



**BOARD OF DIRECTORS
REGULAR MEETING**

**TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1
100 MUNICIPAL DRIVE
TROPHY CLUB, TEXAS 76262**

Tuesday, December 14, 2021

6:30 P.M.

Svore Municipal Boardroom

REGULAR MEETING AGENDA

CALL TO ORDER AND ANNOUNCE A QUORUM

CITIZEN COMMENTS

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

REPORTS & UPDATES

1. Staff Reports
 - a. Capital Improvement Projects
 - b. Water Operations Report
 - c. Wastewater System Reports
 - d. Finance Reports

[attachments: Staff Reports](#)

CONSENT AGENDA

All matters listed as Consent Agenda are considered to be routine by the Board of Directors 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. Consider and act to approve the Consent Agenda.
 - a. November 2021 Combined Financials
 - b. November 15, 2021, Regular Meeting Minutes

[attachments: Combined Financials](#)

[Meeting Minutes](#)

REGULAR SESSION

3. Consider and act regarding approval of work order with Pipeline Analysis, LLC for professional engineering services related to the District wastewater collection system and authorize the General Manager to execute the necessary work order documents.

[attachment: Staff Report](#)

4. Consider and act regarding approval of Contract No. 2021121401 with Core Construction for services related to the construction of office space within the water maintenance facility and authorize the General Manager to execute the contract documents.

[attachments: Staff Report](#)

5. Consider and act regarding approval of proposal by Prime Controls, LP for services related to the District supervisory control and data acquisition (SCADA) system and authorize the General Manager to execute the necessary documents to implement Board action.

[attachments: Staff Report](#)

6. Items for future agendas:

7. Future Meeting dates – January 19, 2022, at 6:30 p.m.
February 22, 2022, at 6:30 p.m.

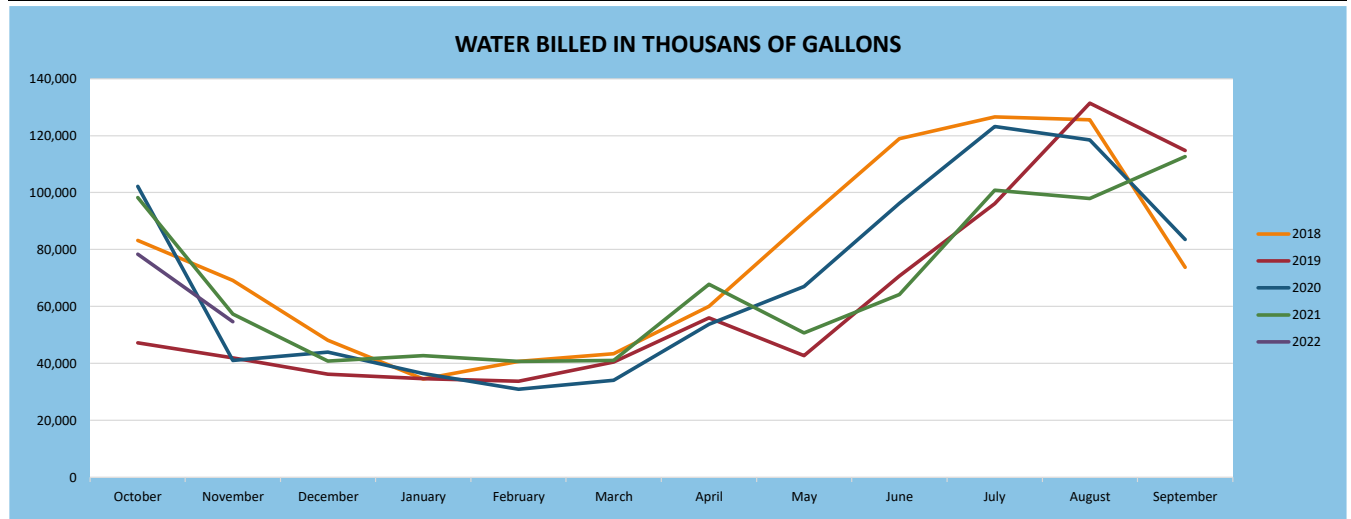
[attachment: January meeting calendar](#)

***THE BOARD RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE MEETING PURSUANT TO THE APPLICABLE SECTION OF SUBCHAPTER D, CHAPTER 551, TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT, WITH RESPECT TO ANY ITEM ON THE AGENDA. NO FINAL ACTION, DECISION OR VOTE WILL BE TAKEN ON ANY SUBJECT OR MATTER IN EXECUTIVE SESSION. THIS NOTICE MODIFIES THE DISTRICT'S PRIOR PRACTICE OF SPECIFICALLY IDENTIFYING ALL AGENDA ITEMS TO BE DISCUSSED IN EXECUTIVE SESSION.**

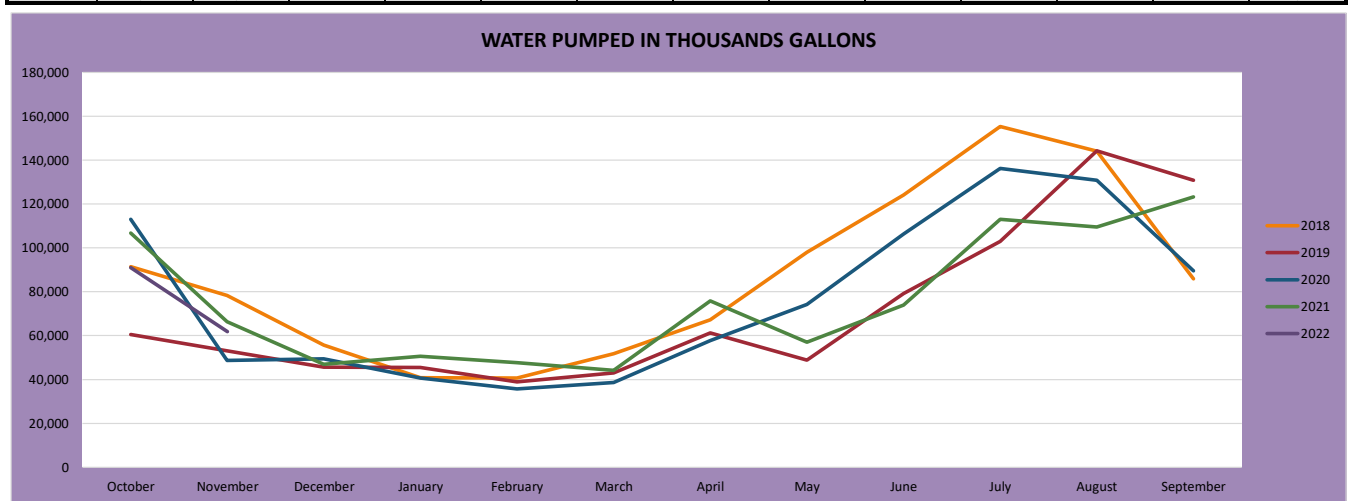
ADJOURN

Monthly Water Operations Report

Water Billed													
FY	October	November	December	January	February	March	April	May	June	July	August	September	Total Year
2013	85,488	75,251	48,527	39,601	34,450	43,137	56,947	76,542	85,312	110,072	130,945	114,497	900,769
2014	82,660	48,813	34,482	39,767	37,085	54,794	66,337	84,384	99,240	92,913	113,135	110,873	864,483
2015	90,994	58,986	49,607	36,162	38,776	30,566	46,543	39,576	60,731	100,622	139,441	123,886	815,890
2016	108,951	41,936	39,028	39,622	44,551	49,498	55,181	50,827	65,390	115,687	119,611	98,945	829,227
2017	74,785	68,638	38,580	33,028	38,380	60,841	56,683	86,794	98,864	95,355	104,303	99,541	855,792
2018	83,228	69,099	48,144	34,592	40,658	43,411	60,079	89,802	118,899	126,588	125,531	73,735	913,766
2019	47,193	41,933	36,244	34,604	33,740	40,421	55,970	42,773	70,747	96,174	131,472	114,784	746,055
2020	102,150	40,988	43,946	36,418	31,000	34,047	53,755	67,030	96,195	123,309	118,522	83,570	830,930
2021	98,232	57,380	40,841	42,725	40,786	41,078	67,776	50,736	64,195	100,853	97,864	112,674	815,140
2022	78,390	54,635											133,025



Water Pumped													
FY	October	November	December	January	February	March	April	May	June	July	August	September	Total Year
2013	85,966	77,758	55,110	39,283	37,867	56,743	60,969	87,168	96,602	119,414	145,988	120,342	983,210
2014	81,909	51,769	39,769	48,758	42,395	61,100	71,283	96,481	95,206	110,173	123,369	115,607	937,819
2015	106,251	67,825	58,659	45,691	39,675	35,752	56,704	48,637	72,934	117,302	143,413	142,394	935,237
2016	106,731	52,616	43,708	46,945	50,721	55,178	60,434	55,562	68,138	112,533	128,963	104,664	886,193
2017	82,677	77,937	43,792	43,207	43,024	69,549	65,723	94,452	103,867	101,184	114,872	109,769	950,053
2018	91,439	78,282	55,745	40,796	40,750	51,711	67,217	97,980	124,109	155,354	144,015	85,946	1,033,344
2019	60,576	53,119	45,651	45,552	39,014	43,048	61,238	48,787	79,167	102,887	144,299	130,752	854,090
2020	112,971	48,627	49,384	40,726	35,749	38,576	57,714	74,153	106,219	136,306	130,721	89,514	920,660
2021	106,660	66,304	46,962	50,538	47,733	44,191	75,866	56,985	73,907	113,015	109,492	123,206	914,859
2022	91,078	61,928											153,006

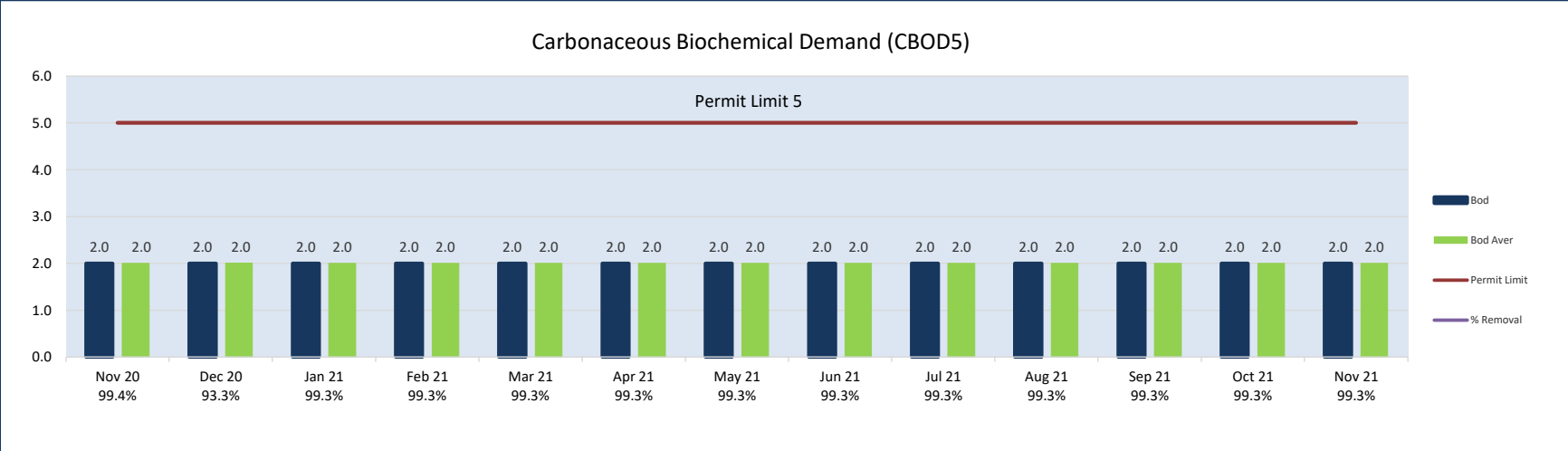
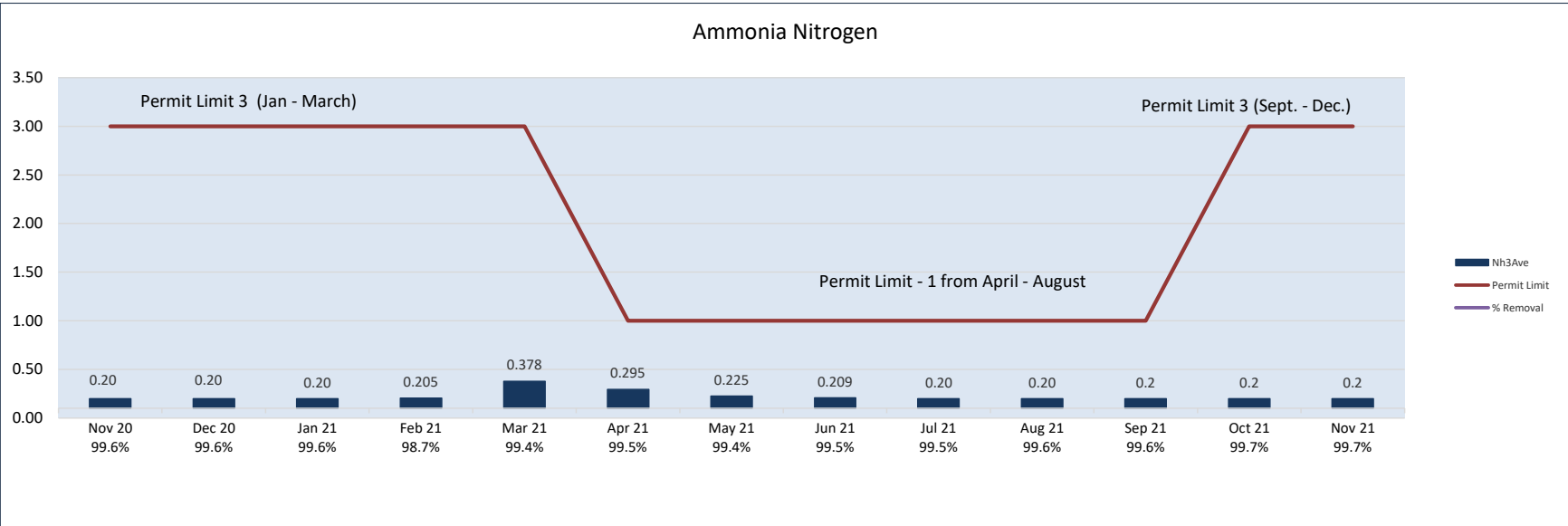


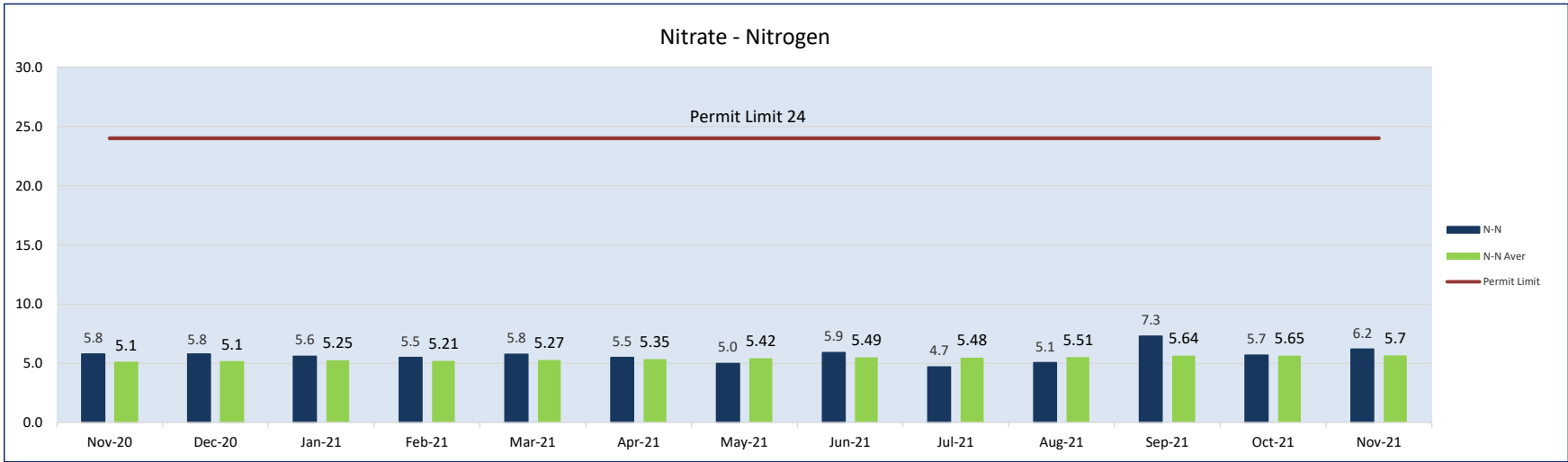
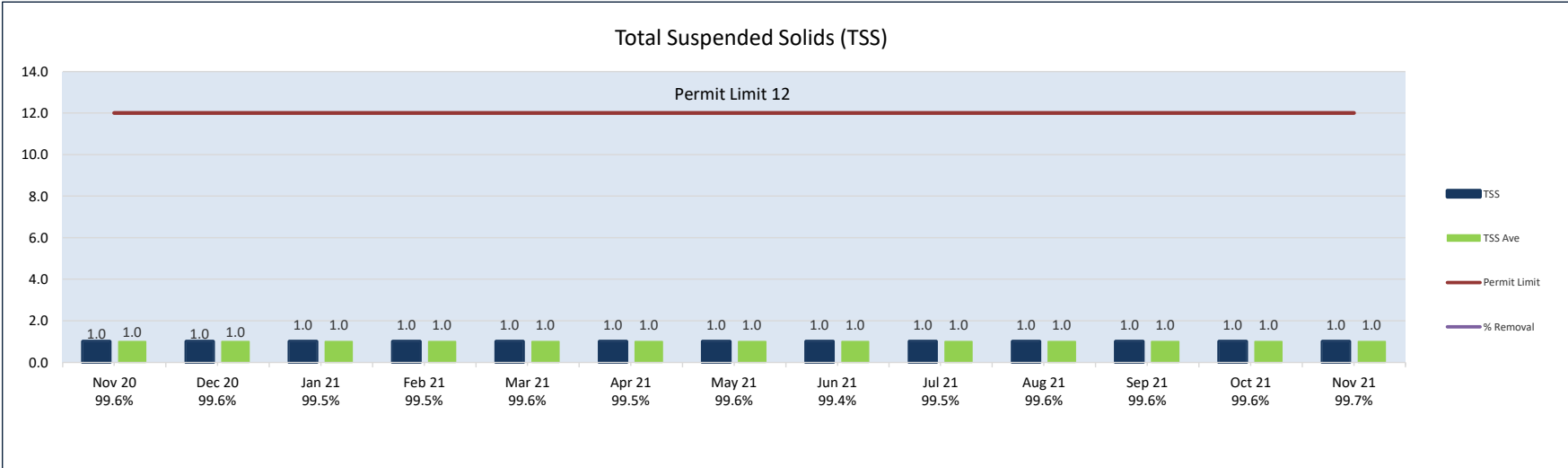
Active Connections													
FY	October	November	December	January	February	March	April	May	June	July	August	September	
2017 Total	4644	4647	4661	4657	4663	4666	4670	4676	4685	4690	4696	4700	
2018 Total	4701	4706	4712	4716	4720	4724	4724	4728	4732	4735	4736	4738	
2019 Total	4741	4743	4745	4753	4753	4758	4761	4762	4768	4770	4773	4782	
2020 Total	4795	4796	4797	4797	4807	4807	4816	4817	4830	4836	4836	4837	
2021 Total	4837	4837	4837	4837	4837	4837	4837	4837	4839	4841	4841	4840	
2021 MUD	3393	3393	3393	3393	3393	3393	3393	3393	3395	3397	3397	3396	
2021 PID	1444	1444	1444	1444	1444	1444	1444	1444	1444	1444	1444	1444	
2022 Total	4841	4841											
2022 MUD	3397	3398											
2022 PID	1444	1443											

