



# Town of Trophy Club

1 Trophy Wood Drive  
Trophy Club, Texas 76262

## Meeting Agenda

### Town Council

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Tuesday, July 23, 2019

7:00 PM

Council Chambers

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A quorum of the Town Council will be present at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas 76262 on Tuesday, July 23, 2019, at 7:00 p.m. The Mayor will preside over the meeting and will be present at Trophy Club Town Hall. One or more members of the Town Council may participate remotely using video conferencing pursuant to Chapter 551 of the Texas Government Code. Two way audio and video communication will be provided and members of the public may speak.

#### 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.*

#### RECOGNITION

1. [2019-308-T](#) Consider and take appropriate action regarding a Resolution recognizing former Council Member Tim Kurtz for his service to the Town of Trophy Club and remarks to and from former Council Member Tim Kurtz (Mayor Sanders).

**Attachments:** [RES 2019-15 - Gratitude for Tim Kurtz.pdf](#)

**ANNOUNCEMENTS AND REPORTS**

2.     [2019-296-T](#)     Receive Interim Town Manager Carroll's update and provide input regarding the following (W. Carroll):  
                          \*July 4th Celebration  
                          \*Volunteer Appreciation Reception
3.     [2019-297-T](#)     Badge pinning ceremony for newly hired Police Officers and Firefighters (W. Carroll).
4.     [2019-298-T](#)     Receive Town Council Liaison update; discussion of same (W. Carroll):  
                          \*Economic Development Corporation 4B, June 26, 2019  
                          Council Liaison - Council Member Sean Bone

**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.*

5.     [2019-299-T](#)     Consider and take appropriate action regarding the Town Council Regular Session Minutes dated June 25, 2019 (W. Carroll).  
  
          Attachments:   [Draft TC Regular Session Minutes June 25, 2019.pdf](#)
6.     [2019-301-T](#)     Consider and take appropriate action regarding designating an Acting Town Manager in compliance with Section 4.06, Acting Town Manager, of the Trophy Club Town Charter (W. Carroll).  
  
          Attachments:   [Acting Town Manager Designation Letter.pdf](#)
7.     [2019-317-T](#)     Consider and take appropriate action regarding a Requisition Request for procurement of digital signage; and authorizing the Mayor or his designee to execute all necessary documents (W. Carroll).  
  
          Attachments:   [Staff Report - Digital Signage Requisition Request.pdf](#)  
                              [Requisition Form.pdf](#)  
                              [Entech Digital Signage Quote.pdf](#)  
                              [TML -What Cities Need to Know to Administer the Local Hotel Occupancy Tax.r](#)
8.     [2019-300-T](#)     Consider and take appropriate action regarding the financial and variance report dated April 2019 (W. Carroll).  
  
          Attachments:   [Staff Report - April 2019 Financial and Variance Report.pdf](#)  
                              [April All Fund Budget Report.pdf](#)  
                              [April Detail vs Budget Report.pdf](#)

9. [2019-303-T](#) Consider and take appropriate action regarding an Interlocal Agreement for Ad Valorem Tax Collection between the Town and Denton County for Tax Year 2019; and authorizing the Mayor or his designee to execute all necessary documents (W. Carroll).  
**Attachments:** [Staff Report - 2019 Denton County ILA for Ad Valorem Tax Collection.pdf](#)  
[2019 Denton County ILA for Ad Valorem Tax Collection.pdf](#)
10. [2019-304-T](#) Consider and take appropriate action regarding an Interlocal Agreement for Assessment Collection between the Town and Denton County for the Trophy Club Public Improvement District No. 1 for Tax Year 2019 (Infrastructure Assessment); and authorizing the Mayor or his designee to execute all necessary documents (W. Carroll).  
**Attachments:** [Staff Report - 2019 Denton County ILA for Public Improvement Assessment.pdf](#)  
[2019 Denton County ILA for Public Improvement Assessment.pdf](#)
11. [2019-305-T](#) Consider and take appropriate action regarding an Interlocal Agreement for Assessment Collection between the Town and Denton County for the Trophy Club Public Improvement District No. 1 for Tax Year 2019 (Emergency Services Assessment - Fire Service); and authorizing the Mayor or his designee to execute all necessary documents (W. Carroll).  
**Attachments:** [Staff Report - 2019 Denton County ILA for Assessment Collection PID1 ESD.pdf](#)  
[2019 Denton County ILA for Assessment Collection PID1 ESD.pdf](#)
12. [2019-340-T](#) Consider and take appropriate action regarding an Ordinance amending Section 2.04.001, Creation; organization, of the Town of Trophy Club Code of Ordinances approving the naming of the Trophy Club Animal Control Officer as a permanent member of the Animal Shelter Advisory Board; and providing an effective date (W. Carroll).  
**Attachments:** [Staff Report - Animal Shelter Advisory Board.pdf](#)  
[ORD 2019-16 - Animal Shelter Advisory Board.pdf](#)

## REGULAR SESSION

13. [2019-309-T](#) Receive a presentation from the Trophy Club Rotary Club; discussion of same (Mayor Sanders).

