



**BOARD OF DIRECTORS  
REGULAR MEETING**

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

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Wednesday, June 18, 2025

6:30 P.M.

Svore Municipal Boardroom

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**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. Monthly Staff Reports
  - a. Monthly Capital Improvement Projects
  - b. Monthly Operations Reports
  - c. 2024 Annual Water Quality Report
  - d. Monthly Finance Reports
  - e. Government Finance Officers Association ("GFOA") Distinguished Budget Presentation Award.

[attachments: Monthly 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. May 21, 2025, Regular Meeting Minutes

[attachment: May Meeting Minutes](#)

**REGULAR SESSION**

3. Discussion and possible action regarding audit of fire department operations and assets.

[attachments: Fire Audit Proposals](#)

4. Consider and act regarding approval of task order agreement with Halff Associates for professional engineering services to provide an updated legal description of the District boundary to include the Trophy Club Public Improvement District (PID).

[attachments: Halff Task Order District Boundary](#)

#### **FUTURE AGENDA ITEMS**

*Board Members may provide requests for discussion items for a future agenda in accordance with the board's approved bylaws. No further discussion will be held related to topics proposed until they are posted on a future agenda in accordance with the Texas Open Meetings Act*

5. Items for future agendas:
6. Next Regular Meeting date – July 30, 2025, 6:00 p.m. Budget Workshop & Regular Meeting

[attachments: July Meeting Calendar](#)

**THE BOARD OF DIRECTORS RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY MATTERS LISTED ON THE AGENDA, AS AUTHORIZED BY TEXAS GOVERNMENT CODE SECTION 551.071 (CONSULTATION WITH ATTORNEY), 551.072 (DELIBERATIONS ABOUT REAL PROPERTY), 551.073 (DELIBERATIONS ABOUT GIFTS AND DONATIONS), 551.074 (PERSONNEL MATTERS), 551.076 (DELIBERATIONS ABOUT SECURITY DEVICES), AND/OR 418.183 (HOMELAND SECURITY).**

**ADJOURN**



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## Capital Improvement Projects

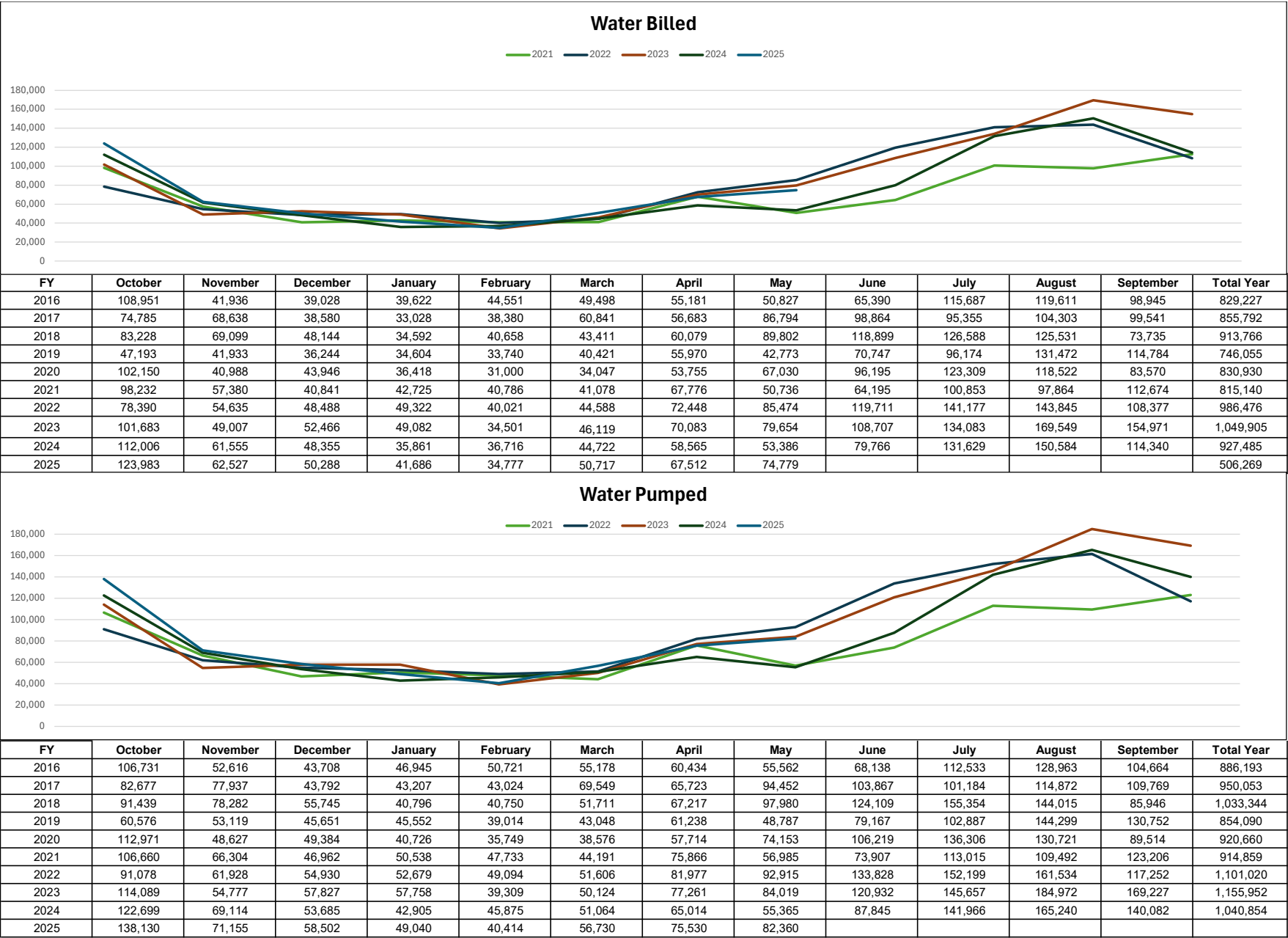
- FY 2025 Water Line Project – Construction is scheduled to begin the week of July 7<sup>th</sup> for the replacement of approximately 8,600 linear feet of water lines along and adjacent to Indian Creek Drive, Saint Andrews Court, Lake Forest Court, Turnbury Court, Glen Eagles Court, Alamosa Drive, Monterey Drive, Silver Rock Drive, and Durango Drive.

A project community engagement meeting is scheduled for June 24, 2025, at 6:30 pm at the District Administration Building.

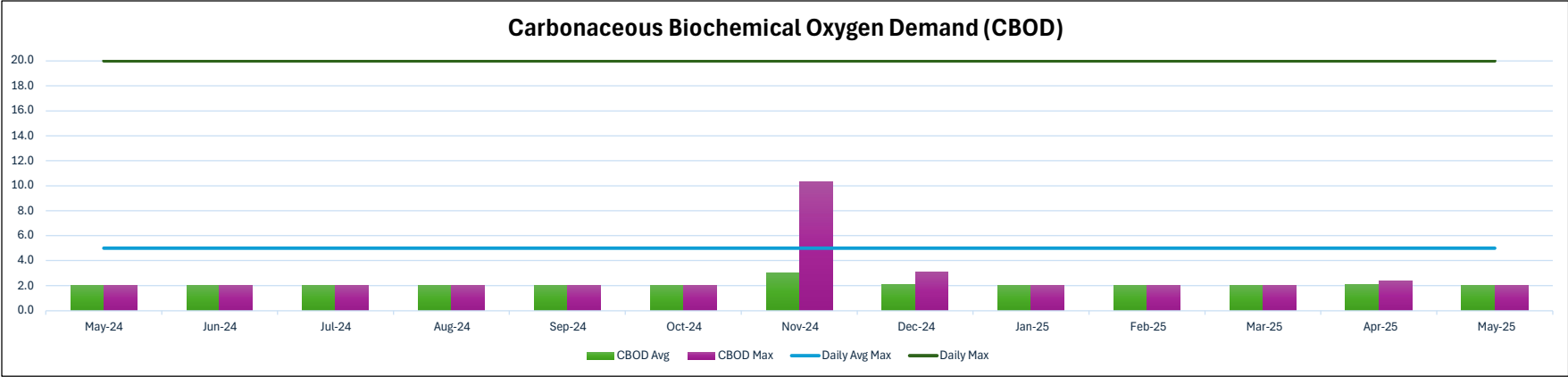
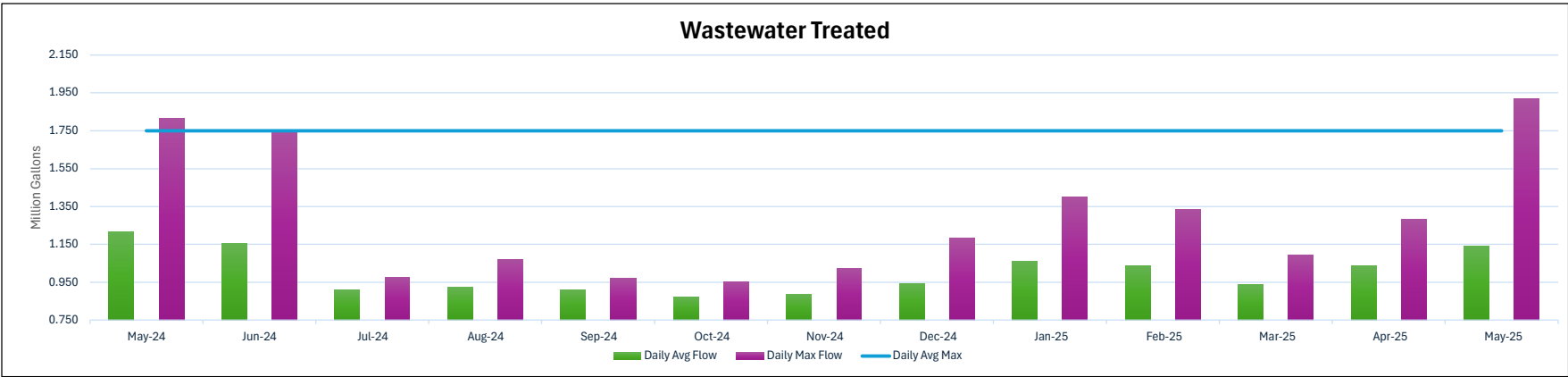
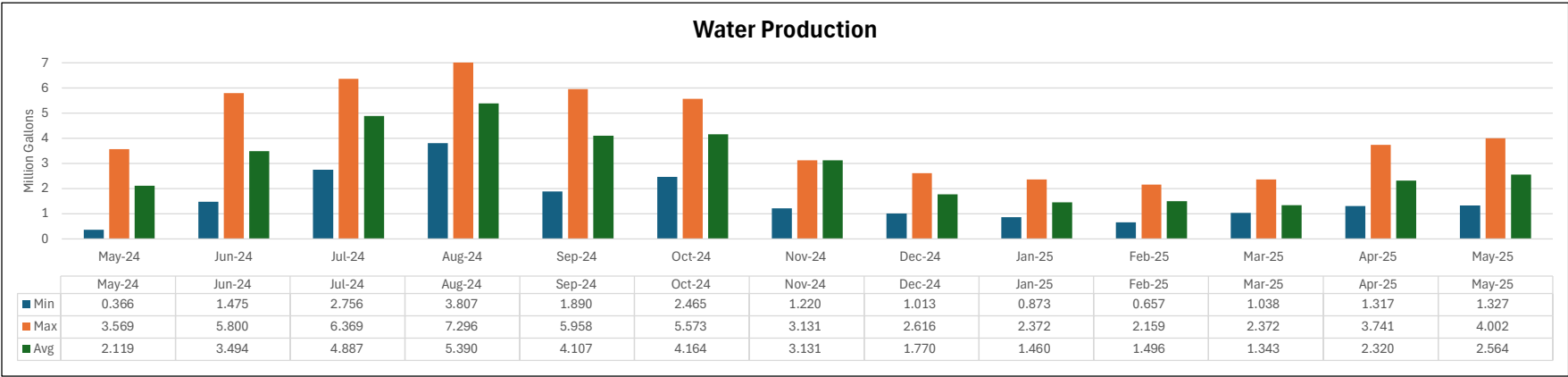
- Lift Station Improvements – Construction is underway for miscellaneous improvements at six lift stations and includes the following:
  - Installation of fall protection equipment at Lift Stations No. 2, 3, 4, 5, 6, and 7.
  - Removal and installation of chain link fence and installation of access drive to Lift Station No. 2.
  - Removal and installation of aluminum hatches on the check valve vaults at Lift Stations No. 2, 3, and 6.
  - Installation of manual vault bypass line with quick connect fitting at Lift Stations No. 2, 5, and 6.
  - Installation of gravel to match existing generator pad, minor electrical work, and coring drainage holes at Lift Stations No. 7.

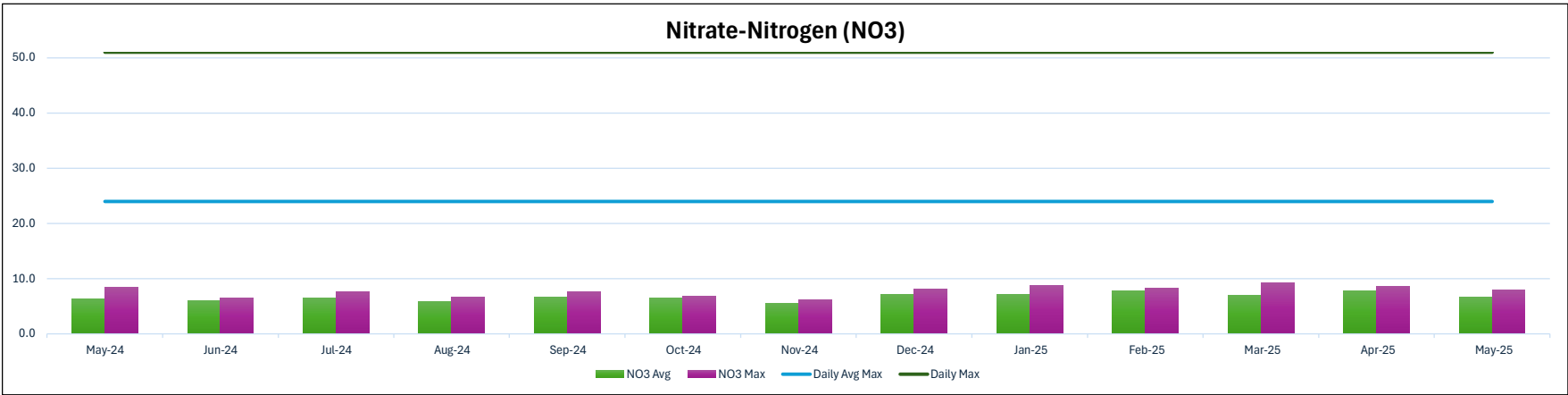
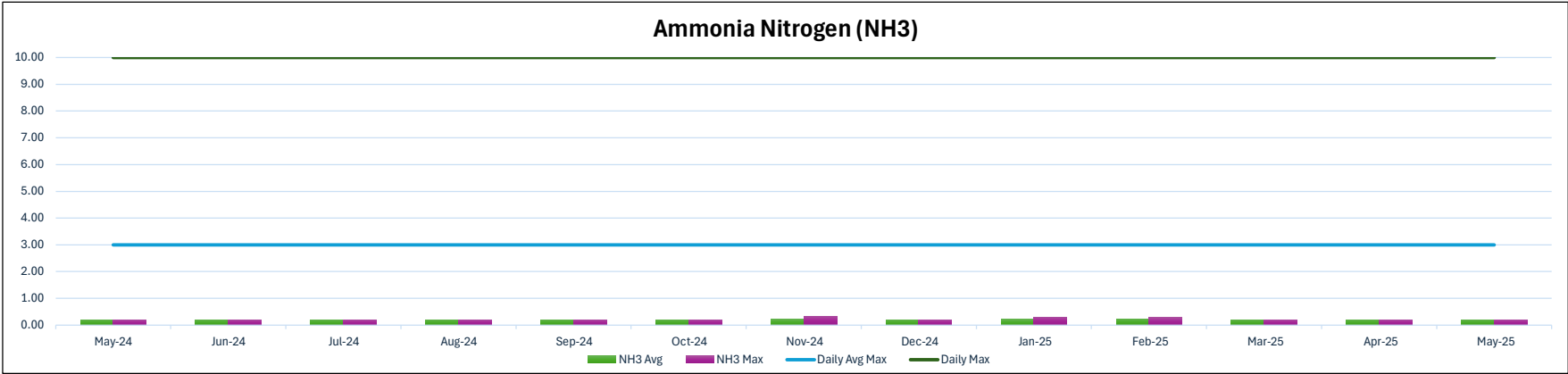
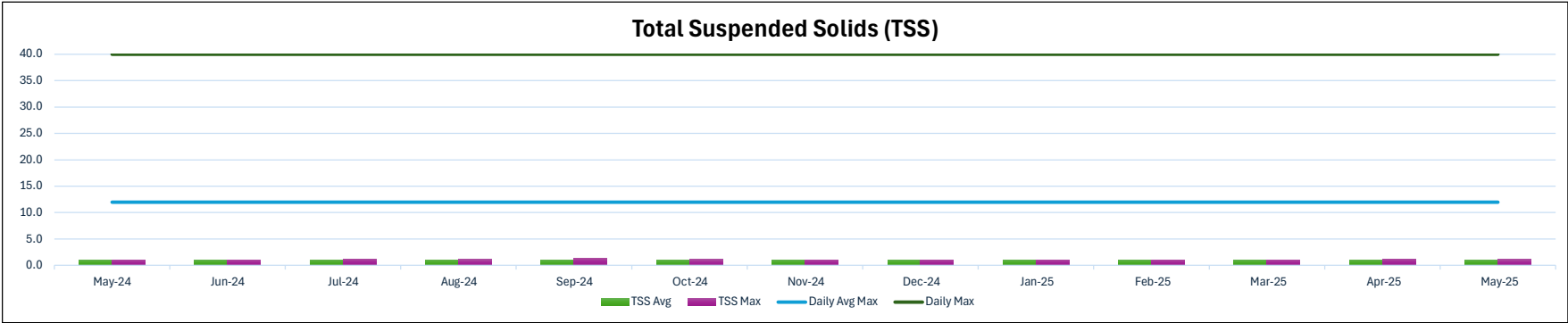
Most of the materials have been received and delivered to each site. The fall protection at Lift Stations 2, 3, and 5 has been completed and the installation of aluminum hatches on the check valve vaults at Lift Stations 2 and 3 has been completed.

