

**REGULAR MEETING MINUTES  
TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1  
BOARD OF DIRECTORS  
September 18, 2024, at 6:30 p.m.**

Trophy Club Municipal Utility District No. 1 Board of Directors, of Denton and Tarrant Counties, met in a 2024 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:**

Kevin R. Carr	President
Ben Brewster	Vice President
Doug Harper	Secretary/Treasurer
William C. Rose	Director
Jim Thomas	Director

**STAFF PRESENT:**

Alan Fourmentin	General Manager
Laurie Slaght	District Secretary
Mike McMahon	Operations Manager
Regina Van Dyke	Finance Manager
Pam Liston	General Legal Counsel

**GUESTS PRESENT:**

Linda Backland	North Texas Regional Trustee, Association of Water Board Directors
Stephanie Moore	Owner, M3 Networks
Michael Moore	Owner, M3 Networks
Jim McConnell	Principal, Ask McConnell
Brandon Wright	Town Manager

**CALL TO ORDER AND ANNOUNCE A QUORUM**

President Carr announced the date of September 18, 2024, called the meeting to order and announced a quorum present at 6:30 p.m.

**President Carr opened the Public Hearing at 6:32 p.m.**

**PUBLIC HEARING**

1. Trophy Club Municipal Utility District No. 1 will conduct a Public Hearing regarding adoption of proposed District Tax rate of \$0.06250 for the 2024 Tax Year.

**President Carr stated this is a Public Hearing regarding adoption of District tax rates for the 2024 tax year of \$.06250 per \$100 of assessed valuation: a decrease of \$0.00131 from the 2023 tax year.**

There were no public comments.

**President Carr Closed the Public Hearing at 6:33 p.m.**

### **CITIZEN COMMENTS**

There were no citizen comments

### **REPORTS & UPDATES**

2. Staff Reports
  - a. Capital Improvement Projects
  - b. Operations Reports
  - c. Finance Reports

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

### **CONSENT AGENDA**

3. Consider and act to approve the Consent Agenda.
  - a. August 21, 2024, Regular Meeting Minutes

**Motion Made by Director Harper and seconded by Director Thomas to approve the Consent Agenda.**

**Motion carried unanimously**

### **REGULAR SESSION**

4. Introduction of Association of Water Board Directors (AWBD) representative Linda Backlund.

Linda Backlund, newly appointed North Texas Regional Trustee with the Association of Water Board Directors introduced herself and provided an update on the programs being offered by AWBD that will be more specific to north Texas MUDs.

5. Presentation and review of District IT services.

Stephanie Moore, CEO and Michael Moore, founder and cyber security expert of M3, the District's IT service provider, presented the Board with an overview of services provided and answered questions related thereto.

6. Presentation and review of proposed security audit services.

Jim McConnell with Ask McConnell Security presented the Board with a proposal for security services and answered questions related thereto.

The Board provided direction to the General Manager on how to proceed.

**The Board recessed at 8:32 p.m.**

**The Board reconvened into Regular Session at 8:44 p.m.**

7. Consider and act to adopt Resolution No. 2024-0918A approving Budget for Fiscal Year 2025.

**Motion made by Director Harper and seconded by Director Thomas to adopt Resolution No. 2024-0918A approving budget for fiscal year 2025.**

**Motion made by Director Rose to amend the Budget for Fiscal Year 2025 to increase the MUD employees' salaries and wages in the historical manner by including a 3% merit pay increase and a 5% cost of living increase based on the local Consumer Price Index; and add an additional 1% for the creation of a fund to be used under the pay for performance concept for employees. Changes to budget line items based on salaries and wages which will require adjustment based on this motion are also approved without specific reference. Furthermore, funding for this amendment, that is not currently included in this evening's rate order, shall come from reserves until new rates are calculated and approved.**

**Motion fails for lack of a second**

**Motion made by Director Rose that all employees receive a uniform cost of living increase in the Budget for Fiscal Year 2025.**

**Motion fails for lack of a second**

**Motion made by Director Rose that all employees with a positive pay performance review except those with compensation at or above the salary survey maximum, receive a merit pay increase.**

**Motion fails for lack of a second**

**Motion made by Director Rose Motion that a fund be created for exceptional meritorious employee performance under the pay for performance concept.**

**Motion to fails for lack of a second**

**Main Motion:**

**For: Carr, Brewster, Harper, Thomas**

**Opposed: Rose**

**Motion passed 4-1**

8. Consider and act to adopt Rate Order No. 2024-0918A amending water and sewer rates and setting an effective date of October 1, 2024.

**Motion made by Director Harper and seconded by Director Brewster to adopt Rate Order No. 2024-0918A amending water and sewer rates and setting an effective date of October 1, 2024.**

**Motion carried unanimously**

9. Consider and act to adopt Order No. 2024-0918B Fixing and Levying Trophy Club Municipal Utility District No. 1 Debt Service Tax Rate and Operations and Maintenance Tax Rate for 2024 Tax Year.

