



Town of Highland Park, Texas
TOWN COUNCIL STUDY SESSION
AGENDA

8:00 AM
July 18, 2017

4700 Drexel Drive
Executive Conference Room

UPCOMING AGENDA DISCUSSION

Action

- Consider authorizing the issuance of a building permit for a period of more than twenty-four months for the construction of a new single-family residence at 3727 Beverly Drive.

Consent

- Review and discuss the purchase of a 2018 Frazer MICU/Ambulance and related equipment for a price of \$313,425.00.
- Review and discuss a resolution regarding the rate application and consolidation proposed by Oncor.
- Review and discuss a contract with Valley View Consulting to provide investment advisory services for the Town.
- Review and discuss engaging BKD, LLP to serve as the Town's independent auditor to conduct the annual audit for the fiscal year ending September 30, 2017.

FUTURE AGENDAS DISCUSSION

- Review and discuss a request to replace a wooden fence at 3101 Cornell Avenue encroaching into the public right-of-way on Airline Road.

REPORTS

- Review and discuss the Financial Report for the period ending May 31, 2017.

ADJOURNMENT

SPECIAL ACCOMMODATIONS FOR TOWN COUNCIL MEETINGS

Let us know if you need special assistance of any kind.

Please contact the Town of Highland Park Administrative staff at (214) 521-4161

7:30 a.m. to 4:30 p.m., Monday through Friday.



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: July 18, 2017

Department: Building Inspection

Director: Ronnie Brown

TITLE

Consider authorizing the issuance of a building permit for a period of more than twenty-four months for the construction of a new single-family residence at 3727 Beverly Drive.

BACKGROUND

The Town denied an application for a building permit for the construction of a new single-family residence with a basement at 3727 Beverly Drive. The staff denied the application because the construction schedule submitted showed completion of the new residence in thirty (30) months. The building official is authorized to issue a permit when construction can be completed in twenty-four (24) months.

The Town's Code of Ordinances states that the property owner can appeal to the Administrative Committee (Town Council) to apply for the issuance of a permit that exceeds the permit time limits. The property owner will attend the Committee meeting (Study Session) with the builder to address any questions and provide justification for extending the permit.

The intent of the 24-month construction time limit is to ensure that construction will be completed in a timely manner while minimizing the impact to the neighborhood. If construction is delayed beyond the control of the owner and/or contractor, a written notice shall be provided to the Building Official documenting such delay. A construction parking plan was reviewed with the builder, and appears to be consistent with construction activities on this property.

The Code of Ordinances states that "the Committee may condition the issuance of any permit on the owner strictly abiding by whatever practices, rules, or obligations the Committee may reasonably conclude are necessary to complete the construction activity as quickly as reasonably possible."

If approved by the Committee (Town Council), the permit expiration period shall be specified and include any conditions assessed by the Committee (Town Council). The staff will monitor the construction activity to verify that the builder will complete the project in the allotted time.

RECOMMENDATION

The staff recommends approval with the following conditions if the permit is authorized to extend longer than 24 months: (i) the applicant will be required to pay the appropriate permit extension fees; and (ii) all but seven (7) construction-related vehicles will be kept off of the street following the twenty-fourth (24th) month of construction.

FINANCIAL IMPACT

A permit fee in the amount of \$70,000, equal to one percent (1%) of the estimated cost of construction, will be collected on this project. The Code of Ordinances provides that for (i) any extension authorized by the building official of up to ninety (90) days, a fee in the amount of twenty-five percent (25%) of the original permit fee be collected; and (ii) any extension authorized by the Committee for more than ninety (90) days, a fee in the amount of fifty percent (50%) of the original permit fee be collected. The potential financial impact could be a total permit fee in the amount of \$87,500 or \$105,000, based on the original calculated permit fee and the length of time that the permit expiration date is extended.

ATTACHMENTS:

File Name	Description
Goff_Custom_Homes_BP_Ext_Letter_(3727_Beverly).pdf	Letter of Request - 3727 Beverly
Copy_of_Williams_Time_Line.pdf	3727 Beverly - Construction Schedule
Construction_Staging_Plan_-_3727_Beverly.pdf	Construction Staging/Parking Plan

Goff Custom Homes L.P.

3419 Westminster #247

Dallas, Texas 75205

Kirk Smith

Development Services Manager

Town of Highland Park

4700 Drexel Drive

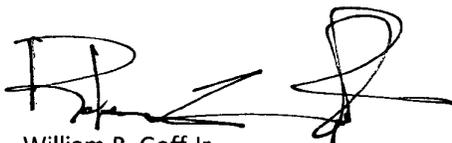
Highland Park, Texas 75205

RE: 3727 Beverly

Dear Kirk,

Goff Custom Homes L.P. has been contracted to construct a new home at 3727 Beverly Drive. The plans are to build a residence with 15,597 sq. ft. of air conditioned space, including a 4,085 sq. ft. underground garage for 5-parking spaces, and basement with media room and living quarters. This particular building site is located at the southeast corner of Beverly Drive and Eton Avenue. As you are aware, Beverly Drive is one of the most prominent east-west streets in the neighborhood and carries a significant amount of traffic. Eton Avenue provides access in a north-south direction for all of the Highland Park DPS emergency vehicles, dictating that this street/access be maintained clear at all times. Therefore, due to this prominent location and daily high traffic volumes, we anticipate the need to schedule our construction activity in such a fashion as to not interrupt the normal traffic flow. This will dictate staggering our crews in order to minimize on street parking and site access. Given our situation, we are respectfully requesting the Town of Highland Park grant us a 6-month time extension on our Building Permit. We think the site conditions and the location of the building site will dictate a slower than normal construction schedule. Your consideration is appreciated and feel free to call me with any questions that you may have. My client and I look forward to meeting with you at the next Town Council study session.

Sincerely,

A handwritten signature in black ink, appearing to be 'WRGoff', written over a horizontal line.

William R. Goff Jr.

cc: Bryce and Leigh Williams



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: August 8, 2017

Department: Department of Public Safety

Director: Rick Pyle

TITLE

Review and discuss the purchase of a 2018 Frazer MICU/Ambulance and related equipment for a price of \$313,425.00.

BACKGROUND

The Department of Public Safety plans to purchase a 14-foot Frazer Type I Ambulance Compartment Module on a 2018 International 4300 LP Truck Chassis from Frazer, LTD for a price of \$313,425.00. This ambulance will become the primary response unit for the Town's Emergency Medical Services calls, replacing the current front-line unit. The current first-out unit will be relegated to secondary call response, and the current secondary unit will be relegated to back-up status as needed. The current back-up unit will be sold to recover any residual value after 15 years of service.

Frazer, LTD will source the bulk of this purchase, including painting, graphics, emergency lighting, sirens, wiring, and structural modifications as needed, to mate the ambulance module to the truck chassis.

Construction of the unit will be in accordance with the Federal government's General Service Administration ambulance construction guidelines, KKK-A-1822F, referenced in the attached quote as "Triple K." This is a nationally recognized standard that has been utilized since 1974.

This capital purchase would be made through the Houston-Galveston Area Council (H-GAC) purchasing cooperative, a state-approved consortium which meets the Town's competitive bidding requirements.

RECOMMENDATION

Staff recommends approval of the purchase of a 2018 Frazer MICU/Ambulance and related equipment for a price of \$313,425.00.

FINANCIAL IMPACT

Funds in the amount of \$291,175.000 for this purchase are available in the Equipment Replacement Fund.

The \$22,268.00 price difference will be made up with the auction sale of the current Med 333 unit after the new ambulance has been placed in service.

ATTACHMENTS:

File Name	Description
2017_Frazer_Quote.pdf	2017 Frazer Quote



June 20, 2017

Ryan Dikes
 EMS Coordinator
 Highland Park DPS
 Email:rdikes@hpds.org

Quote # 451D

Mr. Dikes:

Per your request we are quoting (1) Frazer Type I 14' Generator Powered Module on a 2018 International 4300 LP w/ LiquidSpring suspension w/ ballast (no factory airhorns, electric fold-in mirrors & Two-tone red (FLNA 3626) & white paint) . For your convenience all pricing has been itemized below.

Frazer Type I 14' Generator Powered Module	\$ 110,900.00
2018 International 4300 LP w/ LiquidSpring suspension w/ ballast (no factory airhorns, electric fold-in mirrors & Two-tone red (FLNA 3626) & white paint)	\$ 95,000.00
Heat shielding for diesel chassis	\$ 1,500.00
Chassis Exterior	\$ 8,300.00
Chassis Interior	\$ 3,625.00
Module Exterior	\$ 34,150.00
Module Interior	\$ 51,250.00
This is a Triple K unit	\$ N/C
Provide Frazer MSO/MCO in delivery book	\$ 50.00
Furnish extra 5# ABC fire extinguisher - shipped loose	\$ 100.00
Blue Akro bins -48 small and 12 large	\$ 450.00
(2) Stryker BOTH LOADS upgrade kits for 6500	\$ 7,100.00
Subtotal	\$ 312,425.00
HGAC fee	\$ 1,000.00
Total	\$ 313,425.00

Items included in above total:

Chassis Exterior:

1 . Factory steel wheels w/ chrome center caps	\$ incl.
2 . (2) Cast speakers for International 4300LP chassis	\$ 550.00
3 . (6) Whelen M6 series RED grille (2 low & 2 high) & fender mounted LEDs w/ clear lenses w/ wedges to mount straight	\$ 1,000.00
4 . Frazer aluminum rear window pass through plate	\$ incl.
5 . Route chassis exhaust to below the lower storage compartment on driver's side for a diesel chassis - add Zero Clearance to base frame - cut flat for Plymovent	\$ incl.
6 . Dual Buell 10" & 12" air horns mounted on front fenders w/ Frazer fast-recovery compressor below the shelf in the electrical compartment w/ TRUCK/AIRHORN switch at console & momentary switch	\$ 3,400.00
7 . Treadbrite running board trim for driver's and passenger's side, a cover on the passenger's side, and a cover for the driver's side fuel tank	\$ 1,000.00
8 . Whelen Howler with speakers on primary siren mounted behind front bumper of International 4300LP	\$ 1,850.00
9 . Furnish and install braided grounding strap from module base frame to chassis frame rails	\$ incl.
10 . Connect rear bumper to chassis frame	\$ incl.
11 . 35% tint on the chassis door windows	\$ 500.00

12 . (2) Mega fuses in engine compartment	\$	incl.
	Total \$	8,300.00

Chassis Interior:

13 . Custom powder coated 6-slot aluminum center console:	\$	incl.
Slot 1/2: Double slot switch panel		
<i>Layout: PRIMARY – SECONDARY – TRUCK HORN/AIR HORN- AIR HORN - BLANK - HOWLER – TRUCK HORN/AIR HORN – INTERIOR LIGHT – REAR LOAD – SIDE SCENE (1 way switch – controls one side) – SIDE SCENE (1 way switch – controls one side) – Blank</i>		
Slot 3: Whelen 295HFSC9 siren in lieu of standard (Tap-2) w/ mic on passenger's side of console slot 1	\$	150.00
<i>Note: 3rd position on siren to be set to High/Low - UNOC 17</i>	\$	100.00
Slot 4: Radio plate 21074		
Slot 5: Blank plate		
Slot 6: Plate for (2) portable radio chargers (Item 21389)		
14 . Install (2) customer provided Motorola APX 7000 portable radio chargers in console slot 6 - wired batty hot	\$	400.00
15 . Spotlight sent loose	\$	incl.
16 . Voyager monitor in rearview mirror location for camera system	\$	1,050.00
17 . (2) 2 high glove box holders on rear wall of truck cab	\$	300.00
18 . (1) Large aluminum map holder - on the passenger's side towards rear of console (drill hole for charging cable)	\$	225.00
19 . (1) Large aluminum map holder - on the driver's side towards rear of console	\$	200.00
20 . Furnish & install (2) Streamlight Survivor flashlights mounted on the black console base - (1) against driver's side edge of base facing the driver's side, (1) against passenger's side edge of base facing the passenger's side - wired battery hot	\$	700.00
21 . Furnish and install Secure-Idle feature w/ push button activation on dash		
<i>Note: International will need to provide brake signal wire near steering column for Frazer to tie into</i>	\$	500.00
22 . Module disconnect switch mounted in chassis cab with indicator light on console	\$	incl.
23 . Coax runs: (2) terminating in electrical compartment, (2) terminating under the driver's side seat in the chassis	\$	incl.
	Total \$	3,625.00

Module Exterior:

24 . Paint module Two-tone red (FLNA 3626) & white to match chassis	\$	3,500.00
25 . *Striping and lettering to match your fleet	\$	3,100.00
26 . 3M diamond grade conspicuity with overlay in a chevron pattern on entire rear of module - LIME-GREEN YELLOW w/ RED OVERLAY	\$	1,500.00
27 . 3M Diamond Grade 2'x2' white conspicuity squares on inside of rear entry doors panels	\$	200.00
28 . 3M Diamond Grade 2'x2' LIME-GREEN YELLOW w/ RED OVERLAY conspicuity squares on inside of side entry doors panel	\$	150.00
29 . 3M Diamond Grade LIME-GREEN YELLOW w/ RED OVERLAY conspicuity strips (8") on inside of compartment door panels	\$	200.00
30 . All clear lenses on emergency LEDs	\$	N/C
31 . (8) Whelen M9 series red LED box lights	\$	800.00
32 . (7) Whelen M6 series LEDs on front wall in "High 7" (R-R-R-C-R-R-R)	\$	550.00
33 . Front wall center clear turns OFF w/ PARK	\$	100.00
34 . (5) Whelen M6 series LEDs on rear wall (A-R-A-R-A) - reds are on the outer side of the load lights	\$	550.00
35 . (4) extra Whelen M6 series red LEDs - (2) on each side of the module (1 fore & 1 aft of the scene light) in line with corner box lights	\$	1,100.00
36 . (2) Whelen M6 series LED load lights with flanges on rear of module (come ON with Reverse, when PASSENGER'S SIDE rear entry door opens and (2) three-way switches: one at console, one at rear doors)	\$	incl.
37 . (2) Whelen M6 series red brake/tail/turn LEDs	\$	incl.
38 . (2) Whelen M6 series split wheel well LEDs (R/A - red to the front)	\$	100.00

39 . (2) Whelen Pioneer Plus dual panel scene lights (floodlight PFP2) on two switches in lieu of standard	\$	2,800.00
40 . Passenger's scene light(s) shall come ON when the side entry door is opened in addition to switches on console	\$	275.00
41 . ICC clearance lights above corner/box lights	\$	incl.
42 . (2) Grote 4" round BTT red LEDS in the rear bumper panel on each side	\$	incl.
43 . (2) Grote 4" round back-up clear LEDS in the rear bumper panel on each side	\$	incl.
44 . (7) LED ground lights including (1) below each chassis step; wired to turn ON with PARK & ignition ON	\$	3,500.00
45 . 3M-GTT Opticom on front wall of module (non-latching) - OFF in PARK w/ PRIMARY ON	\$	1,850.00
46 . All exterior compartments to have adjustable shelves on Unistrut tracks	\$	incl.
47 . All module entry doors to have emergency release handles	\$	incl.
48 . Furnish and install 6.3 kW MEPS system	\$	4,900.00
49 . Treadbrite on front corners, wheel wells, and rear (no hole for generator gasoline fill)	\$	incl.
50 . Install MEPS ACU in electrical compartment and add vent to back wall of compartment	\$	N/C
51 . Reconfigure generator compartment to be outside only compartment w/ insulation, compartment light, and door switch	\$	N/C
52 . 30 amp Kussmaul auto-eject shore power outlet on rear wall in lieu of standard	\$	450.00
53 . Rear outside only storage compartment - no shelves	\$	N/C
54 . Furnish & install (2) UH-5-30-2-SF SCBA brackets with 6" flat bars in the back corners of the compartment 10" off the floor of the rear storage compartment	\$	1,000.00
55 . Furnish & install (2) coat hooks on the 1" x 2" angle on the ceiling of the rear storage compartment - use special hooks (Item 13380)	\$	150.00
56 . Furnish & install (2) coat hooks on the forward & rear wall - use special hooks (Item 13380)	\$	100.00
57 . O2 compartment with a laydown "H" cylinder w/ (2) adjustable shelves	\$	50.00
58 . Furnish and install cylinder changing wrench inside oxygen compartment w/ retention chain	\$	100.00
59 . Install (2) chassis batteries below laydown shelf in O2 compartment - reinforce floor of compartment	\$	750.00
60 . 2 high "D" cylinder holder in the O2 compartment next to the rollers	\$	150.00
61 . Long lower storage compartment w/ gas hold open & slide-out tray	\$	1,000.00
62 . Slide-out tray in radio compartment w/ drain hole	\$	1,000.00
63 . Electrical system decal applied to interior of compartment access door	\$	incl.
64 . Standard electrical compartment w/ 30 amp On-board chassis battery charger	\$	incl.
65 . Install resettable spare 15 amp fuse on Ignition fuse block in electrical compartment - label this circuit "spare/customer use"	\$	50.00
66 . Standard rear backboard compartment w/ shelf	\$	200.00
67 . Front backboard compartment w/ full height vertical divider 10.25" from rear wall of compartment & (2) horizontal adjustable shelves	\$	250.00
68 . 4" body drop on passenger's side forward of the rear wheels w/ accompanying taller diamond plating in lieu of electric step at side entry door	\$	incl.
69 . 4" taller side entry and front I/O doors to accommodate body drop	\$	incl.
70 . Double step at the side entry door with black and yellow caution tape on the top threshold	\$	incl.
71 . 3" round Whelen LED in step well of side entry door towards front wall Note: Wired to turn on when door is opened Note: Wire to fail safe	\$	425.00
72 . Spare tire – loose	\$	incl.
73 . Eberhard "automotive style" latches w/ J236 keys and J102 keys	\$	incl.
74 . Double 6061-T6 structural members welded at all vertical and horizontal wall intersections	\$	incl.
75 . Voyager back-up camera on rear wall	\$	550.00
76 . Furnish and install "J" channel drip rails over each compartment door (not A/C & Onan), in addition to standard entry doors	\$	incl.
77 . Electric locks (work with chassis locks) on side entry, rear entry & front I/O doors w/ keypad at rear entry doors on passenger's side & switch at the action wall	\$	1,700.00
78 . Furnish and install door hold opens on all compartments except for Onan & A/C Note: Rear backboard will have a friction hinge	\$	1,050.00
79 . Furnish and install LED compartment lighting in all compartments (includes rear backboard compartment) except for A/C and Onan	\$	incl.

