

**REGULAR MEETING MINUTES  
TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1  
BOARD OF DIRECTORS  
May 17, 2022 at 7:30 p.m.**

Trophy Club Municipal Utility District No. 1 Board of Directors, of Denton and Tarrant Counties, met in a 2022 at 7:30 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  
Mark Chapman        Vice President  
Kelly Castonguay    Secretary/Treasurer  
William C. Rose       Director  
Kevin R. Carr         Director

**NEWLY ELECTED DIRECTORS PRESENT:**

Tracey Hunter, Director Place 3  
Ben Brewster, Director Place 4  
Doug Harper, Director Place 5

**STAFF PRESENT:**

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

**CALL TO ORDER AND ANNOUNCE A QUORUM**

President Flynn announced the date of May 17, 2022, called the meeting to order and announced a quorum present at 7:44 p.m.

**CITIZEN COMMENTS – There were no citizen comments**

**REPORTS & UPDATES**

1. Staff Reports
  - a. Capital Improvement Projects
  - b. Water Operations Report
  - c. 2021 Consumer Confidence Report
  - d. Wastewater System Reports
  - e. Finance Reports

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

**CONSENT AGENDA**

2. Consider and act to approve the Consent Agenda.
  - a. April 2022 Combined Financials
  - b. April 18, 2022, Regular Meeting Minutes

**Motion made by Director Carr and seconded by Director Castonguay to approve the Consent Agenda as presented.**

**Motion carried unanimously**

**REGULAR SESSION**

3. Consider and act regarding the Junction Way Road Access Project described in the District's interlocal agreement with the Town of Trophy Club.

Alan Fourmentin stated that improvement to the was an agreement between the Town and the District. Fourmentin stated that the District's portion of the cost is \$84,423.75.

**Motion made by Director Rose and seconded by Director Chapman to approve the expenditure of no more than an amount of \$84,423.75 for the Junction Way Extension project for maintenance building lease track improvements in previous agreement with Town of Trophy Club and authorize the General Manager to sign any associated documents.**

**Motion carried unanimously**

4. Discussion and update regarding request for American Rescue Plan Act (ARPA) funds for infrastructure improvement projects.

General Manager Alan Fourmentin stated the email response from Denton County was included in the agenda packet. The response from the county states that Denton County has not assigned any direct ARPA funding for external governmental entities. Fourmentin did not receive a response from Tarrant County.

**Motion by Director Rose and seconded by Director Castonguay for the General Manager to make written request to the Towns of Westlake and Trophy Club to determine the process and information required to submit a request for ARPA funds to the Town of Trophy Club and the Town of Westlake.**

**For: Rose, Castonguay, Chapman and Flynn**

**Oppose: Carr**

**Motion passed- 4-1**

5. Consider and act regarding approval of Work Order No. 3 with Garver for professional engineering services related to Lift Station Generator Improvements for a total cost of \$82,920.00 and authorize the General Manager to execute the necessary contract documents.

**Motion made by Director Chapman and seconded by Director Rose to approve Work Order No. 3 with Garver for professional engineering services related to Lift Station Generator Improvements for a cost not to exceed \$82,920.00 and authorize the General Manager to execute the necessary contract documents.**

**Motion carried unanimously**

6. Consider and act regarding the purchase of replacement pumps for District wastewater lift stations.

Operations Manager Mike McMahon stated that we need redundancy for the lift stations to avoid down time and reduce the possibility of a sanitary sewer overflows. The lead time to order pumps is several months.

Director Carr stated that the new pumps should be installed when received and keep the old pump for a replacement pump. McMahon stated that preventative maintenance is performed routinely, and the pumps are checked every day. Staff recommends only replacing the pumps when they have issues.

**Motion made by Director Rose and seconded by Director Chapman to purchase replacement pumps for DHS Automation the \$47,052.45**

**Motion carried unanimously**

7. Service Appreciation Presentation to Director Castonguay by General Manager Alan Fourmentin.

Tonight, we recognize Director Kelly Castonguay for her service to the District as this is her last board meeting. Director Castonguay was elected to the Board on May 15<sup>th</sup> of 2018 and has dedicated four years of service to the board, serving as Secretary/Treasurer of the Board for the last two years.

