



# Town of Trophy Club

## Meeting Agenda

1 Trophy Wood Drive  
Trophy Club, Texas 76262

### Town Council

Tuesday, September 24, 2019

7:00 PM

Council Chambers

A quorum of the Town Council will be present at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas 76262 on Tuesday, September 24, 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.*

#### ANNOUNCEMENTS AND REPORTS

- 2019-416-T** Receive Interim Town Manager Carroll's update and provide input regarding the following (W. Carroll):
  - \*Community Night
  - \*Homecoming Parade
  - \*Fall Community Garage Sale
  - \*Excellence of Achievement Award

Action: Update was provided and is available on [www.trophyclub.org](http://www.trophyclub.org). No action was taken.

## 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.*

2. **2019-418-T** Consider and take appropriate action regarding the Town Council Regular Session Minutes dated September 10, 2019 (W. Carroll).  
**Attachments:** [Draft TC Regular Session Minutes September 10, 2019.pdf](#)
3. **2019-439-T** Consider and take appropriate action regarding the Town Council Special Session Minutes dated September 18, 2019 (W. Carroll).  
**Attachments:** [Draft TC Special Session Minutes September 18, 2019.pdf](#)
4. **2019-419-T** Consider and take appropriate action regarding the financial and variance report dated July 2019 (W. Carroll).  
**Attachments:** [Staff Report - July 2019 Financial and Variance Report.pdf](#)  
[July 2019 All Fund Budget Report.pdf](#)  
[July 2019 Detail vs Budget Report.pdf](#)
5. **2019-420-T** Consider and take appropriate action regarding an Ordinance of the Town Council of the Town of Trophy Club accepting and approving an Update of the Service and Assessment Plan and an Updated Assessment Roll for the Town of Trophy Club Public Improvement District No. 1 (Authorized Improvements Assessment); making and adopting findings; accepting and approving the annual Service Plan Update and Updated Assessment Roll; and providing an effective date (W. Carroll).  
**Attachments:** [Staff Report - Annual Updated Service and Assessment Plan for Authorized Improvements.pdf](#)  
[ORD 2019-19 - Annual Updated Service and Assessment Plan for Authorized Improvements.pdf](#)
6. **2019-421-T** Consider and take appropriate action regarding an Ordinance of the Town amending Appendix A, Fee Schedule, to establish fees and rates for water and wastewater services to customers within the boundaries of Trophy Club Public Improvement District (PID) No. 1; providing that Trophy Club Municipal Utility District No. 1 Services Rules and Policies are applicable to customers within the PID No. 1; and providing a penalty and effective date (W. Carroll).  
**Attachments:** [Staff Report - Water and Wastewater Fees for PID No. 1.pdf](#)  
[ORD 2019-20 - Water and Wastewater Fees for PID No. 1.pdf](#)  
[TCMUD No. 1 Order No 2019-0916A Rate Order.pdf](#)
7. **2019-435-T** **Case TUP-19-003 (Medlin Construction Trailer)**  
Consider and take appropriate action regarding a request for a Temporary Use Permit to allow a construction trailer at Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road (W. Carroll).  
**Attachments:** [Staff Report - Case TUP-19-003.pdf](#)  
[RES 2019-21 - Medlin Middle School TUP.pdf](#)  
[Exhibit A - Site Layout.pdf](#)

Action: Motion to approve the Consent Agenda as presented. Motion passed unanimously.

## PUBLIC HEARING

8. **2019-422-T** *Conduct a Public Hearing relative to the Service and Assessment Plan for Authorized Services (Emergency Services) for the Trophy Club Public Improvement District No. 1 (The Highlands at Trophy Club), the proposed Assessment Roll, and the levy of Special Assessments against the property in PID No. 1 and matters contained in the proposed Ordinance (W. Carroll).*  
**Attachments:** [Staff Report - Public Hearing PID SAP EMS.pdf](#)  
[Annual Service Plan Update \(2019\) Town of Trophy Club PID No. 1 \(ESD\).pdf](#)

Action: Public hearing held. No action necessary.