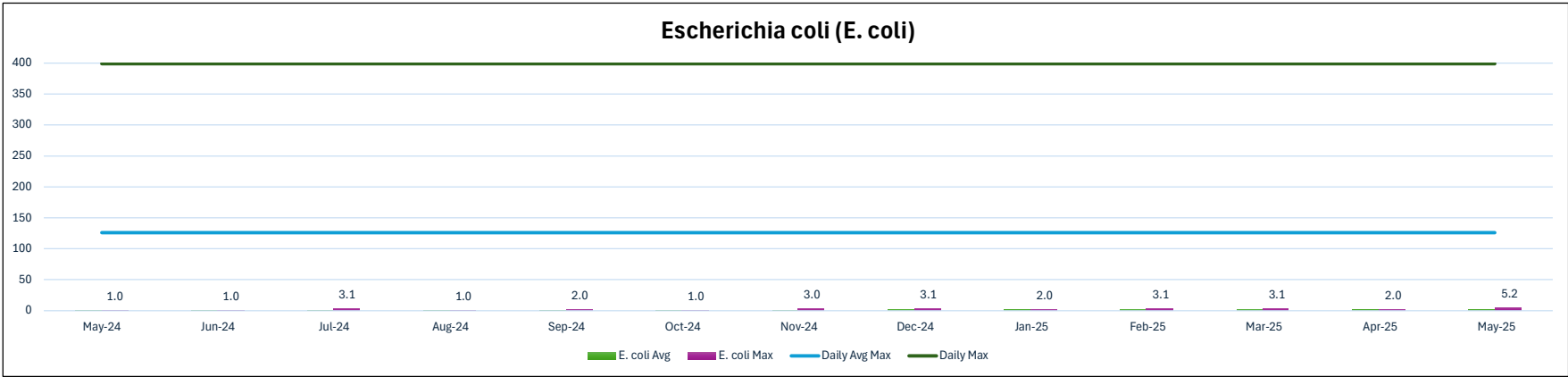
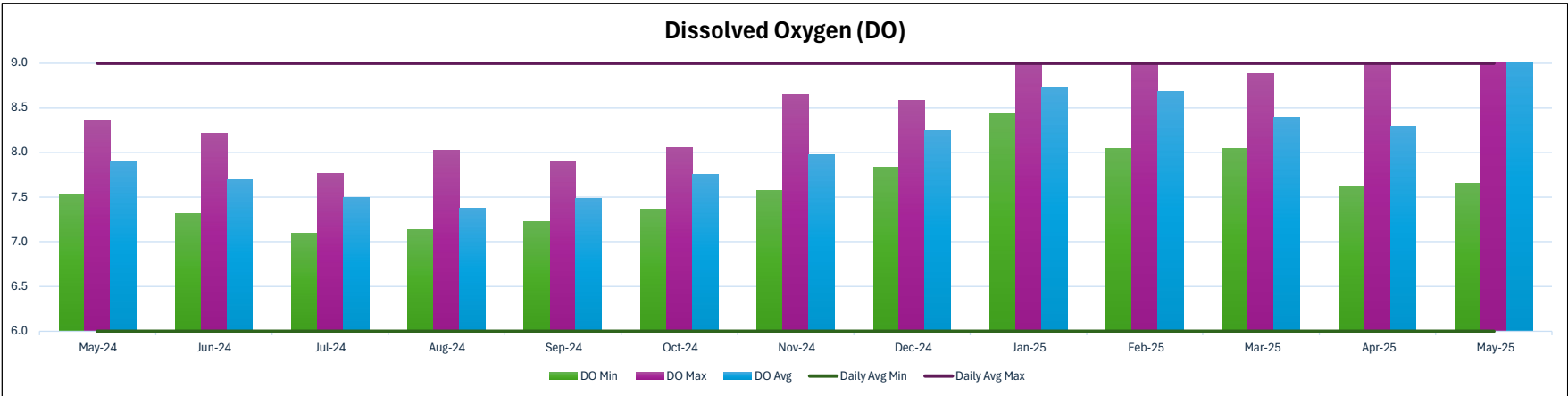
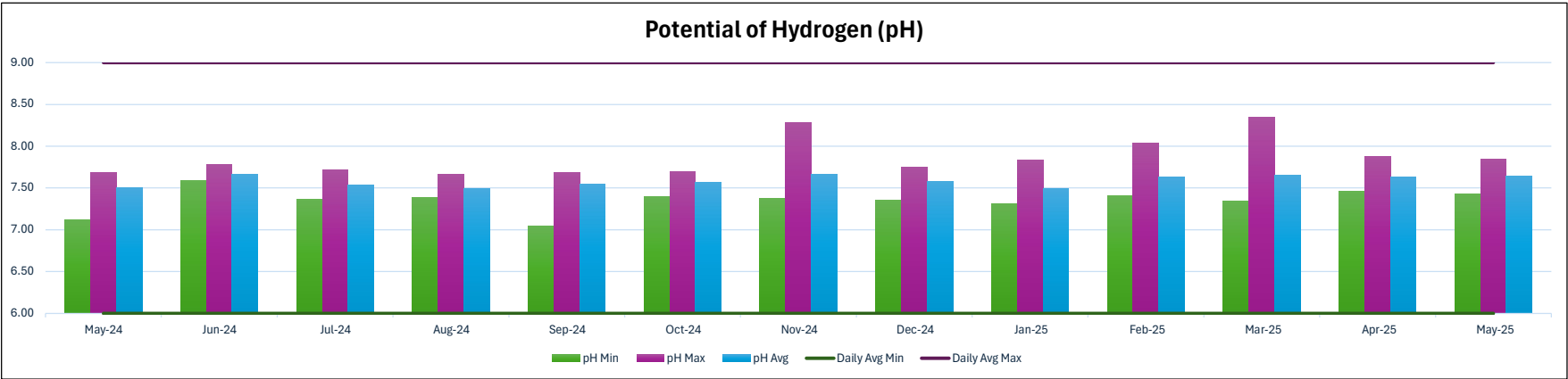
- Emergency Connection – The City of Southlake has agreed to an emergency connection between the District and Southlake water systems. Design is in progress of water system hydraulic modeling under emergency conditions to determine flows from Southlake into the District system, surveying, Subsurface Utility Engineering (SUE), easement preparation, construction plans, specifications, and opinion of probable construction cost (OPCC). Upon completion of design, additional coordination is required with the City of Southlake, the City of Fort Worth, and the Texas Commission on Environmental Quality (TCEQ) regarding the interconnection of the two water systems. Bidding and construction will commence once final approvals have been received from the respective entities.











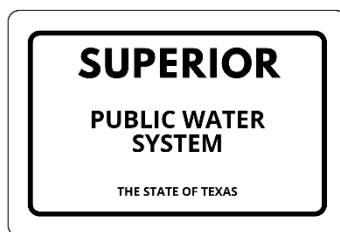




*Our Mission is to provide safe, reliable, economical, and environmentally sustainable water, wastewater and recycled water services by employing fiscal integrity, efficient business practices and positive customer relations.*



### Our Drinking Water Meets or Exceeds All Federal Drinking Water Requirements



This report is a summary of the quality of the water we provide our customers. The analysis was made by using the data from the most recent U.S. Environmental Protection Agency (EPA) required tests and is presented in the following pages. We hope this information helps you become more informed about what is in your drinking water. The report is available at [www.tcmud.org](http://www.tcmud.org). If you have questions or need additional copies, please call us at (682) 831-4600.

### Public Participation Opportunities

We encourage public interest and participation in our community's decisions affecting drinking water. This report is intended to provide you with important information about your drinking water and the efforts made by the water system to provide safe drinking water. Board meetings take place on the third Wednesday of the month at 7 p.m. in the Trophy Club Municipal Utility District No. 1 building, 100 Municipal Dr. in Trophy Club. The public is welcome to attend.

**Delivering high-quality water to our customers is our top priority. Our water quality experts perform over 3,000 tests per year to ensure your water is safe.**

Este informe incluye información importante sobre el agua potable. Si tiene preguntas o comentarios sobre éste informe en español, favor de llamar al tel. (682) 831-4600 para hablar con una persona bilingüe en español.

# WATER SOURCES

## WHERE DO WE GET OUR WATER?



Our drinking water is obtained from both surface and groundwater sources.

Surface water is purchased from the City of Fort Worth and its sources are listed below.

### Surface Water (purchased from Fort Worth)

- Lake Worth
- Eagle Mountain Lake
- Lake Bridgeport
- Richland Chambers Reservoir
- Cedar Creek Reservoir
- Clear Fork Trinity River (from Lake Benbrook).



Groundwater sources are from four wells.



### Groundwater obtained from ground wells

- Paluxy Aquifer (three wells)
- Trinity Aquifer (one well)

The Texas Commission on Environmental Quality (TCEQ) completed an assessment of your drinking water sources and results indicate that some of your sources are susceptible to certain contaminants. The sampling requirements for your water system are based on this susceptibility and previous sample data. Any detection of these contaminants may be found in this report.

For more information about your sources of water please refer to the Source Water Assessment Viewer available at <http://www.tceq.texas.gov/gis/swaview>.

Further details about sources and source-water assessments are available on Texas Drinking Water Watch at <https://dww2.tceq.texas.gov/DWW/>.

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals, and in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water before treatment include:

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, and agricultural livestock operations and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture and urban storm water runoff, and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, which are byproducts of industrial processes and petroleum production, and may also come from gas stations, urban stormwater runoff, and septic systems.
- Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

### All Drinking Water may Contain Contaminants

When drinking water meets federal standards there may not be any health-based benefits to purchasing bottled water or point-of-use devices. Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. To ensure tap water is safe to drink, the EPA and TCEQ prescribe regulations which limit the number of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water, which must provide the same protection for public health. More information about contaminants and potential health effects can be obtained by calling EPA's Safe Drinking Water Hotline at (800) 426-4791.

### About the Following Pages

The pages that follow list all the federally regulated or monitored contaminants which have been found in your drinking water. The EPA requires water systems to test up to 97 constituents. Please note that not all constituents are required to be sampled every year. Only the most recent year for sampling of a constituent is included in the report.

### Vulnerable Populations

Some people may be more vulnerable than the general population to certain microbial contaminants, such as *Cryptosporidium*, in drinking water. Infants, some elderly, or immunocompromised persons such as those undergoing chemotherapy for cancer; had organ transplants; undergoing treatment with steroids; and people with HIV/AIDS or other immune system disorders can be particularly at risk from infections. These people should seek advice about drinking water from their healthcare providers.

For more information about contaminants and potential health risks, call the Safe Drinking Water Hotline at (800) 426-4791.

### Lead and Copper Rule Revisions

The Lead and Copper Rule was developed by the EPA to minimize lead and copper levels in drinking water. District staff conducted an inventory of all service lines in 2023 and concluded there aren't any lead or galvanized iron lines in the service area. Lead and Copper samples from homes are tested every three years. The next monitoring will be in 2025.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The District is responsible for providing high quality water but can't control the materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking.

If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at [www.epa.gov/safewater/lead](http://www.epa.gov/safewater/lead).

### Water Quality Data

The table in this report lists all the drinking water contaminants we detected during tests conducted from the previous calendar year, unless otherwise noted. The state requires us to monitor certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Therefore, some of the data, though representative of the water quality, is more than one year old.

### Secondary Constituents

Many constituents (such as calcium, sodium, or iron) which are often found in drinking water, can cause taste, color, and odor problems. The taste and odor constituents are called secondary constituents and are regulated by TCEQ, not the EPA. These constituents are not cause for health required to be reported in this document, but they may affect the appearance and taste of your water.



LEAD AND COPPER							
SUBSTANCE	YEAR SAMPLED	MCLG	ACTION LEVEL	90 <sup>th</sup> PERCENTILE	# OF SITES OVER ACTION LEVEL	VIOLATION	MAJOR SOURCES
<b>Action Level:</b> The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.							
Copper	2022	1.3 ppm	1.3 ppm	0.6162	1	N	Erosion of natural deposits; Leaching of wood preservatives; Corrosion of household plumbing.
Lead	2022	0 ppb	15 ppb	2.1	0	N	Erosion of natural deposits; Corrosion of household plumbing.

## The Safe Water Drinking Act and Unregulated Contaminants

Every five years, the Safe Drinking Water Act authorizes the EPA to issue a priority list of unregulated contaminants to be monitored by certain public water systems. Unregulated contaminants do not yet have a drinking water standard set by the EPA.

The fifth Unregulated Contaminant Monitoring Rule (UCMR 5) requires samples to be collected for 29 per- and polyfluoroalkyl substances (PFAS) as well as lithium until 2026. The data collected from monitoring these samples will help the EPA determine whether a standard should be established for those 30 contaminants in the nation's drinking water. The detected contaminants are reported below and the results shown are either in parts per billion (ppb) or parts per trillion (ppt). One part per trillion is equivalent to one drop of food coloring in 20 Olympic-sized swimming pools or 40



UCMR5			
COMPOUND	MEASURE	AVERAGE	RANGE OF DETECTS
Lithium	ppb	13.4	10.9 to 15.8
Sampling collected in January and April 2025			
UCMR5 (Measured in Fort Worth system)			
COMPOUND	MEASURE	AVERAGE	RANGE OF DETECTS
Perfluorooctanoic acid (PFOA) (2)	ppt	6.2	6.2 to 6.2
Perfluorooctanesulfonic acid (PFOS) (2)	ppt	7.0	7.0 to 7.0
Perfluorobutanesulfonic acid (PFBS) (2)	ppt	4.9	4.9 to 4.9
Perfluorohexanesulfonic acid (PFHxS) (2)	ppt	19.2	19.2 to 19.2
Perfluorobutanoic acid (PFBA)	ppt	7.3	7.3 to 7.3
Perfluoropentanoic acid (PFPeA)	ppt	5.4	5.4 to 5.4
Perfluorohexanoic acid (PFHxA)	ppt	8.4	8.4 to 8.4
Quarterly samples were taken during 2023 and one quarter in 2024.			
For all UCMR5 results, visit <a href="http://www.fortworthtexas.gov/departments/water/drinking-water/ucmr">www.fortworthtexas.gov/departments/water/drinking-water/ucmr</a> .			
Regulated levels start in 2029 and are based on a running annual average of quarterly data.			

## ABBREVIATIONS

<b>MFL:</b>	million fibers per liter (a measure of asbestos)
<b>mrem:</b>	millirems per year
<b>N/A:</b>	not applicable
<b>ND:</b>	(not-detectable) lab analysis indicates not present.
<b>NTU:</b>	nephelometric turbidity units
<b>ppm:</b>	parts per million, or milligrams per liter
<b>ppb:</b>	parts per billion, or micrograms per liter
<b>ppt:</b>	parts per trillion, or nanograms per liter
<b>ppq:</b>	parts per quadrillion, or picograms per liter
<b>pCi/L:</b>	picocuries per liter (a measure of radioactivity)
<b>µg/L:</b>	micrograms per liter (same as parts per billion)

## DEFINITIONS

**Average (AVG):** Regulatory compliance with some MCLs based on running annual average of monthly samples.

**Level 1 Assessment:** A Level 1 assessment is a study of the water system to identify potential problems and determine (if possible) why total coliform bacteria have been found in our water system.