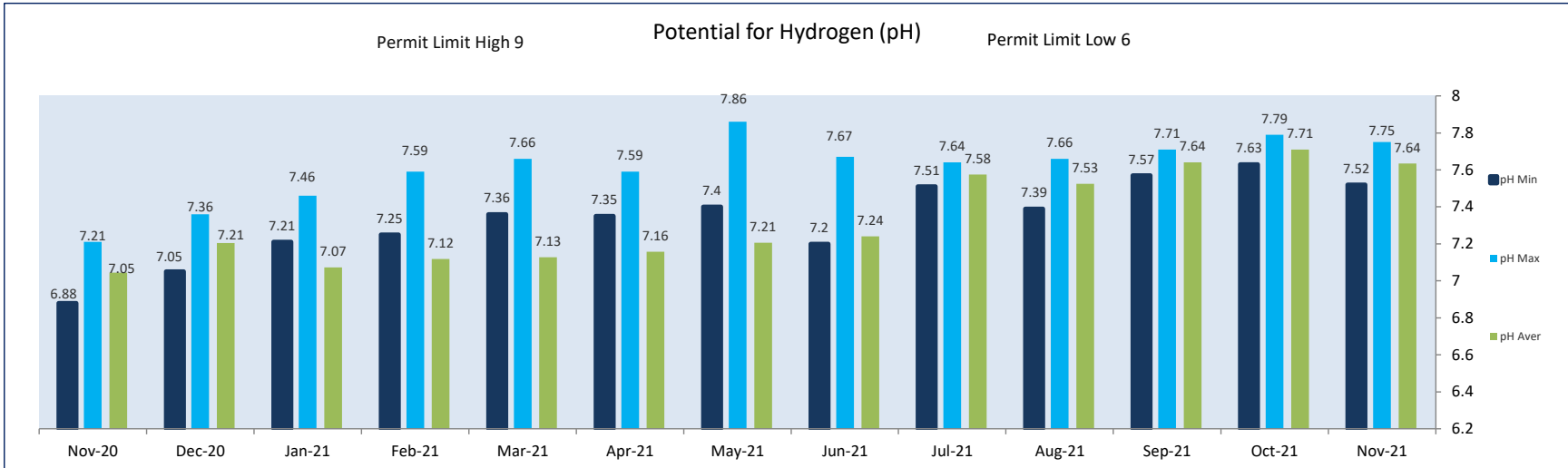
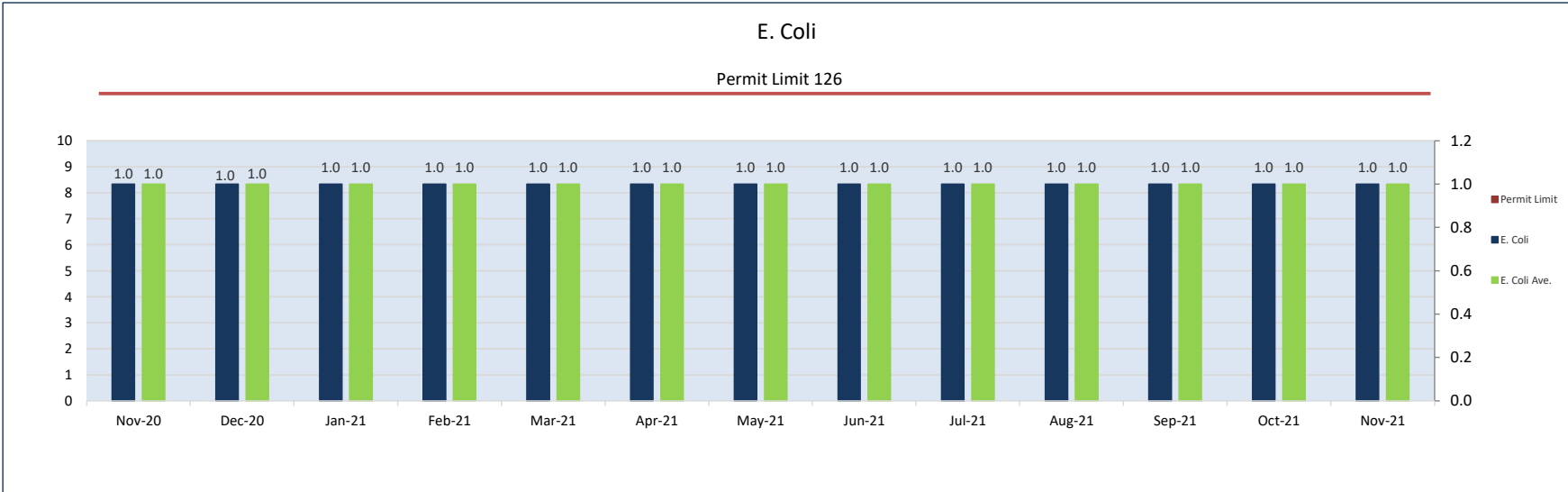
November 2021 Results

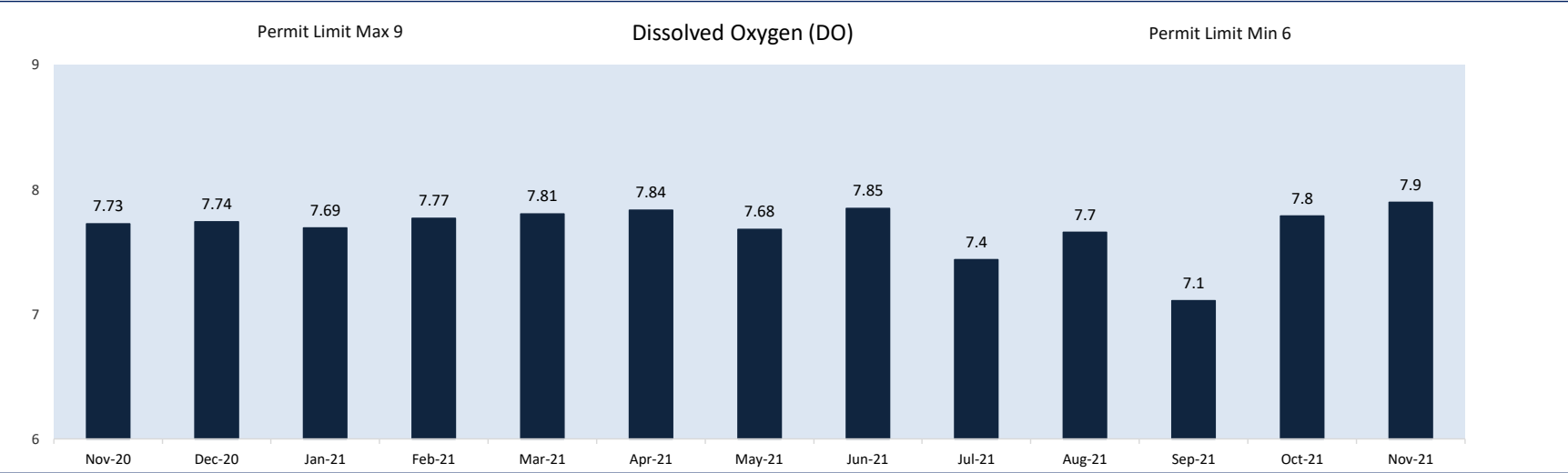
Date	Ammonia-N		% Removal	CBOD5		% Removal	TSS		% Removal
	Influent	Effluent		Influent	Effluent		Influent	Effluent	
1-Nov	52.5	0.20	99.6%	302	2.0	99.3%	346	1.0	99.7%
4-Nov	58.0	0.20	99.7%	283	2.0	99.3%	318	1.0	99.7%
8-Nov	58.0	0.20	99.7%	282	2.0	99.3%	287	1.0	99.7%
11-Nov	58.0	0.20	99.7%	290	2.0	99.3%	247	1.0	99.6%
15-Nov	61.2	0.20	99.7%	292	2.0	99.3%	302	1.0	99.7%
18-Nov	50.0	0.20	99.6%	294	2.0	99.3%	342	1.0	99.7%
22-Nov	65.8	0.20	99.7%	290	2.0	99.3%	374	1.0	99.7%
23-Nov	58.8	0.20	99.7%	298	2.0	99.3%	268	1.0	99.6%

Report	Ammonia-N		CBOD5		TSS	
		0.20	99.7%	2.0	99.3%	1.0









Trophy Club MUD No.1
AP Checks For Date/Amount Range
.00 To Amt: 99,999,999.99

Begin Date: 11/01/2021 End Date: 11/30/2021

From Amt:

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Inv Stat	Dept No	Account Number	Description	Line Item Value	Check Number	Check Date
998	CONARTY, ROBIN	U0020001144202A	10/31/21	P		135-20050-000-000	A/P Vendors	514.03	7976	11/05/21
Totals for Check: 7976								514.03		
998	COX, JOHN SIMON	U0030101249204A	10/31/21	P		135-20050-000-000	A/P Vendors	54.88	7977	11/05/21
Totals for Check: 7977								54.88		
998	CRITES, GARY	U0036000517102A	10/31/21	P		135-20050-000-000	A/P Vendors	16.26	7978	11/05/21
Totals for Check: 7978								16.26		
998	DAVIS, LONNIE (JEREMY)	U0050090716104A	10/31/21	P		135-20050-000-000	A/P Vendors	60.98	7979	11/05/21
Totals for Check: 7979								60.98		
998	KAEINI, OLIVER	U0020001080216A	10/31/21	P		135-20050-000-000	A/P Vendors	29.59	7980	11/05/21
Totals for Check: 7980								29.59		
998	KINZIE, JIM	U0010010023109A	10/31/21	P		135-20050-000-000	A/P Vendors	137.98	7981	11/05/21
Totals for Check: 7981								137.98		
998	LAUTERBACH, ANDREA	U0022080008202A	10/31/21	P		135-20050-000-000	A/P Vendors	71.79	7982	11/05/21
Totals for Check: 7982								71.79		
998	LEFFINGWELL, LANCE	U0010170032108A	10/31/21	P		135-20050-000-000	A/P Vendors	53.76	7983	11/05/21
Totals for Check: 7983								53.76		
998	PETERS, ERIC	U0030101242205A	10/31/21	P		135-20050-000-000	A/P Vendors	14.43	7984	11/05/21
Totals for Check: 7984								14.43		
998	RANDALL, RAYMOND	U9035170005902A	10/31/21	P		135-20050-000-000	A/P Vendors	23.60	7985	11/05/21
Totals for Check: 7985								23.60		
998	RICE, JOY	U0020001065205A	10/31/21	P		135-20050-000-000	A/P Vendors	50.96	7986	11/05/21
Totals for Check: 7986								50.96		
998	SINER, DUSTIN	U0020450010202A	10/31/21	P		135-20050-000-000	A/P Vendors	31.58	7987	11/05/21
Totals for Check: 7987								31.58		
998	SINGH, MANINDERJIT	U9022010028902A	10/31/21	P		135-20050-000-000	A/P Vendors	26.15	7988	11/05/21
Totals for Check: 7988								26.15		
998	SUESS, GARY	U0010050425100A	10/31/21	P		135-20050-000-000	A/P Vendors	25.98	7989	11/05/21
Totals for Check: 7989								25.98		
998	VIRK, AMRITTEJ	U0010080640106A	10/31/21	P		135-20050-000-000	A/P Vendors	113.56	7990	11/05/21
Totals for Check: 7990								113.56		
998	WILSON, GREGORY	U0042200700201A	10/31/21	P		135-20050-000-000	A/P Vendors	38.93	7991	11/05/21
Totals for Check: 7991								38.93		

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Vendor Number	Vendor Name	Invoice Number	Invoice Date	Inv Stat	Dept No	Account Number	Description	Line Item Value	Check Number	Check Date
1030	CITY OF FORT WORTH	10/22/2021	10/22/21	P	10	135-60150-010-000	Wholesale Water	84,846.92	7992	11/05/21
Totals for Check: 7992								84,846.92		
3186	MEMBER'S BUILDING MAINTENANCE	TC2109TCMUD	09/30/21	P	10	135-55120-010-000	Cleaning Services	161.23	7993	11/05/21
3186	MEMBER'S BUILDING MAINTENANCE	TC2109TCMUD	09/30/21	P	20	135-55120-020-000	Cleaning Services	161.22	7993	11/05/21
3186	MEMBER'S BUILDING MAINTENANCE	TC2109TCMUD	09/30/21	P	30	135-55120-030-000	Cleaning Services	967.35	7993	11/05/21
Totals for Check: 7993								1,289.80		
3225	US Bank Voyager Fleet Systems	8693381112144-A	09/30/21	P	10	135-65005-010-000	Fuel & Lube	355.07	7994	11/05/21
3225	US Bank Voyager Fleet Systems	8693381112144-A	09/30/21	P	20	135-65005-020-000	Fuel & Lube	166.34	7994	11/05/21
Totals for Check: 7994								521.41		
3280	WATTS ELLISON LLC	28055	09/30/21	P	10	135-60285-010-000	Lawn Equipment & Maintenance	600.00	7995	11/05/21
3280	WATTS ELLISON LLC	28055	09/30/21	P	20	135-60285-020-000	Lawn Equipment & Maintenance	770.00	7995	11/05/21
3280	WATTS ELLISON LLC	28055	09/30/21	P	30	135-60285-030-000	Lawn Equipment & Maintenance	469.67	7995	11/05/21
Totals for Check: 7995								1,839.67		
3118	Exclusive Pest Control	10894	11/04/21	P	20	135-55080-020-000	Maintenance & Repairs	119.08	7996	11/08/21
Totals for Check: 7996								119.08		
2676	Humana Inc	155516925	10/13/21	P		135-21308-000-000	Dental	1,342.43	7997	11/08/21
2676	Humana Inc	155516925	10/13/21	P		135-21309-000-000	Vision	172.26	7997	11/08/21
2676	Humana Inc	155516925	10/13/21	P		135-21311-000-000	Voluntary Life	366.95	7997	11/08/21
2676	Humana Inc	155516925	10/13/21	P	10	135-50029-010-000	Life Insurance & Other	155.43	7997	11/08/21
2676	Humana Inc	155516925	10/13/21	P	20	135-50029-020-000	Life Insurance & Other	175.56	7997	11/08/21
2676	Humana Inc	155516925	10/13/21	P	30	135-50029-030-000	Life Insurance & Other	184.80	7997	11/08/21
Totals for Check: 7997								2,397.43		
3167	KEYSTONE PARK SECRETARIAL	172352	11/01/21	P	30	135-60005-030-000	Telephone	25.00	7998	11/08/21
Totals for Check: 7998								25.00		
3115	METLIFE GROUP BENEFITS	10/15/2021	10/15/21	P	10	135-50029-010-000	Life Insurance & Other	123.37	7999	11/08/21
3115	METLIFE GROUP BENEFITS	10/15/2021	10/15/21	P	20	135-50029-020-000	Life Insurance & Other	165.40	7999	11/08/21
3115	METLIFE GROUP BENEFITS	10/15/2021	10/15/21	P	30	135-50029-030-000	Life Insurance & Other	182.22	7999	11/08/21
3115	METLIFE GROUP BENEFITS	10/15/2021	10/15/21	P		135-21315-000-000	Short Term Disability	85.46	7999	11/08/21
Totals for Check: 7999								556.45		
3176	REY-MAR CONSTRUCTION	214FRESHMDWMANH	11/02/21	P	20	135-55081-020-000	Mainten & Repairs Collections	6,699.00	8000	11/08/21
Totals for Check: 8000								6,699.00		
2772	Allied Waste Industries	0615-001152261	10/31/21	P	20	135-55125-020-000	Dumpster Services	6,210.20	8001	11/08/21
Totals for Check: 8001								6,210.20		
1512	AWBD	197345	10/19/21	P	26	135-60070-026-000	Dues & Memberships	700.00	8002	11/08/21
Totals for Check: 8002								700.00		
3184	DATAPROSE LLC	DP2103916	10/31/21	P	30	135-60035-030-000	Postage	1,811.63	8003	11/08/21

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From Amt:

