



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Agenda

Town Council

Tuesday, June 9, 2020

7:00 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

INVOCATION - Delivered by Mayor Sanders

PLEDGES - Led by Council Member Bone

Pledge of Allegiance to the American Flag.

Pledge of Allegiance to the Texas Flag.

PUBLIC COMMENTS

(The meeting is available through Facebook at www.facebook.com/trophyclubgov)

This is an opportunity for citizens to address the Council on any matter. The Council is not permitted to respond, take action, or discuss presentations made on an item not listed on the agenda. Presentations are to be limited to matters over which the Council has authority. You may speak up to four (4) minutes or the time limit determined by the presiding officer. To speak during this item you must complete the Speaker's Form and include the topic(s) of your statement or submit an email to mayorandcouncil@trophyclub.org.

ANNOUNCEMENTS AND REPORTS

1. [2020-156-T](#) Receive Town Manager Norwood's update and provide input regarding the following (S. Norwood).
*COVID-19 Update
*Peaceful Demonstration Update held June 4, 2020

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 individually.

2. [2020-155-T](#) Take appropriate action regarding the Town Council Regular Session Minutes dated May 26, 2020 (L. Vacek).

Attachments: [DRAFT-TC Regular Session Minutes-May 26, 2020.pdf](#)

3. [2020-158-T](#) Extension of Proclamation 2020-02 declaring a Local Disaster for the Town of Trophy Club, Texas (Mayor Sanders).
Attachments: [Proc. 2020-02 Updated Declaring Local Disaster Amended May 29, 2020.pdf](#)
[Staff Report for Disaster Declaration June 9, 2020.pdf](#)
4. [2020-165-T](#) A Resolution for the Appointment of Jim Carter to the Denco Area 9-1-1 District Board of Managers (Mayor Sanders).
Attachments: [Denco Area 9-1-1 District Appointment Nominees.pdf](#)
[Res. 2020-11 Appointment Denco Area 9-1-1 Board of Managers.pdf](#)
[Staff Report-Denco Area 9-1-1 District Board of Managers.pdf](#)
5. [2020-164-T](#) Take appropriate action regarding a contract for the pipe rail fence repairs at Trophy Club Park not to exceed \$35,365.00 (S. Norwood).
Attachments: [Staff Report - Trophy Club Park Fence Repair.pdf](#)
[Triple C Requisition Request June 9, 2020.pdf](#)
[Fence repair proposals.pdf](#)

INDIVIDUAL ITEM(S)

6. [2020-157-T](#) Take appropriate action on holding the 4th of July Celebration (S. Norwood).
Attachments: [4th of July - Parking Lot sites.pdf](#)
[Staff Report - July 4th Firework Display.pdf](#)

EXECUTIVE SESSION

7. [2020-160-T](#) Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551.072 Deliberation regarding Real Property (Texas Open Meetings Act), the Council will convene into executive session to discuss the following:
- A) Hogan's Glen HOA Update (S. Norwood).
- B) Consultation with Town Attorney regarding John Artuso vs. Town of Trophy Club (S. Norwood).

RECONVENE INTO REGULAR SESSION

8. [2020-162-T](#) Take appropriate action regarding the Executive Session (S. Norwood).

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 June 5, 2020 by 5:00 p.m. in accordance with Chapter 551, Texas Government Code.

**Leticia Vacek, TRMC/CMC/MMC
Town Secretary/RMO**

If you have a disability that requires special needs, please contact the Town Secretary's Office at 682-237-2903 or 682-237-2905, 48 hours in advance, and reasonable accommodations will be made to assist you.

Legislation Details (With Text)

File #:	2020-156-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Draft	
File created:	5/26/2020	In control:		Town Council	
On agenda:	6/9/2020	Final action:			
Title:	Receive Town Manager Norwood's update and provide input regarding the following (S. Norwood). *COVID-19 Update *Peaceful Demonstration Update held June 4, 2020				

Attachments:

Date	Ver.	Action By	Action	Result
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Receive Town Manager Norwood's update and provide input regarding the following (S. Norwood).
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Type:	Agenda Item	Status:		Draft	
File created:	5/26/2020	In control:		Town Council	
On agenda:	6/9/2020	Final action:			
Title:	Take appropriate action regarding the Town Council Regular Session Minutes dated May 26, 2020 (L. Vacek).				
Attachments:	DRAFT-TC Regular Session Minutes-May 26, 2020.pdf				

Date	Ver.	Action By	Action	Result
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Take appropriate action regarding the Town Council Regular Session Minutes dated May 26, 2020 (L. Vacek).

**TOWN OF TROPHY CLUB
TOWN COUNCIL REGULAR SESSION MINUTES
TUESDAY, MAY 26, 2020, 7 P.M.
ZOOM VIDEO CONFERENCE**

The Trophy Club Town Council met in a Regular Session on Tuesday, May 26, 2020. The meeting was held through Zoom Video Conference and was open to the public through www.facebook.com/trophyclubgov.

TOWN COUNCIL MEMBERS PRESENT:

C. Nick Sanders	Mayor
Philip Shoffner	Mayor Pro Tem
Sean Bone	Council Member, Place 3
Karl Monger	Council Member, Place 4
Michael Geraci	Council Member, Place 5

STAFF PRESENT:

Steve Norwood	Town Manager
Wade Carroll	Assistant Town Manager
Leticia Vacek	Town Secretary/RMO
David Dodd	Town Attorney
Patrick Arata	Police Chief
Jack Taylor	Fire Chief
Tony Jaramillo	Director of Parks and Recreation
Mike Erwin	Finance Manager
Jill Lind	Communications and Marketing Manager
Mike Pastor	Information Services Manager

Mayor Sanders called the meeting to order at 7:01 PM and noted a quorum with Mayor Pro Tem Shoffner, and Council Members Bone, Monger and Geraci.

The Invocation was offered by Mayor Sanders, with thankfulness for our Country and the opportunity to live, meet and govern ourselves; with the blessing of health, happiness and prosperity upon Trophy Club Residents. That God's Spirit be with everyone as the Council deliberates and conducts business pleasing to God.

The Pledges to the American Flag and Texas Flag were led by Mayor Pro Tem Shoffner.

Town Secretary Vacek confirmed there were no speakers for Public Comment.

ANNOUNCEMENTS AND REPORTS

1. Receive Town Manager Norwood's Update (S. Norwood).

COVID-19 – Town Manager Norwood reported more people are venturing out and anxious to return to a "somewhat" normal schedule. He stated the pool is projected to open mid-June, with the hiring of seasonal lifeguards and staff in motion. He reported that some cities have cancelled their summer events and programs based upon funding and not being able to meet the logistics of the recommended CDC Guidelines. He shared that area restaurants have commented on the twenty-five percent occupancy rate being doable but the fifty percent has been a challenge with social distancing, while carry-out continues to increase. He reported that Town Hall opened to the public today and complimented the staff on a good job accommodating everyone the past few months. He reported that Governor Abbott is expected to provide an update on June 1, 2020, and the Town's focus will continue to be respectful and responsive to Governor Abbott's recommendations.

CONSENT AGENDA

All matters listed as Consent Agenda are considered to be routine and will be enacted by one motion. No separate discussion of these items will be held. Only items removed from the consent agenda will be considered individually.

2. **Take appropriate action regarding the Town Council Regular Session Minutes dated May 12, 2020 (L. Vacek).**
3. **Take appropriate action regarding the Annual Renewal of the Joint Cooperative Purchasing Agreement with Denton County (S. Norwood).**
4. **Take appropriate action regarding the Texas Coalition for Affordable Powers Energy Cooperative Agreement (S. Norwood).**
5. **Take appropriate action regarding the repainting of the Splash Pad surface, not to exceed the amount of \$31,159 (S. Norwood).**

Motion:

A motion was made by Council Member Bone, seconded by Council Member Geraci, to approve Consent Agenda Items #2 through #5.

Motion carried unanimously 5-0-0.

