



**BOARD OF DIRECTORS  
REGULAR MEETING**

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

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Wednesday, September 17, 2025

6:30 P.M.

Svore Municipal Boardroom

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**PUBLIC HEARING AND REGULAR MEETING AGENDA**

**CALL TO ORDER AND ANNOUNCE A QUORUM**

**PUBLIC HEARING**

1. Trophy Club Municipal Utility District No. 1 will conduct a Public Hearing regarding adoption of proposed District Tax rate of \$0.06814 for the 2025 Tax Year.

**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**

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

[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.*

3. Consider and act to approve the Consent Agenda.
  - a. August 20, 2025, Regular Meeting Minutes

[attachments: August 20, 2025, Regular Meeting Minutes](#)

**REGULAR SESSION**

4. Consider and act to adopt Resolution No. 2025-0917A approving Budget for Fiscal Year 2026.

[attachments: Resolution No. 2025-0917A](#)

5. Consider and act to adopt Rate Order No. 2025-0917A amending water and sewer rates and setting an effective date of October 1, 2025.

[attachments: Order No. 2025-0917A](#)

6. Consider and act to adopt Order No. 2025-0917B amending the Effluent Rate and setting an effective date of October 1, 2025.

[attachments: Order No. 2025-0917B](#)

7. Consider and act to adopt Order No. 2025-0917C Fixing and Levying Trophy Club Municipal Utility District No. 1 Debt Service Tax Rate and Operations and Maintenance Tax Rate for 2025 Tax Year.

[attachments: Order No. 2025-0917C](#)

8. Consider and act to adopt Resolution 2025-0917B approving 2025 Tax Roll for Trophy Club Municipal Utility District No. 1.

[attachments: Resolution 2025-0917B](#)

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

[attachments: Amendment to District Information Form](#)

10. Consider and act regarding annual review of District Investment Policy and Investment Strategies including:

- a. Adopt Order No. 2025-0917D Approving Amended and Restated Investment Policy, including the District's Investment Strategies and Appointment of Investment Officer(s).

[attachments: Order No. 2025-0917D](#)

11. Consider and act regarding approval of Task Order Agreement with Halff Associates for professional engineering services for the replacement of the existing water lines.

[attachments: Halff Task Order Agreement](#)

12. Consider and act regarding approval of Work Order Agreement with Pipeline Analysis LLC for professional engineering services related to the District wastewater collection system.

[attachments: Pipeline Analysis Work Order Agreement](#)

13. Consider and act to approve purchase of new 2026 Dodge 1500 truck from Grapevine Dodge, Chrysler, Jeep.

[attachments: Vehicle Quote](#)

#### **EXECUTIVE SESSION**

14. Pursuant to Section 551.071, to consult with its attorney 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. Transfer of District Assets.

#### **REGULAR SESSION**

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

#### **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*

16. Items for future agendas.

17. Next Regular Meeting date – October 15, 2025.

[attachments: October 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**

# Capital Improvement Projects

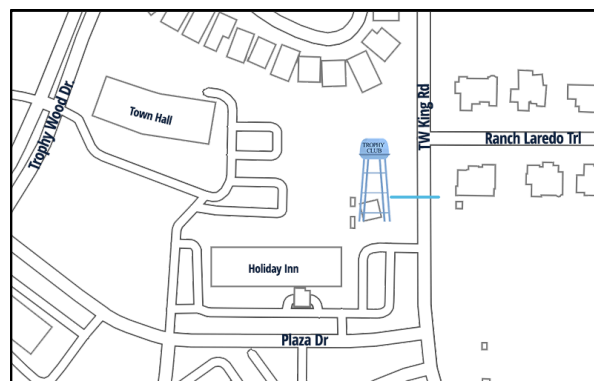


## DESIGN



### Emergency Connection

- Design of a connection between the District and Southlake water system is in progress
- When the design is finalized, approvals will need to be obtained from the cities of Southlake and Fort Worth as well as TCEQ
- Bidding and construction will begin once final approvals from the respective entities have been received



### Wastewater Line Rehabilitation Project

- Design is underway for
  - rehabilitation of 900 linear feet of 15" wastewater line
  - rehabilitation of approximately seven manholes
  - abandonment of 350 linear feet of 15" parallel clay wastewater line and associated manholes
- These items were identified in a previous Wastewater System Analysis
- Design is expected to be complete in March 2026



PLAN

DESIGN

BUILD

COMPLETE



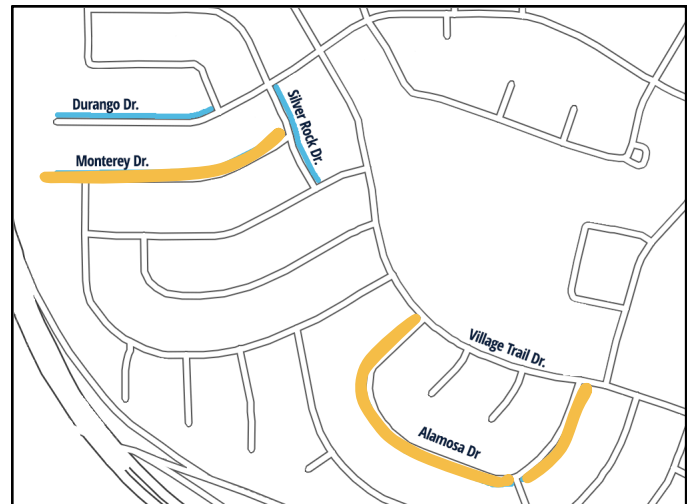


## BUILD



### FY25 Water Line Replacement

- Two 12 x 8 tees and valves have been installed on both ends of Alamosa Dr at Village Trl
- Temporary water lines are connected and water line installation has transitioned to pipe bursting
- Water line installation started on the southeast side of Alamosa Dr. and is moving west past Shasta Dr
- A second crew is onsite and has started connecting temporary water lines on Monterey Dr



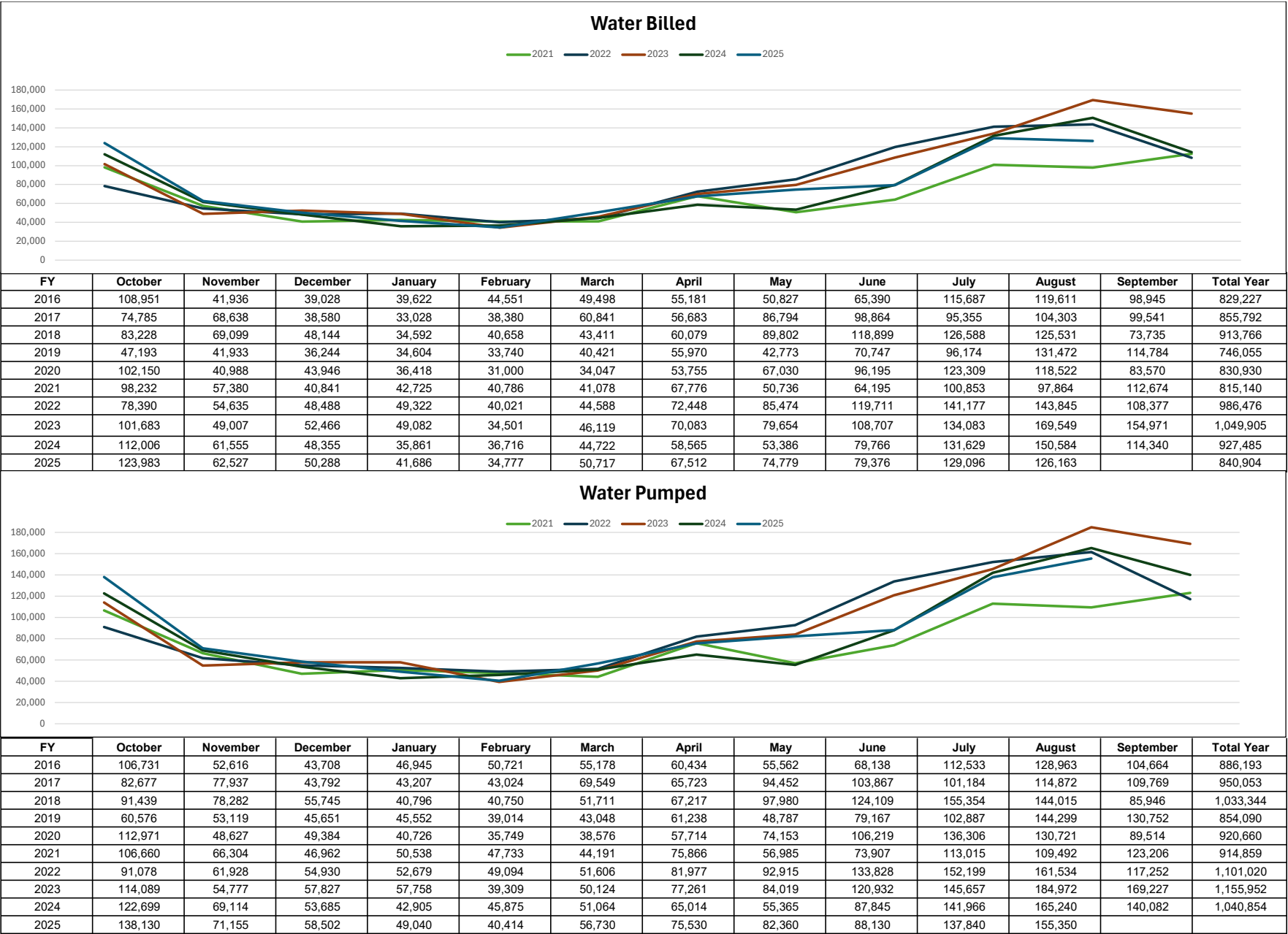
## COMPLETE

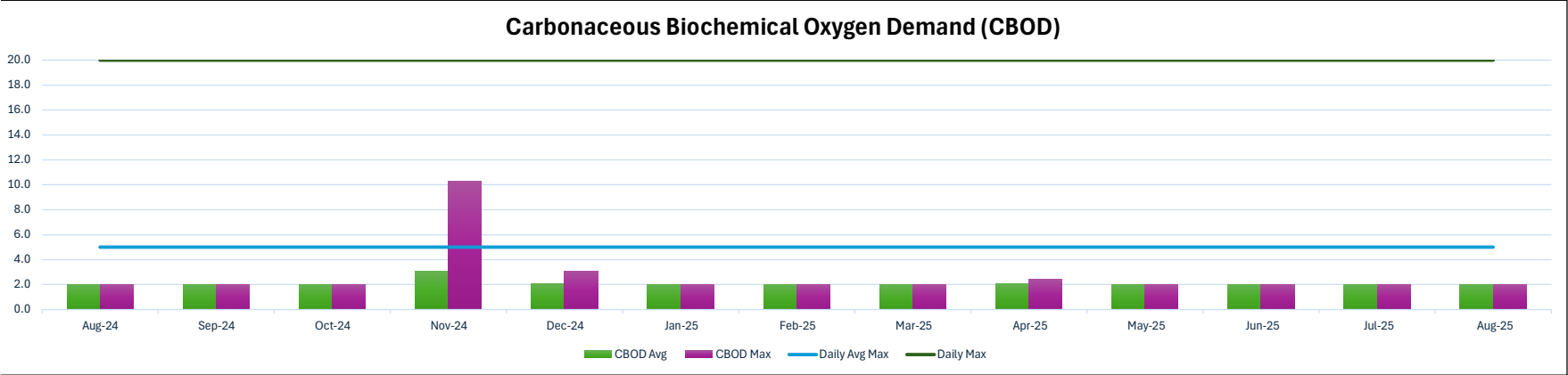
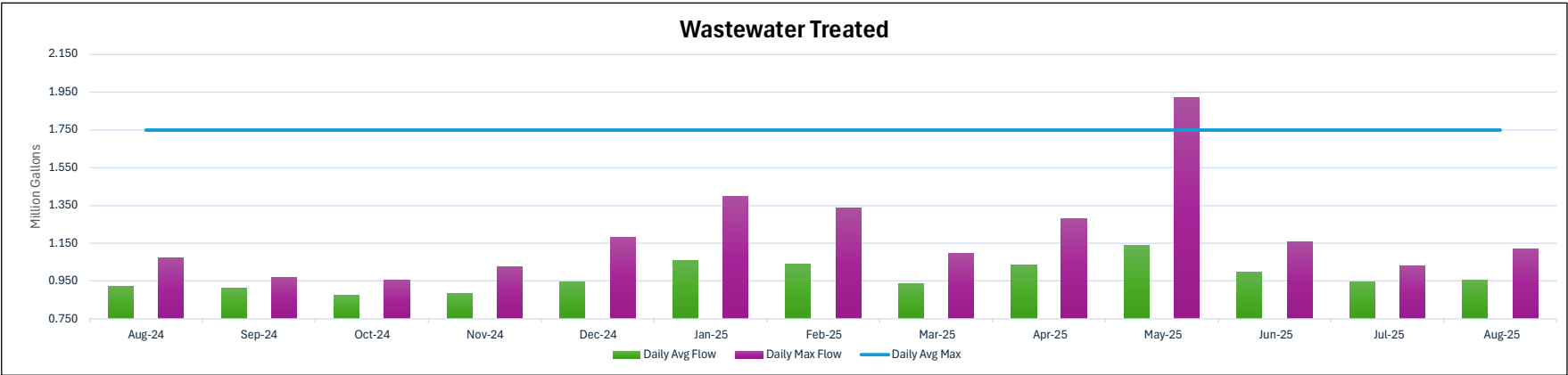
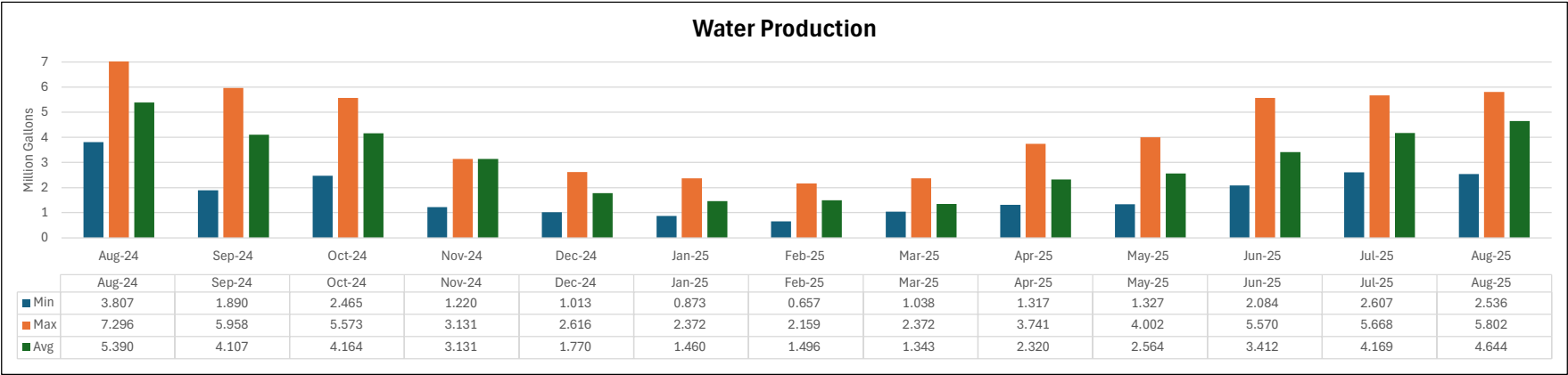


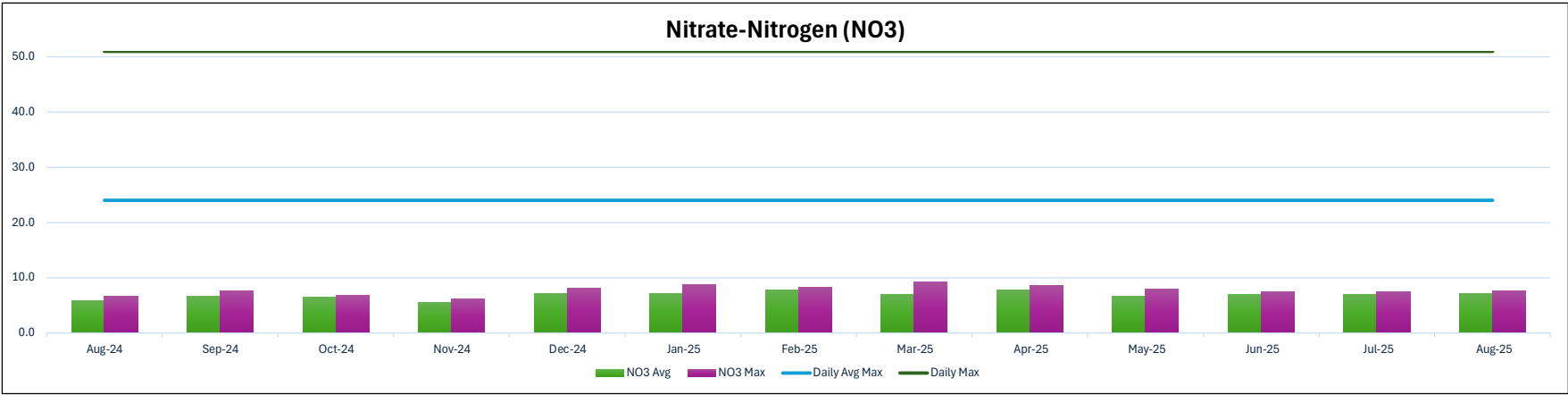
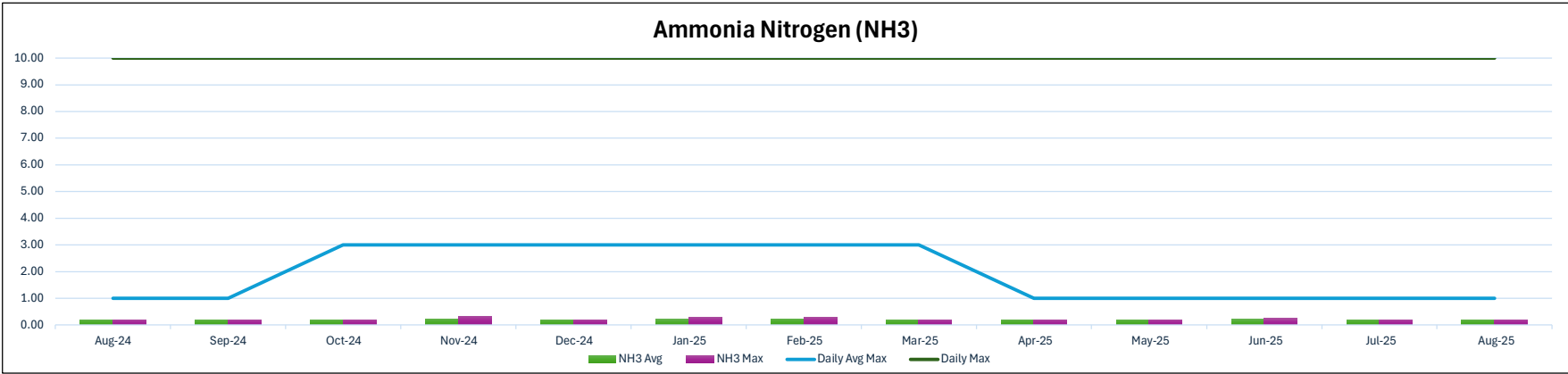
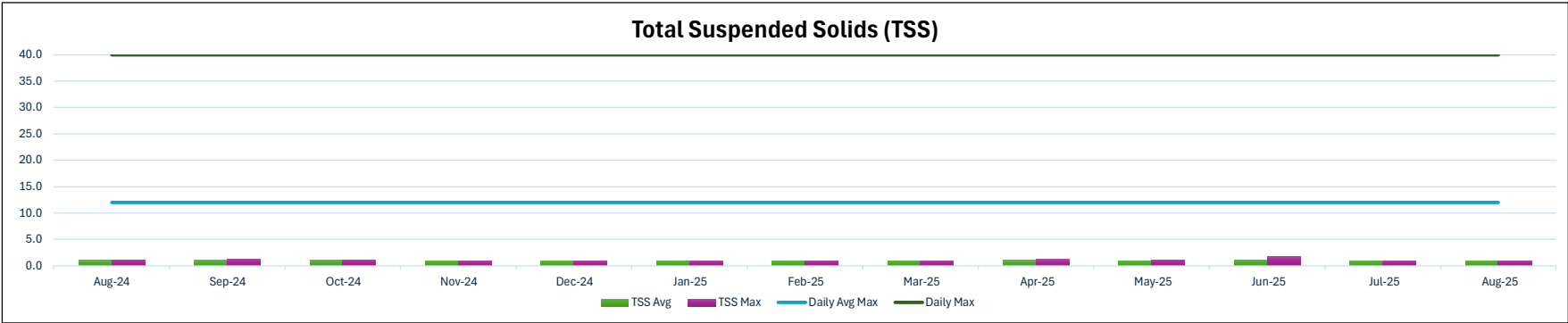
### Lift Station Improvements #2-#7

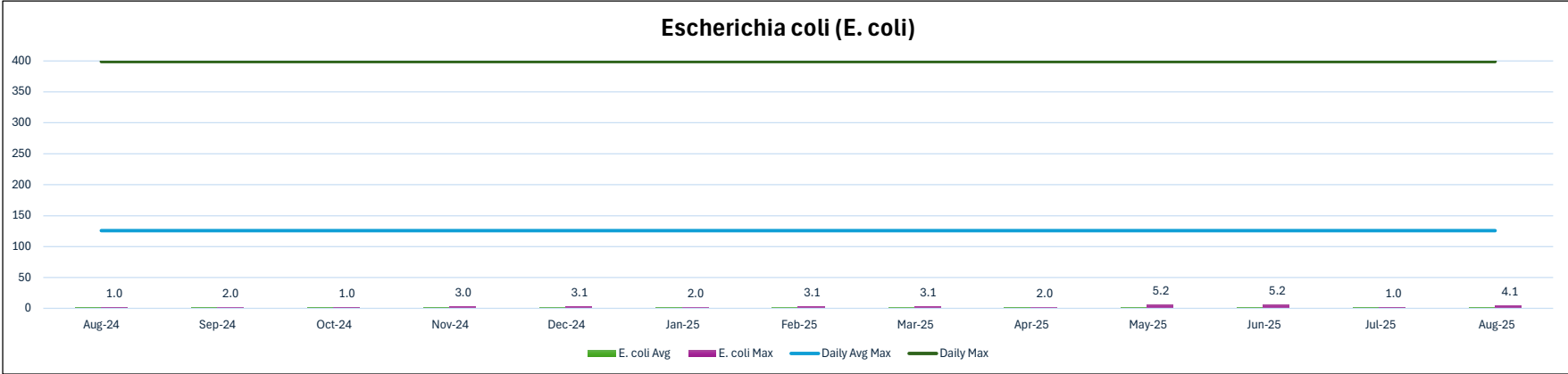
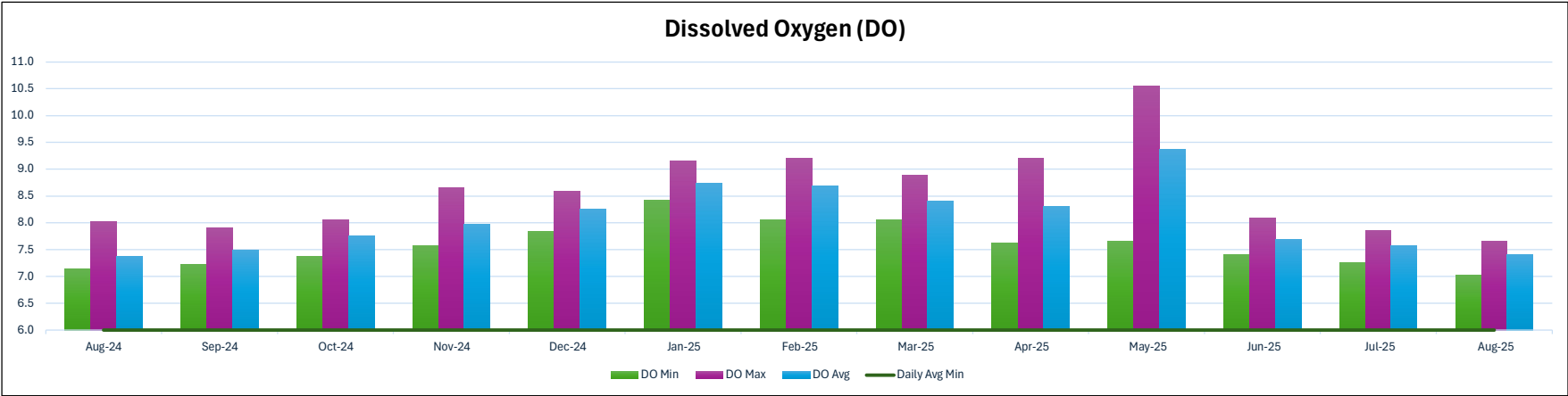
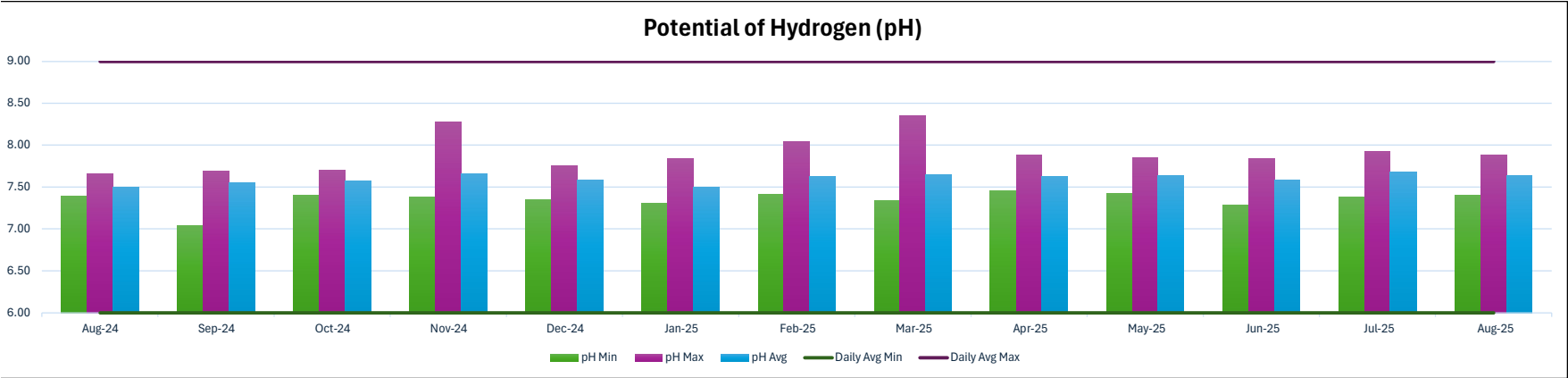
- The new improvements have improved safety, reliability and redundancy
- Fall protection equipment was installed over wet wells at all Lift Stations
- New aluminum hatch doors were added at stations 2, 3, 6
- Quick connect bypass lines were added at stations 2, 5, 6
- The chain link fence was replaced at 2