14. [2019-310-T](#) **Case RP-19-001 (Section 1, Lots 12R-1 & 12R-2)**
- A) Conduct a Public Hearing regarding a request for a replat for the purpose of splitting one residential lot into two residential lots containing approximately 0.567 acres of land and generally located on the northeast corner of Palmetto Court and Oakmont Drive (W. Carroll).
- B) Consider and take appropriate action regarding a request for a replat for the purpose of splitting one residential lot into two residential lots containing approximately 0.567 acres of land and generally located on the northeast corner of Palmetto Court and Oakmont Drive (W. Carroll).
- Attachments:** [Staff Report - Case RP-19-001.pdf](#)  
[Exhibit A - Location Map.pdf](#)  
[Exhibit B - R-10 Zoning Regulations.pdf](#)  
[Exhibit C - Final Plat.pdf](#)  
[Exhibit D - Plot Plan.pdf](#)  
[Exhibit E - Replat.pdf](#)  
[Exhibit F - Neighbors' Signatures in Support.pdf](#)
15. [2019-311-T](#) Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club ordering and calling a Special Election to be held on September 7, 2019 for the purpose of electing one (1) Councilmember to Place No. 4 on the Trophy Club Town Council for the remainder of an unexpired term (expiring in May 2021); providing for canvassing of returns; providing for a runoff election as necessary; adopting provisions relative to publication and other matters necessary to conduct the election; and providing an effective date (W. Carroll).
- Attachments:** [ORD 2019-15 - Calling September 2019 Election.pdf](#)
16. [2019-312-T](#) Consider and take appropriate action regarding acceptance of the budget adopted by the Crime Control and Prevention District and ordering a public hearing August 13, 2019 on the budget to be held in accordance with state law (W. Carroll).
- Attachments:** [Staff Report - CCPD Budget.pdf](#)  
[Fiscal Year 2020 CCPD Budget.pdf](#)
17. [2019-313-T](#) Consider and take appropriate action regarding All Other Funds for the Fiscal Year 2020 Budget; discussion of same (W. Carroll).
- Attachments:** [Fiscal Year 2020 Other Funds Presentation.pdf](#)

18. [2019-314-T](#) Discussion of items for Future Agendas to include agenda items for consideration on the July 29, 2019 and August 13, 2019 Council agendas and items from the Town Council Future Agenda Items list (W. Carroll).
- A) Item No. 2 from the Future Agenda Items list - Receive an update from Town Staff regarding Entryway Monumentation and Landscaping for the Town of Trophy Club. (Sanders 2/27/2018) (1-May 22, 2018) (2-August 28, 2018) (3-December 11, 2018) (4-March 26, 2019) (5-June 25, 2019) (6-July 23, 2019)
- B) Item No. 4 from Future Agenda Items list - Discussion of the creation of a Charter Review Commission in accordance with Section 11.15 of the Town Charter, the Council shall appoint a Charter Review Commission at intervals of not more than seven (7) years. (Jensen 4/23/2019) (1-July 23, 2019)

**Attachments:** [July 29, 2019 Proposed Joint Session Agenda.pdf](#)  
[August 13, 2019 Proposed Council Meeting Agenda.pdf](#)  
[Town Council Future Agenda Items List updated 07-17-2019.pdf](#)  
[Entryway Monumentation and Park Signage.pdf](#)

**EXECUTIVE SESSION**

19. [2019-315-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 551.072 Deliberation regarding Real Property to discuss or deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person:
    - 1) North of State Highway 114, east of Trophy Club Drive and west of Town limits (Mayor Pro Tem Jensen and Council Member Shoffner)
    - 2) Parcel between Bread Winners and Trophy Club Town Hall (W. Carroll)
    - 3) Potential transfer of property between the Town and TCMUD No. 1 (W. Carroll)
  - B) Section 551.074 Personnel Matters under Subsection (1) to discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee:
    - 1) Quarterly Goals and Objectives for Council Appointed Employees (Town Council)
    - 2) Town Manager position (W. Carroll)
    - 3) Denco Area 9-1-1 District Board of Managers (Mayor Sanders)
  - C) Section 551.087 Deliberation regarding Economic Development Negotiations under Subsection (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations and Subsection (2) to deliberate the offer of a financial or other incentive to a business prospect that the Town seeks to have locate within the territory of the Town:
    - 1) North of State Highway 114, east of Trophy Club Drive and west of Town limits (Mayor Sanders)

**RECONVENE INTO REGULAR SESSION**

20. [2019-332-T](#) Consider and take appropriate action regarding a Resolution of the Town Council voting for one (1) nominee to be appointed to the Board of Managers of the Denco Area 9-1-1 District; and providing an effective date (Mayor Sanders).  
**Attachments:** [RES 2019-16 - DENCO 911 Nomination.pdf](#)
21. [2019-316-T](#) Consider and take appropriate action regarding the Executive Session (W. Carroll).

**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 bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on July 19, 2019 by 5:00 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 682-237-2900, 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 the Council was removed by me from the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.**

\_\_\_\_\_, Title: \_\_\_\_\_