INDIVIDUAL ITEMS

6. **Take appropriate action regarding the Entryway Monumentation Bids (S. Norwood).**

Town Manager Norwood reported that the Staff received direction at the February 11, 2020 Town Council Meeting to proceed with the bidding processing. The project had been budgeted for \$50,000 from the Hotel Occupancy Tax (HOT) Funds and the two bids received came in at \$90,000 and \$130,000. The lowest bid of \$90,000 far exceeds the budgeted amount. He also reported there is roughly \$1.5 million in the HOT Fund balance, but does not expect an increase this year or next year due to the low occupancy rate occurring with the hotel industry. He stated that if Council wants to move forward with the project; staff would recommend the Council reject the bids and rebid the project as a public bid.

Assistant Town Manager added that the two bids received did not include the electrical work estimated at \$15,000 to \$20,000 for each sign. Mayor Sanders inquired if there were foundation specifications provided; including what is required to keep the sign stabilized. Mr. Carroll reported the bids should include an engineered base. Mayor Sanders asked for confirmation that staff recommended the bids be rejected and to rebid. Mayor Pro Tem Shoffner noted that he understood the staff recommendation was to halt the entire project at this time and asked for clarification. Mr. Norwood confirmed that if the Council wished to proceed with the project; and there are sufficient funds, then Staff recommendation would be to reject the bids and rebid publicly, which is required by State Law. Mayor Pro Tem Shoffner stated he misunderstood Mayor Sanders' statement and that he was in agreement to hold off on the project but to include on a future agenda. He reported hearing the voucher program was not of interest to the area hotels and recommended Staff put together an agenda or a workshop to help Council have a better understanding of the challenges and needs as well as the options to assist the area hotels. Mr. Norwood reported having a discussion with the area hotels about 30 days ago and at this point, they are unsure as to exactly what they need, with the hopes that Summer will increase their occupancy rate with "staycations" as many people are not wanting to fly and prefer staying close to home. He added he expected to receive more information in the next month.

Council Member Geraci commented on Charles Schwab opening soon and the expected increase of families. He felt it was crucial to review options now to help increase the hotel occupancy rate, and to see what other communities are doing to help their local hotels. He supported holding off on the Monumentation Project and to obtain all pertinent information when receiving public bids. Council Member Monger asked that the proposal request be sent out soon, as many contractors are hungry for business, fuel prices are low and this is the time to receive the best price.

Mayor Sanders agreed to not accept the current bids due to the lack of information. He reported he recently spoke with the Governor's Office and the Hotel Association on how best to use HOT Funds in regards to the hotel industry. At this time, no proposed recommendations have yet to surface. He shared the option of marketing Trophy Club to attract tourism to assist area hotels. Town Attorney Dodd stated that rejecting the bids is clear direction for staff to start the process versus no action.

Motion:

A motion was made by Mayor Sanders, seconded by Council Member Bone to reject the bids for entryway monumentation and direct staff to publicly seek bids with electrical, irrigation and engineered base slab to present to the Council within 90 days, if possible.

Motion carried unanimously 5-0-0.

7. Take appropriate action on holding the Fourth of July Fireworks Display (S. Norwood).

Mr. Norwood reported this has been a big topic for staff and area communities; he confirmed that Roanoke, Haslet, Bedford, Keller and Grapevine have cancelled their July 4th Fireworks Show, with Southlake indicating they were cancelling but no official announcement has been made. He shared that it is hard to pinpoint if 5,000, 10,000 or 20,000 people will show for the Fireworks Display. Discussions have been held on providing restroom facilities and water stations, which creates a challenge. Chief Arata reported he had discussions with neighboring cities to provide assistance and many have shared their concern regarding exposing their staff and knowing that social distancing will be a challenge. Mr. Norwood stated that staff recommends not to host this year's Fireworks Display; but if Council recommends to proceed, then staff will be ready to do so.

Mayor Sanders reported he had recently talked with the Mayors of Roanoke and Southlake; Roanoke has advertised a Virtual Display while Southlake is looking at hosting 2 sites but has not ruled out a virtual version. No restroom facilities or water stations would be provided. He added that many cities are waiting for Governor Abbott's update next week to make their final decision. Council Member Bone felt the Town should plan on moving forward with the Fireworks Display and asked if there was any data that would confirm the amount of people expected at the event. Council Member Geraci inquired if the fireworks were funded by HOT Funds and if any plans had been formulated to accommodate a large amount of people. He asked if there is an amount of people the PD would not feel safe to provide safety to the public. He shared that it is up to each citizen to abide by the recommended CDC Guidelines on social distancing, not the Police/EMS. Lastly, he inquired if the Fireworks Display was cancelled, what plans would be included in a virtual display. Council Member Geraci recommended the Fireworks Display move forward; and once the answers are received, then Council can evaluate for a final decision.

Mr. Norwood reported the Fireworks Display is budgeted through HOT Funds; including staff overtime, and if this is not the legitimate use of these funds, then the fireworks would be paid through the General Fund.

Chief Arata reported the fireworks will be displayed in the same area as previous years and to be able to view, one must be fairly close. The last few years have had a turnout of around 4,500 people. He stated the Police Department will maintain safety with all officers working, and expects people to show up early to secure a good spot.

Council Member Bone asked if the Town issues a permit and Mr. Norwood confirmed the permit is issued by the State. Council Member Monger asked about pushing out the Fireworks Display one month. Mr. Carroll confirmed that the Fireworks Display could be rescheduled as far out as April 2021 while the band could be rescheduled between now and December 31, 2020.

Mayor Pro Tem Shoffner recommended the Town delay a decision until the next Council Meeting and see what other cities are doing, and to hear Governor Abbott's plans. He asked staff to move forward with the event planning. Mr. Norwood reported that staff is moving forward to host the event, and has been in discussions with Trophy Club Country Club and exploring other options. Mayor Pro Tem Shoffner shared his opinion that if Southlake were to host their event, which has better spacing, then Trophy Club does not need to host a 4th of July event but could reschedule later in the year with a bigger experience as Council Member Monger recommended. Lastly, he added that Council will be in a better situation in two weeks to decide to host or cancel this event.

Council Member Geraci stated he was in favor of having the Fireworks Display and supports Chiefs Arata and Taylor on providing a traffic plan for street closures/wrist bands. He shared that the 4th of July represents what the USA stands for and if the event is rescheduled to a later date; it diminishes the true meaning of the holiday. He added that in the next two weeks staff should have more data to help make a decision. Council Member Monger suggested the possibility of having everyone pre-register, which could assist with crowd control.

Mayor Sanders commented that he was torn on this item. He added that many people are still staying home but as more venture out, will things change with the virus. He shared that the pre-registration is an option requiring additional staff. He also shared that postponing the event to a later date would not have the same significance as the actual holiday. He mentioned the risk of promoting people standing closer together puts Police and Fire Departments at risk with added pressure of not knowing how many will show. He agreed that waiting on Governor Abbott's direction will help Council make a decision. If Southlake hosts their event; it has been scheduled for July 3, 2020.

Marketing Manager Lind reported that she has received an estimate for Virtual Online Display with Council messages at a cost of \$1,000 fully delivered. Mayor Sanders commented this could help put Trophy Club on the map but would compete with the National Programs.

Council Member Bone asked Town Attorney Dodd to clarify if fireworks could be budgeted through HOT Funds. Mr. Dodd mentioned the main question will be how open are the hotels at this time; and if they are not open, there will be no "heads in beds". Council Member Bone asked staff to move forward with the planning and that the final determination be made at the next meeting. This would give time to contact the vendor before the 8th of June as requested. Mr. Dodd confirmed the Town contractually has after the June 8th deadline that the vendor verbally requested.

Council Member Bone asked if the Council required a vote to host fireworks or is it something that can move forward. Mayor Sanders confirmed the Council does not require a vote for this item but that Town Manager Norwood needs direction for staff. Mr. Norwood confirmed a vote was not required but are close to thirty days out and there are logistics that need to be planned.

Chief Taylor reported talking with neighboring communities, Roanoke in particular, and if Trophy Club were to host the event, the City of Roanoke was reluctant to expose their Police/Fire Personnel. Additionally, the influx of people on the 377 corridor would increase the burden on Roanoke's Personnel. Lastly, he stated the Fire Department is ready to assist if the event is held.