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3184	DATAPROSE LLC	DP2103916	10/31/21	P	30	135-55205-030-000	Utility Billing Contract	572.32	8003	11/08/21
Totals for Check: 8003								2,383.95		
2677	Digital Air Control, Inc	2057328	10/31/21	P	30	135-60235-030-000	Security	24.00	8004	11/08/21
Totals for Check: 8004								24.00		
1737	DPC INDUSTRIES, INC	767005357-21	10/18/21	P	10	135-65030-010-000	Chemicals	1,123.40	8005	11/08/21
Totals for Check: 8005								1,123.40		
2606	Fiserv Solutions, LLC	91993479	11/01/21	P	30	135-60040-030-000	Service Charges & Fees	50.00	8006	11/08/21
Totals for Check: 8006								50.00		
3258	FRANCOTYP-POSTALIA, INC.	RI105082859	10/15/21	P	30	135-60035-030-000	Postage	113.04	8007	11/08/21
Totals for Check: 8007								113.04		
1372	HACH COMPANY	12706897	10/21/21	P	10	135-65030-010-000	Chemicals	887.78	8008	11/08/21
Totals for Check: 8008								887.78		
3124	IRS Tax Payment	PR00738	996 10/29/21	P		135-21302-000-000	FIM Taxes	5,926.64	8009	11/08/21
3124	IRS Tax Payment	PR00738	996 10/29/21	P		135-21303-000-000	Social Security Taxes	6,868.26	8009	11/08/21
3124	IRS Tax Payment	PR00738	996 10/29/21	P		135-21304-000-000	Medicare Taxes	1,606.24	8009	11/08/21
Totals for Check: 8009								14,401.14		
2790	M-Co Construction, Inc	1	10/22/21	P	10	520-69005-010-000	Capital Outlays	157,605.00	8010	11/08/21
Totals for Check: 8010								157,605.00		
2603	METRO FIRE APPARATUS	169751-1	10/22/21	P	45	122-69005-045-000	Capital Outlays	730,000.00	8011	11/08/21
Totals for Check: 8011								730,000.00		
2760	NDS Leasing	74231617	10/23/21	P	30	135-69170-030-000	Copier Lease Installments	175.00	8012	11/08/21
Totals for Check: 8012								175.00		
3156	OXIDOR LABORATORIES LLC	21110026	11/01/21	P	20	135-55135-020-000	Lab Analysis	1,784.80	8013	11/08/21
3156	OXIDOR LABORATORIES LLC	2100485	10/26/21	P	20	135-55135-020-000	Lab Analysis	368.00	8013	11/08/21
3156	OXIDOR LABORATORIES LLC	21110034	11/02/21	P	20	135-55135-020-000	Lab Analysis	368.00	8013	11/08/21
Totals for Check: 8013								2,520.80		
2789	Relevant Solutions	3119212	10/29/21	P	20	135-55080-020-000	Maintenance & Repairs	141.00	8014	11/08/21
Totals for Check: 8014								141.00		
3113	TCDS	PR00738	996 10/29/21	P		135-21317-000-000	TCDS	9,017.36	8015	11/08/21
Totals for Check: 8015								9,017.36		
2696	Texas Excavation Safety System	21-22693	10/31/21	P	30	135-60040-030-000	Service Charges & Fees	188.10	8016	11/08/21
Totals for Check: 8016								188.10		
1001	TOWN OF TROPHY CLUB	OCT REFUSE	10/31/21	P		135-25040-000-000	Town-Storm Drainage	35,510.50	8017	11/08/21

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From Amt:

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Inv Stat	Dept No	Account Number	Description	Line Item Value	Check Number	Check Date
1001	TOWN OF TROPHY CLUB	OCT REFUSE	10/31/21	P		135-25000-000-000	Refuse	80,724.12	8017	11/08/21
1001	TOWN OF TROPHY CLUB	OCT REFUSE	10/31/21	P		135-25010-000-000	Refuse Tax	6,648.78	8017	11/08/21
Totals for Check: 8017								122,883.40		
1000	TROPHY CLUB MUD (WATER BILLS)	10/31/2021	10/31/21	P	30	135-60025-030-000	Water	357.12	8018	11/08/21
Totals for Check: 8018								357.12		
1973	TX COMMISSION ENVIRONMENTAL QU	0WQ0067141	10/31/21	P	20	135-60135-020-000	TCEQ Fees & Permits	9,888.02	8019	11/08/21
Totals for Check: 8019								9,888.02		
1267	TX COMPTROLLER	10/22/2021	10/21/21	P	30	135-60070-030-000	Dues & Memberships	100.00	8020	11/08/21
Totals for Check: 8020								100.00		
3225	US Bank Voyager Fleet Systems	8693381112144-B	10/24/21	P	10	135-65005-010-000	Fuel & Lube	958.25	8021	11/08/21
3225	US Bank Voyager Fleet Systems	8693381112144-B	10/24/21	P	20	135-65005-020-000	Fuel & Lube	682.19	8021	11/08/21
Totals for Check: 8021								1,640.44		
3280	WATTS ELLISON LLC	28004	11/01/21	P	10	135-60285-010-000	Lawn Equipment & Maintenance	600.00	8022	11/08/21
3280	WATTS ELLISON LLC	28004	11/01/21	P	20	135-60285-020-000	Lawn Equipment & Maintenance	770.00	8022	11/08/21
3280	WATTS ELLISON LLC	28004	11/01/21	P	30	135-60285-030-000	Lawn Equipment & Maintenance	469.67	8022	11/08/21
3280	WATTS ELLISON LLC	28003	10/31/21	P	20	135-55081-020-000	Mainten & Repairs Collections	1,200.00	8022	11/08/21
Totals for Check: 8022								3,039.67		
2778	City of Southlake	TXDOT U16036-3	11/08/21	P		135-49900-000-000	Miscellaneous Income	19,701.72	8023	11/08/21
Totals for Check: 8023								19,701.72		
2943	JPMORGAN CHASE BANK NA	10/26/2021	10/26/21	P		135-20060-000-000	Procurement Clearing	8,011.89	8024	11/08/21
Totals for Check: 8024								8,011.89		
1238	NORTH TEXAS PUMP CO.	14880	09/30/21	P	20	135-55080-020-000	Maintenance & Repairs	970.00	8025	11/08/21
Totals for Check: 8025								970.00		
2683	Charter Communications	71672110621	11/06/21	P	30	135-55030-030-000	Software & Support	899.00	8026	11/15/21
Totals for Check: 8026								899.00		
3241	Classic Chevrolet Inc.	1860782	11/11/21	P	20	135-55091-020-000	Veh Maintenance Collections	796.10	8027	11/15/21
Totals for Check: 8027								796.10		
1179	DENTON COUNTY TAX OFFICE	1402172-2021	11/15/21	P	20	135-55090-020-000	Vehicle Maintenance	22.00	8028	11/15/21
Totals for Check: 8028								22.00		
2750	Handling Systems & Conveyors	TX-6445	11/04/21	P	20	135-55080-020-000	Maintenance & Repairs	675.00	8029	11/15/21
Totals for Check: 8029								675.00		
2785	Kleen Pipe, Inc	INV-36015	11/08/21	P	20	135-55081-020-000	Mainten & Repairs Collections	11,452.50	8030	11/15/21
2785	Kleen Pipe, Inc	INV-36014	11/08/21	P	20	135-55081-020-000	Mainten & Repairs Collections	17,850.00	8030	11/15/21
Totals for Check: 8030								29,302.50		

Trophy Club MUD No.1
AP Checks For Date/Amount Range
.00 To Amt: 99,999,999.99

Begin Date: 11/01/2021 End Date: 11/30/2021

From Amt:

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Inv Stat	Dept No	Account Number	Description	Line Item Value	Check Number	Check Date
3195	LOU'S GLOVES INCORPORATED	046490	11/08/21	P	20	135-55080-020-000	Maintenance & Repairs	431.20	8031	11/15/21
Totals for Check: 8031								431.20		
1053	NORTH CENTRAL TX COG	INV-0000049951	10/29/21	P	30	135-60070-030-000	Dues & Memberships	100.00	8032	11/15/21
Totals for Check: 8032								100.00		
1056	OFFICE DEPOT, INC	207876310001	11/05/21	P	30	135-65085-030-000	Office Supplies	73.37	8033	11/15/21
1056	OFFICE DEPOT, INC	208638906001	11/02/21	P	30	135-65085-030-000	Office Supplies	71.97	8033	11/15/21
1056	OFFICE DEPOT, INC	206449485001	10/29/21	P	30	135-65085-030-000	Office Supplies	61.40	8033	11/15/21
1056	OFFICE DEPOT, INC	206449485001	10/29/21	P	30	135-65095-030-000	Maintenance Supplies	191.65	8033	11/15/21
Totals for Check: 8033								398.39		
3156	OXIDOR LABORATORIES LLC	21110153	11/09/21	P	20	135-55135-020-000	Lab Analysis	368.00	8034	11/15/21
Totals for Check: 8034								368.00		
2648	RLC Controls	8858	11/09/21	P	20	135-55080-020-000	Maintenance & Repairs	250.00	8035	11/15/21
Totals for Check: 8035								250.00		
2659	TARRANT APPRAISAL DISTRICT	11092021	11/09/21	P	39	135-55060-039-000	Appraisal	2,638.43	8036	11/15/21
Totals for Check: 8036								2,638.43		
2440	TARRANT CTY PUBLIC HEALTH LAB	35906	10/31/21	P	10	135-55135-010-000	Lab Analysis	220.00	8037	11/15/21
2440	TARRANT CTY PUBLIC HEALTH LAB	35907	10/31/21	P	10	135-55135-010-001	Lab Analysis for PID	80.00	8037	11/15/21
Totals for Check: 8037								300.00		
1081	TRI COUNTY ELECTRIC	79274533	11/01/21	P	20	135-60020-020-000	Electricity	492.59	8038	11/15/21
Totals for Check: 8038								492.59		
1058	VERIZON WIRELESS	9891774906	11/01/21	P	10	135-60010-010-000	Communications/Mobiles	451.79	8039	11/15/21
1058	VERIZON WIRELESS	9891774906	11/01/21	P	20	135-60010-020-000	Communications/Mobiles	435.92	8039	11/15/21
Totals for Check: 8039								887.71		
2767	InSpeyer Human Resource Svc	202111012010TC-	10/01/21	P	30	135-55070-030-000	Independent Labor	1,000.00	8040	11/15/21
Totals for Check: 8040								1,000.00		
3111	North Texas Groundwater	INV-01514	09/30/21	V	10	135-60135-010-000	TCEQ Fees & Permits	5,661.80	8041	11/18/21
Totals for Check: 8041								5,661.80		
2792	Proserv Crane	IS3065-IN	09/30/21	V	20	135-55080-020-000	Maintenance & Repairs	1,665.43	8042	11/18/21
2792	Proserv Crane	IS3353-IN	09/30/21	V	20	135-55080-020-000	Maintenance & Repairs	1,221.96	8042	11/18/21
Totals for Check: 8042								2,887.39		
1926	BADGER METER, INC	80083422	10/29/21	P	10	135-55080-010-000	Maintenance & Repairs	1,200.00	8043	11/18/21
Totals for Check: 8043								1,200.00		
2497	DHS AUTOMATION, INC	06-2095	11/17/21	P	20	135-55080-020-000	Maintenance & Repairs	7,239.51	8044	11/18/21
Totals for Check: 8044								7,239.51		

Trophy Club MUD No.1
AP Checks For Date/Amount Range
.00 To Amt: 99,999,999.99

Begin Date: 11/01/2021 End Date: 11/30/2021

From Amt:

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Inv Stat	Dept No	Account Number	Description	Line Item Value	Check Number	Check Date
2635	Halff Associates, INC	10062152	11/10/21	P	10	135-69005-010-000	Capital Outlays	4,140.00	8045	11/18/21
2635	Halff Associates, INC	10062239	11/11/21	P	30	135-55030-030-000	Software & Support	1,607.40	8045	11/18/21
2635	Halff Associates, INC	10062148	11/10/21	P	10	520-69005-010-000	Capital Outlays	5,083.75	8045	11/18/21
2635	Halff Associates, INC	10062150	11/10/21	P	10	135-69005-010-000	Capital Outlays	7,100.00	8045	11/18/21
2635	Halff Associates, INC	10062154	11/10/21	P	20	135-69005-020-000	Capital Outlays	75.00	8045	11/18/21
2635	Halff Associates, INC	10062151	11/10/21	P	10	135-69005-010-000	Capital Outlays	879.00	8045	11/18/21
2635	Halff Associates, INC	10062151	11/10/21	P	20	135-69005-020-000	Capital Outlays	1,150.00	8045	11/18/21
Totals for Check: 8045								20,035.15		
1372	HACH COMPANY	12735449	11/08/21	P	20	135-65045-020-000	Lab Supplies	83.02	8046	11/18/21
1372	HACH COMPANY	12728516	11/03/21	P	10	135-65030-010-000	Chemicals	280.38	8046	11/18/21
Totals for Check: 8046								363.40		
3076	HD SUPPLY FACILITIES MAINT LTD	778019	11/01/21	P	10	135-55080-010-000	Maintenance & Repairs	952.00	8047	11/18/21
Totals for Check: 8047								952.00		
1834	IDEXX DISTRIBUTION, INC	3093265037	10/01/21	P	20	135-65045-020-000	Lab Supplies	2,809.86	8048	11/18/21
Totals for Check: 8048								2,809.86		
2643	McLean & Howard, L.L.P.	40910	10/31/21	P	39	135-55045-039-000	Legal	1,690.00	8049	11/18/21
Totals for Check: 8049								1,690.00		
3156	OXIDOR LABORATORIES LLC	21110100	11/05/21	P	20	135-55135-020-000	Lab Analysis	259.90	8050	11/18/21
Totals for Check: 8050								259.90		
3134	Prime Controls, LP	SM 7837	11/05/21	P	20	135-55080-020-000	Maintenance & Repairs	867.00	8051	11/18/21
Totals for Check: 8051								867.00		
2789	Relevant Solutions	3121267	11/11/21	P	20	135-55080-020-000	Maintenance & Repairs	459.66	8052	11/18/21
Totals for Check: 8052								459.66		
2789	Relevant Solutions	3121283	11/11/21	P	20	135-55080-020-000	Maintenance & Repairs	760.69	8053	11/18/21
Totals for Check: 8053								760.69		
2789	Relevant Solutions	3121570	11/12/21	P	20	135-55080-020-000	Maintenance & Repairs	1,517.66	8054	11/18/21
Totals for Check: 8054								1,517.66		
2659	TARRANT APPRAISAL DISTRICT	11152021	11/15/21	P	39	135-55060-039-000	Appraisal	2,859.73	8055	11/18/21
Totals for Check: 8055								2,859.73		
1087	WHITAKER CHALK SWINDLE	278314	10/31/21	P	39	135-55045-039-000	Legal	375.00	8056	11/18/21
Totals for Check: 8056								375.00		
2222	AFLAC	PR00739	996 11/12/21	V		135-21312-000-000	Aflac	166.60	8057	11/19/21
Totals for Check: 8057								166.60		
3193	COMPUPAY, INC.	PR00739	996 11/12/21	V		135-21313-000-000	Cafe 125-Medical Reimb	490.40	8058	11/19/21

Trophy Club MUD No.1
 AP Checks For Date/Amount Range
 .00 To Amt: 99,999,999.99

Begin Date: 11/01/2021 End Date: 11/30/2021

From Amt:

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Inv Stat	Dept No	Account Number	Description	Line Item Value	Check Number	Check Date
Totals for Check: 8058								490.40		
3124	IRS Tax Payment	PR00739	996 11/12/21	V		135-21302-000-000	FH Taxes	5,651.32	8059	11/19/21
3124	IRS Tax Payment	PR00739	996 11/12/21	V		135-21303-000-000	Social Security Taxes	6,635.70	8059	11/19/21
3124	IRS Tax Payment	PR00739	996 11/12/21	V		135-21304-000-000	Medicare Taxes	1,551.98	8059	11/19/21
Totals for Check: 8059								13,839.00		
3132	Legal Shield	PR00739	996 11/12/21	V		135-21310-000-000	Legal Plan	17.46	8060	11/19/21
Totals for Check: 8060								17.46		
3113	TCDRS	PR00739	996 11/12/21	V		135-21317-000-000	TCDRS	9,006.06	8061	11/19/21
Totals for Check: 8061								9,006.06		
3111	North Texas Groundwater	INV-01514A	09/30/21	P	10	135-60135-010-000	TCEQ Fees & Permits	5,661.80	8062	11/29/21
Totals for Check: 8062								5,661.80		
2792	Proserv Crane	IS3353-IN-A	09/30/21	P	20	135-55080-020-000	Maintenance & Repairs	1,221.96	8063	11/29/21
2792	Proserv Crane	IS3065-IN-A	09/30/21	P	20	135-55080-020-000	Maintenance & Repairs	1,665.43	8063	11/29/21
Totals for Check: 8063								2,887.39		
Grand Totals:								1,312,260.63		
***** End of Report *****										

November Utility Billing Report
Fiscal Year 2021 - 2022

	November 2020	December 2020	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021
ebills	1055	1065	1084	1085	1095	1129	1141	1155	1184	1264	1267	1338	1360
Bills Mailed	3902	3884	3896	3888	3890	3875	3869	3881	3882	3884	3878	3868	3863
Bank Draft	649	653	645	653	660	663	667	668	664	658	659	675	655
Credit Card Draft	1297	1302	1319	1330	1331	1331	1357	1362	1376	1386	1400	1414	1415
Online Payments	1188	1234	1205	1124	1,211	1,185	1,201	1,206	1,190	1,186	1191	1185	1166
Late Notices	380	329	369	358^^	309	332	387	345	345	327	336	390	293
Disconnects	25	20	13	26	0**	17	23	15	25	22	23	18	12
Connections	MUD 3393	MUD 3393	MUD 3393	MUD 3393	MUD 3393	MUD 3393	MUD 3393	MUD 3397	MUD 3397	MUD 3397	MUD 3397	MUD 3397	MUD 3398
Connections	PID 1444	PID 1444	PID 1444	PID 1444	PID 1444	PID 1444	PID 1444	PID 1444	PID 1444	PID 1444	PID 1444	PID 1444	PID 1443
Active Residential	MUD -	MUD -	MUD 3114	MUD 3113	MUD 3112	MUD 3114	MUD 3111	MUD 3117	MUD 3109	MUD 3114	MUD 3111	MUD 3113	MUD 3111
Active Commercial	MUD -	MUD -	MUD 251	MUD 253	MUD 253	MUD 253	MUD 253	MUD 255	MUD 255	MUD 254	MUD 255	MUD 255	MUD 255
Active Residential	PID -	PID -	PID 1405	PID 1406	PID 1404	PID 1406	PID 1405	PID 1405	PID 1404	PID 1406	PID 1406	PID 1406	PID 1406
Active Commercial	PID -	PID -	PID 37	PID 37	PID 37	PID 37	PID 37	PID 37	PID 37	PID 37	PID 37	PID 37	PID 37

^^ In response to extreme weather the District has suspended Late Notices
 ** In response to extreme weather the District has suspended Disconnects

November Permits
Fiscal Year 2022

Date of Permit	Permit No.	Customer Deposit	Due to FW Water	Oversize Meter	Plumbing Inspections	Sewer Inspections	Fire Line	Misc. Income	Total
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2022 General Fund YTD Budget Variance