**Level 2 Assessment:** A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine (if possible) why an E. coli MCL violation has occurred and/or why total coliform bacteria have been found in our water system on multiple occasions.

**Treatment Technique (TT):** A required process intended to reduce the level of contaminants in drinking water.



# 2024 DRINKING WATER QUALITY REPORT

## TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1

PWS ID TX0610018

The data collected below was during the 2024 calendar year.

SUBSTANCE	YEAR SAMPLED	MCL	MCLG	SAMPLE RANGE	HIGHEST LEVEL	VIOLATION	MAJOR SOURCES
<b>Maximum Contaminant Level (MCL):</b> The highest level of contaminant allowed in drinking water. MCLs are set as close to MCLGs as feasible using the best treatment technology. <b>Maximum Contaminant Level Goal (MCLG):</b> The level of a contaminant in drinking water below which there is no known or expected health risk. MCLGs allow for a margin of safety.							
DISINFECTION BY-PRODUCTS							
Total Haloacetic Acids (HAA5)	2024	60 ppm	No goal	6-11.3 ppm	8 ppm	N	By-product of drinking water disinfection.
Total Trihalomethanes	2024	60 ppb	0	10.1-26.4 ppb	18 ppb	N	By-product of drinking water disinfection.
INORGANIC CONTAMINANTS							
Barium	2022	2 ppm	2 ppm	0.065- 0.065 ppm	0.065 ppm	N	Discharge of drilling wastes and metal refineries; Erosion of natural deposits.
Chromium	2022	100 ppb	100 ppb	2.3-2.3 ppb	2.3 ppb	N	Discharge from steel and pulp mills; Erosion of natural deposits.
Cyanide	2023	200 ppb	200 ppb	59.5-59.5 ppb	59.5 ppb	N	Discharge from plastic/fertilizer factories; Discharge from steel/metal factories.
Fluoride	2023	4 ppm	4 ppm	0.409-0.409 ppm	0.409 ppm	N	Erosion of natural deposits; Water additive that promotes strong teeth; Discharge from fertilizer/aluminum factories.
Nitrate (measured as Nitrogen)	2024	10 ppm	10 ppm	0.228-0.228 ppm	0.228 ppm	N	Fertilizer runoff; leaching from septic tanks, sewage; erosion of natural deposits.
RADIOACTIVE CONTAMINANTS							
Beta/photon emitters	2024	50 pCi/L *	0	4.8-4.8 pCi/L	4.8 pCi/L	N	Decay of natural & man-made deposits.
*EPA considers 50 pCi/L to be the level of concern for beta particles.							
DISINFECTION BY-PRODUCTS							
Bromate	2024	10 ppb	0	0-10.9 ppb	3 ppb	N	By-product of drinking water disinfection.
Haloacetic Acids (HAA5)	2024	60 ppb	No goal	1.5-12.8 ppb	11* ppb	N	By-product of drinking water disinfection.
Total Trihalomethanes	2024	80	No goal	0-20	13* ppb	N	By-product of drinking water disinfection.
* The value in the Highest Level column is the highest average of all sample results collected at a location over a year.							
MAXIMUM RESIDUAL DISINFECTANT LEVEL							
SUBSTANCE	YEAR SAMPLED	MRDL	MRDLG	AVERAGE LEVEL	VIOLATION	MAJOR SOURCES	
<b>Maximum Residual Disinfectant Level (MRDL):</b> The highest level of disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants. <b>Maximum Residual Disinfectant Level Goal (MRDLG):</b> The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contamination.							
Chloramine Residual (Total Chlorine)	2024	4 ppm	4 ppm	2.77 ppm	N	Water additive used to control microbes.	
MICROBIAL CONTAMINANTS (None Detected)							
SUBSTANCE	TOTAL COLIFORM MCL	HIGHEST NO. OF POSITIVE	FECAL COLIFORM OR E. COLI MCL	NO. OF POSITIVE E. COLI OR FECAL COLIFORM SAMPLES	VIOLATION	MAJOR SOURCES	
Coliform Bacteria	1 positive monthly sample	2	0	0	N	Naturally present in the environment.	
Coliforms are bacteria that are naturally present in the environment and used as an indicator that other, potentially harmful, waterborne pathogens may be present or a potential pathway exists where contamination may enter the drinking water distribution system. We found coliforms indicating the need to look for potential problems in water treatment or distribution. When this occurs, we are required to conduct assessment(s) to identify problems and to correct any problems that were found during these assessments. During the past year, we were required to conduct 1 Level 1 assessment(s) 1 Level 1 assessment(s) was completed. In addition, we were required to take 1 corrective action, and we completed 1 of these actions.							



SUBSTANCE	YEAR SAMPLED	MCL	MCLG	SAMPLE RANGE	HIGHEST LEVEL	VIOLATION	MAJOR SOURCES
ORGANIC CONTAMINANTS (Measured in Fort Worth system)							
Atrazine	2023	3 ppb	3 ppb	0-0.1 ppb	0.1 ppb	N	Herbicide
RADIOACTIVE CONTAMINANTS (Measured in Fort Worth system)							
Beta/photon emitters	2024	50 pCi/L *	0	7.5-7.5 pCi/L *	7.5 pCi/L *	N	Decay of natural and man-made deposits.
Combined Radium (-266 & -288)	2017	5 pCi/L *	0	NA	2.5 pCi/L *	N	Erosion of natural deposits.
Uranium	2024	30 pCi/L *	0	1.6-1.6 pCi/L *	1.6 pCi/L *	N	Erosion of natural deposits.
*EPA considers 50 pCi/L to be the level of concern for beta particles.							
INORGANIC CONTAMINANTS (Measured in Fort Worth system)							
SUBSTANCE	YEAR SAMPLED	MCL	MCLG	SAMPLE RANGE	HIGHEST LEVEL	VIOLATION	MAJOR SOURCES
Arsenic	2024	10 ppb	0	0-1.2 ppb	1.2 ppb	N	Erosion of natural deposits; runoff from orchards; runoff from glass and electronics production waste.
Barium	2024	2 ppm	2 ppm	0.058-0.066 ppm	0.066 ppm	N	Drilling waste discharge; metal refineries discharge; Erosion of natural deposits.
Chromium	2024	100 ppb	100 ppb	0-4 ppb	4 ppb	N	Discharge from steel and pulp mills; Erosion of natural deposits.
Cyanide	2024	200 ppb	200 ppb	0-22.6 ppb	22.6 ppb	N	Discharge from plastic fertilizer factories; Discharge from steel/metal factories.
Fluoride	2024	4 ppm	4 ppm	0.371-0.519 ppm	0.5 ppm	N	Erosion of natural deposits; Water additive that promotes strong teeth; Discharge from fertilizer/aluminum factories.
Nitrate (measured as Nitrogen)	2024	10 ppm	10 ppm	0.12- 0.703 ppm	1 ppm	N	Fertilizer runoff; leaching from septic tanks, sewage; erosion of natural deposits.
TOTAL ORGANIC CARBON (Measured in Fort Worth system)							
Total Organic Carbon is used to determine disinfection by-product precursors. The percentage of Total Organic Carbon (TOC) removal was measured each month, and the system met all TOC requirements. The City of Fort Worth was compliant with all monitoring and treatment technique requirements.							
TURBIDITY (Measured in Fort Worth system)							
		LEVEL DETECTED		LIMIT (TREATMENT TECHNIQUE)		VIOLATION	MAJOR SOURCES
Highest single measurement		0.35 NTU		1 NTU		N	Soil runoff.
Lowest monthly % meeting limit		98%		0.3 NTU		N	Soil runoff.
Turbidity is a measurement of the cloudiness in the water caused by suspended particles. We monitor it because it is a good indicator of water quality and the effectiveness of our filtration system and disinfectants.							



**Trophy Club Municipal Utility District No. 1**  
**100 Municipal Dr.**  
**Trophy Club, TX 76262**  
**682-831-4600**  
**[www.tcmud.org](http://www.tcmud.org)**



## Trophy Club Municipal Utility District No. 1

## Check Report

By Check Number

Date Range: 05/01/2025 - 05/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: Prosperity Bank-Prosperity Bank</b>						
<b>Payment Type: Regular</b>						
2222	Aflac	05/02/2025	Regular	0.00	231.61	11160
1512	Association of Water Board Directors	05/02/2025	Regular	0.00	465.00	11161
1005	Atlas Utility Supply Co.	05/02/2025	Regular	0.00	9,090.00	11162
3197	BenefitMall	05/02/2025	Regular	0.00	76.00	11163
4018	BP Energy Holding Company LLC	05/02/2025	Regular	0.00	38,809.86	11164
1030	City of Fort Worth	05/02/2025	Regular	0.00	153,309.73	11165
4006	Conсор Engineers LLC	05/02/2025	Regular	0.00	6,700.00	11166
2655	Core & Main LP	05/02/2025	Regular	0.00	57.35	11167
4003	CW Janitorial Services	05/02/2025	Regular	0.00	1,600.00	11168
1026	Federal Express Corp	05/02/2025	Regular	0.00	58.10	11169
2606	Fiserv Solutions LLC	05/02/2025	Regular	0.00	50.00	11170
3258	Francotyp-Postalia, Inc.	05/02/2025	Regular	0.00	170.88	11171
2635	Halff Associates Inc.	05/02/2025	Regular	0.00	3,425.00	11172
3076	HD Supply, Inc	05/02/2025	Regular	0.00	138.83	11173
4033	Health Care Service Corporation	05/02/2025	Regular	0.00	24,751.18	11174
4004	Insituform Technologies LLC	05/02/2025	Regular	0.00	18,270.00	11175
2943	JP Morgan Chase Bank NA	05/02/2025	Regular	0.00	9,657.85	11176
3216	M3 Networks	05/02/2025	Regular	0.00	1,103.00	11177
3115	Metlife Group Benefits	05/02/2025	Regular	0.00	295.00	11178
2760	NDS Leasing	05/02/2025	Regular	0.00	175.00	11179
3176	Rey-Mar Construction	05/02/2025	Regular	0.00	31,050.19	11180
3230	SAMCO Capital Markets, Inc.	05/02/2025	Regular	0.00	2,250.00	11181
2633	Sluder Emergency Power Service	05/02/2025	Regular	0.00	1,253.35	11182
3156	Southern Petroleum Lab Inc	05/02/2025	Regular	0.00	1,088.40	11183
1001	Town of Trophy Club	05/02/2025	Regular	0.00	1,808.86	11184
3225	US Bank Voyager Fleet Systems	05/02/2025	Regular	0.00	1,647.78	11185
2222	Aflac	05/15/2025	Regular	0.00	231.61	11197
1005	Atlas Utility Supply Co.	05/15/2025	Regular	0.00	20,750.00	11198
1926	Badger Meter, Inc	05/15/2025	Regular	0.00	205.80	11199
2683	Charter Communications	05/15/2025	Regular	0.00	903.74	11200
1030	City of Fort Worth	05/15/2025	Regular	0.00	150.10	11201
4088	Entech Sales & Service, LLC	05/15/2025	Regular	0.00	310.00	11202
1026	Federal Express Corp	05/15/2025	Regular	0.00	78.51	11203
2800	Ferguson Enterprises LLC	05/15/2025	Regular	0.00	1,335.30	11204
2796	Garver	05/15/2025	Regular	0.00	2,519.50	11205
2754	Lower Colorado River Authority	05/15/2025	Regular	0.00	1,168.00	11206
4089	Mas Talent LLC	05/15/2025	Regular	0.00	600.00	11207
1050	Michael'S Keys Inc.	05/15/2025	Regular	0.00	240.00	11208
3111	North Texas Groundwater	05/15/2025	Regular	0.00	3,441.90	11209
2801	Pipeline Analysis LLC	05/15/2025	Regular	0.00	64,351.80	11210
3156	Southern Petroleum Lab Inc	05/15/2025	Regular	0.00	3,676.80	11211
2440	Tarrant County Public Health Laboratory	05/15/2025	Regular	0.00	420.00	11212
4086	Texas Comptroller of Public Accounts	05/15/2025	Regular	0.00	5,325.35	11213
2696	Texas Excavation Safety System	05/15/2025	Regular	0.00	200.10	11214
1001	Town of Trophy Club	05/15/2025	Regular	0.00	243,270.57	11215
1081	Tri County Electric	05/15/2025	Regular	0.00	1,011.21	11216
2798	Tyler Technologies Inc	05/15/2025	Regular	0.00	12,225.00	11217
4027	Univar Solutions USA LLC	05/15/2025	Regular	0.00	4,680.32	11218
1058	Verizon Wireless	05/15/2025	Regular	0.00	592.53	11219
3280	Watts Ellison LLC	05/15/2025	Regular	0.00	1,779.67	11220
2222	Aflac	05/21/2025	Regular	0.00	231.61	11221
2772	Allied Waste Industries	05/21/2025	Regular	0.00	9,170.99	11222
3197	BenefitMall	05/21/2025	Regular	0.00	64.00	11223



## Check Report

Date Range: 05/01/2025 - 05/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3264	BTH Sales & Marketing, Inc	05/21/2025	Regular	0.00	531.00	11224
2755	Clifford Power Systems, Inc	05/21/2025	Regular	0.00	120,241.00	11225
3184	Dataprose LLC	05/21/2025	Regular	0.00	371.60	11226
3076	HD Supply, Inc	05/21/2025	Regular	0.00	149.95	11227
4033	Health Care Service Corporation	05/21/2025	Regular	0.00	24,751.18	11228
2673	Jack Henry & Assoc, Inc	05/21/2025	Regular	0.00	2,349.28	11229
3216	M3 Networks	05/21/2025	Regular	0.00	450.00	11230
3115	Metlife Group Benefits	05/21/2025	Regular	0.00	2,558.05	11231
3176	Rey-Mar Construction	05/21/2025	Regular	0.00	105,935.00	11232
3156	Southern Petroleum Lab Inc	05/21/2025	Regular	0.00	338.40	11233
<b>Total Regular:</b>				<b>0.00</b>	<b>944,142.84</b>	

## Check Report

Date Range: 05/01/2025 - 05/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Payment Type: Bank Draft</b>						
3197	BenefitMall	05/09/2025	Bank Draft	0.00	457.71	DFT0000268
3113	TCDRS	05/31/2025	Bank Draft	0.00	10,103.39	DFT0000269
3124	IRS Tax Payment	05/09/2025	Bank Draft	0.00	13,232.32	DFT0000270
1002	MissionSquare Plan Services	05/23/2025	Bank Draft	0.00	100.00	DFT0000271
3197	BenefitMall	05/23/2025	Bank Draft	0.00	457.71	DFT0000272
3113	TCDRS	05/31/2025	Bank Draft	0.00	10,347.79	DFT0000273
3124	IRS Tax Payment	05/23/2025	Bank Draft	0.00	13,417.68	DFT0000274
<b>Total Bank Draft:</b>				<b>0.00</b>	<b>48,116.60</b>	

## Bank Code Prosperity Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	84	63	0.00	944,142.84
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	7	7	0.00	48,116.60
EFT's	0	0	0.00	0.00
	<b>91</b>	<b>70</b>	<b>0.00</b>	<b>992,259.44</b>

## Check Report

Date Range: 05/01/2025 - 05/31/2025

**All Bank Codes Check Summary**

<b>Payment Type</b>	<b>Payable Count</b>	<b>Payment Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	84	63	0.00	944,142.84
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	7	7	0.00	48,116.60
EFT's	0	0	0.00	0.00
	<b>91</b>	<b>70</b>	<b>0.00</b>	<b>992,259.44</b>

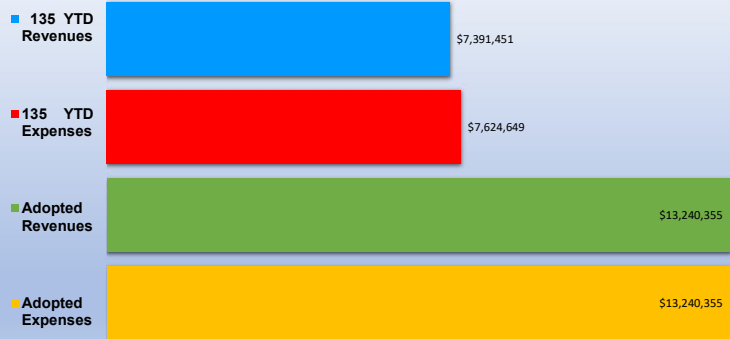
**Fund Summary**

<b>Fund</b>	<b>Name</b>	<b>Period</b>	<b>Amount</b>
996	Consolidated Cash	5/2025	992,259.44
			<b>992,259.44</b>