Mayor Sanders felt it was appropriate to have a vote to give direction to staff of going forward or not moving forward on this event.

Motion:

A motion was made by Mayor Sanders to cancel the Fireworks Display with no further investigation by staff. The motion did not receive a second; therefore, a vote was not in order.

Motion:

A motion was made by Council Member Bone, seconded by Council Member Geraci for the Town of Trophy Club to move forward with the Fourth of July Fireworks Display and that staff continue their investigative planning.

Motion carried 4-1-0.

Mayor Pro Tem Shoffner stated that a firm decision needs to be made at the June 9, 2020 Town Council Meeting. Mr. Norwood agreed with Mayor Pro Tem Shoffner's suggestion and added that the vendor will not have an issue with whatever date is chosen.

Mayor Sanders announced there were no items to discuss in Executive Session.

ADJOURNMENT

Mayor Sanders adjourned the meeting at 8:01 P.M.

ATTEST:

Leticia Vacek, TRMC/CMC/MMC
Town Secretary/RMO

C. Nick Sanders, Mayor

DRAFT

Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Legislation Details (With Text)

File #:	2020-158-T	Version:	1	Name:	
Type:	Resolution	Status:		Draft	
File created:	6/1/2020	In control:		Town Council	
On agenda:	6/9/2020	Final action:			
Title:	Extension of Proclamation 2020-02 declaring a Local Disaster for the Town of Trophy Club, Texas (Mayor Sanders).				
Attachments:	Proc. 2020-02 Updated Declaring Local Disaster Amended May 29, 2020.pdf Staff Report for Disaster Declaration June 9, 2020.pdf				
Date	Ver.	Action By	Action		Result

Extension of Proclamation 2020-02 declaring a Local Disaster for the Town of Trophy Club, Texas (Mayor Sanders).

**TOWN OF TROPHY CLUB
PROCLAMATION 2020-02
Amended March 31, 2020
Amended April 28, 2020
Amended May 29, 2020**

**AN EXTENSION OF PROCLAMATION 2020-02 DECLARING A LOCAL DISASTER
FOR THE TOWN OF TROPHY CLUB, TEXAS ISSUED ON THE 29TH DAY OF MAY
2020 THROUGH THE 23RD DAY OF JUNE 2020.**

WHEREAS, in December 2019 a novel coronavirus, now designated COVID-19, was detected in Wuhan City, Hubei Province, China. Symptoms of COVID-19 include fever, cough, and shortness of breath. Outcomes have ranged from mild to severe illness, and in some cases death; and

WHEREAS, on March 11, 2020 the World Health Organization (WHO) declared COVID-19 as a pandemic; and

WHEREAS, on March 13, 2020 the President of the United States did find and proclaimed that the COVID-19 outbreak in the United States constitutes a National Emergency; and

WHEREAS, on March 13, 2020 the Governor of the State of Texas certified that COVID-19 poses an imminent threat of disaster in the state and declared a state of disaster for all counties in Texas; and

WHEREAS, on March 13, 2020 the County Judge of Tarrant County issued a Declaration of Local Disaster due to Public Health Emergency, the Tarrant County Commissioners issued a Renewal of the Declaration of Local Disaster due to a Public Health Emergency on March 17, 2020 and the First Amended Declaration of Local Disaster due to Public Health Emergency was issued on March 18, 2020; and

WHEREAS, also on March 17, 2020 the County Judge of Denton County, Texas certified that COVID-19 poses an imminent threat of disaster in Denton County and declared a State of Disaster for all of Denton County; and

WHEREAS, the Mayor of the Town of Trophy Club, Texas has determined that extraordinary measures must be taken to respond quickly, prevent and alleviate the suffering of people exposed to and those infected with the virus, as well as those that could potentially be infected or impacted by COVID-19, and to protect or rehabilitate property; and

WHEREAS, the Town of Trophy Club entered into a Joint Resolution with Denton County to form an Interjurisdictional Emergency Management Program, adopted through Trophy Club Resolution 2018-07 allowing the Town of Trophy Club to operate within the Interjurisdictional Emergency Management Plan;

NOW THEREFORE, BE IT PROCLAIMED BY THE TOWN OF TROPHY CLUB:

1. That a Local State of Disaster is hereby declared for the Town of Trophy Club, Texas, pursuant to Section 418.108(a) of the Texas Government Code.
2. Pursuant to Section 418.108(b) of the Government Code, this declaration of local disaster shall continue for a period through June 23, 2020 from the date of this declaration unless continued or renewed by the Town Council.
3. Pursuant to Section 418.108(c) of the Government Code, this declaration of local disaster shall be filed promptly with the Town Secretary, and shall be given prompt and general publicity.
4. Pursuant to Section 418.108(d) of the Government Code, this declaration of local disaster activated the Town of Trophy Club's and Denton County's Interjurisdictional Emergency Management Program.
5. This Declaration enables the Town of Trophy Club to take any action authorized under Federal or State Law and/or the Disaster Declaration from the State of Texas and/or Denton County Commissioners Court adopted by Trophy Club Resolution 2018-07.
6. That this proclamation shall take effect immediately from and after its issuance.

DECLARED AND ORDERED this 9th day of June 2020.

C. Nick Sanders, Mayor

ATTEST:

Leticia Vacek, TRMC/CMC/MMC
Town Secretary/RMO



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Mayor and Town Council
From: Wade Carroll, Assistant Town Manager
CC: Steve Norwood, Town Manager
Leticia Vacek, Town Secretary/RMO
Re: Disaster Declaration
Town Council Meeting, October 9, 2020

Agenda Item:

Extension of Proclamation 2020-02 declaring a Local Disaster for the Town of Trophy Club, Texas (Mayor Sanders).

Strategic Link:

Safety & Security: Achieve exceeding high standards for public safety and low crime rates.

Background and Explanation:

On March 31, 2020 Council approved a Declaration of a Local Disaster for the Town of Trophy Club to ensure that our Town and our local businesses could apply and qualify for grants or other federal and state aid. The original declaration has been renewed previously but is only active for 30 days when approved by Council and is due for renewal again. The declaration is timed to expire at our next Council Meeting since we do not have a Council Meeting during the first 2 weeks of July. The declaration is broad in its language to allow the Town of Trophy Club to follow any guidelines given to us by the Governor's office whose executive orders supersede any county or local declarations or orders. Both the State of Texas and Denton County, who assist the Town in running our Emergency Management Programs by Inter-Local Agreement (ILA), are still under Disaster Declarations of their own and therefore it is appropriate that the Town of Trophy Club continue its declaration as well.

Financial Considerations:

Currently no reimbursements or grants are dependent on the Local Disaster Declaration however, this could be required in the future.

Legal Review:

David Dodd has reviewed and approved the disaster declaration.

Board/Commission/ or Committee Recommendation:

Not applicable.

Staff Recommendation:

Staff recommends Council approve the Declaration of a Local Disaster for the Town of Trophy Club.

Attachments:

- Declaration of Local Disaster

Town Council Approval:

Mayor C. Nick Sanders or designee

Legislation Details (With Text)

File #:	2020-165-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Draft	
File created:	6/5/2020	In control:		Town Council	
On agenda:	6/9/2020	Final action:			
Title:	A Resolution for the Appointment of Jim Carter to the Denco Area 9-1-1 District Board of Managers (Mayor Sanders).				
Attachments:	Denco Area 9-1-1 District Appointment Nominees.pdf Res. 2020-11 Appointment Denco Area 9-1-1 Board of Managers.pdf Staff Report-Denco Area 9-1-1 District Board of Managers.pdf				

Date	Ver.	Action By	Action	Result
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A Resolution for the Appointment of Jim Carter to the Denco Area 9-1-1 District Board of Managers (Mayor Sanders).



