



Town of Trophy Club

100 Municipal Drive
Trophy Club, Texas 76262

Meeting Agenda

Town Council

Tuesday, September 13, 2016

7:00 PM

Svore Municipal Building Boardroom

CALL TO ORDER AND ANNOUNCE A QUORUM

INVOCATION

PLEDGES

*Pledge of allegiance to the American Flag.
Pledge of allegiance to the Texas Flag.*

CITIZEN PRESENTATIONS

This is an opportunity for citizens to address the Council on any matter whether or not it is posted on the agenda. The Council is not permitted to take action on or discuss any presentations made to the Council at this time concerning an item not listed on the agenda. The Council will hear presentations on specific agenda items prior to the Council addressing those items. You may speak up to four (4) minutes or the time limit determined by the Mayor or presiding officer. To speak during this item you must complete the Speaker's form that includes the topic(s) of your statement. Topics of presentation should be limited to matters over which the Council has authority.

ANNOUNCEMENTS AND REPORTS

1. [2016-504-T](#) Town Manager Seidel's update regarding the following; discussion and provide input regarding same (Staff):
 - *Certificate of Achievement for Excellence in Financial Reporting
 - *Popular Annual Financial Report Award
 - *PetFest
 - *Town Hall Construction
 - *Veteran's Memorial Bids
2. [2016-505-T](#) Town Council Liaison Updates; discussion of same (Staff):
 - *Animal Shelter Advisory Board, August 24, 2016
 - Council Liaison - Council Member Philip Shoffner

CONSENT AGENDA

All matters listed as Consent Agenda are considered to be routine by the Town Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

3. [2016-506-T](#) Consider and take appropriate action regarding the Minutes dated August 9, 2016 (Staff).

 Attachments: [Draft TC Minutes August 9, 2016.pdf](#)

4. [2016-507-T](#) Consider and take appropriate action regarding financial and variance report dated July 2016 (Staff).

 Attachments: [Financial Report July FY15-16.pdf](#)
 [All Fund Budget Report July 2016.pdf](#)

5. [2016-530-T](#) Referred Agenda Item: Consider and take appropriate action regarding a Utility Billing Agreement between the Town of Trophy Club and Trophy Club Municipal Utility District No. 1; and authorizing the Mayor or his designee to execute all necessary documents (P. Shoffner and R. Rowe).

 Attachments: [Staff Report - Utility Billing Agreement.pdf](#)
 [Redline Interlocal Agreement for Utility Billing Services.pdf](#)

6. [2016-522-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas repealing Sections 3.03.051, "Adoption" and 3.03.052, "Amendments" of Division 2, "Building Code" within Article 3.03, "Technical and Construction Codes and Standards" of Chapter 3, "Building Regulations" of the Town's Code of Ordinances, and adopting new Sections 3.03.051, "Adoption" and 3.03.052, "Amendments" of Division 2, "Building Code" within Article 3.03, "Technical and Construction Codes and Standards" of Chapter 3, "Building Regulations" of the Town's Code of Ordinances in order to adopt the 2015 edition of the International Building Code and local amendments and repeal the 2009 edition of the International Building Code and local amendments; providing for a penalty not to exceed the sum of two thousand dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues; providing for publication; and providing an effective date (Staff).

 Attachments: [Staff Report - Code Adoptions.pdf](#)
 [ORD 2016-29 - Adopting 2015 International Building Code.pdf](#)

7. [2016-523-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas repealing Sections 3.03.101, "Adoption" and 3.03.102, "Amendments" of Division 3, "Residential Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances, and adopting new Sections 3.03.101, "Adoption" and 3.03.102, "Amendments" of Division 3, "Residential Code" within Article 3.03, "Technical and Construction Codes and Standards" of Chapter 3, "Building Regulations" of the Town's Code of Ordinances in order to adopt the 2015 edition of the International Residential Code and local amendments and repeal the 2009 edition of the International Residential Code and local amendments; providing for a penalty not to exceed the sum of two thousand dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues; providing for publication; and providing an effective date (Staff).

 Attachments: [ORD 2016-30 - Adopting 2015 International Residential Code.pdf](#)

8. [2016-524-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas repealing Sections 3.03.151, "Adoption" and 3.03.152, "Amendments" of Division 4, "Electrical Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances and adopting new Sections 3.03.151, "Adoption" and 3.03.152, "Amendments" of Division 4, "Electrical Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances in order to adopt the 2014 edition of the National Electrical Code and local amendments and repeal the 2011 edition of the National Electrical Code and local amendments; providing a penalty not to exceed the sum of two thousand dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues; providing for publication; and providing an effective date (Staff).