Account	Description	FY 2021 Adopted	Amended Budget	November Totals	YTD Total 11/30/2021	YTD % Budget (16.66% Target)	Remaining Budget
	General Fund Revenues						
135-40000-000-000	Property Taxes	136,092	136,092	8,791	12,962	9.52%	123,130
135-40002-000-000	Property Taxes/Delinquent	300	300	17	(220)	-73.22%	520
135-40015-000-000	Property Taxes/P & I	300	300	(4)	6	1.96%	294
135-40025-000-000	PID Surcharges	165,537	165,537	-	-	0.00%	165,537
135-47000-000-000	Water	6,033,776	6,033,776	402,228	858,064	14.22%	5,175,712
135-47005-000-000	Sewer	3,824,473	3,824,473	314,072	599,592	15.68%	3,224,881
135-47025-000-000	Penalties	94,826	94,826	(1,186)	15,274	16.11%	79,552
135-47030-000-000	Service Charges (Disconnect Fees)	14,000	14,000	625	1,500	10.71%	12,500
135-47035-000-000	Plumbing Inspections	750	750	-	-	0.00%	750
135-47045-000-000	Sewer Inspections	2,500	2,500	-	-	0.00%	2,500
135-47070-000-000	TCCC Effluent Charges	50,000	50,000	739	12,314	24.63%	37,686
135-48010-000-000	Utility Fees	-	-	-	-	0.00%	-
135-49000-000-000	Capital Lease- Other Fin Sources	-	-	-	-	0.00%	-
135-49011-000-000	Interest Income	15,000	15,000	1,522	3,020	20.13%	11,980
135-49016-000-000	Cell Tower Revenue	14,146	14,146	2,358	3,536	25.00%	10,610
135-49018-000-000	Building Rent Income	-	-	-	-	0.00%	-
135-49026-000-000	Proceeds from Sale of Assets	10,000	10,000	-	20,115	201.15%	(10,115)
135-49035-000-000	Prior Year Reserves	-	-	-	-	0.00%	-
135-49036-000-000	GASB Reserves	-	-	-	-	0.00%	-
135-49005-000-000	Loan Proceeds	-	-	-	-	0.00%	-
135-49075-000-000	Oversize Meter Reimbursement	2,058	2,058	-	-	0.00%	2,058
135-49141-000-000	Interfund Transfer In	-	-	-	-	0.00%	-
135-49145-000-000	Intergov Transfer In	-	-	-	-	0.00%	-
135-49900-000-000	Miscellaneous Income	7,000	7,000	234	414	5.91%	6,586
135-49901-000-000	Records Management Revenue	-	-	-	-	0.00%	-
135-49903-000-000	Recovery of Prior Year Expense	-	-	-	-	0.00%	-
135-00000-000-000	Reimbursement	-	-	-	-	0.00%	-
	Total	10,370,758	10,370,758	729,396	1,526,577	14.72%	8,844,181

Water	General Fund Expenses						
135-50005-010-000	Salaries & Wages	402,468	402,468	26,473	22,059	12.06%	380,409
135-50010-010-000	Overtime	17,000	17,000	1,024	2,078	12.22%	14,922
135-50016-010-000	Longevity	5,829	5,829	5,713	5,713	98.00%	117
135-50017-010-000	Certification	4,500	4,500	150	400	8.89%	4,100
135-50020-010-000	Retirement	46,074	46,074	3,096	6,963	15.11%	39,111
135-50026-010-000	Medical Insurance	97,671	97,671	4,625	9,250	9.47%	88,421
135-50027-010-000	Dental Insurance	5,594	5,594	292	584	10.43%	5,010
135-50028-010-000	Vision Insurance	719	719	41	82	11.46%	637
135-50029-010-000	Life Insurance & Other	4,620	4,620	289	578	12.50%	4,042
135-50030-010-000	Social Security Taxes	26,647	26,647	2,037	3,500	13.14%	23,147
135-50035-010-000	Medicare Taxes	6,232	6,232	476	819	13.14%	5,413
135-50040-010-000	Unemployment Taxes	1,512	1,512	-	-	0.00%	1,512
135-50045-010-000	Workman's Compensation	11,604	11,604	909	1,818	15.67%	9,786
135-50060-010-000	Pre-emp Physicals/Testing	400	400	-	-	0.00%	400
135-50070-010-000	Employee Relations	300	300	-	-	0.00%	300
135-55005-010-000	Engineering	-	-	-	-	0.00%	-
135-55080-010-000	Maintenance & Repairs	110,000	110,000	45,403	45,574	41.43%	64,426
135-55085-010-000	Generator Maintenance & Repairs	2,000	2,000	-	-	0.00%	2,000
135-55090-010-000	Vehicle Maintenance	5,000	5,000	17	903	18.07%	4,097
135-55105-010-000	Maintenance-Heavy Equipment	1,000	1,000	-	-	0.00%	1,000
135-55120-010-000	Cleaning Services	2,000	2,000	161	161	8.06%	1,839
135-55135-010-000	Lab Analysis - MUD	7,500	7,500	220	220	2.93%	7,280
135-55135-010-001	Lab Analysis - PID	2,000	2,000	80	80	4.00%	1,920
135-60010-010-000	Communications/Mobiles	7,500	7,500	487	939	12.51%	6,561
135-60020-010-000	Electricity	131,689	131,689	11,243	24,279	18.44%	107,410
135-60066-010-000	Publications/Books/Subscrip	1,000	1,000	-	-	0.00%	1,000
135-60070-010-000	Dues & Memberships	-	-	-	-	0.00%	-
135-60080-010-000	Schools & Training	4,141	4,141	525	919	22.19%	3,222
135-60090-010-000	Safety Program	-	-	-	-	0.00%	-
135-60100-010-000	Travel & per diem	988	988	-	-	0.00%	988
135-60105-010-000	Rent/Lease Equipment	-	-	-	-	0.00%	-
135-60135-010-000	TCEQ Fees & Permits - MUD	30,000	30,000	8,455	8,455	28.18%	21,545
135-60135-010-001	TCEQ Fees & Permits - PID	-	-	-	-	0.00%	-
135-60150-010-000	Wholesale Water	2,508,611	2,508,611	228,602	228,602	9.11%	2,280,009
135-60245-010-000	Miscellaneous Expenses	-	-	-	-	0.00%	-
135-60280-010-000	Property Maintenance	-	-	-	-	0.00%	-
135-60285-010-000	Lawn Equipment & Maintenance	12,500	12,500	-	600	4.80%	11,900
135-60332-010-000	Interfund Transfer Out- Revenue I&S	569,454	569,454	-	51,769	9.09%	517,685
135-60333-010-000	Interfund Transfer Out- Bond Reserve	-	-	-	-	0.00%	-
135-60334-010-000	Interfund Transfer Out-Bank Reserve Account	-	-	-	-	0.00%	-
135-60360-010-000	Furniture/Equipment < \$5000	2,500	2,500	-	-	0.00%	2,500
135-65005-010-000	Fuel & Lube	15,000	15,000	1,657	2,615	17.43%	12,385
135-65010-010-000	Uniforms	5,250	5,250	823	823	15.68%	4,427

December 14, 2021 Complete Agenda Packet

Account	Description	FY 2021 Adopted	Amended Budget	November Totals	YTD Total 11/30/2021	YTD % Budget (16.66% Target)	Remaining Budget
135-65030-010-000	Chemicals	25,000	25,000	3,182	5,542	22.17%	19,458
135-65035-010-000	Small Tools	-	-	-	-	0.00%	-
135-65040-010-000	Safety Equipment	-	-	-	-	0.00%	-
135-65050-010-000	Meter Expense	20,000	20,000	-	-	0.00%	20,000
135-65053-010-000	Meter Change Out Program	87,000	87,000	-	-	0.00%	87,000
135-69005-010-000	Capital Outlays	905,000	905,000	12,119	12,119	1.34%	892,881
135-69008-010-000	Short Term Debt-Principal	31,419	31,419	-	-	0.00%	31,419
135-69009-010-000	Short Term Debt-Interest	1,404	1,404	-	-	0.00%	1,404
135-69195-010-000	Gasb34/Reserve for Replacement	75,000	75,000	-	75,000	100.00%	-
135-69281-010-000	Water Tank Inspection Contract	113,500	113,500	64,305	64,305	56.66%	49,195
135-70040-010-000	Bond Related Expenses	-	-	-	-	0.00%	-
	Subtotal Water	5,307,626	5,307,626	422,403	603,223	11.37%	4,704,403

Wastewater							
135-50005-020-000	Salaries & Wages	478,934	478,934	35,735	64,238	13.41%	414,696
135-50010-020-000	Overtime	33,000	33,000	2,987	5,035	15.26%	27,965
135-50016-020-000	Longevity	7,956	7,956	7,955	7,955	99.99%	1
135-50017-020-000	Certification	8,400	8,400	675	1,350	16.07%	7,050
135-50020-020-000	Retirement	56,634	56,634	4,394	9,585	16.93%	47,049
135-50026-020-000	Medical Insurance	112,190	112,190	7,030	14,060	12.53%	98,130
135-50027-020-000	Dental Insurance	7,175	7,175	392	783	10.92%	6,392
135-50028-020-000	Vision Insurance	1,013	1,013	59	119	11.71%	894
135-50029-020-000	Life Insurance & Other	4,800	4,800	363	726	15.12%	4,074
135-50030-020-000	Social Security Taxes	32,754	32,754	2,840	4,752	14.51%	28,002
135-50035-020-000	Medicare Taxes	7,660	7,660	664	1,111	14.51%	6,549
135-50040-020-000	Unemployment Taxes	1,764	1,764	-	-	0.00%	1,764
135-50045-020-000	Workman's Compensation	14,153	14,153	1,118	2,236	15.80%	11,917
135-50060-020-000	Pre-emp Physicals/Testing	400	400	-	-	0.00%	400
135-50070-020-000	Employee Relations	300	300	-	-	0.00%	300
135-55005-020-000	Engineering	-	-	-	-	0.00%	-
135-55070-020-000	Independent Labor	-	-	-	-	0.00%	-
135-55080-020-000	Maintenance & Repairs- WWTP	125,000	125,000	22,728	27,072	21.66%	97,929
135-55081-020-000	Maintenance & Repairs- Collections	222,500	222,500	36,463	38,041	17.10%	184,459
135-55085-020-000	Generator Maintenance & Repairs	9,000	9,000	-	-	0.00%	9,000
135-55090-020-000	Vehicle Maintenance- WWTP	4,600	4,600	22	22	0.48%	4,578
135-55091-020-000	Vehicle Maintenance- Collections	13,000	13,000	836	836	6.43%	12,164
135-55105-020-000	Maintenance-Heavy Equipment	3,000	3,000	-	-	0.00%	3,000
135-55120-020-000	Cleaning Services	2,000	2,000	161	161	8.06%	1,839
135-55125-020-000	Dumpster Services	100,000	100,000	-	6,210	6.21%	93,790
135-55135-020-000	Lab Analysis	40,000	40,000	2,916	6,692	16.73%	33,308
135-60010-020-000	Communications/Mobiles	7,500	7,500	436	872	11.62%	6,628
135-60020-020-000	Electricity	150,732	150,732	13,869	27,065	17.96%	123,667
135-60066-020-000	Publications/Books/Subscrip	-	-	-	-	0.00%	-
135-60070-020-000	Dues & Memberships	-	-	-	-	0.00%	-
135-60080-020-000	Schools & Training	4,652	4,652	225	2,827	7.21%	1,825
135-60090-020-000	Safety Program	-	-	-	-	0.00%	-
135-60100-020-000	Travel & per diem	1,138	1,138	-	-	0.00%	1,138
135-60105-020-000	Rent/Lease Equipment	-	-	-	-	0.00%	-
135-60125-020-000	Advertising	-	-	-	-	0.00%	-
135-60135-020-000	TCEQ Fees & Permits	12,000	12,000	-	9,888	82.40%	2,112
135-60245-020-000	Miscellaneous Expenses	-	-	-	-	0.00%	-
135-60280-020-000	Property Maintenance	-	-	-	-	0.00%	-
135-60285-020-000	Lawn Equipment & Maintenance	16,000	16,000	-	770	4.81%	15,230
135-60331-020-000	Interfund Transfer Out-Tax I&S	115,924	115,924	-	10,539	9.09%	105,385
135-60332-020-000	Interfund Transfer Out- Revenue I&S	690,085	690,085	-	62,735	9.09%	627,350
135-60333-020-000	Interfund Transfer Out-Bond Reserve	-	-	-	-	0.00%	-
135-60334-020-000	Interfund Transfer Out-Bank Reserve Account	-	-	-	-	0.00%	-
135-60360-020-000	Furniture/Equipment < \$5000	500	500	-	-	0.00%	500
135-65005-020-000	Fuel & Lube	12,500	12,500	977	1,659	13.27%	10,841
135-65010-020-000	Uniforms	6,205	6,205	175	1,506	24.28%	4,699
135-65030-020-000	Chemicals- WWTP	32,500	32,500	942	942	2.90%	31,558
135-65031-020-000	Chemicals- Collections	10,000	10,000	-	-	0.00%	10,000
135-65035-020-000	Small Tools	-	-	-	-	0.00%	-
135-65040-020-000	Safety Equipment	-	-	-	-	0.00%	-
135-65045-020-000	Lab Supplies	33,000	33,000	6,819	14,167	42.93%	18,833
135-69005-020-000	Capital Outlays	700,000	700,000	1,225	1,225	0.18%	698,775
135-69008-020-000	Short Term Debt-Principal	81,878	81,878	-	-	0.00%	81,878
135-69009-020-000	Short Term Debt-Interest	7,312	7,312	-	-	0.00%	7,312
135-69195-020-000	Gasb34/Reserve for Replacement	130,000	130,000	-	130,000	100.00%	-
135-70020-020	Capital Lease Issuance Cost	-	-	-	-	0.00%	-
	Subtotal Wastewater	3,298,159	3,298,159	152,005	452,688	13.73%	2,845,471

Board of Directors							
135-50005-026-000	Salaries & Wages	-	-	-	-	0.00%	-
135-50030-026-000	Social Security Taxes	-	-	-	-	0.00%	-
135-50035-026-000	Medicare Taxes	-	-	-	-	0.00%	-
135-55040-026-000	Unemployment Taxes	-	-	-	-	0.00%	-

December 14, 2021 Complete Agenda Packet

Account	Description	FY 2021 Adopted	Amended Budget	November Totals	YTD Total 11/30/2021	YTD % Budget (16.66% Target)	Remaining Budget
135-50045-026-000	Workman's Compensation	30	30	1	2	5.73%	28
135-60066-026-000	Publications/Books/Subscripts	-	-	-	-	0.00%	-
135-60070-026-000	Dues & Memberships	750	750	-	700	93.33%	50
135-60075-026-000	Meetings	1,500	1,500	115	230	15.33%	1,270
135-60080-026-000	Schools & Training	4,000	4,000	-	-	0.00%	4,000
135-60100-026-000	Travel & per diem	5,000	5,000	-	-	0.00%	5,000
135-60245-026-000	Miscellaneous Expenses	500	500	-	-	0.00%	500
	Subtotal Board of Directors	11,780	11,780	116	932	7.91%	10,848

Administration							
135-50005-030-000	Salaries & Wages	567,338	567,338	42,939	77,093	13.59%	490,245
135-50010-030-000	Overtime	2,000	2,000	-	6	0.31%	1,994
135-50016-030-000	Longevity	2,972	2,972	2,973	2,973	100.02%	(1)
135-50020-030-000	Retirement	61,353	61,353	4,261	9,995	16.29%	51,358
135-50026-030-000	Medical Insurance	103,384	103,384	5,843	11,686	11.30%	91,698
135-50027-030-000	Dental Insurance	6,533	6,533	327	655	10.02%	5,878
135-50028-030-000	Vision Insurance	819	819	45	90	10.99%	729
135-50029-030-000	Life Insurance & Other	4,800	4,800	399	798	16.63%	4,002
135-50030-030-000	Social Security Taxes	35,483	35,483	2,703	4,791	13.50%	30,692
135-50035-030-000	Medicare Taxes	8,298	8,298	632	1,121	13.50%	7,177
135-50040-030-000	Unemployment Taxes	1,512	1,512	-	-	0.00%	1,512
135-50045-030-000	Workman's Compensation	1,425	1,425	126	252	17.67%	1,173
135-50060-030-000	Pre-emp Physicals/Testing	500	500	-	-	0.00%	500
135-50070-030-000	Employee Relations	4,000	4,000	-	-	0.00%	4,000
135-55005-030-000	Engineering	-	-	-	-	0.00%	-
135-55030-030-000	Software & Support	122,310	122,310	3,247	23,601	19.30%	98,709
135-55070-030-000	Independent Labor	15,000	15,000	1,595	2,595	17.30%	12,405
135-55080-030-000	Maintenance & Repairs	40,000	40,000	-	463	1.16%	39,537
135-55085-030-000	Generator Maintenance & Repairs	3,000	3,000	-	-	0.00%	3,000
135-55100-030-000	Building Maintenance & Supplies	-	-	-	-	0.00%	-
135-55120-030-000	Cleaning Services	12,000	12,000	967	967	8.06%	11,033
135-55160-030-000	Professional Outside Services	70,281	70,281	-	66,240	94.25%	4,041
135-55205-030-000	Utility Billing Contract	9,000	9,000	-	572	6.36%	8,428
135-60005-030-000	Telephone	8,500	8,500	502	1,005	11.82%	7,496
135-60010-030-000	Communications/Mobiles	3,000	3,000	225	450	15.00%	2,550
135-60020-030-000	Electricity	15,213	15,213	903	1,892	12.44%	13,321
135-60025-030-000	Water	5,000	5,000	332	690	13.79%	4,310
135-60035-030-000	Postage	30,000	30,000	(1)	2,338	7.79%	27,662
135-60040-030-000	Bank Service Charges & Fees	85,000	85,000	7,506	16,014	18.84%	68,986
135-60050-030-000	Bad Debt Expense	1,500	1,500	-	-	0.00%	1,500
135-60055-030-000	Insurance	84,000	84,000	7,307	14,614	17.40%	69,386
135-60066-030-000	Publications/Books/Subscripts	-	-	-	-	0.00%	-
135-60070-030-000	Dues & Memberships	6,000	6,000	100	1,464	24.40%	4,536
135-60075-030-000	Meetings	-	-	-	-	0.00%	-
135-60079-030-000	Public Education	2,000	2,000	3,254	3,629	181.45%	(1,629)
135-60080-030-000	Schools & Training	5,250	5,250	-	-	0.00%	5,250
135-60100-030-000	Travel & per diem	1,587	1,587	-	-	0.00%	1,587
135-60110-030-000	Physicals/Testing	-	-	-	-	0.00%	-
135-60115-030-000	Elections	5,000	5,000	-	-	0.00%	5,000
135-60125-030-000	Advertising	2,500	2,500	-	-	0.00%	2,500
135-60235-030-000	Security	-	-	24	24	0.00%	(24)
135-60245-030-000	Miscellaneous Expenses	-	-	-	-	0.00%	-
135-60246-030-000	General Manager Contingency	-	-	-	-	0.00%	-
135-60285-030-000	Lawn Equipment & Maintenance	5,000	5,000	-	470	9.39%	4,530
135-60360-030-000	Furniture/Equipment < \$5000	10,000	10,000	-	-	0.00%	10,000
135-65010-030-000	Uniforms	530	530	-	-	0.00%	530
135-65055-030-000	Hardware IT	21,400	21,400	84	84	0.39%	21,316
135-65085-030-000	Office Supplies	6,000	6,000	289	465	7.74%	5,536
135-65090-030-000	Printer Supplies & Maintenance	-	-	-	-	0.00%	-
135-65095-030-000	Maintenance Supplies	4,000	4,000	449	802	20.04%	3,198
135-65105-030-000	Printing	-	-	-	-	0.00%	-
135-69005-030-000	Capital Outlays	190,000	190,000	-	-	0.00%	190,000
135-69170-030-000	Copier Lease Installments	4,000	4,000	271	545	13.62%	3,455
	Subtotal Administration	1,567,488	1,567,488	87,302	248,381	15.85%	1,319,107