## Trophy Club Municipal Utility District No. 1

## Check Report

By Check Number

Date Range: 08/01/2025 - 08/31/2025

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>						
1005	Atlas Utility Supply Co.	08/07/2025	Regular	0.00	2,420.50	11429
1926	Badger Meter, Inc	08/07/2025	Regular	0.00	206.28	11430
2796	Garver	08/07/2025	Regular	0.00	2,864.30	11431
2635	Halff Associates Inc.	08/07/2025	Regular	0.00	10,692.50	11432
2759	Hardys Painting	08/07/2025	Regular	0.00	2,568.00	11433
2943	JP Morgan Chase Bank NA	08/07/2025	Regular	0.00	5,946.93	11434
2754	Lower Colorado River Authority	08/07/2025	Regular	0.00	414.00	11435
4089	Mas Talent LLC	08/07/2025	Regular	0.00	1,462.50	11436
4019	Peterson Pump & Motor Service LLC	08/07/2025	Regular	0.00	3,533.00	11437
2801	Pipeline Analysis LLC	08/07/2025	Regular	0.00	35,298.15	11438
1737	PVS DX INC	08/07/2025	Regular	0.00	2,335.62	11439
3156	Southern Petroleum Lab Inc	08/07/2025	Regular	0.00	1,838.40	11440
2440	Tarrant County Public Health Laboratory	08/07/2025	Regular	0.00	690.00	11441
2696	Texas Excavation Safety System	08/07/2025	Regular	0.00	173.65	11442
4085	The Liston Law Firm, P.C.	08/07/2025	Regular	0.00	3,278.50	11443
1001	Town of Trophy Club	08/07/2025	Regular	0.00	249,791.98	11444
2798	Tyler Technologies Inc	08/07/2025	Regular	0.00	36.90	11445
3225	US Bank Voyager Fleet Systems	08/07/2025	Regular	0.00	1,721.25	11446
1058	Verizon Wireless	08/07/2025	Regular	0.00	1,168.72	11447
3280	Watts Ellison LLC	08/07/2025	Regular	0.00	1,779.67	11448
2222	Aflac	08/20/2025	Regular	0.00	463.22	11449
2772	Allied Waste Industries	08/20/2025	Regular	0.00	8,917.74	11450
1005	Atlas Utility Supply Co.	08/20/2025	Regular	0.00	870.60	11451
3264	BTH Sales & Marketing, Inc	08/20/2025	Regular	0.00	878.22	11452
3264	BTH Sales & Marketing, Inc	08/20/2025	Regular	0.00	-878.22	11452
2683	Charter Communications	08/20/2025	Regular	0.00	903.74	11453
2655	Core & Main LP	08/20/2025	Regular	0.00	1,088.87	11454
3184	Dataprose LLC	08/20/2025	Regular	0.00	2,919.98	11455
4093	Emergency Services Consulting International	08/20/2025	Regular	0.00	12,800.00	11456
2635	Halff Associates Inc.	08/20/2025	Regular	0.00	3,506.00	11457
3278	Kyocera Document Solutions	08/20/2025	Regular	0.00	104.13	11458
4096	Mather & Strohl Administrative Services	08/20/2025	Regular	0.00	56.00	11459
4091	Mayim Municipal Builders	08/20/2025	Regular	0.00	23,739.46	11460
2760	NDS Leasing	08/20/2025	Regular	0.00	175.00	11461
3156	Southern Petroleum Lab Inc	08/20/2025	Regular	0.00	2,176.80	11462
1081	Tri County Electric	08/20/2025	Regular	0.00	988.44	11463
1058	Verizon Wireless	08/20/2025	Regular	0.00	592.28	11464
3264	BTH Sales & Marketing, Inc	08/20/2025	Regular	0.00	878.22	11465
2240	Texas Social Security Program	08/20/2025	Regular	0.00	42.00	11466
<b>Total Regular:</b>				<b>0.00</b>	<b>388,443.33</b>	

## Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
1002	MissionSquare Plan Services	08/01/2025	Bank Draft	0.00	100.00	DFT0000315
3197	BenefitMall	08/01/2025	Bank Draft	0.00	390.00	DFT0000316
3113	TCDRS	08/31/2025	Bank Draft	0.00	8,969.61	DFT0000317
3124	IRS Tax Payment	08/01/2025	Bank Draft	0.00	11,903.52	DFT0000318
1002	MissionSquare Plan Services	08/15/2025	Bank Draft	0.00	100.00	DFT0000321
3197	BenefitMall	08/15/2025	Bank Draft	0.00	390.00	DFT0000322
3113	TCDRS	08/31/2025	Bank Draft	0.00	9,048.74	DFT0000323
3124	IRS Tax Payment	08/15/2025	Bank Draft	0.00	11,910.04	DFT0000324
1002	MissionSquare Plan Services	08/29/2025	Bank Draft	0.00	100.00	DFT0000325
3113	TCDRS	08/31/2025	Bank Draft	0.00	9,270.56	DFT0000326
3124	IRS Tax Payment	08/29/2025	Bank Draft	0.00	12,583.41	DFT0000327
3124	IRS Tax Payment	08/21/2025	Bank Draft	0.00	402.02	DFT0000328
Total Bank Draft:				0.00	65,167.90	

## Bank Code Prosperity Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	52	38	0.00	389,321.55
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-878.22
Bank Drafts	12	12	0.00	65,167.90
EFT's	0	0	0.00	0.00
	64	51	0.00	453,611.23

**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	52	38	0.00	389,321.55
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-878.22
Bank Drafts	12	12	0.00	65,167.90
EFT's	0	0	0.00	0.00
	<b>64</b>	<b>51</b>	<b>0.00</b>	<b>453,611.23</b>

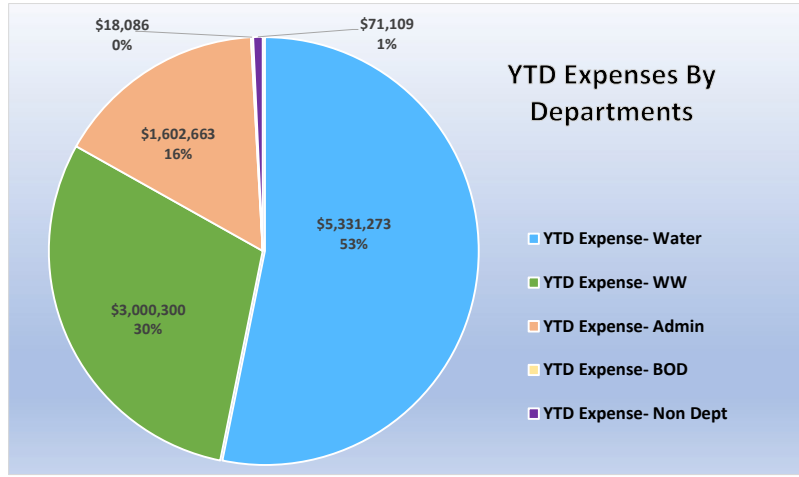
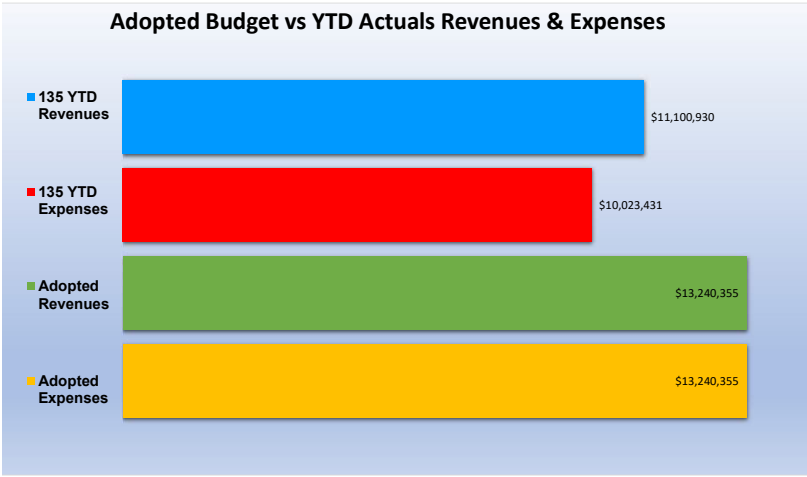
**Fund Summary**

<b>Fund</b>	<b>Name</b>	<b>Period</b>	<b>Amount</b>
996	Consolidated Cash	8/2025	453,611.23
			<b>453,611.23</b>

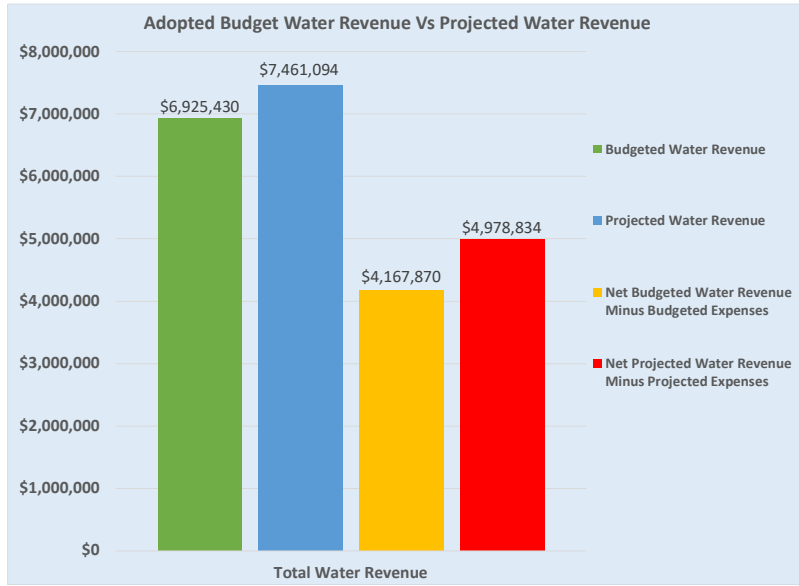
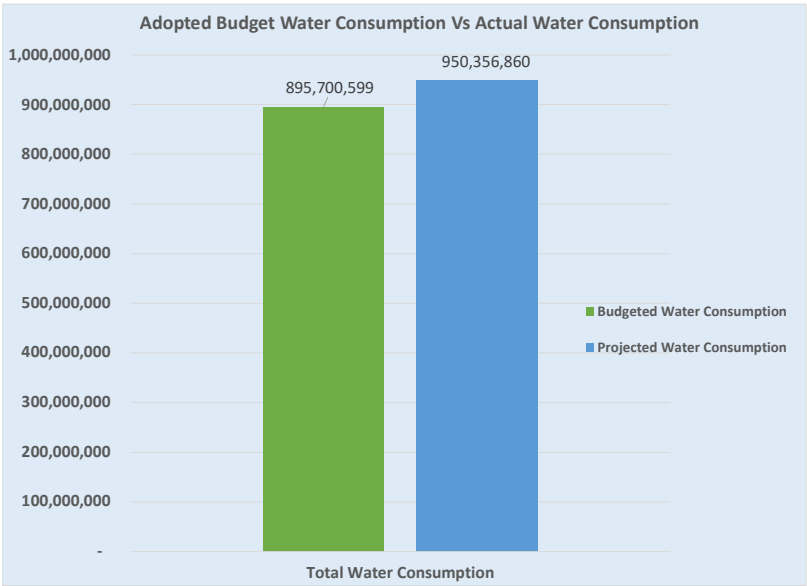
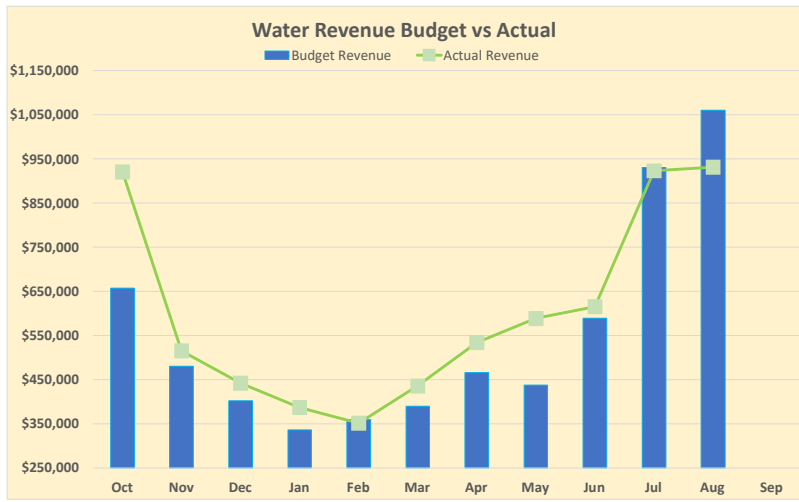
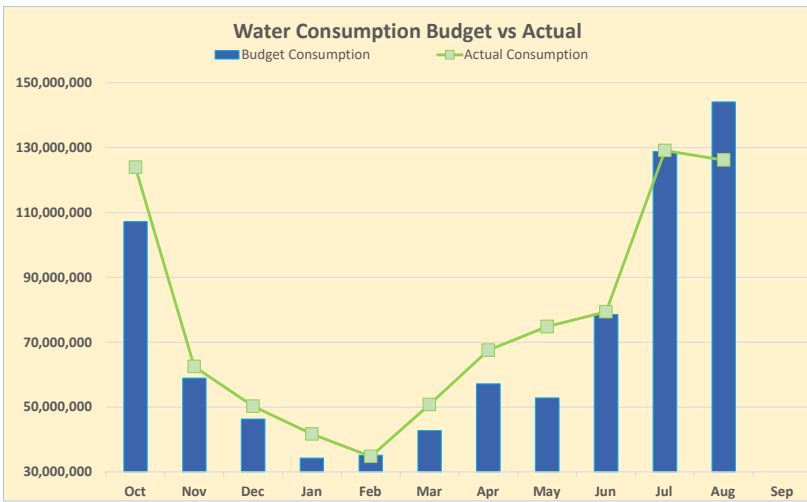


# FY 2025 Combined Financials

YTD as of 8/31/2025



## Water Budget vs Actual





## Trophy Club Municipal Utility District No. 1

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 08/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 135 - General Fund</b>							
<b>Revenue</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	286.49	84,727.03	-892.97	1.04 %
<a href="#">135-000-40002-000</a>	Property Taxes/Delinquent	550.00	550.00	0.82	-271.27	-821.27	149.32 %
<a href="#">135-000-40015-000</a>	Property Taxes/P & I	500.00	500.00	39.66	375.38	-124.62	24.92 %
<a href="#">135-000-40025-000</a>	PID Surcharges	143,160.00	143,160.00	11,930.86	129,912.56	-13,247.44	9.25 %
<a href="#">135-000-47000-000</a>	Water	6,925,430.00	6,925,430.00	930,990.53	6,644,264.52	-281,165.48	4.06 %
<a href="#">135-000-47005-000</a>	Sewer	3,773,500.00	3,773,500.00	325,511.85	3,431,028.06	-342,471.94	9.08 %
<a href="#">135-000-47025-000</a>	Penalties	105,800.00	105,800.00	9,226.62	105,581.28	-218.72	0.21 %
<a href="#">135-000-47030-000</a>	Service Charges	3,350.00	3,350.00	247.88	2,106.38	-1,243.62	37.12 %
<a href="#">135-000-47035-000</a>	Plumbing Inspections	300.00	300.00	0.00	4,800.00	4,500.00	1,600.00 %
<a href="#">135-000-47045-000</a>	Sewer Inspections	100.00	100.00	0.00	1,500.00	1,400.00	1,500.00 %
<a href="#">135-000-47070-000</a>	TCCC Effluent Charges	119,890.00	119,890.00	23,464.32	96,495.52	-23,394.48	19.51 %
<a href="#">135-000-49011-000</a>	Interest Income	533,725.00	533,725.00	33,795.59	400,337.37	-133,387.63	24.99 %
<a href="#">135-000-49016-000</a>	Cell Tower Revenue	50,930.00	50,930.00	4,243.60	50,799.60	-130.40	0.26 %
<a href="#">135-000-49026-000</a>	Proceeds from Sale of Assets	25,000.00	25,000.00	0.00	94,250.00	69,250.00	377.00 %
<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	0.00	13,378.00	11,278.00	637.05 %
<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	0.00	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>1,339,738.22</b>	<b>11,100,930.29</b>	<b>-2,139,424.71</b>	<b>16.16%</b>
<b>Revenue Total:</b>		<b>13,240,355.00</b>	<b>13,240,355.00</b>	<b>1,339,738.22</b>	<b>11,100,930.29</b>	<b>-2,139,424.71</b>	<b>16.16%</b>
<b>Expense</b>							
<b>Department: 010 - Water</b>							
<a href="#">135-010-50005-000</a>	Salaries & Wages	448,840.00	448,840.00	41,651.90	387,633.84	61,206.16	13.64 %
<a href="#">135-010-50010-000</a>	Overtime	17,000.00	17,000.00	1,583.64	13,778.30	3,221.70	18.95 %
<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	225.00	2,825.00	475.00	14.39 %
<a href="#">135-010-50020-000</a>	Retirement	57,100.00	57,100.00	5,210.66	49,242.80	7,857.20	13.76 %
<a href="#">135-010-50026-000</a>	Medical Insurance	105,150.00	106,980.00	8,915.20	91,773.03	15,206.97	14.21 %
<a href="#">135-010-50027-000</a>	Dental Insurance	5,080.00	7,610.00	633.94	6,057.84	1,552.16	20.40 %
<a href="#">135-010-50028-000</a>	Vision Insurance	980.00	1,180.00	98.30	977.64	202.36	17.15 %
<a href="#">135-010-50029-000</a>	Life Insurance & Other	4,000.00	4,800.00	399.88	4,408.96	391.04	8.15 %
<a href="#">135-010-50030-000</a>	Social Security Taxes	29,490.00	29,490.00	2,941.90	25,713.80	3,776.20	12.81 %
<a href="#">135-010-50035-000</a>	Medicare Taxes	6,897.00	6,897.00	688.02	6,013.67	883.33	12.81 %
<a href="#">135-010-50040-000</a>	Unemployment Taxes	1,260.00	1,260.00	0.00	288.42	971.58	77.11 %
<a href="#">135-010-50045-000</a>	Workman's Compensation	13,200.00	13,200.00	1,136.90	12,505.90	694.10	5.26 %
<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	28,439.62	150,937.14	71,062.86	32.01 %
<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	872.60	8,294.48	-3,294.48	-65.89 %
<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	0.00	8,596.00	-1,096.00	-14.61 %
<a href="#">135-010-55135-001</a>	Lab Analysis for PID	3,000.00	3,000.00	0.00	2,772.00	228.00	7.60 %
<a href="#">135-010-60010-000</a>	Communications/Mobiles	7,500.00	7,500.00	340.05	3,425.41	4,074.59	54.33 %
<a href="#">135-010-60020-000</a>	Electricity	216,400.00	216,400.00	23,624.98	197,862.28	18,537.72	8.57 %
<a href="#">135-010-60080-000</a>	Schools & Training	3,000.00	3,000.00	0.00	1,198.96	1,801.04	60.03 %
<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	-86.56	23,363.01	6,136.99	20.80 %
<a href="#">135-010-60135-001</a>	TCEQ Fees & Permits for PID	500.00	500.00	0.00	0.00	500.00	100.00 %

## Budget Report

For Fiscal: 2024-2025 Period Ending: 08/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">135-010-60150-000</a>	Wholesale Water	2,757,560.00	2,757,560.00	4,010.00	1,784,353.58	973,206.42	35.29 %
<a href="#">135-010-60285-000</a>	Lawn Equipment & Maintenance	12,500.00	12,500.00	1,159.32	7,800.00	4,700.00	37.60 %
<a href="#">135-010-60332-000</a>	Interfund Transfer Out-Rev I&S	568,498.00	568,498.00	51,681.65	568,498.75	-0.75	0.00 %
<a href="#">135-010-65005-000</a>	Fuel & Lube	23,580.00	23,580.00	1,060.24	12,989.55	10,590.45	44.91 %
<a href="#">135-010-65010-000</a>	Uniforms	4,360.00	4,360.00	86.56	2,213.66	2,146.34	49.23 %
<a href="#">135-010-65030-000</a>	Chemicals	35,000.00	35,000.00	2,451.32	34,485.57	514.43	1.47 %
<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	0.00	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	480.00	1,349,774.17	915,225.83	40.41 %
<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>177,605.12</b>	<b>5,331,272.79</b>	<b>2,115,032.21</b>	<b>28.40%</b>
<b>Department: 020 - Wastewater</b>							
<a href="#">135-020-50005-000</a>	Salaries & Wages	275,760.00	194,150.00	25,019.06	175,155.47	18,994.53	9.78 %
<a href="#">135-020-50010-000</a>	Overtime	20,000.00	20,000.00	476.26	5,906.03	14,093.97	70.47 %
<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	200.00	2,525.00	2,575.00	50.49 %
<a href="#">135-020-50020-000</a>	Retirement	36,500.00	26,600.00	3,079.56	22,334.17	4,265.83	16.04 %
<a href="#">135-020-50026-000</a>	Medical Insurance	60,090.00	76,420.00	5,094.40	56,322.31	20,097.69	26.30 %
<a href="#">135-020-50027-000</a>	Dental Insurance	2,790.00	4,060.00	274.86	2,965.40	1,094.60	26.96 %
<a href="#">135-020-50028-000</a>	Vision Insurance	590.00	700.00	50.82	560.72	139.28	19.90 %
<a href="#">135-020-50029-000</a>	Life Insurance & Other	3,000.00	3,600.00	179.49	2,270.32	1,329.68	36.94 %
<a href="#">135-020-50030-000</a>	Social Security Taxes	18,860.00	13,770.00	1,576.27	11,266.70	2,503.30	18.18 %
<a href="#">135-020-50035-000</a>	Medicare Taxes	4,411.00	3,219.00	368.65	2,634.95	584.05	18.14 %
<a href="#">135-020-50040-000</a>	Unemployment Taxes	1,010.00	1,010.00	0.00	248.69	761.31	75.38 %
<a href="#">135-020-50045-000</a>	Workman's Compensation	8,356.00	6,048.00	727.15	7,998.65	-1,950.65	-32.25 %
<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	7,518.84	149,121.16	-121.16	-0.08 %
<a href="#">135-020-55081-000</a>	Mainten & Repairs Collections	330,000.00	330,000.00	14,222.10	242,556.92	87,443.08	26.50 %
<a href="#">135-020-55085-000</a>	Generator Maint. and Repair	11,000.00	11,000.00	0.00	9,932.61	1,067.39	9.70 %
<a href="#">135-020-55090-000</a>	Vehicle Maintenance	4,600.00	4,600.00	92.18	184.36	4,415.64	95.99 %
<a href="#">135-020-55091-000</a>	Veh Maintenance Collections	11,480.00	11,480.00	3,249.96	4,132.48	7,347.52	64.00 %
<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	0.00	92,209.96	10,790.04	10.48 %
<a href="#">135-020-55135-000</a>	Lab Analysis	60,000.00	60,000.00	3,265.20	65,205.30	-5,205.30	-8.68 %
<a href="#">135-020-60010-000</a>	Communications/Mobiles	5,000.00	5,000.00	202.46	3,038.78	1,961.22	39.22 %
<a href="#">135-020-60020-000</a>	Electricity	314,100.00	314,100.00	23,368.20	251,460.16	62,639.84	19.94 %
<a href="#">135-020-60080-000</a>	Schools & Training	2,420.00	2,420.00	437.01	5,141.09	-2,721.09	-112.44 %
<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	993.55	8,990.00	7,010.00	43.81 %
<a href="#">135-020-60331-000</a>	Interfund Transfer Out-Tax I&S	115,708.00	115,708.00	10,518.90	115,708.00	0.00	0.00 %
<a href="#">135-020-60332-000</a>	Interfund Transfer Out-Rev I&S	704,820.00	704,820.00	64,074.55	704,820.25	-0.25	0.00 %
<a href="#">135-020-65005-000</a>	Fuel & Lube	13,000.00	13,000.00	765.97	10,181.66	2,818.34	21.68 %
<a href="#">135-020-65010-000</a>	Uniforms	3,520.00	3,520.00	0.00	1,494.23	2,025.77	57.55 %
<a href="#">135-020-65030-000</a>	Chemicals	32,500.00	32,500.00	0.00	34,379.98	-1,879.98	-5.78 %
<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	21.48	32,321.10	678.90	2.06 %
<a href="#">135-020-69005-000</a>	Capital Outlays	1,140,000.00	1,140,000.00	23,739.46	629,011.11	510,988.89	44.82 %
<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>189,516.38</b>	<b>3,000,300.28</b>	<b>770,244.72</b>	<b>20.43%</b>
<b>Department: 026 - Board of Directors</b>							
<a href="#">135-026-50045-000</a>	Workman's Compensation	20.00	20.00	0.66	7.26	12.74	63.70 %
<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	0.00	1,331.12	168.88	11.26 %
<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	2,967.08	2,032.92	40.66 %