Total \$ 34,150.00

Module Interior:

80 . 120VAC Dometic filtered air conditioning and heat w/ thermostat at the action wall w/ ventilation fan and switch at action wall (location 6) – wire to fail safe	\$	incl.
81 . Restocking cabinets for front wall, action wall, cabinet above the front I/O & squad bench	\$	2,000.00
82 . Aluminum powder coated interior cabinets	\$	incl.
83 . Powder coated aluminum countertops	\$	incl.
84 . SpecTape-Insulfab insulation and sound deadening material in ceiling, walls and doors	\$	incl.
85 . Smart Tint on entry door windows	\$	3,000.00
86 . Stainless steel grab handles	\$	incl.
87 . SSCOR brand suction at action wall – Location 9	\$	incl.
88 . 8 place switch panel (Interior lights, Front interior light, Electric O2, SMART TINT - LOCK/UNLOCK - Exhaust, USB, USB) – Location 1	\$	incl.
89 . Furnish & install (2) Kussmaul USB switches at the action wall	\$	400.00
90 . Furnish & install Ferno Intraxx Lifepak 15 on action wall countertop	\$	2,500.00
91 . Install your Lifepak battery charger on O2 stainless towards the aisle - run power cord to quad outlet above the shelf in the front corner area	\$	150.00
92 . Install your Lucas battery charger on O2 stainless towards the action wall - run power cord to quad outlet above the shelf in the front corner area	\$	150.00
93 . Standard dump bypass/rear load switch plate	\$	incl.
94 . Sharps container and bracket at the action wall in standard location	\$	incl.
95 . Small acrylic holder at the end of the action wall	\$	incl.
96 . Cabinet aft of the CPR seat	\$	900.00
97 . Stainless steel squad bench and action wall wrappers	\$	incl.
98 . (10) Grote LED interior ceiling lights	\$	incl.
99 . Standard overhead grab rails	\$	incl.
100 . Extra overhead grab rails	\$	200.00
101 . (2) IV hangers in ceiling	\$	incl.
102 . Lonseal “Loncoin” vinyl flooring-Onyx	\$	150.00
103 . Alucabond aluminum & polyethylene plastic sub-floor	\$	incl.
104 . Furnish & install Stryker PowerLOAD	\$	29,000.00
105 . Dual O2 outlet at action wall (Location 2), single O2 outlet above squad bench	\$	incl.
106 . Electric oxygen system with digital monitor and oxygen regulator - Location 3	\$	1,700.00
107 . 5 lb. ABC fire extinguisher between the captain's chair & O2 stainless with compliant bracket (item 23545)	\$	100.00
108 . 120VAC duplex outlet in the cabinet above the front I/O (14' unit)	\$	incl.
109 . 120VAC duplex at the laydown O2 box in standard location	\$	incl.
110 . 120 VAC quad outlet at the action wall – Location 8	\$	incl.
111 . Extra 120VAC quad outlet in front corner area above the shelf on driver's side wall w/ hole in shelf with OZ bushing	\$	150.00
112 . Standard laydown O2 box w/ aluminum lid & (2) grey trash cans	\$	incl.
113 . Furnish & install custom cabinet for your Lucas device mounted to the bottom of the front wall cabinet	\$	750.00
114 . Engel Fridge-Freezer-Warmer: 14 Quarts w/ 120VAC adapter and locking hasp w/ digital temperature controls (item 23812)	\$	1,400.00
115 . 17" tall front wall cabinet & cabinet above the Front I/O to accommodate the taller Front I/O	\$	incl.
116 . Standard front corner area	\$	incl.
117 . Furnish and install netting over front corner area	\$	incl.
118 . Knox MedVault w/ WiFi in front corner area below shelf - includes running power	\$	2,700.00
119 . Bolster at the end of the squad bench with hole in top for sharps container & (1) 2 high glove box holder & (1) single glove box holder	\$	900.00
120 . 3 high glove box holder on rear wall above squad bench - center position	\$	200.00
121 . Squad bench cabinet w/ padded trim	\$	600.00

122 . Furnish & install (2) acrylic organizers stacked above the squad bench towards the rear wall (Item # 20766)	\$ 700.00
123 . 24 hour atomic clock in rear wall headknocker	\$ 450.00
124 . Taller Front I/O w/ two adjustable shelves on Unistrut tracks w/ compartment below on a unit with a 4" drop	\$ incl.
125 . Reinforced Lexan doors with Eberhard latch on Front I/O	\$ incl.
126 . Ribbed rubber on front I/O shelf/shelves	\$ incl.
127 . In-module camera on rear passenger's side ceiling	\$ 550.00
128 . Install customer provided Biotel radio under the action wall cabinet w/ antenna on the module roof - wired battery hot	\$ 400.00
129 . Blue cushions	\$ incl.
130 . Magnetically attached Wise ProTek seamless back and headrest cushions at each seated position at CPR seat and Squad Bench	\$ incl.
131 . Double CPR seat w/ latching lid w/ gas hold-opens	\$ incl.
132 . Furnish & install (3) 6 pt. harnesses - (2) at the forward 2 positions of the squad bench, (1) in the middle of the CPR seat	\$ 1,500.00
133 . Captain's chair w/ built-in child safety seat & 4 pt. harness - move 4" forward	\$ 700.00
Total	\$ 51,250.00

Triple K Exceptions		
Customer has elected to take the follow exceptions from the KKK-A-1822F standard including change notices 1-9.		
Section	Option Choice	\$
3.11.4.	No overhead squad bench or CPR seat cabinets - must have clear 43" overhead clearance	
3.16.2	When painting the module any color other than white w/ an orange beltline stripe, the customer shall sign an exception statement for this section	
3.4.2.2	Furnish and install auxiliary module heater w/ switch at action wall	\$ 850.00
3.10.6	Furnish and install "J" channel drip rails around the entire module body w/ drip points at each corner	\$ 500.00
3.7.6.2	Furnish and install aftermarket voltmeter in chassis cab w/ audible alarm & visual indicator	\$ 200.00
3.14.4	Primary siren shall be wired to Tap 2 W/ HORN/ SIREN switch on console	\$ 100.00
3.8.4.1	All interior ceiling LEDs shall come ON in the dim setting when the side or rear entry doors are open Note: Wired to only work with fail-safe	\$ 450.00
3.7.7.3	Furnish and install (1) 3 receptacle 12V outlet w/ medical diode isolator at the acton wall	\$ 250.00
Signature	Title	Date

Terms and Conditions
1 . This quote is valid for 90 days.
2 . All pricing is F.O.B. Houston.
3 . Per TMVCC we are quoting this through our licensed franchise dealer Pliler International.
4 . Please make your purchase order out to Pliler International (P.O. Box 7408, Longview, TX 75602). Please email a copy of the purchase order and this quote to David Harrison at david.harrison@plilerinternational.com and to Adam Fischer at sales@frazerbilt.com.
5 . Please note, payment for the entire purchase is due upon receipt and acceptance of completed unit.
6 . To minimize delays, customer provided items should be present prior to unit production start.
7 . Frazer will provide a weight slip with accompanying scale calibration certification. Your local vehicle registration office may require a state certified weight slip for registration. Should that be the case, you will need to weigh the vehicle at a local weigh station that provides a weight slip with the department of agriculture seal prior to registration.

8 . *Striping and lettering pricing may be adjusted based on the company's scheme. Striping and lettering pricing includes two hours' design time in the base price. Additional design time for more extensive graphics and/or multiple changes is quoted at \$100/hour.

Thank you for the opportunity to quote this job. If you have any questions please call me at 888-372-9371.

Best Regards,



Kasey Gillum
Sales Team Leader
Frazer, Ltd.



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: July 18, 2017

Department: Fiscal & Human Resources

Director: Steven J. Alexander

TITLE

Review and discuss a resolution regarding the rate application and consolidation proposed by Oncor.

BACKGROUND

The Town, along with 158 other cities served by Oncor Electric Delivery Company LLC (“Oncor” or the “Company”) is a member of the Steering Committee of Cities Served by Oncor (the “Steering Committee”). The Steering Committee has been in existence since the late 1980s, taking on a formal structure in the early 1990s when cities served by the former TXU gave up their statutory right to rate case expense reimbursement in exchange for higher franchise fee payments. Empowered by city resolutions and funded by per capita assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, the Courts, and the Legislature on electric utility regulation matters for the last 30 years.

On March 17, 2017, Oncor filed an application for a rate change with cities retaining original jurisdiction. In the filing, the Company seeks to increase system-wide transmission and distribution rates by \$317 million or approximately 7.5% over present revenues. The Company asks that the Town approve an increase of 11.8% in residential rates and an increase of 0.5% in street lighting rates. If approved, residential customers using 1,000 kilowatt-hours per month would see an increase of about \$6.68 in their monthly utility bill.

In March, the Steering Committee engaged the services of three consultants, Mr. Lane Kollen, Mr. Richard Baudino, and Mr. Karl Nalepa, to review the Company’s filing. The consultants identified numerous unreasonable expenses and proposed significant reductions to the Company’s request. Accordingly, the Steering Committee’s attorneys recommend that all members adopt the Resolution denying the rate change. Once the Resolution is adopted, Oncor will have 30 days to appeal the decision to the Public Utility Commission of Texas where the appeal will be consolidated with Oncor’s filing (i.e. PUC Docket No. 46957) currently pending at the Commission.

Under the law, cities with original jurisdiction over this matter have 125 days from the initial filing to take final action on the application. By the agreement of the parties, this deadline was suspended until August 19, 2017. As such, all cities with original jurisdiction wishing to deny the request must adopt a denial resolution no later than August 19.

RECOMMENDATION

Staff recommends that the Town Council approve the resolution denying the rate application and consolidation proposed by Oncor.

FINANCIAL IMPACT

None.

ATTACHMENTS:

File Name

Denying_Oncor_Rate_Case_2017.docx

Description

Proposed Resolution

RESOLUTION NO.

A RESOLUTION OF THE TOWN OF HIGHLAND PARK, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S ("ONCOR" OR THE "COMPANY") APPLICATION TO CHANGE RATES WITHIN THE TOWN SHOULD BE DENIED; FINDING THAT THE TOWN'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND TO LEGAL COUNSEL.

WHEREAS, the Town of Highland Park, Texas (the "Town") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or the "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the Town is a member of the Steering Committee of Cities Served by Oncor (the "Steering Committee"), a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area; and

WHEREAS, on or about March 17, 2017, Oncor filed with the Town an application to increase system-wide transmission and distribution rates by \$317 million or approximately 7.5% over present revenues. The Company is asking the Town to approve an 11.8% increase in residential rates and a 0.5% increase in street lighting rates; and

WHEREAS, the Steering Committee is coordinating its review of Oncor's application and working with the designated attorneys and consultants to resolve issues in the Company's filing; and

WHEREAS, through review of the application, the Steering Committee's consultants determined that Oncor's proposed rates are excessive; and

WHEREAS, the Steering Committee's members and attorneys recommend that members deny the Application;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS:

Section 1. That, the rates proposed by Oncor to be recovered through its electric rates charged to customers located within the Town limits, are hereby found to be unreasonable and shall be denied.

Section 2. That, the Company shall continue to charge its existing rates to customers within the Town.

Section 3. That, the Town's reasonable rate case expenses shall be reimbursed in full by Oncor within thirty (30) days of the adoption of this resolution.

Section 4. That, it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public as required by law, and the public notice of the time, place, and purpose of said meeting was given as required.

Section 5. That, a copy of this resolution shall be sent to Oncor, Care of Howard Fisher, Oncor Electric Delivery Company, LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725.

PASSED AND APPROVED by the Town Council of the Town of Highland Park this 14th day of August, 2017.

APPROVED AS TO FORM:

APPROVED:

Matthew C. G. Boyle
Town Attorney

Joel T. Williams, III
Mayor

ATTEST:

Gayle Kirby
Town Secretary



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: July 18, 2017

Department: Fiscal & Human Resources

Director: Steven J. Alexander

TITLE

Review and discuss a contract with Valley View Consulting to provide investment advisory services for the Town.

BACKGROUND

In June of 2015, staff proposed utilizing the services of a third-party investment advisory firm and reviewed proposals from two companies with the Finance and Audit Advisory Committee ("the Committee"). The Committee was supportive of staff's recommendation that the Town contract with Valley View Consulting, LLC ("Valley View") to provide investment advisory services for the Town. The Public Funds Investment Act requires that a contract for investment advisory services be reviewed and approved no longer than every two years.

Over the past two years, Valley View has been instrumental in assisting staff in making investment decisions that have diversified the Town's portfolio, increasing yield while sustaining the most important goal, the safety of principal. Valley View has also provided guidance to staff regarding the adequacy of collateral as investment decisions are made. Additionally, under the agreement, Valley View provides the following services:

- Investment Policy Review
- Cash Flow Model Development
- Active Market Monitoring
- Strategic Portfolio Advice
- Complete Analysis of eligible investment options
- Thorough Deposit and Transaction Documentation
- Effective Investment Provider Management
- Integrated Plains Capital Account Analysis and Collateral Review
- Customized Communication, Reporting, and Training
- Periodic Primary Depository Bank Selection Assistance

In return for these services, Valley View proposes an annual fee of 8 basis points of the portfolio under management or \$10,000.00, whichever is greater. Staff anticipates that the Town will continue to generate at least enough additional yield to cover the projected annual cost of \$18,540.00.

It is important to note that Valley View does not have custody or investment discretion over the Town's funds; safekeeping agent/custodian clearance receipts and holdings reports will be sent directly to the Town.

Further, the Valley View agreement provides for termination, without penalty, upon thirty (30) days written notice.

A copy of the contract is attached.

RECOMMENDATION

Staff recommends approval of the contract with Valley View Consulting to provide investment advisory services for the Town. The Committee reviewed this item at its meeting on June 29, 2017, and recommended approval.

FINANCIAL IMPACT

The fee for investment advisory services is estimated to be \$18,540 per year.

ATTACHMENTS:

File Name	Description
IA_Agreement_2017_05_09_HP.pdf	Valley View Consulting Agreement

**AGREEMENT
BY AND BETWEEN
TOWN OF HIGHLAND PARK, TEXAS
AND
VALLEY VIEW CONSULTING, L.L.C.**

It is understood and agreed that the Town of Highland Park, Texas (the *Investor*) will have from time to time money available for investment (*Investable Funds*) and Valley View Consulting, L.L.C. (*Advisor*) has been requested to provide professional services to the Investor with respect to the Investable Funds. This agreement (the *Agreement*) constitutes the understanding of the parties with regard to the subject matter hereof.

1. This Agreement shall apply to any and all Investable Funds of the Investor from time to time during the period in which this Agreement shall be effective.
2. The Advisor agrees to provide its professional services to direct and coordinate all programs of investing as may be considered and authorized by the Investor.
3. The Advisor agrees to perform the following duties:
 - a. Assist the Investor in developing cash flow projections,
 - b. Suggest appropriate investment strategies to achieve the Investor's objectives,
 - c. Advise the Investor on market conditions, general information and economic data,
 - d. Analyze risk/return relationships between various investment alternatives,
 - e. Attend occasional meetings as requested by the Investor,
 - f. Assist in the selection, purchase, and sale of investments. The Advisor shall not have discretionary investment authority over the Investable Funds and the Investor shall make all decisions regarding purchase and sale of investments. All funds shall be invested consistent with the Texas Public Funds Investment Act, Chapter 2256 Government Code and the Investor's Investment Policy. The eligible investments are listed in the Investor's Investment Policy,
 - g. Advise on the investment of bond funds as to provide the best possible rate of return to the Investor in a manner which is consistent with the proceedings of the Investor authorizing the investment of the bond funds or applicable federal rules and regulations,
 - h. Assist the Investor in creating investment reports in compliance with State legislation and the Investor's Investment Policy,
 - i. Assist the Investor in creating monthly portfolio accounting reports, and
 - j. Assist the Investor in selecting a primary depository services financial institution.

4. The Investor agrees to:

- a. Compensate the Advisor for any and all services rendered and expenses incurred as set forth in Appendix A attached hereto,
- b. Provide the Advisor with the schedule of estimated cash flow requirements related to the Investable Funds, and will promptly notify the Advisor as to any changes in such estimated cash flow projections,
- c. Allow the Advisor to rely upon all information regarding schedules, investment policies and strategies, restrictions, or other information regarding the Investable Funds as provided to it by the Investor and that the Advisor shall have no responsibility to verify, through audit or investigation, the accuracy or completeness of such information,
- d. Recognize that there is no assurance that recommended investments will be available or that such will be able to be purchased or sold at the price recommended by the Advisor, and
- e. Not require the Advisor to place any order on behalf of the Investor that is inconsistent with any recommendation given by the Advisor or the policies and regulations pertaining to the Investor.

5. In providing the investment services in this Agreement, it is agreed that the Advisor shall have no liability or responsibility for any loss or penalty resulting from any investment made or not made in accordance with the provisions of this Agreement, except that the Advisor shall be liable for its own gross negligence or willful misconduct; nor shall the Advisor be responsible for any loss incurred by reason of any act or omission of any broker, selected with reasonable care by the Advisor and approved by the Investor, or of the Investor's custodian. Furthermore, the Advisor shall not be liable for any investment made which causes the interest on the Investor's obligations to become included in the gross income of the owners thereof.

6. The fee due to the Advisor in providing services pursuant to this Agreement shall be calculated in accordance with Appendix A attached hereto, and shall become due and payable as specified. Any and all expenses for which the Advisor is entitled to reimbursement in accordance with Appendix A attached hereto shall become due and payable at the end of each calendar quarter in which such expenses are incurred.

7. This Agreement shall remain in effect until June 30, 2019, with the option of the Investor to extend this Agreement in additional one and two year increments. Provided, however, the Investor or Advisor may terminate this Agreement upon thirty (30) days written notice to the other party. In the event of such termination, it is understood and agreed that only the amounts due to the Advisor for services provided and expenses incurred to and including the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement. In the event this Agreement is terminated, all investments and/or funds held by the Advisor shall be returned to the Investor as soon as practicable. In addition, the parties hereto agree that upon termination of this Agreement the Advisor shall have no continuing

obligation to the Investor regarding the investment of funds or performing any other services contemplated herein.