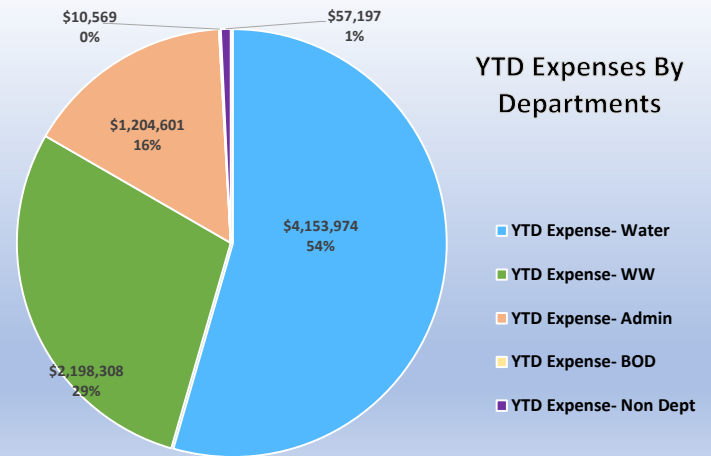
# FY 2025 Combined Financials

YTD as of 5/31/2025

### Adopted Budget vs YTD Actuals Revenues & Expenses



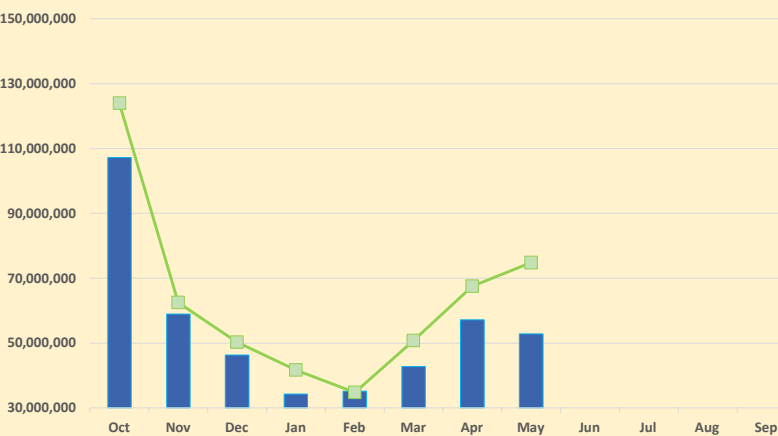
### YTD Expenses By Departments



## Water Budget vs Actual

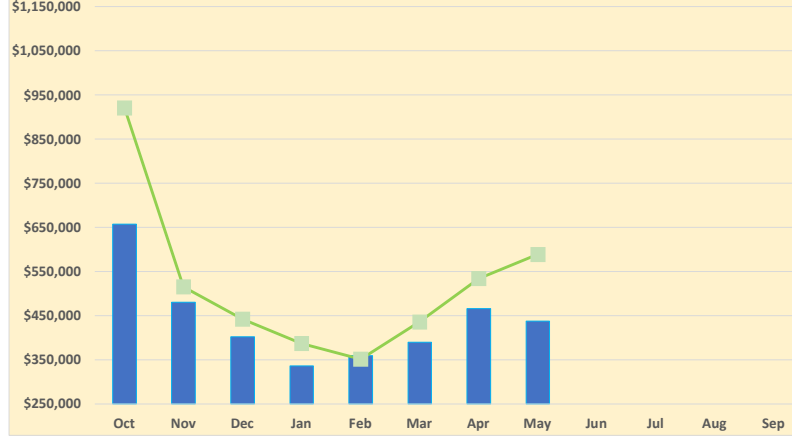
### Water Consumption Budget vs Actual

■ Budget Consumption    ■ Actual Consumption

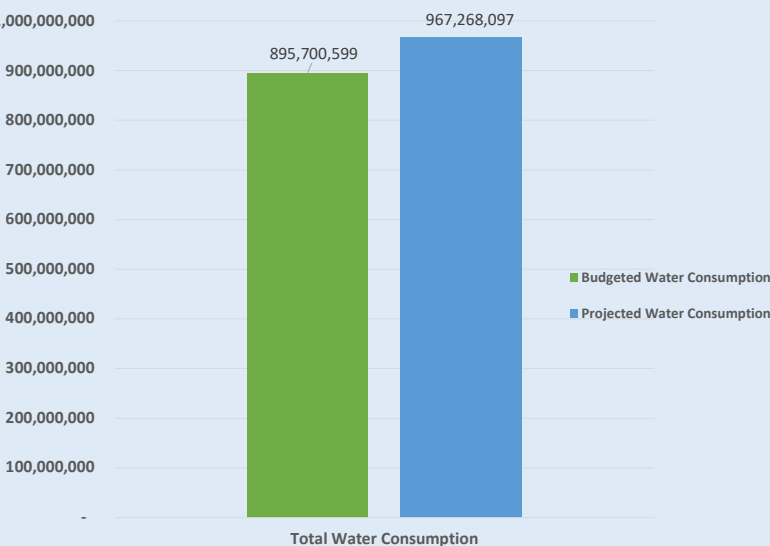


### Water Revenue Budget vs Actual

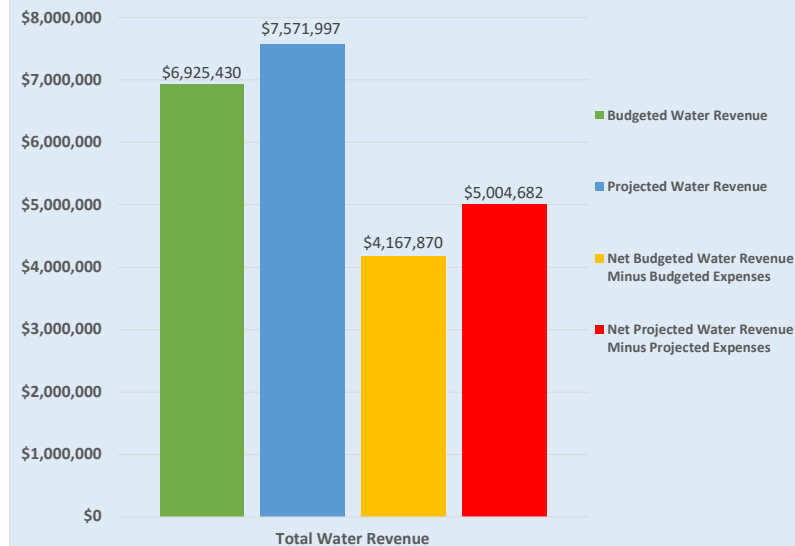
■ Budget Revenue    ■ Actual Revenue



### Adopted Budget Water Consumption Vs Actual Water Consumption



### Adopted Budget Water Revenue Vs Projected Water Revenue







## Trophy Club Municipal Utility District No. 1

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 05/31/2025

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 135 - General Fund</b>						
<b>Department: 000 - Revenue, Asset, Liability, &amp; Equity</b>						
<a href="#">135-000-40000-000</a>	Property Taxes	85,620.00	85,620.00	389.99	83,603.62	-2,016.38 2.36 %
<a href="#">135-000-40002-000</a>	Property Taxes/Delinquent	550.00	550.00	6.12	-267.85	-817.85 148.70 %
<a href="#">135-000-40015-000</a>	Property Taxes/P & I	500.00	500.00	25.00	289.39	-210.61 42.12 %
<a href="#">135-000-40025-000</a>	PID Surcharges	143,160.00	143,160.00	11,392.86	93,575.36	-49,584.64 34.64 %
<a href="#">135-000-47000-000</a>	Water	6,925,430.00	6,925,430.00	588,748.32	4,175,095.23	-2,750,334.77 39.71 %
<a href="#">135-000-47005-000</a>	Sewer	3,773,500.00	3,773,500.00	324,911.21	2,436,210.17	-1,337,289.83 35.44 %
<a href="#">135-000-47025-000</a>	Penalties	105,800.00	105,800.00	10,091.38	79,214.60	-26,585.40 25.13 %
<a href="#">135-000-47030-000</a>	Service Charges	3,350.00	3,350.00	325.00	2,150.00	-1,200.00 35.82 %
<a href="#">135-000-47035-000</a>	Plumbing Inspections	300.00	300.00	1,200.00	4,650.00	4,350.00 1,550.00 %
<a href="#">135-000-47045-000</a>	Sewer Inspections	100.00	100.00	400.00	1,450.00	1,350.00 1,450.00 %
<a href="#">135-000-47070-000</a>	TCCC Effluent Charges	119,890.00	119,890.00	5,660.16	39,652.80	-80,237.20 66.93 %
<a href="#">135-000-49011-000</a>	Interest Income	533,725.00	533,725.00	36,107.76	297,917.00	-235,808.00 44.18 %
<a href="#">135-000-49016-000</a>	Cell Tower Revenue	50,930.00	50,930.00	4,243.60	33,825.20	-17,104.80 33.58 %
<a href="#">135-000-49026-000</a>	Proceeds from Sale of Assets	25,000.00	25,000.00	0.00	89,600.00	64,600.00 358.40 %
<a href="#">135-000-49036-000</a>	GASB Reserves	285,000.00	285,000.00	0.00	0.00	-285,000.00 100.00 %
<a href="#">135-000-49075-000</a>	Meter Charge	2,100.00	2,100.00	3,424.00	12,840.00	10,740.00 611.43 %
<a href="#">135-000-49141-000</a>	Interfund Transfer In	1,178,400.00	1,178,400.00	0.00	0.00	-1,178,400.00 100.00 %
<a href="#">135-000-49900-000</a>	Miscellaneous Income	7,000.00	7,000.00	5,999.80	41,645.86	34,645.86 594.94 %
<b>Department: 000 - Revenue, Asset, Liability, &amp; Equity Total:</b>		<b>13,240,355.00</b>	<b>13,240,355.00</b>	<b>992,925.20</b>	<b>7,391,451.38</b>	<b>-5,848,903.62 44.17%</b>
<b>Department: 010 - Water</b>						
<a href="#">135-010-50005-000</a>	Salaries & Wages	448,840.00	448,840.00	35,198.51	285,477.40	163,362.60 36.40 %
<a href="#">135-010-50010-000</a>	Overtime	17,000.00	17,000.00	1,194.23	10,742.93	6,257.07 36.81 %
<a href="#">135-010-50016-000</a>	Longevity	6,540.00	6,540.00	0.00	6,537.50	2.50 0.04 %
<a href="#">135-010-50017-000</a>	Certification	3,300.00	3,300.00	275.00	2,150.00	1,150.00 34.85 %
<a href="#">135-010-50020-000</a>	Retirement	57,100.00	57,100.00	4,392.79	36,559.94	20,540.06 35.97 %
<a href="#">135-010-50026-000</a>	Medical Insurance	105,150.00	106,980.00	8,924.84	65,027.43	41,952.57 39.22 %
<a href="#">135-010-50027-000</a>	Dental Insurance	5,080.00	7,610.00	634.26	4,156.02	3,453.98 45.39 %
<a href="#">135-010-50028-000</a>	Vision Insurance	980.00	1,180.00	98.37	682.74	497.26 42.14 %
<a href="#">135-010-50029-000</a>	Life Insurance & Other	4,000.00	4,800.00	369.52	3,286.04	1,513.96 31.54 %
<a href="#">135-010-50030-000</a>	Social Security Taxes	29,490.00	29,490.00	2,194.91	18,398.35	11,091.65 37.61 %
<a href="#">135-010-50035-000</a>	Medicare Taxes	6,897.00	6,897.00	513.32	4,302.82	2,594.18 37.61 %
<a href="#">135-010-50040-000</a>	Unemployment Taxes	1,260.00	1,260.00	0.00	585.31	674.69 53.55 %
<a href="#">135-010-50045-000</a>	Workman's Compensation	13,200.00	13,200.00	1,136.90	9,095.20	4,104.80 31.10 %
<a href="#">135-010-50060-000</a>	Pre-emp Physicals/Testing	400.00	400.00	0.00	0.00	400.00 100.00 %
<a href="#">135-010-50070-000</a>	Employee Relations	300.00	300.00	0.00	111.80	188.20 62.73 %
<a href="#">135-010-55080-000</a>	Maintenance & Repairs	222,000.00	222,000.00	8,785.46	102,187.76	119,812.24 53.97 %
<a href="#">135-010-55085-000</a>	Generator Maint. and Repair	2,000.00	2,000.00	0.00	2,969.73	-969.73 -48.49 %
<a href="#">135-010-55090-000</a>	Vehicle Maintenance	5,000.00	5,000.00	237.65	5,893.57	-893.57 -17.87 %
<a href="#">135-010-55105-000</a>	Maintenance-Backhoe/SkidLoader	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %
<a href="#">135-010-55135-000</a>	Lab Analysis	7,500.00	7,500.00	1,504.00	5,512.00	1,988.00 26.51 %
<a href="#">135-010-55135-001</a>	Lab Analysis for PID	3,000.00	3,000.00	534.00	2,772.00	228.00 7.60 %
<a href="#">135-010-60010-000</a>	Communications/Mobiles	7,500.00	7,500.00	340.10	2,405.26	5,094.74 67.93 %
<a href="#">135-010-60020-000</a>	Electricity	216,400.00	216,400.00	16,553.40	133,247.24	83,152.76 38.43 %
<a href="#">135-010-60080-000</a>	Schools & Training	3,000.00	3,000.00	161.00	1,051.96	1,948.04 64.93 %
<a href="#">135-010-60100-000</a>	Travel & per diem	920.00	920.00	0.00	10.00	910.00 98.91 %
<a href="#">135-010-60135-000</a>	TCEQ Fees & Permits	29,500.00	29,500.00	3,441.90	23,449.57	6,050.43 20.51 %
<a href="#">135-010-60135-001</a>	TCEQ Fees & Permits for PID	500.00	500.00	0.00	0.00	500.00 100.00 %
<a href="#">135-010-60150-000</a>	Wholesale Water	2,757,560.00	2,757,560.00	0.00	1,091,748.04	1,665,811.96 60.41 %
<a href="#">135-010-60285-000</a>	Lawn Equipment & Maintenance	12,500.00	12,500.00	640.68	3,640.68	8,859.32 70.87 %
<a href="#">135-010-60332-000</a>	Interfund Transfer Out-Rev I&S	568,498.00	568,498.00	51,681.71	413,453.68	155,044.32 27.27 %