Denco Area 9-1-1 District

1075 Princeton Street ▪ Lewisville, TX 75067

Phone: 972-221-0911 ▪ Fax: 972-420-0709 ▪ Denco.org

TO: Denco Area 9-1-1 District Participating Jurisdictions

FROM: Greg Ballentine, Executive Director

DATE: June 1, 2020

RE: Appointment to the Denco Area 9-1-1 District Board of Managers

On March 31, 2020, the Denco Area 9-1-1 District requested participating cities to nominate a representative to the district board of managers for the two-year term beginning October 1, 2020. Denco received the following nominations by the May 31, 2020 deadline:

<u>Nominee</u>	<u>City/Town Making Nomination</u>
Brandon Barth	Town of Flower Mound
Jim Carter	City of Aubrey City of Highland Village City of Krugerville City of Lake Dallas City of Lewisville City of Oak Point City of Pilot Point Town of Bartonville Town of Corral City/Draper Town of Cross Roads Town of Double Oak Town of DISH Town of Hickory Creek Town of Northlake Town of Shady Shores Town of Trophy Club
David Terre	City of The Colony

The Denco Area 9-1-1 District requests that each participating city vote for one of the candidates and advise the district of its selection by 5 p.m. on July 31, 2020. No votes will be accepted after that time. If a nominating municipality does not formally vote, it's nomination will automatically count as a vote for its nominee. Please send a copy of the resolution recording council action. I have attached a sample resolution you may wish to use and resumes for the candidates. Also attached is a copy of the resolution outlining board appointment procedures and a list of current board members.

Please send a copy of your council's office action to the Denco Area 9-1-1 District, 1075 Princeton Street, Lewisville, TX 75067 or to Melinda Camp at melinda.camp@denco.org.

Thank you for your assistance in this matter.

Brandon Barth, CEM®

15612 Pioneer Bluff Trail – Roanoke, TX 76262 – 770-883-6245 – barth.brandon@gmail.com

PROFILE SUMMARY

Results-oriented, dependable professional with 15 years of emergency response and fire rescue experience. Certified and skilled in emergency management, media, and public relations. Possesses superior communication and multi-tasking skills with an acute attention to detail in a fast-paced, high-stress environment.

PROFESSIONAL EXPERIENCE

Flower Mound Fire Department, Flower Mound, TX

Emergency Management Officer

March 2014-Present

- Leads, manages, directs, and supervises the functions and programs of the Emergency Management Division.
- Assists in the development, planning, and implementation of Departmental goals and objectives.
- Participates in the development and administration of the Emergency Management Division budget, including the financial planning for staffing, equipment, and supplies for the Emergency Management Division.
- Responds to incidents and provides Emergency Management Support
- Assists the Suppression Division during times of emergency as an officer of the Flower Mound Fire Department i.e. FIT, Safety Officer, Division assignment, SME.
- Manages the Town's Mobile Incident Command Vehicle and supervises the trained driver/operators of the vehicle.
- Serves as the Public Information Officer for the Fire Department, providing news releases/statements, coordinates projects with the Town's Communications Department, and oversees the FMFD website and social media accounts.
- Oversees administrative compliance and scheduling of the AMBUS with the North Central Texas Trauma Regional Advisory Council and the State of Texas Emergency Medical Task Force. Coordinates that the AMBUS and its ancillary equipment are operationally ready.
- Maintains information on hazardous materials that are stored in the Town of Flower Mound and project manages hazardous materials spills within the Town.
- Performs various special research projects and may be responsible for administering special programs.
- Secures technical and financial assistance through grants and Public/Private partnerships.
- Prepares and presents public awareness programs to civic groups, medical facilities, schools, and other organizations.
- Reviews Special Event Permits and works with other Town departments to plan for special events and to prepare Special Event Emergency Operations Plans.
- Examines potential disaster events and evaluates the effect on the Town.
- Produces the Town's Debris Management Plan and master Emergency Operations Plan and 22 supporting Annexes. Plans the Town's response to disasters and ensures that all entities can respond as outlined in the Emergency Operations Plan.
- Serves in the Town's Emergency Operation Center (EOC), if activated.
- Responsible for designing, training, and evaluation of periodic exercises to test elements of emergency plan.
- Provides expert knowledge and advice to operating departments on special conditions and operating requirements that would be imposed by disasters.
- Responsible for ensuring operability of outdoor warning sirens and securing interlocal agreements and easements for the installation of sirens (installed 16 new sirens since 2014).
- Manage the Town's Everbridge emergency notification system.
- Serves as liaison with community, state and federal authorities concerned with disaster planning, response, and recovery.

Brandon Barth, CEM®

15612 Pioneer Bluff Trail – Roanoke, TX 76262 – 770-883-6245 – barth.brandon@gmail.com

- Responsible for seeking FEMA reimbursement post-disaster or reimbursement from the State of Texas post-deployment of Town resources to other disaster or emergency events.
- Serve as the co-chair for the North Central Texas EOC Support Team

Allied International Emergency, LLC – Fort Worth, TX

May 2011- March 2014

Operations Manager

September 2013-March 2014

- Managed the daily operations and supervised a staff of 8 employees for the Allied International Emergency's corporate branch.
- Oversaw 500+ annual hazardous materials and environmental remediation projects daily in a rapid paced environment with multiple deadlines.
- Prepared bids and proposals to current and future customers.
- Ensured that all supplies and equipment at the facility are in a constant state of operational readiness.
- Provided response and laboratory reports to customers as well as state regulatory agencies regarding hazardous material/environmental incidents.
- Executed service agreements with new customers during numerous emergency responses.
- Maintained an up-to-date survey that tracks employees' training, certifications, fit tests, and physical exams to ensure conformance with OSHA regulations.
- Conducted training classes for employees and customers on subjects such as hazardous materials, confined space entry, and fall protection.

Project Manager

May 2011-September 2013

- Managed personnel at various types of hazardous materials and environmental incidents ranging from tractor-trailer accidents to chemical plant fires per OSHA 1910.120 and requiring travel to various cities and states on a moment's notice.
- Supervised projects through the emergency response, mitigation, remediation, and closure phases.
- Oversaw the decontamination of Naturally Occurring Radioactive Materials (NORM) as a Radiation Safety Officer.
- Performed confined space entry and confined space rescue standby as outlined by OSHA 1910.146.
- Interacted with customers as well as state regulatory agencies such as the Texas Railroad Commission and the Texas Commission on Environmental Quality during hazardous materials incidents as well as environmental emergencies.
- Responsible for the profiling and disposal of hazardous, non-hazardous, and RCRA E&P exempt waste streams.
- Conducted sampling of water, air, and soil to determine potential contamination.
- Wrote policies for new hires to the company.

Baldwin County Fire Rescue – Milledgeville, GA

January 2005- March 2011

Full-time Firefighter/Public Information Officer

January 2007-March 2011

- Presented a marketing/communications plan to the department's executive staff, thus creating the position of a PIO as well as creating the department's social media accounts.
- Conducted interviews with local media outlets: newspaper, radio, and TV.
- Wrote news releases and operated the department's social media site.
- Redesigned the department's report writing system and making a quick reference guide to assist those.

Brandon Barth, CEM®

15612 Pioneer Bluff Trail – Roanoke, TX 76262 – 770-883-6245 – barth.brandon@gmail.com

- Worked in conjunction with the Executive Staff of the fire department in projecting their message to the public.
- Assisted with grant and compliance research on behalf of the executive staff.
- Worked 24-hour shifts; responding to various types of emergency incidents including emergency medical calls, vehicle accidents, and fires.
- Served as the acting-officer in charge; certified through the National Professional Qualifications Pro Board as a Fire Officer 1; overseeing the day-to-day tasks and emergency operations of the on-duty personnel when the shift officer was absent.
- Served as part of the regional Hazardous Materials Team; certified through the National Professional Qualifications Pro Board as a Hazardous Materials Technician
- Assisted in the training of firefighters; certified through the National Professional Qualifications Pro Board as a Fire Instructor 1.
- Provided fire safety demonstrations and classes to children in the local school system.
- Conducted pre-incident/safety inspections of commercial properties to assess dangers and to determine proper mitigation procedures based on building layout, hazards, and building construction.
- Drove and operated fire apparatus to include engines, tankers, aerials, and rescue trucks.
- Awarded Firefighter of the Year – Baldwin County Fire Rescue 2008-2009.