## Budget Report

For Fiscal: 2024-2025 Period Ending: 08/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">135-026-60245-000</a>	Miscellaneous Expenses	500.00	11,520.00	0.00	11,590.39	-70.39	-0.61 %
<b>Department: 026 - Board of Directors Total:</b>		<b>11,770.00</b>	<b>22,790.00</b>	<b>0.66</b>	<b>18,085.85</b>	<b>4,704.15</b>	<b>20.64%</b>
<b>Department: 030 - Administration</b>							
<a href="#">135-030-50005-000</a>	Salaries & Wages	662,170.00	701,990.00	74,884.47	608,828.20	93,161.80	13.27 %
<a href="#">135-030-50010-000</a>	Overtime	2,000.00	2,000.00	36.89	811.52	1,188.48	59.42 %
<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	8,945.14	72,972.59	11,781.41	13.90 %
<a href="#">135-030-50026-000</a>	Medical Insurance	105,150.00	106,980.00	6,368.00	77,966.43	29,013.57	27.12 %
<a href="#">135-030-50027-000</a>	Dental Insurance	3,810.00	5,080.00	275.14	3,234.47	1,845.53	36.33 %
<a href="#">135-030-50028-000</a>	Vision Insurance	830.00	910.00	51.38	609.38	300.62	33.04 %
<a href="#">135-030-50029-000</a>	Life Insurance & Other	4,800.00	6,300.00	501.45	5,574.68	725.32	11.51 %
<a href="#">135-030-50030-000</a>	Social Security Taxes	41,320.00	43,790.00	4,558.18	35,944.59	7,845.41	17.92 %
<a href="#">135-030-50035-000</a>	Medicare Taxes	9,660.00	10,240.00	1,066.01	8,593.29	1,646.71	16.08 %
<a href="#">135-030-50040-000</a>	Unemployment Taxes	1,510.00	1,760.00	13.24	625.62	1,134.38	64.45 %
<a href="#">135-030-50045-000</a>	Workman's Compensation	1,703.00	1,771.00	143.71	1,580.81	190.19	10.74 %
<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	0.00	3,631.55	368.45	9.21 %
<a href="#">135-030-55030-000</a>	Software & Support	153,810.00	153,810.00	24,795.12	120,237.71	33,572.29	21.83 %
<a href="#">135-030-55080-000</a>	Maintenance & Repairs	23,000.00	23,000.00	2,568.00	26,421.81	-3,421.81	-14.88 %
<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	1,600.00	19,620.00	380.00	1.90 %
<a href="#">135-030-55160-000</a>	Professional Outside Services	100,000.00	129,500.00	4,549.25	115,788.38	13,711.62	10.59 %
<a href="#">135-030-55205-000</a>	Utility Billing Contract	9,000.00	9,000.00	0.00	6,628.09	2,371.91	26.35 %
<a href="#">135-030-60005-000</a>	Telephone	6,000.00	6,000.00	409.76	4,593.22	1,406.78	23.45 %
<a href="#">135-030-60010-000</a>	Communications/Mobiles	3,000.00	3,000.00	49.77	493.28	2,506.72	83.56 %
<a href="#">135-030-60020-000</a>	Electricity/Gas	20,300.00	20,300.00	1,961.03	22,015.67	-1,715.67	-8.45 %
<a href="#">135-030-60035-000</a>	Postage	30,000.00	30,000.00	0.00	23,925.55	6,074.45	20.25 %
<a href="#">135-030-60040-000</a>	Service Charges & Fees	155,000.00	155,000.00	9,759.30	141,399.97	13,600.03	8.77 %
<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	117,047.59	12,812.41	9.87 %
<a href="#">135-030-60070-000</a>	Dues & Memberships	2,560.00	2,560.00	160.00	1,859.00	701.00	27.38 %
<a href="#">135-030-60080-000</a>	Schools & Training	3,550.00	3,550.00	0.00	1,874.95	1,675.05	47.18 %
<a href="#">135-030-60100-000</a>	Travel & per diem	4,270.00	4,270.00	0.00	2,593.23	1,676.77	39.27 %
<a href="#">135-030-60285-000</a>	Lawn Equipment & Maintenance	6,000.00	6,000.00	1,106.47	5,258.95	741.05	12.35 %
<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	1,781.46	44,303.15	5,696.85	11.39 %
<a href="#">135-030-65085-000</a>	Office Supplies	5,000.00	5,000.00	900.07	4,482.09	517.91	10.36 %
<a href="#">135-030-65095-000</a>	Maintenance Supplies	6,000.00	6,000.00	0.00	7,011.42	-1,011.42	-16.86 %
<a href="#">135-030-69005-000</a>	Capital Outlays	115,000.00	115,000.00	-9,751.00	85,560.19	29,439.81	25.60 %
<a href="#">135-030-69170-000</a>	Copier Lease Installments	4,000.00	4,000.00	279.13	3,135.47	864.53	21.61 %
<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>147,652.66</b>	<b>1,602,662.64</b>	<b>284,982.36</b>	<b>15.10%</b>
<b>Department: 039 - Non Departmental</b>							
<a href="#">135-039-55045-000</a>	Legal	65,000.00	65,000.00	0.00	33,081.25	31,918.75	49.11 %
<a href="#">135-039-55055-000</a>	Auditing	30,000.00	30,000.00	423.30	22,715.34	7,284.66	24.28 %
<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>423.30</b>	<b>71,109.47</b>	<b>41,960.53</b>	<b>37.11%</b>
<b>Expense Total:</b>		<b>13,224,219.00</b>	<b>13,240,355.00</b>	<b>515,198.12</b>	<b>10,023,431.03</b>	<b>3,216,923.97</b>	<b>24.30%</b>
<b>Fund: 135 - General Fund Surplus (Deficit):</b>		<b>16,136.00</b>	<b>0.00</b>	<b>824,540.10</b>	<b>1,077,499.26</b>	<b>1,077,499.26</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>		<b>16,136.00</b>	<b>0.00</b>	<b>824,540.10</b>	<b>1,077,499.26</b>	<b>1,077,499.26</b>	<b>0.00%</b>

Budget Report

Group Summary

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 135 - General Fund						
Revenue						
000 - Revenue, Asset, Liability, & Equity	13,240,355.00	13,240,355.00	1,339,738.22	11,100,930.29	-2,139,424.71	16.16%
Revenue Total:	13,240,355.00	13,240,355.00	1,339,738.22	11,100,930.29	-2,139,424.71	16.16%
Expense						
010 - Water	7,440,945.00	7,446,305.00	177,605.12	5,331,272.79	2,115,032.21	28.40%
020 - Wastewater	3,852,935.00	3,770,545.00	189,516.38	3,000,300.28	770,244.72	20.43%
026 - Board of Directors	11,770.00	22,790.00	0.66	18,085.85	4,704.15	20.64%
030 - Administration	1,805,499.00	1,887,645.00	147,652.66	1,602,662.64	284,982.36	15.10%
039 - Non Departmental	113,070.00	113,070.00	423.30	71,109.47	41,960.53	37.11%
Expense Total:	13,224,219.00	13,240,355.00	515,198.12	10,023,431.03	3,216,923.97	24.30%
Fund: 135 - General Fund Surplus (Deficit):	16,136.00	0.00	824,540.10	1,077,499.26	1,077,499.26	0.00%
Report Surplus (Deficit):	16,136.00	0.00	824,540.10	1,077,499.26	1,077,499.26	0.00%

CASH STATUS AS OF AUGUST 2025		Restricted - Unable to be spent	Unrestricted- Available for spending	Total in Accounts (Restricted & Unrestricted)
135-10250	TexPool O & M (XXXXX0002) General Fund Operating	\$0	\$680,415	\$680,415
135-10300	Prosperity Bank (XXXXX2660) General Fund Operating (Customer Deposits)	\$162,285	\$6,978,643	\$7,140,928
135-10305	Prosperity Bank Reserve-Savings Acct (XXXXX7724)	\$2,060,148	\$0	\$2,060,148
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)	\$882,342	\$0	\$882,342
528-10250	TexPool Revenue Bond Reserve (XXXXX014) WWTP Improvements	\$1,035,103	\$0	\$1,035,103
533-10250	TexPool Tax I & S (XXXXX0003)	\$112,731	\$0	\$112,731
533-10300	Prosperity Bank (XXXXX2660) Tax I&S	\$0	\$0	\$0
534-10250	TexPool Revenue I & S (XXXXX013) WWTP Improvements	\$64,914	\$0	\$64,914
535-10250	Texpool Revenue I & S (XXXXX017) SWIFT	\$23,530	\$0	\$23,530
536-10250	TexPool Revenue I & S (XXXXX020) Water & Wastewater Systems	\$18,302	\$0	\$18,302
	Balance		\$7,659,658	\$17,759,469

Fire Department Cash

122-10250	TexPool O & M (XXXXX0002)-Fire Operating Cash	\$0	\$518,917	\$518,917
122-10300	Prosperity Bank (XXXXX2660) Fire Operating	\$0	\$123,780	\$123,780
	Balance	\$0	\$642,697	\$642,697

General Fund 135 Available	
\$	6,978,643 Prosperity General Fund
	680,415 Texpool General Fund
	600 Petty Cash
Total General Fund 135 Available for Spending	\$ 7,659,658

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	1,077,499
Total Nonspendable, Assigned & Committed Fund Balances - General Fund 135	\$ 10,642,583

August Utility Billing Report  
FY 2025

	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025	July 2025	August 2025
ebills	1,719	1,721	1,720	1,713	1,710	1,701	1,710	1,714	1,705	1,706	1,691	1,684	1,669
Bills Mailed	3,774	3,759	3,772	3,815	3,785	3,776	3,787	3,797	3,810	3,829	3,837	3,849	3,858
Bank Draft	543	544	537	545	537	528	563	562	562	556	550	562	557
Online Payments	3,263	3,095	3,200	3,070	3,287	3,258	3,165	3,357	3,133	3,286	3,278	3,300	3,426
Late Notices	326	275	286	422	361	365	269	279	273	305	231	286	263
Disconnects	4	2	1	5	8	3	8	3	2	6	2	2	4
Total Connections	4,850	4,853	4,853	4,862	4,864	4,864	4,867	4,875	4,875	4,883	4,883	4,884	4,885

August Permits

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

**REGULAR MEETING MINUTES**  
**TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1**  
**BOARD OF DIRECTORS**  
**August 20, 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 meeting on August 20, 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
Doug Harper	Secretary/Treasurer
Jim Thomas	Director
Neil Twomey	Director

**BOARD MEMBERS ABSENT:**

William C. Rose	Vice President
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**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:**

Jeff Stone	ESCI
Chris Ekrut	NewGen Strategies & Solutions

**CALL TO ORDER AND ANNOUNCE A QUORUM**

President Carr announced the date of August 20, 2025, called the meeting to order and announced a quorum present at 6:33 p.m.

**CITIZEN COMMENTS**

There were no citizen comments

**REPORTS & UPDATES**

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

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



## **CONSENT AGENDA**

2. Consider and act to approve the Consent Agenda.
  - a. July 30, 2025, Special Session Budget Workshop Minutes
  - b. July 30, 2025, Regular Meeting Minutes

**Motion made by Director Twomey and seconded by Director Thomas to approve a. July 30, 2025, Special Session Budget Workshop Minutes and b. July 30, 2025, Regular Meeting Consent Agenda.**

**Motion carried unanimously**

## **REGULAR SESSION**

3. Receive status update from ESCI regarding audit of fire department operations and assets.

Jeff Stone, Project Manager with Emergency Services Consulting International (ESCI) provided an update regarding audit of fire department operations and assets. Mr. Stone stated that the final report should be completed at the beginning of 2026.

4. Discussion and possible action regarding rate assumptions and projections for FY2026 budget.

Chris Ekrut with NewGen Strategies & Solutions reported that the District is in a strong financial position. Mr. Ekrut recommends increasing the charge of volumetric water rates to offset the rising wholesale water costs from the City of Fort Worth and to cover associated pass-through expenses. Mr. Ekrut presented the Board with the rate assumptions and projections for the FY2026 Budget.

**Motion made by Director Thomas and seconded by Director Harper to approve the recommended pass-through increases as recommended by NewGen Strategies.**

**Motion carried unanimously**

5. Discussion and possible action regarding FY2026 draft budget.

Directors were provided with the updated draft budget that will be brought back next month for adoption.

6. Consider and act regarding tax rates for 2025 tax year:
  - a. Approve proposed tax rate for 2025 tax year; and
  - b. Schedule date and authorize publication of notice for hearing regarding adoption of final tax rates for 2025 tax year.

**Motion made by Director Harper and seconded by Director Twomey to adopt the proposed tax rate of \$0.06814/\$100 of assessed valuation for the 2025 tax year and to authorize staff to proceed with the publication of a notice of a public hearing regarding the adoption of final tax rates for the 2025 tax year to be conducted on September 17, 2025.**

**Motion carried unanimously**

7. Consider and act to approve appointments to Fort Worth Water Wholesale Customer Advisory Committee members.

**Motion made by Director Twomey and seconded by Director Thomas to approve the appointment Mike McMahon and Alan Fourmentin to the Fort Worth Water Wholesale Customer Advisory Committee.**

**Motion carried unanimously**

**The Board of Directors convened into Executive Session at 8:03 p.m. and reconvened into Regular Session at 9:50 p.m.**

**EXECUTIVE SESSION**

8. Pursuant to Section 551.001, et. seq. of the Texas Open Meetings Act, the Board will convene into executive session for the following purposes:
  - a. Pursuant to Section 551.074 of the Texas Government Code (Personnel), the Board will convene into executive (closed) session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: General Manager
  - b. Pursuant to Section 551.076 of the Texas Government Code: to deliberate regarding the deployment of security devices on District-owned properties.

**REGULAR SESSION**

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

**Motion made by Director Harper and seconded by Director Twomey to approve the 2025 Employment Agreement for the General Manager, Alan Fourmentin pending final approval of legal counsel.**

**Motion carried unanimously**

**Motion made by Director Harper and seconded by Director Twomey to approve the Severance Agreement for General Manager, Alan Fourmentin pending final approval of legal counsel.**

**Motion carried unanimously**

**FUTURE AGENDA ITEMS**

10. Items for future agendas:
  - Participation in Parks & Recreation (Thomas)
11. Next Regular Meeting date – September 17, 2025, Regular Board Meeting

**ADJOURN**

President Carr called the meeting adjourned at 9:55 p.m.

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Kevin R. Carr, President

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Doug Harper, Secretary/Treasurer

(SEAL)

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Laurie Slaght, District Secretary

**RESOLUTION NO. 2025-0917A**

**A RESOLUTION APPROVING THE 2026 FISCAL YEAR BUDGET OF  
TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1**

**WHEREAS**, Trophy Club Municipal Utility District No. 1 (the “District”) is a conservation and reclamation district of the State of Texas created under Article XVI, Sec. 59 of the Texas Constitution, and the District operates under Chapters 49 and 54 of the Texas Water Code, as amended;

**WHEREAS**, Section 49.057(b) of the Texas Water Code requires the board of directors of a water district to adopt an annual budget;

**WHEREAS**, Title 30, Section 293.97(b), Texas Administrative Code, provides that an operating budget shall be passed and approved by a resolution of the governing board of a water district and shall be made a part of the governing board minutes; and

**WHEREAS**, the Board of Directors of the District desires to adopt a budget for the 2026 fiscal year in an open, public meeting, proper notice of which has been given as required by law.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1:**

**Section 1.** That the facts and recitations found in the preamble of this Resolution are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

**Section 2.** That the annual budget of revenues and expenditures necessary for conducting the operations and affairs of the District for Fiscal Year 2026, attached hereto, and incorporated herein as **Exhibit A**, is hereby approved, and adopted. Said budget document shall be on file for public inspection in the office of the District.

**Section 3.** The District’s audited financial statements, bond transcripts; and engineer’s reports required by Texas Water Code § 49.106, are hereby incorporated to the District’s budget as an appendix as required by Texas Water Code § 49.057(b).

**Section 4.** That the District's expenditures during the fiscal year shall be made in accordance with the approved budget and any amendments thereto approved by the Board of Directors.

**Section 5.** A copy of this Resolution and the budget approved hereby shall be attached to the minutes of the Board's September 17, 2025, meeting.

**Section 6.** That this Resolution shall become effective immediately upon its passage.

**RESOLVED, PASSED AND APPROVED** by the Board of Directors of Trophy Club Municipal Utility District No. 1, this the 17<sup>th</sup> day of September 2025.

---

Kevin R. Carr, President  
Board of Directors

ATTEST:

(SEAL)

---

Doug Harper, Secretary  
Board of Directors



that such Resolution would be introduced and considered for adoption at such meeting, and that each consented, in advance, to the holding of such meeting for such purpose; that the canvassing of the officers and members of the Board of Directors present at and absent from such meeting and of the votes of each on such motion, as set forth in the above and foregoing Paragraph 2, is true and correct; and that sufficient and timely notice of the hour, date, place and subject of such meeting was given and posted as required by Chapter 551, Texas Government Code, as amended.

**SIGNED AND SEALED** the 17<sup>th</sup> day of September 2025.

(SEAL)

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Laurie Slaght, District Secretary

**EXHIBIT “A”**

**(Approved FY 2026 Budget)**



# FISCAL YEAR 2026 PROPOSED ANNUAL BUDGET



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

# FY 2026 PROPOSED BUDGET

September 17, 2025 Regular Meeting Agenda Packet

TAX RATE SUMMARY COMPARISON			
Fiscal Years	2025	2026	% of Increase/Decrease
M&O Tax (General Fund)	0.00315	0.00287	-8.81%
M&O Tax (Fire)	0.05136	0.05712	11.22%
<b>M&amp;O Tax Rate</b>	<b>0.05451</b>	<b>0.06000</b>	<b>10.06%</b>
<i>Increase/Decrease:</i>	<i>0.00000</i>	<i>0.00549</i>	
<b>I&amp;S Tax</b>	<b>0.00799</b>	<b>0.00814</b>	<b>1.93%</b>
<i>Increase/Decrease:</i>	<i>0.00000</i>	<i>0.00015</i>	
<b>Total Tax Rate:</b>	<b>0.06250</b>	<b>0.06814</b>	<b>9.02%</b>
<i>Increase/Decrease:</i>	<i>0.00000</i>	<i>0.00564</i>	

PROPERTY VALUE SUMMARY COMPARISON			
Fiscal Years	2025	2026	% of Increase/Decrease
District Tarrant Co.	\$717,908,930	\$802,157,453	11.74%
District Denton Co.	2,003,954,100	3,320,285,036	65.69%
Town	1,106,013,301	0	-100.00%
Out of District & Out of PID	8,973,424	0	-100.00%
<b>Total Value:</b>	<b>\$3,836,849,755</b>	<b>\$4,122,442,489</b>	<b>7.44%</b>

FY 2026 BUDGET FUND SUMMARY			
General Fund		Fire Fund	
Revenue	\$13,269,960	Revenue	\$15,000
Tax Collections	118,420	Tax Collections	2,354,855
PID Surcharges	0	Town Assessment	0
Reserve Funds	45,000	Reserve Funds	0
Total Revenue	\$13,433,380	Total Revenue	\$2,369,855
Water Expense	7,975,755	Fire Expense	2,369,855
Wastewater Expense	3,538,270		
Board of Directors Expense	13,270		
Administration Expense	1,787,665		
Non-Departmental Expense	118,420		
Total Expense	\$13,433,380	Total Expense	\$2,369,855
<b>Net Budget Surplus/Deficit</b>	<b>\$0</b>	<b>Net Budget Surplus/Deficit</b>	<b>\$0</b>

Tax Debt Service Fund		Revenue Debt Service Fund	
Revenue	\$192,650	Revenue	\$1,270,513
Tax Collections	335,743		
PID Surcharge	0		
Total Revenue	\$528,393	Total Revenue	\$1,270,513
Debt Service Expense	528,393	Debt Service Expense	1,270,513
Total Expense	\$528,393	Total Expense	\$1,270,513
<b>Net Budget Surplus/Deficit</b>	<b>\$0</b>	<b>Net Budget Surplus/Deficit</b>	<b>\$0</b>

## FY 2026 BUDGET CALENDAR

### APRIL 2025

- Preliminary tax valuations from Central Appraisal Districts.
- Create budget calendar and new fiscal year baseline budget.

### MAY 2025

- Departmental budget meetings to discuss base budget needs and wants, review calendar, and set expectations.
- First round of departmental proposals are submitted for review. Detail explanation on account increases and capital requests with quotes and supporting documentation.

### JUNE 2025

- Budget meeting with Town of Trophy Club to review and update proposed fire budget.
- Update the budget worksheets with YTD numbers through May 2025, employee cost projections, preliminary tax valuations and consumption forecasting and demands.
- Budget workshop with Board of Directors.

### JULY 2025

- Discussion with department heads to finalize their needs and wants.
- Discussion with insurance broker about renewal rates.
- Update the budget with preliminary tax valuation information and calculate preliminary district tax rate for discussion at July meeting.
- Provide consumptions numbers and draft budget to consultants for rate calculation.
- Certified values are received, prepare Truth In Taxation worksheet, update budget with proposed tax rate.

### AUGUST 2025

- Meeting with consultants to discuss water and wastewater rates.
- Update and finalize the draft budget for discussion at the August Board of Directors meeting.
- Regular Board meeting to review any final budget questions and set proposed budget and tax rates.
- Submit the proposed tax rate and public hearing notice to Denton and Tarrant Counties; update the District's website accordingly. Publish the Notice of Public Hearing on the Proposed Tax Rate in the Denton Record-Chronicle.

### SEPTEMBER 2025

- Public Hearing/Board meeting for adoption of District Property Tax Rate and District FY 2026 Budget.
- Provide Denton and Tarrant Counties with Adopted Tax Rates. Update District's website with Adopted Tax Rates, Adopted Rate Order, and Notice to Purchaser.

