

1. Agenda

Documents:

[02-09-2017 AGENDA.PDF](#)

2. Meeting Materials

Documents:

[02-09-2017 COUNCIL PACKET.PDF](#)



**Town of Northlake
Council Meeting Agenda
Thursday, February 9, 2017 at 5:30 pm
1400 FM 407 - Chamber Room
Northlake, Texas**

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Northlake Town Council will meet in a work session and regular meeting on February 9, 2017 at 5:30 pm at the Town Hall in the Chamber Room, 1400 FM 407, Northlake Texas. The items listed below are placed on the agenda for discussion and/or action.

1. Call Regular Work Session to Order
2. Special Recognition
 - 2016 Police Officer of the Year
 - LeAnn Oliver, Level III Court Clerk Certification
3. Informational Items
 - Amendments to the Site Plan for Farmer Brothers
4. Briefing Items
 - FY 16 Annual Audit Presentation
5. Call Regular Meeting to Order
 - Pledge of Allegiance-Moment of Silence
6. Public Input
 - This item is available for citizens to address the Town Council on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this portion of the agenda
7. Consent Items
 - All items listed below are considered routine by Town Council and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember so requests, in which event the item will be removed and considered separately
 - A. Consider for approval the meeting minutes dated January 30, 2017
 - B. Consider for approval a Resolution authorizing the Town Administrator to enter into a purchase contract with Watch Guard for the purchase a body and vehicle cameras and video storage system not to exceed \$25,020 (Resolution No. 17-2)
 - C. Consider for approval a Resolution authorizing the Town Administrator to enter into a purchase contract with The Fulcrum Group for the purchase a virtual server system not to exceed \$48,000 (Resolution No. 17-3)

8. Regular Items

- D. Consider acceptance of the Annual Financial Report ending September 30, 2016
- E. Consider for approval an Ordinance amending Article 8.03 “Junked Vehicles” of the Code of Ordinances of the Town by amending the definition of Junked Vehicles; designating a person to administer this article; updating the Article to be consistent with State Law (Ordinance No. 17-0209)
- F. Consider for approval a Final Plat of Creek Meadows Addition Phase 2, a proposed residential development consisting of 20 single-family residential lots within the extraterritorial jurisdiction of the Town of Northlake on a 24.74-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the east side of Faught Road approximately 2,700 feet north of FM 407. Faith 407 Holdings, LLC is the owner. Creekhill Development, LLC is the applicant/developer. Greg Edwards Engineering Services, Inc. is the engineer. Kaz Surveying is the surveyor. Case # FP-17-001
- G. Consider for approval a Final Plat of Lots 1 and 9X-12X, Town Commons, a 9.146-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the north side of FM 407 approximately 900 feet west of Harvest Way, with a portion in the extraterritorial jurisdiction (ETJ) of Northlake and part in the Town limits zoned Mixed-Use Planned Development (MPD). 1256 FMR 407 Ltd and Belmont 407 LLC are the owners. Office Equity Solutions and Hillwood Communities are the applicants/developers. Baird, Hampton & Brown is the engineer. Case #FP-16-018
- H. Consider for approval a Site Plan of Town Commons Phase 1, a proposed 40,000 square-foot commercial development on 4.958 acres situated in the Patrick Rock Survey, Abstract No. 1063, to be platted as Lot 1, Town Commons, generally located on the north side of FM 407 approximately 900 feet west of Harvest Way, with a portion in the extraterritorial jurisdiction (ETJ) of Northlake and part in the Town limits zoned Mixed-Use Planned Development (MPD). 1256 FMR 407 Ltd is the owner. Office Equity Solutions is the applicant/developer. Baird, Hampton & Brown is the engineer. Case #SP-16-009

9. Convene into Executive Session

Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except:
 - 1) When the governmental body seeks the advice of its attorney about:
 - (a) Pending or contemplated litigation; or
 - (b) A settlement offer; or

‘Town of Northlake vs. City of Justin (Cause No. 15-08170-367)
- b. Section 551.072 authorizes a governmental body to deliberate in executive session on certain matters concerning real property:

- (a) Acquisition of easement and right-of-way for Florance Road Water Line Project to Stardust Ranch Development

10. Adjournment

CERTIFICATION

I hereby certify that the above agenda was posted on the front glass doors and bulletin board at Town Hall 1400 FM 407, Northlake, Texas on Friday, February 3, 2017 by 4 pm.

A handwritten signature in cursive script that reads "Shirley Rogers". The signature is written in black ink and is positioned above the printed name.

Shirley Rogers, Town Secretary

NOTE: The Town Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code Section 551.071 (Consultation with Attorney); Section 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Personnel Matters); 55.076 (Deliberations about Security Devices); 551.087 (Economic Development Negotiations)



**Town of Northlake
Council Meeting Agenda
Thursday, February 9, 2017 at 5:30 pm
1400 FM 407 - Chamber Room
Northlake, Texas**

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Northlake Town Council will meet in a work session and regular meeting on February 9, 2017 at 5:30 pm at the Town Hall in the Chamber Room, 1400 FM 407, Northlake Texas. The items listed below are placed on the agenda for discussion and/or action.

1. Call Regular Work Session to Order

2. Special Recognition

2016 Police Officer of the Year

LeAnn Oliver, Level III Court Clerk Certification

3. Informational Items

Amendments to the Site Plan for Farmer Brothers

4. Briefing Items

FY 16 Annual Audit Presentation

5. Call Regular Meeting to Order

Pledge of Allegiance-Moment of Silence

6. Public Input

This item is available for citizens to address the Town Council on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this portion of the agenda

7. Consent Items

All items listed below are considered routine by Town Council and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember so requests, in which event the item will be removed and considered separately

A. Consider for approval the meeting minutes dated January 30, 2017

B. Consider for approval a Resolution authorizing the Town Administrator to enter into a purchase contract with Watch Guard for the purchase a body and vehicle cameras and video storage system not to exceed \$25,020 (Resolution No. 17-2)

C. Consider for approval a Resolution authorizing the Town Administrator to enter into a purchase contract with The Fulcrum Group for the purchase a virtual server system not to exceed \$48,000 (Resolution No. 17-3)

8. Regular Items

- D. Consider acceptance of the Annual Financial Report ending September 30, 2016
- E. Consider for approval an Ordinance amending Article 8.03 “Junked Vehicles” of the Code of Ordinances of the Town by amending the definition of Junked Vehicles; designating a person to administer this article; updating the Article to be consistent with State Law (Ordinance No. 17-0209)
- F. Consider for approval a Final Plat of Creek Meadows Addition Phase 2, a proposed residential development consisting of 20 single-family residential lots within the extraterritorial jurisdiction of the Town of Northlake on a 24.74-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the east side of Faught Road approximately 2,700 feet north of FM 407. Faith 407 Holdings, LLC is the owner. Creekhill Development, LLC is the applicant/developer. Greg Edwards Engineering Services, Inc. is the engineer. Kaz Surveying is the surveyor. Case # FP-17-001
- G. Consider for approval a Final Plat of Lots 1 and 9X-12X, Town Commons, a 9.146-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the north side of FM 407 approximately 900 feet west of Harvest Way, with a portion in the extraterritorial jurisdiction (ETJ) of Northlake and part in the Town limits zoned Mixed-Use Planned Development (MPD). 1256 FMR 407 Ltd and Belmont 407 LLC are the owners. Office Equity Solutions and Hillwood Communities are the applicants/developers. Baird, Hampton & Brown is the engineer. Case #FP-16-018
- H. Consider for approval a Site Plan of Town Commons Phase 1, a proposed 40,000 square-foot commercial development on 4.958 acres situated in the Patrick Rock Survey, Abstract No. 1063, to be platted as Lot 1, Town Commons, generally located on the north side of FM 407 approximately 900 feet west of Harvest Way, with a portion in the extraterritorial jurisdiction (ETJ) of Northlake and part in the Town limits zoned Mixed-Use Planned Development (MPD). 1256 FMR 407 Ltd is the owner. Office Equity Solutions is the applicant/developer. Baird, Hampton & Brown is the engineer. Case #SP-16-009

9. Convene into Executive Session

Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except:
 - 1) When the governmental body seeks the advice of its attorney about:
 - (a) Pending or contemplated litigation; or
 - (b) A settlement offer; or

‘Town of Northlake vs. City of Justin (Cause No. 15-08170-367)
- b. Section 551.072 authorizes a governmental body to deliberate in executive session on certain matters concerning real property:

- (a) Acquisition of easement and right-of-way for Florance Road Water Line Project to Stardust Ranch Development

10. Adjournment

CERTIFICATION

I hereby certify that the above agenda was posted on the front glass doors and bulletin board at Town Hall 1400 FM 407, Northlake, Texas on Friday, February 3, 2017 by 4 pm.

A handwritten signature in cursive script that reads "Shirley Rogers". The signature is written in black ink and is positioned above the printed name.

Shirley Rogers, Town Secretary

NOTE: The Town Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code Section 551.071 (Consultation with Attorney); Section 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Personnel Matters); 55.076 (Deliberations about Security Devices); 551.087 (Economic Development Negotiations)



Regular Work Session

Agenda Item 1



Briefing Items

Agenda Item 3

Informational Item

Amendments to the Site Plan for Farmer Brothers



Briefing Items

Agenda Item 3

Informational Item

Amendments to the Site Plan for Farmer Brothers

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: February 9, 2017
Re: Amendment to Site Plan for Farmer Brother Headquarters (SP-15-003)

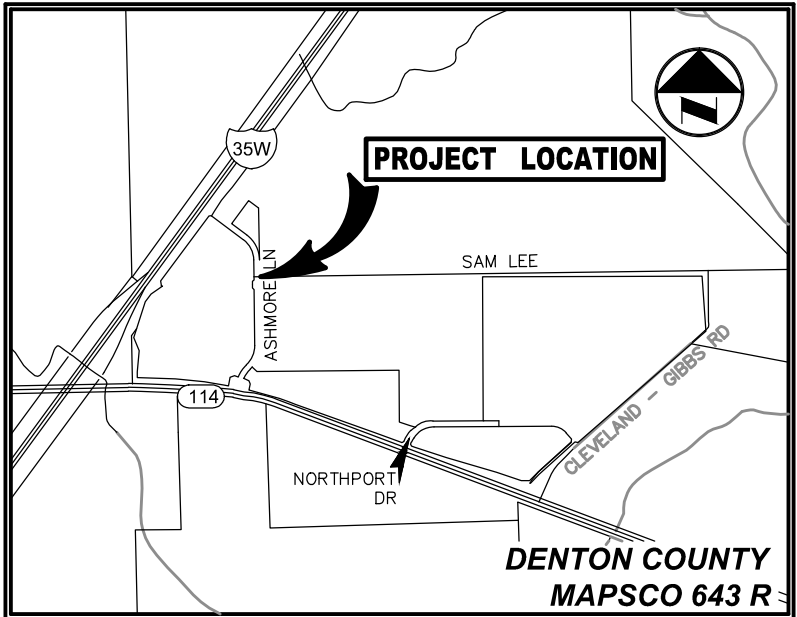
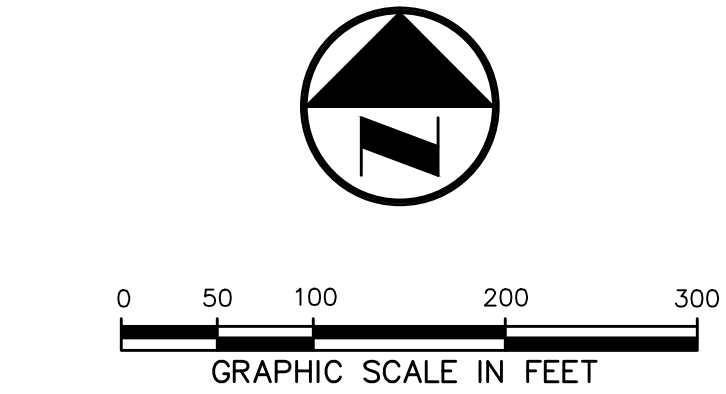
The site plan for the Farmer Brothers Headquarters was approved by Town Council on June 25, 2015 and later amended by Town Council on October 8, 2015 to provide for changes to the parking layout and number of parking spaces as well as a significant change in the building design as approved with the exterior building elevations. A few minor changes have been made since these approvals. The changes are incorporated in the attached "as-built" site plan and landscape plans. The changes include minor modifications of the number of parking spaces and parking layout, the relocation of a driveway stub-out connection and addition of a pedestrian sidewalk to connect with future commercial pad sites to the west, and the relocation of several trees due to conflicts with utilities.

The Industrial Planned Development (I-PD) zoning for the site specifies that "amendments to the site plan for items that are not determined to be substantial by staff personnel shall be permitted. However, any such non-substantive amendment shall be provided to the Town Council as an item of information on a regularly posted agenda of the Town." Staff does not consider the amendments to be substantial and therefore has provided these amendments to Town Council as an item of information in accordance with the I-PD.

Please contact me at 940-242-5703 if you have any questions.

CURVE TABLE						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD BEARING	CHORD
C1	052°31'51"	270.00'	247.55'	133.24'	S 26°01'05" E	238.97'
C2	048°08'47"	270.00'	226.88'	120.63'	S 24°37'14" W	220.27'
C3	026°15'42"	330.00'	151.26'	76.98'	S 35°33'47" W	149.94'

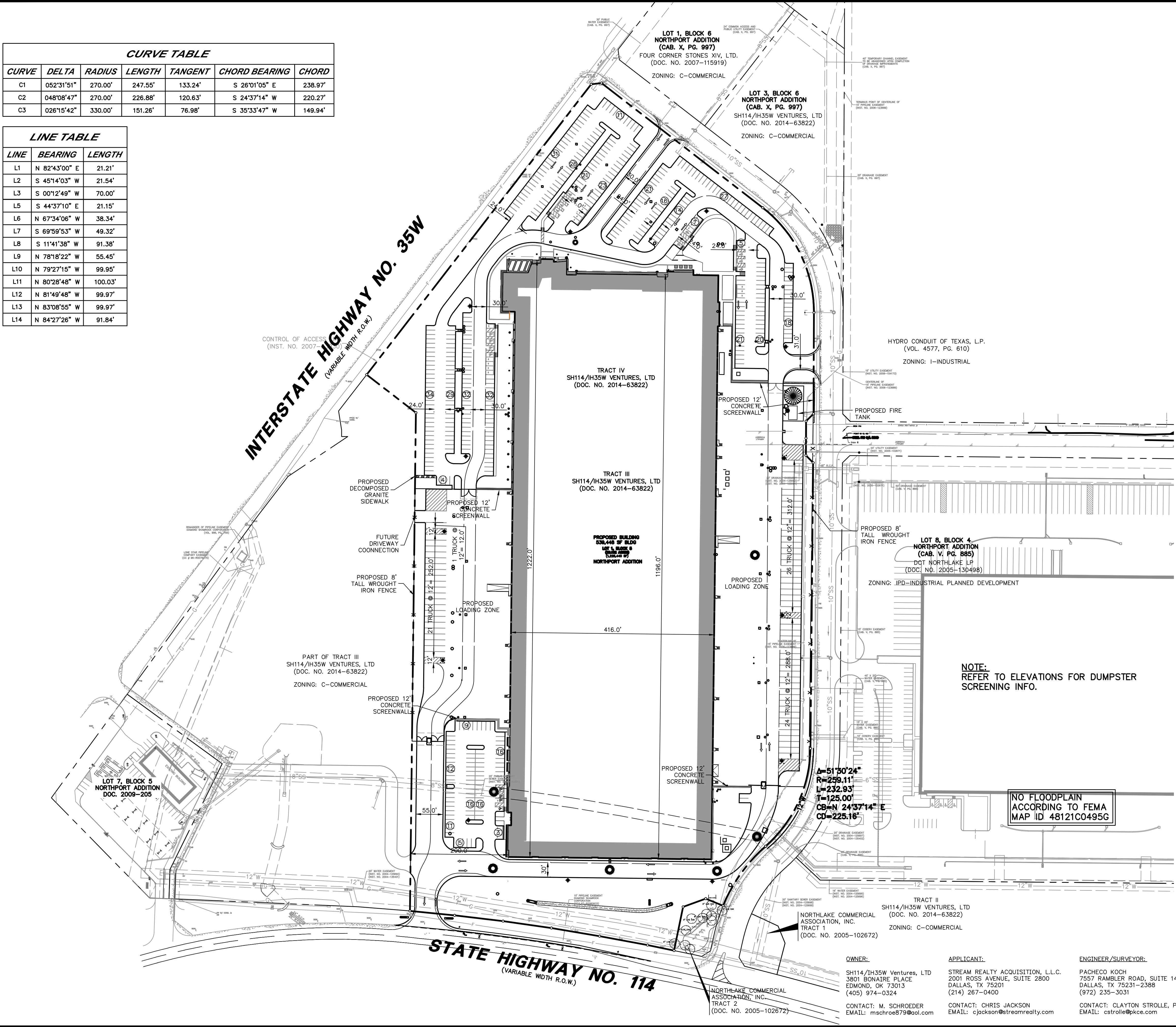
LINE TABLE		
LINE	BEARING	LENGTH
L1	N 82°43'00" E	21.21'
L2	S 45°14'03" W	21.54'
L3	S 00°12'49" W	70.00'
L5	S 44°37'10" E	21.15'
L6	N 67°34'06" W	38.34'
L7	S 69°59'53" W	49.32'
L8	S 11°41'38" W	91.38'
L9	N 78°18'22" W	55.45'
L10	N 79°27'15" W	99.95'
L11	N 80°28'48" W	100.03'
L12	N 81°49'48" W	99.97'
L13	N 83°08'55" W	99.97'
L14	N 84°27'26" W	91.84'