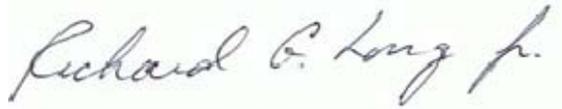
8. The Advisor shall not assign this Agreement without the express written consent of the Investor.

9. By initialing the appropriate line, Investor acknowledges that:

- 1) _____ Investor was provided a written copy of Form ADV Part 2 not less than 48 hours prior to entering into this written contract, or
- 2) _____ Investor received a written copy of Form ADV Part 2 at the time of entering into this contract and has the right to terminate this contract without penalty within five business days after entering into this contract.
- 3) X Investor is renewing an expiring contract and has received in the past, and offered annually, a written copy of Form ADV Part 2.

When accepted by the Investor, it, together with Appendix A attached hereto, will constitute the entire Agreement between the Investor and Advisor for the purposes and the consideration herein specified.

Respectfully submitted,



Richard G. Long, Jr.
Manager, Valley View Consulting, L.L.C.

This agreement is hereby agreed to and executed on behalf of the Town of Highland Park, Texas.

By _____

Town of Highland Park, Texas

Date: _____

APPENDIX A

FEE SCHEDULE AND EXPENSE ITEMS

In consideration for the services rendered by Advisor in connection with the investment of the Investable Funds for the Investor, it is understood and agreed that its fee will be an annual fee of 0.08% (8 basis points) of the average quarter end portfolio book value with a minimum annual fee of \$10,000. Said fee shall be prorated and due and payable at the end of each investment quarter.

Should the Investor issue debt and select a bond proceeds investment strategy that incorporates a flexible repurchase agreement or other structured investment, fees will be determined by any applicable I.R.S. guidelines and industry standards.

Said fee includes all costs of services related to this Agreement, and all travel and business expenses related to attending regularly scheduled meetings. With pre-trip Investor approval, the Advisor may also request reimbursement for special meeting or event travel and business expenses. The obligation of the Advisor to pay expenses shall not include any costs incident to litigation, mandamus action, test case or other similar legal actions.

Any other fees retained by the Advisor shall be disclosed to the Investor.



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: July 18, 2017

Department: Fiscal & Human Resources

Director: Steven J. Alexander

TITLE

Review and discuss engaging BKD, LLP to serve as the Town's independent auditor to conduct the annual audit for the fiscal year ending September 30, 2017.

BACKGROUND

During Fiscal Year ("FY") 2014-15, Staff conducted a Request for Proposals for independent auditing services from external accounting firms. Through that process, Staff recommended to the Finance & Audit Advisory Committee that BKD, LLP ("BKD") be hired to conduct the annual audit for FY 2014-15. The Finance & Audit Advisory Committee supported that recommendation and in turn, recommended that the Town Council engage BKD to provide auditing services for the Town. The current agreement provides for three more years of audit services contingent upon Town Council approval.

Staff is satisfied with the work performed by BKD and is prepared to allow the firm to begin the audit process for FY 2016-17. BKD is prepared to begin by conducting interim audit work during the summer.

RECOMMENDATION

Staff recommends approval of engaging BKD to conduct the annual audit for the FY 2016-17 ending on September 30, 2017. The Finance & Audit Advisory Committee reviewed this item on June 29, 2017, and recommends engaging BKD for a third year.

FINANCIAL IMPACT

The cost of the FY 2017 audit is \$40,500 and will be included in the Fiscal Year 2017-18 Annual Budget.

ATTACHMENTS:

File Name	Description
Town_of_Highland_Park_EL_2017.pdf	Audit Engagement Letter

June 23, 2017

Finance and Audit Advisory Committee
Honorable Mayor, Joel T. Williams, III and Members of Town Council
Mr. Bill Lindley, Town Administrator
Mr. Steven Alexander, Director of Administrator Services and CFO
Town of Highland Park
4700 Drexel Drive
Highland Park, Texas 75205

We are pleased to confirm the arrangements of our engagement and the nature of the services we will provide to the Town of Highland Park, Texas.

ENGAGEMENT OBJECTIVES AND SCOPE

We will audit the basic financial statements of the Town of Highland Park, Texas (Town) as of and for the year ended September 30, 2017, and the related notes to the financial statements.

Our audit will be conducted with the objectives of:

- Expressing an opinion on the financial statements
- Issuing a report on your internal control over financial reporting based on the audit of your financial statements.

OUR RESPONSIBILITIES

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by fraud or error. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error or fraud. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance having a direct and material effect may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Also, in the future, procedures could become inadequate because of changes in conditions or deterioration in design or operation. Two or more people may also circumvent controls, or management may override the system.

We are available to perform additional procedures with regard to fraud detection and prevention at your request, subject to completion of our normal engagement acceptance procedures. The actual terms and fees of such an engagement would be documented in a separate letter to be signed by you and BKD.

Kevin Kemp, Partner, will oversee and coordinate the engagement. Karen Kurtin, Senior Manager, is responsible for supervising the engagement team and authorizing the signing of reports.

We will issue a written report upon completion of our audit of the Town of Highland Park's financial statements. Our report will be addressed to the Finance and Audit Advisory Committee and Town Council of the Town of Highland Park, Texas. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph(s), or withdraw from the engagement. If we discover conditions that may prohibit us from issuing a standard report, we will notify you as well. In such circumstances, further arrangements may be necessary to continue our engagement.

We will also express an opinion on whether the combining and individual fund financial statements and budgetary comparison schedule are fairly stated, in all material respects, in relation to the financial statements as a whole.

YOUR RESPONSIBILITIES

Our audit will be conducted on the basis that management and, where appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
- c. for identifying and ensuring compliance with the laws, regulations, contracts and grants applicable to your activities; and
- d. to provide us with
 - i. access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
 - ii. additional information that we may request from management for the purpose of the audit; and
 - iii. unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management and, where appropriate, those charged with governance, written confirmation acknowledging certain responsibilities outlined in this engagement letter and confirming:

- The availability of this information
- Certain representations made during the audits for all periods presented
- The effects of any uncorrected misstatements, if any, resulting from errors or fraud aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole

The results of our tests of compliance and internal control over financial reporting performed in connection with our audit of the financial statements may not fully meet the reasonable needs of report users. Management is responsible for obtaining audits, examinations, agreed-upon procedures or other engagements that satisfy relevant legal, regulatory or contractual requirements or fully meet other reasonable user needs.

With regard to supplementary information:

- Management is responsible for its preparation in accordance with applicable criteria
- Management will provide certain written representations regarding the supplementary information at the conclusion of our engagement
- Management will include our report on this supplementary information in any document that contains this supplementary information and indicates we have reported on the supplementary information
- Management will make the supplementary information readily available to intended users if it is not presented with the audited financial statements

OTHER SERVICES

We will provide you with the following nonattest services:

- Preparing a draft of the comprehensive annual financial report
- Printing and binding of the comprehensive annual financial report

In addition, we may perform other services for you not covered by this engagement letter. You agree to assume full responsibility for the substantive outcomes of the services described above and for any other services that we may provide, including any findings that may result. You also acknowledge that those services are adequate for your purposes and that you will establish and monitor the performance of those services to ensure that they meet management's objectives. Any and all decisions involving management responsibilities related to those services will be made by you, and you accept full responsibility for such decisions. We understand that you will designate a management-level individual to be responsible and accountable for overseeing the performance of those services, and that you will have determined this individual is qualified to conduct such oversight.

ENGAGEMENT FEES

Our fees will be \$40,500 which includes an administrative fee to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. We will issue progress billings during the course of our engagement, and payment of our invoices is due upon receipt. Interest will be charged on any unpaid balance after 30 days at the rate of 10% per annum.

Our engagement fee does not include any time for post-engagement consultation with your personnel or third parties, consent letters and related procedures for the use of our reports in offering documents, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

Our fees may also increase if our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards.

If our invoices for this or any other engagement you may have with BKD are not paid within 30 days, we may suspend or terminate our services for this or any other engagement. In the event our work is suspended or terminated as a result of nonpayment, you agree we will not be responsible for any consequences to you.

OTHER ENGAGEMENT MATTERS AND LIMITATIONS

BKD is not acting as your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, BKD is not recommending any action to you and does not owe you a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such information or communications with any and all internal or external advisors and experts you deem appropriate before acting on any such information or material provided by BKD.

Our workpapers and documentation retained in any form of media for this engagement are the property of BKD. We can be compelled to provide information under legal process. In addition, we may be requested by regulatory or enforcement bodies to make certain workpapers available to them pursuant to authority granted by law or regulation. You agree that we have no legal responsibility to you in the event we provide such documents or information.

To the extent permitted by the laws of the state of Texas, you agree to indemnify and hold harmless BKD and its personnel from any claims, liabilities, costs and expenses relating to our services under this agreement attributable to false or incomplete representations by management, except to the extent determined to have resulted from the intentional or deliberate misconduct of BKD personnel.

To the extent permitted by the laws of the state of Texas, you agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

Either of us may terminate these services at any time. Both of us must agree, in writing, to any future modifications or extensions. If services are terminated, you agree to pay us for time expended to date. In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected and all other provisions remain in full force and effect.

This engagement letter represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors and assigns of you and BKD.

We may from time to time utilize third-party service providers, *e.g.*, domestic software processors or legal counsel, or disclose confidential information about you to third-party service providers in serving your account. We remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information. In the event we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider.

You may desire to receive peer group benchmarking and higher education institution comparison reports (Benchmarking Reports) as they become available via BKD ClientLink. These Benchmarking Reports are anonymous and aggregate reports that are prepared by iLumen, Inc. (iLumen) and represent the average performance of other peer institutions. Individual institution data is never disclosed.

In exchange, you agree that your financial information will be available to BKD and iLumen and its customers on a continuing basis for possible inclusion in anonymous, aggregated benchmarking analyses, provided your identity cannot be determined from such disclosure.

We will not audit, review, compile or otherwise provide any assurance on the Benchmarking Reports provided to you. Such information is restricted to your use only and may not be shared with third parties including lenders, vendors or customers. We are not responsible for the accuracy and completeness of the information and are not responsible to investigate or verify it.

You may “opt out” of inclusion of your financial metrics in future Benchmarking Reports at any time by delivering written notice to BKD, 1201 Walnut Street, Suite 1700, Kansas City, MO 64106, Attention: Ms. Tondeé Lutterman. You acknowledge by “opting out” of inclusion in future Benchmarking Reports, you will no longer be eligible to receive such reports. On receipt of such “opt out” notice, BKD will make good faith efforts to promptly cease including your institution’s financial metrics in future Benchmarking Reports; your institution’s financial metrics will not be retroactively removed from previously issued Benchmarking Reports.

We will, at our discretion or upon your request, deliver financial or other confidential information to you electronically via email or other mechanism. You recognize and accept the risk involved, particularly in email delivery as the Internet is not necessarily a secure medium of communication as messages can be intercepted and read by those determined to do so.

You agree you will not modify these documents for internal use or for distribution to third parties. You also understand that we may on occasion send you documents marked as draft and understand that those are for your review purpose only, should not be distributed in any way and should be destroyed as soon as possible.

If you intend to include these financial statements and our report in an offering document at some future date, you agree to seek our permission to do so at that time. You agree to provide reasonable notice to allow sufficient time for us to perform certain additional procedures. Any time you intend to publish or otherwise reproduce these financial statements and our report and make reference to our firm name in any manner in connection therewith, you agree to provide us with printers' proofs or masters for our review and approval before printing or other reproduction. You will also provide us with a copy of the final reproduced material for our approval before it is distributed. Our fees for such services are in addition to those discussed elsewhere in this letter.

You agree to notify us if you desire to place these financial statements or our report thereon along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that we have no responsibility as auditors to review information contained in electronic sites.

Any time you intend to reference our firm name in any manner in any published materials, including on an electronic site, you agree to provide us with draft materials for our review and approval before publishing or posting such information.

BKD is a registered limited liability partnership under Missouri law. Under applicable professional standards, partners of **BKD, LLP** have the same responsibilities as do partners in a general accounting and consulting partnership with respect to conformance by themselves and other professionals in BKD with their professional and ethical obligations. However, unlike the partners in a general partnership, the partners in a registered limited liability partnership do not have individual civil liability, directly or indirectly, including by way of indemnification, contribution, assessment or otherwise, for any debts, obligations or liabilities of or chargeable to the registered limited liability partnership or each other, whether arising in tort, contract or otherwise.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our most recent peer review report accompanies this letter.

Town of Highland Park

June 23, 2017

Page 8

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities. If the signed copy you return to us is in electronic form, you agree that such copy shall be legally treated as a “duplicate original” of this agreement.

BKD, LLP

BKD, LLP

Acknowledged and agreed to on behalf of

Town of Highland Park, Texas

BY _____
Joel T. Williams, III, Mayor

DATE _____

BY _____
Steve Alexander, Director of Administrative Services and CFO

DATE _____



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: July 18, 2017

Department: Building Inspection

Director: Ronnie Brown

TITLE

Review and discuss a request to replace a wooden fence at 3101 Cornell Avenue encroaching into the public right-of-way on Airline Road.

BACKGROUND

On April 2, 1997, a building permit (copy attached) was issued for the construction of an 8-foot tall wooden fence along the east side property line at 3101 Cornell Avenue. The property has changed ownership two times since the construction of the fence. The existing fence is six feet tall; the current property owner applied for a permit to replace the 6-foot tall wooden fence in its present location. The permit application was denied because the attached survey shows the fence to be located between 2.9 and 4.3 feet into the public right-of-way ("ROW") on Airline Road. Staff confirmed that the current fence does not match the description in location or in height of the original permitted fence.

The staff met with the property owner and explained the Town's prohibition on fence improvements in the Town's ROWs. The property owner requested an appearance before the Town Council to seek approval to replace the fence as proposed in the attached letter of request.

The Town Council historically has taken a very conservative assessment when considering requests for the occupancy/use of the Town ROWs and easements.

RECOMMENDATION

The staff and the Town Attorney reviewed this request and support the Council's policy on prohibiting improvements within the Town's ROWs. In the event that the Town Council were to consider approval of the request, the staff and the Town Attorney recommend that: (i) the property owner submit a Right-of-Way Use Agreement (sample attached), subject to approval by the Town Attorney, to ensure that the rights and remedies of the Town are protected; and (ii) the agreement be filed with the Deed Records of Dallas County, and that a recorded copy be returned to the Town. The staff further recommends that any costs associated with this should be paid by the property owner.

FINANCIAL IMPACT

None

ATTACHMENTS:

File Name	Description
Letter_Alexander_Fence_Variance.pdf	Letter of Request

BP#09636_and_Plan.pdf
Agreement_-_3219_Mockingbird_-
_(Fence_in_Abbott_ROW)_SAMPLE.pdf

Original Permit and Plan
Sample Agreement

MEMO

To: Kirk Smith
From: Nick Alexander
Subject: Request for Variance
Date: July 3, 2017

I am requesting a variance to the Town of Highland Park for a Right of Way easement at the intersection of Airline Road and the 3100 Block of Cornell Avenue. My home address is 3101 Cornell Avenue. The portion of the easement in question is on the west side of Airline and runs south from Cornell Avenue to the alley which runs between Beverly Drive and Cornell Avenue.

An application for a Building Permit for the installation of a 50 linear foot 8' high wood fence was filed on 4/2/1997 and was granted on the same day. Apparently, there was not a post construction inspection at the time. The actual construction of the fence did not match the drawings on the application for building permit.

If you study the survey of the lot and building you will see that the building does not align within the plot, it shifts approximately 5 ft from the east to the west. Apparently, the fence contractor encountered a 1 ½ foot slope on the east side from the base of the foundation that would have necessitated the moving of a significant amount of soil and exposing the concrete of the foundation that supported the brick. Instead, he chose to start the first fence post 2'9" east of the boundary line and kept the fence on the line of the boundary.

The photos presented show the street, three pecan trees, the fence, and the house. If I am not granted a variance I will need to move the soil on the northeast side (photo), and redo my existing sprinkler system. Without the variance, the new fence would have an unsightly slant from the home to the garage. If at some point the Town of Highland Park decided to add a sidewalk adjacent to my property, there would be room between the pecan trees and the fence in its current position.

If there came a time in which the Town wanted to install a sidewalk from Cornell to the Katy Trail you can see from the photos provided that this would not be feasible without cutting down trees on the 5000 block of Airline (next block down from me) and would also require the repositioning of existing fire hydrant.

THE TOWN OF

Highland Park

TEXAS

Permit No. 9636
Permit Fee \$ 40.00

DEPARTMENT OF BUILDING INSPECTION

HIGHLAND PARK, TEXAS 4/02/97

P E R M I T T O B U I L D

PERMIT IS HEREBY GRANTED TO UNIVERSITY CONSTRUCTION AT , AS OWNER,
AND COST RITE FENCE & DECK AT 271-2460, AS CONTRACTOR, ALL IN COMPLIANCE
WITH AN APPLICATION DATED - 4/02/97 , FOR A PERMIT TO:

CONST APROX 50LF 8'HI WOOD FENCE
IN S.Y. & CONST 22LF 4'HI WOOD
ARBOR FROM HOUSE TO GARAGE, PLAN:

AT :

LOT 9 BLOCK 59 KNOWN AS - 3101 CORNELL

IN STRICT ACCORD WITH THE PLANS AND SPECIFICATTONS AS APPROVED BY THE
BUILDING INSPECTOR, AND IN STRICT COMPLIANCE WITH THE CONDITIONS ON THE
BACK SIDE HEREOF. ALL AT AN ESTIMATED COST OF - \$ 3,549

REMARKS:

ALL CONSTRUCTION SHALL COMPLY WITH CURRENT TOWN BUILDING
ORDINANCES, 1994 STANDARD BUILDING CODE, AND 1993 NATIONAL
ELECTRICAL CODE. WORK SHALL BE DONE ACCORDING TO TOWN
APPROVED SET OF PLANS AND SPECIFICATIONS SUBMITTED WITH
BUILDING PERMIT APPLICATION. ALL REVISIONS ON PLANS ARE TO
BE FILED AND APPROVED WITH THE BUILDING INSPECTION DEPT.

