club Economic Development Corporation.

Town Secretary Dixon provided the second reading.

Council Member Sheridan moved to approve Resolution 2025-14 approving the Thrive Business Grant application and authorizing the Town Manager to negotiate and execute a performance agreement with the grantee as recommended by the Trophy Club Economic Development Corporation. Council Member Beach seconded the motion. The caption of the resolution reads as follows:

RESOLUTION NO. 2025-14

A RESOLUTION OF THE TOWN OF TROPHY CLUB, TEXAS, APPROVING THE THRIVE BUSINESS GRANT APPLICATIONS AND AUTHORIZING THE TOWN MANAGER TO NEGOTIATE AND EXECUTE PERFORMANCE AGREEMENTS WITH

**THE TROPHY CLUB ECONOMIC DEVELOPMENT CORPORATION AND EACH GRANTEE; AND PROVIDING AN EFFECTIVE DATE.
VOTE ON MOTION.**

AYES: Bauer, Beach, Tiffany, Sheridan, Ash, Flynn
NAYES: None
ABSENT: Rowe
VOTE: 6-0-1

10. Consideration of a resolution granting a voluntary petition requesting annexation into the corporate limits of the Town of Trophy Club by Kyle Wood Revocable Trust, owner of approximately 3.182 acres of land, legally described as Tract 1, Thomas J. Allen Survey, Abstract No. 7 and the JS Kenley Survey, Abstract No. 1641, Denton County, Texas, generally located north of Milson's Point Drive and west of Trophy Park Drive; setting a public hearing for the annexation and authorizing the Town Secretary to cause notice of the hearing; and approving an amendment to the development agreement to add "The Kyle Wood Revocable Trust" as a party to the development agreement.

Matt Cox, Director of Community Development, presented a resolution to grant the annexation petition, set a public hearing for the annexation, and approve an amendment to the previously approved development agreement with Foxwood to add the Kyle Woods Revocable Trust parcel.

Developer Greg Fox, in partnership with Curt Dubose of PentaVia Custom Homes, outlined plans for "The Trails of Trophy Club," a premier 18-lot residential development with no rear neighbors, enhanced trail access, and preserved natural surroundings.

Council Member Sheridan moved to approve Resolution 2025-15 granting a voluntary petition requesting annexation into the corporate limits of the Town of Trophy Club by Kyle Wood Revocable Trust, owner of approximately 3.182 acres of land, legally described as Tract 1, Thomas J. Allen Survey, Abstract No. 7 and the JS Kenley Survey, Abstract No. 1641, Denton County, Texas, generally located north of Milson's Point Drive and west of Trophy Park Drive; setting a public hearing for the annexation and authorizing the Town Secretary to cause notice of the hearing; and approving an amendment to the development agreement to add "The Kyle Wood Revocable Trust" as a party to the development agreement. Council Member Flynn seconded the motion. The caption of the resolution reads as follows:

RESOLUTION NO. 2025-15

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, GRANTING A C-3 VOLUNTARY PETITION REQUESTING ANNEXATION INTO THE CORPORATE LIMITS OF THE TOWN OF TROPHY CLUB BY THE PROPERTY OWNER OF APPROXIMATELY 3.182 ACRES OF LAND, LEGALLY DESCRIBED AS TRACT 1, THOMAS J. ALLEN SURVEY, ABSTRACT NO. 7 AND THE JS KENLEY SURVEY, ABSTRACT NO. 1641, DENTON COUNTY, TEXAS, GENERALLY LOCATED NORTH OF MILSON'S POINT DRIVE AND WEST OF

TROPHY PARK DRIVE; PROVIDING FOR THE INCORPORATION OF FINDINGS; SETTING A PUBLIC HEARING FOR THE ANNEXATION; AUTHORIZING AND DIRECTING THE TOWN SECRETARY TO HAVE NOTICES OF SUCH PUBLIC HEARING BE PROVIDED AS PRESCRIBED BY LAW; APPROVING AN AMENDMENT TO THE DEVELOPMENT AGREEMENT TO ADD “THE KYLE WOOD REVOCABLE TRUST” AS A PARTY TO THE DEVELOPMENT AGREEMENT; PROVIDING A SEVERABILITY CLAUSE; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING FOR AN EFFECTIVE DATE..