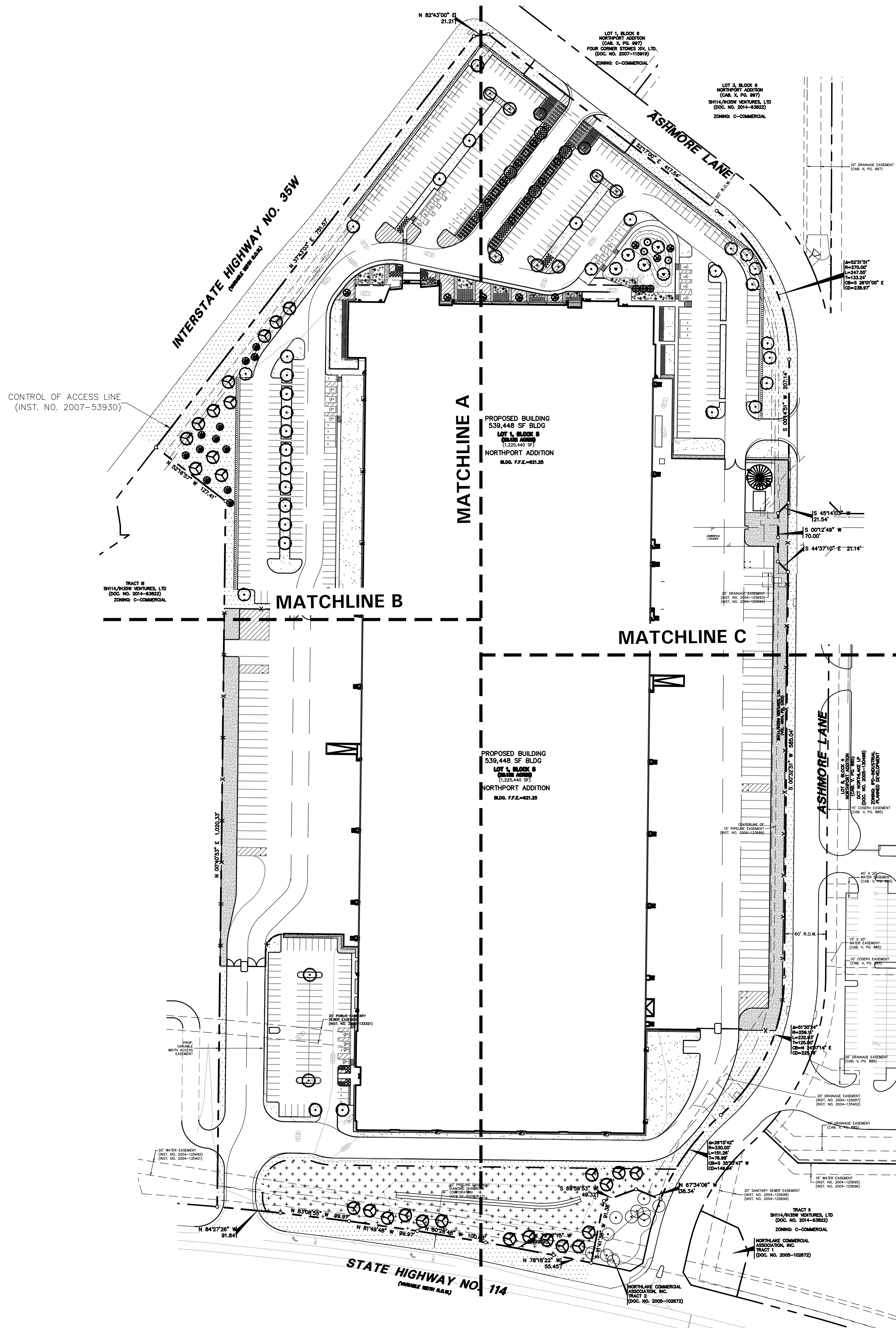
VICINITY MAP
(NOT TO SCALE)

SITE DATA INFORMATION

- PROPOSED USE:**
OFFICE/WAREHOUSE
- BUILDING AREA:**
WAREHOUSE (50%) = 269,724 S.F.
PRODUCTION (40%) = 215,779 S.F.
OFFICE (10%) = 53,945 S.F.
TOTAL = 539,448 S.F.
- BUILDING HEIGHT:**
MAX 65.0'
- PARKING REQUIRED:**
WAREHOUSE = 269,724/5,000 = 54 SPACES
PRODUCTION = 215,779/2,000 = 108 SPACES
OFFICE = 53,945/300 = 180 SPACES
TOTAL = 54+108+180 = 342 SPACES
- PARKING PROVIDED:**
TOTAL PROVIDED = 480 SPACES
(INCLUDING 20 HANDICAP)
- HANDICAP SPACES:**
9 REQUIRED/20 PROVIDED
- AREA OF IMPERVIOUS SURFACE:**
TOTAL SITE = 1,225,440 SF (28.132 AC)
BUILDING = 539,448 SF (12.384 AC)
PAVEMENT = 409,904 SF (9.410 AC)
- SITE COVERAGE:**
BUILDING = 44.0%
PAVEMENT = 33.5%
- NUMBER OF EMPLOYEES:**
PROJECTED TOTAL= TBD
- ZONING:**
INDUSTRIAL PLANNED DEVELOPMENT



NO.	DATE	REVISION
Pacheco Koch		
8350 N. CENTRAL EXPWY. SUITE 1000 DALLAS, TX 75206 972.235.3031 TX REG. ENGINEERING FIRM F-14439 TX REG. SURVEYING FIRM LS-101938-05		
SITE PLAN		
FARMER BROTHERS HEADQUARTERS		
B.B.B. & C.R.R. CO SURVEY, ABST. NO 189		
L MEDLIN SURVEY, ABSTRACT NO. 830		
TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS		
DESIGN	DRAWN	DATE
CJS	BKE	MAY 2015
SCALE	NOTES	FILE
1"=100'		
NO.	NO.	
	SP1	



LANDSCAPE NOTES

- CONTRACTOR SHALL VERIFY ALL EXISTING AND PROPOSED SITE ELEMENTS AND NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES. SURVEY DATA OF EXISTING CONDITIONS WAS SUPPLIED BY OTHERS.
- CONTRACTOR SHALL LOCATE ALL EXISTING UNDERGROUND UTILITIES AND NOTIFY LANDSCAPE ARCHITECT OF ANY CONFLICTS. CONTRACTOR SHALL EXERCISE CAUTION WHEN WORKING IN THE VICINITY OF UNDERGROUND UTILITIES.
- CONTRACTOR SHALL PROVIDE A MINIMUM 2% SLOPE AWAY FROM ALL STRUCTURES.
- CONTRACTOR SHALL FINE GRADE AREAS TO ACHIEVE FINAL CONTOURS AS INDICATED. LEAVE AREAS TO RECEIVE TOPSOIL 3" BELOW FINAL FINISHED GRADE IN PLANTING AREAS AND 1" BELOW FINAL FINISHED GRADE IN LAWN AREAS.
- ALL PLANTING BEDS AND LAWN AREAS SHALL BE SEPARATED BY STEEL EDGING. NO STEEL EDGING SHALL BE INSTALLED ADJACENT TO BUILDINGS, WALKS, OR CURBS. CUT STEEL EDGING AT 45 DEGREE ANGLE WHERE IT INTERSECTS WALKS AND CURBS.
- TOP OF MULK SHALL BE 1/2" MINIMUM BELOW THE TOP OF WALKS AND CURBS.
- ALL LAWN AREAS SHALL BE HYDROMULCH BERMUDAGRASS, UNLESS OTHERWISE NOTED ON THE DRAWINGS.
- ALL REQUIRED LANDSCAPE AREAS SHALL BE PROVIDED WITH AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM WITH RAIN AND FREEZE SENSORS AND EVAPOTRANSPIRATION (ET) WEATHER-BASED CONTROLLERS AND SAID IRRIGATION SYSTEM SHALL BE DESIGNED BY A QUALIFIED PROFESSIONAL AND INSTALLED BY A LICENSED IRRIGATOR.
- CONTRACTOR SHALL PROVIDE BID PROPOSAL LISTING UNIT PRICES FOR ALL MATERIAL PROVIDED.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED LANDSCAPE AND IRRIGATION PERMITS.

MAINTENANCE NOTES

- THE OWNER, TENANT AND THEIR AGENT, IF ANY, SHALL BE JOINTLY AND SEVERALLY RESPONSIBLE FOR THE MAINTENANCE OF ALL LANDSCAPE.
- ALL LANDSCAPE SHALL BE MAINTAINED IN A NEAT AND ORDERLY MANNER AT ALL TIMES. THIS SHALL INCLUDE MOWING, EDGING, PRUNING, FERTILIZING, WATERING, WEEDING AND OTHER SUCH ACTIVITIES COMMON TO LANDSCAPE MAINTENANCE.
- ALL LANDSCAPE AREAS SHALL BE KEPT FREE OF TRASH, LITTER, WEEDS AND OTHER SUCH MATERIAL OR PLANTS NOT PART OF THIS PLAN.
- ALL PLANT MATERIAL SHALL BE MAINTAINED IN A HEALTHY AND GROWING CONDITION AS IS APPROPRIATE FOR THE SEASON OF THE YEAR.
- ALL PLANT MATERIAL WHICH DIES SHALL BE REPLACED WITH PLANT MATERIAL OF EQUAL OR BETTER VALUE.
- CONTRACTOR SHALL PROVIDE SEPARATE BID PROPOSAL FOR ONE YEAR'S MAINTENANCE TO BEGIN AFTER FINAL ACCEPTANCE.

PLANT LIST

SYMBOL	BOTANICAL NAME	COMMON NAME	QTY.	SIZE	REMARKS
TREES					
BC	<i>Taxodium distichum</i>	Bald Cypress	27	3" cal.	container grown, 12' ht., 4' spread, 4' branching ht., matching
CO	<i>Quercus muhlenbergii</i>	Chinkapin Oak	7	3" cal.	container grown, 12' ht., 4' spread, 4' branching ht., matching
DW	<i>Chilopsis linearis</i>	Desert Willow	12	10" ht.	container grown, 4' spread min.
ERC	<i>Juniperus virginiana</i>	Eastern Redcedar	12	6' ht.	B&B or container grown, full to base, 3' spread
JB	<i>Pinus thunbergii</i>	Japanese Black Pine	3	6' ht.	B&B or container grown, full to base, 3' spread
LE	<i>Ulmus parvifolia 'Sempervirens'</i>	Lacebark Elm	22	3" cal.	container grown, 12' ht., 4' spread, 4' branching ht., matching
LO	<i>Quercus virginiana</i>	Live Oak	19	3" cal.	container grown, 12' ht., 4' spread, 4' branching ht., matching
LO-1	<i>Quercus virginiana</i>	Multi Trunk Live Oak	5	3" cal.	container grown, 12' ht., 4' spread, 4' branching ht., matching
LP	<i>Pinus taeda</i>	Loblolly Pine	8	3" cal.	B&B, 12' ht., 7' spread, 6' branching ht.
RB	<i>Cercis canadensis 'Oklahoma'</i>	Oklahoma Redbud	3	30 gal.	container grown, 8' ht., 4' spread min.
SHRUBS/GROUND COVER					
AG	<i>Agave americana</i>	Agave	28	10 gal.	container full
BB	<i>Bambusa textilis 'mutabilis'</i>	Emerald Bamboo	7	5 gal.	container full
COT	<i>Cotoneaster glaucophyllus</i>	Gray Leaf Cotoneaster	42	3 gal.	container full, 20" spread
DR	<i>Rosa 'Red Drift'</i>	Red Drift Rose	74	3 gal.	container full, 24" spread, 20" ht., 18" o.c.
DWM	<i>Myrica pusilla</i>	Dwarf Wax Myrtle	390	5 gal.	container full, 20" spread, 36" o.c.
GM	<i>Muhlenbergia capillaris</i>	Gulf Muhly	128	3 gal.	container full, 36" o.c.
HR	<i>Equisetum hyemale</i>	Horsetail Reed	16	1 gal.	container full, 24" o.c.
KO	<i>Rosa hybrida 'Radtko'</i>	Double Knock Out Rose	48	3 gal.	container full, 20" spread, 60" o.c.
MFG	<i>Nassella tenuissima</i>	Mexican Feathergrass	1640	1 gal.	container full, 24" o.c.
RY	<i>Hesperaloe parviflora</i>	Red Yucca	263	5 gal.	container full, 36" o.c.
SG	<i>Salvia greggii 'Red'</i>	Salvia Greggii 'Red'	39	3 gal.	container full, 20" spread
TS	<i>Leucophyllum frutescens 'Green Cloud'</i>	Texas Sage 'Green Cloud'	136	5 gal.	container full, 20" spread, 60" o.c.
VL	<i>Yucca gloriosa 'Variegata'</i>	Variegated Yucca	322	3 gal.	container full, 20" spread
HYDRO	<i>Cynodon dactylon</i>	Common Bermudagrass			hydromulch, refer to notes
SOD	<i>Cynodon dactylon</i>	Common Bermudagrass			solid sod, refer to notes
GRAVELS					
G-1		New Mexico River Rock			Refer to plans for all gravel widths, typ.
G-2		Decomposed Granite			2" - 4" dia., 4" depth with weed barrier fabric
G-3		Crushed Utility Gravel			1/8" fines maximum, compact in 1" lifts 4" depth with weed barrier fabric
					3/4" - 1 1/2" dia., 4" depth with weed barrier fabric

NOTE: ALL TREES SHALL HAVE STRAIGHT TRUNKS AND BE MATCHING WITHIN VARIETIES. PLANT LIST IS AN AID TO BIDDERS ONLY. CONTRACTOR SHALL VERIFY ALL QUANTITIES ON PLAN. ALL HEIGHTS AND SPREADS ARE MINIMUMS. ALL PLANT MATERIAL SHALL MEET OR EXCEED REMARKS AS INDICATED.

GENERAL LAWN NOTES

- CONTRACTOR SHALL COORDINATE OPERATIONS AND AVAILABILITY OF EXISTING TOPSOIL WITH ON-SITE CONSTRUCTION MANAGER.
- CONTRACTOR SHALL LEAVE LAWN AREAS 1" BELOW FINAL FINISHED GRADE PRIOR TO TOPSOIL INSTALLATION.
- CONTRACTOR SHALL FINE GRADE AREAS TO ACHIEVE FINAL CONTOURS AS INDICATED ON CIVIL PLANS. ADJUST CONTOURS TO ACHIEVE POSITIVE DRAINAGE AWAY FROM BUILDINGS. PROVIDE UNIFORM ROUNDING AT TOP AND BOTTOM OF SLOPES AND OTHER BREAKS IN GRADE. CORRECT IRREGULARITIES AND AREAS WHERE WATER MAY STAND.
- ALL LAWN AREAS SHALL BE FINE GRADED, IRRIGATION TRENCHES COMPLETELY SETTLED AND FINISH GRADE APPROVED BY THE OWNER'S CONSTRUCTION MANAGER OR LANDSCAPE ARCHITECT PRIOR TO LAWN INSTALLATION.
- CONTRACTOR SHALL REMOVE ALL ROCKS 3/4" DIAMETER AND LARGER, DIRT CLODS, STICKS, CONCRETE SPOILS, ETC. PRIOR TO PLACING TOPSOIL AND LAWN INSTALLATION.
- CONTRACTOR SHALL MAINTAIN ALL LAWN AREAS UNTIL FINAL ACCEPTANCE. THIS SHALL INCLUDE, BUT NOT BE LIMITED TO: MOWING, WATERING, WEEDING, CULTIVATING, CLEANING AND REPLACING DEAD OR BARE AREAS TO KEEP PLANTS IN A VIGOROUS, HEALTHY CONDITION.
- CONTRACTOR SHALL GUARANTEE ESTABLISHMENT OF ACCEPTABLE TURF AREA AND SHALL PROVIDE REPLACEMENT FROM LOCAL SUPPLY IF NECESSARY.

HYDROMULCH NOTES

- CONTRACTOR SHALL SCARIFY, RIP AND LOOSEN ALL AREAS TO BE HYDROMULCHED TO A MINIMUM DEPTH OF 4" PRIOR TO TOPSOIL AND HYDROMULCH INSTALLATION.
- BERMUDAGRASS SEED SHALL BE EXTRA HULLED AND TREATED LAWN TYPE, SHALL BE DELIVERED TO THE SITE IN ITS ORIGINAL UNOPENED CONTAINER AND SHALL MEET STATE LAW REQUIREMENTS.
- FIBER SHALL BE ONE HUNDRED PERCENT (100%) WOOD CELLULOSE FIBER, DELIVERED TO THE SITE IN ITS ORIGINAL UNOPENED CONTAINER AS MANUFACTURED BY 'CONWEB' OR EQUAL.
- FIBER TACK SHALL BE DELIVERED TO THE SITE IN ITS ORIGINAL UNOPENED CONTAINER AND SHALL BE 'TERRO-TACK ONE', AS MANUFACTURED BY GROWERS, INC. OR EQUAL.
- HYDROMULCH WITH BERMUDAGRASS SEED AT A RATE OF TWO (2) POUNDS PER ONE THOUSAND (1000) SQUARE FEET.
- USE A 4'X8' BATTER BOARD AGAINST ALL BED AREAS.
- IF INSTALLATION OCCURS BETWEEN SEPTEMBER 1 AND MAY 1, ALL HYDROMULCH AREAS TO BE WINTER RYEGRASS, AT A RATE OF FOUR (4) POUNDS PER ONE THOUSAND (1000) SQUARE FEET. CONTRACTOR SHALL BE REQUIRED TO RE-HYDROMULCH WITH BERMUDAGRASS THE FOLLOWING GROWING SEASON AS PART OF THIS CONTRACT.
- ALL LAWN AREAS TO BE HYDROMULCHED SHALL HAVE ONE HUNDRED PERCENT (100%) COVERAGE PRIOR TO FINAL ACCEPTANCE.

SOLID SOD NOTES

- PLANT SOD BY HAND TO COVER INDICATED AREAS COMPLETELY. ENSURE EDGES OF SOD ARE TOUCHING. TOP DRESS JOINTS BY HAND WITH TOPSOIL TO FILL VOIDS.
- ROLL GRASS AREAS TO ACHIEVE A SMOOTH, EVEN SURFACE, FREE FROM UNNATURAL UNDULATIONS.
- WATER SOD THOROUGHLY AS SOD OPERATION PROGRESSES.
- IF INSTALLATION OCCURS BETWEEN SEPTEMBER 1 AND MARCH 1, OVER-SEED BERMUDAGRASS SOD WITH WINTER RYEGRASS, AT A RATE OF FOUR (4) POUNDS PER ONE THOUSAND (1000) SQUARE FEET.

LANDSCAPE TABULATIONS
CITY OF NORTHLAKE, TEXAS

LANDSCAPE REQUIREMENTS

- Landscaping shall be required on 10% of the total lot.

Total Site Area: 1,225,440 s.f.