PROPERTY PINS SHALL BE LOCATED PRIOR TO CONSTRUCTION OF
FENCES OR WALLS. MAXIMUM HEIGHT OF FENCES AND WALLS SHALL
BE EIGHT (8) FEET ABOVE THE GRADE AS MEASURED FROM THE
NON-OWNER'S SIDE. WALLS AND FENCES CANNOT BE CONSTRUCTED
IN ANY UTILITY EASEMENT.

ISSUED BY:

Paul Weimer

Inspector

PERMANENT FILE COPY

**TOWN OF HIGHLAND PARK
DEPARTMENT OF BUILDING INSPECTION**

9636
Bldg. Permit No. 4-2 97
Date 19
\$ 40.00
Bldg. Permit Fee

Receipt No _____

Deposit _____

Application for Building Permit and Certificate of Occupancy

The undersigned hereby applies for a permit to build according to the submitted plans and specifications, a copy of which must be kept on the premises at all times during construction, and also agrees to complete this work in full conformity with the Ordinances of the Town of Highland Park and further applies for a Certificate of Occupancy and Compliance.

This permit becomes void unless the work to be done is commenced within ninety (90) days from this date or if the work is abandoned or suspended, at any time after work is commenced, for a period of ninety (90) days.

OWNER: UNIVERSITY CONST., INC Address PO BOX 190521 / Dd 75219
 CONTRACTOR: COST RITE FENCE & DECK Address 1729 NOVEL CIR, GARLAND
 LOT: 5' x 9 BLOCK 5A ADDITION HP4 7504
 JOB SITE: Number 3101 Street CORNELL District _____
 Building to be USED AND OCCUPIED as RES for 1 UNITS

Description of Work:

INSTALL APPROX 50LF 8'H. WOOD FENCE IN SY.
PER PLAN.
& CONST 22 LF 4'W X 12'H. WOOD ARBOR BETWEEN
HOUSE & GARAGE PER PLAN:

- Comment No. 1 2 3 4 5 6 7 8 9 10
 11 12 13 14 15 16 17 18 19 20
 Other _____

Worksheet Attached: _____ Yes _____ No

NOTE:

- No change in the plans and specifications herewith presented for the construction or location of this building shall be made without the consent of the Building Inspector.
- I, or we, hereby covenant to restore any and all damages to Town sidewalks, streets, alleys, water mains, etc., which may result from this work.
- At the beginning of work under this permit the Owner or Contractor must place in a conspicuous place in front of the premises a sign that will be furnished by the Department of Building Inspection stating that a Building Permit has been issued for this work.
- No projection of any kind which may be beyond the street or alley line is included or authorized in the permit under this application.
- The Town of Highland Park zoning ordinance prohibits the display of business signs in residentially zoned districts.
- Construction fences are not allowed in the required front yard.

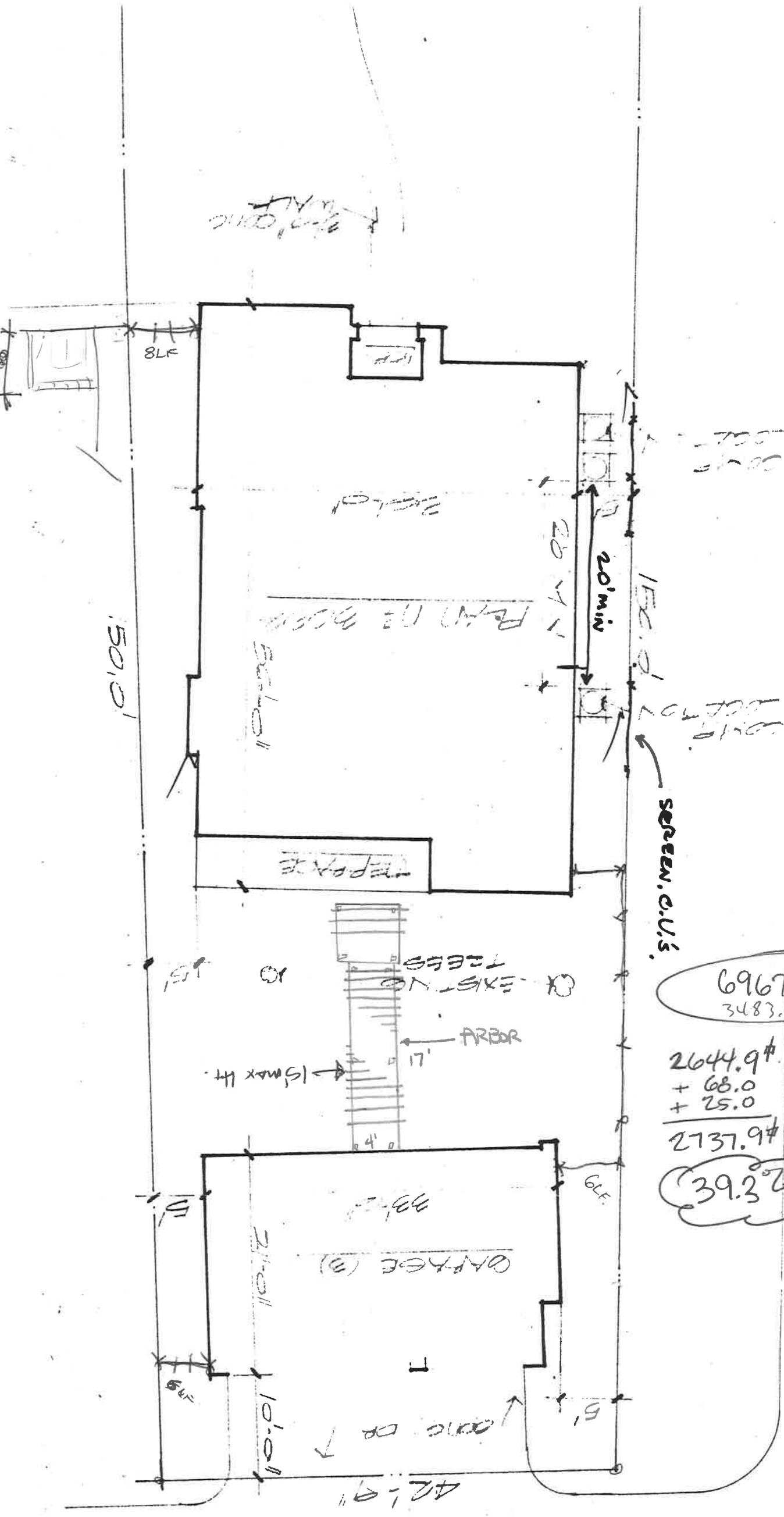
ESTIMATED COST OF CONSTRUCTION: \$ 3549.00

[Signature] Signature of Applicant (Owner-Contractor) Address _____ Phone 972-271-2460

Electrical Contractor _____
 Plumbing Contractor _____
 Air Conditioning Contractor _____

Approved
[Signature]

APPLINE BOOKS



6967.5 # Lot
 3483.75 # 1/2

2644.9 #
 + 68.0
 + 25.0

 2737.9 #

1471.5
 93.0

 1564.5

39.3 #

44.9 #
 REAR
 1/2

2100' 0" 1/2

8LF

50' 0"

50' 0"

20' min

15' 0"

SCREEN. C.U.S.

EXIST. NO. 10

ARBOR

17'

15' max ht.

4'

6LF

PARADE (3)

CONC. DR.

42' 9"

21' 0"

10' 0"

5'

5'



STATE OF TEXAS § *USE OF PUBLIC RIGHT-OF-WAY*
COUNTY OF DALLAS § *ABBOTT AVENUE*

WHEREAS, Mr. Sam Ross Sloan and Mrs. Emily Sloan, (“Property Owners”) are the owners of the property described as 50’ of Lot 1 and 10’ of Lot 2, Block 46, Highland Park Addition, Fourth Installment, more commonly referred to as 3219 Mockingbird Lane, Highland Park, Dallas County, Texas (“Property”), and

WHEREAS, the Town of Highland Park, Texas, a municipal corporation of the County of Dallas, State of Texas (“Town”) is the owner of a 70 ft. wide public right-of-way, known as Abbott Avenue, adjacent to the west side of the hereinabove described Property within the corporate limits of the Town; and

WHEREAS, the Property Owners request the Town grant permission to construct eighty-five (85) linear feet of eight (8) foot tall masonry and metal fence (Said improvement and/or structure hereinafter referred to as the “Fence”) in the Town’s public right-of-way adjacent to the Property; and

WHEREAS, the Property Owners, their successors or assigns, acknowledge the right of the Town to prohibit construction of the Fence that encroaches into the Town’s public right-of-way;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS, that for and in consideration of the benefits to be derived by us, our successors, or assigns, we, Mr. and Mrs. Ross Sloan, the undersigned Property Owners of the Property, in exchange for the Town permitting the Fence to encroach into the Town’s public right-of-way along the side of the Property approximately four (4) feet, as more fully described in the attached Site Plan marked EXHIBIT “A” do hereby agree to the following:

1. The Town retains the right to cancel and terminate this Agreement and any rights created herein at any time. In such case, the Town shall provide notice in writing to the Property Owners, our successors or assigns, of such termination and sixty (60) days thereafter this Agreement and any rights created herein shall terminate. Upon the expiration of such termination notice, the Fence encroaching into the public right-of-way shall be removed by the Property Owners, our successors or assigns, at their sole cost and expense; and the public right-of-way shall be repaired and restored to the satisfaction of the Town or its designee.
2. The Property Owners agree that, prior to beginning any work, a building permit must be obtained from the Town's Building Inspection Department. Said permit shall be obtained and work to be performed on account of this Agreement shall be completed within one calendar year from the date this Agreement is approved by the Town Council.
3. The height of the Fence shall not exceed eight (8) feet as measured from the surface of the public sidewalk on the non-owner's side of the Fence as specified in the Town Zoning Ordinance.
4. **AS A CONDITION HEREOF, THE PROPERTY OWNERS, THEIR SUCCESSORS AND/OR ASSIGNS, AGREE AND ARE BOUND TO DEFEND, INDEMNIFY AND HOLD THE TOWN, ITS PAST, PRESENT, AND FUTURE MAYOR(S), COUNCIL MEMBERS, OFFICERS, EMPLOYEES, AGENTS, SUBCONTRACTORS, AND ALL OTHER PERSONS ACTING ON THE TOWN'S BEHALF, HARMLESS AGAINST ALL CLAIMS, LOSSES, JUDGMENTS, COSTS AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH), PROPERTY DAMAGE OR OTHER HARM BY WHICH RECOVERY OF DAMAGES IS SOUGHT, BY ANY PERSON OR PERSONS, BECAUSE OF THE FENCE BEING LOCATED IN THE TOWN'S PUBLIC RIGHT-OF-WAY INCLUDING THE INTENTIONAL, RECKLESS, AND/OR NEGLIGENT ACT OR OMISSION OF THE PROPERTY OWNERS (OR ANY REPRESENTATIVE, AGENT, CUSTOMER, OR EMPLOYEE OF THE PROPERTY OWNERS) IN ITS USE OR MAINTENANCE OF THE FENCE. THE PROPERTY OWNERS FURTHER AGREE NEVER TO MAKE A CLAIM**

OF ANY KIND OR CHARACTER WHATSOEVER AGAINST THE TOWN FOR DAMAGE OF ANY KIND THAT IT MAY SUFFER TO THE FENCE INCLUDING THE TOWN'S INSTALLATION, CONSTRUCTION, RECONSTRUCTION, OPERATION OR MAINTENANCE OF ANY PUBLIC IMPROVEMENT, UTILITY, OR FACILITY WHETHER PRESENTLY IN PLACE OR WHICH MAY IN THE FUTURE BE CONSTRUCTED OR INSTALLED INCLUDING, BUT NOT LIMITED TO, SIDEWALKS, WATER OR WASTE-WATER MAINS, OR STORM SEWER FACILITIES, REGARDLESS OF WHETHER SUCH DAMAGE IS DUE TO FLOODING, INFILTRATION, BACKFLOW OR SEEPAGE CAUSED FROM THE FAILURE OF ANY INSTALLATION, NATURAL CAUSES, TOWN NEGLIGENCE OR FAULT, OR ANY OTHER CAUSES WHATSOEVER.

THE INDEMNITY PROVIDED THE TOWN IN THIS SECTION BY THE PROPERTY OWNERS SHALL NOT APPLY TO LIABILITIES RESULTING FROM THE INTENTIONAL, RECKLESS, AND/OR NEGLIGENT ACT OF THE TOWN, ITS PAST, PRESENT, AND FUTURE MAYOR(S), COUNCIL MEMBERS, OFFICERS, EMPLOYEES, AGENTS, SUBCONTRACTORS, AND ALL OTHER PERSONS ACTING ON THE TOWN'S BEHALF, AND IN THE EVENT OF JOINT AND CONCURRING NEGLIGENCE OR FAULT OF BOTH THE PROPERTY OWNER AND THE TOWN, RESPONSIBILITY AND INDEMNITY, IF ANY, SHALL BE APPORTIONED COMPARATIVELY IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE TOWN UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW;

5. That the Property Owners agree to file this Agreement and any attachments thereto in the Deed Records of Dallas County, Texas and return the recorded copy to the Town prior to a building permit being issued for the fence.
6. That, the undersigned Property Owners, their heirs, successors and assigns, agree at their sole cost and expense to maintain the said Fence to the satisfaction of the Town and

further agree to make needed repairs without delay in a good and workmanlike manner when requested by the Town; and

7. That the terms and conditions contained herein shall be binding upon the undersigned Property Owners, their successors or assigns.
8. This Agreement shall take effect immediately from and after approval by the Town Council in accordance with the provisions of the Charter of the Town of Highland Park, Texas.

PROPERTY OWNERS:



Ross Sloan
3219 Mockingbird Lane



Emily Sloan
3219 Mockingbird Lane

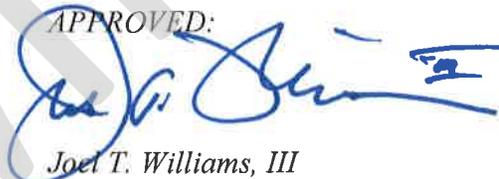
APPROVED by the Highland Park Town Council on this 8th day of December, 2014.

APPROVED AS TO FORM:



Matthew C. G. Boyle
Town Attorney

APPROVED:



Joel T. Williams, III
Mayor

ATTEST:



Gayle Kirby
Town Secretary

STATE OF TEXAS §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority, on this day personally appeared **Ross Sloan** known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacities therein stated.

GIVEN UNDER my hand and seal of office this 12th day of December 2014.

SEAL



Keerthi B.A. Kumar
Notary Public, State of Texas

STATE OF TEXAS §
COUNTY OF DALLAS §

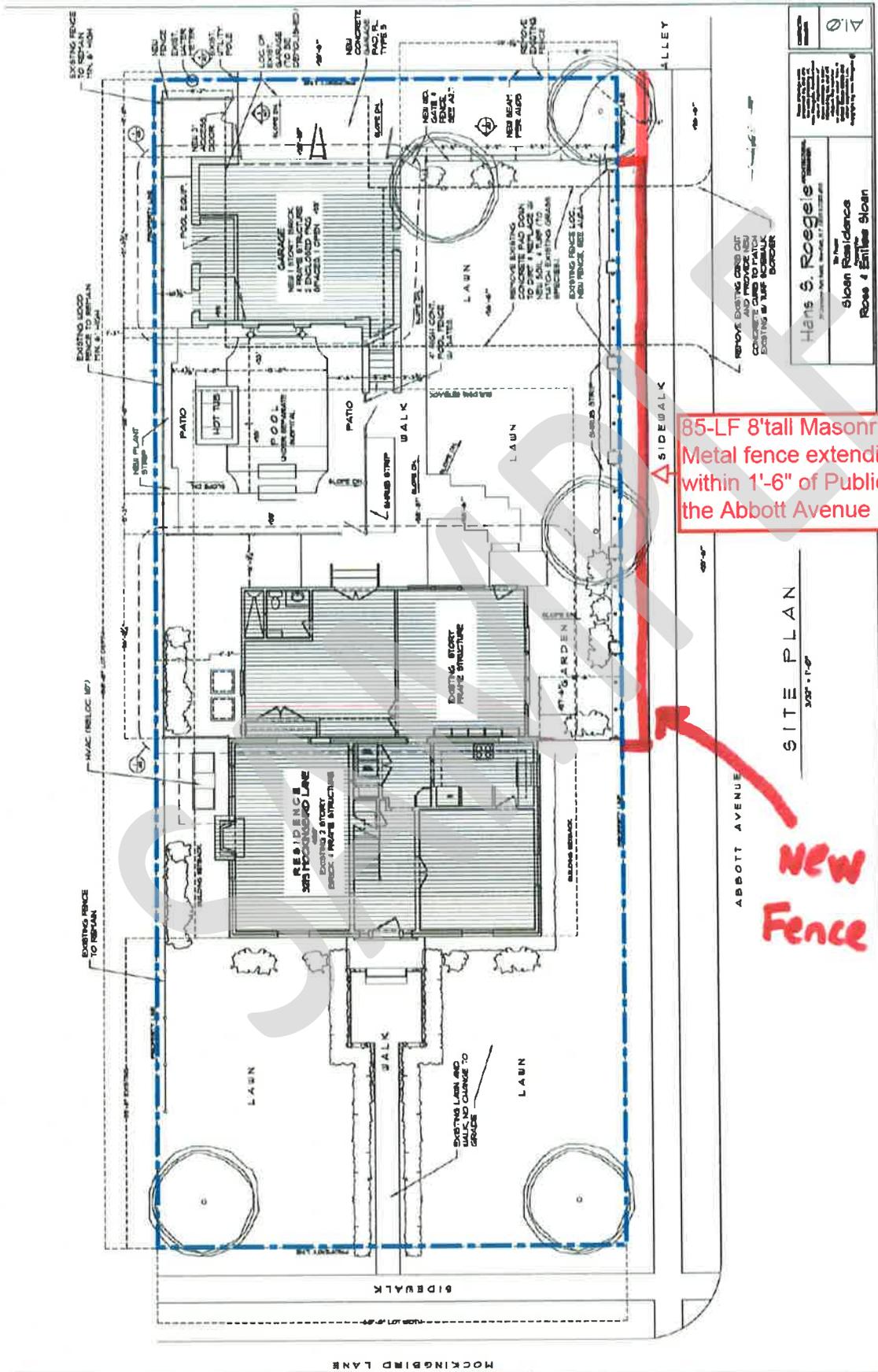
BEFORE ME, the undersigned authority, on this day personally appeared **Emily Sloan** known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacities therein stated.

