

Town of Trophy Club
Town Council Work Session and Regular Meeting
Meeting Minutes – November 10, 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
Rhylan Rowe, Mayor Pro Tem
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

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
Patrick Arata, Police Chief
Denise Deprato, Director of Human Resources
Tamara Smith, Assistant to the Town Manager
Jill Lind, Director of Communications
April Duvall, Director of Finance
Madison Seil, Recreation Superintendent

WORK SESSION ITEM

1. Presentation and discussion of the proposed roundabout concept plan and other improvements for the Bobcat Traffic Improvement Project. (Matt Cox, Director of Community Development)

Matt Cox, Director of Community Development introduced Philip Varughese, Professional Engineer with Teague Nall Perkins (TNP), who presented the proposed Bobcat Boulevard Traffic Improvement Project. The presentation outlined design concepts and phasing for the roundabout at Marshall Creek Road and lane modifications near Byron Nelson High School. Philip answered questions from the Town Council throughout the presentation.

Discussion Points included:

- Proposed one-lane roundabout at Marshall Creek Road with crosswalk relocation away from the intersection.
- Addition of left-turn and right-turn lanes at High School Drive #4 to improve traffic flow.
- Pedestrian safety enhancements, including removal of the eastern crosswalk and rerouting pedestrians to the west side.
- Council emphasized maintaining two-lane access from Marshall Creek to prevent congestion.
- Discussion on lighting improvements, reflective striping, and drivable median designs to reduce maintenance issues.
- Landscaping and design to coordinate with the Town's wayfinding plan and existing Trophy Lakes roundabout style.
- Construction phasing will occur in halves, with Schooling Road serving as the detour route.
- Coordination will continue with Northwest ISD, Roanoke, and MUD for right-of-way and utility relocations.
- Estimated project cost: \$4.5 million, including \$2 million in Denton County grant funding.

The consensus of the Town Council expressed the following modifications to be incorporated into the design:

- Add a second lane (slip lane) entering the roundabout from Marshall Creek onto Bobcat Boulevard.
- Secure as much land as possible from Northwest ISD.
- Incorporate the final roundabout design elements into the existing Trophy Lakes roundabout for consistency.
- Ensure that Bobcat Boulevard is fully striped upon project completion.
- Design the medians at the roundabout exit points with rounded curbs and paving materials that minimize damage from larger vehicles.

ADJOURN WORK SESSION

Mayor Tiffany adjourned the work session at 6:40 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 led the invocation.

PLEDGES

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

PUBLIC COMMENTS

There were none.

COMMUNITY SPOTLIGHT

1. Working for You... Trophy Club

a) Update from Town Council Members

Council Member Sheridan announced the upcoming Veterans Day Ceremony to be held on Tuesday, November 11, at 11:00 a.m. at the Trophy Club Veterans Memorial located next to Beck Elementary School. The community is encouraged to attend the ceremony honoring local veterans.

Mayor Tiffany followed with remarks acknowledging Trophy Club's recent designation as the Texas Town of Patriotism and expressed gratitude to the community members whose ongoing efforts reflect the Town's strong commitment to patriotism.

Mayor Tiffany also announced that she and staff will host a Mock Council Meeting at Beck Elementary School for approximately 130 fourth-grade students. The exercise will allow students to debate and vote on a proposed law related to golf cart safety and age requirements. She explained this same program for civic education began earlier in the year at Lakeview Elementary. She thanked Town Secretary Tammy Dixon and the Police Department for their participation and support.

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

Town Manager Wright provided the following update:

Town Manager Wright provided an update on upcoming community events and meetings:

- Veterans Day Celebration – Tuesday, November 11, 11:00 a.m.–12:00 p.m. at the Veterans Memorial.
- Harvest Festival – Saturday, November 15, 6:00–10:00 p.m. at Independence Park East. A new fall tradition featuring food, live music, games, crafts, and seasonal fun.
- Letters to Santa – November 24–December 17. Children can drop off letters (with return address) at the North Pole Mailbox located at Town Hall or the Fire Station to receive a personalized reply.