Required	Provided
122,544 s.f. (10%)	223,080 s.f. (18%)

LANDSCAPE STRIP REQUIREMENTS

- A 30' landscape strip shall be provided adjacent to major thoroughfares and a 20' landscape strip shall be provided adjacent to all other public streets.
- (1) shade tree, 2.5" cal., shall be provided for every 50 l.f. of street frontage
- Evergreen shrubs, 3' ht. at maturity, shall be planted to screen parking lots and drives.

HWY 114: 547 l.f.

Required	Provided
(11) trees, 2.5" cal.	(11) trees, 3" cal.
3' ht. evergreen screen	3' ht. evergreen screen

ASHMORE AVENUE: 1,948 l.f.

Required	Provided
(39) trees, 2.5" cal.	(39) trees, 3" cal.
3' ht. evergreen screen	3' ht. evergreen screen

I-35W: 770 l.f.

Required	Provided
(15) trees, 2.5" cal.	(17) trees, 3" cal.
3' ht. evergreen screen	3' ht. evergreen screen

PARKING LOT REQUIREMENTS

- One (1) shade tree, 2.5" cal., shall be provided for every 20 parking spaces.
- 5% of the interior parking lot shall be landscape.

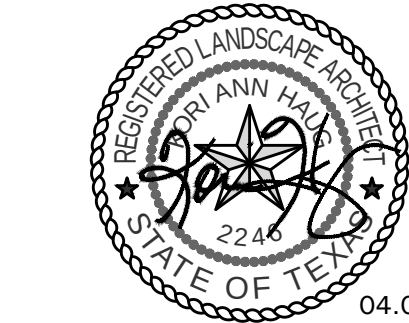
Parking Spaces: 482

Interior Parking Area: 233,973 s.f.

Required	Provided
(25) trees, 2.5" cal.	(28) trees, 3" cal.
11,698 s.f. (5%)	22,245 s.f. (9%)

FOUNDATION PLANTINGS

- Primary pedestrian entrances and street facing facades that are not utilized as service areas shall have planting beds, 5' wide min., placed directly along at least 50% of such walls.



FARMER BROTHERS

Northlake, TX 76262

STREAM
REALTY

PROJECT NUMBER:

DATE:

03.09.2016

REVISIONS:

△
△
△
△
△
△

SHEET:

L1.00



SCALE: 1" = 100'-0"
0 50 100 200



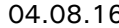
- 4245 North Central Expy
- Suite 501
- Dallas, Texas 75205
- 214.865.7192 office



REFER TO L1.00 FOR PLANT LIST

- 4245 North Central Expy
- Suite 501
- Dallas, Texas 75205
- 214.865.7192 office
-

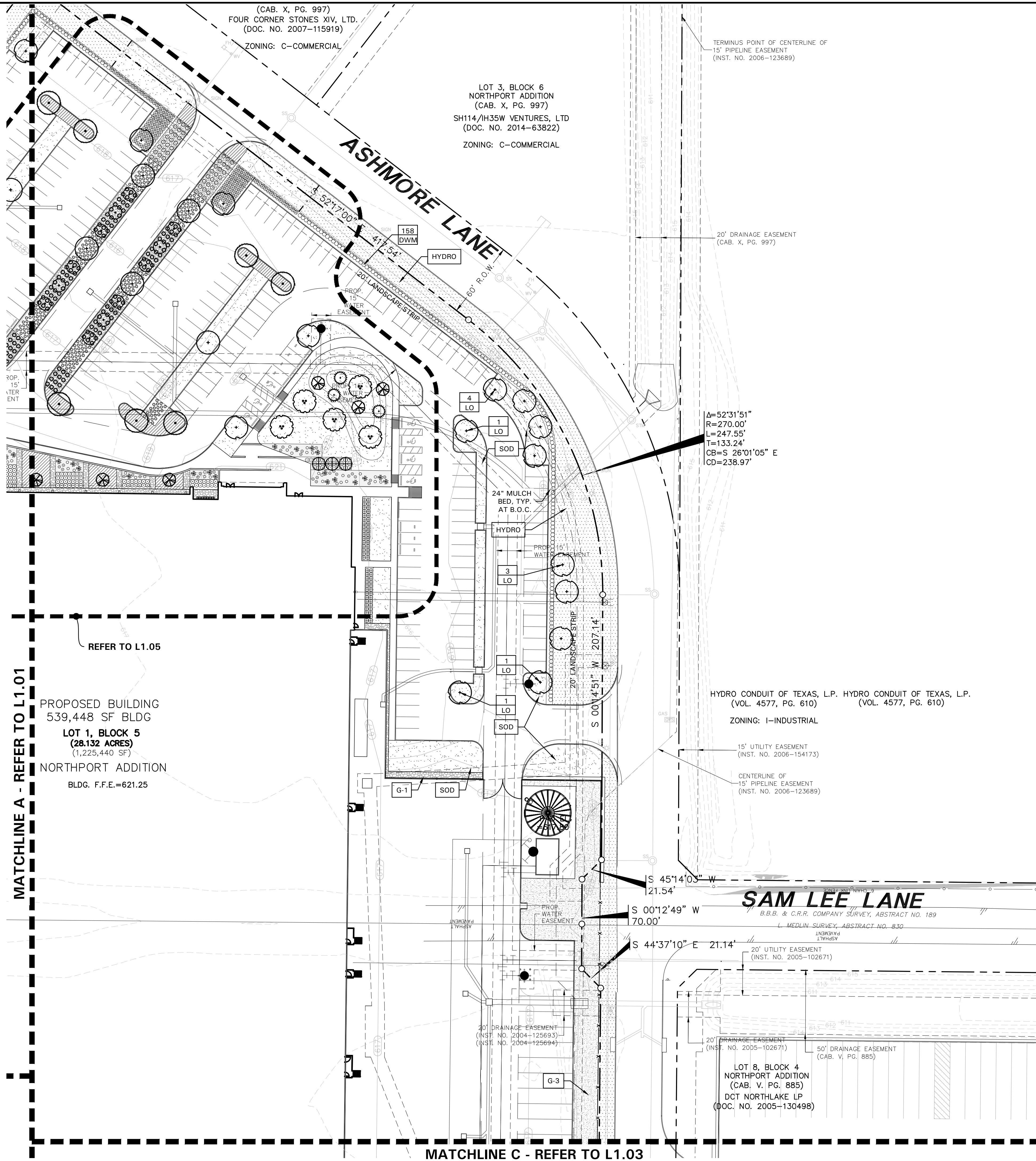
STREAMLINE



301 S. OAK STREET, STE 100
ROANOKE, TX 76262
PH | 817 430 3382
RGAARCHITECTS.COM

SHEET:

L1.01



MATCHLINE A - REFER TO L1.01

PROPOSED BUILDING
539,448 SF BLDG
LOT 1, BLOCK 5
(28.132 ACRES)
(1,225,440 SF)
NORTHPORT ADDITION
BLDG. F.F.E.=621.25

REFER TO L1.05

MATCHLINE C - REFER TO L1.03

HYDRO CONDUIT OF TEXAS, L.P. HYDRO CONDUIT OF TEXAS, L.P.
(VOL. 4577, PG. 610) (VOL. 4577, PG. 610)
ZONING: I-INDUSTRIAL

SAM LEE LANE

LOT 8, BLOCK 4
NORTHPORT ADDITION
(CAB. V. PG. 885)
DCT NORTHLAKE LP
(DOC. NO. 2005-130498)



SCALE: 1" = 40'-0"
0 20 40 80



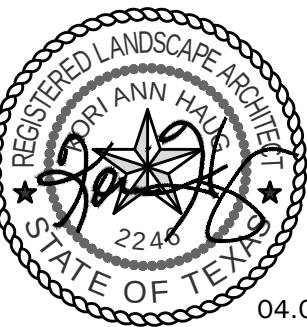
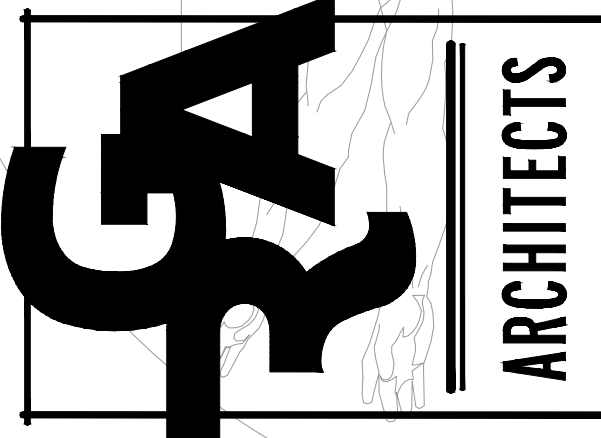
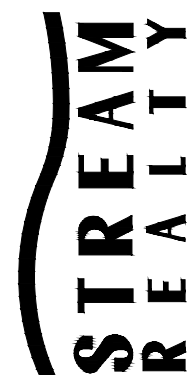
LANDSCAPE PLAN
• 4245 North Central Expy
• Suite 501
• Dallas, Texas 75205
• 214.865.7192 office

SYMBOL	COMMON NAME
AG	Agave
BB	Emerald Bamboo
BC	Bald Cypress
CO	Chinkapin Oak
COT	Gray Leaf Cotoneaster
CV	Crossvine
DR	Red Drift Rose
DW	Desert Willow
DWM	Dwarf Wax Myrtle
ERC	Eastern Redcedar
GM	Gulf Muhly
HR	Horseail Reed
JB	Japanese Black Pine
KO	Double Knock Out Rose
LE	Lacebark Elm
LO	Live Oak
LP	Loblolly Pine
MFG	Mexican Feathergrass
RB	Oklahoma Redbud
RY	Red Yucca
SG	Salvia Greggii 'Red'
SO	Shumard Red Oak
TS	Texas Sage 'Green Cloud'
VL	Variegated Yucca
HYDRO	Common Bermudagrass
SOD	Common Bermudagrass
G-1	New Mexico River Rock
G-2	Decomposed Granite
G-3	Crushed Utility Gravel

REFER TO L1.00 FOR PLANT LIST

FARMER BROTHERS

Northlake, TX 76262



04.08.16

PROJECT NUMBER:

DATE:

03.09.2016

REVISIONS:

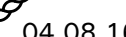
△
△
△
△
△
△

SHEET:

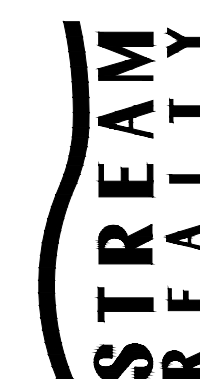
L1.02

301 S. OAK STREET, STE 100
ROANOKE, TX 76262
PH | 817 430 3382
RGAARCHITECTS.COM

FA
ARCHITECTS



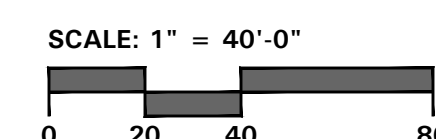
Northlake, TX 76262



REFER TO L1.00 FOR PLANT LIST

- 4245 North Central Expy
- Suite 501
- Dallas, Texas 75205
- 214.865.7192 office

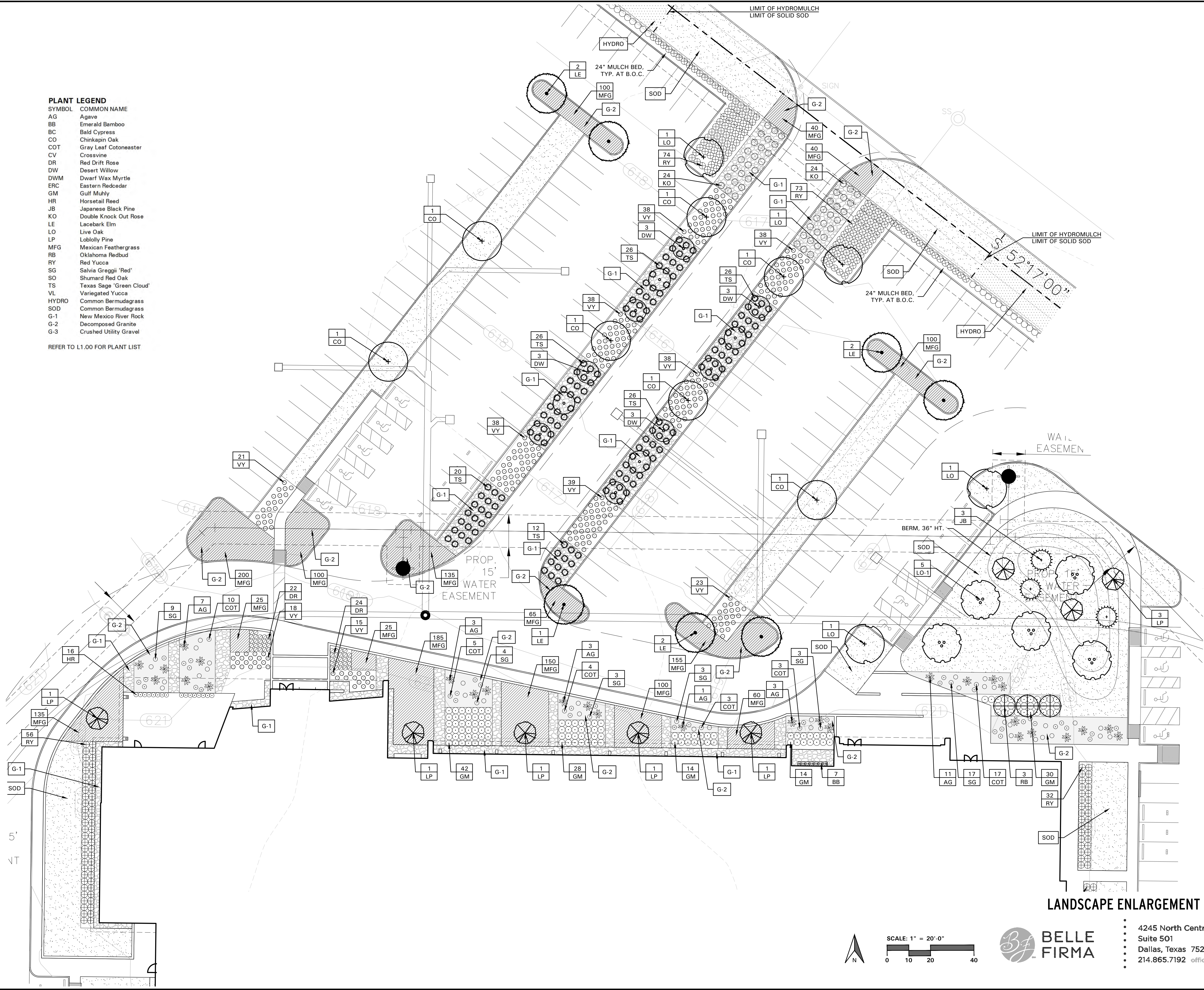
L1.04



PLANT LEGEND

SYMBOL	COMMON NAME
AG	Agave
BB	Emerald Bamboo
BC	Bald Cypress
CO	Chinkapin Oak
COT	Gray Leaf Cotoneaster
CV	Crossvine
DR	Red Drift Rose
DW	Desert Willow
DWM	Dwarf Wax Myrtle
ERC	Eastern Redcedar
GM	Gulf Muhly
HR	Horsetail Reed
JB	Japanese Black Pine
KO	Double Knock Out Rose
LE	Lacebark Elm
LO	Live Oak
LP	Loblolly Pine
MFG	Mexican Feathergrass
RB	Oklahoma Redbud
RY	Red Yucca
SG	Salvia Greggii 'Red'
SO	Shumard Red Oak
TS	Texas Sage 'Green Cloud'
VL	Variegated Yucca
HYDRO	Common Bermudagrass
SOD	Common Bermudagrass
G-1	New Mexico River Rock
G-2	Decomposed Granite
G-3	Crushed Utility Gravel

REFER TO L1.00 FOR PLANT LIST





Briefing Items

Agenda Item 4

FY 16 Annual Audit Presentation

Memo

To: Honorable Mayor and Town Council

From: Karen Bolyard, Finance Director

CC: Shirley Rogers, Town Secretary
Drew Corn, Town Administrator

Date: February 09, 2017

Re: Presentation of Fiscal Year 2016 Audited Financial Report

The Town of Northlake's 2016 fiscal year Annual Financial Report will be presented by Mike Vail, partner with the independent audit firm of M. Vail & Associates, P.C.. The auditor's opinion is an unqualified or "clean" opinion. This means that the Town's Financial Statements have been found to fairly represent our financial position.

As of September 30, 2016, the Town's total governmental fund balances were \$5,888,331 with \$4,313,308 being restricted for specific purposes and \$1,575,023 being unassigned. The fiscal year 2016 ending fund balances are as follows:

Governmental Fund Balances As Of Sep. 30, 2016

Public improvement districts	\$	1,373,509
Economic development		595,579
Community development		575,332
Hotel/Motel (promotional services)		1,258,552
Debt service		249,740
Court technology and security		250,910
Capital projects		11,071
Other purposes		(1,385)
Unassigned		1,575,023
Total fund balance	\$	5,888,331

The Water/Sewer funds unrestricted net position of the water/sewer funds was \$1,497,218 at the close of fiscal year 2016.

At the end of fiscal year 2016 the Internal Service Funds had a cumulative balance of \$635,769 of which \$370,929 is restricted for Equipment Services and \$264,838 is restricted for Building Services.

If you have any questions or comments please contact me at 940.242.5706.



February 3, 2017

M. Vail & Associates, P.C.
1801 Gateway Blvd., Suite 212
Richardson, Texas 75080

This representation letter is provided in connection with your audit of the financial statements of Town of Northlake, Texas which comprise the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of September 30, 2016, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of February 3, 2017, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 25, 2016, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility 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.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the Town of Northlake, Texas is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 11) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.

- b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the Town of Northlake, Texas from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of Town of Northlake, Texas or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
 - 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
 - 14) We have no knowledge of any fraud or suspected fraud that affects the Town of Northlake, Texas and involves—
 - o Management,
 - o Employees who have significant roles in internal control, or
 - o Others where the fraud could have a material effect on the financial statements.
 - 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the Town of Northlake, Texas's financial statements communicated by employees, former employees, regulators, or others.
 - 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
 - 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
 - 18) We have disclosed to you the identity of the Town of Northlake, Texas's related parties and all the related party relationships and transactions of which we are aware.