GIVEN UNDER my hand and seal of office this 12th day of December 2014.

SEAL



Keerthi B.A. Kumar
Notary Public, State of Texas



Hans S. Roegel Licensed Professional Engineer State of Texas, License No. 17112-00000001	
In Charge Sloan Residence Rose & Estelle Sloan	
PROJECT NO. 17112-00000001 SHEET NO. 17112-00000001-01	DATE: 11/11/2011 SCALE: AS SHOWN DRAWN BY: HSR CHECKED BY: HSR

85-LF 8'tall Masonry and Metal fence extending to within 1'-6" of Public Walk in the Abbott Avenue R-O-W.

NEW FENCE

EXHIBIT A

Filed and Recorded
Official Public Records
John F. Warren, County Clerk
Dallas County, TEXAS
04/10/2015 10:24:05 AM
\$46.00



A handwritten signature in black ink, appearing to be "JFW", is written over the seal and extends to the right.

201500088993

SAMPLE



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: July 18, 2017

Department: Fiscal and Human Resources

Director: Steven J. Alexander

TITLE

Review and discuss the Financial Report for the period ending May 31, 2017.

BACKGROUND

The report presented is for the period ending May 31, 2017. May marks the completion of the eighth month of the 2016-17 fiscal year. Therefore, the Year-to-Date percentage for budgetary comparison purposes is 66.7%.

General and Utility Fund combined revenues amount to \$25,013,416, which is 75.5% of the annual projection.

Year-to-date General and Utility Fund combined expenditures and encumbrances amount to \$19,626,013 or 60.6% of the Fiscal Year 2016-17 Combined Budget. Discussion about specific revenue and expenditure categories is included in the accompanying reports.

The May 2017 Investment Report is also provided for your review. The total market value of the Town's cash and investment portfolio is \$27,347,852 and is yielding an average weighted return of 1.074%, with an average maturity of 77 days.

This report was provided to the Finance & Audit Advisory Committee on July 14, 2017.

RECOMMENDATION

None.

FINANCIAL IMPACT

None.

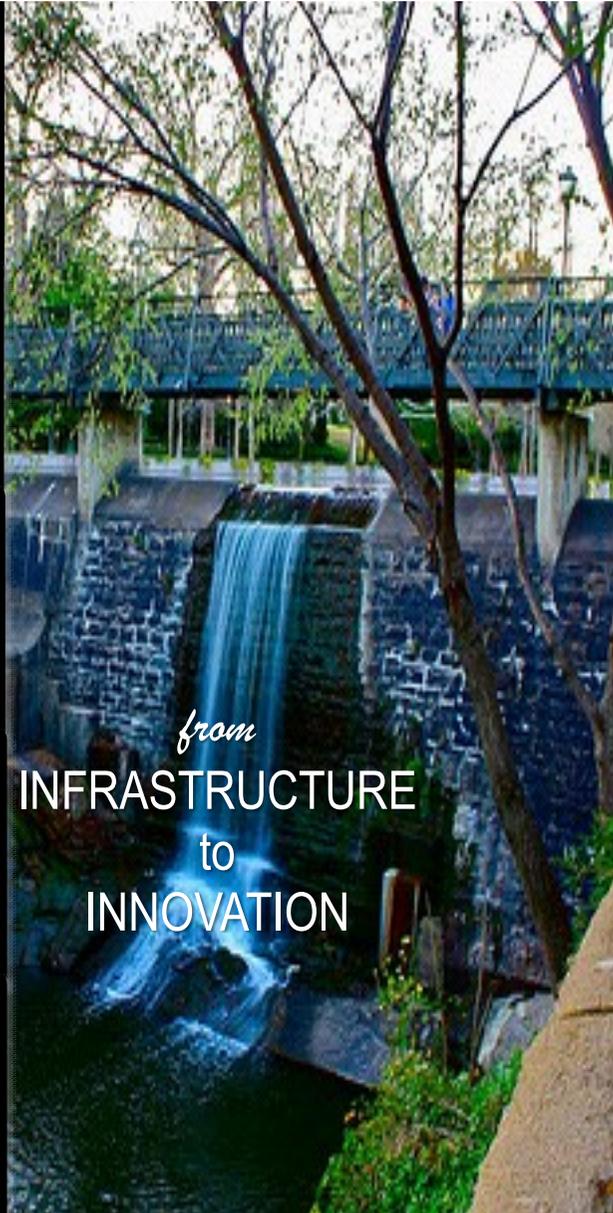
ATTACHMENTS:

File Name	Description
Combined_Monthly_Financial_Report-_May_2017.pdf	Combined Monthly Financial Report - May 2017

MONTHLY FINANCIAL REPORT FOR PERIOD ENDING MAY 31, 2017



from
**INFRASTRUCTURE
to
INNOVATION**



THE TOWN OF

Highland Park
TEXAS

An American Community Making a Difference

OVERVIEW

As of May 31, 2017, General and Utility Fund combined revenues are \$25,013,416. This is 75.5% of the annual projected amounts.

Combined expenses and encumbrances of \$19,626,013 are 60.6% of the annual budget. May 31st marks the eighth month of the FY 2017 Budget Year. Therefore, the year-to-date budget percentage for budgetary comparison is 66.7%.

YEAR-TO-DATE (YTD) ACTIVITY

- ▲ **Property Taxes** are 100.1% of the YTD projection
- **Sales Taxes** are 97.1% of the YTD projection
- ▲ **Building Permits** are 105.7% of the YTD projection
- ▲ **Water Sales** are 102.9% of the YTD projection

COMPARISON TO LAST YEAR

- ▲ **Property Taxes** are 108.9% of prior year
- ▲ **Sales Taxes** are 101.3% of prior year
- ▲ **Building Permits** are 110.6% of prior year
- ▲ **Water Sales** are 100.6% of prior year

GENERAL FUND REVENUES

Revenue Signal Key	
●	> 100% of Projected
●	95-100% of Projected
●	< 95% of Projected

	May 2017				Year-To Date				Annual			Prior Year		
	Signal	Actual	Projected	%	Signal	Actual	Projected	%	Actual	Projected	%	Actual	Projected	%
Property Taxes		\$ 11,969	\$ 41,452	28.9%		\$ 12,466,504	\$ 12,448,231	100.1%	\$ 12,466,504	\$ 12,592,311	99.0%	\$ 11,452,037	\$ 11,639,262	98.4%
Sales Taxes		321,055	334,769	95.9%		2,492,633	2,566,913	97.1%	2,492,633	3,779,265	66.0%	2,460,388	3,693,000	66.6%
Other Taxes	-	-	-	-		152,805	142,012	107.6%	152,805	192,000	79.6%	138,717	189,100	73.4%
Franchise Fees		138,020	185,745	74.3%		849,443	851,810	99.7%	849,443	1,040,000	81.7%	835,201	1,085,470	76.9%
Licenses and Permits		131,025	83,444	157.0%		718,851	699,659	102.7%	718,851	1,106,705	65.0%	657,783	1,283,910	51.2%
Charges for Services		158,504	149,599	106.0%		932,299	911,003	102.3%	932,299	1,403,620	66.4%	795,916	1,211,022	65.7%
Fines and Forfeitures		33,264	44,081	75.5%		315,315	353,207	89.3%	315,315	539,900	58.4%	296,661	584,758	50.7%
Earnings on Investments		8,999	6,883	130.7%		44,152	29,444	150.0%	44,152	48,225	91.6%	27,311	33,200	82.3%
Miscellaneous		25,168	27,545	91.4%		276,348	221,681	124.7%	276,348	335,045	82.5%	246,523	357,798	68.9%
Transfers	-	-	-	-		553,450	574,450	96.3%	553,450	1,148,900	48.2%	583,460	1,131,100	51.6%
Total Revenues		\$ 828,004	\$ 873,518	94.8%		\$ 18,801,800	\$ 18,798,410	100.0%	\$ 18,801,800	\$ 22,185,971	84.7%	\$ 17,493,997	\$ 21,208,620	82.5%

YEAR-TO-DATE OVERVIEW

Through May 31st, General Fund non-property tax revenues of \$6,335,296 are (\$14,883) less than originally projected. Total revenues (including Property Taxes) are \$3,390 more than projected and are up 7.5% over the same period in the prior fiscal year.

PROPERTY TAXES

Tax collections of \$12,466,504 year-to-date have been received. As of May 31st, 99.0% of the annual budget had been collected.

SALES TAXES

Total revenues of \$2,492,633 are (\$74,280) less than projected year-to-date. Current year revenue is \$32,245 more than this time last year.

OTHER TAXES

Mixed Beverage Tax receipts of \$152,805 are \$10,793 more than projected for this time of the year and \$14,088 more than this time last year. Mixed Beverage Taxes are received quarterly.

FRANCHISE FEES

Year-to-date Franchise Fees total \$849,443, which is (\$2,367) less than projected and is up \$14,242 when compared to the amount received during the same period in the prior fiscal year. Franchise Fees are received quarterly with the exception of the Natural Gas

franchise fee, which is one-time payment received each year.

SANITATION COLLECTION CHARGES

Sanitation collection and recycling charges are being accounted for in a separate enterprise fund beginning in FY 2017.

LICENSES AND PERMITS

Revenues of \$718,851 are \$19,192 more than projected year-to-date, and are \$61,068 more than the amount received prior year-to-date.

CHARGES FOR SERVICES

Revenues of \$932,299 are \$21,296 more than projected at the end of May and are more than the previous fiscal year by \$136,383. Revenues are up compared to the prior fiscal year due to revenues associated with municipal court fees.

FINES AND FORFEITURES

Total revenues of \$315,315 are (\$37,892) or 10.7% less than projected through the end of May and \$18,654 more than the same period in the prior fiscal year.

EARNINGS ON INVESTMENTS

Interest earnings of \$44,152 for the year are \$14,708 more than projected.

MISCELLANEOUS REVENUES

Total revenues of \$276,348 are up \$54,667 from the amount projected through May. Miscellaneous revenues include penalties on delinquent property taxes, tower lease rental charges, donations, contributions, and other non-major revenues.

TRANSFERS

Quarterly transfers consist of a reimbursement from the Utility Fund for the fund's share of G&A expenses and a transfer from the Court Security Fund to reimburse the General Fund for payroll related costs associated with the court bailiff.

GENERAL FUND EXPENDITURES

YEAR-TO-DATE OVERVIEW

May 31, 2017, marks the eighth month of the FY 2017 budget year. The year-to-date budget percentage for budgetary comparison is therefore 66.7%. Total General Fund expenditures and encumbrances of \$13,777,109 are 62.0% of the annual budget.

ADMINISTRATION

Administration has expended and encumbered year-to-date 63.5% of the departmental budget or \$478,002. An encumbrance for the Town Attorney's contract is included in this amount.

PUBLIC SAFETY

Public Safety expended and encumbered year-to-date represent 66.8% of the departmental budget or \$7,440,203.

TOWN SERVICES

The Town Services Department has expended and encumbered \$414,646 or 79.0% of the departmental budget. An encumbrance for the Director's contract is included in this amount.

LIBRARY

\$413,378, or 53.6% of this budget has been expended and encumbered through May.

PARKS

The total expended and encumbered year-to-date relating to Parks is \$980,727 or 65.5% of the department budget. Included in this amount are encumbrances and expenditures for annual landscaping, lawn care services, tree pruning, and plant bed preparation.

MUNICIPAL COURTS

Municipal Courts has expended and encumbered year-to-date \$257,092 or 67.6% of the departmental budget and includes encumbrances for the Court Prosecutor's contract.

INFORMATION TECHNOLOGY

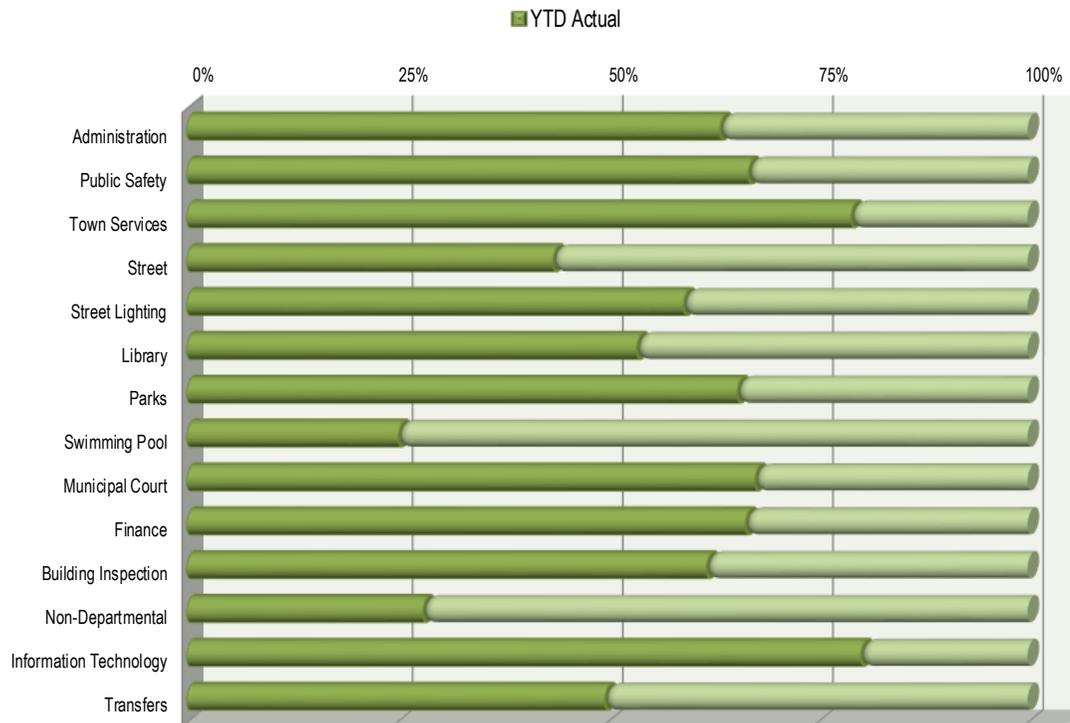
Information Technology expenditures and encumbrances year-to-date represent 80.2% of the departmental budget or \$443,834. Annual contracts for support and maintenance are included in this amount.

TRANSFERS

Quarterly transfers include a transfer to the CIP Fund for infrastructure maintenance and rehabilitation. Additional transfers include a transfer to the Utility Fund for sanitation billing and collection services, transfers to the equipment and technology replacement funds to accumulate resources for future equipment and technology purchases and upgrades, and a transfer to the Building Maintenance Fund to fund the operational and maintenance budgets of the Town's Service Center and Town Hall building.

	May 2017			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Administration	\$ 478,002	\$ 753,194	63.5%	\$ 467,994	\$ 748,561	62.5%
Public Safety	7,440,203	11,131,434	66.8%	7,124,358	10,677,018	66.7%
Town Services	414,646	524,540	79.0%	396,721	487,546	81.4%
Street	176,188	404,138	43.6%	236,334	374,238	63.2%
Street Lighting	109,777	185,661	59.1%	108,469	172,427	62.9%
Library	413,378	771,626	53.6%	522,094	740,960	70.5%
Parks	980,727	1,496,923	65.5%	1,001,655	1,393,738	71.9%
Swimming Pool	47,836	189,712	25.2%	51,557	184,259	28.0%
Municipal Court	257,092	380,175	67.6%	249,690	367,751	67.9%
Finance	548,495	824,983	66.5%	499,436	796,427	62.7%
Building Inspection	373,598	603,990	61.9%	330,891	592,804	55.8%
Non-Departmental	117,208	416,690	28.1%	108,771	374,570	29.0%
Information Technology	443,834	553,412	80.2%	411,701	523,551	78.6%
Transfers	1,976,125	3,970,982	49.8%	1,921,043	3,903,520	49.2%
Total Expenditures	\$ 13,777,109	\$ 22,207,460	62.0%	\$ 13,430,714	\$ 21,337,370	62.9%

YTD Expenditures & Encumbrances Compared to Annual Budget



UTILITY FUND REVENUES

Revenue Signal Key	
●	> 100% of Projected
●	95-100% of Projected
●	< 95% of Projected

	May 2017			Year-To-Date				Annual			Prior Year			
	Signal	Actual	Projected	%	Signal	Actual	Projected	%	Actual	Projected	%	Actual	Projected	%
Water Sales		\$ 532,521	\$ 478,660	111.3%		\$ 3,954,154	\$ 3,844,395	102.9%	\$ 3,954,154	\$ 6,985,822	56.6%	\$ 3,929,348	\$ 6,139,164	64.0%
Sanitary Sewer Charges		231,730	228,411	101.5%		1,802,972	1,867,739	96.5%	1,802,972	2,999,275	60.1%	1,790,920	2,654,168	67.5%
Other Charges for Service		290	638	45.5%		21,545	5,100	422.5%	21,545	7,650	281.6%	28,470	47,000	60.6%
Licenses and Permits		4,405	4,833	91.1%		32,475	38,667	84.0%	32,475	58,000	56.0%	36,235	64,000	56.6%
Fines and Forfeitures		4,215	4,799	87.8%		45,874	43,695	105.0%	45,874	72,400	63.4%	49,235	60,000	82.1%
Earnings on Investments		3,614	1,925	187.7%		20,866	8,871	235.2%	20,866	14,400	144.9%	8,871	9,750	91.0%
Miscellaneous		871	229	380.3%		139,830	1,833	7628.5%	139,830	354,750	39.4%	106,184	900,000	11.8%
Transfers	-	-	-	-		193,900	234,650	82.6%	193,900	469,300	41.3%	232,358	480,100	48.4%
Total Revenues		\$ 777,646	\$ 719,495	108.1%		\$ 6,211,616	\$ 6,044,950	102.8%	\$ 6,211,616	\$ 10,961,597	56.7%	\$ 6,181,621	\$ 10,354,182	59.7%

YEAR-TO-DATE OVERVIEW

Total Utility Fund operational revenue (excluding transfers) of \$6,017,716 are \$207,416 more than projected through May and are up about 1.2% when compared to the amount received through the same period in the prior year.