## REGULAR SESSION

9. **2019-424-T** *Ceremonial Oath of Office and presentation of Certificate of Election to Karl Monger, Council Member Place 4 (W. Carroll).*  
**Attachments:** [Ceremonial Oath of Office - Karl Monger.pdf](#)  
[Certificate of Election - Karl Monger.pdf](#)

Action: Ceremonial Oath of Office administered and Certificate of Election presented. No action was taken.

10. **2019-436-T** **Case SP-AMD-19-002 (Church at Trophy Lakes Shade Structure)**  
*Consider and take appropriate action regarding a request to amend the site plan at The Church at Trophy Lakes, generally located west of Trophy Club Drive and north of Village Trail (W. Carroll).*  
**Attachments:** [Staff Report - Case SP-AMD-19-002.pdf](#)  
[Exhibit A - Letter of Intent.pdf](#)  
[Exhibit B - Site Plan.pdf](#)  
[Exhibit C - Shade Structure Location Map.pdf](#)  
[Exhibit D - Shade Cover Color Selection.pdf](#)  
[Exhibit E - Structural Plans.pdf](#)  
[Exhibit F - Photos of Site from Street.pdf](#)  
[Exhibit G - Photos of Other Blue Shade Structures in Town.pdf](#)

Action: Motion was made to approve. Motion passed unanimously.

11. **2019-426-T** *Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club accepting and approving a Service and Assessment Plan for Authorized Services for the Town of Trophy Club Public Improvement District No. 1 (Emergency Services) and an Assessment Roll for the Town of Trophy Club Public Improvement District No. 1 (The Highlands at Trophy Club); making a finding of special benefit to the Property in the District; levying special assessments against Property within the District; providing for payment of the assessments in accordance with law; and providing an effective date (W.*

Carroll).

**Attachments:** [Staff Report - Annual Updated Service and Assessment Plan for Emergency Services.pdf](#)

[ORD 2019-21 - Annual Updated Service and Assessment Plan for Emergency Services.pdf](#)

Action: Motion was made to approve. Motion passed unanimously.

12. **2019-427-T** Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas adopting and approving the budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, for Trophy Club Economic Development Corporation 4B; making appropriations; providing for expenditures as allowed by applicable law; and providing an effective date (W. Carroll).

**Attachments:** [Staff Report - Adopting EDC 4B Fiscal Year 2020 Budget.pdf](#)

[ORD 2019-22 - Adopting EDC 4B Fiscal Year 2020 Budget.pdf](#)

Action: Motion was made to approve. Motion passed unanimously.

13. **2019-428-T** Consider and take appropriate action regarding an Ordinance of the Town of Trophy Club, Texas adopting and approving the Budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, for the Town of Trophy Club; making appropriations; providing for expenditures as allowed by applicable law; providing for filing of documents; repealing conflicting ordinances; and providing an effective date (W. Carroll).

**Attachments:** [Staff Report - Adopting Budget Fiscal Year 2020.pdf](#)

[ORD 2019-23 - Adopting Budget Fiscal Year 2020.pdf](#)  
[Fiscal Year 2020 Budget.pdf](#)

Action: Motion was made to approve. Motion passed unanimously.

14. **2019-429-T** Consider and take appropriate action regarding an Ordinance fixing and levying Municipal Ad Valorem Taxes for the Town for the fiscal year beginning October 1, 2019 and ending September 30, 2020; directing the assessment thereof; and providing an effective date (W. Carroll).

**Attachments:** [Staff Report - Fixing and Levying Municipal Ad Valorem Tax Rate.pdf](#)

[ORD 2019-24 - Fixing and Levying Municipal Ad Valorem Tax Rate.pdf](#)  
[2019 Tax Rate Calculation Worksheet.pdf](#)

Action: Motion was made to approve. Motion passed unanimously.

15. **2019-430-T** Consider and take appropriate action regarding a Resolution of the Town Council approving the tax roll of the Denton Central Appraisal District (DCAD) and Tarrant County Appraisal District (TAD) for 2019; and providing an effective date (W. Carroll).