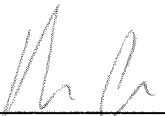
Government—specific

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 21) The Town of Northlake, Texas has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 24) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 25) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.

- 27) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those non-audit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 28) The Town of Northlake, Texas has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The Town of Northlake, Texas has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 30) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 31) The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34 .
- 32) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 33) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (non-spendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 34) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 35) Provisions for uncollectible receivables have been properly identified and recorded.
- 36) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 37) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 38) Inter-fund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 39) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 40) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 41) We have appropriately disclosed the Town of Northlake, Texas's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 42) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 43) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 44) With respect to the supplementary information (budgetary comparison schedules and schedules of funding progress in TMRS).
 - a) We acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and

we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

- b) If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

Signature: 

Title: Town Administrator

Signature: 

Title: Finance Director



M. Vail & Associates, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
AUDIT, TAX AND ADVISORY SERVICES

Michael G. Vail, CPA
Charles T. Gregg, CPA
Don E. Graves, CPA
Dinesh J. Pai, CISA

Members:
American Institute of CPAs
Texas Society of CPAs

February 3, 2017

To the Town Council
Town of Northlake, Texas

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Northlake, Texas (The "Town") for the year ended September 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 25, 2016. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during fiscal year 2016. We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the governmental activities' financial statements were:

Management's estimates of the account receivables, property tax receivables and whether they require bad debt reserves. We evaluated the key factors and assumptions used to develop the estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated February 3, 2017.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the management's discussion and analysis and the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of the Town's Council and management of the Town and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "M. Mail & Associates, P.C." in a cursive, flowing script.

Richardson, Texas

February 3, 2017

ANNUAL FINANCIAL REPORT
AND REQUIRED SUPPLEMENTARY INFORMATION
Town of Northlake, Texas
Fiscal year ended September 30, 2016

THIS PAGE IS LEFT INTENTIONALLY BLANK

Town of Northlake, Texas

Annual Financial Report

Year ended September 30, 2016

Table of Contents

INTRODUCTORY SECTION (Unaudited)

Organizational Chart.....	1
List of Elected and Appointed Officials.....	2

FINANCIAL SECTION

Report of Independent Auditors	3
Management's Discussion and Analysis (Unaudited).....	6

Basic Financial Statements

Government-wide Financial Statements

Statement of Net Position.....	15
Statement of Activities.....	16

Fund Financial Statements

Governmental Fund Financial Statements

Balance Sheet – Governmental Funds	17
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position.....	18
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	19
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds to the Statement of Activities.....	20

Proprietary Fund Financial Statements

Statement of Net Position.....	21
Statement of Revenues, Expenses and Changes in Fund Net Position.....	22
Statement of Cash Flows.....	23
Notes to Basic Financial Statements	24

REQUIRED SUPPLEMENTARY INFORMATION (Unaudited)

Schedule of Changes in Net Pension Liability and Related Ratios.....	45
Schedule of Contributions.....	46
Budgetary Comparison Schedule – General Fund	47
Budgetary Comparison Schedule – Economic Development Corporation 4A	48
Budgetary Comparison Schedule – Community Development Corporation 4B.....	49
Budgetary Comparison Schedule – Hotel/Motel Tax Fund.....	50
Notes to Required Supplementary Information	51

Town of Northlake, Texas

Annual Financial Report

Year ended September 30, 2016

Table of Contents

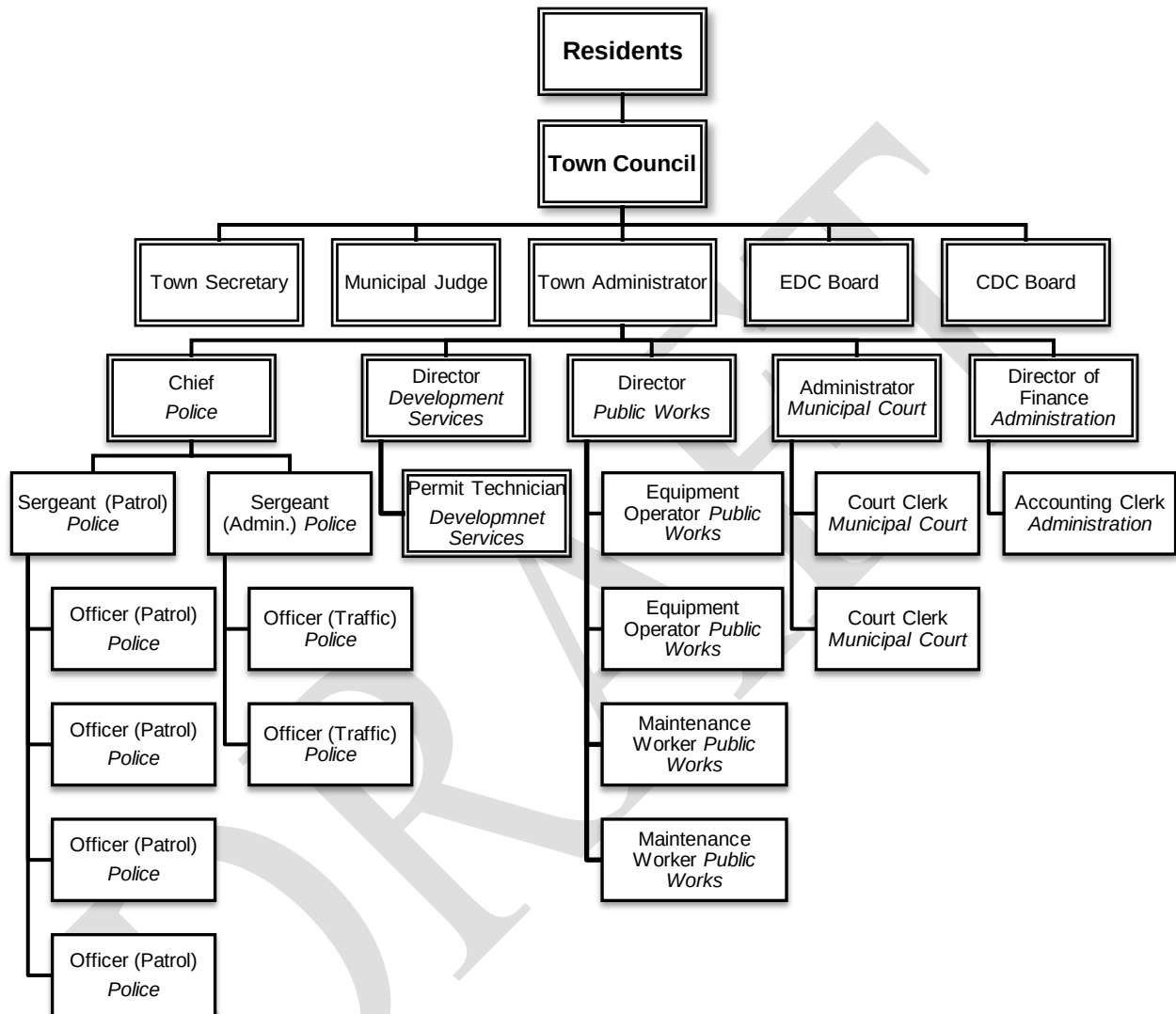
COMBINING SCHEDULES

Combining Balance Sheet – Non Major Governmental Funds.....	52
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances – Non Major Governmental Funds.....	53

OTHER INFORMATION SECTION

Report of Internal Control Over Financial Reporting and on Compliance based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	54
---	----

Town of Northlake, Texas Organizational Chart



List of Elected and Appointed Officials

Town of Northlake, Texas

Town Council
September 30, 2016

Peter Dewing
Mayor

Danny Simpson, Place 5
Mayor Pro Tem

Jean Young, Place 1
Council Member

Mike McBride, Place 2
Council Member

Michael Ganz, Place 3
Council Member

Roger Sessions, Place 4
Council Member

THIS PAGE IS LEFT INTENTIONALLY BLANK



M. Vail & Associates, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
AUDIT, TAX AND ADVISORY SERVICES

Michael G. Vail, CPA
Charles T. Gregg, CPA
Don E. Graves, CPA
Dinesh J. Pai, CISA

Members:
American Institute of CPAs
Texas Society of CPAs

Report of Independent Auditors

To the Honorable Mayor and Town Council
Town of Northlake, Texas
1400 FM 407
Northlake, TX 76247

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the remaining fund information of the Town of Northlake, Texas ("The Town") as of and for the year ended September 30, 2016, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America. This includes 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.

Auditor's responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 assurance about whether the financial statements are free of material misstatement.

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 judgment, including the assessment of the risks of the material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers 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. Accordingly, we express no such opinion. 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. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

1801 Gateway Blvd., Suite 212
Richardson, TX 75080
o 214.660.2000
f 214.276.7555

www.vailcpas.com

323 East Highway 199-P.O. Box 1859
Springtown, TX 76082
o 817.220.8700
f 817.523.3220

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town as of September 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

As discussed in Note 14 to the Basic Financial Statements, certain adjustments resulting in a \$73,029 increase in governmental activities net position as of September 30, 2015 were discovered by management of the Town of Northlake during the current year. Accordingly, an adjustment has been made to beginning net position to correct the error in the government-wide financial statements.

Other matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and required supplementary information on pages 06–14 and 45–51 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining schedules on pages 52-53 are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining schedules are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Governmental Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 3, 2017 on our consideration of the Town's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

M. Mail & Associates, P.C.

Richardson, Texas
February 3, 2017

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Our discussion and analysis of Town of Northlake's financial performance provides an overview of the Town's financial activities for the fiscal year ended September 30, 2016. Please read it in conjunction with the Town's financial statements, which begin on page 15.

Financial Highlights

- The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$11,614,969 (net position). Of this amount, \$3,335,599 (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors.
- The government's total net position increased by \$1,636,773.
- As of the close of the current fiscal year, the Town's governmental funds reported a combined ending fund balance of \$5,888,331 (page 17), which is a decrease of \$1,188,440 when compared with the prior year. The decrease was caused by payments from the public improvement districts for trails and open park spaces and for economic development roadway incentives.
- At the end of the current fiscal year, unassigned fund balance for the general fund was a surplus of \$1,575,023 or 54.1% of total general fund expenditures.
- The Town's total long-term debt decreased \$458,289 from \$6,552,888 to \$6,094,599.

Overview of the Financial Statements

The discussion and analysis are intended to serve as an introduction to the Town of Northlake's basic financial statements. The Town's basic financial statements are comprised of three components:

- 1) Government-wide financial statements
- 2) Fund financial statements
- 3) Notes to the financial statements.

This report also contains other supplementary information in addition to the basic financial statements themselves.

The basic financial statements present two different view of the Town through the use of government-wide statements, (pages 15 and 16), and fund financial statements, (pages 17 through 23). The Government-wide financial statements provide both short and long-term information about the Town while the fund financial statements focus on the activities of the individual components.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town of Northlake's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the Town of Northlake's assets and liabilities, with the difference between the two reported as net position. The Town's total net position is segmented for both restricted and unrestricted uses. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town of Northlake is improving or deteriorating.

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Government-wide Financial Statements (continued)

The Statement of Activities presents information showing how the Town's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

Both of the government-wide financial statements distinguish functions of the Town of Northlake that are principally supported by taxes and inter-governmental revenues (government activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Town include general government, municipal court, police, public works, economic development and promotional. The business-type activities of the Town include water and sewer activities.

The government-wide financial statements can be found on pages 15 through 16 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Northlake, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related requirements. All of the funds of the Town can be divided into two categories; governmental funds and proprietary funds.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, the reader may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains five individual major governmental funds as well as other non-major governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General, Public Improvement Districts, Economic Development, Community Development, and Hotel/Motel Tax funds.

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Fund Financial Statements (continued)

The Town adopts an annual appropriated budget for all of its governmental funds, except for its capital projects fund and some non-major funds. A budgetary comparison statement has been provided for all budgeted governmental funds to demonstrate compliance with its budget. This comparison can be found on pages 47 through 50 in the Required Supplementary Information section of this report.

The basic governmental fund financial statements can be found on pages 17 through 20 of the report.

Proprietary Funds. The Town maintains two types of proprietary funds. An enterprise fund is used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses an enterprise fund to account for its water and sewer activities. The Town uses two internal service funds; one to account for its equipment purchases and equipment maintenance while the second internal service fund is utilized for maintenance of Town facilities. Proprietary funds provide the same type of information as the government-wide financial statements. The basic proprietary fund financial statements can be found on pages 21 through 23 of this report.

Notes to the Basic Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to basic financial statements can be found on pages 24 through 44 of this report.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Town's progress in funding its obligation to provide pension benefits to its employees and budgetary comparison schedules for certain Governmental Funds. Required supplementary information can be found on pages 45 through 51 of this report.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of the Town's financial position. As of September 30, 2016, the Town of Northlake's assets exceeded liabilities by \$11,614,969. The overall net position of the Town increased by \$1,709,802 during fiscal year 2016 with business-type and governmental activities incurring increases in their net positions.

When compared to the prior year, governmental activities net position increased \$780,359; from \$5,993,831 at September 30, 2015 to \$6,774,190 at September 30, 2016. The increases are due to the following activities:

- Due to new housing, commercial development, and improved economic conditions property tax receipts increased \$198,108 or 26.19% from the previous fiscal year.
- When compared to the prior fiscal year, sales tax receipt collections increased \$476,301 or 53.94% due to improved market conditions and new construction activity.
- Due to the increase in cash collections the governmental funds interest income increased by \$11,358 or 38.87% when compared to the prior fiscal year.

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Government-wide Financial Analysis (continued)

Expenditures for governmental programs increased \$2,882,301 or 89.82% when compared with the prior year. The increase in expenditures is mainly attributable to public improvement district expenditures of \$1,715,000 for trails and open park spaces and \$500,000 in developer incentives for roadway improvements. In order to maintain service levels for the Town additional public works and police personnel were hired during fiscal year 2016.

When compared to the prior year, business-type net position increased by \$856,414; from a net position of \$3,984,365 at September 30, 2015 to a net position of \$4,840,779 at September 30, 2016. This increase is mainly attributable to increased water and sewer services for new homes and commercial development.

A portion of the net position, \$3,966,062 or 34.15% of total net position, reflects its investment in capital assets (e.g., land, buildings, automobiles, equipment, construction in progress, water and sewer system and infrastructure), less any debt used to acquire those assets that is still outstanding.

The Town used these capital assets are used to provide services to citizens; consequently these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

<i>Town of Northlake's Net Position</i>						
	Governmental Activities		Business-type Activities		Total	
	FY 2015-16	FY 2014-15 (Restated)	FY 2015-16	FY 2014-15	FY 2015-16	FY 2014-15
Assets:						
Current and Other Assets	\$ 6,815,194	\$ 8,357,866	\$ 1,824,892	\$ 1,271,955	\$ 8,640,086	\$ 9,629,821
Capital Assets	5,990,580	4,439,913	4,173,160	4,042,744	10,163,740	8,482,657
Total Assets	12,805,774	12,797,779	5,998,052	5,314,699	18,803,826	18,112,478
Deferred outflows of resources	240,528	90,826	47,244	9,687	287,772	100,513
Total Deferred outflows of resources	240,528	90,826	47,244	9,687	287,772	100,513
Liabilities:						
Long-term Liabilities Outstanding	5,647,313	5,769,306	895,935	1,008,109	6,543,248	6,777,415
Other Liabilities	369,756	927,821	308,582	331,912	678,338	1,259,733
Total Liabilities	6,017,069	6,697,127	1,204,517	1,340,021	7,221,586	8,037,148
Deferred inflows of resources	255,043	197,647	-	-	255,043	197,647
Total Deferred inflows of resources	255,043	197,647	-	-	255,043	197,647
Net Position:						
Invested in Capital Assets, Net of Related Debt	622,501	(1,000,286)	3,343,561	3,058,300	3,966,062	2,058,014
Restricted for:						
Debt Service	249,740	34,764	-	-	249,740	34,764
Capital Projects	11,071	(13,986)	-	-	11,071	(13,986)
Court Technology, Security & Child Safety	250,910	180,989	-	-	250,910	180,989
Economic Development	595,579	592,373	-	-	595,579	592,373
Community Development	575,332	571,429	-	-	575,332	571,429
Promotional Activities	1,258,552	1,029,865	-	-	1,258,552	1,029,865
Public improvement	1,373,509	-	-	-	1,373,509	-
Other purposes	(1,385)	-	-	-	(1,385)	-
Unrestricted	1,838,381	4,598,683	1,497,218	926,065	3,335,599	5,524,748
Total Net Position	\$ 6,774,190	\$ 5,993,831	\$ 4,840,779	\$ 3,984,365	\$ 11,614,969	\$ 9,978,196

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Government-wide Financial Analysis (continued)

The Town's unrestricted total net position of \$3,335,599 or 28.92% of total net position may be used to meet the Town's ongoing obligations to citizens and creditors.

As of September 30, 2016, the Town is able to report a positive balance in all categories of net position, for the government as a whole, as well as all categories for its separate governmental and business-type activities.