WATER SALES

Revenues totaling \$3,954,154 are \$109,759 more than projected through May. Water sales are up about 0.6% when compared to the amount of revenue generated during the same period last year.

For the month of May the Town billed out 75,706,000 gallons, which is about 30.2% more than the same month in the prior fiscal year. Year-to-date, consumption is 6,709,000 gallons or 1.2% more compared to the previous fiscal year.

SEWER CHARGES

Revenues of \$1,802,972 are (\$64,767) less than projected through the end of May. Revenues for sanitary sewer are up 0.7% or \$12,052 when compared to this same period for the previous fiscal year. Sanitary sewer billings are driven by water consumption.

OTHER CHARGES FOR SERVICES

Year-to-date revenues of \$21,545 are \$16,445 more than projected through May. This revenue source is primarily driven by charges for meter installations.

LICENSES AND PERMITS

Licenses and permits revenue (i.e. Plumbing Permits) of \$32,475 are 16.0% less than projected, and 10.4% or (\$3,760) less than the amount received through May of the prior fiscal year.

FINES AND FORFEITURES

Revenues (penalties assessed on past due utility bills) of \$45,874 are 5.0% above projection through May. Late payment penalty revenue is driven by payment timing and the size of the past due balance.

EARNINGS ON INVESTMENTS

Interest earnings through May are \$20,866 and \$11,995 above projection.

MISCELLANEOUS REVENUE

Miscellaneous Revenue accounts for contributions, cost sharing related to repairs, maintenance, and capital projects from outside organizations.

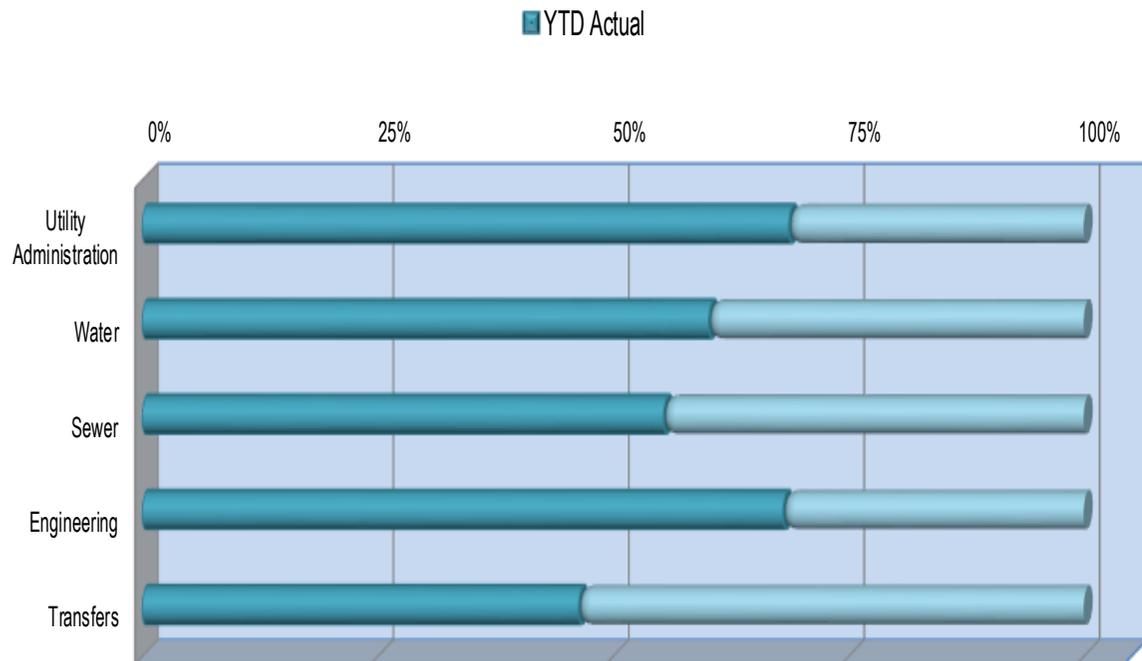
TRANSFERS

Quarterly transfers consist of a transfer from the General Fund for reimbursement of the General Fund's share of Utility Fund admin costs. Additionally, transfers from the Capital Project and Storm Water Drainage Funds offset related Engineering services.

UTILITY FUND EXPENDITURES

	May 2017			Prior Year		
	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>% of Budget</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Utility Administration	\$ 215,502	\$ 313,622	68.7%	\$ 213,607	\$ 312,729	68.3%
Water	2,983,785	4,956,001	60.2%	2,574,012	3,949,402	65.2%
Sewer	1,298,642	2,344,009	55.4%	799,158	2,857,579	28.0%
Engineering	541,615	795,315	68.1%	511,355	855,373	59.8%
Transfers	809,360	1,744,933	46.4%	836,343	1,659,480	50.4%
Total Expenses	\$ 5,848,904	\$ 10,153,880	57.6%	\$ 4,934,475	\$ 9,634,563	51.2%

YTD Expenditures & Encumbrances Compared to Annual Budget



OVERVIEW

May 31, 2017, marks the eighth month of FY 2017 budget year. The year-to-date budget percentage for budgetary comparison is therefore 66.7%. Year-to-date expenditures, plus encumbrances and less non-cash expenditures of depreciation and bad debts, total \$5,848,904 or 57.6% of annual budget.

UTILITY ADMINISTRATION

The Utility Administration budget expended and encumbered through May of the current fiscal year is \$215,502 which represents 68.7% of the departmental operating budget. Annual contracts were encumbered for software and the printing and mailing of utility bills.

WATER

At \$2,983,785, the Water Department has expended and encumbered 60.2% of the annual budget amount and includes \$1,082,271 in expenses and encumbrances for capital improvements.

SEWER

At \$1,298,642, the Sewer Department has expended and encumbered 55.4% of the annual budget amount. \$437,024 in capital improvements have been expended and encumbered through May.

ENGINEERING

The Engineering budget expended and encumbered through May of this fiscal year is \$541,615 which represents 68.1% of the departmental operating budget and reflects the payout on an employee retirement in April.

TRANSFERS

Quarterly transfers to other funds include a transfer to the General Fund for the Utility Fund's share of General Fund G&A expenses, a transfer to the CIP Fund based on 5% of water and sanitary sewer revenues, a transfer to the Building Maintenance Fund for the Utility Fund's share of building maintenance expenditures, and transfers to the equipment and technology replacement funds to fund future equipment and technology purchases.

WORKING CAPITAL SUMMARY

Fund	Working Capital (1)	Dedicated Funds (2)	Available Working Capital (3)	Outstanding Encumbrances
General Fund	\$ 9,214,395	\$ 3,320,367	\$ 5,894,028	\$ 600,289
Utility Fund	4,184,048	1,772,156	2,411,892	529,085
Solid Waste Fund	42,674	42,674	-	10,137
Capital Projects Fund	6,805,614	6,805,614	-	707,104
Equipment Replacement Fund	3,162,819	3,162,819	-	558,138
Technology Replacement Fund	1,587,307	1,587,307	-	60,232
Storm Water Drainage Utility Fund	1,108,258	1,108,258	-	99,247
Building Maintenance Fund	514,687	514,687	-	22,195
Municipal Court Technology Fund	78,560	78,560	-	303
Municipal Court Security Fund	10,021	10,021	-	-
DPS Technology Fund	232,966	232,966	-	-
Other Funds	272,693	272,693	-	-
	<u>\$ 27,214,042</u>	<u>\$ 18,908,122</u>	<u>\$ 8,305,920</u>	<u>\$ 2,586,730</u>

- (1) Working Capital is defined as current assets less current liabilities. The Working Capital totals have not been reduced by outstanding encumbrances because expenditures are recognized in the period the liability is incurred. As of May 31, 2017, the Town had a total of \$2,586,730 in outstanding encumbrances.
- (2) Dedicated funds represent the amount of Working Capital that has been reserved to comply with financial management policies, special purpose, or lawful requirements.
- (3) Available Working Capital is the amount of Working Capital in excess of dedicated funds.

CASH AND INVESTMENTS

The market value of the Town's investment portfolio at May 31, 2017 was \$27,347,852. This amount is 100.00% of the recorded book value of \$27,347,852. The Town's investment practice is to invest funds for specific maturity or call dates (passive investment management), rather than buy and sell based upon market conditions (active investment management). The total portfolio yield is 1.074%.



Steven J. Alexander
Chief Financial Officer

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
01 -GENERAL FUND						
REVENUE SUMMARY						
31-TAXES	16,563,576	333,024	15,111,942	91.24	-	1,451,634
32-FRANCHISE FEES	1,040,000	138,020	849,443	81.68	-	190,557
33-LICENSES & PERMITS	1,106,705	131,025	718,851	64.95	-	387,854
34-CHARGES FOR SERVICE	1,403,620	158,504	932,299	66.42	-	471,321
35-FINES & FORFEITS	539,900	33,264	315,315	58.40	-	224,585
36-EARNINGS ON INVESTMENT	48,225	8,999	44,152	91.55	-	4,073
37-SALE OF ASSETS	1,500	-	-	-	-	1,500
38-MISCELLANEOUS	333,545	25,168	276,348	82.85	-	57,197
39-TRANSFERS	1,148,900	-	553,450	48.17	-	595,450
*** TOTAL REVENUES ***	<u>22,185,971</u>	<u>828,004</u>	<u>18,801,800</u>	<u>84.75</u>	<u>-</u>	<u>3,384,171</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATION	753,194	36,979	413,627	63.46	64,375	275,192
02-PUBLIC SAFETY	11,131,434	870,620	7,459,225	66.84	(19,022)	3,691,231
04-TOWN SERVICES	524,540	40,769	340,167	79.05	74,479	109,894
05-STREET	404,138	13,335	177,721	43.60	(1,533)	227,950
06-STREET LIGHTING	185,661	11,731	109,595	59.13	182	75,884
07-LIBRARY	771,626	40,910	394,434	53.57	18,944	358,248
08-PARKS & RECREATION	1,496,923	118,629	903,071	65.52	77,656	516,196
09-SWIMMING POOL	189,712	13,523	38,589	25.22	9,247	141,876
10-MUNICIPAL COURT	380,175	25,469	257,092	67.62	-	123,083
11-FINANCE	824,983	59,797	544,311	66.49	4,184	276,488
12-BUILDING INSPECTION	603,990	42,200	364,102	61.85	9,496	230,392
15-NON-DEPARTMENTAL	416,690	17,997	174,537	28.13	(57,329)	299,482
17-INFORMATION TECHNOLOG	553,412	47,754	387,859	80.20	55,975	109,578
50-INTERFUND TRANSFERS	3,970,982	-	1,976,125	49.76	-	1,994,857
*** TOTAL EXPENDITURES ***	<u>22,207,460</u>	<u>1,339,713</u>	<u>13,540,455</u>	<u>62.04</u>	<u>236,654</u>	<u>8,430,351</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
01 -GENERAL FUND - DETAIL						
REVENUES						
31-TAXES						
3110	PROPERTY TAXES-CURRENT YEAR	12,557,311	18,322	12,443,818	99.10	- 113,493
3111	PROPERTY TAXES-PRIOR YEARS	35,000	(6,353)	22,686	64.82	- 12,314
3113	SALES TAX REVENUE	3,779,265	321,055	2,492,633	65.96	- 1,286,632
3114	MIXED BEVERAGE	192,000	-	152,805	79.59	- 39,195
	*** REVENUE CATEGORY TOTALS ***	16,563,576	333,024	15,111,942	91.24	- 1,451,634
32-FRANCHISE FEES						
3261	FRANCHISE FEE - ONCOR ELECTRIC	530,000	103,095	407,706	76.93	- 122,294
3262	FRANCHISE FEE - ATMOS ENERGY	190,000	-	174,235	91.70	- 15,765
3263	FRANCHISE FEE - TELECOM	90,000	18,576	59,106	65.67	- 30,894
3264	FRANCHISE FEE - CABLE TV	195,000	12,199	156,062	80.03	- 38,938
3265	SOLID WASTE CONTAINER FEES	15,000	4,150	24,390	162.60	- (9,390)
3270	FRANCHISE FEE - CARRIAGES	20,000	-	27,944	139.72	- (7,944)
	*** REVENUE CATEGORY TOTALS ***	1,040,000	138,020	849,443	81.68	- 190,557
33-LICENSES & PERMITS						
3301	BEVERAGE LICENSES	11,990	1,370	3,140	26.19	- 8,850
3302	HEALTH PERMITS	4,525	-	5,525	122.10	- (1,000)
3303	ALARM PERMITS	66,610	8,610	32,695	49.08	- 33,915
3306	ELECTRICAL LICENSES	18,750	2,000	12,750	68.00	- 6,000
3310	BUILDING PERMITS	960,000	115,560	634,144	66.06	- 325,856
3312	ELECTRICAL PERMITS	33,900	3,185	20,467	60.37	- 13,433
3313	EXCAVATION PERMITS	510	30	165	32.35	- 345
3350	CARRIAGE SERVICES	4,500	-	4,575	101.67	- (75)
3370	ANIMAL LICENSES	5,920	270	5,390	91.05	- 530
	*** REVENUE CATEGORY TOTALS ***	1,106,705	131,025	718,851	64.95	- 387,854

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
34-CHARGES FOR SERVICE						
3407 E911 MONTHLY FEES	138,100	11,190	82,984	60.09	-	55,116
3408 ALARM MONITORING FEES	281,350	21,751	177,377	63.04	-	103,973
3425 EMERGENCY MEDICAL FEES	182,500	19,209	136,393	74.74	-	46,107
3470 BOARD/COMMISSION/REPLAT FEES	3,260	-	1,200	36.81	-	2,060
3471 SWIMMING POOL DAILY FEES	17,800	1,372	1,372	7.71	-	16,428
3472 SWIMMING POOL SEASON FEES	82,700	48,240	48,420	58.55	-	34,280
3473 TENNIS COURT FEES	12,000	721	9,483	79.03	-	2,517
3474 ANIMAL POUND FEES	1,000	270	720	72.00	-	280
3476 LIBRARY FEES	4,200	601	3,006	71.57	-	1,194
3477 COURT ADMINISTRATION FEES	30,360	2,210	23,086	76.04	-	7,274
3478 COURT WARRANT FEES	65,700	4,650	40,817	62.13	-	24,883
3479 COURT FEES	174,300	13,832	124,940	71.68	-	49,360
3480 BUILDING REGISTRATION FEES	44,500	5,000	28,250	63.48	-	16,250
3481 PLAN REVIEW FEES	5,850	600	3,800	64.96	-	2,050
3485 SPECIAL EXPENSE FEE	360,000	28,858	250,451	69.57	-	109,549
*** REVENUE CATEGORY TOTALS ***	1,403,620	158,504	932,299	66.42	-	471,321
35-FINES & FORFEITS						
3511 MUNICIPAL COURT FINES	530,000	32,318	301,835	56.95	-	228,165
3513 LIBRARY FINES	4,000	296	2,394	59.85	-	1,606
3515 LOST BOOK CHARGES	900	-	386	42.89	-	514
3516 INVALID ALARM FINE	5,000	650	10,700	214.00	-	(5,700)
*** REVENUE CATEGORY TOTALS ***	539,900	33,264	315,315	58.40	-	224,585
36-EARNINGS ON INVESTMENTS						
3610 INTEREST EARNED	48,000	8,999	43,959	91.58	-	4,041
3650 INTEREST EARNED-DALLAS COUNTY	225	-	193	85.78	-	32
*** REVENUE CATEGORY TOTALS ***	48,225	8,999	44,152	91.55	-	4,073

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
37-SALE OF ASSETS						
3746 SALE OF CAPITAL ASSETS	1,500	-	-	-	-	1,500
3747 SALE OF IMPOUNDED PROPERTY	-	-	-	-	-	-
*** REVENUE CATEGORY TOTALS ***	1,500	-	-	-	-	1,500
38-MISCELLANEOUS						
3810 PENALTY & INTEREST, PROP TAXES	50,120	1,112	37,144	74.11	-	12,976
3820 RENTAL OF TOWN PROPERTY	225,025	22,300	201,754	89.66	-	23,271
3850 DONATIONS TO LIBRARY	2,300	21	1,811	78.74	-	489
3860 CONTRIBUTIONS	6,000	-	12,275	204.58	-	(6,275)
3870 INTERGOVERNMENTAL REVENUE	4,000	-	-	-	-	4,000
3880 DAMAGE TO TOWN PROPERTY	6,000	90	2,871	47.85	-	3,129
3890 MISCELLANEOUS	40,100	1,645	20,493	51.10	-	19,607
*** REVENUE CATEGORY TOTALS ***	333,545	25,168	276,348	82.85	-	57,197
39-TRANSFERS						
3920 INTER FUND TRANSFER -UF	1,125,000	-	541,500	48.13	-	583,500
3933 INTER-FUND TRANSFER -CSF	23,900	-	11,950	50.00	-	11,950
*** REVENUE CATEGORY TOTALS ***	1,148,900	-	553,450	48.17	-	595,450
*** TOTAL REVENUES ***	22,185,971	828,004	18,801,800	84.75	-	3,384,171