# FY 2026 TAX RATE ASSESSMENT

September 7, 2025 Regular Meeting Agenda Packet

M&O TAX (FIRE)		NET TAX VALUE:
		Certified
TARRANT COUNTY:	\$802,157,453	7/23/2025
DENTON COUNTY:	\$3,320,285,036	7/21/2025
DENTON CO. PID:	\$0	
OUT OF DISTRICT & PID:	\$0	
		<b>TAX RATE = REQUIRED REVENUE/TOTAL VALS/100</b>
REQUIRED REVENUE	Vals/100 =	41,224,425
\$2,354,855	<b>FY 2026 TAX Rate =</b>	<b>0.05712</b>
	Revenue from District Tax =	\$ 2,354,855

M&O TAX (Non-departmental)		NET TAX VALUE:
		Certified
TARRANT COUNTY:	\$802,157,453	7/23/2025
DENTON COUNTY:	\$3,320,285,036	7/21/2025
DENTON CO. PID:	\$0	
		<b>TAX RATE = REQUIRED REVENUE/TOTAL VALS/100</b>
REQUIRED REVENUE	Vals/100 =	41,224,425
\$118,420	<b>FY 2026 District M&amp;O Tax Rate =</b>	<b>0.00287</b>
	Revenue from District Tax =	\$ 118,420

I&S TAX		NET TAX VALUE:
		Certified
TARRANT COUNTY:	\$802,157,453	7/23/2025
DENTON COUNTY:	\$3,320,285,036	7/21/2025
		<b>TAX RATE = REQUIRED REVENUE/TOTAL VALS/100</b>
REQUIRED REVENUE	Vals/100 =	41,224,425
\$335,743	<b>FY 2026 Tax Rate =</b>	<b>0.00814</b>
	Revenue from District Tax =	\$ 335,743

## TAX COMPARISON

Overall Tax Rate FY 2026
0.06814
Voter Approval Rate
0.06814

	2025	2026
M&O (General Fund) Tax	0.00315	0.00287
M&O Fire Tax	0.05136	0.05712
<b>M&amp;O Tax Rate</b>	<b>0.05451</b>	<b>0.06000</b>
Increase/Decrease Rate:	0.00000	0.00549
<b>I &amp; S (Debt Service) Tax</b>	<b>0.00799</b>	<b>0.00814</b>
Increase/Decrease Rate:	0.00000	0.00015
<b>Total Tax Rate:</b>	<b>0.06250</b>	<b>0.06814</b>
Increase/Decrease Rate:	0.00000	0.00564

# FY 2026 PROPOSED FIRE FUND

Description	FY 2024 Actual	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed
<b>Revenues - Town</b>				
Assessment - Emergency Services	\$ 535,402	\$ 572,690	\$ 572,690	\$ -
Fire Permits/Sprinkler & Plan Review	13,942	5,000	5,000	5,000
Denton/Tarrant County Pledge - Fire	10,700	10,000	10,000	10,000
<b>Revenues - District</b>				
Property Taxes/District Fire	1,317,014	1,398,028	1,398,028	2,354,855
Property Taxes/Fire - Delinquent	(3,025)	-	-	-
Property Taxes/Fire P&I	6,531	-	-	-
Prior Year Reserves		184,800	249,800	-
<b>Total Revenue</b>	<b>\$ 1,935,927</b>	<b>\$ 2,170,518</b>	<b>\$ 2,235,518</b>	<b>\$ 2,369,855</b>

<b>Expenses - Town /District Split</b>				
Salaries - Regular	\$ 953,865	\$ 1,001,354	\$ 1,001,354	\$ 1,005,696
Salaries - Part Time	35,275	50,000	50,000	50,000
Salaries - Overtime	141,629	125,008	125,008	125,135
Salaries - Longevity	7,503	8,515	8,515	7,406
Certification Pay	10,449	11,250	11,250	10,650
Salaries - Cell Phone Stipend	1,366	1,350	1,350	1,350
Salaries - Payout/Separations	-	4,258	4,258	10,000
Retirement	148,600	148,657	148,657	153,999
457 Contributions	-	-	-	2,000
Medical Insurance	85,995	87,481	87,481	93,015
Dental Insurance	7,999	8,400	8,400	9,547
Vision Insurance	1,761	1,760	1,760	1,763
Life Insurance & Other	5,637	4,116	4,116	8,201
Social Security Taxes	69,908	69,312	69,312	69,451
Medicare Taxes	16,343	16,210	16,210	16,243
Unemployment Taxes	223	2,520	2,520	2,520
Workman's Compensation	21,494	67,300	67,300	57,237
Pre-Employment Physicals/Testing	-	1,000	1,000	1,000
Tuition Reimbursement	4,651	5,000	5,000	7,875
Professional Outside Services	-	1,750	1,750	1,850
Physicals/Testing	5,210	7,000	7,000	6,250
Recruitment	-	5,000	5,000	5,000
Software & Support	11,283	10,197	10,197	10,915
Tax Administration	1,520	1,600	1,600	-
Advertising	-	200	200	100
Printing	747	1,100	1,100	1,100
Schools & Training	9,757	19,900	19,900	19,900
Electricity	8,889	8,820	8,820	9,000
Water	4,288	4,000	4,000	4,500
Communications/Mobiles	15,851	16,691	16,691	17,191
Building Maintenance	23,373	30,000	30,000	31,000

# FY 2026 PROPOSED FIRE FUND

Description	FY 2024 Actual	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed
Vehicle Maintenance	57,823	51,500	51,500	51,500
Equipment Maintenance	11,313	19,500	19,500	19,500
Kitchen/Janitorial Supplies	-	7,200	7,200	7,200
Emergency Management	1,000	1,000	1,000	1,000
Dispatch - Denton County	5,622	5,224	5,224	4,953
Copier Rental/Lease	1,471	3,693	3,693	2,000
Dues & Memberships	26,647	30,000	30,000	39,928
Travel & per diem	11,000	14,510	14,510	14,510
Office Supplies	458	500	500	500
Printer Supplies	120	1,000	1,000	500
Postage	196	100	100	100
Publications/Books/Subscripts	105	350	350	350
Fuel	8,928	12,225	12,225	10,000
Uniforms	6,302	9,133	9,133	9,250
Safety Equipment/Protective Clothing	39,563	40,000	40,000	40,000
Small Equipment	3,364	4,000	4,000	4,000
Hardware	54	4,000	4,000	3,500
Maintenance & Supplies	1,075	1,500	1,500	1,500
Miscellaneous Expense	763	3,303	3,303	2,500
Programs & Special Projects	10,293	16,000	16,000	16,000
Capital Outlays	6,332	-	-	61,500
<b>Expenses - District</b>				
Maintenance & Repairs	-	-	25,000	-
Rent And/or Usage	200,771	199,211	199,211	192,650
Insurance	24,560	26,820	26,820	27,520
Capital Outlays	81,420	-	40,000	119,500
<b>Total Expense</b>	<b>\$ 2,092,793</b>	<b>\$ 2,170,518</b>	<b>\$ 2,235,518</b>	<b>\$ 2,369,855</b>

<b>Total Fire Revenues</b>	<b>\$ 1,935,927</b>	<b>\$ 2,170,518</b>	<b>\$ 2,235,518</b>	<b>\$ 2,369,855</b>
<b>Total Fire Expenses</b>	<b>\$ 2,092,793</b>	<b>\$ 2,170,518</b>	<b>\$ 2,235,518</b>	<b>\$ 2,369,855</b>
<b>Net Budget Surplus (Deficit)</b>	<b>\$ (156,866)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Town/District Fire ILA Calculation	FY 2025	FY 2026
Fire Budget	\$ 2,170,518	\$ 2,369,855
<b>Less: Rent/Debt Service</b>	<b>199,211</b>	<b>192,650</b>
Less: TML Fire Insurance	26,820	27,520
<b>Less: Capital Outlays</b>	<b>-</b>	<b>119,500</b>
Less: GASB34/Reserve for Replacement	-	-
<b>Less: ESD Assessment</b>	<b>572,690</b>	<b>-</b>
Less: Fire Permits/Sprinkler	5,000	5,000
<b>Less: Fire Inspections</b>	<b>-</b>	<b>-</b>
Less: Denton County Fire Pledge	10,000	10,000
<b>Annual transfer to Town from District</b>	<b>\$ 1,356,797</b>	<b>\$ 2,015,185</b>

# FY 2026 PROPOSED GENERAL FUND

Description	FY 2024 Actual	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed
<b>Revenues</b>				
Property Taxes	\$ 85,329	\$ 85,620	\$ 85,620	\$ 118,420
Property Taxes/Delinquent	(1,360)	550	550	550
Property Taxes/P&I	440	500	500	500
PID Surcharges	145,031	143,160	143,160	-
Water	7,274,883	6,925,430	6,925,430	7,856,014
Sewer	3,621,208	3,773,500	3,773,500	3,851,440
Penalties	94,031	105,800	105,800	115,800
Service Charges (Disconnect Fees)	3,650	3,350	3,350	3,350
Plumbing Inspections	2,550	300	300	1,950
Sewer Inspections	700	100	100	650
TCCC Effluent Charges	90,091	119,890	119,890	132,156
Interest Income	521,771	533,725	533,725	525,000
Cell Tower Revenue	49,320	50,930	50,930	52,450
Proceeds from Sale of Assets	51,450	25,000	25,000	15,000
GASB Reserves	50,000	285,000	285,000	45,000
Meter Fees	8,026	2,100	2,100	7,670
Interfund Transfer In	1,200,331	1,178,400	1,178,400	700,429
Miscellaneous Income	12,967	7,000	7,000	7,000
<b>Subtotal Revenues</b>	<b>\$ 13,210,418</b>	<b>\$ 13,240,355</b>	<b>\$ 13,240,355</b>	<b>\$ 13,433,380</b>

<b>Water Expenses</b>				
Salaries & Wages	\$ 441,760	\$ 448,840	\$ 448,840	\$ 408,810
Overtime	12,747	17,000	17,000	17,000
Longevity	6,253	6,540	6,540	4,790
Certification	2,950	3,300	3,300	3,000
Retirement	56,622	57,100	57,100	52,030
Medical Insurance	96,418	105,150	106,980	123,030
Dental Insurance	4,482	5,080	7,610	7,990
Vision Insurance	879	980	1,180	1,240
Life Insurance & Other	3,444	4,000	4,800	5,300
Social Security Taxes	27,954	29,490	29,490	26,880
Medicare Taxes	6,538	6,897	6,897	6,300
Unemployment Taxes	585	1,260	1,260	320
Workers' Compensation	10,073	13,200	13,200	13,650
Pre-employment Physicals/Testing	-	400	400	400
Employee Relations	101	300	300	300
Software & Support	-	-	-	18,470
Maintenance & Repairs	192,233	222,000	222,000	184,000
Generator Maintenance & Repairs	13,470	2,000	2,000	1,500
Vehicle Maintenance & Repairs	5,232	5,000	5,000	5,620
Equipment Maintenance & Repairs	1,912	1,000	1,000	1,000
Cleaning Services	40	-	-	-
Lab Analysis - District	7,013	7,500	7,500	12,500
Lab Analysis - Town	3,111	3,000	3,000	-

# FY 2026 PROPOSED GENERAL FUND

Description	FY 2024 Actual	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed
Communications	5,604	7,500	7,500	5,460
Electricity	161,082	216,400	216,400	214,750
Postage	95	-	-	-
Schools & Training	3,783	3,000	3,000	3,335
Travel & per diem	612	920	920	3,850
TCEQ Fees & Permits - District	16,425	29,500	29,500	30,000
TCEQ Fees & Permits - Town	-	500	500	-
Wholesale Water	2,346,970	2,757,560	2,757,560	2,903,040
Lawn Services	9,600	12,500	12,500	10,500
Interfund Transfer Out - Revenue I&S	566,506	568,498	568,498	565,880
Interfund Transfer Out - Bank Reserve	920,912	-	-	-
Fuel & Lube	16,565	23,580	23,580	20,000
Uniforms	4,351	4,360	4,360	4,360
Chemicals	37,791	35,000	35,000	28,100
Meter Expense	19,740	20,000	20,000	-
Meter Change Out	82,650	130,000	130,000	215,000
Office Supplies	309	-	-	-
Capital Outlays	3,326,787	2,265,000	2,265,000	2,695,000
Gasb34 Reserves	378,659	426,590	426,590	382,350
<b>Subtotal Water Expenses</b>	<b>\$ 8,792,256</b>	<b>\$ 7,440,945</b>	<b>\$ 7,446,305</b>	<b>\$ 7,975,755</b>

Wastewater Expenses				
Salaries & Wages	\$ 201,480	\$ 275,760	\$ 194,150	\$ 216,270
Overtime	11,696	20,000	20,000	15,000
Longevity	2,540	2,770	2,770	2,270
Certification	2,850	5,700	5,100	3,900
Retirement	26,749	36,500	26,600	28,490
Medical Insurance	52,635	60,090	76,420	87,880
Dental Insurance	2,276	2,790	4,060	4,260
Vision Insurance	501	590	700	740
Life Insurance & Other	2,035	3,000	3,600	4,100
Social Security Taxes	13,059	18,860	13,770	14,720
Medicare Taxes	3,054	4,411	3,219	3,450
Unemployment Taxes	351	1,010	1,010	190
Workers' Compensation	6,864	8,356	6,047	8,730
Pre-employment Physicals/Testing	-	400	400	400
Employee Relations	-	300	300	300
Software & Support	-	-	-	23,470
Maintenance & Repairs - WWTP	143,055	149,000	149,000	132,970
Maintenance & Repairs - Collections	258,225	330,000	330,000	300,000
Generator Maintenance & Repairs	6,478	11,000	11,000	11,000
Vehicle Maintenance - WWTP	228	4,600	4,600	3,630
Vehicle Maintenance - Collections	5,002	11,480	11,480	-
Equipment Maintenance & Repairs	1,541	3,000	3,000	3,000
Cleaning Services	40	-	-	-



# FY 2026 PROPOSED GENERAL FUND

Description	FY 2024 Actual	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed
Dumpster Services	92,445	103,000	103,000	103,000
Lab Analysis	62,414	60,000	60,000	60,000
Communications	3,596	5,000	5,000	4,700
Electricity	245,017	314,100	314,100	274,500
Schools & Training	841	2,420	2,420	1,040
Travel & per diem	-	870	870	850
TCEQ Fees & Permits	9,888	12,000	12,000	12,000
Lawn Services	15,170	16,000	16,000	16,000
Interfund Transfer Out - Tax I&S	115,886	115,708	115,708	-
Interfund Transfer Out - Revenue I&S	699,035	704,820	704,820	704,640
Interfund Transfer Out - Bank Reserve	96,630	-	-	-
Fuel & Lube	10,692	13,000	13,000	13,000
Uniforms	1,732	3,520	3,520	3,520
Chemicals - WWTP	25,347	32,500	32,500	42,500
Chemicals - Collections	5,709	10,000	10,000	-
Lab Supplies	26,117	33,000	33,000	33,000
Capital Outlays	1,508,213	1,140,000	1,140,000	1,140,000
Short Term Debt - Principal	22,132	-	-	-
Short Term Debt - Interest	425	-	-	-
Gasb34 Reserves	155,762	337,380	337,380	264,750
<b>Subtotal Wastewater Expenses</b>	<b>\$ 3,837,711</b>	<b>\$ 3,852,935</b>	<b>\$ 3,770,545</b>	<b>\$ 3,538,270</b>

<b>Board of Directors Expenses</b>				
Workman's Compensation	\$ 8	\$ 20	\$ 20	\$ 20
Dues & Memberships	950	750	750	750
Meetings	1,276	1,500	1,500	1,500
Schools & Training	135	4,000	4,000	2,000
Travel & per diem	-	5,000	5,000	3,000
Miscellaneous Expenses	-	500	11,520	6,000
<b>Subtotal Board of Directors Expenses</b>	<b>\$ 2,369</b>	<b>\$ 11,770</b>	<b>\$ 22,790</b>	<b>\$ 13,270</b>

<b>Administration Expenses</b>				
Salaries & Wages	\$ 673,563	\$ 662,170	\$ 701,990	\$ 715,050
Overtime	1,629	2,000	2,000	2,000
Longevity	2,598	2,290	2,290	2,800
Retirement	82,468	79,976	84,754	86,390
Medical Insurance	80,079	105,150	106,980	105,450
Dental Insurance	3,052	3,810	5,080	4,000
Vision Insurance	673	830	910	760
Life Insurance & Other	4,566	4,800	6,300	6,930
Social Security Taxes	40,100	41,320	43,790	44,630
Medicare Taxes	9,495	9,660	10,240	10,440
Unemployment Taxes	936	1,510	1,760	440
Workers' Compensation	1,319	1,703	1,771	1,840
Pre-employment Physicals/Testing	353	400	400	400

# FY 2026 PROPOSED GENERAL FUND

Description	FY 2024 Actual	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed
Employee Relations	3,177	4,000	4,000	4,000
Software & Support	165,986	153,810	153,810	91,190
Maintenance & Repairs	26,376	23,000	23,000	25,000
Generator Maintenance & Repairs	1,348	1,000	1,000	1,000
Cleaning Services	18,388	20,000	20,000	20,000
Professional Outside Services	106,942	100,000	129,500	125,080
Utility Billing Contract	7,665	9,000	9,000	9,000
Telephone	5,446	6,000	6,000	-
Communications	579	3,000	3,000	19,240
Electricity	17,786	20,300	20,300	23,000
Water	1,736	-	-	-
Postage	26,865	30,000	30,000	30,000
Bank Service Charges & Fees	177,543	155,000	155,000	179,240
Bad Debt Expense	-	13,000	13,000	13,000
Insurance	115,421	129,860	129,860	170,450
Dues & Memberships	2,380	2,560	2,560	2,560
Schools & Training	1,313	3,550	3,550	3,850
Travel & per diem	-	4,270	4,270	4,725
Elections	-	-	-	17,000
Advertising	1,265	-	-	-
Miscellaneous Expenses	1,961	-	-	-
Lawn Services	6,466	6,000	6,000	6,000
Furniture/Equipment < \$5000	189	-	-	-
Uniforms	-	530	530	-
Hardware IT	9,699	50,000	50,000	22,000
Office Supplies	7,703	5,000	5,000	7,500
Maintenance Supplies	5,866	6,000	6,000	6,000
Capital Outlays		115,000	115,000	-
Copier Lease	3,362	4,000	4,000	4,000
Gasb34 Reserves	24,903	25,000	25,000	22,700
<b>Subtotal Administration Expenses</b>	<b>\$ 1,641,198</b>	<b>\$ 1,805,499</b>	<b>\$ 1,887,645</b>	<b>\$ 1,787,665</b>

Non Departmental Expenses				
Legal	\$ 41,455	\$ 65,000	\$ 65,000	\$ 65,000
Auditing	21,784	30,000	30,000	30,000
Appraisal	10,014	13,070	13,070	14,570
Tax Admin Fees	3,941	5,000	5,000	8,850
<b>Subtotal Non Departmental Expenses</b>	<b>\$ 77,194</b>	<b>\$ 113,070</b>	<b>\$ 113,070</b>	<b>\$ 118,420</b>

<b>Total General Fund Revenues</b>	<b>\$ 13,210,418</b>	<b>\$ 13,240,355</b>	<b>\$ 13,240,355</b>	<b>\$ 13,433,380</b>
<b>Total General Fund Expenses</b>	<b>\$ 14,350,728</b>	<b>\$ 13,224,220</b>	<b>\$ 13,240,355</b>	<b>\$ 13,433,380</b>
<b>Net Budget Surplus (Deficit)</b>	<b>\$ (1,140,310)</b>	<b>\$ 16,135</b>	<b>\$ 0</b>	<b>\$ 0</b>

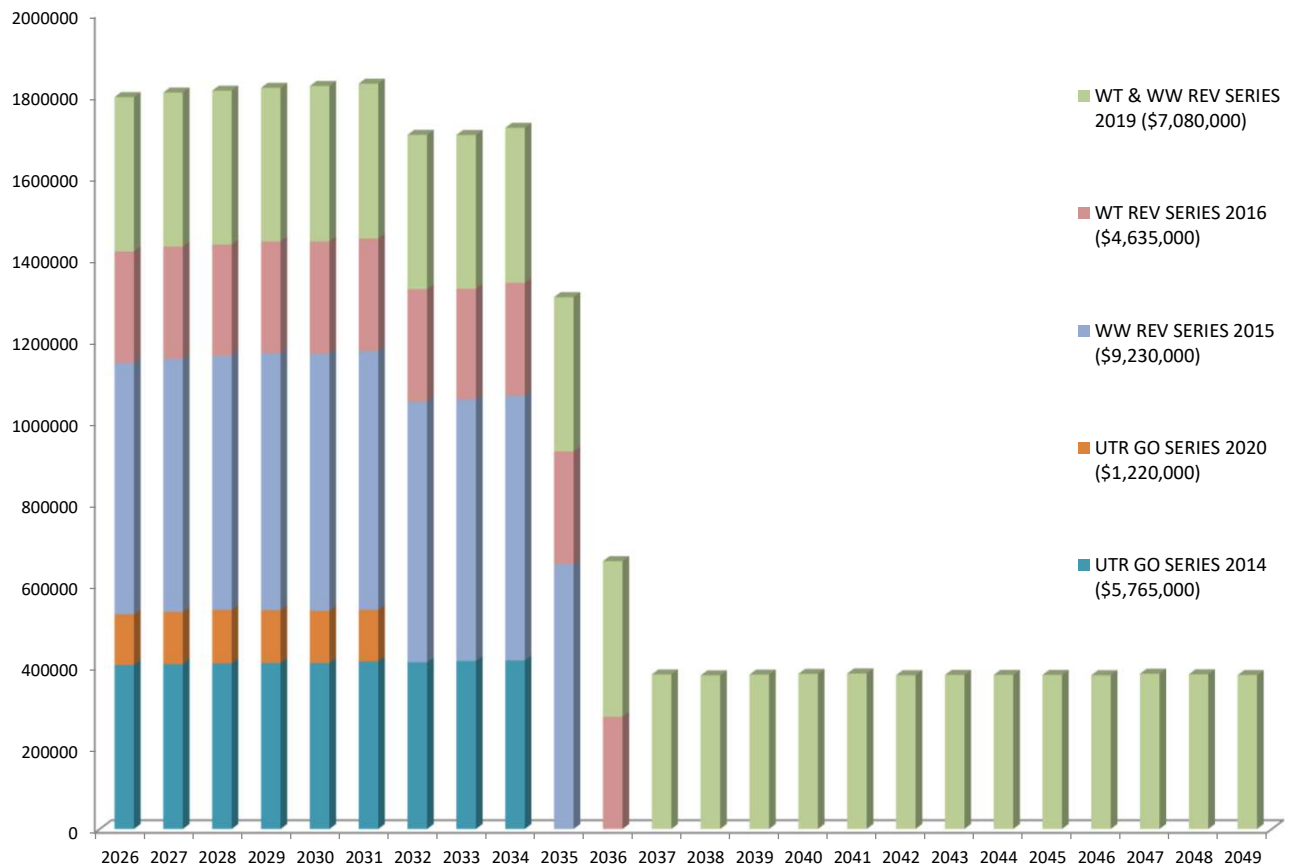
## TAX DEBT PAYMENTS

	Par Amount	Principal FY 2026	Interest 3/01	Interest 9/01	Paying Agent Fee	Total	Maturity Date	First Callable Date
Series 2020 - Fire	\$ 1,220,000	\$ 115,000	\$ 4,778	\$ 4,778	\$ 750	\$ 125,305	9/1/2031	N/A
Series 2014 - WWTP Expansion	5,765,000	305,000	48,844	48,844	400	403,088	9/1/2034	9/1/2024
<b>TOTAL ALL TAX BONDS:</b>	<b>\$ 6,985,000</b>	<b>\$ 420,000</b>	<b>\$ 53,621</b>	<b>\$ 53,621</b>	<b>\$ 1,150</b>	<b>\$ 528,393</b>		

## REVENUE DEBT PAYMENTS

	Par Amount	Principal FY 2026	Interest 3/01	Interest 9/01	Paying Agent Fee	Total	Maturity Date	First Callable Date
Series 2015 - WWTP Expansion	\$ 9,230,000	\$ 460,000	\$ 78,506	\$ 78,506	\$ 400	\$ 617,413	9/1/2035	9/1/2025
Series 2016 - SWIFT	4,635,000	225,000	24,231	24,231	400	273,863	9/1/2036	9/1/2027
Series 2019 - WT 77% & WW 23%	7,080,000	180,000	99,419	99,419	400	379,238	9/1/2049	9/1/2028
<b>TOTAL ALL REVENUE BONDS:</b>	<b>\$ 20,945,000</b>	<b>\$ 865,000</b>	<b>\$ 202,156</b>	<b>\$ 202,156</b>	<b>\$ 1,200</b>	<b>\$ 1,270,513</b>		

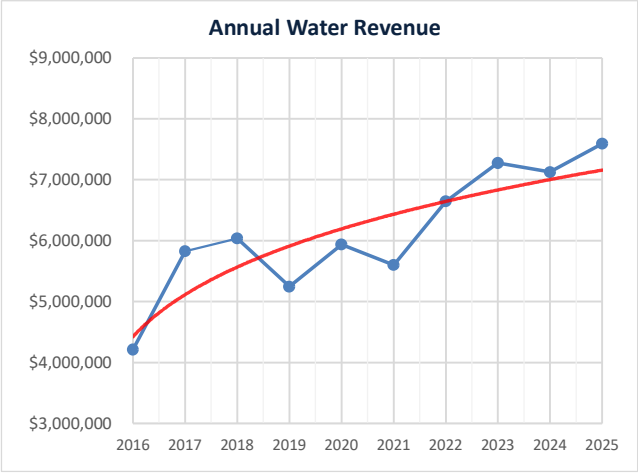
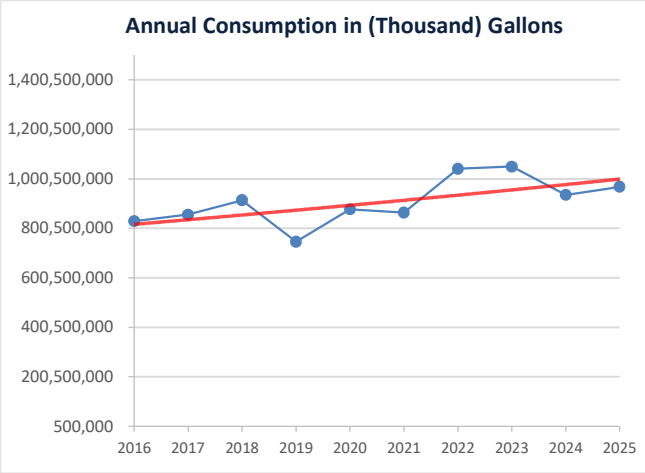
## Annual Long-Term Debt Payments



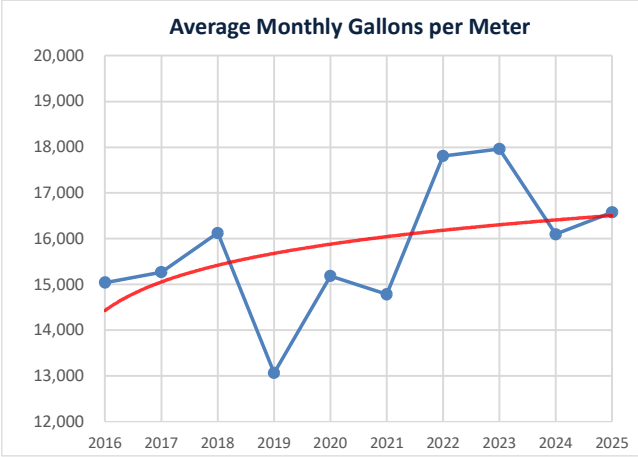
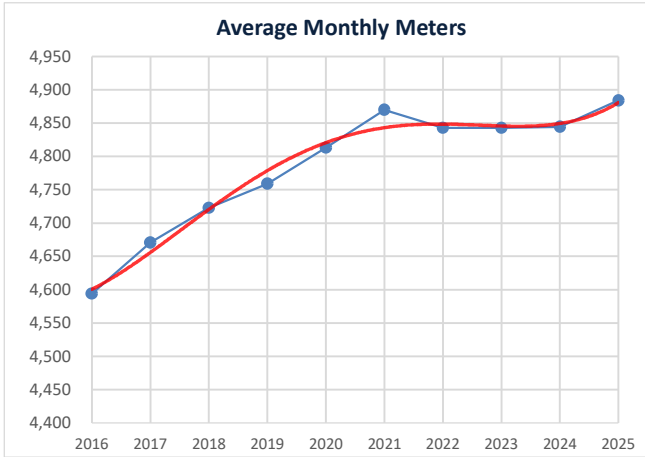
# CAPITAL OUTLAYS