VOTE ON MOTION

AYES: Bauer, Beach, Tiffany, Sheridan, Ash, Flynn
NAYES: None
ABSENT: Rowe
VOTE: 6-0-1

11. Consider an ordinance amending Chapter 1, Article 1.05 Code of Ethics and Conduct of the Town's Code of Ordinances as recommended by the Ethics Review Commission.

Town Manager Wright presented recommended updates to the Town's ethics ordinance from the Ethics Review Commission, which met five times over the past year. Changes include clarifying gift exceptions for certain awards and grants, adding a blind selection process, requiring public disclosure, and limiting department directors and their family members to one award per person. Other revisions address complaint filing procedures, timeliness requirements, personal knowledge standards, removal of the “knowingly or intentionally” violation standard, a new vexatious complaint provision, elimination of misdemeanor penalties, and standardized timelines throughout the ordinance.

Council Member Flynn commended the Ethics Review Commission on their work and for incorporating Rotary Club best practices on scholarships into the ordinance revisions.

Council Member Ash moved to approve Ordinance No. 2025-20 amending Chapter 1, Article 1.05 Code of Ethics and Conduct of the Town's Code of Ordinances as recommended by the Ethics Review Commission. Council Member Beach seconded the motion. The caption of the resolution reads as follows:

ORDINANCE NO. 2025- 20

AN ORDINANCE OF THE TOWN OF TROPHY CLUB, TEXAS, AMENDING CHAPTER 1 “GENERAL PROVISIONS,” ARTICLE 1.05 “CODE OF ETHICS AND CONDUCT,” OF THE CODE OF ORDINANCES, TOWN OF TROPHY CLUB, TEXAS, IN ITS ENTIRETY; PROVIDING THIS ORDINANCE IS CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION**AYES:** Bauer, Beach, Tiffany, Sheridan, Ash, Flynn**NAYES:** None**ABSENT:** Rowe**VOTE:** 6-0-1

12. Consider accepting the submission of the notice of a no-new-revenue tax rate of \$0.393354 per \$100 taxable valuation and a voter-approval tax rate of \$0.412864 per \$100 taxable valuation for the fiscal year beginning October 1, 2025 and ending September 30, 2026, setting a public hearing on Monday, September 8, 2025 at 7:00 pm for an ad valorem tax rate not-to-exceed \$0.415469 per \$100 taxable valuation for the fiscal year beginning October 1, 2025 and ending September 30, 2026.

Finance Director April Duvall presented the proposed not-to-exceed property tax rate for FY 25–26, explaining the distinctions between the Maintenance & Operations (M&O) rate, which funds daily operations, and the Interest & Sinking (I&S) rate, which funds debt service for capital projects. Staff recommends a not-to-exceed rate of \$0.415469, with a targeted adopted rate of \$0.412864, equal to the voter-approval rate. The final rate will be set at the September 8, 2025, public hearing.

Council Member Flynn moved to accept the submission of the notice of a no-new-revenue tax rate of \$0.393354 per \$100 taxable valuation and a voter-approval tax rate of \$0.412864 per \$100 taxable valuation for the fiscal year beginning October 1, 2025 and ending September 30, 2026, setting a public hearing on Monday, September 8, 2025 at 7:00 pm for an ad valorem tax rate not-to-exceed \$0.415469 per \$100 taxable valuation for the fiscal year beginning October 1, 2025 and ending September 30, 2026.. Council Member Sheridan seconded the motion.

VOTE ON MOTION**AYES:** Bauer, Beach, Tiffany, Sheridan, Ash, Flynn**NAYES:** None**ABSENT:** Rowe**VOTE:** 6-0-1

13. Consider a resolution of the Town Council of the Town of Trophy Club restricting Council Member, Place 1, Stacey Bauer's access to any public funds, including, but not limited to, annual allocations for travel, training, memberships, and clothing as provided for in Section 7.2 of the Town Council Rules of Procedure.