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
10 -CAPITAL PROJECTS FUND						
REVENUE SUMMARY						
36-EARNINGS ON INVESTMENT	17,600	6,187	29,530	167.78	-	(11,930)
38-MISCELLANEOUS	659,760	-	402,065	60.94	-	257,695
39-TRANSFERS	<u>3,236,845</u>	<u>-</u>	<u>1,581,163</u>	<u>48.85</u>	<u>-</u>	<u>1,655,682</u>
*** TOTAL REVENUES ***	<u>3,914,205</u>	<u>6,187</u>	<u>2,012,758</u>	<u>51.42</u>	<u>-</u>	<u>1,901,447</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATION	1,050,000	14,769	31,630	19.90	177,323	841,047
05-STREET	3,300,678	10,778	257,722	7.76	(1,544)	3,044,500
50-INTERFUND TRANSFERS	<u>1,666,100</u>	<u>-</u>	<u>316,000</u>	<u>18.97</u>	<u>-</u>	<u>1,350,100</u>
*** TOTAL EXPENDITURES ***	<u>6,016,778</u>	<u>25,547</u>	<u>605,352</u>	<u>12.98</u>	<u>175,779</u>	<u>5,235,647</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
19 -SOLID WASTE PROJECTS FUND						
REVENUE SUMMARY						
34-CHARGES FOR SERVICE	1,234,320	102,896	824,105	66.77	-	410,215
36-EARNINGS ON INVESTMENT	-	110	449	-	-	(449)
38-MISCELLANEOUS	-	-	6	-	-	(6)
*** TOTAL REVENUES ***	<u>1,234,320</u>	<u>103,006</u>	<u>824,560</u>	<u>66.80</u>	<u>-</u>	<u>409,760</u>
EXPENDITURE SUMMARY						
16-SANITATION	1,133,792	86,774	730,554	65.33	10,137	393,101
50-INTERFUND TRANSFERS	96,400	-	51,332	53.25	-	45,068
*** TOTAL EXPENDITURES ***	<u>1,230,192</u>	<u>86,774</u>	<u>781,886</u>	<u>64.38</u>	<u>10,137</u>	<u>438,169</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
20 -UTILITY FUND						
REVENUE SUMMARY						
33-LICENSES & PERMITS	58,000	4,405	32,475	55.99	-	25,525
34-CHARGES FOR SERVICE	9,992,747	764,541	5,778,671	57.83	-	4,214,076
35-FINES & FORFEITS	72,400	4,215	45,874	63.36	-	26,526
36-EARNINGS ON INVESTMENT	14,400	3,614	20,866	144.90	-	(6,466)
37-SALE OF ASSETS	-	-	-	-	-	-
38-MISCELLANEOUS	354,750	871	139,830	39.42	-	214,920
39-TRANSFERS	469,300	-	193,900	41.32	-	275,400
*** TOTAL REVENUES ***	<u>10,961,597</u>	<u>777,646</u>	<u>6,211,616</u>	<u>56.67</u>	<u>-</u>	<u>4,749,981</u>
EXPENDITURE SUMMARY						
21-ADMINISTRATION	313,622	22,898	202,544	68.71	12,958	98,120
22-WATER	4,956,001	434,574	3,584,877	60.21	(601,092)	1,972,216
23-SEWER	2,344,009	204,661	1,912,145	55.40	(613,503)	1,045,367
25-ENGINEERING	795,315	34,666	532,177	68.10	9,438	253,700
50-INTERFUND TRANSFERS	1,744,933	-	809,360	46.38	-	935,573
*** TOTAL EXPENDITURES ***	<u>10,153,880</u>	<u>696,799</u>	<u>7,041,103</u>	<u>57.60</u>	<u>(1,192,199)</u>	<u>4,304,976</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
20 -UTILITY FUND - DETAIL						
REVENUES						
33-LICENSES & PERMITS						
3315 PLUMBING PERMITS	58,000	4,405	32,475	55.99	-	25,525
*** REVENUE CATEGORY TOTALS ***	<u>58,000</u>	<u>4,405</u>	<u>32,475</u>	<u>55.99</u>	<u>-</u>	<u>25,525</u>
34-CHARGES FOR SERVICE						
3401 WATER SALES	6,900,266	524,105	3,893,361	56.42	-	3,006,905
3402 WATER SALES - TOWN	85,556	8,416	60,793	71.06	-	24,763
3403 SANITARY SEWER CHARGES	2,999,275	231,730	1,802,972	60.11	-	1,196,303
3460 METER INSTALLATION	4,450	-	18,300	411.24	-	(13,850)
3465 OTHER UTILITY CHARGES	3,200	290	3,245	101.41	-	(45)
*** REVENUE CATEGORY TOTALS ***	<u>9,992,747</u>	<u>764,541</u>	<u>5,778,671</u>	<u>57.83</u>	<u>-</u>	<u>4,214,076</u>
35-FINES & FORFEITS						
3520 PENALTY CHARGES FOR LATE PMT	72,400	4,215	45,874	63.36	-	26,526
*** REVENUE CATEGORY TOTALS ***	<u>72,400</u>	<u>4,215</u>	<u>45,874</u>	<u>63.36</u>	<u>-</u>	<u>26,526</u>
36-EARNINGS ON INVESTMENTS						
3610 INTEREST EARNED	14,400	3,614	20,866	144.90	-	(6,466)
*** REVENUE CATEGORY TOTALS ***	<u>14,400</u>	<u>3,614</u>	<u>20,866</u>	<u>144.90</u>	<u>-</u>	<u>(6,466)</u>
37-SALE OF ASSETS						
3746 SALE OF CAPITAL ASSETS	-	-	-	-	-	-
*** REVENUE CATEGORY TOTALS ***	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
38-MISCELLANEOUS						
3866 CONTRIBUTIONS- OTHER GOV'T	-	-	-	-	-	-
3867 CONTRIBS - OTHER ENTITIES	352,000	-	133,105	37.81	-	218,895
3880 DAMAGE TO TOWN PROPERTY	-	-	70	-	-	(70)
3890 MISCELLANEOUS	<u>2,750</u>	<u>871</u>	<u>6,655</u>	<u>242.00</u>	<u>-</u>	<u>(3,905)</u>
*** REVENUE CATEGORY TOTALS ***	<u>354,750</u>	<u>871</u>	<u>139,830</u>	<u>39.42</u>	<u>-</u>	<u>214,920</u>
39-TRANSFERS						
3901 INTER FUND TRANSFER -GENERAL	34,700	-	-	-	-	34,700
3910 INTER-FUND TRANSFER CPF	316,100	-	141,000	44.61	-	175,100
3923 TRANSFER FROM SWDUF	<u>118,500</u>	<u>-</u>	<u>52,900</u>	<u>44.64</u>	<u>-</u>	<u>65,600</u>
*** REVENUE CATEGORY TOTALS ***	<u>469,300</u>	<u>-</u>	<u>193,900</u>	<u>41.32</u>	<u>-</u>	<u>275,400</u>
*** TOTAL REVENUES ***	<u>10,961,597</u>	<u>777,646</u>	<u>6,211,616</u>	<u>56.67</u>	<u>-</u>	<u>4,749,981</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
21 -EQUIPMENT REPLACEMENT FND						
REVENUE SUMMARY						
36-EARNINGS ON INVESTMENT	13,100	2,278	24,691	188.48	-	(11,591)
37-SALE OF ASSETS	30,000	-	-	-	-	30,000
38-MISCELLANEOUS	-	-	-	-	-	-
39-TRANSFERS	<u>396,052</u>	<u>-</u>	<u>198,024</u>	<u>50.00</u>	<u>-</u>	<u>198,028</u>
*** TOTAL REVENUES ***	<u>439,152</u>	<u>2,278</u>	<u>222,715</u>	<u>50.71</u>	<u>-</u>	<u>216,437</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATION	<u>1,393,352</u>	<u>-</u>	<u>642,790</u>	<u>77.43</u>	<u>436,065</u>	<u>314,497</u>
*** TOTAL EXPENDITURES ***	<u>1,393,352</u>	<u>-</u>	<u>642,790</u>	<u>77.43</u>	<u>436,065</u>	<u>314,497</u>
22 -TECHNOLOGY REPL. FUND						
REVENUE SUMMARY						
36-EARNINGS ON INVESTMENT	6,800	1,113	10,367	152.46	-	(3,567)
37-SALE OF ASSETS	5,000	-	-	-	-	5,000
39-TRANSFERS	<u>477,818</u>	<u>-</u>	<u>238,908</u>	<u>50.00</u>	<u>-</u>	<u>238,910</u>
*** TOTAL REVENUES ***	<u>489,618</u>	<u>1,113</u>	<u>249,275</u>	<u>50.91</u>	<u>-</u>	<u>240,343</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATION	<u>432,703</u>	<u>863</u>	<u>436,028</u>	<u>100.71</u>	<u>(260)</u>	<u>(3,065)</u>
*** TOTAL EXPENDITURES ***	<u>432,703</u>	<u>863</u>	<u>436,028</u>	<u>100.71</u>	<u>(260)</u>	<u>(3,065)</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
23 -STORMWATER DRAINAGE FUND						
REVENUE SUMMARY						
34-CHARGES FOR SERVICE	390,450	32,536	260,143	66.63	-	130,307
36-EARNINGS ON INVESTMENT	3,820	1,173	6,529	170.92	-	(2,709)
39-TRANSFERS	<u>1,350,000</u>	<u>-</u>	<u>175,000</u>	<u>12.96</u>	<u>-</u>	<u>1,175,000</u>
*** TOTAL REVENUES ***	<u>1,744,270</u>	<u>33,709</u>	<u>441,672</u>	<u>25.32</u>	<u>-</u>	<u>1,302,598</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATION	1,630,680	96,002	472,007	17.35	(189,111)	1,347,784
50-INTERFUND TRANSFERS	<u>118,500</u>	<u>-</u>	<u>52,900</u>	<u>44.64</u>	<u>-</u>	<u>65,600</u>
*** TOTAL EXPENDITURES ***	<u>1,749,180</u>	<u>96,002</u>	<u>524,907</u>	<u>19.20</u>	<u>(189,111)</u>	<u>1,413,384</u>
24 -BUILDING MAINTENANCE FUND						
REVENUE SUMMARY						
36-EARNINGS ON INVESTMENT	1,600	492	3,139	196.19	-	(1,539)
38-MISCELLANEOUS	16,000	1,333	11,108	69.43	-	4,892
39-TRANSFERS	<u>541,900</u>	<u>-</u>	<u>256,791</u>	<u>47.39</u>	<u>-</u>	<u>285,109</u>
*** TOTAL REVENUES ***	<u>559,500</u>	<u>1,825</u>	<u>271,038</u>	<u>48.44</u>	<u>-</u>	<u>288,462</u>
EXPENDITURE SUMMARY						
13-SERVICE CENTER	55,353	2,041	33,377	64.80	2,490	19,486
14-MUNICIPAL BUILDING	<u>401,595</u>	<u>22,587</u>	<u>257,316</u>	<u>65.17</u>	<u>4,402</u>	<u>139,877</u>
*** TOTAL EXPENDITURES ***	<u>456,948</u>	<u>24,628</u>	<u>290,693</u>	<u>65.12</u>	<u>6,892</u>	<u>159,363</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
30 -EMPLOYEE'S CHRISTMAS FUND						
REVENUE SUMMARY						
36-EARNINGS ON INVESTMENT	-	7	33	-	-	(33)
38-MISCELLANEOUS	-	-	3,520	-	-	(3,520)
*** TOTAL REVENUES ***	-	7	3,553	-	-	(3,553)
EXPENDITURE SUMMARY						
01-ADMINISTRATION	-	-	-	-	-	-
*** TOTAL EXPENDITURES ***	-	-	-	-	-	-
31 -FORFEITED PROPERTY FUND						
REVENUE SUMMARY						
36-EARNINGS ON INVESTMENT	42	6	35	83.33	-	7
37-SALE OF ASSETS	3,000	-	2,000	66.67	-	1,000
*** TOTAL REVENUES ***	3,042	6	2,035	66.90	-	1,007
EXPENDITURE SUMMARY						
01-ADMINISTRATION	2,500	-	983	39.32	-	1,517
*** TOTAL EXPENDITURES ***	2,500	-	983	39.32	-	1,517

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
32 -COURT TECHNOLOGY FUND						
REVENUE SUMMARY						
34-CHARGES FOR SERVICE	34,860	2,585	23,350	66.98	-	11,510
36-EARNINGS ON INVESTMENT	<u>220</u>	<u>70</u>	<u>455</u>	<u>206.82</u>	-	<u>(235)</u>
*** TOTAL REVENUES ***	<u>35,080</u>	<u>2,655</u>	<u>23,805</u>	<u>67.86</u>	-	<u>11,275</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATION	<u>22,950</u>	<u>540</u>	<u>16,288</u>	<u>53.78</u>	<u>(3,945)</u>	<u>10,607</u>
*** TOTAL EXPENDITURES ***	<u>22,950</u>	<u>540</u>	<u>16,288</u>	<u>53.78</u>	<u>(3,945)</u>	<u>10,607</u>
33 -COURT SECURITY FUND						
REVENUE SUMMARY						
34-CHARGES FOR SERVICE	27,890	1,939	17,513	62.79	-	10,377
36-EARNINGS ON INVESTMENT	<u>25</u>	<u>6</u>	<u>31</u>	<u>124.00</u>	-	<u>(6)</u>
*** TOTAL REVENUES ***	<u>27,915</u>	<u>1,945</u>	<u>17,544</u>	<u>62.85</u>	-	<u>10,371</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATION	<u>23,900</u>	<u>-</u>	<u>11,950</u>	<u>50.00</u>	<u>-</u>	<u>11,950</u>
*** TOTAL EXPENDITURES ***	<u>23,900</u>	<u>-</u>	<u>11,950</u>	<u>50.00</u>	-	<u>11,950</u>

**TOWN OF HIGHLAND PARK
FINANCIAL STATEMENT
AS OF: May 31, 2017 (Unaudited)**

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
35 -LIBRARY FUND						
REVENUE SUMMARY						
36-EARNINGS ON INVESTMENT	1,120	219	1,556	138.93	-	(436)
38-MISCELLANEOUS	<u>12,000</u>	<u>953</u>	<u>8,485</u>	<u>70.71</u>	-	<u>3,515</u>
*** TOTAL REVENUES ***	<u>13,120</u>	<u>1,172</u>	<u>10,041</u>	<u>76.53</u>	-	<u>3,079</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATIVE	<u>42,645</u>	-	<u>896</u>	<u>2.10</u>	-	<u>41,749</u>
*** TOTAL EXPENDITURES ***	<u>42,645</u>	-	<u>896</u>	<u>2.10</u>	-	<u>41,749</u>
36 -DPS TECHNOLOGY FUND						
REVENUE SUMMARY						
34-CHARGES FOR SERVICE	230,000	15,115	123,287	53.60	-	106,713
36-EARNINGS ON INVESTMENT	615	206	1,349	219.35	-	(734)
38-TPI LEASE RECEIPTS	<u>76,300</u>	<u>6,711</u>	<u>53,522</u>	<u>70.15</u>	-	<u>22,778</u>
*** TOTAL REVENUES ***	<u>306,915</u>	<u>22,032</u>	<u>178,158</u>	<u>58.05</u>	-	<u>128,757</u>
EXPENDITURE SUMMARY						
01-ADMINISTRATIVE	<u>230,000</u>	<u>15,894</u>	<u>128,530</u>	<u>55.88</u>	-	<u>101,470</u>
*** TOTAL EXPENDITURES ***	<u>230,000</u>	<u>15,894</u>	<u>128,530</u>	<u>55.88</u>	-	<u>101,470</u>

Town of Highland Park, Texas
 Summary of Cash and Investment Activity
 For the Month Ending: May 31, 2017

	Par Value	Book Value	Market Value	Ratio Market-to-Book Value
Beginning Balances				
Cash	\$ 13,524,862	\$ 13,524,862	\$ 13,524,862	100.000%
Investments	\$ 13,041,926	\$ 13,041,926	\$ 13,041,926	100.000%
Total	\$ 26,566,788	\$ 26,566,788	\$ 26,566,788	100.000%
Activity				
Cash	\$ (1,722,081)	\$ (1,722,081)	\$ (1,722,081)	
Investments				
Net Accretion and Amortization		\$ -		
Purchases	\$ 5,003,143	\$ 5,003,143	\$ 5,003,143	
Maturities/Calls	\$ (2,500,000)	\$ (2,500,000)	\$ (2,500,000)	
Changes to Market Value			\$ -	
Net Monthly Activity	\$ 781,062	\$ 781,062	\$ 781,062	
Ending Balances				
Cash	\$ 11,802,781	\$ 11,802,781	\$ 11,802,781	100.000%
Investments	\$ 15,545,071	\$ 15,545,071	\$ 15,545,071	100.000%
Total	\$ 27,347,852	\$ 27,347,852	\$ 27,347,852	100.000%



Town of Highland Park, Texas

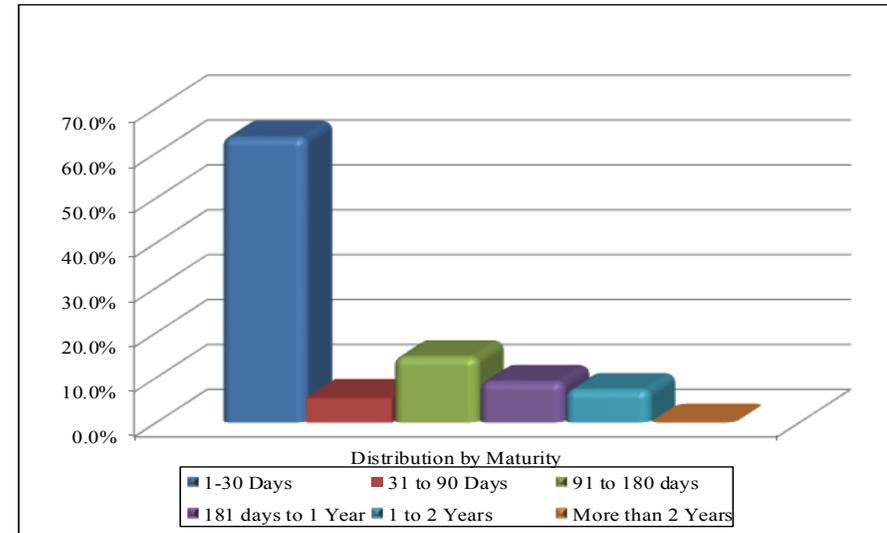
Summary of Cash and Investment Activity For the Month Ending: May 31, 2017