**Motion made by Director Harper and seconded by Director Carr to adopt Order No. 2024-0918B fixing and levying Trophy Club Municipal Utility District No. 1 Debt Service tax rate at \$0.00799 per \$100 on all taxable property within the District and Operations and Maintenance tax rate at \$0.05451 per \$100 of taxable value for the 2024 tax year.**

**Motion carried unanimously**

10. Consider and act to adopt Resolution 2024-0918B approving 2024 Tax Roll for Trophy Club Municipal Utility District No. 1.

**Motion made by Director Harper and seconded by Director Thomas to adopt Resolution 2024-0918B approving the 2024 tax roll for Trophy Club Municipal Utility District No. 1.**

**Substitute Motion:**

**Motion made by Director Rose and seconded by Director Harper to adopt Resolution 2024-0918B approving the 2024 tax roll for Trophy Club Municipal Utility District No. 1. The Board of Directors approved tax rate of \$0.06250/\$100 assessed value, being imposed on each property included on the certified appraisal rolls for the District for the 2024 tax year, totals \$1,701,057 tax levy. The Board hereby declares that the appraisal rolls with amounts of tax entered shall constitute the District's tax roll for the 2024 tax year.**

**Substitute Motion carried unanimously**

11. Consider and act to approve the Amendment to District Information Form, including Notice to Purchaser Form.

**Motion made by Director Brewster and seconded by Director Harper to approve.**

**Substitute Motion:**

**Motion made by Director Rose and seconded by Director Brewster approve the Amendment to District Information Form, including Notice to Purchaser showing the total Trophy Club Municipal Utility District No. 1 tax levy of \$0.06250 per \$100 of taxable value.**

**Substitute Motion carried unanimously**

12. Consider and act regarding annual review of District Investment Policy and Investment Strategies including:
  - a. Adopt Order No. 2024-0918C Approving Amended and Restated Investment Policy, including the District's Investment Strategies and Appointment of Investment Officer(s).

**Motion made by Director Rose and seconded by Director Harper to adopt Order No. 2024-0918C approving Amended and Restated Investment Policy, including the District's Investment Strategies and Appointment of Alan Fourmentin and Regina Van Dyke as Investment Officers.**

**Motion carried unanimously**

13. Consider and act to adopt Resolution No. 2024-0918C Approving Cash Reserve Policy.

**Motion by Director Rose and seconded by Director Thomas to adopt Resolution No. 2024-0918C Approving Cash Reserve Policy.**

**Motion carried Unanimously**

14. Consider and take appropriate action regarding Banking and depository matters: Approval of Resolution No. 2024-0918D authorizing the extension of term of depository pledge agreement with Prosperity Bank.

**Motion made by Director Harper and seconded by Director Carr to approve Resolution No. 2024-0918D authorizing the extension of term of depository pledge agreement with Prosperity Bank.**

**Motion carried unanimously**

15. Consider and act regarding approval of task order agreement with Halff Associates for professional engineering services for the replacement of the existing water lines and authorize the General Manager to execute the necessary documents to implement Board action.

**Motion made by Director Harper and seconded by Director Rose to approve task order agreement dated September 18, 2024, with Halff Associates for professional engineering services for the replacement of approximately 8,500 linear feet of existing water lines at a total cost not to exceed \$110,500 and authorize the General Manager to execute the necessary documents to implement Board action.**

**Motion carried unanimously**

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

**Motion made by Director Rose and seconded by Director Thomas to approve work order agreement with Pipeline Analysis, LLC for professional engineering services related to the district wastewater collection system in an amount not to exceed \$200,230.02 and authorize the General Manager to execute the necessary documents to implement Board action.**

**Motion carried unanimously**

17. Discussion and possible action regarding Drought Contingency and Emergency Water Management Plan. (Brewster)

Direction was provided to the General Manager to hold a meeting with the town manager regarding common interest regarding water conservation.

**The Board convened into Executive Session at 9:29 p.m.**

**EXECUTIVE SESSION**

18. Pursuant to Section 551.074 of the Texas Government Code (Personnel), the Board will convene into executive (closed) session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: General Manager annual evaluation.

**The Board reconvened into Regular Session at 11:46 p.m.**

**REGULAR SESSION**

19. Consider and act regarding items discussed in Executive Session.

No action taken

20. Future Agenda Items:

21. Items for future agendas.

Add an item in Operational Reports to discuss community events.

22. Next Regular Meeting date – October 16, 2024

**ADJOURN**

President Carr called the meeting adjourned at 11:49 p.m.



Kevin R. Carr, President



Doug Harper, Secretary/Treasurer



Laurie Slaght, District Secretary