Non Departmental							
135-55045-039-000	Legal	135,000	135,000	2,065	2,065	1.53%	132,935
135-55055-039-000	Auditing	33,800	33,800	-	-	0.00%	33,800
135-55060-039-000	Appraisal	12,055	12,055	5,498	5,498	45.61%	6,557
135-55065-039-000	Tax Admin Fees	4,850	4,850	-	-	0.00%	4,850
	Subtotal Non Departmental	185,705	185,705	7,563	7,563	4.07%	178,142

Total General Fund Revenues	10,370,758	10,370,758	729,396	1,526,577	14.72%	8,844,181
Total General Fund Expenses	10,370,758	10,370,758	669,390	1,312,786	12.66%	9,057,972
Net Budget Surplus (Deficit)	-	-	60,006	213,791	2.06%	213,791

CASH STATUS AS OF NOVEMBER 2021		Restricted - Unable to be spent	Unrestricted- Available for spending	Total in Accounts (Restricted & Unrestricted)
135-10250	TexPool O & M (XXXXX0002)-General Fund Operating ***	\$0	\$2,815,233	\$2,815,233
135-10300	Prosperity Bank (XXX8701) General Fund Operating	\$311,790	\$3,509,965	\$3,821,755
135-10305	Prosperity Bank Reserve-Savings Acct (XXXXX7724)	\$2,001,893	\$0	\$2,001,893
135-11100	Petty Cash Administration	\$0	\$150	\$150
135-11150	Petty Cash Utility Billing	\$0	\$450	\$450
137-10250	TexPool O & M (XXXXX0002) GASB Replacement	\$2,985,575	\$0	\$2,985,575
519-10250	Texpool Revenue Bond Construction (XXXXX015) SWIFT	\$0	\$0	\$0
519-11155	Cash-Bond Escrow Bank of Texas (SWIFT)	\$785,043	\$0	\$785,043
520-10250	Texpool Revenue Bond Water & Waste Water Systems 2019 (XXXXX018)	\$4,032,256	\$0	\$4,032,256
520-10300	Prosperity Bank Construction Water & Waste Water Systems 2019	\$0	\$0	\$0
528-10250	TexPool Revenue Bond Reserve (XXXXX014) WWTP Improvements	\$894,366	\$0	\$894,366
533-10250	TexPool Tax I & S (XXXXX0003)	\$108,185	\$0	\$108,185
533-10300	Prosperity Bank (XXX8701) Tax I&S	\$0	\$0	\$0
534-10250	TexPool Revenue I & S (XXXXX013) WWTP Improvements	\$80,868	\$0	\$80,868
535-10250	Texpool Revenue I & S (XXXXX017) SWIFT	\$30,872	\$0	\$30,872
536-10250	TexPool Revenue I & S (XXXXX020) Water & Waste Water Systems	\$35,052	\$0	\$35,052
		\$11,265,900	\$6,325,798	\$17,591,697

Amount available in cash (MUD Accounts) **\$6,325,798**

Amount available for spending (MUD Accounts) **\$6,325,798**

*11/30/2021 Customer Water Deposits \$311,790

Fire Department Cash

122-10250	TexPool O & M (XXXXX0002)-Fire Operating Cash	\$0	\$1,076,474	\$1,076,474
122-10300	Prosperity Bank (XXX8701) Fire Operating	\$0	\$0	\$0
		\$0	\$1,076,474	\$1,076,474

Amount available in cash (Fire Department Accounts) **\$1,076,474**

Amount available for spending (Fire Department Accounts) **\$1,076,474**

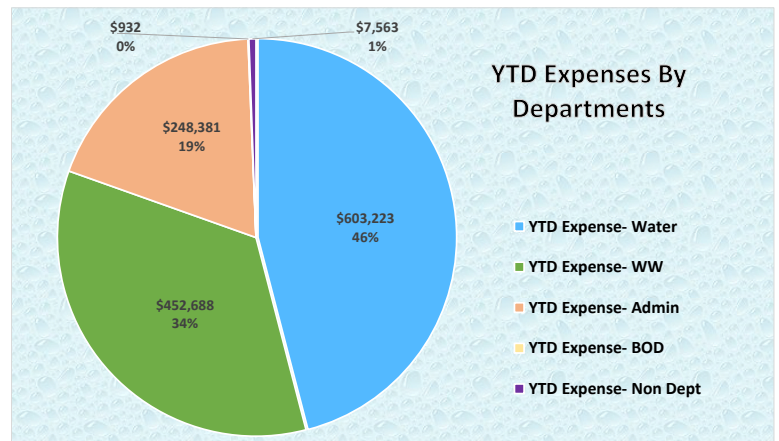
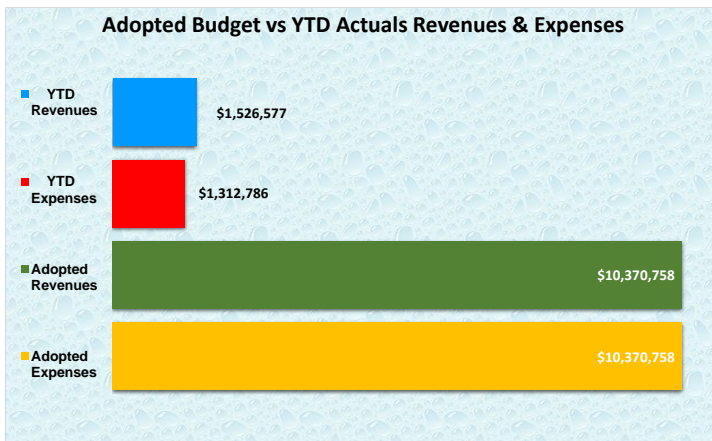
General Fund 135 Available	
\$ 3,509,965	Prosperity General Fund
\$ 2,815,233	Texpool General Fund
\$ 600	Petty Cash
Total General Fund 135 Available for Spending	\$ 6,325,798

General Fund 135 Fund Balances

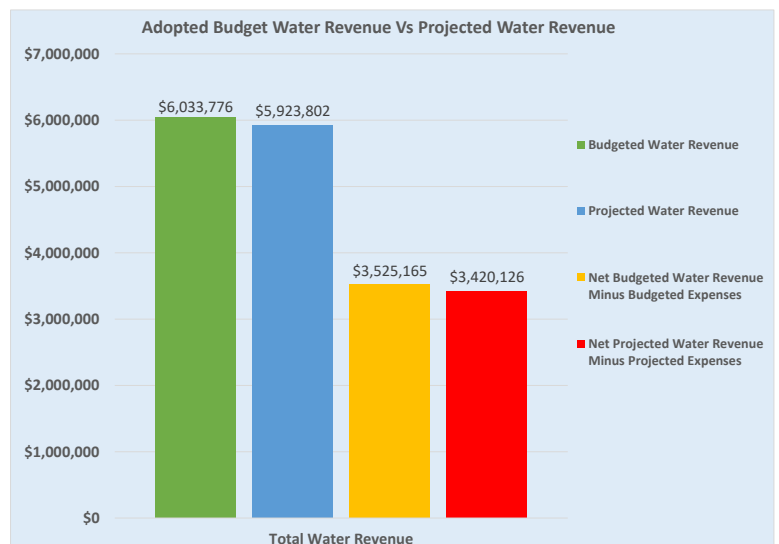
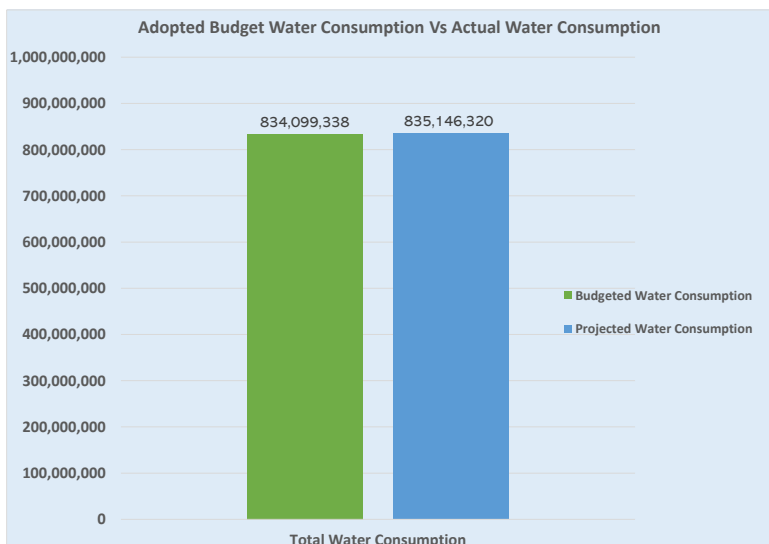
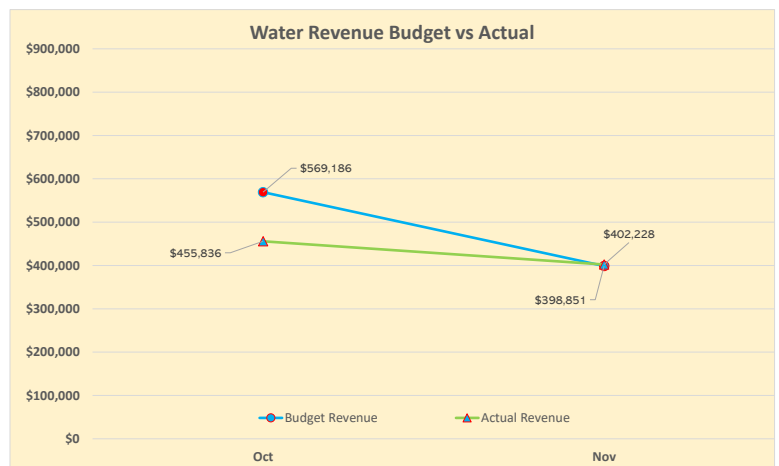
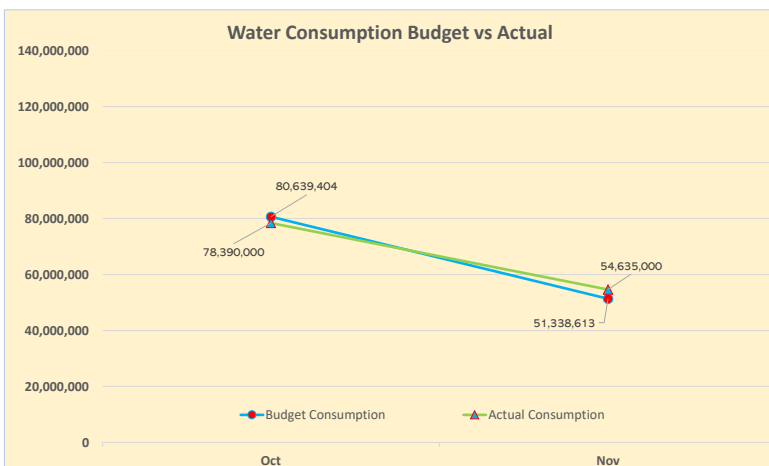
Nonspendable Fund Balance (Prepays)	\$ 3,880
Assigned Fund Balance (FY2020 Capital Projects plus prior year carry forward)	\$ 3,097,390
Unassigned Fund Balance	\$ 6,054,023
Current Year Revenue/Expenses	\$ 213,791
Total Nonspendable, Assigned & Committed Fund Balances - General Fund 135	\$9,369,083

FY 2022 Combined Financials

YTD as of 11/30/2021



Water Budget vs Actual



**TROPHY CLUB MUD NO. 1 - FIRE DEPARTMENT
BALANCE SHEET
NOVEMBER 2021**



122

ASSETS	FIRE DEPT.
CASH IN BANK	-
INVESTMENTS	1,076,474
PREPAID EXPENSES	16,631
ADVALOREM PROPERTY TAXES RECEIVABLE	1,157,226
EMERGENCY SERVICES ASSESSMENTS RECEIVABLE	-
UTILITY AND OTHER ACCOUNTS RECEIVABLE	-
TOTAL ASSETS	<u>2,250,331</u>
LIABILITIES AND FUND BALANCE	
LIABILITIES	
DEFERRED REVENUE - PROPERTY TAXES/ASSESSMENTS	1,140,514
ACCOUNTS AND OTHER PAYABLES	629,193
TOTAL LIABILITIES	<u>1,769,707</u>
FUND BALANCE	
DESIGNATED FOR FUTURE ASSET REPLACEMENT	-
NON-SPENDABLE FUND BALANCE	-
UNASSIGNED FUND BALANCE	723,260
RESERVE FOR ENCUMBRANCES	-
NET REVENUES / EXPENDITURES	(242,636)
TOTAL FUND BALANCE	<u>480,624</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>2,250,331</u>



**TROPHY CLUB MUD NO. 1 - O&M (GENERAL FUND)
BALANCE SHEET
NOVEMBER 2021**

	135	137	
	GENERAL FUND	GASB	TOTAL
ASSETS			
CASH ON HAND	600	-	600
CASH IN BANK-CHECKING	3,821,755	-	3,821,755
CASH IN BANK-SAVINGS-CASH RESERVE	2,001,893	-	2,001,893
INVESTMENTS-TEXPOOL	2,815,233	2,985,575	5,800,808
PREPAID EXPENSES	98,485	-	98,485
ADVALOREM PROPERTY TAXES RECEIVABLE	123,901	-	123,901
UTILITY AND OTHER ACCOUNTS RECEIVABLE	1,684,263	-	1,684,263
TOTAL ASSETS	10,546,130	2,985,575	13,531,705
LIABILITIES AND FUND BALANCE			
LIABILITIES			
DEFERRED REVENUE - AD VALOREM PROPERTY TAXES	122,149	-	122,149
ACCOUNTS AND OTHER PAYABLES	743,108	-	743,108
CUSTOMER DEPOSITS	311,790	-	311,790
TOTAL LIABILITIES	1,177,047	-	1,177,047
FUND BALANCE			
NON-SPENDABLE FUND BALANCE	3,880	-	3,880
ASSIGNED FUND BALANCE	3,097,390	-	3,097,390
ASSIGNED FUND BALANCE/TOWN ELEVATED STORAGE TANK	-	360,000	360,000
ASSIGNED FUND BALANCE/WATER REPLACEMENT	-	1,113,885	1,113,885
ASSIGNED FUND BALANCE/SEWER REPLACEMENT	-	1,211,690	1,211,690
ASSIGNED FUND BALANCE/FIRE DEPARTMENT	-	-	-
ASSIGNED FUND BALANCE/WWTP MBR REPLACEMENT	-	300,000	300,000
UNASSIGNED FUND BALANCE	6,054,023	-	6,054,023
COMMITTED FUND BALANCE	-	-	-
NET REVENUES / EXPENDITURES	213,791	-	213,791
TOTAL FUND BALANCE	9,369,083	2,985,575	12,354,658
TOTAL LIABILITIES AND FUND BALANCE	10,546,130	2,985,575	13,531,705

**TROPHY CLUB MUD NO. 1 - WWTP TAX BOND CONST
BALANCE SHEET
NOVEMBER 2021**



517

ASSETS	TAX BOND CONSTRUCTION
CASH IN BANK	-
INVESTMENTS	-
ACCOUNTS RECEIVABLE	-
TOTAL ASSETS	<hr/> <hr/> -
LIABILITIES AND FUND BALANCE	
LIABILITIES	
ACCOUNTS AND OTHER PAYABLES	-
TOTAL LIABILITIES	<hr/> <hr/> -
FUND BALANCE	
ASSIGNED FUND BALANCE	-
NET REVENUES / EXPENDITURES	-
TOTAL FUND BALANCE	<hr/> <hr/> -
TOTAL LIABILITIES AND FUND BALANCE	<hr/> <hr/> -

**TROPHY CLUB MUD NO. 1 - REVENUE BOND CONSTRUCTION
 NSII FORT WORTH- SWIFT FUNDING
 BALANCE SHEET
 NOVEMBER 2021**



519

ASSETS	REVENUE BOND CONSTRUCTION
CASH IN BANK	-
CASH IN ESCROW	785,043
INVESTMENTS	-
ACCOUNTS RECEIVABLE	-
TOTAL ASSETS	785,043
LIABILITIES AND FUND BALANCE	
LIABILITIES	
ACCOUNTS AND OTHER PAYABLES	81,691
TOTAL LIABILITIES	81,691
FUND BALANCE	
ASSIGNED FUND BALANCE	703,345
NET REVENUES / EXPENDITURES	7
TOTAL FUND BALANCE	703,352
TOTAL LIABILITIES AND FUND BALANCE	785,043

**TROPHY CLUB MUD NO. 1 - 16" WATERLINE REV BOND
BALANCE SHEET
NOVEMBER 2021**



FUND 520

**16" 2019
REVENUE BOND**

ASSETS	
CASH IN BANK	4,032,256
INVESTMENTS	-
ACCOUNTS RECEIVABLE	-
TOTAL ASSETS	<u>4,032,256</u>
LIABILITIES AND FUND BALANCE	
LIABILITIES	
ACCOUNTS AND OTHER PAYABLES	1,159,964
TOTAL LIABILITIES	<u>1,159,964</u>
FUND BALANCE	
ASSIGNED FUND BALANCE	4,032,009
NET REVENUES / EXPENDITURES	(1,159,717)
TOTAL FUND BALANCE	<u>2,872,292</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>4,032,256</u>