Department	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
<b>Water</b>					
Water Line Replacement	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000
Emergency Connection	350,000	350,000	-	-	-
Fleet Replacement	45,000	50,000	-	-	-
<b>Water Totals</b>	<b>\$ 2,695,000</b>	<b>\$ 2,700,000</b>	<b>\$ 2,300,000</b>	<b>\$ 2,300,000</b>	<b>\$ 2,300,000</b>
<b>Wastewater</b>					
Wastewater Line Improvements	\$ 885,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 500,000
Lift Station Improvements	-	-	-	-	-
Return Pump	55,000	55,000	47,000	-	-
WWTP Improvements	200,000	100,000	-	-	-
Fleet Replacement	-	-	-	-	-
<b>Wastewater Totals</b>	<b>\$ 1,140,000</b>	<b>\$ 1,105,000</b>	<b>\$ 997,000</b>	<b>\$ 950,000</b>	<b>\$ 500,000</b>
<b>Administration</b>					
	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-
<b>Admin Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

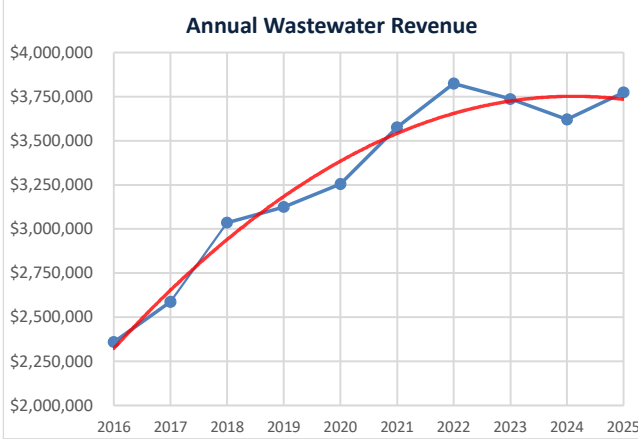
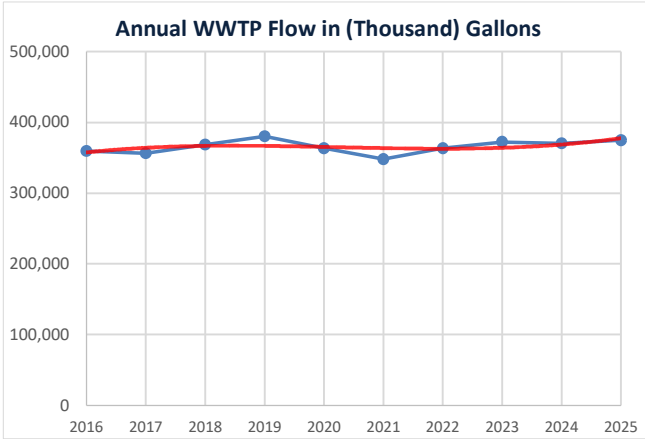
ANNUAL WATER CONSUMPTION AND REVENUE BY YEAR



AVERAGE MONTHLY METERS AND AVERAGE GALLONS BY YEAR



ANNUAL WASTEWATER FLOW AND REVENUE BY YEAR



— Trendline — Actuals



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STAFF REPORT

September 17, 2025

**AGENDA ITEM:**

Consider and act to adopt Rate Order No. 2025-0917A amending water and sewer rates and setting an effective date of October 1, 2025.

**ARTICLE I TAP FEES AND CONNECTION POLICY**

**Section 1.06 Temporary Water Service Construction Meters.**

Portable Construction Meter actual cost has risen.

Portable Meter Security Deposit	
Current	October 1, 2025
\$1,050.00	\$2,500.00

**Section 1.07 Service Outside the District.** ~~The rates and charges stated in this Rate Order are for services to customers and property located within the boundaries of the District.~~ Any service to a customer or property located outside the boundaries of the District shall be granted only upon approval by the Board of Directors of the District. ~~Out of District customers will pay the adopted rates for in District customers plus 15% for both water and sewer base and volumetric rates. For the purpose of customer classification, Trophy Club Park at Lake Grapevine is considered "in-district" and subject to all rates and service provisions related to in-district customers.~~

**Section 1.10 Fort Worth Impact fee.** The City of Fort Worth provided notice to the District on June 27, 2025, that impact fees would be increasing in FY2026 and FY2027. As a wholesale customer, the District is required to adopt those fees into our Rate Order.

**Section 2.01. Water Service Rates.** The following monthly rates for water service shall be in effect for each separate connection within the District. The base rate for each connection (meter) is calculated upon meter size and will be charged for each residential and commercial meter:

**Volumetric Rates:**

	CURRENT	OCTOBER 1, 2025
Gallons Used	Rate per 1,000 gallons	Rate per 1,000 gallons
0 to 6,000	\$4.69	\$4.82
6,001 to 17,000	\$5.46	\$5.62
17,001 to 25,000	\$6.32	\$6.50
25,001 to 50,000	\$7.55	\$7.55
50,001+	\$8.53	\$8.77

**ATTACHMENTS:**

Rate Order 2025-0917A Redline  
Impact Fee Notification

**RECOMMENDATION:**

Staff recommends the adoption of Rate Order No. 2025-0917A Establishing Policies, Procedures and Rates, Fees and Charges for Water and Sewer Services and set an effective date of October 1, 2025.

**RATE ORDER**  
**TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO.1**  
**ORDER NO. 2025-~~0317A~~0917A**

**AN ORDER ESTABLISHING POLICIES, PROCEDURES, AND RATES FOR WATER AND SEWER SERVICE; PROVIDING FEES FOR CONNECTION, RECONNECTION, INSPECTION, ACCURACY READINGS, AND RETURNED CHECKS; REQUIRING DEPOSITS FOR SERVICE; PROVIDING A PENALTY FOR DELINQUENT PAYMENTS; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.**

**WHEREAS**, Trophy Club Municipal Utility District No. 1 (the “District”) is the owner and/or operator of a water and sewer system designed to serve present and future inhabitants within the District and the Trophy Club Development; and

**WHEREAS**, the District’s most recent Rate Order was adopted on ~~September 18~~March 17, 202~~4~~5 (Order No ~~2024~~2025-0918A~~0317A~~), and additional modifications are needed. The District desires to establish all of its rate policies in a single new Rate Order; and

**WHEREAS**, the Board of Directors of the District has carefully considered the terms of this Rate Order No. 2025-~~0917A~~0317A and is of the opinion that the following conditions and provisions should be established as the policies, procedures, and rates for obtaining service from the District’s water and sewer system.

**THEREFORE, IT IS ORDERED BY THE BOARD OF DIRECTORS OF TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1 THAT:**

**ARTICLE I**  
**TAP FEES AND CONNECTION POLICY**

**Section 1.01. Initiation of Water and Sanitary Sewer Connections.** Each person desiring a water and sanitary sewer service connection to the District’s System shall be required to pay such fees as set forth in this Order. No service shall be established or re-established until such fees are paid. All service connections are subject to all other rules, regulations, and policies of the District.

**A. Certification of System.** Connections shall not be made to the District’s System or portions of the System until the District’s engineer or District staff has certified that the System or applicable portion thereof is operable and meets all regulatory requirements.

**B. Backflow Prevention.** No water connections from any public drinking water supply system shall be allowed to any residential or commercial establishment where



an actual or potential contamination hazard exists unless the public water facilities are protected from contamination.

At any residential or commercial establishment where an actual or potential contamination hazard exists, protection shall be required in the form of a backflow prevention assembly. The type of assembly required shall be specified by the District.

The existence of potential contamination hazards without installation having been made of the means of control and prevention as set out in the preceding paragraph; or the same having been installed, there is a failure to properly maintain the same, shall be considered sufficient grounds for immediate termination of water service. Service can be restored only when the health hazard no longer exists, or when the health hazard has been isolated from the public water system in accordance with the foregoing requirements.

All backflow prevention assemblies that are required according to this section shall be tested upon installation by a recognized backflow prevention assembly tester and certified to be operating within specifications. Backflow prevention assemblies that are installed to provide protection against health hazards must also be tested and certified to be operating within specifications at least annually by a recognized backflow prevention assembly tester.

The Customer shall, at his expense, properly install, test, and maintain any backflow prevention device required by this Rate Order. Copies of all testing and maintenance records shall be provided to the District within ten (10) days after maintenance and/or testing is performed.

If the Customer fails to comply with the terms of this Order, the District shall, at its option, either terminate service to the property or properly install, test, and maintain an appropriate backflow prevention device at the service connection at the expense of the Customer. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

**C. Availability of Access/Obstructions.** By application for connection to the District's System, the Customer shall be deemed to be granting to the District and its representatives a right of ingress and egress to and from the meter or point of service for such installation, maintenance, and repair as the District, in its judgment, may deem reasonably necessary. The Customer shall also be deemed to be granting to the District and its representatives a right of ingress and egress to the Customer's property, including the exterior of the Customer's premises, for the purpose of performing the inspections and completing the Customer's Service Inspection Certifications required by the District's rules and regulations. Taps and connections will not be made when, in the opinion of the District, building materials or other debris obstructs the work area or the work area is not completed or finished to grade. When sidewalks, driveways or other improvements have been constructed prior to application for service, such application shall be construed and accepted as the

Customer's waiver of a claim for any damages to such improvements resulting from the reasonable actions of the District in installation of the connection.

**Section 1.02. Residential Fire Lines, Connections, and Fees.** A residence of at least six thousand (6,000) square feet but less than eight thousand (8,000) square feet shall have installed on its one-inch (1") water service line, for fire protection, a one-inch (1") U-branch, with a separate meter and meter-box. The cost of installation, including parts, equipment, and labor shall be quoted at the time of request and is payable at the time of permitting.

A residence of eight thousand (8,000) square feet or greater, in addition to its regular one-inch (1") water service line, shall have installed a separate one-and one-half (1 ½ ") water service line for fire protection with its own meter and meter-box. The cost of connection and installation of the fire line and meter shall be quoted at the time of request and is payable at the time of permitting.

**Section 1.03. Connections by District.** All Connections to the District's water and sewer system shall be made with written approval of the District and in accordance with the District's Plumbing Code and its rules and regulations.

No person except the General Manager or his/her authorized agent shall be permitted to tap or make any connection to the mains or distribution piping of the District's water system, or make any repairs, additions to, or alterations in any meter, box, tap, pipe, cock, or other fixture connected with the water system or any manhole, main, trunk or appurtenance of the District's sanitary sewer system. No sewer connection shall be covered in the ground and no house lead shall be covered in the ground before it has been inspected and approved by a licensed plumbing inspector with jurisdiction of the site.

**Section 1.04. Water and Sewer Tap Fees. Fees for water and sewer taps performed by the District are as follows:**

**Water and Sewer Service Taps:** Actual cost plus 10%. An estimate will be provided prior to work being performed.

When water taps have been made by someone other than the District personnel, there is an installation/inspection fee of fifty dollars (\$50.00) plus the cost of the appropriate meter.

**Section 1.05. Inspections and Fees.** Fees for permits and for plumbing inspections (other than for sewer and backflow inspections referred to below in subparagraphs A and B) should be paid to the city or town in which the property is located or to the District if the property is not located within a city or town.

**A. Sewer Inspection and Fees.** Sewer connections and house service lines shall be inspected by the District. An inspection fee of one hundred fifty dollars (\$150.00) shall be paid to the District for each connection to the District sanitary sewer system. Installations that fail to conform at any time to the rules and regulations shall be disconnected. Any customer whose connection is disconnected for such failure shall be notified as to the basis for such disconnection. After noted deficiencies have been

corrected, a re-inspection shall be made upon payment to the District of a re-inspection fee of twenty-five dollars (\$25.00), plus payment by the customer of all outstanding charges. If subsequent re-inspections are required before the sewer connection and service lines are in compliance with the rules and regulations, a re-inspection fee of twenty-five dollars (\$25.00) shall be paid to the District for each subsequent re-inspection. Inspections by the District requested after regular business hours will be charged at a minimum of one hundred dollars (\$100.00).

**B. Backflow Inspections.** Backflow installations (residential and commercial) that require annual inspections must have a certified Backflow Technician perform the testing and submit the report annually to the District.

**C. Swimming Pool Discharge into Sanitary Sewer System.** New swimming pools permitted on or after June 24, 2005, shall have all backwash and/or drainage from said pool discharge into the sanitary sewer system. Owners of pools built or permitted prior to July 1, 2005, are not required to retrofit the pool equipment and tie into the sanitary sewer. However, swimming pool backwash and drainage must drain to grassy areas and is not permitted to flow into the storm drain system, creeks, or other waterways.

For swimming pools discharging to the sanitary sewer system, an indirect connection shall be made by means of an air break, discharging into a tailpiece installed a minimum of six inches (6") (or 152 mm) above adjacent grade. The tailpiece shall be connected to a minimum three-inch (3" or 76mm) p-trap not less than twelve inches (12" or 304 mm) below grade which discharges into the yard cleanout riser. Backwash systems shall not flow onto neighboring properties or into the storm sewer. The tie-in and inspection fee shall be seventy-five dollars (\$75.00) to be paid at the time of issuance of the pool permit.

#### **Section 1.06 Temporary Water Service-Construction Meters.**

**A. Construction Meters.** The District shall be authorized to make a temporary connection to any fire hydrant or flushing valve upon request for temporary water service. All temporary service shall be metered and billed to the temporary customer as provided herein. All unauthorized withdrawal of water from flushing valves, fire hydrants, or other appurtenances of the District's System is prohibited.

**B. Application and Deposit.** Each temporary customer desiring temporary water service shall be required to execute an application for such temporary service and shall provide a security deposit of one thousand five hundred dollars (\$~~1,500.00~~ 2,500.00). The deposit shall be made by cashier's check or money order payable to the District. The deposit shall be used by the District to secure the payment for temporary water supplied by the District, the installation fee, and the cost of repair

of any damage caused by the temporary customer. The balance of the security deposit, if any, shall be refunded after disconnection from the District's System.

**C. Construction Meter Fees and Rates.** Construction meters will be charged the same monthly rates (base fee and volumetric rate) for water as commercial accounts as set forth in Article II of this Rate Order.

**D. Temporary Construction Meter Use and Billing.** Construction meters can be rented by filing an application at the District office and payment of all required deposits. Upon approval of the application, a temporary meter and RPZ will be provided to the applicant. Installation on any fire hydrant or flush valve must be approved by the District and District meters may only be used within the District's service area. The location of installation must be indicated on the application and cannot be relocated unless notification is provided to and approved by the District in advance. Temporary meters may only be rented for a period of ninety (90) days and extensions may be approved upon request and approval. Failure to return a temporary meter or request a usage extension by the due date will result in repossession of the meter and forfeiture of the deposit.

Upon return of a temporary construction meter, an inspection of the meter and RPZ will be performed. Any and all damages to the meter and/or RPZ will be charged to the customer and deducted from the deposit. If the deposit does not cover the total amount of damage, the balance will be billed to the customer and payment must be received by the due date. Failure to pay all charges due will result in suspension of rental privileges until payment in full and may result in collection procedures.

**E. Return of Temporary Meter at District Request.** The District reserves the right to request the return of a temporary construction meter at any time determined necessary by the District. Should Stage 2 Drought Restrictions or more stringent restrictions be implemented, all temporary construction meters must be returned within three (3) business days of notification by the District. Failure to promptly return the temporary meter within three business days will result in repossession of the meter and forfeiture of the deposit. Should District personnel be unable to locate the temporary meter for repossession, theft charges will be filed against the meter holder with local law enforcement.

**Section 1.07 Service Outside the District.** ~~The rates and charges stated in this Rate Order are for services to customers and property located within the boundaries of the District. Any service to a customer or property located outside the boundaries of the District shall be granted only upon approval by the Board of Directors of the District. Out of District customers will pay the adopted rates for in District customers plus 15% for both water and sewer base and volumetric rates. For the purpose of customer classification, Trophy Club Park at Lake Grapevine is considered "in-district" and subject to all rates and service provisions related to in-district customers.~~

**Section 1.08   Service to New Development and Extension of Facilities.**

**A.     New Service Connections and Extension of Facilities.** New service connections and extension of facilities must be constructed and installed in accordance with the District's Rules Governing New Service Connections and Extension of Facilities as approved through separate Resolution by the Board of Directors. **Applicants for Non-Standard Service must submit all required information and pay all fees prior to conveyance of facilities and service commencement.**

**B.     Application Fee for Non-Standard Service.** Upon request for non-standard service an application fee of one hundred fifty dollars (\$150) must be submitted.

**C.     Design of Facilities.** All water and wastewater facilities to be constructed to extend service to new developments must be designed by a professional engineer licensed in the State of Texas at the applicant's expense. The District must approve the plans and specifications prior to the commencement of construction. At the time of plan review submittal, the applicant must provide payment to the District in the amount of two thousand five hundred dollars (\$2,500.00) as deposit for review of each set of plans and specifications reviewed by the District's engineer. The actual final fee for plan review by the District's engineer shall be provided to the applicant upon approval of the plans. If there is a balance due over the two thousand five hundred dollars (\$2,500) paid by the applicant at submittal, the balance due shall be paid by the applicant prior to receiving District approval of plans and specifications. District construction plans, and specifications shall be strictly adhered to, but the District reserves the right to change order any specifications, due to unforeseen circumstances during the design or construction of the proposed facilities, or as otherwise authorized by applicable laws, to better facilitate the operation of the facility. All expenses and costs associated with a change order shall be charged to the applicant. Service to new developments is subject to available capacity in the District's water and wastewater systems. All new potential developments must seek written approval from the General Manager that capacity is available to serve and may be required to install offsite improvements if capacity is not available with current system infrastructure.

**D.     Inspection Fees.** The District will inspect all infrastructure during construction. Inspection fees of one hundred dollars (\$100) per lot must be paid to the District prior to a notice to proceed being issued. A minimum of five hundred dollars (\$500) for inspection fees is required if less than five (5) lots are to be developed.

**Section 1.09 Water Meter Fees.**

<b>METER SIZE</b>	<b>WATER METER FEE</b>
5/8"	\$358
1"	\$538
1-1/2"	\$1,568
2" – 10"	Quoted at Time of Purchase

Fees must be received by the District before any connection is installed.

A customer seeking service through an oversized connection line or from a meter larger than a one inch (1") standard meter shall follow the District's policy for new development as outlined in Section 1.07 above. Should approval be granted by the District, the customer agrees to pay the water and sewer rates as outlined in Article II of this Rate Order.

**Section 1.10. Fort Worth Impact Fee.** Each customer requesting an initial connection shall also pay to the District the applicable City of Fort Worth Impact Fee.

**Section 1.11. Title to Facilities.** Title to all water meters, water and sewer taps, and all other appurtenances, including meter boxes, shall lie in the District.

## **ARTICLE II**

### **SERVICE RATES**

**Section 2.01. Water Service Rates.** The following monthly rates for water service shall be in effect for each separate connection within the District. The base rate for each connection (meter) is calculated upon meter size and will be charged for each residential and commercial meter:

**(1) Water Rates****BASE RATES:**

<b>Meter Size</b>	<b>Monthly Base Rate</b>
5/8" & 3/4"	\$20.26
1"	\$38.08
1.5"	\$67.54
2"	\$108.06
3"	\$204.80
4"	\$337.68
6"	\$675.38

**VOLUMETRIC RATES:**

<b>Gallons Used</b>	<b>Rate per 1,000 gallons</b>
0 to 6,000	\$4. <del>69</del> <u>82</u>
6,001 to 17,000	\$5. <del>46</del> <u>62</u>
17,001 to 25,000	\$6. <del>32</del> <u>50</u>
25,001 to 50,000	\$7. <del>34</del> <u>55</u>
50,001+	\$8. <del>53</del> <u>77</u>

**(2) Multi-Unit Buildings.**

Each multi-unit building (apartments, townhomes, business complex, etc.) served by a single 5/8" meter or 1" meter shall be billed the base rate for the meter size servicing the building multiplied by the number of units in the building or complex.

**Section 2.02. Sewer Service Rates.** The following monthly rates for the collection and disposal of sewage shall be in effect for each separate connection within the District:

**Residential Sewer Rates:** The District uses winter averaging for the purpose of calculating sewer charges on utility bills. The sewer charges are based on average water consumption for three months (December, January, and February billing). The average consumption will be analyzed annually and take effect on the first of April each year.

New customers will be assigned a default value user charge that is equal to the average winter water use for all residential customers. The winter average used for new residential customer is 7,000 gallons.

A customer with a water leak during the averaging months may request a reduction in the sewer usage calculation. Any customer filling a pool after resurfacing, construction or major repairs during the averaging months may request that their winter average calculation be adjusted. Requests for a reduction in sewer usage calculations must be submitted in writing to the General Manager and have documentation showing the construction or repairs as applicable to the issue. The General Manager or a duly authorized representative may adjust the metered water usage in determining the winter average. To assist in establishing winter averaging sewer rates, customers are encouraged to submit requests for sewer average reductions no later than March 15th.

**A. Residential Sewer Rates:**

	<b>Base Rate:</b>	\$ 22.15
0 to 4,000		_\$ 3.57
4,001 to 8,000		_\$ 5.09
8,001 to 12,000		_\$ 7.18
12,001+		\$ 10.22

**B. Commercial Sewer Rates:**

<b>Base Rate:</b>	\$ 22.15
<b>Volumetric Rate:</b>	_\$ 8.57

\*Commercial sewer usage is billed based on actual water usage per month

**C. Multi-Unit Buildings.**

Each multi-unit building (apartments, townhomes, business complex, etc.) shall be billed the base rate for each meter servicing the building and sewer usage will be billed based on actual water usage per month.

**Section 2.03 Effluent Charge.** The effluent from the District's wastewater treatment plant will be sold pursuant to separate contracts entered into with the District and approved by its Board of Directors.

**Section 2.04. Master Meter (Cooling Tower Calculation).** The water usage from the master meter reading minus the reading from the "Blow Down" meter equals the "evaporation." Water usage less "evaporation" equals sewer usage for billing purposes.

**Section 2.06. Regulatory Assessment.** Pursuant to Section 5.235, Texas Water Code, and 30 TAC 291.76, the District shall collect and pay an annual regulatory assessment fee to the Texas Commission on Environmental Quality ("TCEQ") in the amount required by law on the total charges for retail water and sewer service billed to its customers annually. The regulatory assessment fee will be detailed separately on customer bills.

**Section 2.07. No Reduced Rates or Free Service.** All customers receiving water and/or sewer service from the District shall be subject to the provisions of this Order and shall be charged the rates established in this Order. No reduced rate or free service shall be furnished to any customer whether such user be a charitable or eleemosynary institution, a political subdivision, or municipal corporation; provided, however, this provision shall not prohibit the District from establishing reasonable classifications of customers.



**ARTICLE III**  
**SERVICE POLICY**

**Section 3.01. Security Deposits.** Security deposits shall be required as follows:

**A. Builder's Deposit.** A one hundred dollar (\$100.00) security deposit shall be required of builders for each tap made by the District for such service connection, payable at or prior to the time that such tap is made, and the security deposit is refundable to the builder when the account is later transferred to an owner if that account and all other accounts of the builder are current at the time of the transfer; but, if that account or any other account of the same builder is not current at the time of such transfer to an owner, then the security deposit shall be applied against the outstanding balance of the builder's account(s) at the time of such transfer. The District shall deduct from the deposit the cost to repair any damage caused to the District's property by the builder or the builder's employees, contractors, subcontractors, or agents and shall deduct any delinquent water and sewer service bills of the builder. In the event any amounts are deducted from the builder's deposit, it will be incumbent on the builder to reinstate the original amount of the deposit, and failure to do so will result in the suspension of any additional water taps for the builder.

**B. Residential and Lessee Deposits.** A security deposit of one hundred dollars (\$100.00) shall be required from each residential owner and lessee for a single-family home connected to the District's system. Deposits will be applied to the bill upon twenty-four (24) consecutive months of on-time payments. A deposit will be required to reestablish service due to disconnection. Upon discontinuation of service, the any remaining deposit shall be applied against amounts due, including disconnection fees.

**C. Commercial Deposits**

COMMERCIAL		
METER SIZE	WATER	SEWER
3/4"	\$75	\$60
1"	\$100	\$100
1.5"	\$250	\$200
2"	\$500	\$320
3"	\$1,000	\$700
4"	\$1,800	\$1,200
6"	\$3,750	\$2,500
8"	\$5,400	\$3,600

**D. Construction Meters.** See Section 1.06 above.

**E. Deposits.** The District does not pay interest on deposits. The interest drawn by the District on customer deposits is returned into the operating budget of the water/sewer fund to help in providing the lowest possible water and sewer rates for our customers.