Part-time/Volunteer Firefighter

January 2005-January 2007

While pursuing bachelor's degree, worked part-time covering shifts for full-time personnel who were on leave. Was entrusted to work alone at stations in rural parts of the county that only had one person on-duty during a shift. Maintained attendance in more than 80% of emergency calls and training drills and responded to emergencies via notification by pager.

EDUCATION

Bachelor of Business Administration, International Business
Georgia College & State University - Milledgeville, GA May 2007

PROFESSIONAL CERTIFICATIONS

Certified Emergency Manager, International Association of Emergency Managers
Advanced Professional Series, Federal Emergency Management Agency
Professional Development Series, Federal Emergency Management Agency
Amateur Radio License, Federal Communications Commission
Intermediate Firefighter, Texas Commission on Fire Protection
Intermediate Fire Investigator, Texas Commission on Fire Protection
Emergency Medical Technician-Basic, National Registry and Texas Department of State Health Services
Wildland Firefighter, Texas Commission on Fire Protection and Texas A&M Forest Service
Fire Officer IV, Texas Commission on Fire Protection
Fire Instructor II, Texas Commission on Fire Protection
Incident Safety Officer, Texas Commission on Fire Protection
ICS 100, 200, 300, 400, 700, and 800, Federal Emergency Management Agency

JIM CARTER

6101 Long Prairie Road
Ste 744-110
Flower Mound, Texas 75028

(817) 239-7791
jim.carter1@icloud.com

EDUCATION

College Degree:	University of Georgia, B.B.A. Finance
Post Graduate:	Georgia Tech, University of Tennessee, University of Michigan, Texas Women's University, American Management Association

PROFESSIONAL EXPERIENCE

Department Head, Finance	General Motors Corporation
Zone Vice-President	Frito-Lay, Inc., International and Domestic Development
President, C.E.O.	Mercantile Corporation Responsible for 3 Banks, developed 2,000 prime commercial acres in Fort Worth adjacent to I-35W,
Current: Principal	James P. Carter & Associates – Consultant & Mediator To business and governmental entities
Professional Licenses	Texas Real Estate License, Certified Mediator

PUBLIC SERVICE EXPERIENCE

Mayor	Trophy Club, Texas – 14 years
Municipal Court Judge	Trophy Club, Texas – 12 years
Emergency Manager	Trophy Club, Texas – 14 years
County Commissioner	Denton County, Texas – 8 years
Vice President	Texas Association of Counties
President-Current	Denton County Emergency Services District #1 Fire and Emergency Medical over 65 square miles Serving 5 municipalities: (Argyle, Bartonville, Copper Canyon, Draper, and Northlake); Lantana Freshwater Supply Districts #6 and #7 and unincorporated areas of Denton County
Texas State Board Member- Current	State Association Fire and Emergency Service Districts – Trains Emergency Services District Commissioners

Board Member Denco 911-Current	Emergency telecommunications system that assists its member jurisdictions in managing police, fire and medical emergency calls.
Mission Leader – Guatemala	Constructed purified water system in remote villages, shared the “Good News” of Jesus’s love.
Team Leader	Provide housing and food to victims of Hurricane Katrina.
Team Leader	Made several trips to Sabine Pass to aid victims of Hurricane Rita.

COMMUNITY AND CHARITY SERVICES

Baylor Healthcare System	Trustee – 10 Years
University of North Texas	President’s Council
Texas Student Housing Corp	Chairman – 20 Years, providing Residential Scholarships at UNT, A&M, UT Austin
Boy Scouts of America	Longhorn Council, District Chairman
First Baptist Church, Trophy Club	Chairman, Stewardship Committee and Senior Bible Teacher

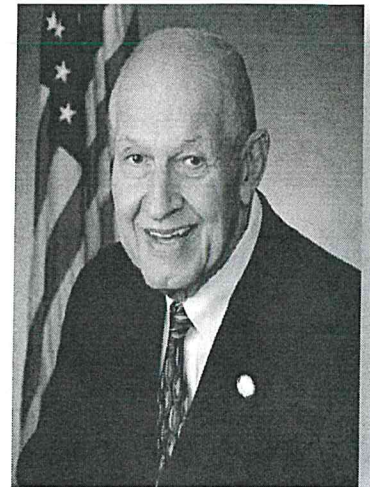
US MILITARY

US Navy	11 years – active and reserve service
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Honors: Who’s Who in the South and Southwest, Who’s Who in U.S. Executives, Honorary Fire Chief Argyle Fire District

David Terre

3941 Teal Cove
The Colony, Texas 75056
972-740-4526
terre.david@yahoo.com



OBJECTIVE

If elected to a fourth term, I will continue to work hard, be organized, use common sense, and always apply the golden rule. This approach has enabled me to make significant contributions during my previous three terms.

EDUCATION

Drake University/ Moberly Community College
BS-Business Administration and a Minor in economics

EMPLOYMENT HISTORY

Vice President of Sales | Wilson Sporting Goods
Retired

46 Year Career

Successfully retired after a wonderful 46 year career where I rose through the ranks to become Vice President of Sales responsible for all domestic sales.

- Directed European Sales Operations while living in Germany
- Experience in Marketing
- Achieved successful coordination of new product introductions
- Managed West Coast Distribution Operations

LEADERSHIP

The Colony City Council

2011-Present

- 2011 - Received the honor of being elected Mayor Pro Tem during my first term on City Council
- 2012 - Appointed to the Local Development Corporation Board of Directors to oversee new Grandscape (Nebraska Furniture Mart) Development
- 2013 - First Council Member from The Colony, Texas to be elected and serve on the Denton County Tax Appraisal District Board of Directors
- 2017 - Reelected to an uncontested 3rd term on City Council

The Colony Planning & Zoning Commission

2008-2011

- Served as Vice Chair

See reverse

HONORS

- 1982 – Drake University Basketball Hall of Fame
- 1994 – Moberly Community College Basketball Hall of Fame
- 1995-2003 – Three-time Senior Olympics Gold Medal Winner for USA Basketball Team
- 1999 – Wilson Wall of Fame Honor
- 2007- Moberly Community College Outstanding Alumni of the year
- 2013 – Washington High School Hall of Fame
- 2018 – Roaring Lambs Hall of Fame

DCAD ACCOMPLISHMENTS

I have worked with my fellow Board Members to achieve the following meaningful results:

- Ensure a Quorum is established by being present at each meeting while achieving perfect attendance record.
- Make informed decisions doing the necessary preparation prior to each meeting
- Assisted in developing an Annual Operating Budget to ensure spending stays within budgeted funds while always looking for opportunities to reduce expenses
- Participate in the development and evaluation of the Chief Appraisal Officer each year
- To better serve Denton County Property owners, opened a convenient offsite location in the Lewisville Career Center to handle property tax protests
- Launched an online service permitting property owners to file property tax protests electronically
- Implemented a successful, structured flex work schedule as a benefit and morale Booster for ALL employees

**TOWN OF TROPHY CLUB
RESOLUTION 2020-11**

**A RESOLUTION FOR THE APPOINTMENT OF JIM CARTER
TO THE BOARD OF MANAGERS OF THE DENCO AREA
9-1-1 DISTRICT.**

WHEREAS, Section 772, Health and Safety Code, provides that two voting members of the Board of Managers of an Emergency Communications District shall be appointed jointly by all cities and towns lying wholly or partly within the District;

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS:

Section 1

The Town of Trophy Club hereby VOTES TO APPOINT **Jim Carter** as a member of the Board of Managers of the Denco Area 9-1-1 District for the two year term beginning October 1, 2020.

Section 2

That this resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED by the Town Council of the Town of Trophy Club, Texas, on this 9th day of June, 2020.

C. Nick Sanders, Mayor

ATTEST:

Leticia Vacek, TRMC/CMC/MMC
Town Secretary/RMO



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Mayor and Town Council

From: Leticia Vacek, Town Secretary/RMO

CC: Steve Norwood, Town Manager
Wade Carroll, Assistant Town Manager

Re: Appointment of Jim Carter to the Denco Area 9-1-1 District Board of Managers

Agenda Item:

Appointment of Jim Carter to the Denco Area 9-1-1 District Board of Managers.