Council Member Sheridan introduced a resolution restricting Council Member Bauer's access to Town-allocated funds, citing the prior vote of no confidence, attendance concerns, and ongoing Town expenses related to legal matters and open records requests. The Mayor and Council Member Flynn supported the resolution, stating it was about Council Member Bauer's ability to perform her duties and the cost and reputational impact to the Town. Council Member Beach opposed, recommending waiting for the outcome of pending legal proceedings. Council Member Bauer did not speak on the item.

Council Member Sheridan moved to approve Resolution No. 2025-16 restricting Council Member, Place 1, Stacey Bauer's access to any public funds, including, but not limited to, annual allocations for travel, training, memberships, and clothing as provided for in Section 7.2 of the Town Council Rules of Procedure. Council Member Flynn seconded the motion. The caption of the resolution reads as follows:

RESOLUTION NO. 2025-16

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, RESTRICTING COUNCIL MEMBER, PLACE 1, STACEY BAUER'S ACCESS TO ANY PUBLIC FUNDS, INCLUDING, BUT NOT LIMITED TO, ANNUAL ALLOCATIONS FOR TRAVEL, TRAINING, MEMBERSHIPS, AND CLOTHING AS PROVIDED FOR IN SECTION 7.2 OF THE TOWN COUNCIL RULES OF PROCEDURE; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Tiffany, Sheridan, Ash, Flynn
NAYES: Beach, Bauer
ABSENT: Rowe
VOTE: 4-2-1

EXECUTIVE SESSION/OPEN SESSION

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:50 p.m. and reconvened into Open Session at 8:31 p.m. in accordance with the Texas Government Code regarding: Section 551.074 Personnel Matters to deliberate the employment, evaluation, and/or duties of a public officer or employee:

a) Town Secretary. No Action Taken.

Mayor Tiffany recognized Town Secretary Tammy Dixon, outlining her key responsibilities of serving the community ensuring public access to information and responsive assistance, supporting the Town Council, Mayor, and staff, and safeguarding the Town's records, elections, and legal compliance, and expressed appreciation for her service.

b) Town Manager:

15. Consider an amendment to the employment agreement between the Town of Trophy Club and Town Manager Brandon Wright. (Dean Roggia, Town Attorney)

Council Member Beach moved to approve an amendment to the employment agreement between the Town of Trophy Club and Town Manager Brandon Wright subject to approval by the Town Attorney. Council Member Sheridan seconded the motion.

VOTE ON MOTION

AYES: Bauer, Beach, Tiffany, Sheridan, Ash, Flynn
NAYES: None
ABSENT: Rowe
VOTE: 6-0-1

16. Consider a severance agreement between the Town of Trophy Club and Town Manager Brandon Wright. (Dean Roggia, Town Attorney)

Council Member Beach moved to approve an agreement between the Town of Trophy Club and Town Manager Brandon Wright subject to approval by the Town Attorney. Council Member Ash seconded the motion.

VOTE ON MOTION

AYES: Bauer, Beach, Tiffany, Sheridan, Ash, Flynn
NAYES: None
ABSENT: Rowe
VOTE: 6-0-1

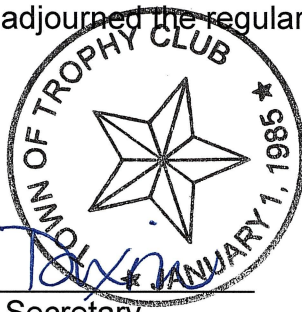
ADJOURNMENT

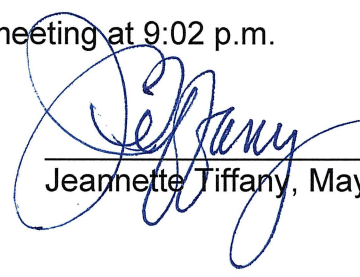
Mayor Tiffany adjourned the regular meeting at 9:02 p.m.

Attest:



Tammy Dixon, Town Secretary





Jeannette Tiffany, Mayor