<i>Town of Northlake's Changes in Net Position</i>						
	Governmental Activities		Business-type Activities		Total	
	FY 2015-16	FY 2014-15 (Restated)	FY 2015-16	FY 2014-15 (Restated)	FY 2015-16	FY 2014-15
Program Revenues:						
Fees, Fines and Charges for Services	\$ 1,655,051	\$ 1,652,816	\$ 2,584,170	\$ 2,016,122	\$ 4,239,221	\$ 3,668,938
General Revenues:						
Property Taxes	922,534	743,419	-	-	922,534	743,419
PID Assessment	436,420	366,158	-	-	436,420	366,158
Sales Taxes	1,359,296	882,995	-	-	1,359,296	882,995
Franchise Taxes	257,563	244,696	-	-	257,563	244,696
Developer Contributions	-	-	-	1,337,206	-	1,337,206
Hotel/Motel Taxes	257,813	238,013	-	-	257,813	238,013
Interest on Investment	40,944	30,730	(28,061)	(32,446)	12,883	(1,716)
Miscellaneous	204,122	176,376	60,734	29,718	264,856	206,094
	5,133,743	4,335,203	2,616,843	3,350,600	7,750,586	7,685,803
Expenses:						
General Government	1,562,134	946,647	-	-	1,562,134	946,647
Municipal Court	238,250	268,501	-	-	238,250	268,501
Police	1,139,912	1,027,335	-	-	1,139,912	1,027,335
Public Works	658,352	525,722	-	-	658,352	525,722
Economic Development	636,186	101,694	-	-	636,186	101,694
Promotional	38,233	25,219	-	-	38,233	25,219
Interest on Long-Term Debt	226,945	212,585	-	-	226,945	212,585
Water and Sewer	-	-	1,613,800	1,349,070	1,613,800	1,349,070
Total Expenses	4,500,013	3,107,703	1,613,800	1,349,070	6,113,813	4,456,773
Change in Net Position Before Transfers	633,730	1,227,500	1,003,043	2,001,530	1,636,773	3,229,030
Transfers	146,629	125,000	(146,629)	(125,000)	-	-
Change in Net Position	780,359	1,352,500	856,414	1,876,530	1,636,773	3,229,030
Net Position 9/30 Prior Year	5,993,831	4,641,331	3,984,365	2,107,835	9,978,196	6,749,166
Net Position 9/30 Current Year	\$ 6,774,190	\$ 5,993,831	\$ 4,840,779	\$ 3,984,365	\$ 11,614,969	\$ 9,978,196

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a town's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Town of Northlake's governmental funds reported combined ending fund balances of \$5,888,331, a decrease of \$1,188,440 or (16.8%) in comparison with the prior year. The unassigned general fund balance at year end is a surplus of \$1,575,023. The remainder of fund balance is reserved to indicate that it is not available for new spending because it has already been committed as follows:

- to pay for public improvement districts, 1,373,509
- to pay for economic and community development, \$1,170,911
- to pay for promotional activities, \$1,258,552
- to pay for court technology, security, and child safety, \$250,910
- to pay for capital projects, \$11,071
- to pay for debt service, \$249,740
- to pay for other purposes, (\$1,385)

The general fund is the chief operating fund of the Town. The Town of Northlake budgeted and planned for a decrease in fund balance for fiscal year 2015-2016 of (\$222,335) for the general fund (page 47).

Proprietary Funds. The Town's proprietary fund statements provide the same type of information found in the government-wide financial statements.

Total net position for business-type activities is \$4,840,779 and is comprised of \$1,497,218 or 30.93% in unrestricted net position while \$3,343,561 or 69.07% reflects its investment in capital assets (e.g., land, buildings, automobiles, equipment, construction in progress, water and sewer system and infrastructure), less any debt used to acquire those assets that is still outstanding.

Net position invested in capital assets is used to provide services to water and sewer customers; consequently these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Unrestricted net position of the proprietary funds for business-type activities is \$1,497,218 which increased \$571,153 or 61.68% from the prior year. This increase is mainly attributable to increases in water and sewer service revenues from commercial development and new home construction. The unrestricted surplus may be used to meet future service and debt needs.

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Financial Analysis of the Government's Funds (continued)

The unrestricted net position of the internal service funds for governmental activities is \$285,997 which represents an increase of \$170,468 or 147.55% from the prior year. This increase is mainly due to prefunding of future facility space finishing. The internal service funds are utilized for equipment funding and maintenance of Town facilities.

Governmental Funds Budgetary Highlights

The Town anticipated the general fund balance to decrease (\$222,335) by the end of fiscal year, from \$1,578,332 to \$1,355,997. Due to development activity occurring sooner than expected, collections of construction sales tax, permits and development fees cushioned the loss to only (\$3,309) leaving an ending fund balance of \$1,575,023.

By the end of fiscal year 2016 the Economic Development Corporation 4A and the Community Development Corporation 4B anticipated an ending fund balance of \$689,722 and \$757,477, respectively. The Sam Lee Road project was projected to be completed during the first quarter of fiscal year 2017 with a development incentive being paid at that time, but the project was completed during the final quarter of fiscal year 2016.

An incentive of \$250,000 was paid by each of the development corporations upon project completion. At the end of fiscal year 2016 the Economic Development Corporation 4A had a surplus fund balance of \$595,579 and the Community Development Corporation 4B had a surplus fund balance of \$575,332.

The Hotel Motel Tax Fund anticipated an ending fund balance of \$1,139,249 by the end of fiscal year 2016, but strong activity in the collection of taxes and interest revenue increased the surplus balance to \$1,258,552 by the end of fiscal year 2016.

Details regarding budgetary variances can be found on page 47.

Capital Asset and Debt Administration

Capital Assets. The Town's investment in capital assets for its governmental and business-type activities as of September 30, 2016, amounts to \$10,163,740 (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, automobiles, equipment, infrastructure, water and sewer system and construction in progress. The total increase in the Town's investment in capital assets for the current fiscal year was \$1,681,083.

Major capital asset events during fiscal year 2016 included the following:

- Town Hall roof replacement and building enhancements
- Purchase of two police vehicles and one public works vehicle
- Purchase of police radios
- Public improvement district trail ways and open park spaces
- Purchase of radio read meters for new homes and commercial development (ongoing project)

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Capital Asset and Debt Administration (continued)

<i>Town of Northlake's Capital Assets (Net of Accumulated Depreciation)</i>						
	Governmental Activities		Business-type Activities		Total	
	FY 2015-16	FY 2014-15	FY 2015-16	FY 2014-15	FY 2015-16	FY 2014-15
Land	\$ 2,770,951	\$ 2,770,951	\$ 97,567	\$ 88,167	\$ 2,868,518	\$ 2,859,118
Construction in Progress	-	-	588,040	588,040	588,040	588,040
Buildings and Improvements	180,751	179,897	27,421	28,594	208,172	208,491
Automobiles	403,437	361,295	844	-	404,280	361,295
Equipment	64,443	66,309	-	1,910	64,443	68,219
Infrastructure	2,570,998	1,061,461	-	-	2,570,998	1,061,461
Water and Sewer System	-	-	3,459,288	3,336,033	3,459,288	3,336,033
Total	\$ 5,990,580	\$ 4,439,913	\$ 4,173,160	\$ 4,042,744	\$ 10,163,740	\$ 8,482,657

Additional information on the Town's capital assets can be found in Note 4 of this report.

Long-term Debt. At the end of the current fiscal year, the Town had total debt of \$6,094,599 of which \$5,655,121 are Certificates of Obligation.

<i>Town of Northlake's Outstanding Debt</i>						
	Governmental Activities		Business-type Activities		Total	
	FY 2015-16	FY 2014-15	FY 2015-16	FY 2014-15	FY 2015-16	FY 2014-15
Capital Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Note Payable	-	3,444	439,478	579,383	439,478	582,827
Certificates of Obligation	5,265,000	5,565,000	390,121	405,061	5,655,121	5,970,061
Total	\$ 5,265,000	\$ 5,568,444	\$ 829,599	\$ 984,444	\$ 6,094,599	\$ 6,552,888

During the fiscal year, the Town retired \$458,289 in debt. Regularly scheduled annual principal and interest payments were made in a timely manner.

Additional information on the Town's long-term debt can be found in Note 5 of this report on page 34.

Economic Factors and Next Year's Budgets and Rates

The Town of Northlake does not plan on increasing any property tax rates during the fiscal year 2016-2017. Overall, general fund revenues are expected to be higher during the next fiscal year. Due to the continued residential and commercial development, property tax revenue and development fees are expected to increase during fiscal year 2016-2017. Expenses for the general fund are expected to slightly increase due to the Town's staffing of new positions, maintaining of service levels and the increase development related expenditures. The Town anticipates the maintaining of a surplus fund balance at the end of fiscal year 2017.

Water and sewer fund revenues are expected to be higher than fiscal year 2015-2016 due to additional customers. In order to maintain service levels with the increase in new customers, expenditures are expected to rise in fiscal year 2017. The increase will occur from an increase in staff levels, maintenance costs and the purchase of wholesale water. The water and sewer fund projects a surplus in fund balance at the end of fiscal year 2017.

Town of Northlake, Texas
Management's Discussion and Analysis
September 30, 2016

Request for Information

The financial report is designed to provide out citizens, customers, investors and creditors with a general overview of the Town's finances. If you have questions about this report or need additional information, contact the Town Secretary: Attn: Town Secretary at 1400 FM 407, Northlake, Texas 76247, phone: (940) 648-3290 or email townsecretary@town.northlake.tx.us.

DRAFT

BASIC FINANCIAL STATEMENTS

Town of Northlake, Texas
Statement of Net Position
September 30, 2016

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Assets			
Cash and cash equivalents	\$ 5,902,695	\$ 1,189,413	\$ 7,092,108
Receivables (net of allowance for uncollectibles)	443,669	257,935	701,604
Prepaid expense	13,293	89,544	102,837
Loan receivable	439,479	-	439,479
Other assets	16,058	288,000	304,058
Capital Assets (net of accumulated depreciation):			
Land	2,770,951	97,567	2,868,518
Construction in progress	-	588,040	588,040
Buildings and improvements	180,751	27,421	208,172
Automobiles	403,437	-	403,437
Equipment	64,443	843	65,286
Infrastructure	2,570,998	-	2,570,998
Water and sewer system	-	3,459,289	3,459,289
Total assets	<u>12,805,774</u>	<u>5,998,052</u>	<u>18,803,826</u>
Deferred outflows of resources			
Deferred outflows of resources	<u>240,528</u>	<u>47,244</u>	<u>287,772</u>
Total deferred outflows of resources	240,528	47,244	287,772
Liabilities			
Accounts payable	262,995	94,917	357,912
Accrued liabilities	106,761	213,665	320,426
Noncurrent liabilities			
Net pension liabilities	279,234	59,159	338,393
Due within one year	339,730	163,872	503,602
Due in more than one year	<u>5,028,349</u>	<u>672,904</u>	<u>5,701,253</u>
Total liabilities	6,017,069	1,204,517	7,221,586
Deferred inflows of resources			
Deferred inflows of resources	<u>255,043</u>	<u>-</u>	<u>255,043</u>
Total deferred inflows of resources	255,043	-	255,043
Net Position			
Invested in capital assets, net of related debt	622,501	3,343,561	3,966,062
Restricted for:			
Public improvement	1,373,509	-	1,373,509
Economic development	595,579	-	595,579
Community development	575,332	-	575,332
Promotional activities	1,258,552	-	1,258,552
Debt service	249,740	-	249,740
Court Technology, Security & Child Safety	250,910	-	250,910
Capital projects	11,071	-	11,071
Other purposes	(1,385)	-	(1,385)
Unrestricted	<u>1,838,381</u>	<u>1,497,218</u>	<u>3,335,599</u>
Total net position	<u>\$ 6,774,190</u>	<u>\$ 4,840,779</u>	<u>\$ 11,614,969</u>

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Statement of Activities
Year Ended September 30, 2016

Program Activities	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Fees, Fines and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total
					Governmental Activities	Business-Type Activities	
Primary Government:							
Governmental activities:							
General government	\$ 1,562,134	\$ 1,061,699	\$ -	\$ -	\$ (500,435)	\$ -	\$ (500,435)
Municipal court	238,250	593,352	-	-	355,102	-	355,102
Police	1,139,912	-	-	-	(1,139,912)	-	(1,139,912)
Public works	658,352	-	-	-	(658,352)	-	(658,352)
Economic development	636,186	-	-	-	(636,186)	-	(636,186)
Promotional	38,233	-	-	-	(38,233)	-	(38,233)
Interest on long-term debt	226,945	-	-	-	(226,945)	-	(226,945)
Total governmental activities	4,500,013	1,655,051	-	-	(2,844,962)	-	(2,844,962)
Business-type activities:							
Water and sewer	1,613,800	2,584,170	-	-	-	970,370	970,370
Total business-type activities	1,613,800	2,584,170	-	-	-	970,370	970,370
Total primary government	\$ 6,113,813	\$ 4,239,221	\$ -	\$ -	\$ (2,844,962)	\$ 970,370	\$ (1,874,592)
General revenues:							
Taxes							
Property taxes					922,534	-	922,534
Sales taxes					1,359,296	-	1,359,296
Franchise taxes					257,563	-	257,563
Hotel/Motel taxes					257,813	-	257,813
Interest					40,944	(28,061)	12,883
Assessment					436,420	-	436,420
Miscellaneous					204,122	60,734	264,856
Transfers					146,629	(146,629)	-
Total general revenues and transfers					3,625,321	(113,956)	3,511,365
Change in net position					780,359	856,414	1,636,773
Net position - beginning					5,920,802	3,984,365	9,905,167
Prior period adjustment					73,029	-	73,029
Net position - ending					\$ 6,774,190	\$ 4,840,779	\$ 11,614,969

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Balance Sheet - Governmental Funds
September 30, 2016

	General Fund	Public Improvement Districts Fund	Economic Development Corporation 4A	Community Development Corporation 4B	Hotel/Motel Tax Fund	Non Major Governmental Funds	Total Governmental Funds
Assets							
Cash and cash equivalents	\$ 1,821,645	\$ 1,395,849	\$ 553,694	\$ 533,447	\$ 780,868	\$ 543,717	\$ 5,629,220
Receivables:							
Property taxes, net of allowance	6,015	-	-	-	-	2,250	8,265
Sales taxes	116,497	-	58,249	58,249	-	-	232,995
Franchise taxes	67,064	-	-	-	-	-	67,064
Hotel/Motel taxes	-	-	-	-	38,622	-	38,622
Municipal court receivable, net	56,463	-	-	-	-	-	56,463
Other accounts receivable	40,260	-	-	-	-	-	40,260
Loan receivable	-	-	-	-	439,479	-	439,479
Other assets	57	-	-	-	-	16,001	16,058
Total assets	<u>2,108,001</u>	<u>1,395,849</u>	<u>611,943</u>	<u>591,696</u>	<u>1,258,969</u>	<u>561,968</u>	<u>6,528,426</u>
Liabilities and Fund Balance							
Liabilities:							
Accounts payable	225,177	45	16,365	16,365	239	4,033	262,224
Accrued liabilities	(159)	22,295	(1)	(1)	178	31,077	53,389
Deferred revenue	307,960	-	-	-	-	16,522	324,482
Total liabilities	532,978	22,340	16,364	16,364	417	51,632	640,095
Fund balance:							
Restricted for							
Public improvement	-	1,373,509	-	-	-	-	1,373,509
Economic development	-	-	595,579	-	-	-	595,579
Community development	-	-	-	575,332	-	-	575,332
Promotional activities	-	-	-	-	1,258,552	-	1,258,552
Debt service	-	-	-	-	-	249,740	249,740
Court technology and security	-	-	-	-	-	250,910	250,910
Capital projects	-	-	-	-	-	11,071	11,071
Other purposes	-	-	-	-	-	(1,385)	(1,385)
Unassigned	1,575,023	-	-	-	-	-	1,575,023
Total fund balance	<u>1,575,023</u>	<u>1,373,509</u>	<u>595,579</u>	<u>575,332</u>	<u>1,258,552</u>	<u>510,336</u>	<u>5,888,331</u>
Total liabilities and fund balance	<u>\$ 2,108,001</u>	<u>\$ 1,395,849</u>	<u>\$ 611,943</u>	<u>\$ 591,696</u>	<u>\$ 1,258,969</u>	<u>\$ 561,968</u>	<u>\$ 6,528,426</u>

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Reconciliation of the Governmental Funds Balance Sheet
to the Statement of Net Position
September 30, 2016

Total fund balances - governmental funds	\$ 5,888,331
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds balance sheet.	5,640,809
Revenues earned but not available within sixty days of the year end are not recognized as revenue in the fund financial statements.	69,439
Costs associated with the issuance of governmental long-term debt are expensed when incurred in the fund statements and capitalized and amortized over the life of the debt in the government-wide financial statements.	240,528
Interest payable on long term debt does not require current financial resources; therefore interest payable is not reported as a liability in the governmental funds balance sheet.	(53,372)
Long-term liabilities, including bonds payable and compensated absences are not due and payable in the current period and therefore are not reported in the fund financial statements.	(5,647,313)
Internal service funds are used by management to charge the costs of equipment to individual funds. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net position.	<u>635,768</u>
Net position of governmental activities	<u><u>\$ 6,774,190</u></u>

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
Year ended September 30, 2016

	General Fund	Public Improvement Districts Fund	Economic Development Corporation 4A	Community Development Corporation 4B	Hotel/Motel Tax Fund	Non Major Governmental Funds	Total Governmental Funds
Revenues							
Taxes:							
Property	\$ 693,972	\$ -	\$ -	\$ -	\$ -	\$ 260,514	\$ 954,486
Sales and beverage	679,648	-	339,824	339,824	-	-	1,359,296
Franchise	257,563	-	-	-	-	-	257,563
Hotel/Motel	-	-	-	-	257,813	-	257,813
Building permits, plant and other fees	1,061,699	-	-	-	-	-	1,061,699
Municipal court	601,110	-	-	-	-	-	601,110
Interest income	3,233	13,972	722	673	21,535	446	40,581
Assessment	-	436,420	-	-	-	-	436,420
Miscellaneous	113,564	-	15,186	15,186	-	61,217	205,153
Total revenues	<u>3,410,789</u>	<u>450,392</u>	<u>355,732</u>	<u>355,683</u>	<u>279,348</u>	<u>322,177</u>	<u>5,174,121</u>
Expenditures							
Current:							
General government	1,259,940	167,568	-	-	-	1,685	1,429,193
Municipal court	189,765	-	-	-	-	42,903	232,668
Police	1,036,188	-	-	-	25,477	8,132	1,069,797
Public works	425,044	-	-	-	-	-	425,044
Economic development	-	-	319,530	316,656	-	-	636,186
Promotional	-	-	6,306	8,433	23,494	-	38,233
Capital outlay	2,484	1,715,000	-	-	-	-	1,717,484
Debt service							
Principal	-	160,000	-	-	-	140,000	300,000
Interest and fiscal charges	-	137,320	-	-	-	105,304	242,624
Total expenditures	<u>2,913,421</u>	<u>2,179,888</u>	<u>325,836</u>	<u>325,089</u>	<u>48,971</u>	<u>298,024</u>	<u>6,091,229</u>
Excess (deficiency) of revenues over expenditures	497,368	(1,729,496)	29,896	30,594	230,377	24,153	(917,108)
Other financing sources (uses)							
Transfers in	175,000	-	-	-	-	309,416	484,416
Transfers out	(675,677)	-	(26,690)	(26,691)	(1,690)	(25,000)	(755,748)
Total other financing sources (uses)	<u>(500,677)</u>	<u>-</u>	<u>(26,690)</u>	<u>(26,691)</u>	<u>(1,690)</u>	<u>284,416</u>	<u>(271,332)</u>
Net change in fund balances	(3,309)	(1,729,496)	3,206	3,903	228,687	308,569	(1,188,440)
Fund balances - beginning	1,578,332	3,103,005	592,373	571,429	1,029,865	201,767	7,076,771
Fund balances - ending	<u>\$ 1,575,023</u>	<u>\$ 1,373,509</u>	<u>\$ 595,579</u>	<u>\$ 575,332</u>	<u>\$ 1,258,552</u>	<u>\$ 510,336</u>	<u>\$ 5,888,331</u>