Background and Explanation:

In May 2020, the Trophy Club Town Council Nominated Jim Carter to the Denco Area 9-1-1 District Board of Managers. Nominations from various entities have been received and Jim Carter has been nominated by 16 out of the 18 cities.

Legal Review:

A Council Resolution is due to Denco Area 9-1-1 District Board of Managers no later than 5 PM on July 31, 2020.

Staff Recommendation:

It is recommended that the Trophy Club Town Council Appoint Jim Carter by Resolution to the Denco Area 9-1-1 District Board of Managers.

Attachments:

Resolution 2020-11

Denco Area 9-1-1 Appointment Nominees List

Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Legislation Details (With Text)

File #:	2020-164-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Draft	
File created:	6/4/2020	In control:		Town Council	
On agenda:	6/9/2020	Final action:			
Title:	Take appropriate action regarding a contract for the pipe rail fence repairs at Trophy Club Park not to exceed \$35,365.00 (S. Norwood).				
Attachments:	Staff Report - Trophy Club Park Fence Repair.pdf Triple C Requisition Request June 9, 2020.pdf Fence repair proposals.pdf				

Date	Ver.	Action By	Action	Result
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Take appropriate action regarding a contract for the pipe rail fence repairs at Trophy Club Park not to exceed \$35,365.00 (S. Norwood).



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Mayor and Town Council

From: Tony Jaramillo, Director of Parks and Recreation

CC: Steve Norwood, Town Manager
Letty Vacek, Town Secretary/RMO

Re: Pipe rail fence repair in Trophy Club Park
Town Council Meeting, June 9, 2020

Agenda Item:

Take appropriate action regarding the pipe rail fence repairs at Trophy Club Park not to exceed \$35,365.00 (S. Norwood).

Strategic Link:

Nature and Beautification – Improve the aesthetic and recreational value of the Town.

Background and Explanation:

On October 9, 2018, Council approved a Trophy Club Park Masterplan presented by staff. The Masterplan included installing a new pipe rail fence outlining a new Motocross Track which will be reimbursed by an awarded grant from Texas Parks and Wildlife. However, because of the amount of rain activity received since the presentation, the Motocross Race scheduled was canceled which was the source for the new track in which the new pipe rail fence was scheduled to be installed. Staff has made the strategic decision to utilize the funds that are allocated (for pipe rail fence purposes) only to repair the existing pipe rail fence in various locations, replace sections in disrepair and install maze entrances where needed in order for patrons to utilize.

Staff obtained three quotes for the repair of pipe rail fence project and is recommending the approval of awarding Triple C Fence with a contract of \$35,365.00 to complete all work specified in their proposal. Triple C Fence is accredited through the Better Business Bureau with an A+ rating. Additionally, staff contacted two references provided by the contractor in which both provided positive feedback in regards to their work performance.

Financial Considerations:

The total amount of the fence project is \$35,365.00 the grant is an 80/20 split in which the Town's responsibility will be \$7,073. The remainder balance of \$28,292.00 will be reimbursed to the Town. However, the full amount must be funded by Trophy Club Park upfront in order to complete the project.

The following contractors submitted formal quotes

	HUB	Total	Original Quote	Additional work
Triple C		35,365	\$26,435	\$8,930
Cost Cutters		35,735	\$35,735*	
Symone	X	38,731.24	\$20,234.84	\$18,496.40

*Additional work included in quote

Legal Review:

Not applicable

Board/Commission/ or Committee Recommendation:

Not applicable

Staff Recommendation

Staff recommends Council approve the pipe rail fence repairs by Triple C Fence at Trophy Club Park as part of the Masterplan approval. Staff discussed and reviewed all quotes with the Finance Department and are in concurrence.

Attachments:

- Three proposals
- Requisition Request Form

Town Council Approval:

Mayor C. Nick Sanders or designee



PURCHASE REQUISITION FORM

PO Number _____

Date : 6/4/2020 _____

Department Parks & Rec _____

Vendor (Name & Address)

Triple C Fence
1803 Avondale Haslet Road
Haslet, TX 76052

Delivery Address

1 Trophy Wood Drive
Trophy Club, TX 76262

Project# _____

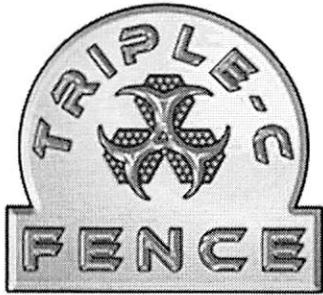
Account Number	Description	Quantity	Unit Amount	Total Amount
09-400-65100	Pipe Rail Fence Repair at Trophy Club Park	1	35,365.00	\$ 35,365.00
Project 001				
Co-op info:				
			Total	\$ 35,365.00

Comments _____

Requested by: _____

Approved by: _____

Finance Approved by: _____



2020 – BID PROPOSAL

All work to be performed per contract document. Any alteration or deviation from documents, which involve extra cost, will be executed only upon OWNER approved change orders, and will become an extra charge over and above the proposal pricing. It is expressly agreed that any change orders will be processed within 30 days.

PROJECT: TROPHY CLUB PARK / PIPE RAIL REPAIRS /ADDITIONS
 ADDRESS: TROPHY CLUB, TX
 NAME: TOWN OF TROPHY CLUB - MARVIN ATHANS
 DATE: 06/04/2020
 PHONE: 817-881-0457
 EMAIL: mathans@trophyclub.org

Base Bid	Description	Unit	Qty	Total
1.	<p>REPAIRS ON PIPE FENCE:</p> <p>Approx. 30-35 areas inc. gate areas will need repaired. Installation of approx.. 30 - 35 different areas of pipe fence that will need new sections of pipe welded in place and damaged sections of pipe cut and removed from the existing.</p> <p>Posts set 24" deep in cement. All posts will be notched on top. Top rail is 2-3/8". Paint to match the existing fence and use red primer on repairs that have no paint.</p> <p>Add rails and posts as needed.</p> <p>DROVE SITE AND VIEWED THESE DAMAGED AREAS).</p> <p>Materials are as follows:</p> <p>Posts – 4" LG 40 heavy Rails – 2-3/8" LG 40 heavy</p>	275.00	35	9,625.00

2.	<p>NEW PIPE GATES 16' X 32":</p> <p>Fabrication and installation of new 16' x 32" double swing gate. Heavy duty hinges welded in place. Drop rods on each gate to hold open.</p>	2,480.00	2	4,960.00
3.	<p>DEMO AND HAUL AWAY:</p> <p>Demo and haul away from site all damaged posts and rails that are being replaced.</p>	600.00	1	600.00
4.	<p>NEW PIPE GATES 10' X 32":</p> <p>Fabrication and installation of new 10' x 32" double swing gate. Heavy duty hinges welded in place. Drop rods on each gate to hold open.</p>	1,550.00	1	1,550.00
5.				
6.	<p>WATERS EDGE / LAKE REPAIRS ON PIPE FENCE :</p> <p>Approx. 20 areas inc. gate areas will need repaired. Installation of approx.. 20 different areas of pipe fence that will need new sections of pipe welded in place and damaged sections of pipe cut and removed from the existing.</p> <p>Posts set 24" deep in cement. All posts will be notched on top. Top rail is 2-3/8". Paint to match the existing fence and use red primer on repairs that have no paint.</p> <p>Add rails and posts as needed.</p> <p>DROVE SITE AND VIEWED THESE DAMAGED AREAS).</p> <p>Materials are as follows:</p> <p>Posts – 4" LG 40 heavy Rails – 2-3/8" LG 40 heavy</p>	385.00	20	7,700.00
7.	<p>EQUIPMENT RENTAL:</p> <p>Equipment rental for side by side off road cart to get welder and generator with crew down to the waters edge.</p>	2,000.00	1	2,000.00

8.	OPTIONAL NEW PIPE FENCE BY LAKE: NOTE: All pipe fence posts are rotten and not stable. All posts have several holes in them. Installation of 300' of new pipe fence at the front entrance to the park opening. All posts will be set in cement. New rails will be welded in place. All welds to be smooth to the touch. All pipe will be painted per owner preference on color. New sections of pipe welded in place and damaged sections of pipe cut and removed from the existing. 1 – 16' wide gate included. Materials are as follows: Posts – 3" LG 40 heavy Rails – 3" LG 40 heavy NOT INC IN PRICE BELOW	8,930.00	1	8,930.00 optional
9.				
10.				
11.				
12.				
13.				
14.				
15.				
	Rock charge will apply, only if rock or heavy roots are incurred. The charge will be at a rate of \$25.00 per hole. All rock and/or roots will be cleaned and removed from property.			
	Sub-Total			
	Tax			
Base Bid	TOTAL			35,365.00
***	ALL ADDENDA NOTED	***		***

Bid good for 30 Days.