## Budget Report

For Fiscal: 2024-2025 Period Ending: 05/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">135-010-65005-000</a>	Fuel & Lube	23,580.00	23,580.00	1,862.09	9,967.36	13,612.64	57.73 %
<a href="#">135-010-65010-000</a>	Uniforms	4,360.00	4,360.00	0.00	1,446.16	2,913.84	66.83 %
<a href="#">135-010-65030-000</a>	Chemicals	35,000.00	35,000.00	3,237.32	22,464.08	12,535.92	35.82 %
<a href="#">135-010-65050-000</a>	Meter Expense	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<a href="#">135-010-65053-000</a>	Meter Change Out Program	130,000.00	130,000.00	20,750.00	137,270.00	-7,270.00	-5.59 %
<a href="#">135-010-69005-000</a>	Capital Outlays	2,265,000.00	2,265,000.00	245,128.78	1,320,781.06	944,218.94	41.69 %
<a href="#">135-010-69195-000</a>	GASB Reserve for Replacement	426,590.00	426,590.00	0.00	426,590.00	0.00	0.00 %
<b>Department: 010 - Water Total:</b>		<b>7,440,945.00</b>	<b>7,446,305.00</b>	<b>409,790.74</b>	<b>4,153,973.63</b>	<b>3,292,331.37</b>	<b>44.21%</b>
<b>Department: 020 - Wastewater</b>							
<a href="#">135-020-50005-000</a>	Salaries & Wages	275,760.00	194,150.00	16,464.68	116,818.41	77,331.59	39.83 %
<a href="#">135-020-50010-000</a>	Overtime	20,000.00	20,000.00	905.92	4,460.28	15,539.72	77.70 %
<a href="#">135-020-50016-000</a>	Longevity	2,770.00	2,770.00	0.00	2,772.50	-2.50	-0.09 %
<a href="#">135-020-50017-000</a>	Certification	5,700.00	5,100.00	275.00	1,925.00	3,175.00	62.25 %
<a href="#">135-020-50020-000</a>	Retirement	36,500.00	26,600.00	2,110.94	15,100.33	11,499.67	43.23 %
<a href="#">135-020-50026-000</a>	Medical Insurance	60,090.00	76,420.00	5,084.76	41,039.11	35,380.89	46.30 %
<a href="#">135-020-50027-000</a>	Dental Insurance	2,790.00	4,060.00	306.20	2,235.80	1,824.20	44.93 %
<a href="#">135-020-50028-000</a>	Vision Insurance	590.00	700.00	54.57	419.72	280.28	40.04 %
<a href="#">135-020-50029-000</a>	Life Insurance & Other	3,000.00	3,600.00	248.63	1,731.85	1,868.15	51.89 %
<a href="#">135-020-50030-000</a>	Social Security Taxes	18,860.00	13,770.00	1,075.63	7,562.70	6,207.30	45.08 %
<a href="#">135-020-50035-000</a>	Medicare Taxes	4,411.00	3,219.00	251.56	1,768.70	1,450.30	45.05 %
<a href="#">135-020-50040-000</a>	Unemployment Taxes	1,010.00	1,010.00	0.00	330.91	679.09	67.24 %
<a href="#">135-020-50045-000</a>	Workman's Compensation	8,356.00	6,048.00	727.15	5,817.20	230.80	3.82 %
<a href="#">135-020-50060-000</a>	Pre-emp Physicals/Testing	400.00	400.00	0.00	38.00	362.00	90.50 %
<a href="#">135-020-50070-000</a>	Employee Relations	300.00	300.00	0.00	111.80	188.20	62.73 %
<a href="#">135-020-55080-000</a>	Maintenance & Repairs	149,000.00	149,000.00	1,946.45	136,640.33	12,359.67	8.30 %
<a href="#">135-020-55081-000</a>	Mainten & Repairs Collections	330,000.00	330,000.00	66,386.88	178,370.31	151,629.69	45.95 %
<a href="#">135-020-55085-000</a>	Generator Maint. and Repair	11,000.00	11,000.00	0.00	8,798.98	2,201.02	20.01 %
<a href="#">135-020-55090-000</a>	Vehicle Maintenance	4,600.00	4,600.00	0.00	92.18	4,507.82	98.00 %
<a href="#">135-020-55091-000</a>	Veh Maintenance Collections	11,480.00	11,480.00	117.97	882.52	10,597.48	92.31 %
<a href="#">135-020-55105-000</a>	Maintenance-Backhoe/SkidLoader	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">135-020-55125-000</a>	Dumpster Services	103,000.00	103,000.00	9,170.99	64,229.30	38,770.70	37.64 %
<a href="#">135-020-55135-000</a>	Lab Analysis	60,000.00	60,000.00	7,092.10	48,856.10	11,143.90	18.57 %
<a href="#">135-020-60010-000</a>	Communications/Mobiles	5,000.00	5,000.00	202.65	1,854.59	3,145.41	62.91 %
<a href="#">135-020-60020-000</a>	Electricity	314,100.00	314,100.00	22,976.36	180,571.39	133,528.61	42.51 %
<a href="#">135-020-60080-000</a>	Schools & Training	2,420.00	2,420.00	3,080.00	4,213.45	-1,793.45	-74.11 %
<a href="#">135-020-60100-000</a>	Travel & per diem	870.00	870.00	0.00	32.40	837.60	96.28 %
<a href="#">135-020-60135-000</a>	TCEQ Fees & Permits	12,000.00	12,000.00	0.00	9,888.02	2,111.98	17.60 %
<a href="#">135-020-60285-000</a>	Lawn Equipment & Maintenance	16,000.00	16,000.00	836.45	4,446.45	11,553.55	72.21 %
<a href="#">135-020-60331-000</a>	Interfund Transfer Out-Tax I&S	115,708.00	115,708.00	10,518.91	84,151.28	31,556.72	27.27 %
<a href="#">135-020-60332-000</a>	Interfund Transfer Out-Rev I&S	704,820.00	704,820.00	64,074.57	512,596.56	192,223.44	27.27 %
<a href="#">135-020-65005-000</a>	Fuel & Lube	13,000.00	13,000.00	542.46	7,963.11	5,036.89	38.75 %
<a href="#">135-020-65010-000</a>	Uniforms	3,520.00	3,520.00	309.98	743.33	2,776.67	78.88 %
<a href="#">135-020-65030-000</a>	Chemicals	32,500.00	32,500.00	7,580.52	28,579.58	3,920.42	12.06 %
<a href="#">135-020-65031-000</a>	Chemicals Collections	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">135-020-65045-000</a>	Lab Supplies	33,000.00	33,000.00	0.00	22,639.97	10,360.03	31.39 %
<a href="#">135-020-69005-000</a>	Capital Outlays	1,140,000.00	1,140,000.00	25,682.50	363,246.21	776,753.79	68.14 %
<a href="#">135-020-69195-000</a>	GASB Reserve for Replacement	337,380.00	337,380.00	0.00	337,380.00	0.00	0.00 %
<b>Department: 020 - Wastewater Total:</b>		<b>3,852,935.00</b>	<b>3,770,545.00</b>	<b>248,023.83</b>	<b>2,198,308.37</b>	<b>1,572,236.63</b>	<b>41.70%</b>
<b>Department: 026 - Board of Directors</b>							
<a href="#">135-026-50045-000</a>	Workman's Compensation	20.00	20.00	0.66	5.28	14.72	73.60 %
<a href="#">135-026-60070-000</a>	Dues & Memberships	750.00	750.00	0.00	750.00	0.00	0.00 %
<a href="#">135-026-60075-000</a>	Meetings	1,500.00	1,500.00	231.98	927.82	572.18	38.15 %
<a href="#">135-026-60080-000</a>	Schools & Training	4,000.00	4,000.00	0.00	1,440.00	2,560.00	64.00 %
<a href="#">135-026-60100-000</a>	Travel & per diem	5,000.00	5,000.00	0.00	1,432.77	3,567.23	71.34 %
<a href="#">135-026-60245-000</a>	Miscellaneous Expenses	500.00	11,520.00	3,916.96	6,012.96	5,507.04	47.80 %
<b>Department: 026 - Board of Directors Total:</b>		<b>11,770.00</b>	<b>22,790.00</b>	<b>4,149.60</b>	<b>10,568.83</b>	<b>12,221.17</b>	<b>53.63%</b>

## Budget Report

For Fiscal: 2024-2025 Period Ending: 05/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 030 - Administration</b>							
<a href="#">135-030-50005-000</a>	Salaries & Wages	662,170.00	701,990.00	53,803.22	434,630.91	267,359.09	38.09 %
<a href="#">135-030-50010-000</a>	Overtime	2,000.00	2,000.00	0.00	414.98	1,585.02	79.25 %
<a href="#">135-030-50016-000</a>	Longevity	2,290.00	2,290.00	0.00	2,285.00	5.00	0.22 %
<a href="#">135-030-50020-000</a>	Retirement	79,976.00	84,754.00	6,404.84	52,164.06	32,589.94	38.45 %
<a href="#">135-030-50026-000</a>	Medical Insurance	105,150.00	106,980.00	8,278.40	58,862.43	48,117.57	44.98 %
<a href="#">135-030-50027-000</a>	Dental Insurance	3,810.00	5,080.00	359.70	2,453.49	2,626.51	51.70 %
<a href="#">135-030-50028-000</a>	Vision Insurance	830.00	910.00	71.63	487.48	422.52	46.43 %
<a href="#">135-030-50029-000</a>	Life Insurance & Other	4,800.00	6,300.00	531.90	4,245.53	2,054.47	32.61 %
<a href="#">135-030-50030-000</a>	Social Security Taxes	41,320.00	43,790.00	3,199.42	25,374.97	18,415.03	42.05 %
<a href="#">135-030-50035-000</a>	Medicare Taxes	9,660.00	10,240.00	748.26	6,121.39	4,118.61	40.22 %
<a href="#">135-030-50040-000</a>	Unemployment Taxes	1,510.00	1,760.00	0.00	840.86	919.14	52.22 %
<a href="#">135-030-50045-000</a>	Workman's Compensation	1,703.00	1,771.00	143.71	1,149.68	621.32	35.08 %
<a href="#">135-030-50060-000</a>	Pre-emp Physicals/Testing	400.00	400.00	0.00	38.00	362.00	90.50 %
<a href="#">135-030-50070-000</a>	Employee Relations	4,000.00	4,000.00	82.21	3,355.69	644.31	16.11 %
<a href="#">135-030-55030-000</a>	Software & Support	153,810.00	153,810.00	6,956.03	90,231.33	63,578.67	41.34 %
<a href="#">135-030-55080-000</a>	Maintenance & Repairs	23,000.00	23,000.00	3,537.48	21,280.39	1,719.61	7.48 %
<a href="#">135-030-55085-000</a>	Generator Maint. and Repair	1,000.00	1,000.00	0.00	716.79	283.21	28.32 %
<a href="#">135-030-55120-000</a>	Cleaning Services	20,000.00	20,000.00	2,020.00	14,820.00	5,180.00	25.90 %
<a href="#">135-030-55160-000</a>	Professional Outside Services	100,000.00	129,500.00	1,690.00	107,655.83	21,844.17	16.87 %
<a href="#">135-030-55205-000</a>	Utility Billing Contract	9,000.00	9,000.00	180.25	4,546.79	4,453.21	49.48 %
<a href="#">135-030-60005-000</a>	Telephone	6,000.00	6,000.00	824.65	3,358.97	2,641.03	44.02 %
<a href="#">135-030-60010-000</a>	Communications/Mobiles	3,000.00	3,000.00	49.78	343.96	2,656.04	88.53 %
<a href="#">135-030-60020-000</a>	Electricity/Gas	20,300.00	20,300.00	1,130.03	16,114.93	4,185.07	20.62 %
<a href="#">135-030-60035-000</a>	Postage	30,000.00	30,000.00	220.60	16,677.77	13,322.23	44.41 %
<a href="#">135-030-60040-000</a>	Service Charges & Fees	155,000.00	155,000.00	12,641.85	88,509.62	66,490.38	42.90 %
<a href="#">135-030-60050-000</a>	Bad Debt Expense	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00 %
<a href="#">135-030-60055-000</a>	Insurance	129,860.00	129,860.00	10,640.69	85,125.52	44,734.48	34.45 %
<a href="#">135-030-60070-000</a>	Dues & Memberships	2,560.00	2,560.00	345.00	955.00	1,605.00	62.70 %
<a href="#">135-030-60080-000</a>	Schools & Training	3,550.00	3,550.00	129.95	1,874.95	1,675.05	47.18 %
<a href="#">135-030-60100-000</a>	Travel & per diem	4,270.00	4,270.00	43.75	2,502.93	1,767.07	41.38 %
<a href="#">135-030-60285-000</a>	Lawn Equipment & Maintenance	6,000.00	6,000.00	1,334.46	2,743.47	3,256.53	54.28 %
<a href="#">135-030-65010-000</a>	Uniforms	530.00	530.00	0.00	0.00	530.00	100.00 %
<a href="#">135-030-65055-000</a>	Hardware	50,000.00	50,000.00	0.00	42,521.69	7,478.31	14.96 %
<a href="#">135-030-65085-000</a>	Office Supplies	5,000.00	5,000.00	598.79	2,456.13	2,543.87	50.88 %
<a href="#">135-030-65095-000</a>	Maintenance Supplies	6,000.00	6,000.00	952.12	6,859.57	-859.57	-14.33 %
<a href="#">135-030-69005-000</a>	Capital Outlays	115,000.00	115,000.00	0.00	75,677.44	39,322.56	34.19 %
<a href="#">135-030-69170-000</a>	Copier Lease Installments	4,000.00	4,000.00	277.85	2,203.50	1,796.50	44.91 %
<a href="#">135-030-69195-000</a>	GASB Reserve for Replacement	25,000.00	25,000.00	0.00	25,000.00	0.00	0.00 %
<b>Department: 030 - Administration Total:</b>		<b>1,805,499.00</b>	<b>1,887,645.00</b>	<b>117,196.57</b>	<b>1,204,601.05</b>	<b>683,043.95</b>	<b>36.18%</b>
<b>Department: 039 - Non Departmental</b>							
<a href="#">135-039-55045-000</a>	Legal	65,000.00	65,000.00	0.00	19,592.00	45,408.00	69.86 %
<a href="#">135-039-55055-000</a>	Auditing	30,000.00	30,000.00	0.00	22,292.04	7,707.96	25.69 %
<a href="#">135-039-55060-000</a>	Appraisal	13,070.00	13,070.00	0.00	11,275.88	1,794.12	13.73 %
<a href="#">135-039-55065-000</a>	Tax Admin Fees	5,000.00	5,000.00	0.00	4,037.00	963.00	19.26 %
<b>Department: 039 - Non Departmental Total:</b>		<b>113,070.00</b>	<b>113,070.00</b>	<b>0.00</b>	<b>57,196.92</b>	<b>55,873.08</b>	<b>49.41%</b>
<b>Fund: 135 - General Fund Surplus (Deficit):</b>		<b>16,136.00</b>	<b>0.00</b>	<b>213,764.46</b>	<b>-233,197.42</b>	<b>-233,197.42</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>		<b>16,136.00</b>	<b>0.00</b>	<b>213,764.46</b>	<b>-233,197.42</b>	<b>-233,197.42</b>	<b>0.00%</b>

Budget Report

For Fiscal: 2024-2025 Period Ending: 05/31/2025

Group Summary

Departmen...	Original	Current	Period	Fiscal	Variance	Percent
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	
Fund: 135 - General Fund						
000 - Revenue, Asset, Liability, & Equity	13,240,355.00	13,240,355.00	992,925.20	7,391,451.38	-5,848,903.62	44.17%
010 - Water	7,440,945.00	7,446,305.00	409,790.74	4,153,973.63	3,292,331.37	44.21%
020 - Wastewater	3,852,935.00	3,770,545.00	248,023.83	2,198,308.37	1,572,236.63	41.70%
026 - Board of Directors	11,770.00	22,790.00	4,149.60	10,568.83	12,221.17	53.63%
030 - Administration	1,805,499.00	1,887,645.00	117,196.57	1,204,601.05	683,043.95	36.18%
039 - Non Departmental	113,070.00	113,070.00	0.00	57,196.92	55,873.08	49.41%
Fund: 135 - General Fund Surplus (Deficit):	16,136.00	0.00	213,764.46	-233,197.42	-233,197.42	0.00%
Report Surplus (Deficit):	16,136.00	0.00	213,764.46	-233,197.42	-233,197.42	0.00%

<b>CASH STATUS AS OF MAY 2025</b>			<b>Restricted - Unable to be spent</b>	<b>Unrestricted- Available for spending</b>	<b>Total in Accounts (Restricted &amp; Unrestricted)</b>
135-10250	TexPool O & M (XXXXX0002) General Fund Operating		\$0	\$979,851	\$979,851
135-10300	Prosperity Bank (XXXXX2660) General Fund Operating (* Customer Deposits)	*	\$159,360	\$5,512,168	\$5,671,528
135-10305	Prosperity Bank Reserve-Savings Acct (XXXXX7724)		\$2,043,107	\$0	\$2,043,107
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		\$5,655,403	\$0	\$5,655,403
519-10300	Prosperity Bank (XXXXX2660) SWIFT		\$85,052	\$0	\$85,052
519-11155	Cash-Bond Escrow Bank of Texas (SWIFT)		\$875,128	\$0	\$875,128
528-10250	TexPool Revenue Bond Reserve (XXXXX014) WWTP Improvements		\$1,023,953	\$0	\$1,023,953
533-10250	TexPool Tax I & S (XXXXX0003)		\$545,548	\$0	\$545,548
533-10300	Prosperity Bank (XXXXX2660) Tax I&S		\$0	\$0	\$0
534-10250	TexPool Revenue I & S (XXXXX013) WWTP Improvements		\$425,109	\$0	\$425,109
535-10250	Texpool Revenue I & S (XXXXX017) SWIFT		\$196,456	\$0	\$196,456
536-10250	TexPool Revenue I & S (XXXXX020) Water & Wastewater Systems		\$189,638	\$0	\$189,638
	<b>Balance</b>			<b>\$6,492,619</b>	<b>\$17,691,371</b>

**Fire Department Cash**

122-10250	TexPool O & M (XXXXX0002)-Fire Operating Cash		\$0	\$838,430	\$838,430
122-10300	Prosperity Bank (XXXXX2660) Fire Operating		\$0	\$140,544	\$140,544
	<b>Balance</b>		<b>\$0</b>	<b>\$978,974</b>	<b>\$978,974</b>

**General Fund 135 Available**

\$	5,512,168	Prosperity General Fund
\$	979,851	Texpool General Fund
\$	600	Petty Cash
\$	<u>6,492,619</u>	

Total General Fund 135 Available for Spending

**General Fund 135 Fund Balances**

Nonspendable Fund Balance (Prepays)	\$	5,130
Assigned Fund Balance (FY2024 Capital Projects plus prior year carry forward)	\$	1,946,960
Unassigned Fund Balance	\$	7,612,994
Current Year Revenue/Expenses	\$	<u>(233,197)</u>
Total Nonspendable, Assigned & Committed Fund Balances - General Fund 135		<u>\$9,331,887</u>