**TROPHY CLUB MUD NO. 1 - REVENUE BOND RESERVE
BALANCE SHEET
NOVEMBER 2021**



528

**REVENUE BOND
RESERVE**

ASSETS	
CASH IN BANK	-
INVESTMENTS	894,366
ACCOUNTS RECEIVABLE	-
TOTAL ASSETS	894,366
LIABILITIES AND FUND BALANCE	
LIABILITIES	
ACCOUNTS AND OTHER PAYABLES	-
TOTAL LIABILITIES	-
FUND BALANCE	
ASSIGNED FUND BALANCE	894,311
NET REVENUES / EXPENDITURES	55
TOTAL FUND BALANCE	894,366
TOTAL LIABILITIES AND FUND BALANCE	894,366

**TROPHY CLUB MUD NO. 1 - I&S (DEBT SERVICE)
BALANCE SHEET
NOVEMBER 2021**



533

**INTEREST &
SINKING DEBT**

ASSETS	
CASH IN BANK	-
INVESTMENTS	108,185
PREPAID EXPENSES	-
ADVALOREM PROPERTY TAXES RECEIVABLE	629,993
ACCOUNTS RECEIVABLE-OTHER	-
TOTAL ASSETS	<u>738,178</u>
LIABILITIES AND FUND BALANCE	
LIABILITIES	57,356
DEFERRED REVENUE - AD VALOREM PROPERTY TAXES	618,987
ACCOUNTS AND OTHER PAYABLES	-
TOTAL LIABILITIES	<u>676,343</u>
FUND BALANCE	
ASSIGNED FUND BALANCE	(14,841)
NET REVENUES / EXPENDITURES	76,676
TOTAL FUND BALANCE	<u>61,835</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>738,178</u>

**TROPHY CLUB MUD NO. 1 - REVENUE BOND I&S (WWTP)
BALANCE SHEET
NOVEMBER 2021**



534

ASSETS	REVENUE BOND I&S WWTP
CASH IN BANK	-
INVESTMENTS	80,868
ACCOUNTS RECEIVABLE	-
TOTAL ASSETS	<u><u>80,868</u></u>
LIABILITIES AND FUND BALANCE	
LIABILITIES	
ACCOUNTS AND OTHER PAYABLES	-
TOTAL LIABILITIES	<u><u>-</u></u>
FUND BALANCE	
ASSIGNED FUND BALANCE	26,061
NET REVENUES / EXPENDITURES	54,807
TOTAL FUND BALANCE	<u><u>80,868</u></u>
TOTAL LIABILITIES AND FUND BALANCE	<u><u>80,868</u></u>

**TROPHY CLUB MUD NO. 1 - SWIFT REVENUE BOND I&S
BALANCE SHEET
NOVEMBER 2021**



535

**NSII FTW SWIFT
REVENUE BOND
I&S**

ASSETS	
CASH IN BANK	-
INVESTMENTS	30,872
ACCOUNTS RECEIVABLE	-
TOTAL ASSETS	30,872
LIABILITIES AND FUND BALANCE	
LIABILITIES	
ACCOUNTS AND OTHER PAYABLES	-
TOTAL LIABILITIES	-
FUND BALANCE	
ASSIGNED FUND BALANCE	5,656
NET REVENUES / EXPENDITURES	25,216
TOTAL FUND BALANCE	30,872
TOTAL LIABILITIES AND FUND BALANCE	30,872

**TROPHY CLUB MUD NO. 1 - REVENUE BOND I&S
 WATER & WASTEWATER SYSTEM 2019
 BALANCE SHEET
 NOVEMBER 2021**



536

ASSETS	REVENUE BOND SERIES 2019 I&S
CASH IN BANK	-
INVESTMENTS	35,052
ACCOUNTS RECEIVABLE	-
TOTAL ASSETS	35,052
LIABILITIES AND FUND BALANCE	
LIABILITIES	
ACCOUNTS AND OTHER PAYABLES	-
TOTAL LIABILITIES	-
FUND BALANCE	
ASSIGNED FUND BALANCE	565
NET REVENUES / EXPENDITURES	34,487
TOTAL FUND BALANCE	35,052
TOTAL LIABILITIES AND FUND BALANCE	35,052

**REGULAR MEETING MINUTES
TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1
BOARD OF DIRECTORS
November 15, 2021, at 6:30 p.m.**

Trophy Club Municipal Utility District No. 1 Board of Directors, of Denton and Tarrant Counties, met in a regular session meeting on November 15, 2021, at 6:30 p.m., in the Boardroom of the Administration Building, 100 Municipal Drive, Trophy Club, Texas 76262. The meeting was held within the boundaries of the District and was open to the public.

STATE OF TEXAS §
COUNTIES OF DENTON AND TARRANT §

BOARD MEMBERS PRESENT:

Steve Flynn President
Kelly Castonguay Secretary/Treasurer
William C. Rose Director
Kevin R. Carr Director

BOARD MEMBERS ABSENT:

Mark Chapman Vice President

STAFF PRESENT:

Alan Fourmentin General Manager
Laurie Slaght District Secretary
Mike McMahon Operations Manager
Steven Krolczyk Finance Manager
Tony Corbett Legal Counsel (via Zoom)

GUESTS PRESENT:

Jack Taylor Trophy Club Fire Chief

CALL TO ORDER AND ANNOUNCE A QUORUM

President Flynn announced the date of November 15, 2021, called the meeting to order and announced a quorum present at 6:30 p.m.

CITIZEN COMMENTS

There were no citizen comments

REPORTS & UPDATES

1. Staff Reports
 - a. Capital Improvement Projects
 - b. Water Operations Report
 - c. Wastewater System Reports
 - d. Finance Reports

General Manager Alan Fourmentin presented the monthly reports and answered questions related thereto.

CONSENT AGENDA

2. Consider and act to approve the Consent Agenda.
 - a. October 2021 Combined Financials
 - b. October 19, 2021, Regular Meeting Minutes
 - c. Appointments to Fort Worth Wholesale Advisory Committee for FY2022.

Motion made by Director Rose and seconded by Director Castonguay to approve the consent agenda as presented.

Motion carried unanimously

REGULAR SESSION

3. Discuss and possible action to authorize Denton County to waive the penalty and interest on delinquent taxes for Parcel 726658DEN-Quasar Hotels LLC.

Motion made by Director Carr and seconded by Director Flynn to waive the penalty and interest on delinquent taxes for Parcel 726658DEN-Quasar Hotels LLC.

Motion carried unanimously

4. Consider and take appropriate action to appoint two (2) directors to serve on the Audit Committee.

Director Rose nominated Director Castonguay to serve on the Audit Committee. Director Castonguay nominated Director Rose to serve on the Audit Committee

Motion by Director Flynn and seconded by Director Rose to have Director Castonguay and Director Rose serve on the Audit Committee.

Motion carried unanimously

5. Consider and act regarding approval of employee health and ancillary benefits for the calendar year beginning January 1, 2022, and ending December 31, 2022, and authorize the General Manager to execute the necessary documents to implement the Board action.

Motion made by Director Rose and seconded by Director Castonguay to approve the United Healthcare All Savers renewal at the \$1,500 deductible for employee medical benefits and Humana Dental and Vision and MetLife, long-term disability and life accidental life and dismemberment benefits for the calendar year beginning January 1, 2022, and ending December 31, 2022, and authorize the General Manager to execute the necessary documents to implement Board action.

For: Rose, Flynn, Castonguay

Oppose: Carr

Motion passed 3-1

6. Consider and take appropriate action regarding approval of purchase of a 2022 Dodge Ram 3500 Reg Cab truck for the water department to be purchased through the Buy Board contract at Grapevine Dodge Chrysler Jeep for an amount not to exceed \$42,336 and authorize the General Manager to execute the necessary documents to complete the vehicle purchase.

Item is tabled

7. Discussion and possible action regarding solar options related to the wastewater treatment plant.

Discussion only, no action taken.

8. Discussion and possible action regarding remodeling the Annex building, including potential action relating to approval of architectural and construction services.

The Board would like to have the Strategic Partnership Committee meet with the Town committee members and determine the next steps for the annex building.

Direction only, no action taken.

9. Items for future agendas: Annex building
10. Upcoming Meeting dates – Tuesday, December 14th at 6:30 p.m.
11. Discussion and action regarding meeting dates for the months of January and February 2022.

The January regular Board meeting will be held on Wednesday, January 19, 2022; a special session workshop will immediately follow.

The February regular Board meeting will be held on Tuesday, February 22, 2022.

ADJOURN

President Flynn called the meeting adjourned at 7:29 p.m.

Steve Flynn, President

Kelly Castonguay, Secretary/Treasurer

(SEAL)

Laurie Slaght, District Secretary



STAFF REPORT

December 14, 2021

AGENDA ITEM:

Consider and act regarding approval of work order with Pipeline Analysis, LLC for professional engineering services related to the District wastewater collection system and authorize the General Manager to execute the necessary work order documents.

DESCRIPTION:

The purpose of this work order is to continue the multi-year phased systematic condition assessment of the entire District wastewater collection system to identify system defects that contribute to wet weather infiltration and/or inflow. Best management practice is to perform a condition assessment of the wastewater collection system assets followed by repairs and rehabilitation. Such inspections and testing will identify system defects that, if repaired early, will minimize rehabilitation costs, and extend the life of system assets.

The District wastewater collection system has been divided into multiple study areas to be performed over an eleven (11) year period. This will be the second year of condition assessment efforts, which also coincide with the sanitary sewer overflow initiative (SSOI) executed with the Texas Commission on Environmental Quality (TCEQ) in September 2021 and expires September 2032. This work order includes smoke testing, cleaning, and CCTV of approximately 38,012 linear feet of pipe and inspection of approximately 374 manholes.

Upon completion of this work order and subsequent years of studies, the results will assist in determining annual capital improvement funding, long-term asset management needs, implementation with our computerized maintenance management system (CMMS), further refinement of the geographic information system (GIS), and provide the necessary data needed for annual reporting to TCEQ.

ATTACHMENT:

Work Order No. 1

RECOMMENDATION:

Staff recommends the Board of Directors approve the work order agreement with Pipeline Analysis, LLC for professional engineering services related to the District wastewater collection system at a total cost not to exceed \$188,246.52 and authorize the General Manager to execute the necessary work order documents.

Multi-Year Concept Proposal

Sanitary Sewer Condition Assessment And Infiltration/Inflow Reduction Program

Work Order No.1

Alan Fourmentin
General Manager
afourmentin@tcmud.org

P: 682-831-4600
F: 817-491-9312



November 17, 2021



PIPELINE ANALYSIS LLC
1115 Main Street
Garland, Texas 75040
800-637-0164

WORK ORDER NO.1

SCOPE OF SERVICES

PURPOSE

The purpose of this project is to perform the Year 2 phased systematic condition assessment of the District wastewater collection system to identify system defects that contribute to wet weather infiltration/inflow. Best management practice is to perform a condition assessment of the wastewater collection system assets followed by repairs and rehabilitation. Such inspections and testing will identify system defects that, if repaired early, will minimize rehabilitation costs, and extend the life of system assets.

A work order will be prepared for each annual phase of work. The work order will include detailed quantities of work, basin identification, schedule and fee. All work will follow the Pipeline Analysis LLC Master Service Agreement Contract No. 2021101801.

The District wastewater collection system consists of approximately 371,320 linear feet of mainline sewer and 1,600 manholes. Exhibit A presents the estimated cost for Work Order 1. Such a program can be budgeted each year and the cost of system repairs can then also be included in an annual repair budget. The following summarizes the project tasks and approach to this phased project:

Work Tasks

TASK 100 MOBILIZATION

Mobilize project team and coordinate startup. Establish personnel assignments and responsibilities. Inventory equipment needs and order expendable supplies. Review all relevant existing materials, previous reports, etc. developed for or by the District concerning this project, including, but not limited to, the following:

1. Previous studies for the service areas to be investigated
2. Sewer maps

Deliverable:

1. Delivery of equipment and personnel
2. Work maps of Basin with delineated boundaries
3. New manhole numbering protocol

To Be Provided by the District:

- Access for placement of equipment and personnel
- Copies of all applicable reports, maps and historical data for the study area at no cost to ENGINEER
- As-built drawings, sewer key maps, street plans, electronic aerial photographs if available and if requested at no cost to ENGINEER

TASK 200 MANHOLE/PIPE INSPECTION

The existing GIS maps will be used and updated during the course of field inspections. Field verification of the map will be necessary to resolve flow directions, “race track” connections, split flow locations, and identify assets not shown on the existing sewer maps. The updated maps will be used for subsequent field testing and inspections. Work Order 1 includes the inspection and map update of Basins 1, 2 and 5 consisting of approximately 374 manholes. Note that Basin 1 was smoke tested in Year 1 but manholes and map updates are being complete in the Year 2 work schedule.

Manholes can be a significant source of extraneous infiltration/inflow and thereby reduce system wet weather capacity. For this reason, each manhole within the District will be inspected and undergo a condition assessment. The data gathered during this phase of the project will be used to prioritize manholes for rehabilitation and establish the base data necessary to accurately determine mainline sewer rehabilitation alternatives and costs. Other important deliverables resulting from this work task are the updating of the collection system map, determination of debris levels in pipes and verification of pipe sizes. This information is critical in preparing subsequent rehabilitation plans, cleaning requirements to restore capacity and updating of the system maps.

Inspection personnel will use digital cameras during the inspection of all manholes on this project. All photographs will be included in the field inspection computer database so that a permanent electronic record can be maintained. During inspection, each of the following types of information will be obtained to establish the condition and prioritize least cost repairs:

1. Manhole/Cleanout ID
2. Inspection Status – (including buried, could not locate, etc)
3. Address and GPS coordinates (sub-meter x,y) of manhole
4. Surface cover, grade, type of cover (paved, yard, etc.)
5. Material of construction – brick, concrete, etc.
6. Area and Internal photos of manhole
7. All incoming and outgoing pipe depths from rim to invert
8. All incoming and outgoing pipe digital photographs
9. Defects – Active, Evidence or No Infiltration/Inflow with digital photographs
10. Field corrections to collection system map

Upon completion of the manhole inspection, a prioritized manhole rehabilitation report will be prepared that will include:

- Documentation with summary of field observations
- List of manholes/lines requiring immediate attention
- Digital photos
- Documentation for preparing manhole rehabilitation quantities
- Field updated map(s)
- Prioritized Manhole Repair Recommendations and Cost Estimates

To Be Provided by the District:

- Access (if requested) to manholes that are buried or could not be opened.
- Assistance in locating assets (if requested)

Measurement of Payment:

Payment for this work task shall be a unit price for each manhole documented. Those manholes that are located, but buried or could not be opened will be noted and a list provided to the District. Manholes that could not be located using metal detectors or probes will be listed as Could Not Locate (CNL). CNL manholes will not be billed. Manholes located, but were buried or could not be opened will be billed. The District will provide replacement covers at no cost should a cover be broken while attempting opening.

TASK 300 SMOKE TESTING OF STUDY AREA

Smoke testing of Basins 2 and 5 will provide detailed information on wet weather inflow sources for the study area. In order to identify defects in the lines, a non-toxic smoke will be forced into the sewer by high capacity blowers. Data documentation includes measurements from two permanent points and will be sufficient to establish the location of each defect and determine the best repair method and priority. Color digital photographs will be taken to document each defect during the smoke test. The estimated total footage to be smoke tested is 38,012 linear feet.

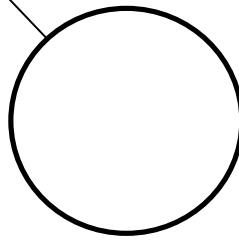
Forty-eight (48) hours prior to testing, door hangers will be used to notify residents. A telephone number will be provided for those individuals with questions or for anyone requiring special assistance. Each day the fire department will be notified of the crew location since smoke may enter homes through defective plumbing.

To Be Provided by the District:

- Review and approval of Notice to Residents
- Letter of introduction to be carried by field crews
- Previous smoke testing data, if any

Final Report Deliverables:

- Defects listing and database
- Defect location sketch
- Digital photographs
- Smoke Notification Flyers and Notification of Residents
- Priority ranking of defects (both private and public sector)
- Repair methods and estimated costs



SMOKE TESTING NOTICE TO RESIDENT

For the next few days, inspection crews will conduct a physical survey of the wastewater collection system. Pipeline Analysis will perform this study, which involves opening manholes in the streets and backyard utility easements. Information gained from this study will be used to repair and improve the wastewater collection system.

One important task of the survey will be **smoke testing** of sewer lines to locate breaks and defects in the system. During this testing, white smoke will exit through vent pipes on the roofs of homes and through sewer line breaks. **The smoke is non-toxic, leaves no residue, and creates no fire hazard.** The smoke should not enter your home unless defective plumbing exists or drain traps are dry.

If you have seldom-used drains, please pour a gallon of water in the drain to fill the drain trap. This procedure will help prevent the possibility of smoke entering your living areas through those drains.

Field crews will perform testing of all sewers in the area. **At no time will field crews have to enter your business or residence.**

Your cooperation is appreciated. Should you have any additional questions concerning this study or if you desire special assistance, please phone:

800-637-0164



Task 400 Dye Flooding

Dye water testing can be anticipated to assist in locating specific defects during the evaluation. Non-toxic dye will be introduced as a powder or liquid. Cross-connections, roof drains and area drains that are suspected of being connected to the sanitary sewer will be positively identified using the dye tracer procedure. Field documentation and photographs will be used to record all findings. Internal inspection will determine the exact source of the 'cross-connection' and establish the best repair option (i.e., point repair, direct connection, etc.). Three dye flood locations are estimated.