- Holiday Lights Contest – December 1–17. Residents may nominate their own home or a neighbor’s display for judging in seven festive categories.
- Gingerbread House Decorating – Saturday, December 6, 10:00–10:30 a.m. at the Fire Station.
- Upcoming Board and Commission Meetings:
 - Nov 13 – Planning & Zoning Commission, 6:00 p.m.
 - Nov 17 – Parks & Recreation Board, 6:00 p.m.
 - Nov 19 – Trophy Club Council for Arts & Culture: Work Session 6:00 p.m. (EOC) / Regular Meeting 7:00 p.m.
 - Nov 19 – Crime Control & Prevention District, 6:00 p.m.
 - Nov 20 – Economic Development Corporation, 6:00 p.m.
 - Dec 1 – Parks & Recreation Board, 7:00 p.m.
- Breakfast with Tiffany: Friday, November 17, at Tom Thumb Starbucks.
- No Council Meeting: November 24 (only one meeting scheduled for the month).
- Thanksgiving Holiday: Town offices will close at noon Wednesday, November 26, and remain closed through Friday, November 28. Emergency services will remain fully operational.

Mayor Tiffany thanked board and commission members for their ongoing service and encouraged continued community participation.

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

Town Attorney Dean Roggia provided an overview of performance, payment, and maintenance bonds, explaining their purpose in public works projects

CONSENT AGENDA

3. Consider approval of the October 27, 2025, Town Council regular meeting minutes. (Tammy Dixon, Town Secretary)
4. Consider accepting the third quarter investment report for FY 2025. (April Duvall, Director of Finance)
5. Consider accepting the fourth quarter investment report for FY 2025. (April Duvall, Director of Finance)
6. Consider authorizing the Town Manager to negotiate and execute an audit services engagement letter and agreement amendment with Forvis Mazars, LLP for the FY 2025 annual audit. (April Duvall, Director of Finance)
7. Consider authorizing the Town Manager to negotiate and execute a construction contract with Axis Contracting, Inc. for the 2025 Street Projects including Forest

Hill Drive, Palmetto Court, and Paint Rock Court in the amount of \$1,722,534.75. (Matt Cox, Director of Community Development)

- 8. Consider authorizing the Town Manager to negotiate and execute a professional services agreement with Teague Nall and Perkins, Inc. in a not-to-exceed amount of \$730,000 for survey, utility engineering, civil engineering, bidding and construction administration, and construction inspection services for the 2026 Capital Improvement Street Projects including Oakmont Drive, Roaring Creek Court, and Greenbriar Court. (Matt Cox, Director of Community Development)
- 9. Consider acceptance of the completed construction work for the Inverness Drive Drainage Improvements Project and authorize final acceptance of the project, beginning the two-year maintenance bond period. (Matt Cox, Director of Community Development)

Council Member Flynn moved to approve Consent Items 3-9. Council Member Beach seconded the motion.

VOTE ON MOTION

AYES: Bauer, Beach, Rowe, Tiffany, Sheridan, Ash, Flynn
NAYES: None
VOTE: 7-0

INDIVIDUAL ITEMS

- 10. Consider a resolution of the Town of Trophy Club, Texas, casting votes for the Denton Central Appraisal District Board of Directors. (Tammy Dixon, Town Secretary)

Council discussed allocation of the Town’s eight (8) available votes among the four candidates.

Council Member Bauer moved to approve Resolution No. 2025-25 casting four (4) votes to Mike Hennefer and four (4) votes to Ann Pomykal for the Denton Central Appraisal District Board of Directors. Council Member Rowe seconded the motion. The caption of the resolution reads as follows:

RESOLUTION NO. 2025-25

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, CASTING EIGHT (8) VOTES FOR CANDIDATES IN THE ELECTION OF THE DENTON CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Bauer, Beach, Rowe, Tiffany, Sheridan, Ash, Flynn
NAYES: None
VOTE: 7-0

EXECUTIVE SESSION/OPEN SESSION

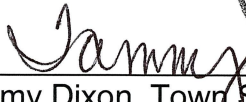
Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:14 p.m. and reconvened into Open Session at 7:27 p.m. in accordance with the Texas Government Code regarding: Section 551.074 Personnel Matters to deliberate the employment, evaluation, and/or duties of a public officer or employee:

- a) Town Manager. **No Action Taken.**

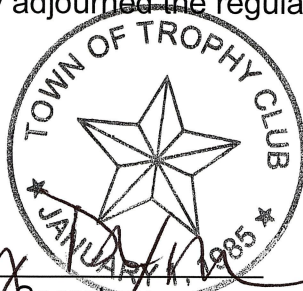
ADJOURNMENT

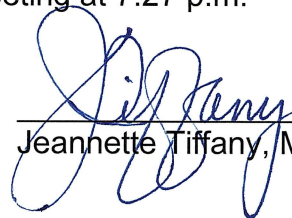
Mayor Tiffany adjourned the regular meeting at 7:27 p.m.

Attest:



Tammy Dixon, Town Secretary





Jeannette Tiffany, Mayor