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Reconciliation of the Statement of Revenues, Expenditures and Changes in
Fund Balances - Governmental Funds to the Statement of Activities
Year ended September 30, 2016

Net changes in fund balances - total governmental funds	\$ (1,188,440)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount of capital assets recorded in the current period.	1,717,484
Depreciation expense on capital assets is reported in the statement of activities but does not require the use of current financial resources. Therefore, depreciation expense is not reported as expenditures in the governmental funds.	(297,028)
The issuance of long-term debt (e.g. bonds) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net assets. Also, governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued, whereas the amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.	303,444
Current year changes in long-term liability for compensated absences do not require the use of current financial resources; therefore, are not reported as expenditures in governmental funds.	(11,764)
Current year changes in accrued interest payable do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	15,679
Certain revenues in the government-wide statement of activities that do not provide current financial resources are not reported as revenue in the governmental funds.	(39,710)
Certain expenses in the government-wide statement of activities that do not require current financial resources are not reported as expenditures in the governmental funds.	(19,985)
Internal service funds are used by management to charge the costs of equipment to individual funds. The net revenue of certain activities of internal service funds is reported with governmental activities.	<u>300,679</u>
Change in net position of governmental activities	<u>\$ 780,359</u>

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Statement of Net Position
Proprietary Funds
September 30, 2016

	Business Type Activities - Enterprise Fund <u>Water and Sewer</u>	Governmental Activities - Internal Service Funds <u>Equipment</u>
Assets		
Current assets:		
Deposits and investments	\$ 1,189,413	\$ 273,475
Accounts receivable, net	257,935	-
Prepaid expense	89,544	13,293
Total current assets	<u>1,536,892</u>	<u>286,768</u>
Non-current assets:		
Other assets	288,000	-
Property, plant and equipment:		
Land	97,567	-
Buildings and improvements	35,211	18,934
Automobiles	42,214	505,042
Water and sewer system	3,932,218	-
Construction in progress	588,040	-
Equipment	4,925	50,027
	<u>4,700,175</u>	<u>574,003</u>
Less accumulated depreciation	527,015	224,232
Net property, plant and equipment	<u>4,173,160</u>	<u>349,771</u>
Total Assets	<u>5,998,052</u>	<u>636,539</u>
Deferred outflows of resources		
Deferred outflow of resources	47,244	-
Total deferred outflows of resources	<u>47,244</u>	<u>-</u>
Liabilities		
Current liabilities:		
Accounts payable	94,917	771
Accrued liabilities	213,665	-
Total current liabilities	<u>308,582</u>	<u>771</u>
Noncurrent liabilities:		
Net pension liabilities	59,159	-
Note payable	829,599	-
Compensated absences	7,177	-
Total Liabilities	<u>1,204,517</u>	<u>771</u>
Net position		
Net investment in capital assets	3,343,561	349,771
Unrestricted	1,497,218	285,997
Total Net Position	<u>\$ 4,840,779</u>	<u>\$ 635,768</u>

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Statement of Revenues, Expenses and Changes in Fund Net Position
Proprietary Funds
Year ended September 30, 2016

	Business Type Activities - Enterprise Fund <u>Water and Sewer</u>	Governmental Activities - Internal Service Funds <u>Equipment</u>
Operating revenues:		
Water and sewer service	\$ 2,584,170	\$ -
Equipment service revenue	-	119,750
Total operating revenues	<u>2,584,170</u>	<u>119,750</u>
Operating expenses:		
Operating expenses	1,511,773	144,009
Depreciation	102,027	93,386
Total operating expenses	<u>1,613,800</u>	<u>237,395</u>
Operating income (loss)	970,370	(117,645)
Nonoperating revenues (expenses):		
Interest income (expense)	(28,061)	363
Miscellaneous revenue (expense)	60,734	-
Total nonoperating revenues	<u>32,673</u>	<u>363</u>
Income (loss) before transfers	1,003,043	(117,282)
Transfers in	-	417,961
Transfers out	(146,629)	-
Change in net position	<u>856,414</u>	<u>300,679</u>
Net position - beginning	3,984,365	335,089
Net position - ending	<u><u>\$ 4,840,779</u></u>	<u><u>\$ 635,768</u></u>

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Statement of Cash Flows
Proprietary Funds
Year ended September 30, 2016

	Business Type Activities - Enterprise Fund Water and Sewer	Governmental Activities - Internal Service Funds Equipment
Operating Activities		
Cash received from customers	\$ 2,537,298	\$ 119,750
Cash payments to suppliers for goods and services	(1,725,620)	(146,790)
Net cash provided by operating activities	811,678	(27,040)
Noncapital Financing Activities		
Transfers from other funds	-	417,961
Transfers to other funds	(146,629)	-
Net cash used in noncapital financing activities	(146,629)	417,961
Capital and Related Financing Activities		
Proceed from gift and contributions	60,734	-
Payments on note	(185,818)	-
Net cash used in capital and related financing activities	(125,084)	-
Investing Activities		
Capital expenditures	(232,442)	(223,596)
Interest received	6,433	363
Net cash provided by investing activities	(226,009)	(223,233)
Net increase in cash and cash equivalents	313,956	167,688
Cash and cash equivalents - beginning	875,457	105,787
Cash and cash equivalents - ending	1,189,413	273,475
	-	-
Reconciliation of operating income to net cash provided by operating activities:		
Operating income (loss)	970,370	(117,645)
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	102,026	93,385
Change in assets and liabilities:		
Accounts receivable	(46,872)	-
Overdraft	(144,340)	-
Other assets	(85,326)	(3,551)
Net pension liability	39,150	-
Accounts payable and accrued liabilities	(23,330)	771
Net cash provided by (used in) operating activities	\$ 811,678	\$ (27,040)

The accompanying notes are an integral part of these financial statements.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

1. Summary of Significant Accounting Policies

The accounting and reporting policies of the Town relating to the funds included in the accompanying basic financial statements conform to accounting principles generally accepted in the United States of America applicable to state and local governments. Generally accepted accounting principles for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants in the publication entitled *Audits of State and Local Governmental Units* and by the Financial Accounting Standards Board (when applicable). As allowed in Section P80 of GASB's *Codification of Governmental Accounting and Financial Reporting Standards*, the Town has elected not to apply Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins of the Committee of Accounting Procedure issued after November 30, 1989. The more significant accounting policies of the Town are described below.

A. Financial Reporting Entity

The basic financial statements of the Town include the primary government organizations for which the primary government is financially accountable and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

A primary government has the ability to impose its will on an organization if it can significantly influence the programs, projects, or activities of, or the level of services performed or provided by, the organization. A financial benefit or burden relationship exists if the primary government (a) is entitled to the organization's resources; (b) is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization; or (c) is obligated in some manner for the debt of the organization.

The Northlake Economic Development Corporation 4A (the 4A Corporation) and the Northlake Community Development Corporation 4B (the 4B Corporation) are component units of the Town and are included in the basic financial statements as major special revenue funds using a blended presentation.

The 4A Corporation was formed to promote the public welfare and economic development for the areas within the Town of Northlake as authorized by the State under the Texas Development Corporation Act of 1979 and is governed by Section 4A of the act. The 4A Corporation receives funding from a one-half cent sales tax.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

A. Financial Reporting Entity (continued)

The 4B Corporation was formed to promote economic development with the Town and the State of Texas in order to eliminate unemployment and the public welfare of, for and on behalf of the Town by undertaking, developing, implanting, providing and financing projects under the Development Corporation Act of 1979 as defined in Section 4B of the Act. The 4B Corporation receives funding from a one-half cent sales tax.

B. Basis of Presentation

The government-wide financial statements (the statement of net position and the statement of activities) report information on all of the activities of the Town. The effect of interfund activity, within the governmental and business-type activities columns, has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific program. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given program and 2) operating or capital grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements

The Town segregates transactions related to certain functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Separate statements are presented for governmental and proprietary activities. These statements present each major fund as a separate column on the fund financial statements

General Fund

The General Fund is the main operating fund of the Town. This fund is used to account for all financial resources not accounted for in other funds. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are paid from the General Fund.

Public Improvement Districts Fund

The Public Improvement Districts Fund is used to account for special assessments collected for an area specific purpose. Funds are expended on costs associated with the specified improvements.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

B. Basis of Presentation (continued)

Economic Development Corporation 4A Fund

The Economic Development Corporation 4A is used to account for the funds received from a one-half cent sales tax to be used for economic development.

Community Development Corporation 4B Fund

The Community Development Corporation 4B is used to account for the funds received from a one-half cent sales tax to be used for community development.

Hotel/Motel Tax Fund

The Hotel/Motel Tax Fund is used to account for Hotel/Motel tax receipts to be used for promotional purposes.

Other Non Major Funds

The Other Non Major Funds are used to account for debt service, special revenue, capital project, and tax increment reinvestment zone funds created by the Town, which do not meet the requirements to be presented as a major fund of the Town.

Proprietary Funds

Proprietary Funds are accounted for using the economic resources measurement focus and the accrual basis of accounting. The accounting objectives are determinations of net income, financial position and cash flow. All assets and liabilities are included on the Statement of Net position. The Town has presented the following major proprietary funds.

Water and Sewer Fund

The Water and Sewer Fund is used to account for the provision of water and sewer services to the residents of the Town and others. Activities of the fund include administration, operations and maintenance of the water and sewer system and billing and collection activities. The fund also accounts for the accumulation of resources for, and the payment of, long-term debt principal and interest for water and sewer debt. All costs are financed through charges to utility customers with rates reviewed regularly and adjusted if necessary to ensure integrity of the funds.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. Operating expenses for the proprietary funds include the cost of contractual services, supplies and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

B. Basis of Presentation (continued)

Internal Service Fund

Internal service funds are used to account for the financing of goods or service provided by one department to other departments of the Town on a cost reimbursement basis. The equipment fund accounts for the accumulation and allocation of costs associated with major equipment purchases and maintenance of the equipment. The internal service fund is presented as a proprietary fund in the funds financial statements. Since transactions of the internal service fund predominately involves providing services to the General Fund and other funds that comprise governmental activities of the Town, the financial balances are included in the government activities column of the government-wide statements.

C. Measurement Focus/Basis of Accounting

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

The government-wide statements and fund financial statements for proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus means all assets and liabilities (whether current or non-current) are included on the statement of net position and the operating statements present increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recognized when earned, including unbilled water and sewer services which are accrued. Expenses are recognized at the time the liability is incurred.

Governmental fund financial statements are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under modified accrual basis of accounting, revenues are recognized when susceptible to accrual; i.e., when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Town considers property taxes as available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences are recorded only when payment is due.

The revenues susceptible to accrual are property taxes, franchise fees, licenses, charges for services, interest income and municipal court revenues. Sales taxes collected and held by the state at year-end on behalf of the government are also recognized as revenue. All other governmental fund revenues are recognized when received.

Use of Restricted/Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, the Town's policy is to apply restricted net position first.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

C. Measurement Focus/Basis of Accounting (continued)

Taxes

Property taxes are levied for appropriation for the fiscal year beginning on October 1, are due October 1, attached as an enforceable lien on property as of January 1, and become delinquent on February 1. Property taxes are accrued based on the period for which they are levied and available. Delinquent taxes estimated not to be available are treated as deferred revenue in the governmental fund financial statements. Property taxes for towns, including those applicable to debt service, are limited by the Texas Constitution to \$2.50 per \$100 of assessed valuation. The Town's current tax rate is \$0.295 per \$100 of assessed valuation and assessed valuation is approximately 100% of estimated value.

Cash and Cash Equivalents

Cash and investments are considered to be cash on hand and demand and time deposits, as well as short-term investments in State investment pools.

For purposes of the statement of cash flows (proprietary fund types), the Town considers cash deposits and highly liquid investments (including restricted assets) maturing in three months or less when purchased, to be cash equivalents.

All investments are recorded at fair value based on quoted market prices. Fair value is the amount at which a financial instrument could be exchanged in a current transaction between willing parties.

Inventories and Prepaid Items

Cash Inventories are valued at cost. Cost is determined using the first-in, first-out method. Inventory consists of expendable supplies held for consumption. Inventories are capitalized under the consumption method, whereby expenditures are capitalized as inventory until used.

Interfund Receivables and Payables

Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

Transactions between Funds

Legally authorized transfers are treated as interfund transfers and are included in the results of operations of both Governmental and Proprietary Funds.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

Pensions (continued)

contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements and in the fund financial statements for proprietary funds. All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated assets are valued at their fair market value on the date donated. Repairs and maintenance are recorded as expenses. Renewals and betterments are capitalized. Interest has not been capitalized during the construction period on property, plant and equipment, in accordance with standards prescribed by GASB.

Assets capitalized, not including infrastructure assets, have an original cost of \$1,000 or more and over one year of useful life. Depreciation has been calculated on each class of depreciable property using the straight-line method. Estimated useful lives are as follows:

Buildings and improvements	30 Years
Automobiles	3 Years
Equipment	3 - 10 Years
Infrastructure	5 - 40 Years
Water and sewer system	30 - 50 years

Compensated Absences

Town employees are granted vacation days in varying amounts. The maximum vacation allowed to be carried over is 320 hours per calendar year (January through December) for all employees. Any hours over 320 at the end of a year shall be deleted from the employee's accruals. Pay in lieu of taking vacation is not permitted except upon termination. Accrued vacation is paid upon termination after working for the town for at least 12-months. Sick leave is accrued at the rate of eight (8) hours per month for regular full-time employees and on a pro rata basis for regular part-time employees for each month of continuous service. Sick leave may be accumulated up to a maximum of 90 days (720 hours). No cash payment is made for unused sick days. Compensated absences are paid out of the General Fund and various funds based upon the employees' positions.

Net Position

Net position represents the difference between assets and liabilities. Net investments in capital assets consist of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets, and adding back unspent proceeds. Net position is reported as restricted when there are limitations imposed on their use either through the enabling of legislations adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

2. Deposits and Investments

A. Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the Town manages its exposure to interest rate risk is by investing mainly in investment pools that purchase a combination of shorter term investments with an average maturity of less than 90 days, thus reducing the interest rate risk. The Town monitors the interest rate risk inherent in its portfolio by measuring the weighted average maturity of its portfolio. The Town has no specific limitations with respect to this metric.

As of September 30, 2016, the Town had the following investments:

Investment Type	Weighted Average Amount	Maturity
Logic	\$ 4,543,366	37 days
Wells Fargo	\$ 2,132,495	0 days

As of September 30, 2016, the Town did not invest in any securities that are highly sensitive to interest rate fluctuations.

B. Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the Public Funds Investment Act, the Town's investment policy, or debt agreements, and the actual rating as of year-end for each investment type.

Investment Type	Amount	Minimum Legal Rating	Rating as of September 30, 2016
Logic	\$ 4,543,366	AAA	AAA
Wells Fargo	\$ 2,132,495	AAA	AAA

C. Concentration of Credit Risk

The investment policy of the Town contains no limitation on the amount that can be invested in any one issuer. As of September 30, 2016, other than external investment pools, the Town did not have 5% or more of its investments with one issuer.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

2. Deposits and Investments (continued)

D. Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover collateral securities that are in the possessions of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Public Funds Investment Act does not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The Public Funds Investment Act requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least the bank balance less the FDIC insurance at all times.

At September 30, 2016, the carrying amount of the Town's cash on hand and deposits were \$7,092,108 and the bank balance was \$7,326,132. The bank balance was fully covered by federal depository insurance and collateral pledged.

For purposes of the statement of cash flows, the Town considers all highly liquid investments with maturities at the date of purchase of three months or less to be cash equivalents.

E. Investment in State Investment Pools

The Town is a voluntary participant in an investment pool, specifically LOGIC. LOGIC is a public funds investment pool managed by First Southwest Asset Management, Inc. and JPMorgan Chase. LOGIC investments are not categorized in accordance with GASB Statement No. 3 disclosure requirements since the Town is not issued securities, but rather it owns an individual beneficial interest in the assets of the related investment pools. LOGIC operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. LOGIC uses amortized cost rather than market value to report new assets to compute share prices. Accordingly, the fair value of the position in LOGIC is the same as the value of LOGIC shares.