To Be Provided by the District:

- Water for dye flooding at no cost to Engineer

TASK 500 & 600 CLEANING AND CCTV

Preparatory cleaning shall consist of hydraulic jet cleaning to facilitate the internal CCTV inspection. Preparatory cleaning will consist of not more than three passes of the jet hose (normal cleaning). Heavy cleaning to remove large deposits of debris is not included in this work task. Debris will be removed from the line and transported for disposal. CCTV investigation is found to be critical in establishing the mainline condition and best practical repair methods. The total footage in Basins 2 and 5 for cleaning and CCTV inspection is estimated to be 38,012 linear feet. The following information will be gathered:

1. Field forms, equipment, supplies and oversight QA/QC
2. Document findings. Data to include:
 - a. Date inspected
 - b. Line segment being inspected
 - c. Project name
 - d. Location (Address)
 - e. Footage location from manhole
 - f. Defect code and/or type and severity rating using the national Pipeline Assessment Certification Program (PACP) codes
 - g. Pipeline surface cover
3. Review video and logs
4. Provide reports on of segments televised in electronic format
5. Summary of line segments cleaned and CCTV'd
6. Results of TV inspection provided on printed logs
7. Prepare prioritized mainline rehabilitation plan

To Be Provided by the District:

- Access to site of work for placement of equipment and personnel

- Disposal of any debris removed from the sewer system
- Water for cleaning and dye testing at no cost to engineer
- Listing of problem mainline sewers within the study area

Measurement of Payment:

Pipeline Analysis will invoice for the actual linear feet of sewer cleaned per the unit price specified in Exhibit A. In the case of CCTV, should the camera not be able to pass the entire length of the segment (due to protruding taps, roots, dropped joints, etc.), then an attempt will be made from the opposite direction (if possible). Where a reverse setup was attempted, then the entire segment length will be billed at the unit price specified. If a reverse setup cannot be performed, then the actual segment footage CCTV'd will be billed.

TASK 700 ADMINISTRATION AND PROJECT MANAGEMENT

This task includes internal project administration and oversight including scheduling, budget, quality assurance and control meetings and reporting. The project schedule will be reviewed and milestones for the completion of each task will be assigned. The project schedule will be reviewed and updated monthly to ensure that all tasks are completed in a timely and organized fashion.

Management work items include:

1. Field crew supervision and project planning
2. Prepare monthly billings
3. Schedule equipment and order supplies

Major system deficiencies that are identified during the field inspections that if corrected would result in significant reduction in I/I or is deemed to be of a safety concern will be recorded and forwarded as soon as possible to the District's designated project manager. Likewise, should the District undertake a major repair within the study area, they will notify ENGINEER to determine the impact on data analysis.

Deliverables:

1. Monthly invoice
2. Status reports
3. Project schedule and updates

To Be Provided by the District:

- All reports or materials deemed necessary by ENGINEER and identified during the course of the project that is not specifically stated above will be provided at no additional cost to the ENGINEER

TASK 800 DEFECT ANALYSIS/ REHABILITATION

This project will generate a considerable amount of data that will require proper entry and quality control. Data collection will include the following:

1. All collected data will be integrated into the project existing defect database and will be compatible with ArcGIS.
2. All collected defect data will be correlated between sources to address duplicate defects that were identified by different testing methods. Identify duplicate defects to ensure multiple rehabilitation methods are not recommended for the same defect.
3. Defect data will be presented graphically (data visualization).
4. Much of the baseline data required for rehabilitation decision is gathered during the normal course of field investigations. For example, "area photos" are taken of each manhole in the direction of the outgoing pipe. This photograph not only shows the location of the manhole but also provide data on the line cover and easement conditions.
5. Since private sector defects can contribute to excessive inflow, proper documentation for subsequent repair is important. Property owner address, photograph and sufficient information to document the defect will be recorded and incorporated into the District database. Private sector defects will be prioritized and repair methods/costs established.
6. Rehabilitation recommendations will consider the best repair for the particular asset (manhole, pipeline, etc.) being rehabilitated. A long-term least-cost solution may have an initial higher cost, but provide a higher level of service and lower operating and maintenance cost. Supporting data will be provided on accompanying flash drive.

To Be Provided by the District:

- Complaint records and SSO database if requested
- Review and comments on rehabilitation methods, cost estimates, and alternatives

TASK 900 FINAL SSES REPORT AND TCEQ ANNUAL PROGRESS REPORT

Prepare and submit three (3) Final SSES Reports and electronic data that includes the following:

- Executive Summary
- Description of all tasks
- Manhole and pipe inspection summary/inventory
- Manhole and pipeline defect summary
- Service lateral defect summary
- Smoke test data summary
- CCTV data summary
- Recommendations and Cost Estimates for Private and Public sector repairs

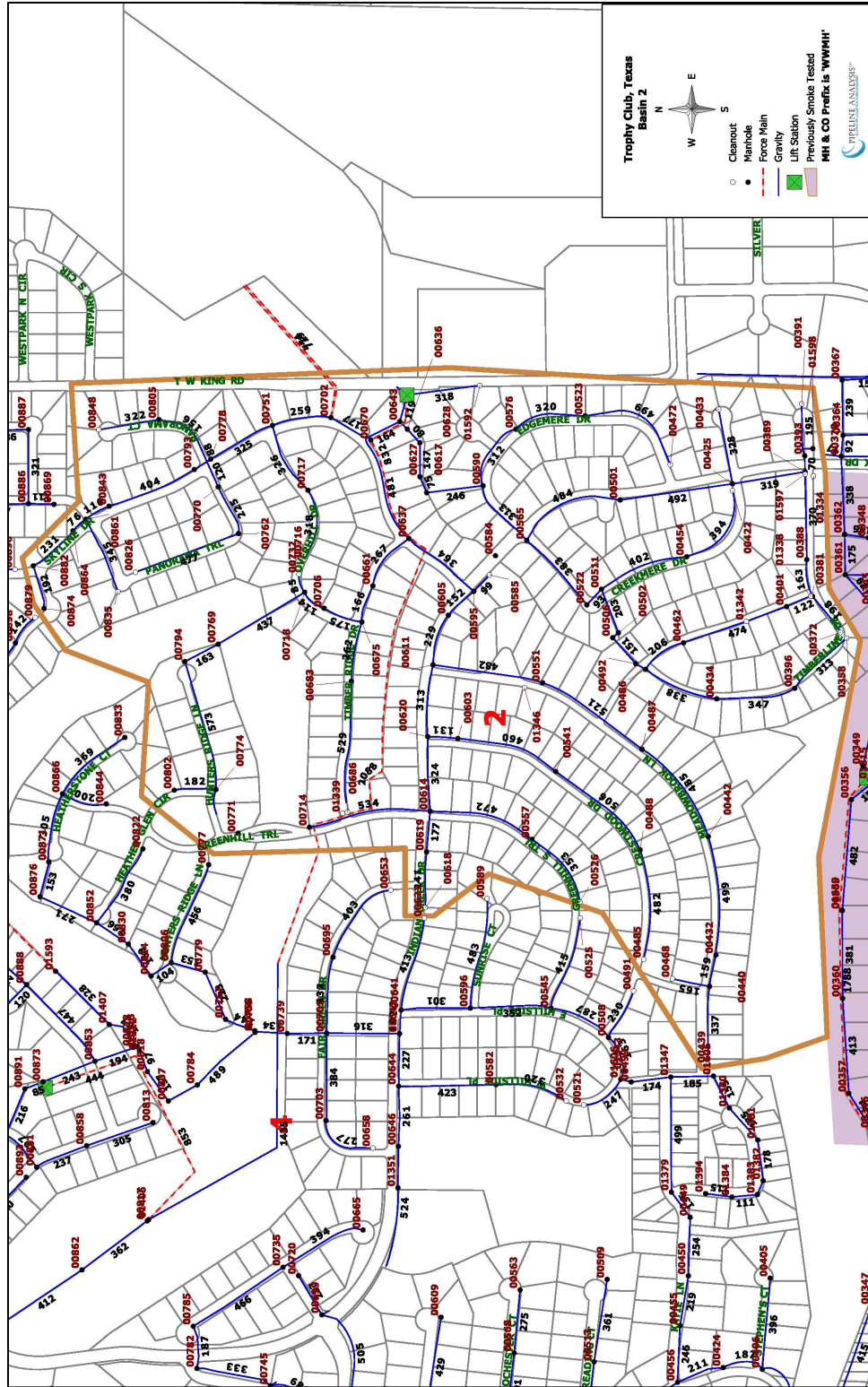
Compile applicable information necessary to complete and submit the TCEQ SSOI Annual Progress Report (TCEQ Form 20595) on behalf of the District as stipulated in the SSOI Agreement Enforcement Case No. 59814.

Basin 1 Study Area Map Manhole Inspection Only



Basin 2 Study Area Map

Manhole Inspection, Smoke Testing and CCTV Inspection



Basin 5 Study Area Map

Manhole Inspection, Smoke Testing and CCTV Inspection

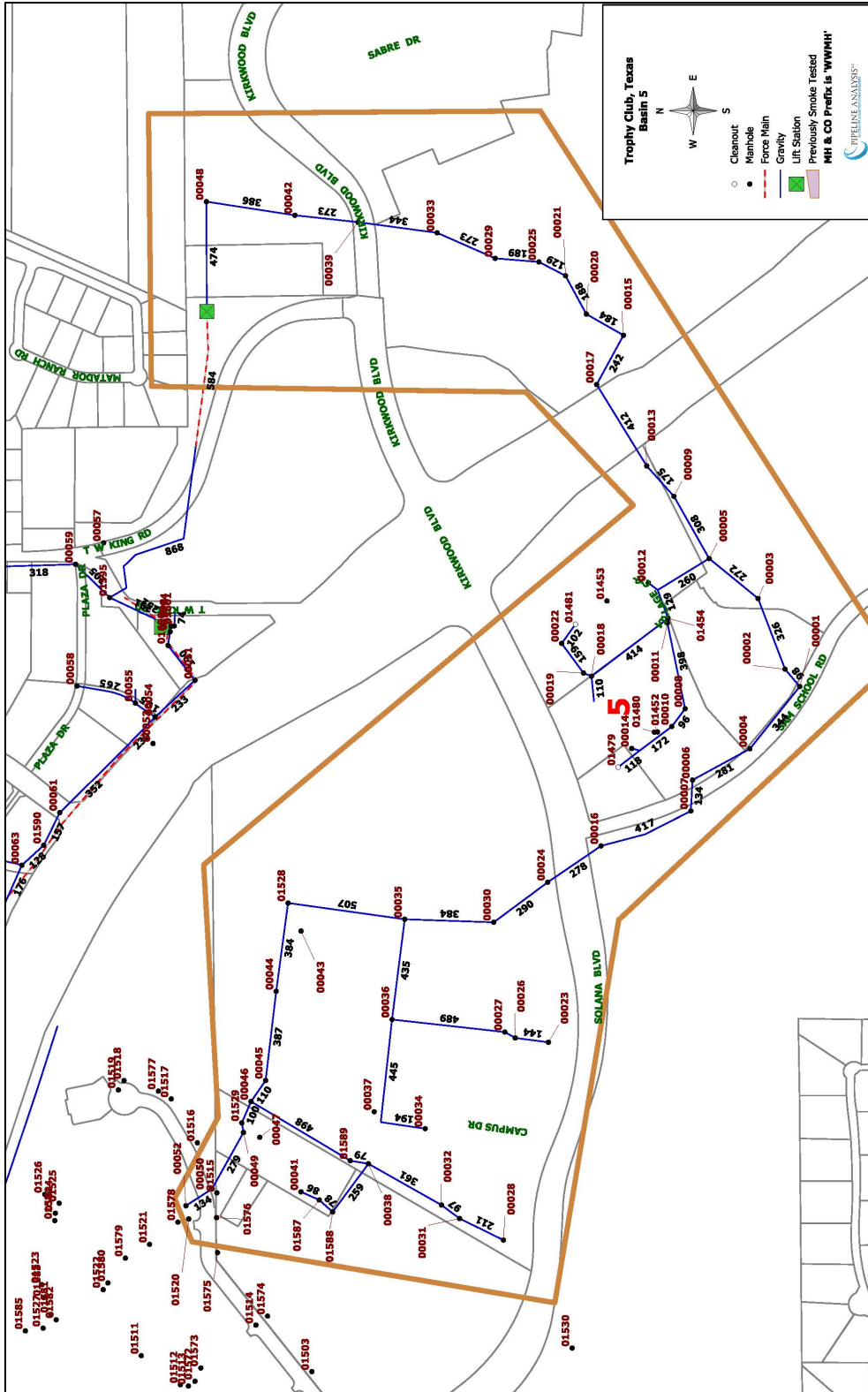


Exhibit A Project Cost and Schedule Year 2 – Basins 1, 2 and 5

Basins 1, 2 and 5 Condition Assessment

Task	Description	Estimated Quantity	Unit Price	Total
100	Mobilization	L.S.	L.S.	\$ 1,650.00
200	Manhole/Pipe Inspection -(100%)	374	\$115.00	\$ 43,010.00
300	Smoke Testing, Public Awareness, Data Entry & Analysis (100%)	38,012	\$ 0.56	\$ 21,286.72
400	Dye Flooding	3	\$225.00	\$ 675.00
500	Preparatory Cleaning	38,012	\$ 1.55	\$ 58,918.60
600	CCTV Inspection	38,012	\$ 1.35	\$ 51,316.20
700	Admin.,Project Mgt.	L.S.	L.S.	\$ 1,575.00
800	Defect Analysis/Rehab.	L.S.	L.S.	\$ 1,375.00
900	Database, Cost Estimates, Mapping, Final Reports	L.S.	L.S.	\$ 8,440.00
Total Not To Exceed				\$188,246.52

Task	Description	Month								Estimated Quantity
		1	2	3	4	5	6	7	8	
100	Mobilization									
200	Manhole/Pipe Inspection -(100%)									374
300	Smoke Testing, Public Awareness, Data Entry & Analysis (100%)									38,012
400	Dye Flooding									5
500	Preparatory Cleaning									38,012
600	CCTV Inspection									38,012
700	Admin.,Project Mgt.									
800	Defect Analysis/Rehab.									
900	Database, Cost Estimates, Mapping, Final Reports									

WORK ORDER MANAGER

The Work Order Manager will be the primary contact person during performance of this work and will provide the ENGINEER the basin study area(s) to be inspected. All correspondence or inquiries should be addressed to the Work Order Manager. This work task will be coordinated by:

Alan Fourmentin
General Manager
682-831-4600
afourmentin@tcmud.org

APPROVAL

The undersigned has reviewed and approved this Work Order and authorizes Pipeline Analysis LLC to perform the work as presented:

Authorized by:

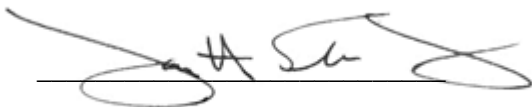
Alan Fourmentin
General Manager

_____ (Date)

ACCEPTED BY

The undersigned has reviewed and approved this Work Order. Pipeline Analysis is authorized to perform the scope of services in Work Order 1 as presented without exceeding contract not-to-exceed limits.

Authorized by:



James H. Forbes, Jr., P.E.
President
November 17, 2021



STAFF REPORT

December 14, 2021

AGENDA ITEM:

Consider and act regarding approval of Contract No. 2021121401 with Core Construction for services related to the construction of office space within the water maintenance facility and authorize the General Manager to execute the contract documents

DESCRIPTION:

The purpose of this construction is to provide office space for the Water Supervisor and a location for a general use computer for staff accessing District files and work orders. The existing area was previously utilized as storage and no longer needed. This office space will allow efficiency of staff oversight, vendor access, utilization of newly integrated CMMS, and forthcoming electronic resource planning software.

ATTACHMENT:

Proposal
Job Order Contract

RECOMMENDATION:

Staff recommends the Board of Directors approve Contract No. 2021121401 with Core Construction for services related to the construction of office space within the water maintenance facility at a total cost not to exceed \$37,013 and authorize the General Manager to execute the contract documents.



6320 Research Rd.
Frisco, TX 75033

T 972.668.9340
F 972.668.9351

Contract No. 2021121401

Date: November 30th 2021
Owner: Trophy Club Municipal Utility District No. 1
Project: 21-04-118 – Maintenance Office Build Out
Location: Trophy Club, Texas
Procurement: Equalis Group: EQ-101519-02A

CORE Construction is pleased to provide you with this proposal. Enclosed you will find the basis of estimate clarifications and schedule of values which includes the requested scope of work, general conditions, sales tax, bonds, insurances, and fee.

Total Proposal - \$37,013

We look forward to a successful and enjoyable project together. Thank you for this opportunity, please do not hesitate to contact me directly with any questions or comments.

Respectfully submitted,

James Norwine

James Norwine

CORE Construction Services of Texas, Inc.

The Basis of Estimate is a written explanation clarifying the scope, assumptions and exclusions used in establishing this proposal. All costs are developed through site walk conducted, and the scope clarifications below.

Assumptions, Clarifications, & Exclusions

Schedule

- Anticipated Start: Two weeks from approved PO
- Long Lead Items: N/A
- Projected Duration: 2 weeks

Contingency & Allowances

- We have included a 5% Contractor Contingency in this proposal – Construction Contingency is intended to be used at CORE’s discretion to cover costs that have not been identified as a trade specific scope during the scope walk-thru and/or (if provided) project plans and specifications and may require further clarification or coordination. These costs may include but are not limited to scope gap, coordination issues, overtime, expediting, missed scope during, etc. Construction Contingency does not account for design revisions or additional scope requests made by the Owner or Architect.
- We have NOT included a Design Contingency in this proposal - Design Contingency is intended to be used at CORE’s discretion to cover costs associated with the completion of the design and/or scopes of work for which sufficient detail was not available to determine a definitive cost. A reasonable estimate for an assumed scope and quality is included as a placeholder.

General Assumptions

- This cost proposal is considered a Lump Sum, not line-item Estimate.
- General Conditions and/or General Requirements are considered cost of the work.
- A registered professional did not provide sealed plans or specifications. CORE Construction Services of Texas, Inc. shall not be held responsible for performance of systems or equipment, code interpretations, engineering, etc. requirements and will perform the requested scope of work as defined by the Owner representative(s).
- Proposal valid for 30 days, unless otherwise directed by CORE Construction.

Specific Assumptions

- General finish out permit included.

DEMOLITION –

- Remove existing light fixtures, plywood on walls, cut opening in existing wall for new door, cut opening in existing wall for new window.

INTERIOR FINISHES –

- Doors, Frames, & Hardware –



- Provide and install two (2) new doors, frames and hardware, residential style
- Provide and install two (2) new windows, residential style
- Metal Studs, Drywall & Paint –
 - Build new partition wall to divide current space into two.
 - New framing to be metal stud.
 - Drywall all walls and ceiling.
 - Tap, Bed, and paint all new walls and ceiling
 - Framing and blocking needed for new doors and windows
- Flooring –
 - Existing concrete floor to be cleaned and stained.