Alternate Bid	Description	Unit	Qty	Total
1.				
<i>Alternate Bid</i>	<i>TOTAL</i>			
***	<i>ALL ADDENDA NOTED</i>	***		***

Standard exclusions: taxes, panic hardware, signage at doors/fencing, bond, permits, Knox box engineering, staking, core drilling, clearing, locking hardware other than standard fence hardware, hand dig, hard dig, grade, electrical and conduits, sub grade, layout, all grounding, all holes other than round post holes, specialty locating service, testing and permits.

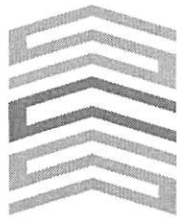
Billing: The contractor is billed on a 30-day billing cycle. This payment is between contractor and subcontractor and has no bearing on payment between owner and prime contractor. Prime contractor has 48 hrs to review payment request and notify subcontractor of any discrepancies. If payment is not received within the 30 days, Triple-C Fence reserves the right to pull off the work site and charge for mobilization cost. This document will be made part of the binding **AIA documents** signed by both prime contractor and subcontractor. Any alterations to this contract will render document invalid with Triple-C Fence.

Thanks,

Mike McDonald – Senior Estimator
1803 Avondale Haslet Road
Haslet, TX 76052
Phone: 817-439-9500
Cell: 817-825-4554
Fax: 817-750-0054
Mike@triple-cfence.com

Customer Signature:

x _____



SYMONE

CONSTRUCTION SERVICES
BUILDING INTEGRITY

2020 – BID PROPOSAL

All work to be performed per contract specs and documentation. Any alteration or deviation from specs, which involve extra cost, will be executed only upon owner approved change orders, and will become an extra charge over and above the proposal pricing. It is expressly agreed that any change orders will be processed within 30 days.

PROJECT: TROPHY CLUB PARK / PIPE RAIL REPAIRS /ADDITIONS
ADDRESS: TROPHY CLUB, TX
NAME: TOWN OF TROPHY CLUB – Tony Jaramillo
DATE: 5-15-2020
EMAIL: tjaramillo@trophyclub.org

Base Bid	Description	Unit	Qty	Total
1.	<p>REPAIRS ON PIPE FENCE: Repair approximately 30 -35 areas inc gate areas Install approximately 30 -35 different areas of pipe fence. Will need new sections of pipe welded in place. Damaged sections of pipe will be cut and removed from the existing. Posts to be set 24" deep in cement. All posts will be notched on top. Top rail is 2-3/8". Paint to match the existing fence Red primer on repairs that have no paint. Rails and posts will be added as needed.</p> <p>INSPECTED SITE AND DISCOVERED THESE DAMAGED AREAS</p> <p>Materials are as follows:</p> <p>Posts – 4" LG 40 heavy Rails – 2-3/8" LG 40 heavy</p>	332.51	35	11,637.85
2.	16' X 32" NEW PIPE GATES:	2,998.67	2	5,997.34

	A new 16' X 32' double swing gate will be Fabricated and installed. Heavy-duty hinges will be welded in place. Drop rods on each gate to hold open.			
3.	DEMO AND HAUL OFF: All damaged posts and rails that will be replaced will be demoed and hauled off.	725.48	1	725.48
4.	10' X 32' NEW PIPE GATES: Fabrication and installation of new 10' x 32" double swing gate. Heavy duty hinges welded in place. Drop rods on each gate to hold open.	1,874.17	1	1,874.17
5.	<p>OPTIONAL REPAIRS FENCE BY LAKE:</p> <p>NOTE: Fence has sever water damage. Posts are split and not repairable at base.</p> <p>Installation of 289' of new pipe fence at the front entrance to the park opening.</p> <p>Due to grade and area that has been submerged under water for over a period of time, certain equipment will need to be retained in order for these repairs to be completed in a timely manner. This equipment is included in the total price.</p> <p>All posts will be set in cement.</p> <p>New rails will be welded in place.</p> <p>All welds to be smooth to the touch.</p> <p>All pipe will be painted per owner preference on color.</p> <p>New sections of fence welded in place and rotted sections of pipe cut and removed from the existing fence.</p> <p>1 – 16' single frame gate.</p> <p>Materials are as follows:</p> <p>Posts & rails – 3" sch 40</p>			18,496.40

	Sub-Total			38,731.24
	Tax			
Base Bid	TOTAL			38,731.24
***	ALL ADDENDA NOTED	***		***

Bid good for 30 Days

Standard exclusions: taxes, panic hardware, signage at doors/fencing, bond, permits, Knox box engineering, staking, core drilling, clearing, locking hardware other than standard fence hardware, hand dig, hard dig, grade, electrical and conduits, sub grade, layout, all grounding, all holes other than round post holes, specialty locating service, testing and permits.

Billing: The contractor is billed on a 30-day billing cycle. This payment is between contractor and subcontractor and has no bearing on payment between owner and prime contractor. Prime contractor has 48 hrs to review payment request and notify subcontractor of any discrepancies. If payment is not received within the 30 days, Symone Construction Services, LLC reserves the right to pull off the work site and charge for mobilization cost. This document will be made part of the binding **AIA documents** signed by both prime contractor and subcontractor. Any alterations to this contract will render document invalid with Symone Construction Services, LLC

Thanks,

Customer Signature:

Stephen Cato – Managing Partner
2414 Creekwood Dr.
Cedar Hill, TX 75104
Phone: 817-271-0613
Fax: 469-287-4333
Stephen@SymoneConstruction.com

x _____

******Please note that Symone Construction Services, LLC is both HUB and MWBE certified.******



Contract

THIS CONTRACT IS ENTERED INTO THIS DATE		
OWNER/BUYER NAME Town of Trophy Club Park	OWNER'S ADDRESS	
OWNER'S CITY, STATE & POSTAL CODE Trophy Club TX	OWNER'S HOME PHONE	OWNER'S WORK PHONE 817-881-0457
PROJECT NAME Trophy Club Park	PROJECT ADDRESS	
PROJECT CITY, STATE & POSTAL CODE		
<p>DESCRIPTION OF THE PROJECT (including materials & equipment to be used or installed): Contractor will furnish all labor, materials and equipment to construct in a good workmanlike manner (describe labor, materials, and equipment to be furnished):</p> <p>REPAIRS ON PIPE FENCE:</p> <p>Approx. 30-35 areas inc. gate areas will need repaired. Installation of approx. 30 -35 different areas of pipe fence that will need new sections of pipe welded in place and damaged sections of pipe cut and removed from the existing.</p> <p>Posts set 24" deep in cement. All posts will be notched on top. Top rail is 2-3/8". Paint to match the existing fence and use red primer on repairs that have no paint.</p> <p>Add rails and posts as needed.</p> <p>NEW PIPE GATES 16' X 32":</p> <p>Fabrication and installation of new 16' x 32" double swing gate. Heavy duty hinges welded in place. Drop rods on each gate to hold open.</p> <p>NEW PIPE GATES 16' X 32":</p> <p>Fabrication and installation of new 16' x 32" double swing gate. Heavy duty hinges welded in place. Drop rods on each gate to hold open.</p> <p>DEMO AND HAUL AWAY:</p> <p>Demo and haul away from site all damaged posts and rails that are being replaced.</p> <p>NEW PIPE GATES 10' X 32":</p> <p>Fabrication and installation of new 10' x 32" double swing gate. Heavy duty hinges welded in place. Drop rods on each gate to hold open.</p>		

LAKE REPAIRS ON PIPE FENCE :

Approx. 20 areas inc. gate areas will need repaired.
Installation of approx.. 20 different areas of pipe
fence that will need new sections of pipe welded in
place and damaged sections of pipe cut and removed
from the existing.