3. Accounts Receivable

Receivable balances have been disaggregated by type and presented separately in the financial statements. Only receivables with allowances for uncollectible amounts as of September 30, 2016, including the applicable allowances for uncollectible accounts, are presented below:

	General Fund		Debt Service Fund	Enterprise Fund Water and Sewer
	Property Tax Receivable	Municipal Court Receivable	Property Tax Receivable	Accounts Receivable
Gross receivables	\$ 12,506	\$ 191,067	\$ 3,352	\$ 265,255
Less allowance for uncollectibles	(6,491)	(134,604)	(1,102)	(7,320)
Net receivables	<u>\$ 6,015</u>	<u>\$ 56,463</u>	<u>\$ 2,250</u>	<u>\$ 257,935</u>

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

4. Capital Assets

Capital asset activity for the year ended September 30, 2016, was as follows:

	Balance September 30, 2015	Additions/ Completions	Retirements/ Adjustments	Balance September 30, 2016
Governmental activities				
Capital assets not being depreciated				
Land	\$ 2,770,951	\$ -	\$ -	\$ 2,770,951
Total capital assets not being depreciated	2,770,951	-	-	2,770,951
Capital assets being depreciated				
Buildings and improvements	313,150	18,934	-	332,084
Automobiles	875,845	158,203	-	1,034,048
Equipment	238,077	48,942	-	287,019
Infrastructure	3,305,410	1,715,000	-	5,020,410
Total capital assets being depreciated	4,732,482	1,941,079	-	6,673,561
Less accumulated depreciation				
Buildings and improvements	129,686	21,647	-	151,333
Automobiles	518,117	112,495	-	630,612
Equipment	171,768	50,809	-	222,577
Infrastructure	2,243,949	205,463	-	2,449,412
Total accumulated depreciation	3,063,520	390,414	-	3,453,934
Total capital assets being depreciated, net	1,668,962	1,550,665	-	3,219,627
Governmental activities capital assets, net	<u>\$ 4,439,913</u>	<u>\$ 1,550,665</u>	<u>\$ -</u>	<u>\$ 5,990,578</u>

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

4. Capital Assets (continued)

	Balance September 30, 2015	Additions/ Completions	Retirements/ Adjustments	Balance September 30, 2016
Business-type activities				
Capital assets not being depreciated				
Land	\$ 88,167	\$ 9,400	\$ -	\$ 97,567
Construction in progress	588,040	-	-	588,040
Total capital assets not being depreciated	676,207	9,400	-	685,607
Capital assets being depreciated				
Buildings and improvements	35,211	-	-	35,211
Equipment	4,925	-	-	4,925
Automobiles	42,214	-	-	42,214
Water and sewer system	3,709,176	223,042	-	3,932,218
Total capital assets being depreciated	3,791,526	223,042	-	4,014,568
Less accumulated depreciation				
Buildings and improvements	6,617	1,173	-	7,790
Equipment	3,014	1,067	-	4,081
Automobiles	42,214	-	-	42,214
Water and sewer system	373,144	99,786	-	472,930
Total accumulated depreciation	424,989	102,026	-	527,015
Total capital assets being depreciated, net	3,366,537	121,016	-	3,487,553
Business-type capital assets, net	<u>\$ 4,042,744</u>	<u>\$ 130,416</u>	<u>\$ -</u>	<u>\$ 4,173,160</u>

Depreciation expense was charged as direct expense to programs of the primary government as follows:

Governmental activities	
General Government	\$ 34,439
Municipal Court	5,582
Police	101,478
Public Works	248,915
Total Governmental Depreciation Expense	<u>\$ 390,414</u>
Business-type activities	
Water and sewer	\$ 26,246
Water & Sewer Capital Projects	75,780
Total Business-type depreciation expense	<u>\$ 102,026</u>

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

5. Long-term Debt

Amounts payable at September 30, 2016 are comprised of the following individual issues:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>
Certificates of Obligation		
\$4,170,000 Series 2014A Combination Tax and Revenue Certificates of Obligation, due in annual installments of \$160,000 to \$285,000 through August 15, 2034, with interest at 2%	<u>\$ 3,875,000</u>	<u>\$ -</u>
Certificates of Obligation		
\$420,000 Series 2014B Combination Tax and Revenue Certificates of Obligation, due in annual installments of \$100,000 to \$190,000 through August 15, 2034, with interest at 3%	<u>\$ -</u>	<u>\$ 390,000</u>
Certificates of Obligation		
\$1,900,000 Series 2005 Combination Tax and Revenue certificates of Obligation, due in annual installments of \$105,000 to \$190,000 through April 15, 2025, with interest at 4.97%	<u>\$ 1,350,000</u>	<u>\$ -</u>
Certificates of Obligation		
\$245,000 Series 2010 Limited Tax Note due in annual installments of \$35,000 to \$40,000 through February 15, 2017, with interest at 4.97%	<u>\$ 40,000</u>	<u>\$ -</u>
Note Payable		
\$60,000 note payable due in 60 monthly installments of \$1160 through January 2016 with interest at 5.985%	<u>\$ -</u>	<u>\$ -</u>
Note Payable		
\$588,050 note payable due in annual installments of \$8,657 to \$294,553 through September 1, 2018, with interest at 3.5%	<u>\$ -</u>	<u>\$ 439,479</u>

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

5. Long-term Debt (continued)

The following is a summary of long-term debt transactions of the Town for the year ended September 30, 2016:

	Beginning of Year	Increase	Decrease	End of Year	Within One Year
Governmental Activities					
Certificates of Obligation	\$ 5,565,000	\$ -	\$ 300,000	\$ 5,265,000	\$ 315,000
Note Payable	3,444	-	3,444	-	-
Compensated Absences	91,315	73,233	61,469	103,079	24,730
Total governmental activities	5,659,759	73,233	364,913	5,368,079	339,730
Business-type Activities					
Certificates of Obligation	405,061	-	14,940	390,121	15,000
Note Payable	579,383	-	139,905	439,478	144,926
Compensated Absences	3,656	7,844	4,323	7,177	3,946
Total business-type activities	\$ 988,100	\$ 7,844	\$ 159,168	\$ 836,776	\$ 163,872

Annual Requirements to Retire Debt Obligations

The annual aggregate maturities for each bond type for the fiscal years subsequent to September 30, 2016, are as follows:

Certificates of Obligations	Governmental Activities		Business Activities		Total
	Principal	Interest	Principal	Interest	
2017	\$ 315,000	\$ 179,610	\$ 15,000	\$ 10,881	\$ 520,491
2018	290,000	170,153	20,000	10,581	490,734
2019	305,000	160,789	20,000	10,181	495,970
2020	320,000	150,828	20,000	9,781	500,609
2021	335,000	140,270	20,000	9,381	504,651
2022-2026	1,695,000	515,122	100,000	40,157	2,350,279
2027-2031	1,180,000	263,963	120,000	24,944	1,588,907
2032-2036	825,000	58,119	75,121	5,313	963,553
	\$ 5,265,000	\$ 1,638,854	\$ 390,121	\$ 121,219	\$ 7,415,194

Notes Payable	Governmental Activities		Business Activities		Total
	Principal	Interest	Principal	Interest	
2017	\$ -	\$ -	\$ 144,926	\$ 15,595	\$ 160,521
2018	-	-	294,553	10,453	305,006
2019	-	-	-	-	-
	\$ -	\$ -	\$ 439,479	\$ 26,048	\$ 465,527

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

6. Upper Trinity Regional Water District (District) Treated Water System Additional Participating Customer Contract

On December 2, 2010, the Town entered into a regional treated water supply contract (as an additional participating customer) in order to provide treated water service to the Town residents in the future. The Town entered into a long term contractual obligation with the Upper Trinity Regional Water District for the purpose of providing funds for the construction and maintenance of a transmission water pipeline that will provide water to participating towns and cities (participating customers). The Town is required to pay the cost of any extension from the water system to the mutually agreed point of delivery for service. The Town will own and operate water pumping, storage and distribution and render retail service within the Town's service area.

Each participating customer is required to make payments to Upper Trinity Regional Water District equivalent to their portion of the regional treated water system project (currently projected at 30% of the total obligation for Northlake) to cover the Town's portion of the cost of the obligation. The Town will be responsible to pay an annual payment for its share of the total amount of money required for the District to pay all operation and maintenance expenses of the System (the project or regional treated water system), and to pay the capital (bond service) component of the annual requirement including debt service on its bonds. Initially, payment for demand shall be based on the minimum demand under a take or pay for the initial demand, plus any future increases in demand requested or experienced by the Town.

The agreement requires the use of a water year of June 1 of each calendar year through May 31 of the next following calendar year and requires that approximately sixty days after the end of each annual payment period, the Town shall furnish in writing to the District service information for the water year. The Town paid a \$288,000 security deposit to the Upper Trinity Regional Water District upon execution of the agreement. The payment represents an estimate of two years of the Town's portion of the annual debt service requirements. The security deposit can be returned to the Town as early as three years from the start of the agreement if certain conditions are met. There are several fees and charges associated with the water contract such as equity fee, subscription fee, and volume charges. In addition, the Town financed the payment of a \$60,000 equity fee over 60 months (see Footnote 5 – Note Payable). As of September 30, 2016 this note payable was paid off.

7. Fund Balances

In accordance with GASBS No. 54, the Town classifies its fund equity into five categories:

- Nonspendable fund balance includes amounts that are not in a spendable form or are required to be maintained intact.
- Restricted fund balance includes amounts that are constrained to specific purposes by their providers or by enabling legislations.
- Committed fund balance includes amounts which are constrained to specific purposes by the government itself, using its highest level of decision-making. To be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.
- Assigned fund balance includes amounts a government intends to use for a specific purpose. Intent can be expressed by the governing body or by an official or body to which the governing body delegates.
- Unassigned fund balance includes amounts that are available for any purpose. Unassigned fund balances are only reported in the general fund.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

7. Fund Balances (continued)

The Town's highest level of decision-making authority is governed by the Town Council. Passage of a resolution would be required to establish, modify, or rescind a fund balance commitment. The Town Council has the authority to assign amounts to specific purposes. The Town considers restricted amounts spent when expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available. Expenditures incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used are classified using the highest level of spending constraint available at the time of the expenditure.

8. Interfund Transfers and Balances

All interfund transfers between the various funds are approved supplements to the operations of those funds.

Transfer to	Transfer from	Amount
General Fund	Water and Sewer Fund	\$ 125,000
General Fund	4A Fund	25,000
General Fund	4B Fund	25,000
		<u>175,000</u>
Debt Service Fund	General Fund	200,000
Capital Projects Fund	General Fund	50,000
Special Revenue Fund	General Fund	59,416
Building Service Fund	General Fund	353,761
Building Service Fund	4A Fund	1,690
Building Service Fund	4B Fund	1,691
Building Service Fund	Hotel Motel Fund	1,690
Building Service Fund	Capital Projects Fund	25,000
Building Service Fund	Water and Sewer Fund	21,629
Equipment Service Fund	General Fund	12,500
		<u>\$ 727,377</u>

Due to/from are primarily related to short term loans to cover temporary cash shortages. There were no such arrangements at September 30, 2016.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

9. Employee Retirement System

Plan Description

The Town participates as one of 866 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401 (a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report (CAFR) that can be obtained at www.tmr.com.

All eligible employees of the city are required to participate in TMRS.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the city, within the options available in the state statutes governing TMRS.

Plan provisions for the Town were as follows:

	Plan Year 2016	Plan Year 2015
Deposit rate:	7%	7%
Matching ratio (Town to Employee):	2 to 1	2 to 1
A member is vested after	5 yrs	5 yrs
Service retirement eligibility (expressed as age/years of service)	60/5, 0/25	60/5, 0/25
Updated service credit	100% Repeating, Transfers	100% Repeating, Transfers
Annuity to increase (to retirees)	0% of CPI	0% of CPI

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the town-financed monetary credits with interest were used to purchase an annuity. Members may choose to receive their retirement benefit in one of seven payment options. Members may also choose to receive a portion of their benefit as a Partial Lump Sum Distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

At the December 31, 2015 valuation and measurement date, the following employees were covered by the benefit terms:

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

Benefits Provided (continued)

	<u>2015</u>
Inactive employees or beneficiaries currently receiving benefits	4
Inactive employees entitled to but not yet receiving benefits	17
Active employees	24

Contributions

The contribution rates for employees in TMRS are either 5%, 6%, or 7% of employee gross earnings, and the city matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the city. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the Town were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the Town were 9.03% and 9.11% in calendar years 2015 and 2016, respectively. The town's contributions to TMRS for the year ended September, 30 2016, were \$155,245, and were equal to the required contributions.

Net Pension Liability

The city's Net Pension Liability (NPL) was measured as of December 31, 2015, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

Actuarial assumptions

The Total Pension Liability in the December 31, 2015 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.0% per year
Investment Rate of Return	6.75%, net of pension plan investment expense, including inflation

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment, with male rates multiplied by 109% and female rates multiplied by 103%. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For disabled annuitants, the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment are used with males rates multiplied by 109% and female rates multiplied by 103% with a 3-year set-forward for both males and females. In addition, a 3% minimum mortality rate is applied to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements subject to the 3% floor.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

Net Pension Liability (continued)

Actuarial assumptions used in the December 31, 2015, valuation were based on the results of actuarial experience studies. The experience study in TMRS was for the period December 31, 2010 through December 31, 2014. Healthy post-retirement mortality rates and annuity purchase rates were updated based on a Mortality Experience Investigation Study covering 2009 through 2011, and dated December 31, 2013. These assumptions were first used in the December 31, 2013 valuation, along with a change to the Entry Age Normal (EAN) actuarial cost method. Assumptions are reviewed annually. No additional changes were made for the 2014 valuation. After the Asset Allocation Study analysis and experience investigation study, the Board amended the long-term expected rate of return on pension plan investments from 7% to 6.75%. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). At its meeting on July 30, 2015, the TMRS Board approved a new portfolio target allocation. The target allocation and best estimates of real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Domestic Equity	17.50%	4.55%
International Equity	17.50%	6.10%
Core Fixed Income	10.00%	1.00%
Non-Core Fixed Income	20.00%	3.65%
Real Return	10.00%	4.03%
Real Estate	10.00%	5.00%
Absolute Return	10.00%	4.00%
Private Equity	5.00%	8.00%
Total	100%	

Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

Net Pension Liability (continued)

Changes in the Net Pension Liability

Changes in the net pension liability for the Town are summarized in the following table:

	Changes in the Net Pension Liability		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balance at 12/31/2014	\$ 1,537,279	\$ 1,407,723	\$ 129,556
Changes for the year:			
Service cost	218,403	-	218,403
Interest	114,859	-	114,859
Change of benefit terms	-	-	-
Difference between expected and actual experience	33,719	-	33,719
changes of assumptions	71,966	-	71,966
Contributions-employer	-	128,506	(128,506)
Contributions-employee	-	100,846	(100,846)
Net investment income	-	2,078	(2,078)
Benefit payments, including refunds of employee contributions	(11,286)	(11,286)	-
Administrative expense	-	(1,265)	1,265
Other changes	-	(62)	62
Net changes	427,661	218,817	208,844
Balance at 12/31/2015	\$ 1,964,940	\$ 1,626,540	\$ 338,400

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

	Sensitivity of the Net Pension Liability to Changes in the Discount Rate		
	1% Decrease 5.75%	Current Single Rate Assumption 6.75%	1% Increase 7.75%
Town's net pension liability	\$ 713,445	\$ 338,401	\$ 37,957

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. That report may be obtained on the Internet at www.tmr.com.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the fiscal year ended September 30, 2016, the Town recognized pension expense of \$180,811 and the calculation of the expense is summarized in the following table:

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

Schedule of Pension Expense	
Total service cost	\$ 218,403
Interest on the total pension liability	114,859
Current period benefit changes	-
Employee contributions (reduction of expense)	(100,846)
Projected earnings on plan investments (reduction of expense)	(98,541)
Administrative expense	1,265
Other changes in fiduciary net position	62
Recognition of current year outflow (inflow) of resources - liabilities	20,363
Recognition of current year outflow (inflow) of resources - assets	19,292
Amortization of prior year outflows (inflows) of resources - liabilities	2,885
Amortization of prior year outflows (inflows) of resources - assets	3,069
Total pension expense	<u>\$ 180,811</u>

At September 30, 2016 the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Schedule of Deferred Outflows and Inflows of Resources				
	Deferred Outflows of Resources	Deferred Inflows of Resources	2015 Recognized in Current Pension Expense	Deferred (Inflow)/Outflow in future expense
Differences between expected and actual economic experience	\$ 33,719	\$ -	\$ 6,497	\$ 27,222
Changes in actuarial assumptions	71,966	-	13,866	58,100
Difference between projected and actual investment earnings	96,462	-	19,292	77,170
Contributions subsequent to the measurement date	155,245	-	-	155,245
Total	<u>\$ 357,392</u>	<u>\$ -</u>	<u>\$ 39,655</u>	<u>\$ 317,737</u>

\$155,245 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability for the year ending September 30, 2016. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31	Amount
2016	\$ 45,609
2017	45,609
2018	45,608
2019	40,005
2020	3,870
Thereafter	-
Total	<u>\$ 180,701</u>

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

11. Tax Abatements

Tax Increment Reinvestment Zone Number Two

On April 23, 2015, the Town designated a certain area as a reinvestment zone for commercial/industrial tax abatement in the Town, to be known as Reinvestment Zone No. 2, Town of Northlake Texas.

Reinvestment zone with Farmer Bros. Co.

Abatement is equal to the taxes assess on 85% of the value of Farmer Bros. Co's tangible business personal property, as defined by the Denton Central Appraisal District. The abatement period is from January 1, 2017 to December 31, 2026. The total amount of taxes abated during the year ended September 30, 2016 was \$0.

Reinvestment zone with SH114/IH35W Ventures, Ltd.

Abatement is equal to the taxes assess on 75% of increased value of the property and improvements. The improvements are estimated to be \$25,000,000. The abatement period is from January 1, 2017 to December 31, 2026. The total amount of taxes abated during the year ended September 30, 2016 was \$0.

Tax Increment Reinvestment Zone Number Three

On January 14, 2016, the Town designated a certain area as a reinvestment zone for commercial/industrial tax abatement in the Town, to be known as Reinvestment Zone No. 3, Town of Northlake Texas

Reinvestment zone with Westco Aircraft Hardware Corp.

Abatement is equal to the taxes assess on 75% of the value of Westco Aircraft Hardware Corp's tangible business personal property, as defined by the Denton Central Appraisal District. The abatement period is from January 1, 2017 to December 31, 2026. The total amount of taxes abated during the year ended September 30, 2016 was \$0.

Reinvestment zone with Hempel USA, Inc.

Abatement is equal to the taxes assess on 75% of the value of Hempel's tangible business personal property, as defined by the Denton Central Appraisal District. The abatement period is from January 1, 2017 to December 31, 2026. The total amount of taxes abated during the year ended September 30, 2016 was \$0.

12. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters for with the Town carries commercial insurance.

The Town had no significant changes in insurance coverage from the year ended September 30, 2016. Settlement amounts have not exceeded insurance coverage for the year ended September 30, 2016 or any of the three preceding years.

Town of Northlake, Texas
Notes to Basic Financial Statements
September 30, 2016

13. Contingent Liabilities

The Town's Attorney (general legal counsel) expresses the opinion that there does not now exist any material pending or threatened litigation, claim or assessment, or an unasserted claim and/or assessment, which individually or collectively represent a potential loss exposure to the Town of Northlake, Texas.

14. Prior Period Adjustments

The accompanying financial statements reflect beginning balance adjustment on government-wide financial statements. The effect of the adjustment is to increase the net position of the governmental activities as of September 30, 2015 by \$73,029 due to an over accrual of interest payable as of September 30, 2015.