Transaction Information			Beginning			Ending			
Dates		CUSIP	Security	Par	Book	Market	Par	Book	Market
Purchase	Maturity	Number	Type	Value	Value	Value	Value	Value	Value
		LOGIC	INVESTMENT POOL	\$ 14,120	\$ 14,120	\$ 14,120	\$ 14,134	\$ 14,134	\$ 14,134
		SSB	MONEY MARKET ACCOUNT	3,019,992	3,019,992	3,019,992	521,796	521,796	521,796
		NexBank	MONEY MARKET ACCOUNT	0	0	0	5,001,327	5,001,327	5,001,327
11-Jan-16	11-Jul-17	9400947	PLAINS CAPITAL CD	502,595	502,595	502,595	502,595	502,595	502,595
02-Nov-16	01-Aug-17	8184927300	PLAINS CAPITAL CD	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
09-Dec-16	01-Sep-17	8816989800	PLAINS CAPITAL CD	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
17-May-16	17-Oct-17	9400984	PLAINS CAPITAL CD	1,503,554	1,503,554	1,503,554	1,503,554	1,503,554	1,503,554
20-Jul-16	20-Oct-17	60050001113	LEGACY TEXAS	500,764	500,764	500,764	500,764	500,764	500,764
19-Dec-16	01-Mar-18	8513758800	PLAINS CAPITAL CD	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
02-Mar-17	02-Apr-18	200028899	LUBBOCK NATIONAL BANK	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
02-Mar-17	01-May-18	200028902	LUBBOCK NATIONAL BANK	500,000	500,000	500,000	500,000	500,000	500,000
02-Mar-17	01-Jun-18	200028910	LUBBOCK NATIONAL BANK	500,000	500,000	500,000	500,000	500,000	500,000
02-Mar-17	02-Jul-18	200028929	LUBBOCK NATIONAL BANK	500,000	500,000	500,000	500,000	500,000	500,000
20-Jul-16	20-Jul-18	60050001115	LEGACY TEXAS	500,901	500,901	500,901	500,901	500,901	500,901
02-Mar-17	01-Aug-18	200028937	LUBBOCK NATIONAL BANK	500,000	500,000	500,000	500,000	500,000	500,000
Total of Investments				\$ 13,041,926	\$ 13,041,926	\$ 13,041,926	\$ 15,545,071	\$ 15,545,071	\$ 15,545,071
Cash					\$ 13,524,862	\$ 13,524,862		\$ 11,802,781	\$ 11,802,781
Total Investments & Cash					\$ 26,566,788	\$ 26,566,788		\$ 27,347,852	\$ 27,347,852

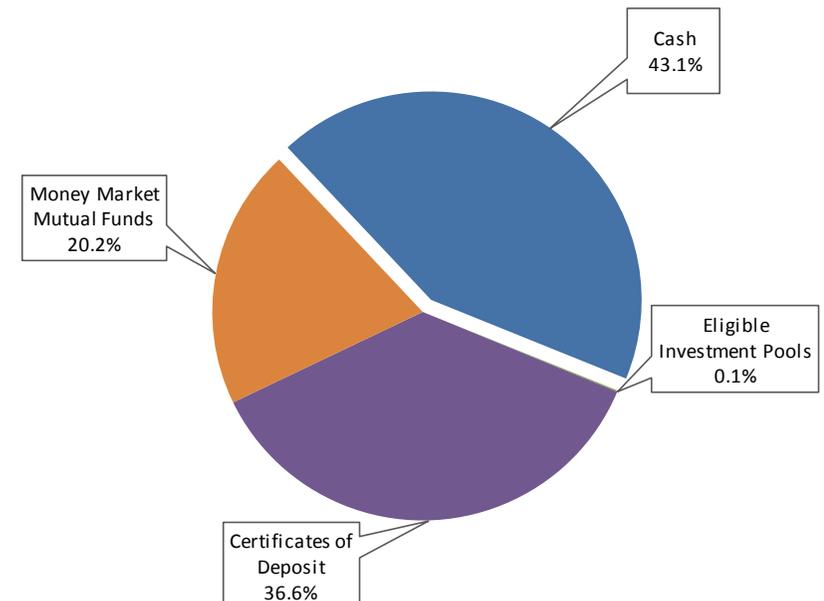
Town of Highland Park, Texas

Summary of Cash and Investment Activity For the Month Ending: May 31, 2017

Distribution by Maturity		
	Par Value	Percent
1-30 Days	\$ 17,340,038	63.5%
31 to 90 Days	\$ 1,502,595	5.5%
91 to 180 days	\$ 4,004,318	14.6%
181 days to 1 Year	\$ 2,500,000	9.1%
1 to 2 Years	\$ 2,000,901	7.3%
More than 2 Years	\$ -	0.0%
	<u>\$ 27,347,852</u>	<u>100.0%</u>



Distribution by Investment Type			
	Book Value	Percent	Maximum Percentages
Cash	\$ 11,802,781	43.1%	N/A
U. S. Agencies & Instrumentalities	\$ -	0.0%	80%
Eligible Investment Pools	\$ 14,134	0.1%	75%
Certificates of Deposit	\$ 10,007,814	36.6%	50%
U. S. Treasury Bills / Notes / Bonds	\$ -	0.0%	100%
Money Market Mutual Funds	\$ 5,523,123	20.2%	25%
Repurchase Agreements	\$ -	0.0%	0%
	<u>\$ 27,347,852</u>	<u>100.0%</u>	
Pledged Collateral on Deposits	\$ 42,861,599		



Town of Highland Park, Texas

Summary of Cash and Investment Activity For the Month Ending: May 31, 2017

Purchase Date	Maturity Date	CUSIP Number	Security Type	Par Value	Coupon	Purchase			Book Value	Market Value	Gain / (loss)	Days to Maturity
						Price	Yield	Principal				
NA	NA	NA	Cash in Bank	\$ 11,802,781		\$ 100.000	0.990%	\$ 11,802,781	\$ 11,802,781	\$ 11,802,781	\$ -	1
NA	NA	NA	LOGIC	\$ 14,134		\$ 100.000	1.076%	\$ 14,134	\$ 14,134	\$ 14,134	-	1
NA	NA	NA	SOUTHSIDE BANK	\$ 521,796		\$ 100.000	0.910%	\$ 521,796	\$ 521,796	\$ 521,796	-	1
NA	NA	NA	NEXBANK	\$ 5,001,327		\$ 100.000	1.220%	\$ 5,001,327	\$ 5,001,327	\$ 5,001,327	-	1
11-Jan-16	11-Jul-17	9400947	PLAINS CAPITAL CD	\$ 502,595		\$ 100.000	1.100%	\$ 502,595	\$ 502,595	\$ 502,595	-	41
02-Nov-16	01-Aug-17	8184927300	PLAINS CAPITAL CD	\$ 1,000,000		\$ 100.000	0.830%	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	-	62
09-Dec-16	01-Sep-17	8816989800	PLAINS CAPITAL CD	\$ 2,000,000		\$ 100.000	1.130%	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	-	93
17-May-16	17-Oct-17	9400984	PLAINS CAPITAL CD	\$ 1,503,554		\$ 100.000	0.940%	\$ 1,503,554	\$ 1,503,554	\$ 1,503,554	-	139
20-Jul-16	20-Oct-17	60050001113	LEGACY TEXAS	\$ 500,764		\$ 100.000	0.900%	\$ 500,764	\$ 500,764	\$ 500,764	-	142
19-Dec-16	01-Mar-18	8513758800	PLAINS CAPITAL CD	\$ 1,000,000		\$ 100.000	1.300%	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	-	274
02-Mar-17	02-Apr-18	200028899	LUBBOCK NATIONAL BANK	\$ 1,000,000		\$ 100.000	1.210%	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	-	306
02-Mar-17	01-May-18	200028902	LUBBOCK NATIONAL BANK	\$ 500,000		\$ 100.000	1.230%	\$ 500,000	\$ 500,000	\$ 500,000	-	335
02-Mar-17	01-Jun-18	200028910	LUBBOCK NATIONAL BANK	\$ 500,000		\$ 100.000	1.260%	\$ 500,000	\$ 500,000	\$ 500,000	-	366
02-Mar-17	02-Jul-18	200028929	LUBBOCK NATIONAL BANK	\$ 500,000		\$ 100.000	1.290%	\$ 500,000	\$ 500,000	\$ 500,000	-	397
20-Jul-16	20-Jul-18	60050001115	LEGACY TEXAS	\$ 500,901		\$ 100.000	1.060%	\$ 500,901	\$ 500,901	\$ 500,901	-	415
02-Mar-17	01-Aug-18	200028937	LUBBOCK NATIONAL BANK	\$ 500,000		\$ 100.000	1.330%	\$ 500,000	\$ 500,000	\$ 500,000	-	427
Totals/Weighted Average				\$ 27,347,852			1.074%	\$ 27,347,852	\$ 27,347,852	\$ 27,347,852	\$ -	77
Benchmark - TEXPOOL								0.769%				

Town of Highland Park, Texas

Cash and Investment Distribution By Fund For the Month Ending: May 31, 2017

Transaction Information				General	CPF	Solid Waste	Utility	Equip.	Tech.	SWDF	BM & I	Empl.	Forf.	M / C	M / C	Library	DPS
Dates		CUSIP	Security					Repl.	Repl.			C / F	Prop.	Tech	Security		Tech.
Purchase	Maturity	Number	Type	01	10	19	20	21	22	23	24	30	31	32	33	35	36
		LOGIC	INVESTMENT POOL	\$ 1,747	\$ 8,603	\$ -	\$ 674	\$ 1,949	\$ -	\$ 509	\$ 339	\$ 3	\$ 2	\$ 68	\$ 14	\$ 226	\$ -
		SSB	MONEY MARKET ACCOUNT	1,109	1,958	-	367,605	-	-	-	151,124	-	-	-	-	-	-
		NexBank	MONEY MARKET ACCOUNT	1,500,398	2,500,663	-	500,133	-	500,133	-	-	-	-	-	-	-	-
11-Jan-16	11-Jul-17	9400947	PLAINS CAPITAL CD	502,595	-	-	-	-	-	-	-	-	-	-	-	-	-
02-Nov-16	01-Aug-17	884927300	PLAINS CAPITAL CD	-	500,000	-	-	500,000	-	-	-	-	-	-	-	-	-
09-Dec-16	01-Sep-17	8816989800	PLAINS CAPITAL CD	-	-	-	-	1,000,000	500,000	-	250,000	-	-	50,000	-	100,000	100,000
17-May-16	17-Oct-17	9400984	PLAINS CAPITAL CD	150,355	-	-	-	751,777	501,185	-	-	-	-	-	-	100,237	-
20-Jul-16	20-Oct-17	60050001113	LEGACY TEXAS	413,131	-	-	25,038	-	-	37,557	-	-	-	-	-	-	25,038
19-Dec-16	01-Mar-18	8513758800	PLAINS CAPITAL CD	1,000,000	-	-	-	-	-	-	-	-	-	-	-	-	-
02-Mar-17	02-Apr-18	200028899	LUBBOCK NATIONAL BANK	-	1,000,000	-	-	-	-	-	-	-	-	-	-	-	-
02-Mar-17	01-May-18	200028902	LUBBOCK NATIONAL BANK	-	-	-	250,000	250,000	-	-	-	-	-	-	-	-	-
02-Mar-17	01-Jun-18	200028910	LUBBOCK NATIONAL BANK	-	-	-	250,000	-	-	250,000	-	-	-	-	-	-	-
02-Mar-17	02-Jul-18	200028929	LUBBOCK NATIONAL BANK	-	-	-	250,000	-	-	250,000	-	-	-	-	-	-	-
20-Jul-16	20-Jul-18	60050001115	LEGACY TEXAS	413,243	-	-	25,045	-	-	37,568	-	-	-	-	-	-	25,045
02-Mar-17	01-Aug-18	200028937	LUBBOCK NATIONAL BANK	500,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Total of Investments				4,482,578	4,011,224	0	1,668,495	2,503,726	1,501,318	575,634	401,463	3	2	50,068	14	200,463	150,083
Cash				4,967,731	2,816,284	129,330	2,226,695	640,658	80,100	607,391	142,395	8,779	9,606	28,613	9,946	52,513	82,740
Total Investments & Cash				9,450,309	6,827,508	129,330	3,895,190	3,144,384	1,581,418	1,183,025	543,858	8,782	9,608	78,681	9,960	252,976	232,823

Town of Highland Park, Texas

Summary of Cash and Investment Activity For the Month Ending: May 31, 2017

Investment Purchase Transaction Information

Dates		CUSIP Number	Security Type	Par Value	Book Value	General	Capital	Solid Waste	Utility	Equipment	Technology	SWDU	BM&I	Employee	Forfeited	Court	Court	Library	DPS
Purchase	Maturity					01	10	19	20	21	22	23	24	30	31	32	33	35	36
LOGIC	NA	NA	POOL	\$ 12.91	\$ 12.91	\$ 1.60	\$ 7.86	\$ -	\$ 0.62	\$ 1.78	\$ -	\$ 0.46	\$ 0.31	\$ -	\$ -	\$ 0.06	\$ 0.01	\$ 0.21	\$ -
SSB	NA	NA	MONEY MARKET ACCOUNT	1,803.73	1,803.73	511.04	901.93	-	300.55	-	-	-	90.21	-	-	-	-	-	-
NexBank	NA	NA	MONEY MARKET ACCOUNT	1,326.02	1,326.02	397.81	663.01	-	132.60	-	132.60	-	-	-	-	-	-	-	-
NexBank	NA	NA	MONEY MARKET ACCOUNT	5,000,000.00	5,000,000.00	1,500,000.00	2,500,000.00	-	500,000.00	-	500,000.00	-	-	-	-	-	-	-	-
Total				\$ 5,003,142.66	\$ 5,003,142.66	\$ 1,500,910.45	\$ 2,501,572.80		\$ 500,433.77	\$ 1.78	\$ 500,132.60	\$ 0.46	\$ 90.52	\$ -	\$ -	\$ 0.06	\$ 0.01	\$ 0.21	\$ -

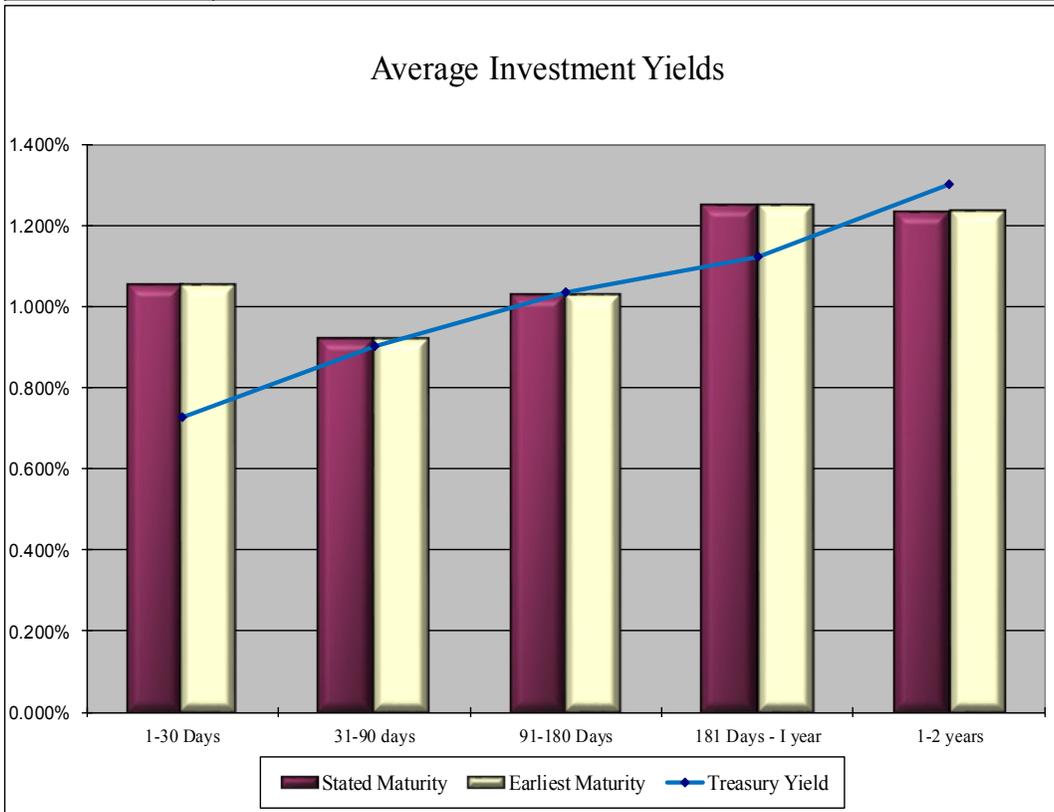
Investment Maturity/Call/Liquidation Transaction Information

Dates		CUSIP Number	Security Type	Par Value	Book Value	General	Capital	Solid Waste	Utility	Equipment	Technology	SWDU	BM&I	Employee	Forfeited	Court	Court	Library	DPS
Call/Sell	Maturity					01	10	19	20	21	22	23	24	30	31	32	33	35	36
SSB	NA	NA	MONEY MARKET ACCOUNT	2,500,000.00	2,500,000.00	855,032.00	1,509,054.00	-	135,914.00	-	-	-	-	-	-	-	-	-	-
Total				\$ 2,500,000.00	\$ 2,500,000.00	\$ 855,032.00	\$ 1,509,054.00	\$ -	\$ 135,914.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Town of Highland Park, Texas

Summary of Cash and Investment Activity For the Month Ending: May 31, 2017

Summary of Investment Earnings															
Security Type	General 01	Capital Projects 10	Solid Waste 19	Utility 20	Equipment Replacement 21	Technology Replacement 22	Stormwater Drainage 23	Bldg Maint & Inv Fund 24	Employee C/Fund 30	Forfeited Property 31	M/C Technology 32	M/C Security 33	Library 35	DPS Tech Fund 36	Total
Bank Interest	\$ 5,161.43	\$ 3,262.03	\$ 109.50	\$ 2,344.31	\$ 131.08	\$ 102.44	\$ 575.04	\$ 161.98	\$ 7.47	\$ 6.47	\$ 22.25	\$ 6.08	\$ 43.28	\$ 68.94	\$ 12,002.30
LOGIC	1.60	7.86	-	0.62	1.78	-	0.46	0.31	-	-	0.06	0.01	0.21	-	12.91
TexPool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Treasuries/Agencies/Other	3,834.66	2,917.45	-	1,269.02	2,145.42	1,010.53	597.55	329.59	-	-	47.88	-	175.59	137.39	12,465.08
Total	\$ 8,997.69	\$ 6,187.34	\$ 109.50	\$ 3,613.95	\$ 2,278.28	\$ 1,112.97	\$ 1,173.05	\$ 491.88	\$ 7.47	\$ 6.47	\$ 70.19	\$ 6.09	\$ 219.08	\$ 206.33	\$ 24,480.29



This monthly report is in full compliance with the investment strategies as established in the Town's Investment Policies and the Public Funds Investment Act, Chapter 2256, Texas Government Code.

Steven J. Alexander
Dir. of Admin. Services & CFO