Attachments: [ORD 2016-31 - Adopting 2014 National Electrical Code.pdf](#)

9. [2016-525-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas repealing Sections 3.03.201, "Adoption" and 3.03.202, "Amendments" of Division 5, "Mechanical Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances and adopting new Sections 3.03.201, "Adoption" and 3.03.202, "Amendments" of Division 5, "Mechanical Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances in order to adopt the 2015 edition of the International Mechanical Code and local amendments and repeal the 2009 edition of the International Mechanical Code and local amendments; providing a penalty not to exceed the sum of two thousand dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues; providing for publication; and providing an effective date (Staff).

Attachments: [ORD 2016-32 - Adopting 2015 International Mechanical Code.pdf](#)

10. [2016-526-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas repealing Sections 3.03.251, "Adoption" and 3.03.252, "Amendments", of Division 6, "Plumbing Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances and adopting new Sections 3.03.251, "Adoption" and 3.03.252, "Amendments", of Division 6, "Plumbing Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances in order to adopt the 2015 edition of the International Plumbing Code and local amendments and repeal the 2009 edition of the International Plumbing Code and local amendments; providing a penalty not to exceed the sum of two thousand dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues; providing for publication; and providing an effective date (Staff).

Attachments: [ORD 2016-33 - Adopting 2015 International Plumbing Code.pdf](#)

11. [2016-527-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas repealing Sections 3.03.301, "Adoption" and 3.03.302, "Amendments", of Division 7, "Energy Conservation Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances and adopting new Sections 3.03.301, "Adoption" and 3.03.302, "Amendments", of Division 7, "Energy Conservation Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances in order to adopt the 2015 edition of the International Energy Conservation Code and local amendments and repeal the 2009 edition of the International Energy Conservation Code and local amendments; providing a penalty not to exceed the sum of two thousand dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues; providing for publication; and providing an effective date (Staff).

Attachments: [ORD 2016-34 - Adopting 2015 International Energy Conservation Code.pdf](#)

12. [2016-528-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas repealing Sections 3.03.401, "Adoption" and 3.03.402, "Amendments", of Division 9, "Fuel Gas Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances and adopting new Sections 3.03.401, "Adoption" and 3.03.402, "Amendments", of Division 9, "Fuel Gas Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances in order to adopt the 2015 edition of the International Fuel Gas Code and local amendments and repeal the 2009 edition of the International Fuel Gas Code and local amendments; providing a penalty not to exceed the sum of two thousand dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues; providing for publication; and providing an effective date (Staff).

Attachments: [ORD 2016-35 - Adopting 2015 International Fuel Gas Code.pdf](#)

13. [2016-529-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas repealing Sections 3.03.451, "Adoption" and 3.03.452, "Amendments", of Division 10, "Fire Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances and adopting new Sections 3.03.451, "Adoption" and 3.03.452, "Amendments", of Division 10, "Fire Code", within Article 3.03, "Technical and Construction Codes and Standards", of Chapter 3, "Building Regulations" of the Town's Code of Ordinances in order to adopt the 2015 edition of the International Fire Code and local amendments and repeal the 2009 edition of the International Fire Code and local amendments; providing a penalty not to exceed the sum of two thousand dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues; providing for publication; and providing an effective date (Staff).

Attachments: [ORD 2016-36 - Adopting 2015 International Fire Code.pdf](#)

PUBLIC HEARING

14. [2016-508-T](#) Conduct a Public Hearing regarding the proposed fiscal year October 1, 2016 to September 30, 2017 budget pursuant to Section 9.05 of the Town Charter; making appropriations and providing for expenditures (Staff).

15. [2016-509-T](#) Conduct the Second Public Hearing regarding the proposed tax rate for fiscal year October 1, 2016 to September 30, 2017, and Mayor to announce the date, time and place of the vote on the tax rate (Staff).
16. [2016-520-T](#) Conduct a public hearing regarding a request to amend Ordinance No. 2002-41 P&Z, 2006-39 P&Z and 2008-23 P&Z, PD Planned Development District No. 25 in order to approve amendments to the approved signage plan for the Value Place Hotel, on Lot 1R, Block B, Trophy Wood Business Center, located at 306 Trophy Branch Drive. Case PD-AMD-16-052 (Staff).
- Attachments:** [Staff Report - Case #PD-AMD-16-052.pdf](#)
[Exhibit A – Application and Proposed Sign Package.pdf](#)
[Exhibit B – Ordinance 2008-23 P&Z.pdf](#)
[Exhibit C – PD 25 Regulations.pdf](#)
[Exhibit D – Location and Zoning Map.pdf](#)
[Exhibit E – Ordinance 2016-37 P&Z.pdf](#)