**Section 3.02. Billing Procedures.** All accounts shall be billed in accordance with the following:

**A. Due Date and Delinquency.** Charges for water and sewer services shall be billed monthly. Payment shall be due on or before the twentieth (20<sup>th</sup>) day of the month in the month in which the bill was received. Unless payment is received on or before the twentieth (20<sup>th</sup>) day of the month, such account shall be considered delinquent. If the due date falls on a holiday or weekend, the due date for payment purposes shall be the next working day after the due date. The District shall charge a penalty on past due accounts calculated at the rate of fifteen percent (15%) per month on water and sewer charges. The rates for water and sewer service shall depend upon the type of user and upon whether the water used has been chemically treated, as provided in this Rate Order. All accounts not paid by the due date shall be deemed delinquent and failure to make payment thereafter may result in the termination of water and sewer service.

**B. Notice and Appeal.** Prior to termination of service, a customer who is delinquent in payment shall be sent a notice that service will be discontinued on or after the fifteenth (15<sup>th</sup>) day after the date of such notice unless payment in full is received before such day disconnection is scheduled. Notice shall be sent by first class United States mail and shall inform the customer of the amount of the delinquent bill, the date service will be disconnected if payment is not made, and of the customer's right to contest, explain, or correct the charges, services, or disconnection. Service shall not be disconnected where a customer has informed the District of his or her desire to contest or explain the bill. If the customer appears before the Board, the Board shall hear and consider the matter and inform the customer of the Board's determination by sending written notice to the customer by first class United States mail stating whether or not service will be disconnected. In the event of a service disconnection for non-payment, an additional Security Deposit of one hundred dollars (100.00) will be required for Residential homeowners and Lessees to restore service in addition to a fifty-dollar (\$50.00) service fee, and after-hours re-connection charges, if applicable, and any outstanding balance in arrears will need to be brought current. As set out above in Section 3.01, If payment is not received prior to the date that disconnection has been scheduled, a service charge of fifty dollars (\$50.00) will be added to the account. Reconections made outside of the District's normal business hours at the customer's request will be charged at an additional after hour's fee of one-hundred dollars (\$100.00).

**C. Business Hours.** For purposes of assessing the foregoing charges, “normal” or “regular” business hours shall mean only the hours between 8 a.m. and 5 p.m., Monday through Friday. All other times, including District holidays, are outside of the District’s normal business hours and will result in the higher charge.

**D. Returned Checks and Bank Drafts.** A twenty-five-dollar (\$25.00) charge will be charged to the customer’s account for any check or ACH bank draft returned by the bank. Any amounts due on an account which have been paid with a check or ACH bank draft that has been returned by the bank must be paid in full by cash, cashier’s check or money order, including all late charges and returned check charges, within ten (10) days from the day the District mails notice to the customer or otherwise notifies the customer that the check or ACH bank draft has been returned by the bank.

**E. Same-Day Service.** An additional charge of twenty-five dollars (\$25.00) shall be made when a customer requests same-day service. As an example, this charge will be implemented upon request by a customer for same-day service to start or terminate water and sewer service or to perform re-reads the same day as requested.

**F. Accuracy Reading Fee.** A meter accuracy reading fee in the amount of twenty-five dollars (\$25.00) shall be charged to a customer by the District for each meter accuracy reading made by the District for such customer when the original reading appears to be accurate. If the original meter reading appears to be in error, no fee will be charged. Each customer will be allowed one accuracy meter reading per calendar year at no charge. \*\*Should a customer request that a meter be removed, and bench tested by an outside source, then a fee of one hundred twenty-five dollars (\$125.00) will be charged to the customer. If the meter fails to meet American Water Works Association standards for in-service meters, then the customer will be given a credit offsetting the amount of the charge.

<https://www.awwa.org/publications/journal-awwa/abstract/articleid/34055179.aspx>

**G. Meter Data Logging Fee.** Each customer will be allowed one data log at no cost per fiscal year. A fee of twenty-five dollars (\$25.00) shall be charged to a customer by the District for each meter data logging service performed thereafter. Meter data logging service can only be provided during regular business hours.

**Section 3.03. Entitlement.** Water and sewer service shall be provided to customers in accordance with all TCEQ rules covering minimum water and sewer standards.

**Section 3.04. Unauthorized and Extraordinary Waste.** The rates established herein are applicable for Domestic Waste as defined herein. Customers proposing to generate other types of waste will be assessed additional charges as established by the District.

**Section 3.05. Damage to District Facilities.**

**A. Damage to Meter and Appurtenances.** No person other than a duly authorized agent of the District shall tamper with or in any way interfere with a meter, meter box, service line or other water and/or sewer system appurtenance. The District reserves the right, immediately and without notice, to remove the meter or disconnect water service to any customer whose meter has been tampered with and to assess repair charges to the customer, plus a damage fee not to exceed five thousand dollars (\$5,000.00), plus any applicable charge for same day service. The District also reserves the right to file civil and/or criminal charges against any person or entity tampering with the District's public water system and/or sewer system.

**B. Repair.** It is the responsibility of the customer to maintain and repair the water service line from the point of connection to the District's water meter. The District reserves the right to repair any damage to the District's System and appurtenances without prior notice and to assess against any customer such penalties as are provided by law and such penalties provided for in this Rate Order in addition to those charges necessary to repair the portion of the System so damaged.

**C. Video.** If at any time a resident/customer wishes to have the District video their sewer line to help the resident determine the condition of their sewer line, the fee will be one hundred fifty dollars (\$150.00) payable to the District assessed on the next month's bill.

**Section 3.06. Easements.** Before service is established to any customer, the person requesting such service shall grant an easement of ingress and egress to and from the meter(s) for such maintenance and repair as the District, in its judgment, may deem necessary.

**Section 3.07. Required Service.** No service will be provided by the District unless the customer agrees to receive both water and sewer service, except that permanent irrigation only meters may receive water service only. Irrigation meters cannot be connected to any building plumbing.

**Section 3.08. Additional Charges.** In all cases where services are performed, and equipment or supplies are furnished to a party or entity not within the District, the charge to said party or entity shall be the District's cost of providing such services, equipment and/or supplies, plus fifteen percent (15%). This shall not apply to services, equipment and/or supplies furnished by the District under an existing Interlocal Agreement.

**ARTICLE IV**  
**INDUSTRIAL WASTE**

**Section 4.01. Industrial Waste Policy.** The following policy regarding industrial waste shall be effective:

**A. Definition.** “Industrial waste” shall mean the water-borne solids, liquids, and/or gaseous wastes (including Cooling Water), resulting from any industrial, manufacturing, trade, business, commercial, or food processing operation or process, or from the development of any natural resource, or any mixture of such solids, liquids, or wastes with water or domestic sewage. The Clean Water Act of 1977, as amended, and the General Pretreatment Regulations contained in 40 C.F.R. 403 contain the requirements for user’s discharge of industrial waste into wastewater facilities.

**B. Industrial Waste Discharge, Charges, and Rates.** If any customer of the District’s sanitary sewer system proposes to discharge industrial waste into such system, the Board of Directors of the District shall request the recommendation of the District Engineer and shall establish rates and charges to provide for an equitable assessment of costs whereby such rates and charges for discharges of industrial waste correspond to the cost of waste treatment, taking into account the volume and strength of the industrial, domestic, commercial waste, and all other waste discharges treated and techniques of the treatment required. Such rates shall be an equitable system of cost recovery which is sufficient to produce revenues, in proportion to the percentage of industrial wastes proportionately relative to the total waste load to be treated by the District for the operation and maintenance of the treatment works, for the amortization of the District’s indebtedness for the cost as may be necessary to assure adequate waste treatment on a continuing basis.

**C. Pretreatment.** The Board of Directors of the District shall rely upon the recommendation of the District Engineer and shall require pretreatment of any industrial waste that would otherwise be detrimental to the treatment works or to its proper and efficient operation and maintenance or will otherwise prevent the entry of such industrial waste into the treatment plant.

**ARTICLE V**  
**ENFORCEMENT/CIVIL PENALTIES**

**Section 5.01. Enforcement.**

**A. Civil Penalties.** The Board hereby imposes the following civil penalties for breach of any rule of the District: The violator shall pay the District twice the costs the District has sustained due to the violation up to ten thousand dollars (\$10,000.00). A penalty under this Section is in addition to any other penalty provided by the laws of

this State and may be enforced by complaints filed in the appropriate court of jurisdiction in the county in which the District's principal office or meeting place is located. If the District prevails in any suit to enforce its rules, it may, in the same action, recover any reasonable fees for attorneys, expert witnesses, and other costs incurred by the District before the court. The court shall fix the amount of the attorneys' fees.

**B. Liability for Costs.** Any person violating any of the provisions of this Order and/or the rules and regulations governing water and sanitary sewer facilities, service lines, and connections shall become liable to the District for any expense, loss or damage occasioned by the District by reason of such violation, and enforcement thereof shall be in accordance with Paragraph A of Section 5.01 of this Order.

**Section 5.02. Non-waiver.** The failure on the part of the District to enforce any section, clause, sentence, or provision of this Order shall not constitute a waiver of the right of the District later to enforce any section, clause, sentence, or provision of this Order.

**Section 5.03. Appeal.** Any determination by the District of any dispute regarding the terms and provisions of this order may be appealed to the Board of Directors of the District, which shall conduct a hearing on the matter. The District shall provide the customer with information regarding appeals and hearing procedures upon the customer's request.

## ARTICLE VI

### MISCELLANEOUS

**Section 6.01. Amendments.** The Board of the District has and specifically reserves the right to change, alter or amend any rate or provision of this Order at any time.

**Section 6.02. Severability.** The provisions of this Order are severable, and if any provision or part of this Order or the application thereof to any person or circumstance shall ever be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Order and application of such provision or part of this Order shall not be affected thereby.

## ARTICLE VII

### REPEAL OF PREVIOUS ORDERS

This Rate Order shall be known as the "2025-[0917A](#) [0317A](#) Rate Order" (Order No. 2025-[0917A](#)[0317A](#)) of the District. All previous Orders adopted by the Board of Directors pertaining to the subject matter hereof are each hereby repealed in their entirety as of the effective date hereof.

**ARTICLE VIII**  
**EFFECTIVE DATE**

| This Order shall be effective on ~~April~~October 1, 2025.

**ARTICLE IX**  
**PUBLIC MEETING**

It is hereby found that the meeting at which this Order is adopted is open to the public as required by law, and that public notice of the time, place, and subject matter of said meeting and of the proposed adoption of this Order was given as required by law.

| **ADOPTED AND APPROVED** this 17<sup>th</sup> day of ~~September~~March 2025.

\_\_\_\_\_  
Kevin R. Carr, President  
Board of Directors

ATTEST:

\_\_\_\_\_  
Doug Harper, Secretary/Treasurer  
Board of Directors

(SEAL)

**June 27, 2025**

**Subject:** Notice of upcoming changes to Impact Fee charges for water and wastewater

**Importance:** High

In accordance with Article 16 of the uniform wholesale water agreement and Article 22 of the uniform wholesale wastewater agreement, this notice serves to advise of upcoming changes to the City of Fort Worth's water and wastewater impact fees. On June 10, 2025 (Ordinance No. 27745-06-2025, M&C 25-0509), the Fort Worth City Council adopted an increase in the Impact Fee schedule, effective October 1, 2025. An additional increase goes into effect on October 1, 2026.

All wholesale customers are expected to adopt an ordinance to officially amend their impact fee schedule to match the increases by October 1, 2025.

The following tables reflect the newly collected impact fee schedule effective October 1, 2025, and the collected impact fee schedule effective October 1, 2026:

**COLLECTED IMPACT FEE FOR WATER AND WASTEWATER SCHEDULE –  
YEAR 1**

(EFFECTIVE OCTOBER 1, 2025 TO SEPTEMBER 30, 2026)

<b>METER SIZE</b>	<b>EQUIVALENCY FACTOR</b>	<b>WATER IMPACT FEE</b>	<b>WASTEWATER IMPACT FEE</b>
5/8" x 5/8" and 5/8" x 3/4"	1.00	\$2,824	\$2,680
3/4" x 3/4"	1.50	\$4,236	\$4,020
1"	2.50	\$7,060	\$6,700
1-1/2"	5.00	\$14,120	\$13,400
2"	8.00	\$22,592	\$21,440
3"	21.75	\$61,422	\$58,290
4"	37.50	\$105,900	\$100,500
6"	80.00	\$225,920	\$214,400
8"	140.00	\$395,360	\$375,200
10"	210.00	\$593,040	\$562,800

**COLLECTED IMPACT FEE FOR WATER AND WASTEWATER SCHEDULE –**



**YEAR 2**

(EFFECTIVE OCTOBER 1, 2026)

<b>METER SIZE</b>	<b>EQUIVALENCY FACTOR</b>	<b>WATER IMPACT FEE</b>	<b>WASTEWATER IMPACT FEE</b>
5/8" x 5/8" and 5/8" x 3/4"	1.00	\$2,990	\$2,838
3/4" x 3/4"	1.50	\$4,485	\$4,257
1"	2.50	\$7,475	\$7,095
1-1/2"	5.00	\$14,950	\$14,190
2"	8.00	\$23,920	\$22,704
3"	21.75	\$65,033	\$61,727
4"	37.50	\$112,125	\$106,425
6"	80.00	\$239,200	\$227,040
8"	140.00	\$418,600	\$397,320
10"	210.00	\$627,900	\$595,980

**Mary L Gugliuzza***Media Relations & Communications Coordinator*

Fort Worth Water

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[www.FortWorthTexas.gov/water](http://www.FortWorthTexas.gov/water)*Clean water done right every time.*



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## STAFF REPORT

September 17, 2025

**AGENDA ITEM:** Consider and act to adopt Order No. 2025-0917B amending the effluent rate and setting an effective date of October 1, 2025.

**DESCRIPTION:** The District entered into a contract with the golf course (Golf Course Irrigation Supply Agreement) in 2015 to provide effluent water through 2055. In the agreement, Article VII., Rates and Charges states that “the District may change the Effluent Rate from time to time by action of the Board of Directors; provided, however, in no event shall the Effluent Rate increase by more than ten percent (10%) per annum.” The current Effluent Rate is \$0.88.

**ATTACHMENTS:** Order No. 2025-0917B Effluent Rate Order

**RECOMMENDATION:** Staff recommends adoption of Order No. 2025-0917B amending the Effluent Rate Order by increasing the cost by 10% from \$0.88/per 1,000 gallons to \$0.97/per 1,000 gallons and setting an effective date of October 1, 2025.

**TREATED WASTEWATER EFFLUENT RATE ORDER  
TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO.1  
ORDER NO. 2025-0917B**

**AN ORDER ESTABLISHING RATES FOR TREATED WASTEWATER  
EFFLUENT SOLD TO TROPHY CLUB COUNTRY CLUB FOR IRRIGATION  
PURPOSES.**

**WHEREAS**, the District owns, maintains and operates a wastewater treatment plant pursuant to Texas Commission on Environmental Quality ("TCEQ") Permit No. WQ0011593-001 (the "Permit");

**WHEREAS**, the Permit authorizes the disposal of treated wastewater effluent by direct discharge into waters of the State of Texas, and further authorizes the use of treated wastewater effluent for irrigation of the Trophy Club Country Club Golf Course in accordance with certain provisions set forth in the Permit;

**WHEREAS**, Customer owns and operates the Trophy Club Country Club Golf Course and has entered into the "Golf Course Irrigation Supply Agreement" (the "Agreement") dated September 15, 2015, with the District which sets forth the terms for which the District shall furnish a supply of treated wastewater effluent for irrigation of the golf course; and

**WHEREAS**, Section 7.2(c) of the Agreement requires effluent rates to be set by an appropriate Order approved by the District's Board of Directors;

**THEREFORE, IT IS ORDERED BY THE BOARD OF DIRECTORS OF TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1 THAT:**

The volumetric rate per 1000 gallons for which the District shall supply treated wastewater effluent shall be as follows:

Effective Date	Charge per 1000 gallons
October 1, 2025	\$0.98

It is hereby found that the meeting at which this Order is adopted is open to the public as required by law, and that public notice of the time, place, and subject matter of said meeting and of the proposed adoption of this Order was given as required by law. This Order shall be effective October 1, 2025.

**PASSED, ADOPTED, ORDERED, AND APPROVED this 17th day of September 2025.**

\_\_\_\_\_  
Kevin R. Carr, President

\_\_\_\_\_  
Doug Harper, Secretary/Treasurer

(SEAL)

**ORDER NO. 2025-0917C**

**ORDER OF TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1  
LEVYING DEBT SERVICE AND MAINTENANCE TAXES  
FOR THE 2025 TAX YEAR**

**WHEREAS**, Trophy Club Municipal Utility District No. 1 (the “District”) is a duly created and existing municipal utility district created and operating under Chapters 49 and 54 of the Texas Water Code, as amended.

**WHEREAS**, Section 54.601 of the Texas Water Code provides that at the time bonds payable in whole or in part from taxes are issued, the board of a water district shall levy a continuing direct annual ad valorem tax for each year while all or part of the bonds are outstanding on all taxable property within the district in sufficient amounts to pay the interest on the bonds as it becomes due and to create a sinking fund for the payment of the principal of the bonds when due;

**WHEREAS**, Section 49.107 of the Texas Water Code provides that a district may levy and collect a tax for maintenance and operation purposes.

**WHEREAS**, at an election properly conducted in accordance with all applicable laws, the eligible residents of the District previously authorized the issuance of District tax bonds, and the levy and collection of District debt service and maintenance taxes.

**WHEREAS**, the District has issued its unlimited tax bonds pursuant to the foregoing authorization.

**WHEREAS**, the Board of Directors of the District approved proposed ad valorem tax rate for the 2025 tax year at a meeting conducted on September 17, 2025.

**WHEREAS**, in accordance with the requirements set forth at Section 49.236 of the Texas Water Code and other applicable laws, the District has given proper notice and conducted a public hearing regarding the adoption of ad valorem tax rates for the 2025 tax year.

**WHEREAS**, after conducting the public hearing, the Board of Directors of the District desires to proceed with the levy and collection of a debt service tax and a maintenance tax for the 2025 tax year; and

**WHEREAS**, the District has complied with the applicable requirements of the Texas Water Code and other statutes relating to the procedures for establishing ad valorem taxes by municipal utility districts. Now, therefore,

**BE IT ORDERED BY THE BOARD OF DIRECTORS OF TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1 THAT:**

**Section 1.** The facts and recitations found in the preamble of this Order are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

**Section 2.** There is hereby levied for the 2025 tax year the following ad valorem taxes:

- (i) An ad valorem debt service tax rate of **\$0.00799** on each \$100 of taxable value on all taxable property within the District; and
- (ii) An ad valorem maintenance tax rate of **\$0.05451** on each \$100 of taxable value on all taxable property within the District.

**Section 3.** The Board of Directors hereby finds and declares that the tax rates adopted and levied by this Order do not exceed the maximum tax rates authorized by the voters of the District.

**Section 4.** All taxes collected pursuant to this Order, after paying reasonable costs of levying, assessing, and collecting same, shall be used for authorized purposes, as may be specified by the Board of Directors in accordance with applicable laws.

**ADOPTED, PASSED AND APPROVED this 17<sup>th</sup> day of September 2025.**

\_\_\_\_\_  
Kevin R. Carr  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Doug Harper  
Secretary, Board of Directors

(SEAL)

**RESOLUTION NO. 2025-0917B**

**A RESOLUTION TO APPROVE THE 2025 TAX ROLL FOR  
TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1**

**RESOLVED:** Pursuant to Section 26.09(e) of the Texas Tax Code, the Board of Directors of Trophy Club Municipal Utility District No. 1 hereby approves the 2025 certified appraisal rolls dated July 21, 2025, from Denton County Central Appraisal District and dated July 23, 2025, from Tarrant Appraisal District, in which the certified appraised values were listed as **\$3,320,285,036** and **\$802,157,453** respectively, for a total certified appraised value of **\$4,122,422,489**. The 2025 tax rate approved by the Board of Directors of Trophy Club Municipal Utility District No. 1 is **\$0.06814 per \$100 assessed valuation**. The amount of tax entered on the certified appraisal rolls and applied to all taxable property within the District results in a **\$2,809,018** tax levy. The Board hereby approves such appraisal rolls with amounts of tax entered and declares that such shall constitute the District's tax roll for the 2025 tax year.

**RESOLVED, ADOPTED AND APPROVED** by the Board of Directors of Trophy Club Municipal Utility District No. 1, Trophy Club, Texas, this 17<sup>th</sup> day of September 2025.

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Kevin R. Carr, President  
Board of Directors

ATTEST:

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Doug Harper, Secretary/Treasurer  
Board of Directors

(SEAL)



and foregoing Paragraph 2 were the duly chosen, qualified and acting officers and members of the Board of Directors as indicated therein, that each was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of such meeting, and that such Resolution would be introduced and considered for adoption at such meeting, and that each consented, in advance, to the holding of such meeting for such purpose; that the canvassing of the officers and members of the Board of Directors present at and absent from such meeting and of the votes of each on such motion, as set forth in the above and foregoing Paragraph 2, is true and correct; and that sufficient and timely notice of the hour, date, place and subject of such meeting was given and posted as required by Chapter 551, Texas Gov. Code.

**RESOLVED, PASSED and APPROVED** on this 17<sup>th</sup> day of September 2025.

(SEAL)

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Laurie Slaght  
District Secretary



**AMENDMENT AND RESTATED INFORMATION FORM**

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

STATE OF TEXAS   §  
COUNTIES OF DENTON AND TARRANT                         §

Pursuant to V.T.C.A., Texas Water Code, Sections 49.452, 49.4521, and 49.455, as amended, the Board of Directors of Trophy Club Municipal Utility District No. 1 (the “**District**”) hereby gives the following amendment to information form and revised notice to purchaser form to all sellers and purchasers of real estate situated within the boundaries of said District. We do hereby certify that the only modifications to be made by this amendment are changes to items numbered as follows:

- The most recent rate of District-wide taxes on property located in the District for maintenance and operation purposes is \$0.06000 on each \$100 of assessed valuation. The most recent rate of District-wide taxes on property located in the District for debt service is \$0.00814 on each \$100 of assessed valuation.
- The particular form of Notice to Purchasers required by Sections 49.452 and 49.4521 of the Texas Water Code to be furnished by a seller to a purchaser of real property in the District, completed by the District with all information required to be furnished by the District, is attached hereto as Exhibit “A”.

**WITNESS OUR HANDS THIS THE 17th DAY OF SEPTEMBER 2025.**

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Kevin R. Carr, President

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William C. Rose, Vice President

(SEAL)

Doug Harper, Secretary/Treasurer

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Neil Twomey, Director

James C. Thomas, Director

THE STATE OF TEXAS           §  
   §  
COUNTY OF DENTON           §

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared KEVIN R. CARR, WILLIAM C. ROSE, DOUG HARPER, and NEIL TWOMEY, known to me to be the persons and officers whose names are subscribed to the foregoing instrument and affirmed and acknowledged that said instrument is correct and accurate to the best of their knowledge and belief, and that they executed the same for the purposes and in the capacities therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 17th day of September 2025.

\_\_\_\_\_  
Notary Public, State of Texas

My Commission expires: \_\_\_\_\_

(SEAL)

**EXHIBIT "A"**

# NOTICE TO PURCHASER OF SPECIAL TAXING OR ASSESSMENT DISTRICT

The real property that you are about to purchase is located in Trophy Club Municipal Utility District No. 1 and may be subject to District taxes or assessments.

The District may, subject to voter approval, impose taxes and issue bonds. The District may impose an unlimited rate of tax in payment of such bonds. The current rate of the District property tax is \$0.06814 on each \$100 of assessed valuation, The District may impose assessments and issue bonds and impose an assessment in payment of such bonds.

The total amounts of bonds payable wholly or partly from property taxes excluding refunding bonds that are separately approved by the voters, approved by the voters are \$32,859,217 for water, sewer, and drainage facilities; and \$2,000,000 for firefighting facilities.

The aggregate initial principal amounts of all such bonds issued are \$32,855,000 for water, sewer, and drainage facilities; and \$2,000,000 for firefighting facilities.

The District is located within the corporate boundaries of the Town of Trophy Club. The Town of Trophy Club and the District overlap but may not provide duplicate services or improvements. Property located in the Town of Trophy Club is subject to taxation by the Town of Trophy Club and the District. The District is located partially within the corporate boundaries of the Town of Westlake. The Town of Westlake and the District overlap but may not provide duplicate services or improvements. Property located in the Town of Westlake and the District is subject to taxation by the Town of Westlake and the District.

The purpose of this District is to provide water and sanitary sewer facilities and services and fire-fighting facilities and activities. The cost of district facilities is not included in the purchase price of your property.

**PURCHASER IS ADVISED THAT THE INFORMATION SHOWN ON THIS FORM IS SUBJECT TO CHANGE BY THE DISTRICT AT ANY TIME. THE DISTRICT ANNUALLY ESTABLISHES TAX RATES. PURCHASER IS ADVISED TO CONTACT THE DISTRICT TO DETERMINE THE STATUS OF ANY CURRENT OR PROPOSED CHANGES TO THE INFORMATION SHOWN ON THIS FORM.**

**The undersigned purchaser hereby acknowledges receipt of the foregoing notice at or before the execution of a binding contract for the purchase of the real property or at closing of purchase of the real property**

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Date

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Signature of Seller

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Date

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Signature of Purchaser



**Section 3.** The General Manager is authorized to do all things necessary and proper to evidence the Board's adoption of this Order and to carry out the intent hereof. Upon execution, a permanent copy of this Order shall be filed in the permanent records of the District.