Posts set 24" deep in cement. All posts will be
notched on top. Top rail is 2-3/8". Paint to match the
existing fence and use red primer on repairs that have
no paint.

Add rails and posts as needed.

EQUIPMENT RENTAL:

Equipment rental for side by side off road cart to get
welder and generator with crew down to the waters
edge.

Mobilization and travel fee Included in this bid

PAYMENT: Owner agrees to pay Contractor a total cash price of: **ThirtyFive Thousand Seven Hundred and Thirty Five Dlls and 00 cents**
Dollars **\$35,735.00**

Down payment (if any) \$ with payments to be made as follows: \$ when complete.

Upon satisfactory payment being made for any portion of the work performed, the Contractor shall, prior to any further payment being made,
furnish to the person contracting for the residential improvement, a full and unconditional release from any claim or Mechanic's Lien, for that
portion of the work for such payment has been made.

ALLOWANCES: Any changes to the work will be submitted in writing and signed by both the customer and Cost Cutters Construction, LLC.

TERMS AND CONDITIONS: The Terms and Conditions attached as expressly incorporated into this Agreement. You, the buyer, may cancel this
transaction at any time prior to midnight of the third business day after the date of this transaction. See the attached Notice of Cancellation
form for an explanation of this right. Cancellation by the buyer after the right to rescind has passed shall be deemed a material breach of this
agreement and entitles Contractor to damages.

X _____ X _____
Contractor/Seller Signature Owner/Buyer Authorized Signature

Date

Legislation Details (With Text)

File #: 2020-157-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Draft
File created: 5/27/2020 **In control:** Town Council
On agenda: 6/9/2020 **Final action:**
Title: Take appropriate action on holding the 4th of July Celebration (S. Norwood).
Attachments: [4th of July - Parking Lot sites.pdf](#)
[Staff Report - July 4th Firework Display.pdf](#)

Date	Ver.	Action By	Action	Result
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Take appropriate action on holding the 4th of July Celebration (S. Norwood).



Benton Dr

Millford Rd

Wenrick Dr

Berkeley Dr

Collington Dr

Schooling Rd

Ivy Ln

Birch Ln

Elm Ln

Hackberry Ln

Sycamore Lane

Lakeview Rd

Bobcat Blvd

600

Rose Bay Court

Kensington Lane

Balmor Ct

Highland Ct

Bronte Ct

Alyse Ct Alyse Rd

Branson Rd

Richy Rd

Randy Rd

Darrell Rd

Sheri Ln

Penny Ln

Ashley Ln

46

125

160

141

194

125

144

Rosebury Ln

Ridgewood Dr

Meadow Ridge Dr

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Trophy Club Dr

Lilyfield Dr

Ralston Dr

Mona Vale Rd

Highlands Dr

Aberdeen Dr

Edinburgh Ave

Google Earth

June 9, 2020



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Mayor and Town Council

From: Wade Carroll, Assistant Town Manager

CC: Steve Norwood, Town Manager
Leticia Vacek, Town Secretary/RMO

Re: Firework Display
Town Council Meeting, June 9, 2020

Agenda Item:

Take appropriate action on holding the Fourth of July Celebration.

Strategic Link:

Safety and Security: Achieve exceedingly high standards for public safety and low crime rates.

Administrative and Financial Services:

Exercise fiscal discipline in all Town operations

Provide strong internal and external marketing and communications

Background and Explanation:

At the May 26, 2020 Town Council Meeting a discussion took place regarding staff's hesitancy to recommend a mass gathering of our citizens to watch the Annual July 4th Celebration held at the Independence East Park during the current COVID-19 crisis. Council voted in favor of staff planning a "fireworks only" display while continuing to gather more information from department heads, the Town Attorney, other Town or Cities scheduling of a similar event, and the Texas Governor's office. Staff has completed its research and found the following information for consideration by Council and requests direction on moving forward with a modified July 4th Celebration.

1. Council has clearly supported the idea of continuing to celebrate the July 4th Independence Day by voting to continue the planning of the fireworks only show at the May 26th Council Meeting with a vote of 4:1
2. This event has experienced between 4,000 and 5,000 people in attendance annually however, with other area shows being cancelled we are preparing for a mass gathering of 7,000 to 8,000 people. On June 3rd the Governor updated his Open Texas Plan allowing for gatherings over 500 for events similar to July 4th Celebrations. With this in mind other cities may reconsider their fireworks show.

3. NISD has begun construction at Byron Nelson High School but is graciously allowing us to use the Medlin Middle School and Beck Elementary parking lots. We will have a total of 1,535 parking spots available for patrons in the following areas; Byron Nelson High School south lot, Medlin Middle School, Beck Elementary School, Independence Park East, Trophy Club Pool and the shopping center at 2200 Bobcat Blvd. This does not include parallel parking along residential streets.

Fireworks Show Cost Breakdown

Description	Cost
Fireworks Display	\$24,000
PD Staffing	\$3,500
FD Staffing	\$1,500
Parks and Rec Staffing	\$2,200
Street Dept. Staffing	\$525
Golf Cart Rental for staff use	\$2,100
Food and Drinks for staff	\$300
Water for patrons	\$1,000
Band	\$14,000
Hand washing stations	\$750 (refundable)
Cleaning Supplies	\$300 (refundable)
Portable Restrooms	\$3,000
Total	\$53,175

Staff Recommendations:

Staff would like to move forward with a modified July 4th Celebration including a Fireworks Display, band, and food vendors. This plan does not include the parade, 5K run or children's games such as bounce houses which would require more staffing to achieve higher levels of sanitation expectations. Normally the full day July 4th event planning takes 3 to 4 months and although we have begun the planning process there are only 25 days left to complete our planning of the event. Simultaneously we have recreation staff planning for the opening of the community pool which normally would have already been open. The evening of the event we will have our park bathroom facilities available, portable toilets, and hand washing stations spread throughout the area and food vendors will be on site before and during the event. Cost of the proposed celebration is approximately \$53,175. The Denton County Health Department has been consulted and has recommended that all events of this nature limit the length of the events and thereby shorten the time of possible exposure to COVID-19. Bathrooms and food vendor stations will be cleaned and sanitized as often as possible. Hand washing stations and cleaning supplies are expected to be refundable expenses as part of the Town's COVID-19 response.

Financial Considerations:

The July 4th Celebration event generally costs between \$92,000 and \$100,000 annually and is paid for out of HOT Funds. With a scaled down event sufficient funds are available.

Legal Review:

Not Applicable.

Board/Commission/ or Committee Recommendation:

Not applicable.

Staff Recommendation:

Staff recommends Council provide direction to staff in finalizing a modified July 4th Celebration that will include Fireworks Display, a band, and food vendors for entertainment before and during the fireworks show.

Attachments:

- Parking Lot Count Map

Town Council Approval:

Mayor C. Nick Sanders or designee

Legislation Details (With Text)

File #:	2020-160-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Draft	
File created:	6/3/2020	In control:		Town Council	
On agenda:	6/9/2020	Final action:			
Title:	Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551.072 Deliberation regarding Real Property (Texas Open Meetings Act), the Council will convene into executive session to discuss the following:				
	A) Hogan's Glen HOA Update (S. Norwood).				
	B) Consultation with Town Attorney regarding John Artuso vs. Town of Trophy Club (S. Norwood).				

Attachments:

Date	Ver.	Action By	Action	Result
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- A) Hogan's Glen HOA Update (S. Norwood).
- B) Consultation with Town Attorney regarding John Artuso vs. Town of Trophy Club (S. Norwood).

Legislation Details (With Text)

File #: 2020-162-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Draft
File created: 6/3/2020 **In control:** Town Council
On agenda: 6/9/2020 **Final action:**
Title: Take appropriate action regarding the Executive Session (S. Norwood).
Attachments:

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