REGULAR SESSION

17. [2016-510-T](#) Consider and take appropriate action regarding a Proclamation of the Town Council declaring September 2016 as Blood Cancer Awareness Month in Trophy Club; and providing an effective date (N. Sanders).
- Attachments:** [Proclamation Request Letter.pdf](#)
[PRO 2016-10 - Blood Cancer Awareness Month.pdf](#)
18. [2016-511-T](#) Recognition of Resident Volunteers who participated in the July 4th Celebration event; discussion of same (N. Sanders and P. Shoffner).
19. [2016-532-T](#) Recognition of Town Manager Stephen Seidel for his years of service that he provided to the Town of Trophy Club (N. Sanders).
20. [2016-512-T](#) Consider and take appropriate action regarding the award or rejection of the proposal for Entryway Monumentation, Wayfinding, and Parks Signage for the Town of Trophy Club; and authorizing the Town Manager or his designee to execute all necessary documents (Staff).
- Attachments:** [Staff Report - Monumentation Signage.pdf](#)
[Trophy Club Proposal for Signage and Wayfinding.pdf](#)
21. [2016-521-T](#) Consider and take appropriate action regarding a request to amend Ordinance No. 2002-41 P&Z, 2006-39 P&Z and 2008-23 P&Z, PD Planned Development District No. 25 in order to approve amendments to the approved signage plan for the Value Place Hotel, on Lot 1R, Block B, Trophy Wood Business Center, located at 306 Trophy Branch Drive. Case PD-AMD-16-052 (Staff).
22. [2016-513-T](#) Town Council to provide direction to Town Staff regarding an Ordinance amending Section 12.03.042, Special speed zones, of the Town of Trophy Club Code of Ordinances in order to amend school zone areas on Trophy Club Drive; discussion of same (Staff).
- Attachments:** [Staff Report - School Zones.pdf](#)

23. [2016-515-T](#) Consider and take appropriate action regarding a Resolution accepting an Annual Service and Assessment Plan Update for Authorized Services (Emergency Services) for the Trophy Club Public Improvement District No. 1 (The Highlands at Trophy Club), and the proposed Assessment Roll; setting a date for Public Hearing; authorizing the publication of notice and directing the mailing of notices as required by law; enacting other provisions relating thereto; and providing an effective date (Staff).
- Attachments:** [Staff Report - Annual Service and Assessment Plan Update.pdf](#)
[RES 2016-21 - Accepting a SAP \(Emer Serv\) PID.pdf](#)
24. [2016-516-T](#) Consider and take appropriate action regarding Fiscal Year 2016-2017 Budget; discuss and provide direction to Staff regarding same (Staff).
- Attachments:** [Proposed Budget - 09.08.16.pdf](#)
[Changes to Proposed Budget since 8-9-16.pdf](#)
25. [2016-517-T](#) Discussion of items for Future Agendas to include agenda items for consideration on the upcoming Regular Session Council Agenda for September 27, 2016 and items from the Town Council Future Agenda Items list, to include discussion of the below items (Staff).
- A) Item No. 1 - Review ordinances regarding Town Homes, Condos and apartments. (Sanders 8/4/2014) (1-Nov 13, 2014) (2-Feb 24, 2015) (3-May 26, 2015) (4-August 11, 2015) (5-December 8, 2015) (6-March 8, 2016) (7-June 14, 2016) (8-September 13, 2016)
- B) Item No. 3 - Discussion of Green Ribbon grants for the beautification along the sound wall on State Highway 114. (Sanders 3/8/2016) (1-June 14, 2016) (2-September 13, 2016)
- Attachments:** [September 27, 2016 Upcoming Agenda.pdf](#)
[Items for Future Agendas updated 9-8-2016.pdf](#)

EXECUTIVE SESSION

26. [2016-518-T](#) Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council will convene into executive session to discuss the following:
- A) Section 551.074 Personnel Matters to discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee:
- Town Manager position search
- B) Section 551.071 Consultation with Attorney under Subsection (1) when the governmental body seeks the advice of its attorney about pending or contemplated litigation and Subsection (2) for consultation with its attorney on a matter in which the duty of the attorney to the Governmental Body under the Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflict with the Open Meetings Act (551.071(1) and (2)).
- Legal advice regarding fire and emergency medical services, Interlocal Agreements with the Trophy Club Municipal Utility District No. 1 for Fire Department Services and related matters.
- C) Section 551.087 Deliberations regarding Economic Development Negotiations to discuss or deliberate the offer of financial or other incentives to a business prospect that the Town seeks to have locate within the territory of the Town:
- Summary of all Projects

RECONVENE INTO REGULAR SESSION

27. [2016-519-T](#) Consider and take appropriate action regarding the Executive Session.

ADJOURN

*** The Town Council may convene into executive session to discuss posted items as allowed by the Texas Open Meeting Act, LGC.551.071**

CERTIFICATION

I certify that the above notice was posted on the front window of the Svore Municipal Building, 100 Municipal Drive, Trophy Club, Texas, on September 8, 2016 by 6:00 p.m. in accordance with Chapter 551, Texas Government Code.

Holly Fimbres
Town Secretary/RMO

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 682-831-4600, 48 hours in advance, and reasonable accommodations will be made to assist you.

I certify that the attached notice and agenda of items to be considered by this Board was removed by me from the front window of the Svore Municipal Building, 100 Municipal Drive, Trophy Club, Texas, on the _____ day of _____, 2016.

_____, Title: _____