**ADOPTED, PASSED AND APPROVED** by the Board of Directors of Trophy Club Municipal Utility District No. 1 on this 17<sup>th</sup> day of September 2025.

\_\_\_\_\_  
Kevin R. Carr, President  
Board of Directors

ATTEST:

(SEAL)

\_\_\_\_\_  
Doug Harper, Secretary/Treasurer  
Board of Directors



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

### **INVESTMENT POLICY**

**SEPTEMBER 17, 2025**

#### **I. STATUTORY AUTHORITY**

**1.01 Statutory Authority.** This Policy has been adopted pursuant to, and in accordance with the requirements of, Chapter 2256 of the Texas Government Code (the Public Funds Investment Act) and Chapter 2257 of the Texas Government Code (the Public Funds Collateral Act).

#### **II. POLICY**

**2.01 Policy.** It is the policy of Trophy Club Municipal Utility District No. 1 (“District”) that after allowing for the anticipated cash flow requirements of the District and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to optimize interest earnings to the maximum extent possible.

**2.02 Cash Management.** Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to District funds. The District investment portfolio shall be designed and managed in a manner designed to be responsive to public trust, to be in compliance with legal requirements and limitations, and to maximize this revenue source.

Investments shall be made with the primary objectives of:

- \* Safety and preservation of principal
- \* Maintenance of sufficient liquidity to meet operating needs
- \* Public trust from prudent investment activities
- \* Optimization of interest earnings on the portfolio

#### **III. PURPOSE**

**3.01 Purpose.** The purpose of this investment policy is to comply with Chapter 2256 of the Government Code (“Public Funds Investment Act”), which requires the District to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of District funds.



#### **IV. SCOPE**

**4.01 Scope.** This Policy applies to the investment of all funds of Trophy Club Municipal Utility District No. 1 (the “District”) and funds under its control. The Board of the District shall review this Investment Policy, and the investment strategies set forth herein, not less than annually and shall make any changes thereto as determined by the Board of the District to be necessary and prudent for the management of District funds. Not less than annually, the Board shall adopt a written order or resolution stating that it has reviewed the Investment Policy and investment strategies and setting forth any changes made thereto.

**4.02** This Policy shall govern the investment of all financial assets of the District. These funds are accounted for in the Basic Financial Statements and include:

- \* General Fund
- \* Capital Projects Funds
- \* Debt Service Funds, including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- \* Any new fund created by the District, unless specifically exempted from this Policy by the District Board of Directors or by law.

**4.03** The District consolidates fund cash balances to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

**4.04** This Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of the District by outside agencies under deferred compensation programs.

#### **V. OBJECTIVES**

**5.01 Investment Objectives.** Investment of funds shall be governed by the following investment objectives, in order of priority:

- i. **Preservation and safety of principal** - The foremost objective of the District’s Investment Policy is to assure safety of the invested funds. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital while minimizing credit rate and interest rate risk. Investment for speculation is prohibited.
- ii. **Liquidity** - Funds will be invested with maturities necessary to maintain sufficient liquidity to provide adequate and timely working funds.
- iii. **Yield** - Return on investment is of least importance compared to the safety and liquidity objectives described above.

## VI. INVESTMENT PARAMETERS

**6.01. Investment Strategies.** The District's overall investment strategy shall be to purchase high credit quality investments that preserve the safety of capital, maximize liquidity, promote diversification, and provide reasonable market yield (in that order of priority), based on the District's anticipated cash flows and the maintenance of a liquidity buffer for unanticipated liabilities. Investments are to be chosen in a manner which promotes diversity by market sector, credit, and maturity. The choice of high credit quality investments and high-grade money market instruments are designed to assure the marketability of those investments should liquidity needs arise. Detailed strategies by fund type are set forth in **Exhibit "A"** of this Policy. The Board of the District shall review annually the investment strategies and shall make any changes thereto as determined by the Board to be necessary and prudent for the management of the District's funds.

**6.02 Maximum Maturities.** The District will match its investments with anticipated cash flow requirements. To match anticipated cash flow requirements, the maximum weighted average maturity of the overall portfolio shall not exceed 365 days and a benchmark of the six-month and one-year Treasury Bills shall be used to measure risk in the portfolio. Unless matched to a specific cash flow requirement, the District will not directly invest in securities maturing more than 24 months from the date of purchase.

**6.03 Diversification.** The District will diversify its portfolio to reduce risk. The following table sets forth the minimum diversification standards by security type:

Type of Investment	Maximum Percentage of District Portfolio
US Agencies/Instrumentalities	50%
Certificates of Deposit/Share Certificates	90%
Local Government Investment Pools	90%
Money Market Accounts	90%

**6.04. Competitive Bidding Requirement.** All securities, including certificates of deposit, will be purchased, or sold after three (3) offers/bids are taken to verify that the District is receiving fair market value/price for the investment. Bids for certificates of deposit may be solicited orally, in writing, electronically, or by any combination of these methods.

**6.05. Delivery versus Payment.** All security transactions entered into by the District shall be conducted on a delivery versus payment (DVP) basis. Securities will be held by a third-party custodian designated by the Investment Officer and evidenced by safekeeping receipts.

**6.06 Rating Declines or Loss of Rating.** The Investment Officer shall monitor the credit rating on all authorized investments in the District's portfolio based on independent information from a nationally recognized rating agency. Ratings monitoring will be performed on a monthly basis for all authorized investments except mutual funds and commercial paper. Ratings monitoring will be performed on a weekly basis for mutual funds and commercial paper. If any security falls below the minimum rating required by this Policy (i.e. Public Funds Investment Act), the Investment Officer shall immediately solicit bids for and sell the security, if possible,

regardless of a loss of principal.

**6.07 Electronic Wire Transfers.** The Investment Officer may use electronic means to transfer or invest funds collected or controlled by the District. Electronic transfers shall only be made with prior written approval by the General Manager.

## **VII. DELEGATION OF INVESTMENT AUTHORITY**

**7.01 Appointment of Investment Officer.** The person serving as General Manager is hereby appointed the Investment Officer of the District. The Investment Officer shall be responsible for the investment of District funds in accordance with this Investment Policy. If the Board has contracted with another investing entity to invest the District's funds, as authorized by the Public Funds Investment Act, the Investment Officer of the other investing entity is considered to be the Investment Officer of the District for such purposes. The authority hereby granted to the Investment Officer to invest the District's funds is effective until rescinded by the Board, until the expiration of the officer's term or the termination of the person's employment with the District, or if an investment management firm, until the expiration of the contract with the District.

**7.02 Investment Training.** The Board appointed General Manager/ Investment Officer, and Finance Manager shall attend at least one investment training session from an independent source and containing at least six (6) hours of instruction relating to investment responsibilities within 12 (twelve) months after taking office or assuming duties. The General Manager/Investment Officer and Finance Manager shall also attend an investment training session within each two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date after the first year and receive not less than four (4) hours of instruction relating to investment responsibilities from an independent source. Training must include education on investment controls, security risks, strategy risks, market risks, diversification of investment portfolio and compliance with the Public Funds Investment Act. Certificates and/or other documentation of completed training hours shall be maintained with this Policy as **Exhibit "E"**.

**7.03 Internal Controls.** The Investment Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. Accordingly, the Investment Officer shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points.

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Written confirmation for telephone (voice) transactions for investments and wire transfers.

- Development of a wire transfer agreement with the depository bank or third-party custodian.

**7.04 Prudence.** The standard of care to be used by the Investment Officer shall be prudent person standard and shall be applied in the context of managing the overall portfolio. These standard states that the person designated as the Investment Officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs. In determining whether the Investment Officer has exercised prudence with respect to an investment decision, the determination shall take into consideration (i) the investment of all funds over which the Investment Officer has responsibility rather than consideration as to the prudence of a single investment, and (ii) whether the investment decision was consistent with this Investment Policy.

**7.05 Ethics.** Officers and employees involved in the investment of District funds shall refrain from personal activity that could conflict with the proper execution and management of the District's investment program. Employees and investment officials shall disclose, in writing, any material interests, including personal business relationships, with any financial institution with which it is proposed that the District conduct business. For purposes of District investments, employees or investment officials have a personal business relationship with a business organization if:

- i. the individual owns 10 (ten) percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization; or
- ii. funds received by the individual from the business organization exceed 10 percent of the individual's gross income for the previous year; or
- iii. the individual has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the individual.

**7.06 Limitation of Personal Liability.** Authorized representatives of the District who invest the District's funds in accordance with this Policy shall have no personal liability for any individual security's credit risk or market price changes provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

## VIII. INVESTMENT REPORTS

**8.01 Internal Management Reports.** The Investment Officer shall prepare and submit not less than quarterly to the Board of Directors of the District written reports of investment transactions for all funds of the District for the preceding reporting period. The quarterly reports shall comply with the requirements of Section 2256.023 of the Public Funds Investment Act. Specifically, the quarterly report shall:

- i. Describe in detail the investment position of the District.

- ii. Be prepared jointly by all Investment Officers.
- iii. Be signed by each Investment Officer.
- iv. Contain a summary statement of each pooled fund group that states the:
  - (A) beginning market value for the reporting period; and
  - (B) ending market value for the period; and
  - (C) fully accrued interest for the reporting period; and
  - (D) state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested; and
  - (E) state the maturity date of each separately invested asset that has a maturity date; and
  - (F) state the account or fund or pooled group fund in the state agency or local government for which each individual investment was acquired; and
  - (G) state the compliance of the investment portfolio of the District as it relates to: (i) the investment strategy expressed in this Policy; and (ii) relevant provisions of the Public Funds Investment Act.

## **IX.**

### **COLLATERAL, SAFEKEEPING, AND CUSTODY REQUIREMENTS**

**9.01 Collateral Policy.** Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the District to require full collateralization of all District funds on deposit with a depository bank and for repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments, less an amount insured by the FDIC. At its discretion, the District may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with which the District has a current custodial agreement. The General Manager is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the District and retained. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

**9.02 Authorized Collateral for Time and Demand Deposits.** The District shall accept only the following securities as collateral for time and demand deposits:

- i. FDIC insurance coverage.
- ii. Obligations of the United States, its agencies or instrumentalities, or other evidence of indebtedness of the United States guaranteed as to principal and interest.
- iii. Obligations of Texas or other states or of a county, city or other political subdivision of a state having been rated as not less than “A” or its equivalent by two nationally recognized rating agencies.
- iv. A letter of credit issued by a federal home loan bank.

**9.03 Authorized Collateral for Repurchase Agreements.** The District shall accept as collateral for repurchase agreements only obligations of the United States, its agencies, or instrumentalities.

## **X. AUTHORIZED INVESTMENTS**

**10.01 Authorized Investments.** The following are authorized investments for the District’s funds, as further described and restricted by the Public Funds Investment Act:

- i. Obligations of, or guaranteed by, the United States. Obligations of the United States, its agencies, and instrumentalities, excluding mortgage-backed securities, and that are authorized investments under Section 2256.009 of the Public Funds Investment Act.
- ii. State Obligations. Obligations of the State of Texas or any state of the United States or their respective agencies and instrumentalities, agencies, counties, cities, and other political subdivisions rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent, and that are authorized investments under Section 2256.009 of the Public Funds Investment Act.
- iii. Other Governmental Obligations. Obligations, the principal, and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.
- iv. Certificates of Deposit/Share Certificates.
  - (a) Fully insured or collateralized certificates of deposit or share certificates that are approved investments under Section 2256.010 of the Public Funds Investment Act: (i) from a depository institution that has its main office or a branch office in the State of Texas; and (ii) that are guaranteed or insured by the Federal Deposit Insurance Corporation or its successor, or by the National Credit Union Share Insurance Fund or its successor, as applicable. Authorized certificates of deposit shall include such certificates purchased through the CDARS program with a Texas bank.

- (b) Fully insured certificates of deposit purchased from a broker or a bank that has its main office or a branch office in the State of Texas and is selected from the list of qualified brokers attached to this Investment Policy. All investments in such brokered certificates of deposit shall be made on a delivery versus payment basis to the District's safekeeping agent, and the Investment Officer shall verify that the bank is fully insured by the Federal Deposit Insurance Corporation prior to purchase. In the event any bank from which the District has purchased a brokered certificate of deposit merges with, or is acquired by, another bank in which brokered certificates of deposit are owned by the District, the Investment Officer shall immediately contact the banks and liquidate any brokered certificate that exceeds FDIC insurance levels.
- v. Repurchase Agreements. Fully collateralized repurchase agreements with a defined termination date executed with a primary dealer as defined by the Federal Reserve or a financial institution doing business in this state, and that are authorized investments under Section 2256.011 of the Public Funds Investment Act.
- vi. Mutual Funds. Money Market Mutual funds that: 1) are registered and regulated by the Securities and Exchange Commission, 2) have a dollar weighted average stated maturity of 90 days or less, 3) seek to maintain a net asset value of \$1.00 per share, and 4) are rated AAA by at least one nationally recognized rating service.
- vii. Investment Pools. AAA-rated, constant-dollar local government investment pools that meet the requirements set forth in the Public Funds Investment Act for the investment of public funds, including Sections 2256.016, .017, .018, and .019, and provided further that such investments must be approved by the Board of Directors of the District by separate resolution.
- viii. Interest bearing accounts of any FDIC bank in Texas.

## XI.

### AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

**11.01 Authorized Financial Dealers and Institutions.** The Board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of public funds; provided, that a contract may not be for a term longer than two years, and any renewal or extension thereof must be made by the Board by order or resolution.

## XII.

### MISCELLANEOUS

**12.01 Policy to be presented to Investment Officer.** The Investment Officer shall be presented a copy of this Investment Policy and shall execute a written instrument substantially in the form attached hereto as **Exhibit "B"** to the effect that the Investment Officer has:

- i. received and thoroughly reviewed a copy of this Investment Policy; and
- ii. implemented procedures and controls to comply with the Investment Policy.

**12.02 Policy to be presented to Investment Firms.** A written copy of the Investment Policy shall be presented to any business organization offering to engage in an investment transaction with the District. For purposes of this Policy, a “business organization” is an investment pool or investment management firm under contract with the District to invest or manage the District’s investment portfolio that has accepted authority granted by the District under the contract to exercise investment discretion in regard to the District’s funds. The qualified representative of the business organization offering to engage in an investment transaction with the District shall execute a written instrument in a form acceptable to the District and the business organization substantially to the effect that the business organization has:

- i. Received and reviewed the Investment Policy of the District; and
- ii. Acknowledged that the business organization has implemented procedures and controls in an effort to preclude investment transactions conducted between the District and the organization that are not authorized by the District's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the District's entire portfolio or requires an interpretation of subjective investment standards. The Investment Officer may not acquire or otherwise obtain any authorized investment described in the Investment Policy from a person who has not delivered to the District the written instrument set forth in **Exhibit “B”** hereof.

The District shall maintain a copy of each of the executed written statements described in Sections 12.01 and 12.02 for the auditor and include them as **Exhibit “D”** of this policy.

At any time that the District amends this Investment Policy, the Investment Officer shall present the amended Investment Policy to all persons and/or business organizations at which funds of the District are invested and shall obtain a new written instrument as described in Section 10.01(B) hereof.

**12.03 Annual Financial Audit.** The District, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

**12.04 Selection of Authorized Brokers.** The District shall annually review, revise and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District. Approved Investment Brokers are those listed in **Exhibit C** of this Policy.

**12.05 Repeal of Prior Orders.** Any and all prior orders or resolutions relating to the investment of District funds are hereby repealed and this Policy shall supersede any such prior orders or resolutions as of the date of its adoption by the Board of Directors.

**12.06 Effective Date.** This Policy shall be effective as of September 17, 2025.



## **EXHIBIT "A"**

### **INVESTMENT STRATEGY**

#### **Operating Funds**

Suitability - All investments authorized in the Investment Policy are suitable for Operating Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for the pooled operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The dollar-weighted average maturity of operating funds, based on the stated final maturity date of each security, will be calculated, and limited to one year or less. Constant \$1 net asset value investment pools and money market mutual funds shall be an integral component in maintaining daily liquidity. Investments for these funds shall not exceed an 18-month period from date of purchase.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The District's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Operating Funds shall be the 91-day Treasury bill.

#### **Reserve and Deposit Funds**

Suitability - All investments authorized in the Investment Policy are suitable for Reserve and Deposit Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for reserve and deposit funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate reserve fund from investments with a low degree of volatility. Except as may be required by the bond ordinance specific to an individual issue, investments should be of high quality, with short-to-intermediate-term maturities. The dollar-weighted average maturity of reserve and deposit funds, based on the stated final maturity date of each security, will be calculated, and limited to two years or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flow based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The District's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Reserve and Deposit Funds shall be the ninety-one (91) day Treasury bill.

### **Bond and Certificate Capital Project Funds and Special Purpose Funds**

Suitability - All investments authorized in the Investment Policy are suitable for Bond and Certificate Capital Project Funds and Special Purpose Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for bond and certificate capital project funds, special projects and special purpose funds' portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The stated final maturity dates of investments held should not exceed the estimated project completion date or a maturity of no greater than three years. The dollar-weighted average maturity of bond and certificate capital project funds and special purpose funds, based on the stated final maturity date of each security, will be calculated, and limited to two years or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The District's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Bond and Certificate Capital Project Funds and Special Purpose Funds shall be the ninety-one (91) day Treasury bill. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield of the applicable bond or certificate.

### **Debt Service Funds**

Suitability - All investments authorized in the Investment Policy are suitable for Debt Service Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date. The dollar-weighted average maturity of debt service funds, based on the stated final maturity date of each security, will be calculated, and limited to one year or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flow based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The District's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Debt Service Funds shall be the ninety-one (91) day Treasury bill.

**EXHIBIT "B"**

**INVESTMENT OFFICER AND INVESTMENT FIRM CERTIFICATION  
OF RECEIPT AND REVIEW OF INVESTMENT POLICY**

THE STATE OF TEXAS

COUNTY OF DENTON

I, \_\_\_\_\_ of \_\_\_\_\_,  
do hereby certify that I have been presented a copy of the Amended and Restated Investment  
Policy for Trophy Club Municipal Utility District No. 1 dated \_\_\_\_\_. I have thoroughly  
reviewed the Investment Policy and acknowledge that \_\_\_\_\_ has implemented  
procedures and controls to comply with the Investment Policy.

WITNESS MY HAND THIS \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**EXHIBIT "C"**  
**APPROVED INVESTMENT FIRMS**

<b>Name of Bank</b>	<b>Phone Number</b>	<b>Address</b>	<b>Town</b>	<b>State</b>	<b>Zip</b>
Prosperity Bank	817-378-2210	217 North Main	Keller	TX	76248
First Financial	817-329-8615	95 Trophy Club Dr	Trophy Club	TX	76262
TexPool	866-839-7665	1001 Texas Avenue Suite 1400	Houston	TX	77002

**EXHIBIT "D"**

**EXECUTED CERTIFICATIONS OF RECEIPT  
AND REVIEW OF INVESTMENT POLICY**

**EXHIBIT "E"**

**TRAINING CERTIFICATES FOR INVESTMENT OFFICER**

# Public Funds Investment Act Training

North Central Texas Council of Governments  
and

Government Treasurers' Organization of Texas

Co-Sponsored by AWBD, TRWA, and TWCA

## Certificate of Attendance

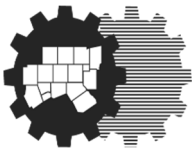
*Alan Fourmentin*

May 22, 2024 ..... 4 hours

Zoom

INSTRUCTOR: Patrick Shinkle

SPONSOR NUMBER: 010174



We are registered with the Texas State Board of Public Accountancy as a CPE sponsor. This registration does not constitute an endorsement by the board as to the quality of our CPE Program. In accordance with the standards of the National Registry of CPE Sponsors and the rules for CPE promulgated by the TSBPA, CPE credits have been granted based on a 50-minute hour.



# Public Funds Investment Act Training

North Central Texas Council of Governments  
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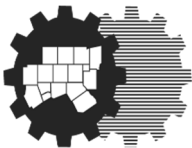
## Certificate of Attendance

*Regina Van Dyke*

August 13, 2025..... 4 hours

Zoom

INSTRUCTOR: Patrick Shinkle  
SPONSOR NUMBER: 010174



We are registered with the Texas State Board of Public Accountancy as a CPE sponsor. This registration does not constitute an endorsement by the board as to the quality of our CPE Program. In accordance with the standards of the National Registry of CPE Sponsors and the rules for CPE promulgated by the TSBPA, CPE credits have been granted based on a 50-minute hour.



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## STAFF REPORT

September 17, 2025

**AGENDA ITEM:** Consider and act regarding approval of task order agreement with Halff Associates for professional engineering services for the replacement of the existing water lines.

**DESCRIPTION:** Halff Associates will provide professional engineering services for the design, bidding and construction phase services for the replacement of approximately 7,220 linear feet of water lines along and adjacent to Oakmont Drive, Palmetto Court, Creekmere Drive, Creekmere Court, Edgemere Drive, and Edgemere Court as a part of FY 2026 Capital Improvement Projects.

**ATTACHMENTS:**

Halff Task Order Proposal

**RECOMMENDATION:** Staff recommends approval of task order agreement with Halff Associates for professional engineering services for the replacement of the existing water lines as part of FY 2026 Capital Improvement Projects at a total cost not to exceed \$112,155 and authorize the General Manager to execute the necessary documents to implement Board action.

September 9, 2025  
P36681.009

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

**RE: Proposal for FY 2026 Water Line Replacement**

Dear Mr. Fourmentin,

We are pleased to present the following scope of services and fee schedule to provide professional engineering services for the Trophy Club Municipal Utility District No. 1 (District). Per our discussion, the District would like Halff Associates to prepare engineering design plans for the replacement of the existing water lines along Oakmont Drive, Palmetto Court, Creekmore Drive, Creekmore Court, Edmore Drive, and Edmore Court.

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 trust this proposal meets your requirements for this project. We appreciate the opportunity to be of service to you, and trust that our association on this project will be mutually beneficial. 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

C: Ronald King, PE - Halff

## **ATTACHMENT 'A'**

### **Scope of Services**

#### **Overview**

Halff will prepare design plans for 8-inch water lines and services, an approximate total length of 7,220 linear feet (LF). The existing asbestos cement (AC) lines will be replaced in-place by AWWA C-900 pipe. The District has provided record drawings of the existing water lines, where available. The water lines will be replaced in the existing alignment.

The Oakmont Drive water line replacement includes the entirety of Oakmont Drive north of Trophy Club Drive. The total length is approximately 3,080 LF.

The Palmetto Court replacement will begin at Oakmont Drive and end at the cul-de-sac for a total length of approximately 640 LF.

The Creekmere Drive replacement includes the entirety of Creekmere Drive west of Indian Creek Drive. The total length is approximately 1,510 LF.

The Creekmere Court replacement will begin at Indian Creek Drive and end at the cul-de-sac for a total length of approximately 320 LF.

The Edgemere Drive replacement includes the entirety of Edgemere Drive east of Indian Creek Drive. The total length is approximately 1,280 LF.

The Edgemere Court replacement will begin at Edgemere Drive and end at the cul-de-sac for a total length of approximately 390 LF.

#### **Basemap Preparation**

No survey will be performed as part of this project. The basemap will be prepared using an aerial image, record drawings, and field verification. GIS property boundaries from the Denton County Appraisal District will be utilized.

#### **Final Design Phase (90% Submittal)**

Final plans will be prepared and submitted to the District for review.

The plans will include the following sheets:

1. Cover Sheet with locator map and sheet index.
2. General notes/specifications sheet.
3. Project layout sheet.
4. Water line plan sheets; no profiles.
5. Construction detail sheets.
6. Contract Documents and Specifications (separate document).

Halff will deliver a PDF and two half size (11"x17") hard copies of the Construction Plans to the District for review. Halff will submit an estimate of probable construction cost with the 90% submittal. A review meeting with the District will be conducted at the end of the 90% Design Phase.

### **Construction Plans (100% Submittal)**

District comments will be addressed, and the plans will be submitted for construction. Each plan sheet will be stamped, dated and signed by the Engineer. Contract Documents and Specifications will be prepared. Halff will submit an updated estimate of probable construction cost with the 100% submittal.

Halff will deliver a PDF, and one full size (22"x34") and three half size (11"x17") hard copies of the Construction Plans to the District.