**Attachments:** [Staff Report - Approval of 2019 Tax Roll.pdf](#)

[RES 2019-22 - Approval of 2019 Tax Roll.pdf](#)

Action: Motion was made to approve. Motion passed unanimously.

16. **2019-431-T** Discussion of items for Future Agendas to include agenda items for consideration on the October 8, 2019 Council agenda and items from the Town Council Future Agenda Items list (W. Carroll).

**Attachments:** [October 8, 2019 Proposed Council Meeting Agenda.pdf](#)  
[Town Council Future Agenda Items List updated 09-19-2019.pdf](#)

Action: Motion was made to approve. Motion passed unanimously.

## **EXECUTIVE SESSION**

17. **2019-432-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 5551.072 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:

North of State Highway 114, east of Trophy Club Drive and west of Town limits  
(Mayor Pro Tem Jensen and Council Member Shoffner)

- B) Section 551.074 Personnel Matters to discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee (W. Carroll):

- 1) Animal Shelter Advisory Board
- 2) Building Standards Commission
- 3) Charter Review Commission
- 4) Crime Control and Prevention District Board
- 5) Economic Development Corporation 4B
- 6) Ethics Review Commission
- 7) Parks and Recreation Board
- 8) Planning and Zoning Commission
- 9) Tax Increment Reinvestment Zoning No. 1 Board
- 10) Zoning Board of Adjustment
- 11) Denton Central Appraisal District Board of Directors (Mayor Sanders)
- 12) Town Manager position (W. Carroll)

## **RECONVENE INTO REGULAR SESSION**

18. **2019-433-T** Consider and take appropriate action repealing the following Resolutions making annual appoints of citizens to serve on various Town Boards, Commissions and Corporation and appointing various Chairpersons and Town Council Liaisons and adopting new Resolutions making and reaffirming annual appointments to the following Boards, Commissions and Corporations, appointing various Chairpersons an Council Liaisons; and providing an effective date (W. Carroll):

- A) Animal Shelter Advisory Board
- B) Building Standards Commission
- C) Charter Review Commission

- D) Crime Control and Prevention District Board
- D) Economic Development Corporation 4B
- E) Ethics Review Commission
- F) Parks and Recreation Board
- G) Planning and Zoning Commission
- H) Tax Increment Reinvestment Zoning No. 1 Board
- I) Zoning Board of Adjustment

**Attachments:** [RES 2019-23 - Animal Shelter Advisory Board Annual Appointments.pdf](#)

[RES 2019-24 - Building Standards Commission Annual Appointments.pdf](#)

[RES 2019-25 - Charter Review Commission.pdf](#)

[RES 2019-26 - Crime Control and Prevention District Vacancy Appointment.pdf](#)

[RES 2019-27 - Economic Development Corporation 4B Annual Appointments.pdf](#)

[RES 2019-28 - Ethics Review Commission Annual Appointments.pdf](#)

[RES 2019-29 - Parks and Recreation Board Annual Appointments.pdf](#)

[RES 2019-30 - Planning and Zoning Annual Appointments.pdf](#)

[RES 2019-31 - Tax Increment Reinvestment Zone 1 Annual Appointments.pdf](#)

[RES 2019-32 - Zoning Board of Adjustment Annual Appointments.pdf](#)

Action: Motion to approve appointment of candidates for positioned on the above-noted Boards and Commissions. Motion passed unanimously.

19. **2019-437-T** Consider and take appropriate action regarding a Resolution of the Town Council nominating one candidate for each of the five positions to be filled on the Denton Central Appraisal District Board of Directors; and providing an effective date (Mayor Sanders).

**Attachments:** [Staff Report - DCAD Board of Directors.pdf](#)

[Letter from DCAD.pdf](#)

[RES 2019-33 - DCAD Board of Directors.pdf](#)

Action: Motion to approve appointment to candidate for positions on the above-noted Board of Directors. Motion passed unanimously.

20. **2019-434-T** Consider and take appropriate action regarding the Executive Session (W. Carroll).

Action: Motion to approve actions from Executive Session. Motion approved 6 – 1.

Action: Mayor Sanders adjourned the meeting

**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 September 20, 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: \_\_\_\_\_