### May Utility Billing Report FY 2025

	May 2024	June 2024	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025
ebills	1,738	1,724	1,720	1,719	1,721	1,720	1,713	1,710	1,701	1,710	1,714	1,705	1,706
Bills Mailed	3,753	3,758	3,768	3,774	3,759	3,772	3,815	3,785	3,776	3,787	3,797	3,810	3,829
Bank Draft	562	557	546	543	544	537	545	537	528	563	562	562	556
Online Payments	3,152	3,197	3,136	3,263	3,095	3,200	3,070	3,287	3,258	3,165	3,357	3,133	3,286
Late Notices	295	277	242	326	275	286	422	361	365	269	279	273	305
Disconnects	3	3	0	4	2	1	5	8	3	8	3	2	6
Connections District	3,394	3,394	3,394	3,394	3,396	3,396	3,396	3,396	3,396	3,396	3,397	3,397	
Connections Town	1,453	1,453	1,454	1,456	1,457	1,457	1,466	1,468	1,468	1,471	1,478	1,478	
Total Connections													4,883

### May Permits

Date of Permit	Permit No.	Customer Deposit	Due to FW Water	Meter Fee	Plumbing Inspections	Sewer Inspections	Fire Line	Misc. Income	Total
5/9/2025	2025-23	\$ 100.00	\$ 4,953.00	\$ 428.00	\$ 150.00	\$ 50.00	\$ 1,500.00		\$ 7,181.00
5/9/2025	2025-24	\$ 100.00	\$ 4,953.00	\$ 428.00	\$ 150.00	\$ 50.00	\$ 1,500.00		\$ 7,181.00
5/9/2025	2025-25	\$ 100.00	\$ 4,953.00	\$ 428.00	\$ 150.00	\$ 50.00	\$ 1,500.00		\$ 7,181.00
5/14/2025	2025-26	\$ 100.00	\$ 4,953.00	\$ 428.00	\$ 150.00	\$ 50.00			\$ 5,681.00
5/14/2025	2025-27	\$ 100.00	\$ 4,953.00	\$ 428.00	\$ 150.00	\$ 50.00			\$ 5,681.00
5/14/2025	2025-28	\$ 100.00	\$ 4,953.00	\$ 428.00	\$ 150.00	\$ 50.00			\$ 5,681.00
5/14/2025	2025-29	\$ 100.00	\$ 4,953.00	\$ 428.00	\$ 150.00	\$ 50.00	\$ 1,500.00		\$ 7,181.00
5/14/2025	2025-30	\$ 100.00	\$ 4,953.00	\$ 428.00	\$ 150.00	\$ 50.00			\$ 5,681.00
									\$ -
									\$ -
									\$ -
Total		\$ 800.00	\$ 39,624.00	\$ 3,424.00	\$ 1,200.00	\$ 400.00	\$ 6,000.00	\$ -	\$ 51,448.00



GOVERNMENT FINANCE OFFICERS ASSOCIATION  
**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

6/10/2025

**For more information, contact:**  
**Technical Services Center**  
**Phone: (312) 977-9700**  
**Email: [budgetaward@gfoa.org](mailto:budgetaward@gfoa.org)**

(Chicago, Illinois)—Government Finance Officers Association is pleased to announce that **Trophy Club Municipal Utility District No. 1, Texas** received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

There are over 1,700 participants in the Budget Awards Program. The most recent Budget Award recipients, along with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 25,000 members and the communities they serve.*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Trophy Club Municipal Utility District No. 1  
Texas**

For the Fiscal Year Beginning

**October 01, 2024**

*Christopher P. Morill*

**Executive Director**



**REGULAR MEETING MINUTES**  
**TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1**  
**BOARD OF DIRECTORS**  
**May 21, 2025, 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 May 21, 2025, 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
William C. Rose	Vice President
Doug Harper	Secretary/Treasurer
Jim Thomas	Director
Neil Twomey	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:**

Brandon Wright	Town Manager
Jason Wise	Fire Chief
April Ezell	Town Director of Finance

**CALL TO ORDER AND ANNOUNCE A QUORUM**

President Carr announced the date of May 21, 2025, called the meeting to order and announced a quorum present at 6:30 p.m.

**CITIZEN COMMENTS**

Patricia Keefer 216 Fresh Meadow (emailed)

**REPORTS & UPDATES**

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

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

**CONSENT AGENDA**

2. Consider and act to approve the Consent Agenda.

- a. April 16, 2025, Regular Meeting Minutes

**Motion made by Director Harper and seconded by Director Twomey to approve the Consent Agenda.**

**Motion carried unanimously**

#### **REGULAR SESSION**

3. Discussion regarding the FY 2026 Fire Department budget. (Carr)

Director Twomey stated that he had several questions regarding the fire department and met with the fire chief and town manager today. Neil provided an update regarding those discussions.

4. Consider and act to adopt Order No. 2025-0521 Declaring Onan 350kw Generator surplus property of the District and authorize staff to sell such property.

**Motion made by Director Harper and seconded by Director Twomey to adopt Order No. 2025-0521 Declaring Onan 350kw Generator surplus property of the District and authorize staff to sell such property.**

**Motion carried unanimously**

5. Consider and act to approve Interlocal Cooperation Agreement for Property Tax Assessment and Collection between Denton County and Trophy Club Municipal Utility District No. 1.

**Motion made by Director Harper and seconded by Director Thomas to approve Interlocal Cooperation Agreement for Property Tax Assessment and Collection between Denton County and Trophy Club Municipal Utility District No. 1. effective October 1, 2025.**

**Motion carried unanimously**

6. Consider and act to approve Task Order Agreement with Halff Associates Inc., for professional engineering services for an emergency connection to the City of Southlake.

**Motion made by Director Twomey and seconded by Director Harper to approve Task Order Agreement with Halff Associates Inc., for professional engineering services for an emergency connection to the City of Southlake at a total cost not to exceed \$247,263 and authorize the General Manager to execute the necessary documents.**

**Motion to amend by Director Rose and seconded by Director Harper to add “and authorize the General Manager to execute the necessary documents”.**

**Motion on the amendment carried unanimously**

**Main motion as amended carried unanimously**

7. Consider and act to elect officers of the Board of Directors.

Director Rose volunteered to serve as Board President.

Director Carr would like to continue as Board President

In favor of Director Rose – Rose, Thomas

In favor of Director Carr – Carr, Harper and Twomey

**Director Carr will continue to serve as Board President**

Director Rose was willing to continue to serve as Vice President

In Favor - Unanimous

**Director Rose will continue to serve as Vice President**

Director Harper was nominated to continue serving as Secretary/Treasurer by Director Twomey.

In Favor - Unanimous

**Director Harper will continue to serve as Secretary/Treasurer.**

**The Board convened into Executive Session at 7:10 p.m. and reconvened into Regular Session at 7:56 p.m.**

**EXECUTIVE SESSION**

8. Pursuant to Section 551.071 of the Texas Government Code, to consult with its attorney on pending or contemplated litigation or on a matter in which the duty of the attorney to the Governmental Body under the Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act or to seek advice of counsel on legal matters involving pending or contemplated litigation or settlement offers on the following matters:
  - a. Interlocal Cooperation Agreement for Administration of Fire Protection Services

**REGULAR SESSION**

9. Consider and act regarding item(s) discussed in Executive Session.

**Motion by Director Rose and second by Director Twomey to approve the Interlocal Cooperation Agreement for Administration of Fire Protection Services 2025 subject to final legal review and authorize the President and Secretary/Treasurer to sign the final document.**

**Motion carried unanimously**

**FUTURE AGENDA ITEMS**

10. Items for future agendas:

11. Upcoming Meetings – June 18, 2025, at 4:30 p.m. Joint Meeting with Town Council  
June 18, 2025, at 6:30 p.m. Regular Board Meeting

**ADJOURN**

President Carr called the meeting adjourned at 8:00 p.m.

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Kevin R. Carr, President

---

Doug Harper, Secretary/Treasurer

(SEAL)

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Laurie Slaght, District Secretary



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## STAFF REPORT

**AGENDA ITEM:** Discussion and possible action regarding audit of fire department operations and assets.

**DESCRIPTION:** The Board of Directors directed staff to seek proposals from qualified firms for audit services related to Fire Department operations and assets. Five firms were identified and requests for proposals were submitted. Below are the following firms:

- Emergency Services Consulting International
- Fitch & Associates
- Matrix Consulting Group (no response)
- MCG Consulting Solutions (no response)
- McGrath Consulting Group, Inc. (no response)

**ATTACHMENTS:** Fire audit proposals.

**RECOMMENDATION:** Staff request direction from the Board of Directors of how they would like to proceed.



# PROJECT PROPOSAL

Prepared by:



**EMERGENCY SERVICES  
CONSULTING INTERNATIONAL**

4795 Meadow Wood Lane Suite 110 Chantilly, Virginia 20151

☎ 1-800-757-3724

✉ [info@esci.us](mailto:info@esci.us)

🌐 [www.esci.us](http://www.esci.us)



# FIRE DEPARTMENT ASSESSMENT

TROPHY CLUB MUNICIPAL UTILITY DISTRICT No. 1  
TEXAS



# COVER LETTER

Emergency Services Consulting International (ESCI) is pleased to submit our proposal for a Fire Department Assessment to the Board of Directors of the Trophy Club Municipal Utility District No. 1. ESCI is well-positioned to assist you with this critical project. ESCI has worked with many communities across the country; our project team has significant experience in the development and delivery of Cultural Studies, Expansion Studies, Community Risk Assessments, Standards of Cover, Strategic Plans, Agency Evaluations, Master Plans, Staffing and Organizational Studies, Fire Station Assessments, and similar planning studies and reports.

Established in 1976, ESCI specializes in high-quality, professional consulting services to public safety and emergency management organizations throughout the United States and Canada. Considered the nation's leader in public safety consulting, the ESCI team brings first-hand experience and subject matter experts in emergency planning, mitigation, response, and recovery, with active involvement in highly visible and responsible leadership positions. ESCI operates on the principles of honesty, integrity, and service. You can count on us to understand your issues, challenges, and responsibilities and to provide proven, community-driven solutions and best practices designed to meet your specific needs on time and within budget.

We thank you for the opportunity to present this proposal, and we look forward to working with you on this critical project. Should you have any questions, please do not hesitate to contact me at [joe.powers@esci.us](mailto:joe.powers@esci.us).

Sincerely,



Joe Powers, Managing Director  
Emergency Services Consulting International  
[esci.us](http://esci.us) | 503.570.7778 | [Joe.Powers@esci.us](mailto:Joe.Powers@esci.us)



*Since 2008, ESCI has been the consulting firm of the International Association of Fire Chiefs.*





# ESCI OVERVIEW



Since 1976, ESCI's strength has been its commitment to customer satisfaction, innovation, and quality services. We are a vision-driven organization that is growing and changing to meet the dynamic challenges and opportunities for public safety services worldwide. ESCI approaches its mission in a manner that results in scalable, sustainable, and defensible solutions for all types and sizes of public safety organizations.

Our formula is simple. We utilize the best and brightest consultants, professionals, strategic partners, and subject matter experts. These amazing men and women provide validated and proven analysis of current and future conditions, compare findings against industry best practices and community standards and provide innovative, sustainable, and customized solutions for the future.

We take the time to develop meaningful relationships with our clients and partners, provide recognition of the essential and vital work of public safety agencies, and demonstrate unwavering respect for the men and women providing public safety services worldwide.

ESCI is thinking differently about public safety consulting to help change the world, one community at a time. I encourage you to read through this prospectus and learn all we offer. We'd love to work with you and your community.



*We accomplish this by providing the highest value of consulting services and educational programs.*



*The mission of ESCI is to provide expertise and guidance that enhances community safety.*



## THE ESCI ADVANTAGE

ESCI's advantage begins with our technical expertise and capability, extends to our experienced and highly qualified staff, and concludes with a product that will enable your organization to meet the challenges of emergency services into the future.

ESCI's team has first-hand experience in the process of analyzing emergency service providers and recommending an array of opportunities that are economically, culturally, and operationally feasible. Each team member is a specialist in fire, rescue, law enforcement, EMS, or related fields. The team will work collaboratively to create the best possible strategies and options for your organization.

### The ESCI Advantage includes:

- A clear understanding and appreciation of the complexity of the local and regional environment.
- Over 40 years of public safety consulting experience; the successful completion of hundreds of consulting engagements.
- The ability to deliver a high-quality product on time, and with organizational support and endorsement.
- Knowledge of contemporary issues associated with the delivery of emergency services.
- Experience with a variety of jurisdictions including municipalities, counties, and state governments.
- A highly skilled and knowledgeable team of professionals with skill-sets necessary to meet your

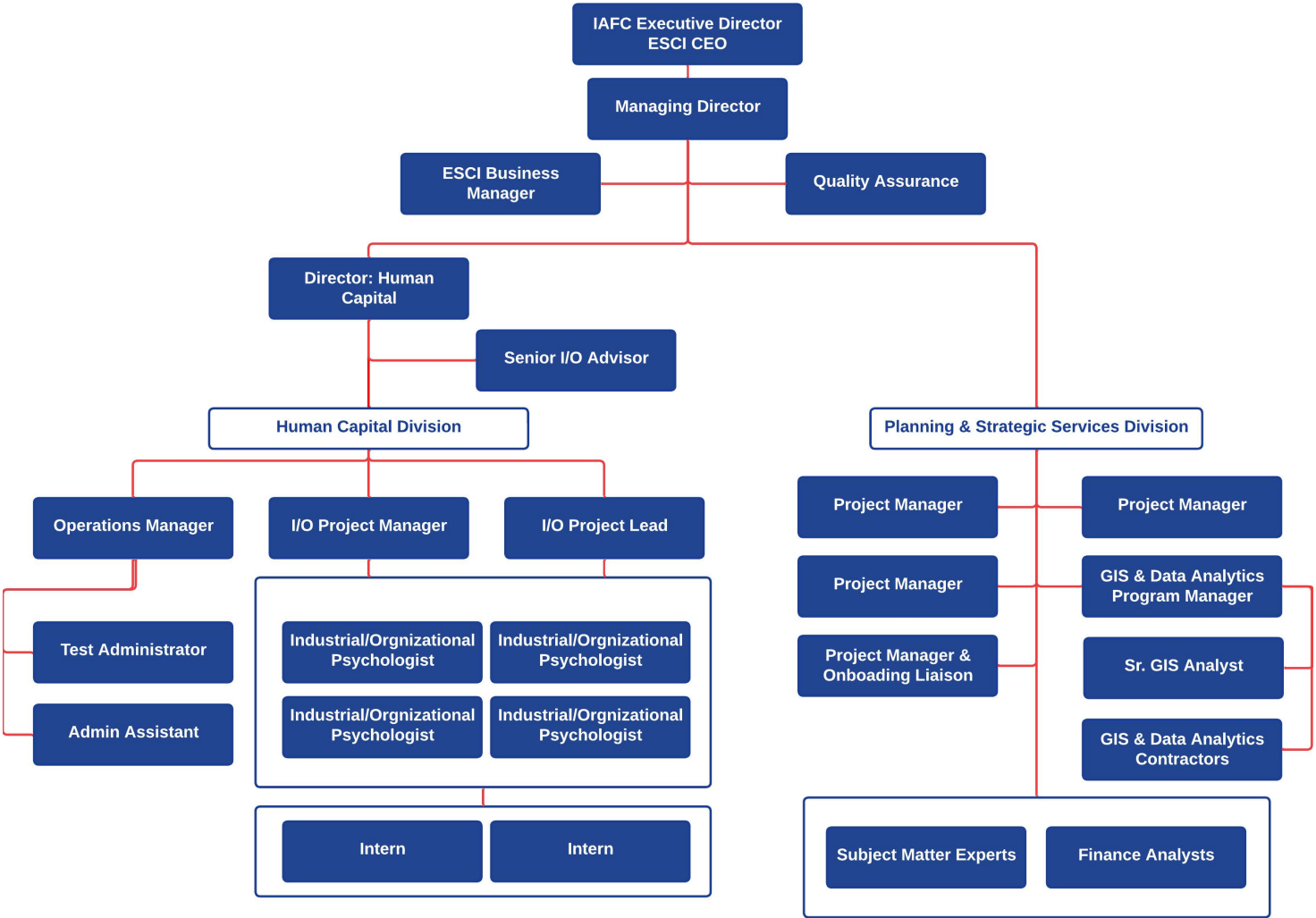


# ESCI AT A GLANCE

As the consulting firm of the International Association of Fire Chiefs, Emergency Services Consulting International has reliably met the needs of emergency services agencies for over nearly fifty years. With our international presence, ESCI has the ability to draw upon a international network of resources to assist with fire, EMS, law enforcement and homeland security agencies to plan and adapt to future needs.