MEP SYSTEMS –

- Electrical System –
 - Provide and install four (4) new surface mounted, Flat panel, LED lights.
 - Provide and install nine (9) outlets
- HVAC –
 - Provide and install new supply and return grills for new space. To be run from existing system serving the adjacent break room.

Specific Exclusions

- Removal of materials and equipment currently stored in space.
- Hazardous Material Abatement
- Costs associated with Material Testing and/or Special Inspections
- Costs associated with General Building Inspections
- FF & E – Furniture, Fixtures, and Equipment (by Owner)
- Structural modifications (i.e. - Steel, Concrete & Masonry removal or replacement)
- Signage (by Owner)
- Visual Display Boards
- Finish Carpentry & Millwork
- Fire Sprinkler & Alarm Systems
- Fire Extinguisher's, AED's & Cabinets
- HVAC Systems, Controls & Test and Balance
- Access Doors & Frames
- Security Systems (i.e. - Camera's, Access Control, etc.)
- Structured Cabling (i.e. - Voice & Data, Cable, etc.)
- Audio/Visual Systems (i.e. - Displays, Speakers, Projectors, Screens, etc.)

X

Trophy Club Municipal Utility District No. 1
Approved By:



Contract No. 2021121401

CORE Construction & Equalis Group Publicly Procured Master Agreement Contract #R10-1117E

Region 10 Education Service Center (**Region 10**), an Equalis Group Lead Agency, issued RFP #R10-1117 for Texas Job Order Contracting (JOC) on February 5, 2021, and subsequently entered into Contract #R10-1117E with CORE Construction as the lowest responsive and responsible bidder.

Contract Information

Effective Date: May 1, 2021
Expiration Date: April 30, 2023
Renewable Through: April 30, 2026

Additional information regarding the procurement process and contract award can be found on the [Texas JOC – CORE Construction Landing Page](#) at the Equalis Group website, including the CORE Construction products and services available through the Master Agreement, RFP and scoring documents, the Master Agreement between Region 10 and CORE Construction, and pricing/discount model.

Entities Eligible to Purchase from CORE Construction through the Master Agreement

This contract vehicle is immediately available to existing Equalis Group Members.

Not a Member yet? Any public sector entity in the country can join Equalis Group and begin utilizing any Equalis Group competitively solicited master agreement by completing the [membership registration form](#). New Members receive a fully executed copy of their completed membership form via email immediately and will receive their Equalis Group membership number within one-to-two days. There are no dues, fees, or obligations and completing the form takes less than five minutes.

Help with Membership, Procurement Questions & Navigating Our Contract Portfolio

Equalis Group's dedicated Member Engagement Team exists to support our Members. The team is readily accessible and is prepared to answer questions about membership, public sector purchasing compliance, Equalis Group's procurement and contracting processes, and our portfolio of more than 100 already-procured contract vehicles. Current and prospective Members can find their Member Engagement Team point person and direct contact information [here](#).

View all Equalis Group contracts and download a sortable Excel file with key information about each contract in our ever-expanding portfolio [here](#).

About Equalis

Equalis Group is a Public Sector purchasing cooperative. We deliver compliant, publicly procured cooperative agreements that Public Sector entities across the country can utilize to: *i)* quickly acquire the products and services they need; *ii)* receive better pricing through the collective buying power of Equalis Group Members; and, *iii)* save time through Equalis Group's legal and compliant alternative to conducting their own resource-consuming solicitation process.

Equalis Group partners with two primary Lead Agencies, Region 10 Education Service Center (**Region 10**) in Texas and The Cooperative Council of Governments (**CCOG**) in Ohio, to conduct rigorous and transparent competitive public sector procurement processes for critical products and services. Winning suppliers, distributors, and manufacturers are selected based on both qualitative criteria and pricing. We then establish compliant already-procured Master Agreements with the winning vendors.



STAFF REPORT

December 14, 2021

AGENDA ITEM:

Consider and act regarding approval of proposal with Prime Controls, LP for services related to the District supervisory control and data acquisition (SCADA) system and authorize the General Manager to execute the necessary work order documents to implement Board action.

DESCRIPTION:

The purpose of this agreement is to upgrade the SCADA Human Machine Interface (HMI) software for the district water distribution, wastewater treatment and collections systems and intended to provide an updated robust system that is scalable and resilient to meet the current and future demands of the district. The current HMI application, National Instruments Lookout, used for monitoring and control of the water system is running the legacy HMI application software, which is considered end of life and is no longer supported by the manufacturer. The existing controls system software will be transitioned to the new HMI application Factory Talk View for the water distribution system including installation of the software, configuration of water system historian, and development of operational reports and associated training.

The existing HMI application for the wastewater treatment plant was developed around the Kubota membrane system utilizing Rockwell Automation Factory Talk View Site Edition Version 8.20. This agreement will upgrade the existing application from version 8.20 to version 11 and relicensing to the district. Updates will provide installation of the software, configuration of wastewater treatment plant historian, migration of the lift station control from the water distribution system to the wastewater system HMI application, addition of a wastewater collections screen for monitoring and control of lift stations, addition of applicable lift station points to the wastewater treatment plant historian, and development of operational reports and associated training.

ATTACHMENT:

Proposal

RECOMMENDATION:

Staff recommends the Board of Directors approve the proposal with Prime Control, LP for services related to the District SCADA system at a total cost not to exceed \$228,364 and authorize the General Manager to execute the necessary documents to implement Board action.



1725 LAKEPOINTE DRIVE ☐ LEWISVILLE, TX 75057
 PHONE 972-221-4849 ☐ FAX 972-420-4842

December 3, 2021

To: Trophy Club Municipal Utility District No. 1

Attn: Mike McMahon- Operations Manager

Ref: HMI System Upgrades Water Distribution & Wastewater Treatment Systems
 Prime Controls Quote No.: TCMHMIU8321R2

PRIME CONTROLS PROPOSAL

Prime Controls, L.P. understands that Trophy Club Municipal Utility District No. 1 (the "District") is seeking to upgrade their Human Machine Interface (HMI) software for the Wastewater Water Treatment and Water Distributions Systems. This upgrade project is intended to provide a robust system that is scalable and resilient to meet the current and future demands for the district. The scope of services described below are based on our site observations and discussions with operations staff.

Our proposal is based the recommendations described in Section A "Systems Overview" and is based on providing the following major products, equipment, and services detailed in section B & C of this proposal. Our proposal is considered complete, with the exception of those items specifically excluded within the "Exclusions" section C of this proposal.

A. SYSTEM OVERVIEW

WATER DISTRIBUTION SYSTEM

The HMI application used for monitoring and control of the Water Delivery system resides at the Main Pump Station facility. There is one (1) operator workstation, at the Main Pump Station that is running the legacy HMI application software, (National Instruments Lookout). This application is considered end of life and is not supported by the manufacture anymore. The following equipment/systems are monitored and controlled through this application:

- East & West Elevated Storage Tanks (EST)
- East & West Ground Storage Tanks (GST)
- Well Pumps 1&2
- Pump Station Generator
- Influent & Effluent Meter Vaults
- Nine (9) wastewater lift stations



Water Distribution System Improvements/ Enhancements

Based our site observations and discussions with operations staff we are proposing the following improvements/ enhancements to the system.

ITEM	DESCRIPTION
1.	Upgrade the Legacy HMI application from Lookout to Factory Talk View SE. Hosted on a redundant server located at the operations building and WWTP facility.
2.	Develop and deploy new control screens based on Factory Talk Objects.
3.	Furnish, install, and configure network switch, cellular modem in the existing PLC enclosure at the pumpstation control bld.
4.	Setup, configure, and deploy the new HMI application in a virtualized environment with the systems redundancy. <i>Redundant application to be installed on District provided servers/ hardware located at the operations building.</i>
6.	Migrate nine (9) lift stations to the Wastewater and Collections systems HMI application (<i>Reference WWTP Scope</i>)
7.	Reconfigure the existing operator workstation computer to be utilized as a client operator station connected to the server-based application

WASTEWATER & COLLECTIONS SYSTEM

The HMI application utilized for monitoring and control of the Wastewater Treatment system resides the at the Wastewater Treatment Facility. There are three (3) local operator workstations at this facility that are used for monitoring and controlling the treatment process. The HMI application for this system is Rockwell Automation Factory Talk View Site Edition Version 8.20. The following equipment/systems are monitored and controlled through this application:

- Kubota Membrane System
- PA & WAS System
- Influent Flow & Bar Screen
- Plant Lift Station
- Grit System
- Plant Effluent & UV System

Wastewater System Improvements/ Enhancements

The existing HMI application for the Wastewater Treatment Plant was developed around the Kubota Membrane system. Based our site observations and discussions with operations staff we are recommending that the HMI application, for this facility, be upgraded to the latest version verses being replaced. In addition to upgrading the software to latest version we are the proposing the following enhancements to the system.



ITEM	DESCRIPTION
1.	Upgrade the Factory Talk View Site Edition HMI application from version 8.20 to version 11.
2.	Relicense the Factory Talk HMI software to the District. <i>Tech Connect software agreement will need to be established between Rockwell Automation and the District in order to upgrade to the latest version.</i>
3.	Furnish and install a wall mounted network rack with server, network switch, and UPS backup in the operations building. Reconfigure the existing HMI application in a virtualized environment with systems redundancy. <i>Redundant application to be installed on District provided servers/ hardware located at the operations building.</i>
4.	Provide, Install, and configure a 1000 Tag Plant Historian.
5.	Migrate the remote lift station control from the Water Distribution system to the Wastewater Treatment HMI application. Add a collections screen, for monitor and control of the remote lift stations and add applicable points to Plant Historian.
6.	Establish remote connectivity for monitoring and control of the lift stations via cellular modem link and District leased fiber.
7.	Setup and configure VPN Tunnels for cellular communication between the Water PS the Wastewater Treatment Plant.
8.	Setup and configure XL reporter to pull data points from the plant Historian.
9.	Develop 1-2 Plant reports for plant staff and provide training on how to pull in historical data from the historian and develop reports in XL reporter.

B. CONTROL PANELS AND MAJOR PRODUCTS

Material shall be furnished per plans and specifications. Major products and control panels to be furnished by Prime Controls include the following:

WATER DISTRIBUTION SYSTEM		
ITEM	QTY	DESCRIPTION
1.	1	Cellular Modem
2.	1	Din Rail Mounted Network Switch
3.	1	Data Concentrator PLC Enclosure with Cellular Modem for Remote Site Communications - <i>Installed in Operations Building</i>
WASTEWATER TREATMENT PLANT & COLLECTIONS SYSTEMS		
ITEM	QTY	DESCRIPTION
4.	1	Wall Mount Network Rack including <i>(Installed in the Operations Bld.)</i> <ul style="list-style-type: none"> • Dell Server • Rack Mount Network Switch • UPS & Power Distribution
5.	1	Cellular Modem & Network Switch- <i>(Installed in network rack at the WWTP plant Ops Bld.)</i>



CONTROL SYSTEM SOFTWARE		
6.	1	Licensed Copy of Factory Talk View SE Unlimited Display Redundant Server software
7.	LOT	Licensed Copies of Factory Talk View SE 10 Client Bundle
8.	1	Licensed Copy of Factory Talk Server OPC Server Enterprise Software -2 nd License for systems redundancy
9.	1	Licensed Copy of Factory Talk Historian 1K I/O Tags with advanced server options for reporting
10.	1	Licensed Copy of XL reporter
11.	2	Licensed Copies of Kepware enterprise (<i>OPC software needed to communicate with Water System PLC's</i>)

C. SERVICES

Services to be provided by Prime Controls include the following major items:

ITEM	SERVICE
1.	Onsite field assessment and testing of the existing controls system prior to upgrade.
2.	Administer 1-2 control system / HMI workshops with operations staff during the design and development phase of the new control screens.
3.	HMI/SCADA System Software Development and Programming Services associated with migrating the existing legacy controls system software (National Instruments Lookout) to the new HMI application Factory Talk View for the Water Distribution System.
4.	HMI/SCADA System Software Development and Programming Services associated with adding new controls screens to the Wastewater Treatment HMI Application.
5.	Setup and configuration services associated with migrating the existing operator workstation(s) from the legacy HMI application to the new system.
6.	Field Calibration, Check-Out and Start-Up Services
7.	Factory and Site Acceptance Testing with operations staff prior to onsite deployment.
8.	Operator and Maintenance training services.
9.	Operations and Maintenance Documentation for new hardware and software.
10.	One year (1) warranty services for provided equipment and systems upon final completion of the project.

D. PROPOSAL EXCLUSIONS

The following items are not included in our pricing and shall be the responsibility of others:

ITEM	EXCLUSION
1.	Furnishing / providing server and operator workstation hardware associated at the Operations Center for backup and redundancy. Any hardware required will be provided by the Trophy Club MUD No.1 IT Department. <i>Hardware sizing requirements /specifications for procurement purposes will be provided by Prime Controls.</i>



ITEM	EXCLUSION
2.	Furnishing/ providing Microsoft, virtualization, or remote accessibility software. All software will be provided by Trophy Club Municipal Utility District No. 1 IT Department unless specifically listed above.
3.	Furnishing or installation of network hardware and infrastructure for connection between the Operations center and the Wastewater Treatment and Water Distribution Facilities.
4.	Internet service provider data plan services /expenses for cellular modems.
5.	Furnishing or installation of remote alarming software.
6.	Disposal of removed or demolished material. Such material will be turned over to the owner for salvage or disposal.

E. PROPOSAL CLARIFICATIONS

ITEM	CLARIFICATION
1.	Pricing does not include Sales Taxes or Bonding costs.
2.	Pricing shall be valid for 90 days only from proposal date.
3.	Pricing is based on the assumption that, once Prime Controls receives an order or notice to Proceed, the project will proceed without interruption. Should any interruptions occur due to Force Majeure, Prime Controls reserves the right to adjust pricing accordingly.
4.	Pricing is based on GSA Agreement / Contract # GS-35F-0455W

F. PROPOSAL PRICING

Item	Description	Pricing
1	Controls Systems work associated with the Water Distribution System	\$48,366.00
2	Controls Systems work associated with the Wastewater Treatment System	\$72,550.00
3	Controls System Software (Combined Factory Talk Package)	\$64,391.00
4	Controls System Hardware	\$43,057.00
TOTAL AMOUNT		\$228,364.00

We sincerely appreciate this opportunity and look forward to being of service for this work.

Thanks again and please feel free to call if there are any questions.

Sincerely,

Prime Controls, LP

Lain Cloy, PMP

Account Manager

Ph. 972-221-4849

Email l.cloy@prime-controls.com

Trophy Club Municipal Utility District No. 1
Current & Proposed Network Architecture



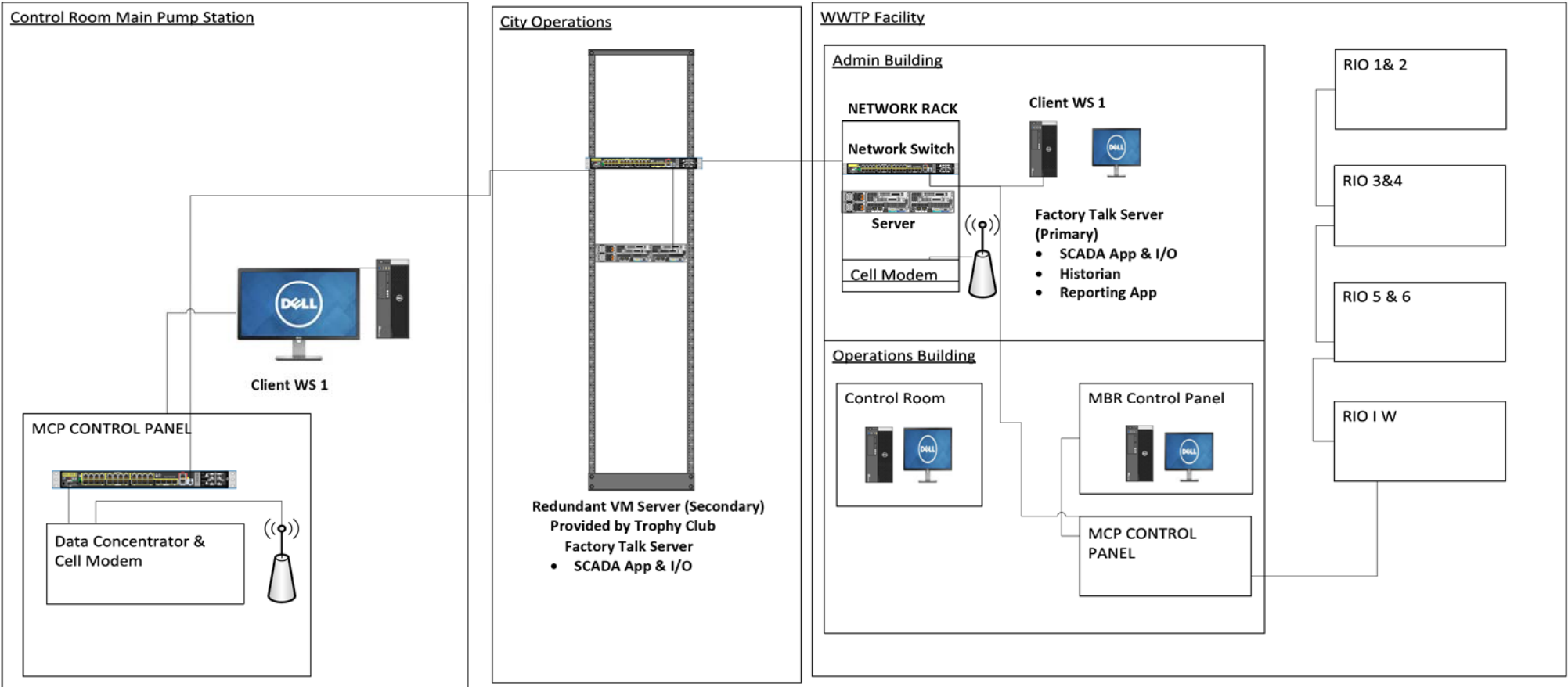
West Tower



East Tower (Repeater Site)



LS # 1
LS # 2
LS # 3
LS # 4
LS # 5
LS # 6
LS # 7
LS # 8
LS # 9



Calendars

January 2022

Board Room

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	Dec 26, 2021	27	28	29	30	31	Jan 1
2	2	3	4	5	6	7	8
3	9	10	11	12	13	14	15
4	16	17	18	19 6:30pm Board of Dire	20	21	22
5	23	24	25	26	27	28	29
6	30	31	Feb 1	2	3	4	5