We want to express our heartfelt gratitude for your service, leadership, and dedication to the District. You have provided valued input regarding future projects and policies, and responsible decision making in determining the allocation of rates and tax dollars in the provision of water, sewer, and fire services for District customers.

I also want to personally thank you for placing your trust in me as general manager of the District, it has been an honor. Your professionalism, candor, and feedback provided to me over the past few years has been greatly appreciated.

Thank you for choosing to be a leader in this community through service on this board and making this a great place to work. With that being said, I would like to present you with a token of appreciation for your service to the District and this community.

Director Castonguay stated it has been a privilege to work with the Board for the last 4 years and the last 2 years with Director Carr. Castonguay stated she has learned so much about the District, water, and wastewater. She added that working with District staff has been incredible and is thankful for the opportunity.

8. Consider and take appropriate action regarding election matters:
  - a. Approve Order 2022-0517A canvassing the election returns and declaring the results of the May 7, 2022, General Election.
  - b. Approve issuance of Certificates of Election.
  - c. Administer the oath of office, approve statement of officers and director bonds, and take other such actions as necessary for Directors to qualify for office.

Official results from Denton and Tarrant counties were received from the May 7<sup>th</sup> General Election and those results were placed at the dais and are attached to the meeting agendas. The total number of votes cast in Denton County was 1,048 and the total number of votes cast in Tarrant county was 112.

The District Secretary stated that the cumulative votes for newly elected Tracey Hunter Director Place 3 were 413. The cumulative votes for newly elected Ben Brewster, Director Place 4 were 750 and the cumulative votes for newly elected Doug Harper, Director Place 5 were 736.

**Motion made by Director Rose and seconded by Director Castonguay to approve Order 2022-0517A canvassing the election returns as amended at the Dais and declaring the results of the May 7, 2022, General Election.**

**Motion carried unanimously**

District Secretary, Laurie Slaght officially swore the candidates in prior to the meeting administering the Official Statement and Oath of Office to Tracey Hunter, Ben Brewster, and Doug Harper prior the meeting and the Director Bond has been updated and issued.

Outgoing Board President Steve Flynn ceremonially administered the Oath of Office to Tracey Hunter, Ben Brewster, and Doug Harper.

9. Election of Officers to the Board of Directors of the District.

Director Carr called for nominations for Board President.

Director Hunter nominated Director Carr for President  
For: Brewster, Carr, Hunter  
Oppose: Harper, Rose  
Director Harper nominated Director Rose for President  
For: Harper, Rose

Oppose: Brewster, Carr, Hunter

**Director Carr will serve as Board President**

Director Carr called for nominations for Vice President

Director Hunter nominated Director Brewster for Vice President

For: Brewster, Carr, Hunter, Rose

Oppose: Harper

Director Harper nominated Director Rose for Vice President

For: Harper

Oppose: Brewster, Carr, Hunter, Rose

**Director Brewster will serve as Vice President**

Director Carr called for nominations for Secretary/Treasurer

Director Hunter nominated Director Harper for Secretary/Treasurer

For: Brewster, Carr, Harper, Hunter, and Rose

Oppose: 0

**Director Harper will serve as Secretary Treasurer**

10. Consider and take appropriate action regarding District bank signatories including:

- a. Approve Resolution No. 2022-0517A designating authorized signers on Prosperity Bank accounts.
- b. Approve Resolution No. 2022-0517B designating depository institutions, designating authorized signatories for the disbursement of District funds, providing for electronic transfers of District funds, and containing other matters relating thereto.
- c. Approve Resolution No. 2022-0517C designating depository designating authorized signers on Texpool Accounts.

**Motion made by Director Brewster and seconded by Director Harper to approve agenda items a. through c.**

**Motion carried unanimously**

11. Items for future agendas: Director Rose would like to discuss electioneering and political signage on the Fire Station Property and appointing Directors to the Strategic Planning Committee.

12. Set future Meeting date - Regular Meeting with Orientation Workshop Session - June 20, 2022, at 6:30 p.m.

**ADJOURN**

**President Carr called the meeting adjourned at 8:34 p.m.**

  
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Kevin Carr, President

  
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Doug Harper, Secretary/Treasurer

  
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Laurie Slaght, District Secretary