# ESCI ORGANIZATIONAL CHART



# FIRE DEPARTMENT ASSESSMENT

## TROPHY CLUB FIRE DEPARTMENT

### PROJECT UNDERSTANDING

The Board of Directors of the Trophy Club Municipal Utility District No. 1 is seeking a qualified consulting firm to provide an assessment of the Trophy Club Fire Department (TCFD). Emergency Services Consulting International can provide an assessment and detailed review of TCFD's configuration, programs, processes, service delivery, and response performance, comparing them to national standards and best practices. The project includes data collection, stakeholder feedback, a site visit, interviews with key officials and personnel, and evaluations of fire stations and apparatus. ESCI will also assess administration, overtime, staffing, and deployment against industry standards such as NFPA, ISO, and CPSE. Lastly, ESCI will collaborate with the district's leadership to develop a draft report with recommendations for the next steps and best practices.

## SCOPE OF WORK

### Phase I – Project Preparation & Onboarding

#### Task 1–A: Project Initiation

ESCI will begin the project by formulating a comprehensive data collection plan tailored to the project's scope and objectives. This process will include collaborative discussions with the district's project manager to communicate the specific data collection requirements for the project. The data collection plan will outline the following key components:

- Identification of primary data to be collected, directly aligned with the project needs.
- Assignment of responsibilities, specifying key personnel for each data collection task.
- Scheduling regular follow-up meetings to ensure progress and address any issues.
- Client verification and approval of information and data gathered.

This structured approach ensures efficient data collection and establishes a clear framework for the project's ongoing monitoring and success.

#### Task 1–B: Acquisition & Review of Background Information

ESCI will work closely with the district's project manager to gather all necessary information and data from TCFD for the comprehensive analysis and development of the project report. The accuracy and completeness of the data are essential for conducting a thorough assessment. The district's project manager, in conjunction with the fire department, will be responsible for verifying the accuracy of GIS and incident data.



The requested documents and information may include, but are not limited to, the following:

- Previous or ongoing department studies or research
- Three to five years of incident response data from the client's records management system, including latitude/longitude (or similar) fields for each record.
- Overtime & Leave Usage Records
- Department staffing levels and organizational structure
- GIS data, including zoning maps and response boundaries
- Administrative policies and procedures
- Standard Operating Guidelines (SOGs) and service delivery protocols
- Inventories of facilities and apparatus
- Automatic and mutual aid agreements

This coordinated approach ensures the data collected will support a well-rounded and accurate project evaluation.

## **Phase II – Review of Background Information & Scheduling**

### **Task 2–A: Review Data and Information**

The ESCI project team will review the uploaded data and information to gain a deeper understanding of the fire department's operations and practices. The ESCI project manager will coordinate with the district to provide any further data or information necessary for the project's specific needs.

### **Task 2–B: Scheduling**

The ESCI project manager will coordinate with the client on potential site visit dates, stakeholder input, and other related activities. Additionally, the project manager will establish a communications rhythm.

## Phase III – Site Visit & Stakeholder Input

The ESCI project team will conduct an on-site visit to gain first-hand experience of the project requirements. They will also conduct in-person (and remote interviews as necessary) with key stakeholders to gather information. Key stakeholders will be identified by both the ESCI and the organizational project teams, encompassing both internal and external stakeholders.

### Task 3-A: Site Visit

Members of the ESCI project team will conduct on-site visits to the TCFD to gain direct insights and a comprehensive understanding of the project requirements.

### Task 3-B: Stakeholders Interviews

ESCI team members will conduct conversations with identified stakeholders to collect perspectives on project needs and conclusions. Potential stakeholders may include the following:

- Fire Department
  - Chief Officers
  - Employee Groups
- District
  - Elected officials
  - District Leadership

## Phase IV – Evaluation of Current Conditions

### Task 4-A: Community Overview

ESCI will develop an overview of the fire department's service area by describing its population and demographics, a general description of the community(s), and unique challenges for emergency service delivery.

#### **Task 4–B: Governing Body**

ESCI will describe and analyze the department's governing body (or bodies), including governance types and the authority structure.

#### **Task 4–C: Organizational Overview & Staffing**

ESCI will review the department's service response boundaries, detailing the specific services provided alongside a description of the adopted system performance standards. This will include a comprehensive description of the current service delivery infrastructure and the distribution of personnel within and across all divisions and functions.

#### **Task 4–D: Organizational Planning & Assessment**

The organization's planning processes will be reviewed. Key components will include:

- Review and evaluate the adequacy of the current planning and assessment processes
- Review long-range planning efforts, including master and strategic planning
- Review capital planning processes, existing or not

ESCI will make recommendations relative to future planning processes.

#### **Task 4–E: Physical Resources**

ESCI will review the status of current major capital assets (facilities, apparatus, and equipment) and analyze the existing condition of capital assets, including:

- **Facilities:** As appropriate, either review staff assessments or visit existing facilities to evaluate:
  - Station efficiency
  - Functionality
  - Future viability

- **Apparatus/Vehicles:** Review the inventory of apparatus and equipment. Items to be reviewed include staff assessments of:
  - Age, condition, and serviceability
  - Distribution and deployment
  - Maintenance
  - Future needs
- **Equipment:** Review major capital equipment processes for maintenance and replacement standards.

#### **Task 4–F: Workforce Development & Training**

ESCI will evaluate the fire department's workforce capacities, capabilities, and readiness. It includes an assessment of current staffing levels, training programs, and professional development initiatives. Key areas that will be evaluated include:

- Evaluate current strategies to attract, retain, and motivate qualified personnel.
- Evaluate training and professional development programs and resources to enhance skills and knowledge.
- Review career development paths to foster long-term employee growth and satisfaction.

#### **Task 4–G: Health, Safety & Wellness**

ESCI will evaluate the strategy used to enhance employee well-being. This involves the review of programs and policies aimed at improving physical and mental wellness, ensuring occupational safety, and promoting overall wellness among the staff by evaluating the following policies and programs:

- Counseling services
- Peer support
- Wellness activities
- Cancer risk reduction initiatives

#### **Task 4–H: Community Service Delivery & Deployment**

ESCI will evaluate community service delivery through identified response functions. This will assess the various community risk reduction activities, as aligned with the agency's identified risk, including:

- Fire Suppression
- Emergency Medical Services
- Public Education
- Fire Prevention Inspections

#### **Task 4–I: External Relationships**

Review the relationships of government agencies, community organizations, or neighboring emergency service providers that enhance operational capacity and improve resource allocation. This includes:

- Identifying the strategic partners used for community service delivery.
- Evaluating the alignment of the strategic partnerships with the organization's mission.
- Evaluating the quality and effectiveness of current external relationships.
  - Identifying the gaps in your external partnerships
  - Reviewing relationships requiring ongoing development.

#### **Task 4–J: Performance Analytics**

ESCI will review and make observations in areas specifically involved in or affecting service levels and performance. Areas to be reviewed shall include, but not necessarily be limited to:

##### **Service Demand Study**

- Analysis and geographic display of current service demand by incident type and temporal variation

### **Resource Distribution Study**

- Overview of the current facility and apparatus deployment strategy, analyzed through Geographic Information Systems software, with identification of service gaps and redundancies

### **Resource Concentration Study**

- Analysis of effective response force (ERF)

### **Response Reliability Review**

- Analysis of current workload, including unit hour utilization (UHU) of individual companies (to the extent data is complete)
- Review of actual or estimated performance of individual companies (to the extent data is available)
- Analysis of call concurrency

### **Response Performance Summary**

- Analysis of actual system performance, analyzed by individual companies (to the extent data is available).

### **Interactive Data Analytics Web Application:**

ESCI will grant the client access to a web application based on the Esri ArcGIS Online platform. This application will include several of the components mentioned in this task. The client will have access to the application for one year following its initial deployment.

### **Task 4-K: Support Services**

Evaluate the department's support services capabilities. Areas to be reviewed shall include, but not necessarily be limited to:

- Emergency communications
- Administration support
- Information Technologies



- Logistics and resource systems
- Fleet Maintenance
- Facility Maintenance

## **Phase V – Conclusions & Recommendations**

ESCI will provide clear and actionable conclusions derived from a broad review of the organization that aligns with the project's objectives, national standards, and industry best practices. These recommendations will highlight critical areas for improvement.

### **Task 5–A: Conclusions**

ESCI will present key findings, highlight critical insights, and identify operational gaps and opportunities. Through the broad review and actionable recommendations, ESCI will provide clear insights to enhance organizational performance and optimize service delivery.

### **Task 5–B: Recommendations**

ESCI will make recommendations for improving service delivery and system efficiency. Recommendations will be in line with industry best practices based on the community served, appropriate national standards, and the collective experience of the project team.

## **Phase VI – Development, Review, & Delivery of Report**

### **Task 6–A: Develop & Review Draft Report**

The draft review process is a collaborative effort between the District and ESCI to refine the report, ensuring it meets all project objectives. During this phase, ESCI will develop and produce an electronic version of the draft written report for review by the district's team and fire department representatives as appropriate. Feedback is a critical part of this project, and an adequate

opportunity will be provided for review and discussion of the draft report before finalization. ESCI and the client will engage in a review process that incorporates thorough revisions and changes to enhance the report's clarity, accuracy, and comprehensiveness. This process ensures that the final document is aligned and actionable with the project's goals and the client's expectations.

### **Task 6-B: Delivery & Presentation of Final Report**

Once the draft report has been thoroughly reviewed and all client feedback incorporated, ESCI will finalize and proofread it, producing a final version in PDF format.

To culminate the project, a formal virtual presentation may be conducted for the Board of Directors. This presentation will provide an overview of the essential findings and recommendations, allowing for any final discussions or clarifications.

### **Project Deliverables:**

1. Agency Evaluation Report in PDF Format
2. Optional Virtual Project Presentation

## Project Completion Timelines

ESCI provides this project timeline, which may change based on agreements between the District and ESCI. The timeline starts only after Phase I is complete, and all required data is provided. Client-initiated scheduling delays or errors in provided data may extend the timeline.

Project Phase	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Phase I	<i>Phase I is completed before the timeline begins.</i>					
Phase II						
Phase III						
Phase IV						
Phase V						
Phase VI						

## Proposed Project Fee

Emergency Services Consulting International is pleased to present the following formal cost proposal for the Agency Evaluation outlined in the Scope of Work.

Project Phase	Consulting Fees	Expenses	Total
Phase I	\$2,580	\$0	\$2,580
Phase II	\$2,253	\$0	\$2,253
Phase III	\$10,522	\$3,275	\$13,797
Phase IV	\$14,230	\$0	\$14,230
Phase V	\$3,066	\$0	\$3,066
Phase VI	\$3,734	\$0	\$3,734
Total Cost (Not to exceed):			\$39,660

*Pricing is valid for six months from the proposal submission date.*

## Proposed Payment Schedule

- 10% payment due upon signing of the contract.
- Monthly invoicing thereafter as work progresses.

## ESCI Hourly Rates

Senior Level Project Oversight, Senior Data Engineer/SME ..... \$260/hr.  
 Project Manager, Senior Consultant ..... \$230/hr.  
 Consultant ..... \$200/hr.  
 Data Analyst ..... \$150/hr.  
 Admin Support..... \$90/hr.



10 June 2025

Via email: [afourmentin@tcmud.org](mailto:afourmentin@tcmud.org)

Alan Fourmentin  
General Manager  
100 Municipal Drive  
Trophy Club, TX 76262

Dear Mr. Fourmentin:

Thank you for your inquiry and considering Fitch & Associates to conduct a *Fire Service Audit*. Per our brief discussion, we have prepared a proposed scope of work for your consideration. The suggested scope of work document has been coalesced into common "Elements" for clarity and to align consulting and data analyses.

**Scope of Work:**

At a high level, all scope of work efforts will include the following tenants:

- Utilize an objective data-driven approach to all analyses
- Evaluate and/or validate existing service models
- Evaluate and/or validate administrative and fiscal practices
- Evaluate physical assets and capital plans
- Prioritize alternatives and recommendations based on best practices, operational efficiencies, and financial viability

**Element 1: Fire response system review based upon current and projected demand.**

- Evaluate Fire system performance and resource allocation
- Evaluate current and projected demand
- Develop a staffing to demand model that shows both current and potential alternatives for resource utilization
- Quantitative and geographic display of current service demands
- Quantitative analyses and geographic display of temporal variation in demand
- Quantitative analyses of all response time segments including call processing, turnout time, travel time, and total response time
- Quantitative analyses of unit workload, average duration per call, and unit hour utilization (UHU)

- Quantitative assessment of system resiliency to include reliability, simultaneity, and response time by the number of available vehicles
- GIS assessment and recommendations for Fire base locations and/or unit placement

**Element 2: Stakeholder input**

- Seek feedback from key system stakeholders such as the MUD Board, City Administration, Fire Chief, and front-line staff
- Identify any gaps in desired service expectations

**Element 3: Review of capital assets**

- Evaluate fixed facility(s)
- Evaluate all mobile apparatus
- Validate or recommend a capital management plan

**Element 4: Provide recommendations for increased efficiency, enhanced performance, and fiscal sustainability**

- Provide recommendations for the appropriate allocation of resources
  - Quantity
  - Hours of operation
  - Locations
- Provide recommendations for alternative allocation strategies that meet current needs and future demands
- Provide recommendations that will accommodate identified gaps in service expectations
  - i.e. improved response times
  - i.e. a desire for enhanced services
- Provide a pros/cons and costs for all alternatives to ensure fiscal solvency and long-term sustainability

**Element 5: Provide recommendations for the future of the Fire service**

- Identify areas for innovation, improvement, and efficiency
- Recommend a capital replacement plan
- Provide recommendations based on industry best practices

The key deliverable for the project is to be a clearly written executive summary report outlining our conclusions and actionable recommendations. The executive summary will be complemented by two technical resources: comprehensive quantitative data report and a comprehensive GIS assessment, respectively. In addition, a professional presentation will be developed and presented to the District and City Administration and any other key stakeholders designated by the contract holder.



The approach we use blends your team's intimate knowledge of the area and environment with our broad experience working with diverse emergency service models. The firm has managed Fire/EMS system designs and implementations over our 40-year history. Information on the staff and the Firm is available at our website <http://www.fitchassoc.com>.

The total professional services fee will be \$44,995.

The completion time will be approximately four months and will begin from the time that we receive the requested data at project kickoff. I hope this information is helpful to you in considering Fitch & Associates for your important project.

Thank you again for allowing us to present this proposal for your consideration.

Sincerely,



Steven Knight, PhD  
Partner  
816-500-7481  
[sknight@fitchassoc.com](mailto:sknight@fitchassoc.com)





## Proposed Project Staff

**Steven Knight, PhD – Partner:** Dr. Knight leads the firm's fire service practice. In that role, he has led numerous assessments of major cities and in smaller communities. These often include standards of cover reviews and providing strategic planning services. Dr. Knight brings to the firm over 25 years fire/EMS experience. He retired as the Assistant Fire Chief for the City of St. Petersburg, Florida. He has been a subject matter expert for both the National Fire Academy and the Center for Public Safety Excellence. He also served as team leader and assessor for the Commission on Fire Accreditation International and has held multiple faculty appointments in Fire Science and EMS. Dr. Knight joined the firm after serving as the Senior Manager for Fire and EMS at the International City/County Management Association (ICMA).

Steve earned a Bachelor of Science degree summa cum laude in Fire & Safety Engineering Technology, from the University of Cincinnati and an MPA in Public Administration from Troy State University. He earned a PhD in Curriculum and Instruction for Adult Education from the University of South Florida. Dr. Knight is a nationally recognized speaker and author. He completed the Executive Fire Officer (EFO) program at the National Fire Academy, earning the A. Don Manno Award for Excellence in Research from the National Society of Executive Fire Officers and the 2007 Outstanding Research Award from the National Fire Academy and United States Fire Administration.

**Bruce J. Moeller, PhD, Senior Consultant – 911/Dispatch Lead.** Dr. Moeller joined the Firm after retiring from Pinellas County, Florida, a metro area of almost 1 million residents, serving as Assistant County Administrator and Chief of Staff. He initially joined the County as Executive Director for Safety and Emergency Services, where his responsibilities included 9-1-1, EMS & Fire Administration, Justice & Consumer Services, Radio & Technology, Emergency Management, and Animal Services. Prior, Dr. Moeller served as city manager in Sunrise, Florida, after an extensive career in public safety services, culminating as Chief of Department for several fire-rescue agencies, including Broward County, Florida. Originally, Moeller served in a number of agencies in Illinois, including as a police officer for the City of Lake Forest and in the fire service for both Wilmette and Naperville.