### **Bidding and Construction Phase Services**

Halff will provide bidding and construction phase services, including the following tasks:

1. Provide Link to Bidding Documents, Maintain Plan holder List, and receive bids through Civicast
2. Attend Pre-Bid Meeting
3. Issue Addenda and Respond to Contractor Questions
4. Host Virtual Bid Opening
5. Prepare Bid Tabulation and Letter of Recommendation
6. Prepare Conformed Contract Documents for Execution (Digital)
7. Provide Plans for Construction (1-22"x34" and 3-11"x17")
8. Attend Pre-Construction Meeting
9. Review Submittals and Answer RFIs
10. Review Change Orders
11. Review Pay Applications
12. Prepare Project Closeout Documents
13. Prepare Record Drawings
14. Update GIS Shapefiles and Asset Management Spreadsheet

### **Schedule**

- Design schedule will be adjusted so that project may advertise for construction on January 31, 2026.
- Completion of final construction plans and contract documents and specifications (90%): 90 calendar days from notice to proceed.
- Completion of construction plans (100%): 120 calendar days from notice to proceed, excluding District review time.
- Bidding services: 30 calendar days from District's approval of construction plans.
- Construction services: In accordance with construction schedule
- Closure: 30 calendar days from the date of construction completion

**Additional services not included in the Scope of Services:**

- Geotechnical investigation
- Subsurface Utility Engineering (SUE) services
- Traffic control services
- ROW/Easement services, including temporary right-of-entries
- Pavement replacement or rehabilitation outside of the trench width
- Public meetings
- Services associated with rebidding the project after the initial advertisement/bid process
- Performance of materials testing or specialty testing services
- Services related to submitting for permits (ie. Town, utilities, etc.)
- Services related to survey construction staking
- Construction site visits
- Construction inspection services, including final walk through

**ATTACHMENT 'B'****Fee Summary****PROPOSED FEE SCHEDULE**

I.	Construction Plan Preparation.....	\$80,295 (Lump Sum)
II.	Bidding and Construction Phase Services .....	\$31,860 (Lump Sum)

**TOTAL FEE .....** **\$112,155**

This project will be a lump sum fee. The lump sum fee will not be exceeded without prior approval from the District. The lump sum fee will be invoiced monthly based on percent 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. A summary of current hourly billing rates and current unit pricing schedule is 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 following page.



Submitted:

**HALFF ASSOCIATES, INC.**

Approved:

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

By: \_\_\_\_\_

Signature

Ronald King \_\_\_\_\_

Printed Name

Director, Water/Wastewater \_\_\_\_\_

Title

9/5/2025 \_\_\_\_\_

Date

By: \_\_\_\_\_

Signature

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Title

\_\_\_\_\_

Date



HALFF ASSOCIATES, Inc.  
2601 Meacham Blvd. Suite 600  
Fort Worth, Texas 76137  
(817) 847-1422

**Client** Trophy Club Municipal District No. 1  
**Project** FY 2026 Water Line Replacement

9/5/2026  
36681.009

**CONCEPTUAL ESTIMATE OF PROBABLE CONSTRUCTION COST**

Item No.	Description	Unit	QTY	Unit Cost	Total Cost
1	Mobilization and General Site Preparation (10% maximum)	LS	1	\$ 197,000.00	\$ 197,000.00
2	Traffic Control	LS	1	\$ 50,000.00	\$ 50,000.00
3	Storm Water Pollution Prevention Plan (SWPPP)	LS	1	\$ 30,000.00	\$ 30,000.00
4	6-Inch PVC, C900 DR-14, Water Line	LF	100	\$ 140.00	\$ 14,000.00
5	8-Inch PVC, C900 DR-14, Water Line	LF	4,218	\$ 145.00	\$ 611,610.00
6	8-Inch PVC, C900 DR-14, Water Line by Other Than Open Cut	LF	1,640	\$ 315.00	\$ 516,600.00
7	2-Inch Polyethylene SDR9	LF	1,466	\$ 70.00	\$ 102,620.00
8	Trench Safety for Water Lines	LF	4,318	\$ 3.00	\$ 12,954.00
9	6" Gate Valve	Ea	10	\$ 2,700.00	\$ 27,000.00
10	8" Gate Valve	Ea	19	\$ 3,500.00	\$ 66,500.00
11	2" Threaded Gate Valve	Ea	3	\$ 2,000.00	\$ 6,000.00
12	1-Inch Bored Water Service Line - Long	Ea	60	\$ 3,000.00	\$ 180,000.00
13	1-Inch Water Service Line - Short	Ea	55	\$ 2,500.00	\$ 137,500.00
14	1-Inch Rerouted Water Service Line	Ea		\$ 2,000.00	\$ -
15	Fire Hydrant	Ea	10	\$ 9,000.00	\$ 90,000.00
16	Connect to Existing Water Line	Ea	8	\$ 5,000.00	\$ 40,000.00
17	Sawcut and Remove and Replace Existing Concrete Pavement	SY	-	\$ 180.00	\$ -
18	Sawcut and Remove and Replace Existing Concrete Driveway	SF	-	\$ 30.00	\$ -
20	Sawcut and Remove and Replace Barrier Free Ramp	Ea	-	\$ 5,000.00	\$ -
21	Sodding	SY	2,879	\$ 20.00	\$ 57,580.00
22	Topsoil	CY	320	\$ 80.00	\$ 25,600.00
				<b>Subtotal</b>	<b>\$ 2,164,964.00</b>
				<b>25% Contingency</b>	<b>\$ 541,241.00</b>
				<b>Total</b>	<b>\$ 2,706,000.00</b>

This statement was prepared utilizing standard cost estimate practices. It is understood and agreed that this is an estimate only, and that Engineer shall not be liable to Owner or to a third party for any failure to accurately estimate the cost of the project, or any part thereof.



**EXHIBIT "B-1"**  
**(SUPPLEMENT TO EXHIBIT "B")**  
**FY 2026 WATER LINE REPLACEMENT**  
**TROPHY CLUB MUD**  
**ESTIMATED PROJECT EFFORT**

September 17, 2025 Regular Meeting Agenda Packet

Project Phases and Tasks	Director	Team Leader / PM	Engineer in Training	GIS Professional	CADD Technician	Clerical/ Administrative Support	Effort Subtotal	Fee Subtotal	Project Total
<b>Basic Fee Services</b>									
Construction Plans									
Basemap Preparation		16	16	16	12		60	\$10,260	\$10,260
Nearmap Fee								\$200	\$200
Site Visit and Basemap Revisions		10	20		20		50	\$8,100	\$8,100
Title Sheet / Index of Sheets		1	1		1		3	\$530	\$530
Water General Notes and Legend		1	1		1		3	\$530	\$530
Project Layout (4 sheets)		8	24		12		44	\$7,100	\$7,100
Oakmont Drive (7 sheets)		14	42		14		70	\$11,480	\$11,480
Palmetto Court (1 sheet)		2	6		2		10	\$1,640	\$1,640
Creekmere Drive (3 sheets)		6	18		6		30	\$4,920	\$4,920
Creekmere Court (1 sheet)		2	6		2		10	\$1,640	\$1,640
Edgemere Drive (3 sheets)		6	18		6		30	\$4,920	\$4,920
Edgemere Court (1 sheet)		2	6		2		10	\$1,640	\$1,640
Standard Details		2	8		8		18	\$2,740	\$2,740
Specifications and Contract Documents		10	20			10	40	\$6,400	\$6,400
Quantities and Cost Estimates		6	12				18	\$3,240	\$3,240
Meetings/Coordination		3	3				6	\$1,185	\$1,185
Address District Comments (90% Review)		10	38				48	\$8,010	\$8,010
QA/QC	16						16	\$5,760	\$5,760
<b>Subtotal Basic Fee Services</b>									<b>\$80,295</b>
<b>Bidding and Construction Phase Services</b>									
Provide Bidding Documents (Digitally) and Maintain Planholders List			4				4	\$1,185	\$1,185
Clvcast Fee								\$220	\$220
Attend Pre-Bid Meeting		3	3				6	\$1,580	\$1,580
Issue Addenda and Respond to Contractor Questions		4	4				8	\$1,580	\$1,580
Host Virtual Bid Opening		1	1				2	\$395	\$395
Prepare Bid Tabulation and Recommendation		2	2			4	8	\$1,190	\$1,190
Prepare Conformed Contract Documents for Execution			4			4	8	\$980	\$980
Provide Plans for Construction						4	4	\$400	\$400
Attend Pre-Construction Meeting		4	4				8	\$1,580	\$1,580
Review Submittals/Answer RFIs		16	24				40	\$7,480	\$7,480
Review Change Orders		4	8				12	\$2,160	\$2,160
Review Pay Applications		3	16				19	\$3,070	\$3,070
Record Drawings		3	24		16		43	\$6,390	\$6,390
Update GIS and Asset Management Spreadsheet		3		20			23	\$3,650	\$3,650
<b>Biding and Construction Phase Services</b>									<b>\$31,860</b>
<b>PROJECT TOTAL</b>									<b>\$112,155</b>



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## STAFF REPORT

September 17, 2025

### AGENDA ITEM:

Consider and act regarding approval of work order agreement with Pipeline Analysis, LLC for professional engineering services related to the district wastewater collection system.

### DESCRIPTION:

The District wastewater collection system has been divided into multiple study areas to be performed over an eleven-year period. This will be the sixth year of condition assessment efforts, which also coincide with the sanitary sewer overflow initiative (SSOI) executed with the Texas Commission on Environmental Quality (TCEQ) in September 2021 and expires September 2032. This work order includes smoke testing, cleaning, and CCTV of approximately 30,117 linear feet of pipe and inspection of approximately 112 manholes.

Upon completion of this work order and subsequent years of studies, the results will assist in determining annual capital improvement funding, long-term asset management needs, and provide the necessary data needed for annual reporting to TCEQ.

### ATTACHMENT:

Work Order No. 5

### RECOMMENDATION:

Staff recommends approval of work order agreement with Pipeline Analysis, LLC for professional engineering services related to the district wastewater collection system at a total cost not to exceed \$175,562.86 and authorize the General Manager to execute the necessary documents as part of FY 2026 budget.

# **Sanitary Sewer Condition Assessment and Infiltration/Inflow Reduction Program**

## **Work Order No. 5**

### **Basins 1 and 11**

Alan Fourmentin  
General Manager  
[afourmentin@tcmud.org](mailto:afourmentin@tcmud.org)

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



**May 30, 2025**



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



## WORK ORDER NO.5 SCOPE OF SERVICES

### **PURPOSE**

The purpose of this project is to perform a phased systematic condition assessment of the District wastewater collection system to identify system defects that contribute to wet weather infiltration/inflow. Best management practice is to perform a condition assessment of the wastewater collection system assets followed by repairs and rehabilitation. Such inspections and testing will identify system defects that, if repaired early, will minimize rehabilitation costs, and extend the life of system assets. All work will follow the Pipeline Analysis LLC Master Service Agreement Contract No. 2021101801. This work will comply with sections of the TCEQ SSO Initiative agreement entered into on September 27, 2021.

The District wastewater collection system consists of approximately 371,320 linear feet of mainline sewer and 1,600 manholes. Exhibit A presents the estimated cost for Work Order 5. The following summarizes the project tasks and approach to this phased project:

### **Work Tasks**

#### **TASK 100      MOBILIZATION**

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

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

#### *Deliverable:*

1. Delivery of equipment and personnel
2. Work maps of Basin with delineated boundaries

#### *To Be Provided by the District:*

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



## TASK 200 MANHOLE/PIPE INSPECTION

The existing GIS maps will be used and updated during the course of field inspections. Field verification of the map will be necessary to resolve flow directions, "race track" connections, split flow locations, and identify assets not shown on the existing sewer maps. The updated maps will be used for subsequent field testing and inspections. Work Order 5 includes the manhole inspection and map update of Basin 11 consisting of approximately 112 manholes and 30,117 linear feet of mainline sewer. Manhole inspection of Basin 1 was completed in 2021 and is therefore not included in this work order.

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

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

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

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

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

*To Be Provided by the District:*



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

*Measurement of Payment:*

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

**TASK 300      SMOKE TESTING OF STUDY AREA**

Smoke testing of Basin 1 was completed in 2021 and is therefore not included in this work order. Smoke testing of Basin 11 will provide detailed information on wet weather inflow sources for the study area. In order to identify defects in the lines, non-toxic smoke will be forced into the sewer by high-capacity blowers. Data documentation includes measurements from two permanent points and will be sufficient to establish the location of each defect and determine the best repair method and priority. Color digital photographs will be taken to document each defect during the smoke test. The estimated total footage to be smoke tested is 30,117 linear feet.

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

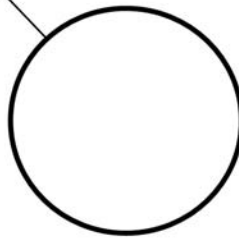
*To Be Provided by the District:*

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

*Final Report Deliverables:*

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





## SMOKE TESTING NOTICE TO RESIDENT

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

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

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

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

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

**800-637-0164**





## Task 400      Dye Flooding

Dye water testing can be anticipated to assist in locating specific defects during the evaluation. Non-toxic dye will be introduced as a powder or liquid. Cross-connections, roof drains and area drains, that are suspected of being connected to the sanitary sewer, may be positively identified using the dye tracer procedure. Field documentation and photographs will be used to record all findings. Internal inspection will determine the exact source of the 'cross-connection' and establish the best repair option (i.e., point repair, direct connection, etc.). Five (5) dye flood locations are estimated.

*To Be Provided by the District:*

- Water for dye flooding at no cost to Engineer

## TASK 500 & 600 CLEANING AND CCTV

Preparatory cleaning shall consist of hydraulic jet cleaning to facilitate the internal CCTV inspection. Preparatory cleaning will consist of not more than three passes of the jet hose (normal cleaning). Heavy cleaning to remove large deposits of debris is not included in this work task. Debris will be removed from the line and transported for disposal. CCTV investigation is found to be critical in establishing the mainline condition and best practical repair methods. The total footage in Basin 11 for cleaning and CCTV inspection is estimated to be 30,117 linear feet. To maintain a uniform budget each year, Basin 1 cleaning and CCTV inspection will be phased over several years. The Basin 1 cleaning and CCTV inspection footage associated with this work order is 6,019 linear feet. The following information will be gathered:

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

*To Be Provided by the District:*



- Access to site of work for placement of equipment and personnel
- Assist in gaining access to backyard easements
- Disposal site for any debris removed from the sewer system
- Water for cleaning and dye testing at no cost to engineer

*Measurement of Payment:*

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

**TASK 700      ADMINISTRATION AND PROJECT MANAGEMENT**

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

Management work items include:

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

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

*Deliverables:*

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

*To Be Provided by the District:*

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



## TASK 800 DEFECT ANALYSIS/REHABILITATION

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

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

*To Be Provided by the District:*

- Complaint records and SSO database if requested

## TASK 900 FINAL SSES REPORT AND TCEQ ANNUAL PROGRESS REPORT

Prepare and submit three (3) flash drives of Final SSES Report and project data that includes the following:

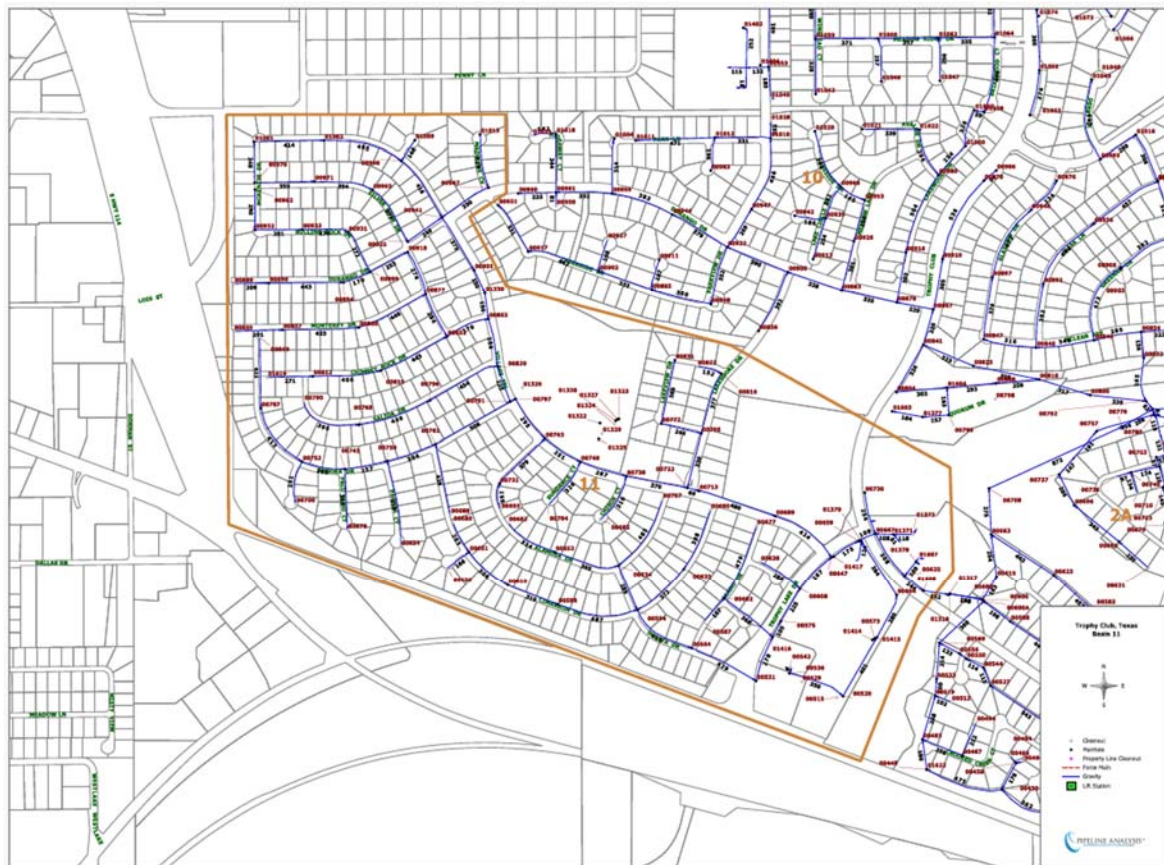
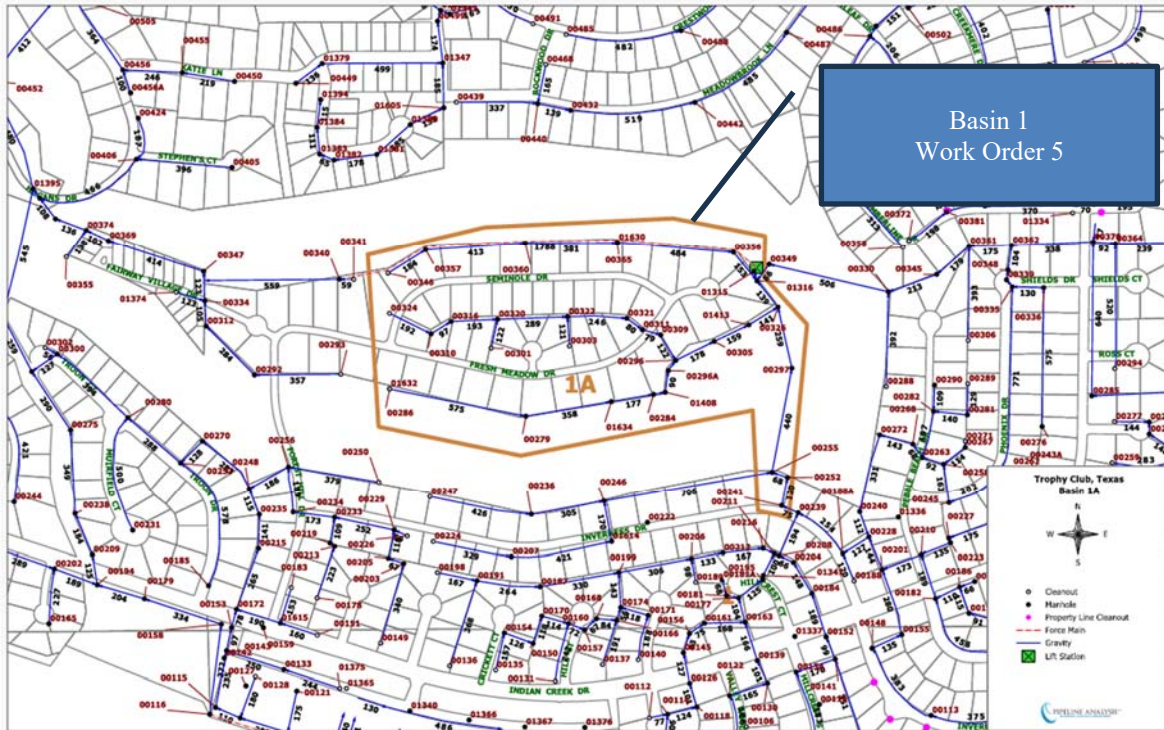
- Executive Summary
- Description of all tasks
- Manhole and pipe inspection summary/inventory
- Manhole and pipeline defect summary
- Service lateral defect summary
- Smoke test data summary
- CCTV data summary
- Recommendations and Cost Estimates for Private and Public sector repairs

Compile applicable information necessary to complete and submit by October 1, 2026 the TCEQ SSOI Annual Progress Report (TCEQ Form 20595) on behalf of the District as stipulated in the SSOI Agreement Enforcement Case No. 59814.





## Study Area Maps





## Exhibit A Project Fee and Schedule

### Basins 1 and 11

Task	Description	Estimated Quantity	Unit Price	Total
100	Mobilization	L.S.	L.S.	\$ 4,200.00
200	Manhole/Pipe Inspection - Basin 11	112	\$ 165.00	\$ 18,480.00
300	Smoke Testing, Public Awareness, Data Entry & Analysis (Basin 11)	30,117	\$ 0.68	\$ 20,479.56
400	Dye Flooding	5	\$ 650.00	\$ 3,250.00
500	Pipe Cleaning existing 6" - 18" sanitary sewer	30,117	\$ 1.80	\$ 54,210.60
600	CCTV Inspection			
	a. Inspection of existing 6" - 18" sanitary sewer	30,117	\$ 1.55	\$ 46,681.35
	b. Backyard/ATV Inspection of existing 6" - 18" sanitary sewer (manually pull cable)	6,019	\$ 1.65	\$ 9,931.35
700	Admin., Project Mgt.	L.S.	L.S.	\$ 2,100.00
800	Defect Analysis/Rehab.	L.S.	L.S.	\$ 1,850.00
900	Database, Cost Estimates, Mapping, Final Reports, TCEQ Annual Report	L.S.	L.S.	\$ 14,380.00
<b>Total Not To Exceed</b>				<b>\$ 175,562.86</b>

Task	Description	Month						
		1	2	3	4	5	6	7
100	Mobilization							
200	Manhole/Pipe Inspection - Basin 11							
300	Smoke Testing, Public Awareness, Data Entry & Analysis (Basin 11)							
400	Dye Flooding							
500	Pipe Cleaning existing 6" - 18" sanitary sewer							
600	CCTV Inspection							
	a. Inspection of existing 6" - 18" sanitary sewer							
	b. Backyard/ATV Inspection of existing 6" - 18" sanitary sewer (manually pull cable)							
700	Admin., Project Mgt.							
800	Defect Analysis/Rehab.							
900	Database, Cost Estimates, Mapping, Final Reports, TCEQ Annual Report							



### **WORK ORDER MANAGER**

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

Alan Fourmentin  
General Manager  
682-831-4600  
[afourmentin@tcmud.org](mailto:afourmentin@tcmud.org)

### **APPROVAL**

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

Authorized by:

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Alan Fourmentin  
General Manager

\_\_\_\_\_(Date)

### **ACCEPTED BY**

The undersigned has reviewed and approved this Work Order. Pipeline Analysis is authorized to perform the scope of services in Work Order 5 as presented without exceeding contract not-to-exceed limits.

Authorized by:

Mattie A. Engels

Mattie A. Engels, P.E.  
Vice-President  
May 30, 2025



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## STAFF REPORT

September 17, 2025

AGENDA ITEM: Consider and act to approve purchase of a new 2026 Dodge 1500 truck from Grapevine Dodge, Chrysler, Jeep.

DESCRIPTION: This purchase will replace the existing 2019 Dodge 1500 truck in the water department. The existing vehicle meets the requirements of the District vehicle replacement policy with over 93,000 miles. Pricing is provided utilizing Buyboard Purchasing Cooperative contract #724-23 and included as part of the FY 2026 budget.

ATTACHMENT: Quote

RECOMMENDATION: Staff recommends approval of purchasing a 2026 Dodge 1500 from Grapevine Dodge, Chrysler, Jeep for an amount not to exceed \$42,603.00 and authorize the General Manager to execute the necessary documents.



Rep: Dennis Thomas

Phone: [817-410-7541](tel:817-410-7541)

Email: [dthomas@grapevinedci.com](mailto:dthomas@grapevinedci.com)

Date: 09/02/2025

A. Base Price:

38,218

Code	Options	Bid Price	Code	Options	Bid Price
DT1L98	26 CREW CAB 4X2	1705	23A	TRADESMAN 3.6L V6	STD
PW7	WHITE	NC	E1X9	CLOTH/CARPET	PACKAGE
DMD	3.55 GEARS	141	XHC	BRAKE CONTROLLER	286
	HITCH	STD	CLF	RUBBER FLOORMATS	209
	REMOTE START	STD	A61	TRADESMAN LEVEL 1	1,644
	BACKUP CAMERA/SENSORS	STD			
				Total of B. Published Options:	3,985

\$= 0.0%

Options	Bid Price	Options	Bid Price
		Total of C. Unpublished Options:	

**O. TOTAL PURCHASE PRICE INCLUDING BUYBOARD FEE**

\$

\$

\$

\$

\$

FOB GRAPEVINE

\$42,203

\$

\$400.00

**\$42,603**

October 2025							
▲	Sun	Mon	Tue	Wed	Thu	Fri	Sat
40	Sep 28, 2025	29	30	Oct 1	2	3	4
41	5	6	7	8	9	10	11
42	12	13	14	15	16	17	18
43	19	20	21	22	23	24	25
44	26	27	28	29	30	31	Nov 1

Board of Directors Reg

Early Voting Denton County

Early Voting Denton County