Dr. Moeller is active in fire service and public management organizations, having served in committee and leadership roles for the International City-County Management Association (ICMA), National Fire Protection Association (NFPA), and International Association of Fire Chiefs (IAFC). He also holds active membership in the International Chiefs of Police (IACP), Association of Public Safety Communications Officials (APCO), National Emergency Number Association (NENA), and serves as a current member of NFPA's Technical Committee 1225: Standard for Emergency Services Communications. Dr. Moeller is currently affiliated with Nova Southeastern University as an adjunct professor in the Disaster & Emergency Services graduate program. He has published peer-reviewed journal articles regarding emergency communication center performance.



**Samuel Peña, MPA – Senior Consultant.** Samuel Peña has a diverse Public Safety background spanning over 30 years, recently retired as Fire Chief for the Houston Fire Department (HFD) in Houston, TX. He previously served as Fire Chief for the El Paso Fire Department (EPFD) in El Paso, TX. After 4 years in the U.S. Air Force, Peña joined the EPFD in 1994 where he served for 22 years, the last 3 years as Chief of that department. Peña has been promoted to various supervisory and chief officer roles throughout his career. Chief Peña is a PEER Assessor for the Center for Public Safety Excellence (CPSE) and has participated in numerous assessments of major city fire departments and military facility fire protection agencies. He has been a Credentialed Paramedic, and an Advanced Medical Coordinator for the Texas Department of State Health Service. He holds certifications in Structural Firefighting, Aircraft Rescue Fire Fighter, Hazardous Materials Technician, Confined Space Rescue Technician, and Fire and EMS Instructor, and has commanded Fire/Rescue resources at various incidents of significance including Hurricane Harvey (2017), Super Bowl 51 (2017), Tropical Storm Imelda (2019), Tropical Storm Beta (2020), Watson Grinding Explosion (2020), Hurricane Nicholas (2021), Winter Storm Uri (2021), Astroworld Festival Incident (2021), and World Series (2017, 2019, 2021, 2022).

Chief Peña has a Bachelor's degree in Criminal Justice from the University of Texas-El Paso, and Master's in Business Administration from the University of Texas-El Paso. He has instructed certification courses in various fire and emergency medical service disciplines. Chief Peña contributed on the *21st-Century Fire and Emergency Services* white paper for the Center for CPSE and the International City/County Managers Association (ICMA), cited in *Advanced Fire and Emergency Services Administration, 2nd Edition*, published in 2022 by Jones & Bartlett Learning, LLC. Peña is active in a variety of national associations and serves on numerous committees.

**Thomas Moore – Junior Partner:** Thomas Moore, a Junior Partner with Fitch & Associates, serves as the Director of Emergency Medical Services for the University Medical Center Health System in Lubbock, Texas. The EMS agency is one of less than fifty nationwide to hold International Academies of Emergency Dispatch (IAED) Accredited Center of Excellence (ACE) accreditation and Commission on Accreditation of Ambulance Services (CAAS) accreditation; it was the first facility in Texas to receive the Texas Department of Health's Level 1 Trauma Center designation and has the distinction of being the recipient of the Texas Department of Health's Trauma Center of the Year award. As a consultant, Mr. Moore serves leading health systems, public safety agencies, government units, and municipalities in radically transforming their operating models and cost structures, improving performance, and building sustainable businesses. His primary focus areas include strategy, growth, M&A, business building, large-scale performance transformations, procurement of Emergency Medical Services, and risk disaggregation and reallocation across the healthcare ecosystem.

Thomas' expertise has been essential in defining the structural and performance implications of organizational transformation and restructuring, strategic growth, productivity, and core operations performance improvement. He has tackled issues as diverse as healthcare-system-level strategies, the regional organization of health-service provisions, and large-scale EMS system design and development



to improve quality, access, and efficiency. Mr. Moore's experience spans publicly traded and not-for-profit organizations, academic medical centers, leading health systems, counties, cities, and EMS services. Before joining the Firm, he was responsible for running EMS agencies in the private and public sectors, serving as the Director of Emergency Medical Services for metropolitan and rural communities. His expertise includes system design, operations, and technology optimization, EMS economics, revenue cycle management, operating model reform, data and strategic analysis, and public affairs. He is a graduate of the Ambulance Service Manager program and was the recipient of the Jerry Love Leadership Award.

**Gang Wang** – Senior Consultant. Dr. Wang is an expert in analyzing fire department, emergency medical service (EMS) agency, and private ambulance service workload, deployment, and response time. Dr. Wang has completed more than seventy fire and EMS studies in thirty states. He specializes in managing large-scale data sets and applying advanced mathematical models to design the most efficient system to provide fire and EMS services.

Dr. Wang holds a Ph.D. degree in industrial engineering from Wayne State University. Dr. Wang has conducted research in areas of cross-cultural decision making, supply chain management, and revenue management. He has presented at national and international conferences and has published several peer-reviewed journal articles and a book chapter.





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## STAFF REPORT

**AGENDA ITEM:** Consider and act regarding approval of task order agreement with Halff Associates for professional engineering services to provide an updated legal description of the District boundary to include the Trophy Club Public Improvement District (PID).

**DESCRIPTION:** The District expanded its boundaries to include the Public Improvement District (PID) and the boundary descriptions need to be updated. Halff will compile descriptions of all tracts included in the District updated boundary. Tracts with common boundaries will be merged. The District will review the outer boundary and Halff will make any necessary edits. Once approved, Halff will provide a legal description of the final boundary and associated digital files of the updated boundary will be provided to the District.

The updated legal metes and bounds of final boundaries will be brought back to the Board in an Amendment to District Information form, filed with the County Clerks, and submitted to the Election Administrators of Denton and Tarrant Counties.

**ATTACHMENTS:** Halff Task Order Proposal

**RECOMMENDATION:** Staff recommends approval of task order agreement with Halff Associates for professional engineering services for an updated legal description of the District boundary to include the Trophy Club Public Improvement District at a total cost not to exceed \$40,000 and authorize the General Manager to execute the necessary documents.



June 11, 2025  
P61722.001

Mr. Alan Fourmentin  
Trophy Club Municipal Utility District No.1  
100 Municipal Drive  
Trophy Club, Texas 76262

**RE: Proposal for District Boundary Expansion**

Dear Mr. Fourmentin,

We are pleased to present the following scope of services and fee schedule to provide professional surveying services for the Trophy Club Municipal Utility District No. 1 (District). Per our previous discussions, the District would like Halff Associates to provide an updated legal description of the District boundary to include the Public Improvement District (PID).

This contract proposal includes the following items: Attachment 'A' – Scope of Services and Attachment 'B' – Fee Summary. Refer to Halff's Agreement for Professional Engineering Services on a Task Order Basis, executed by the District on October 18, 2018, for the terms and conditions of this proposal. The fees quoted in this proposal will be honored for up to 60 days from the date of this proposal. The signed Agreement by both parties will serve as Notice to Proceed (NTP). Engineering services will begin upon NTP and following the initial meeting with the District. See Attachment 'B' for signature page.

We appreciate the opportunity to be of service to you. Please feel free to contact us if you have any questions or comments concerning this proposal.

Sincerely,

**HALFF ASSOCIATES, INC.**

A handwritten signature in blue ink that reads "Leah M. Hodge".

Leah M. Hodge, PE, CFM  
Project Manager

## Attachment 'A' - Survey Scope of Services

### Overview

Halff will compile descriptions of **all** tracts included in the District boundary. Tracts with common boundaries will be merged. The District will review the outer boundary and Halff will make any necessary edits. Once approved, Halff will provide a legal description of the final boundary in Word format including an exhibit. Both CADD and shapefiles (GIS) of the updated boundary will be provided to the District. The proposed TCMUD lies within the following survey abstracts; Charles M Throop Survey, Abstract No. 1510, Wilson Medlin Survey, Abstract No. 828, Joseph Henry Survey, Abstract No. 528, William H Pea Survey, Abstract No. 1045, Charles Medlin Survey, Abstract No. 823, John R Michael Survey, Abstract No. 821, Jesse Sutton Survey, Abstract No. 1154, Richard Eads Survey, Abstract No. 393, Jesse Eads Survey, Abstract No. 392, Joseph Henry Survey, Abstract No. 529, Thomas Kelly Survey, Abstract No. 704, Thomas H Calaway Survey, Abstract No. 272, Rosalinda Allen Survey, Abstract No. 17, Thomas J Allen Survey, Abstract No. 7, Mary Medlin Survey, Abstract No. 832, John R Michael Survey, Abstract No. 820, Richard W Allen Survey, Abstract No. 5, located in Denton and Tarrant County, Texas.

### *Note to be included on legal description and exhibit:*

**THIS DOCUMENT WAS PREPARED UNDER 22 TEXAS ADMINISTRATIVE CODE § 138.95, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED.**

**THIS DOCUMENT DOES NOT CONSTITUTE AN ON-THE-GROUND BOUNDARY SURVEY, SHALL NOT BE RECORDED FOR ANY LEGAL PURPOSE, AND SHALL NOT BE UTILIZED, CONSTRUED, OR RELIED UPON AS A FINAL OR DEFINITIVE SURVEY.**

### **Sketch All Existing Parcels within Proposed TCMUD boundary:**

Halff will store the coordinate geometry of each tract contained within the District. It is assumed that there are +/-112 recorded plats and +/-110 un-platted parcels within the proposed district boundaries. See attached spreadsheets for Tarrant and Denton Counties.

### **Abstract/Working Sketch:**

Halff will rectify the individual tracts as necessary to ensure the common boundaries are identical. Tracts with differing coordinate systems will be converted to a common coordinate system. Halff will then merge all tracts with shared boundaries.

### **Review:**

Halff will meet with District staff to review the updated/merged boundary description and determine if any adjustments need to be made. The boundary will be visualized and compared with a high-resolution aerial image to confirm all properties served by the District are contained within the



boundary. The District will also verify the boundary follows the intended roads, parcel boundaries, adjacent jurisdictions, etc. Halff will make any necessary revisions based on the District's review.

**Proposed TCMUD Boundary Description:**

Halff will provide the legal description of the final boundary in Word format with an exhibit. Since the boundary does not include any field verification, "more or less" will be added to all calls. Halff will also provide the boundary in both CADD and GIS (shapefile) formats

**\*No survey field investigation is included in the scope of this project.**





Attachment ‘B’ - Fee Summary

PROPOSED FEE SCHEDULE

I.	Store, Merge, Rectify, and Redefine District Boundary with legal description and exhibit	
	.....	\$40,000 (Hourly)
<b>TOTAL FEE</b>	.....	<b>\$40,000</b>

The hourly fee (cost plus max) will not be exceeded without prior approval from the District. The hourly fee (cost plus max) will be invoiced monthly based on the hourly effort completed. Halff will coordinate with the District to establish the billing schedule.

Direct costs, including printing, plotting, and reproduction, postage, messenger service, specialized equipment (such as GPS), long distance telephone calls and vehicle mileage will be considered reimbursable and will be billed at 1.10 times the direct cost incurred.

Additional services may be requested by the District on a task order basis. Halff will develop a separate scope and fee for each additional service and obtain approval from the District prior to initiating work on the additional services. The rates listed below replace those included in Halff’s Agreement for Professional Engineering Services on a Task Order Basis with the District (dated October 18, 2018).

Unless otherwise stated, fees quoted in this proposal exclude state and federal sales taxes on professional services. Current Texas law requires assessment of sales tax on certain kinds of surveying services but does not require sales taxes on other professional services. In the event that new or additional state or federal taxes are implemented on the professional services provided under this contract during the term of the work, such taxes will be added to the applicable billings and will be in addition to the quoted fees and budgets.

The fees and budgets established above do not include revisions once the project is underway. If revisions are requested, a revision to the scope and budget will be required.

Refer to Halff’s Agreement for Professional Engineering Services on a Task Order Basis, executed by the District on October 18, 2018, for the terms and conditions of this proposal. We will proceed upon receiving the signed copy of this proposal. Signature blocks are on the final page.

Halff hourly survey rates are as follows:

**Halff Associates, Inc.**  
**2025 Surveying Labor Rates**

<b>Labor Classification</b>	<b>Hourly Rate</b>
LSLS	\$300
Sr. RPLS/Team Leader	\$245
RPLS/Project Manager	\$190
Survey/Geospatial Manager	\$185
Sr. Survey Tech/Sr. GSP Tech/SIT	\$135
Survey Tech/GSP Tech	\$110
Clerical	\$90
<b>Unit Classification</b>	<b>Hourly Rate</b>
1-Man Survey Crew	\$130
2-Man Survey Crew	\$200
3-Man Survey Crew	\$270
1-Man HDS Terrestrial Crew (*)	\$255
2-Man HDS Terrestrial Crew (*)	\$350
<b>Equipment Classification</b>	<b>Hourly Rate</b>
UAS LiDAR	\$145
Mobile LiDAR	\$295

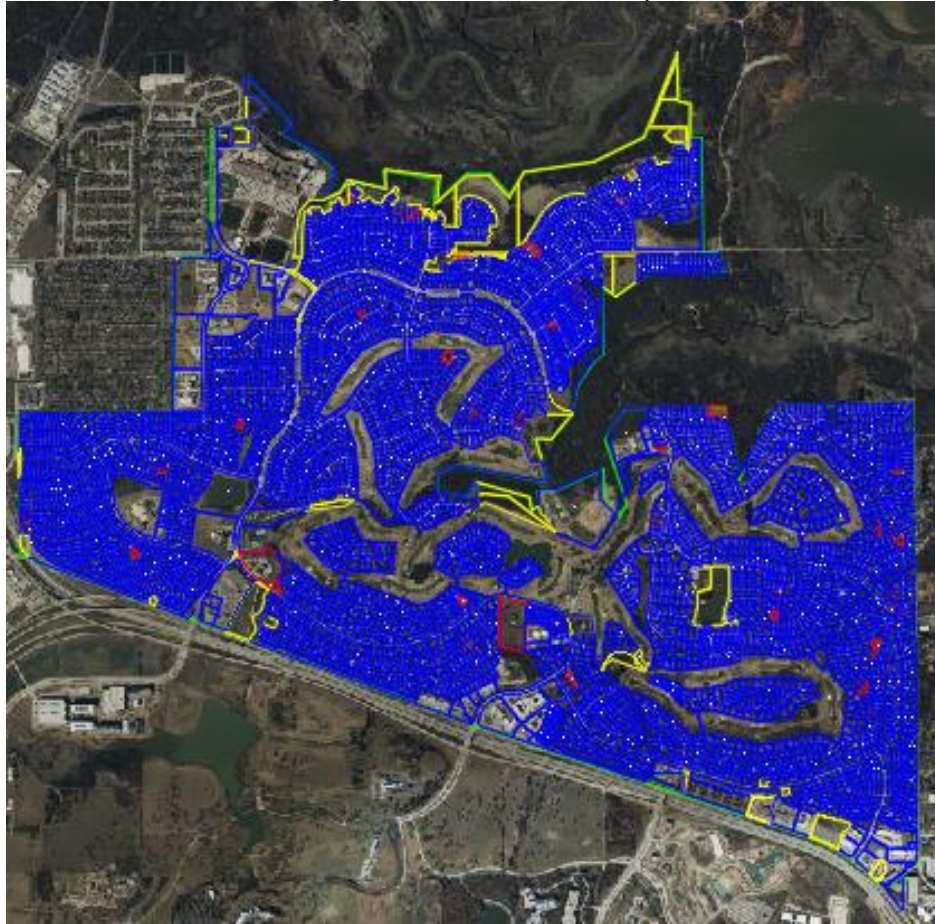
(\*) Includes Terrestrial HDS Equipment Classification

Notes:

- 1 – Per Diem (Meals): \$68/day
- 2 – All other direct costs (ODC), such as materials, subcontractors, deed research, or hotels will be billed at cost plus 10%.
- 3 – Current IRS Mileage is \$0.70 per mile
- 4 – These rates are subject to change and review once a year and shall be used as a benchmark to meet the multiplier goal.



### Proposed TCMUD Boundary





Submitted:

**HALFF ASSOCIATES, INC.**

Approved:

**TROPHY CLUB MUNICIPAL  
UTILITY DISTRICT NO.1**

By: _____	By: _____
Signature	Signature
_____	_____
Printed Name	Printed Name
_____	_____
Title	Title
_____	_____
Date	Date

July 2025

▲	Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	Jun 29, 2025	30	Jul 1	2	3	4 Independence Day - Office	5
28	6	7	8	9	10	11	12
29	13	14	15	16	17	18	19
30	20	21	22	23	24	25	26
31	27	28	29	30 6pm Board of Directors B	31	Aug 1	2