15. Subsequent Events

In preparing these financial statements, the Town has evaluated events and transactions for potential recognition or disclosure through February 3, 2017, the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

Town of Northlake, Texas
Required Supplementary Information
Schedule of Changes in Net Pension Liability and Related Ratios
September 30, 2016

	2014	2015
Total pension liability		
Service cost	\$ 169,257	\$ 218,403
Interest	94,776	114,859
Change of benefit terms	-	-
Difference between expected and actual experience	14,773	33,719
Changes of assumptions	-	71,966
Benefit payments, including refunds of employee contributions	(21,688)	(11,286)
Net Change in Total Pension Liability	257,118	427,661
Total Pension Liability - Beginning	1,280,161	1,537,279
Total Pension Liability - Ending (a)	<u>1,537,279</u>	<u>1,964,940</u>
Plan Fiduciary Net Position		
Contributions-employer	75,574	128,506
Contributions-employee	83,179	100,846
Net investment income	68,838	2,078
Benefit payments, including refunds of employee contributions	(21,688)	(11,286)
Administrative expense	(718)	(1,265)
Other changes	(59)	(62)
Net Change in Plan Fiduciary Net Position	205,126	218,817
Plan Fiduciary Net Position - Beginning	1,202,597	1,407,723
Plan Fiduciary Net Position - Ending (b)	<u>\$ 1,407,723</u>	<u>\$ 1,626,540</u>
Net Pension Liability - Ending (a) - (b)	129,556	338,400
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	91.57%	82.78%
Covered Employee Payroll	1,188,275	1,440,652
Net Pension Liability as a Percentage of Covered Employee Payroll	10.90%	23.49%



Town of Northlake, Texas
Required Supplementary Information
Schedule of Contributions
September 30, 2016

	2014	2015
Actuarially Determined Contribution	\$ 112,401	\$ 140,000
Contributions in relation to the actuarially determined contribution	100,291	141,715
Contribution deficiency (excess)	12,111	(1,715)
Covered employee payroll	1,341,854	1,558,966
Contributions as a percentage of covered employee payroll	7.00%	9.09%

NOTES TO SCHEDULE OF CONTRIBUTIONS

Valuation Date:

Notes

Actuarially determined contribution rates are calculated as of December 31 and become effective in January 13 months later

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	28 years
Asset Valuation Method	10 Year smoothed market; 15% soft corridor
Inflation	2.50%
Salary Increases	3.50% to 10/5% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2015 valuation pursuant to an experience study of the period 2010 - 2014
Mortality	RP2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis with scale BB

Other Information:

Notes

There were no benefit changes during the year

Town of Northlake, Texas
Budgetary Comparison Schedule - General Fund
September 30, 2016

	Budgeted Amounts		Actual	Variance With
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
Revenues				
Taxes				
Property	\$ 607,422	\$ 655,000	\$ 693,972	\$ 38,972
Sales and beverage	360,000	550,000	679,648	129,648
Franchise	225,000	261,000	257,563	(3,437)
Building permits, plat and other fees	729,550	812,150	1,061,699	249,549
Municipal court	625,300	625,300	601,110	(24,190)
Interest income	1,000	2,100	3,233	1,133
Miscellaneous	72,960	81,460	113,564	32,104
Total revenues	2,621,232	2,987,010	3,410,789	423,779
Expenditures				
Current				
General government	864,459	1,049,209	1,259,940	(210,731)
Municipal court	267,344	221,344	189,765	31,579
Police	1,106,784	1,110,184	1,036,188	73,996
Public works	417,847	397,847	425,044	(27,197)
Capital outlay	-	-	2,484	(2,484)
Total expenditures	2,656,434	2,778,584	2,913,421	(134,837)
Excess (deficiency) of revenues over expenditures	(35,202)	208,426	497,368	288,942
Other financing sources (uses):				
Transfers in	175,000	175,000	175,000	-
Transfers out	(128,761)	(605,761)	(675,677)	69,916
Total other financing sources (uses)	46,239	(430,761)	(500,677)	69,916
Net change in fund balances	11,037	(222,335)	(3,309)	219,026
Fund balance, beginning of year	1,578,332	1,578,332	1,578,332	-
Fund balance, end of year	\$ 1,589,369	\$ 1,355,997	\$ 1,575,023	\$ 219,026

Town of Northlake, Texas
 Budgetary Comparison Schedule - Economic Development Corporation 4A
 Year ended September 30, 2016

	Budgeted Amounts		Actual	Variance With
	Original	Final	Amounts	Final Budget Positive (Negative)
Revenues				
Sales taxes	\$ 180,000	\$ 180,000	\$ 339,824	\$ 159,824
Interest income	650	650	722	72
Miscellaneous	600	15,500	15,186	(314)
Total revenues	181,250	196,150	355,732	159,582
Expenditures				
Economic development	379,611	57,111	319,530	(262,419)
Promotional	15,000	15,000	6,306	8,694
Total expenditures	394,611	72,111	325,836	(253,725)
Other financing sources (uses)				
Transfers out	(26,690)	(26,690)	(26,690)	-
Total other financing sources (uses)	(26,690)	(26,690)	(26,690)	-
Net change in fund balances	(240,051)	97,349	3,206	(94,143)
Fund balance, beginning of year	592,373	592,373	592,373	-
Fund balance, end of year	<u>\$ 352,322</u>	<u>\$ 689,722</u>	<u>\$ 595,579</u>	<u>\$ (94,143)</u>

Town of Northlake, Texas
 Budgetary Comparison Schedule - Community Development Corporation 4B
 Year ended September 30, 2016

	Budgeted Amounts		Actual	Variance With
	Original	Final	Amounts	Final Budget Positive (Negative)
Revenues				
Sales taxes	\$ 180,000	\$ 275,000	\$ 339,824	\$ 64,824
Interest income	650	650	673	23
Miscellaneous	600	15,500	15,186	(314)
Total revenues	181,250	291,150	355,683	64,533
Expenditures				
Economic development	379,611	63,411	316,656	(253,245)
Promotional	15,000	15,000	8,433	6,567
Total expenditures	394,611	78,411	325,089	(246,678)
Other financing sources (uses)				
Transfers out	(26,691)	(26,691)	(26,691)	-
Total other financing sources (uses)	(26,691)	(26,691)	(26,691)	-
Net change in fund balances	(240,052)	186,048	3,903	(182,145)
Fund balance, beginning of year	571,429	571,429	571,429	-
Fund balance, end of year	<u>\$ 331,377</u>	<u>\$ 757,477</u>	<u>\$ 575,332</u>	<u>\$ (182,145)</u>

Town of Northlake, Texas
 Budgetary Comparison Schedule – Hotel/Motel Tax Fund
 Year ended September 30, 2016

	Budgeted Amounts		Actual	Variance With
	Original	Final	Amounts	Final Budget Positive (Negative)
Revenues				
Hotel/Motel tax	\$ 200,000	\$ 200,000	\$ 257,813	\$ 57,813
Interest income	1,300	1,300	21,535	20,235
Miscellaneous	140,543	-	-	-
Total revenues	341,843	201,300	279,348	78,048
Expenditures				
Police	20,000	23,550	25,477	(1,927)
Promotional	66,576	66,676	23,494	43,182
Total expenditures	86,576	90,226	48,971	41,255
Other financing sources (uses)				
Transfers out	(1,690)	(1,690)	(1,690)	-
Total other financing sources (uses)	(1,690)	(1,690)	(1,690)	-
Net change in fund balances	253,577	109,384	228,687	119,303
Fund balance, beginning of year	1,029,865	1,029,865	1,029,865	-
Fund balance, end of year	<u>\$ 1,283,442</u>	<u>\$ 1,139,249</u>	<u>\$ 1,258,552</u>	<u>\$ 119,303</u>

Town of Northlake, Texas
Notes to Required Supplementary Information
September 30, 2016

1. Stewardship, Compliance and Accountability

Budgetary Information

The Town Council adopts an annual operating budget, which can be amended by the Council throughout the year. For each of the funds for which a formal budget is adopted, the same basis of accounting is used to reflect actual revenues and expenditures recognized on the basis of accounting principles generally accepted in the United States of America.

At the fund level, actual expenditures cannot exceed budgeted appropriations; however, with proper approval by the Town Council, budgetary transfers between departments can be made. The budget amounts on the budgetary comparison schedules reflect the final budget authorization.

COMBINING SCHEDULES

Town of Northlake, Texas
Combining Balance Sheet – Non-Major Governmental Funds
September 30, 2016

	Debt Service Fund	Special Revenue Fund	Capital Project Fund	Tax Increment Reinvestment Zone Fund	Total Non Major Governmental Funds
Assets					
Cash and cash equivalents	\$ 281,338	\$ 251,308	\$ 11,071	\$ -	\$ 543,717
Receivables					
Property taxes, net of allowance	2,250	-	-	-	2,250
Other	-	16,001	-	-	16,001
Total assets and other debits	<u>283,588</u>	<u>267,309</u>	<u>11,071</u>	<u>-</u>	<u>561,968</u>
Liabilities and Fund Balances					
Liabilities:					
Accounts payable	-	2,648	-	1,385	4,033
Accrued liabilities	31,077	-	-	-	31,077
Deferred revenue	2,771	13,751	-	-	16,522
Due to other governmental funds	-	-	-	-	-
Total liabilities	<u>33,848</u>	<u>16,399</u>	<u>-</u>	<u>1,385</u>	<u>51,632</u>
Fund balances:					
Restricted for					
Debt service	249,740	-	-	-	249,740
Court technology and security	-	250,910	-	-	250,910
Capital projects	-	-	11,071	-	11,071
Other purposes	-	-	-	(1,385)	(1,385)
Total fund balances	<u>249,740</u>	<u>250,910</u>	<u>11,071</u>	<u>(1,385)</u>	<u>510,336</u>
Total liabilities and fund balances	<u>\$ 283,588</u>	<u>\$ 267,309</u>	<u>\$ 11,071</u>	<u>\$ -</u>	<u>\$ 561,968</u>

Town of Northlake, Texas
Combining Schedule of Revenues, Expenditures and Changes
in Fund Balances - Non Major Governmental Funds
September 30, 2016

	Debt Service Fund	Special Revenue Fund	Capital Project Fund	Tax Increment Reinvestment Zone	Total Non Major Governmental Funds
Revenues					
Taxes					
Property	\$ 260,514	\$ -	\$ -	\$ -	\$ 260,514
Interest income	66	323	57	-	446
Miscellaneous	-	61,217	-	-	61,217
Total revenues	<u>260,580</u>	<u>61,540</u>	<u>57</u>	<u>-</u>	<u>322,177</u>
Expenditures					
Current					
General government	300	-	-	1,385	1,685
Municipal court	-	42,903	-	-	42,903
Police	-	8,132	-	-	8,132
Debt service					
Principal	140,000	-	-	-	140,000
Interest and fiscal charges	<u>105,304</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>105,304</u>
Total expenditures	<u>245,604</u>	<u>51,035</u>	<u>-</u>	<u>1,385</u>	<u>298,024</u>
Excess of revenues over expenditures	14,976	10,505	57	(1,385)	24,153
Other financing sources					
Transfers in	200,000	59,416	50,000	-	309,416
Transfers out	<u>-</u>	<u>-</u>	<u>(25,000)</u>	<u>-</u>	<u>(25,000)</u>
Total other financing sources	<u>200,000</u>	<u>59,416</u>	<u>25,000</u>	<u>-</u>	<u>284,416</u>
Net change in fund balances	214,976	69,921	25,057	(1,385)	308,569
Fund balances - beginning	34,764	180,989	(13,986)	-	201,767
Fund balances - ending	<u>\$ 249,740</u>	<u>\$ 250,910</u>	<u>\$ 11,071</u>	<u>\$ (1,385)</u>	<u>\$ 510,336</u>



M. Vail & Associates, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
AUDIT, TAX AND ADVISORY SERVICES

Michael G. Vail, CPA
Charles T. Gregg, CPA
Don E. Graves, CPA
Dinesh J. Pai, CISA

Members:
American Institute of CPAs
Texas Society of CPAs

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in accordance with Government Auditing Standards

To the Honorable Mayor and Town Council
Town of Northlake, Texas
1400 FM 407
Northlake, TX 76247

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Town of Northlake, Texas (The "Town"), as of and for the year ended September 30, 2016, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated February 3, 2017.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

1801 Gateway Blvd., Suite 212
Richardson, TX 75080
o 214.660.2000
f 214.276.7555

www.vailcpas.com

323 East Highway 199-P.O. Box 1859
Springtown, TX 76082
o 817.220.8700
f 817.523.3220

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

M. C. & Associates, P.C.

Richardson, Texas

February 3, 2017

DRAFT



Regular Session

Agenda Item 5



Public Input

Agenda Item 6



Consent Items

Agenda Item 7

- A. Consider for approval the meeting minutes dated January 30, 2017**
- B. Consider for approval a Resolution authorizing the Town Administrator to enter into a contract with Watch Guard for the purchase of vehicle and body camera systems not to exceed \$25,020 (Resolution No. 17-2)**
- C. Consider for approval a Resolution authorizing the Town Administrator to enter into a contract with The Fulcrum Group for the purchase of virtual server not to exceed \$48,000 (Resolution No. 17-3)**



**Town of Northlake
Special Council Meeting Minutes
Monday, January 30, 2017
1400 FM 407 - Chamber Room
Northlake, Texas**

1. Mayor Peter Dewing called the regular work session to order at 5:30 pm, quorum present

Councilmembers present: Peter Dewing, Mike McBride, Michael Ganz, Roger Sessions, Danny Simpson

Councilmember absent: Jean Young

Staff Present: Drew Corn, Town Administrator; Nathan Reddin, Development Director; Karen Bolyard, Finance Director; and Shirley Rogers, Town Secretary

Consultants Present: Ashley Dierker, Legal Counsel; Ben McGahey, PE, Town Engineer and Andy Messer, Legal Counsel

2. Briefing Items

- A. FY 17 Quarterly Investment Report given by Karen Bolyard
- B. FY 17 Quarterly Budget Update given by Karen Bolyard

3. Mayor Dewing called the regular meeting to order at 5:37 pm (All present but Councilmember Young)
Pledge of Allegiance and a moment of silence was observed

4. Public Input

- Joel McGregor, resident of Northlake, stated he was in favor of the proposed Young Gibbs development that was discussed during a workshop session on January 12, 2017. Believed it to be a good opportunity for the Town

5. Consent Items

Councilmember Ganz moved to approve the consent items. 2nd by Councilmember Sessions

Vote: Motion was unanimous
For: Ganz, Sessions, Simpson, McBride
Absent: Young

- C. Meeting Minutes dated December 8, 2016
- D. Workshop Minutes dated January 12, 2017
- E. Resolution No. 17-1, authorizing and calling a general municipal election to be held on Saturday, May 6, 2017 for the purpose of electing a Mayor and two Council Members for Place 4 & 5, authorizing the notice of election, a joint election with other Denton County political subdivisions and authorizing the Town Administrator to enter into a contract with Denton County Texas for election services

6. Regular Items

- F. Councilmember McBride made the motion to approve a Final Plat for Harvest Meadows Phase 3, a proposed residential subdivision consisting of 312 residential lots and 11 non-residential/open space lots within the extraterritorial jurisdiction of the Town of Northlake on a 81.090-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the west side of Cleveland-Gibbs Road and south of Old Justin Road. Harvest Meadows Phase 3, LLC is the owner/applicant/developer. Jones & Carter, Inc. is the engineer/surveyor. Case #FP-16-016. 2nd by Mayor Pro Tem Simpson

Vote: Motion was unanimous
For: McBride, Simpson, Sessions, Ganz
Absent: Young

- G. Mayor Dewing stated he had received a letter from Hillwood Communities (developer) to pulled the Fourth Amendment to the Third Amended and Restated Development Agreement between the Town of Northlake, Texas and Belmont 407 LLC and (related entities) and the District, and the taking of any action necessary or appropriate in connection therewith- no action taken

- H. Councilmember McBride made the motion to approve the Cost-Sharing Agreement relating to use and construction of water distribution lines between the Town of Northlake, Texas and Belmont Fresh Water Supply District No. 1 of Denton County Texas, and taking any action necessary or appropriate in connection therewith. 2nd by Mayor Pro Tem Simpson

Vote: Motion was unanimous
For: McBride, Simpson, Ganz, Sessions
Absent: Young

- I. Mayor Pro Tem Simpson made the motion to approve the Memorandum of Understanding (MOU) between the Town of Northlake, Texas and HP Gibbs, LP. 2nd by Councilmember McBride

Vote: Motion was unanimous
For: Simpson, McBride, Ganz, Sessions
Absent: Young

- J. Mayor Pro Tem Simpson made the motion to approve the Professional Services Agreement between the Town of Northlake, Texas and HP Gibbs, LP. 2nd by Councilmember Ganz

Vote: Motion was unanimous
For: Simpson, McBride, Ganz, Sessions
Absent: Young

7. Convene into Executive Session

By general consent, the council convened into closed session at 5:51 pm to discuss the item listed below:

Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except:
 - 1) When the governmental body seeks the advice of its attorney about:
 - (a) Pending or contemplated litigation; or
 - (b) A settlement offer; or

'Town of Northlake vs. City of Justin (Cause No. 15-08170-367)

By general consent, the council reconvened into open session at 6:07 pm

Mayor Dewing stated no action was a result of the closed session

8. By general consent, the meeting was adjourned at 6:07 pm

Passed and approved on this the 9th day of February, 2017

Town of Northlake, Texas

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary

TOWN OF NORTHLAKE, TEXAS

RESOLUTION NO. 17-2

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, AUTHORIZING THE TOWN ADMINISTRATOR TO ENTER INTO A PURCHASE CONTRACT WITH WATCH GUARD TO PURCHASE A BODY AND VEHICLE CAMERAS AND VIDEO STORAGE SYSTEM FOR THE TOWN NOT TO EXCEED \$25,020.

WHEREAS, the Town Council of the Town of Northlake, Texas, has determined that a public need and necessity exists for the Town to possess and operate body and vehicle cameras and video recording system; and

WHEREAS, the Town Council has also determined that not only for the protection of the public but for the protection of Northlake's public safety officers such a system is highly desirable; and

WHEREAS, the Town of Northlake Fiscal Year 2017 Adopted Budget provides \$33,895 for body cameras, vehicle cameras, software and video storage server but with the server virtualization project a separate server is no longer needed and the \$8,875 cost savings can go towards the virtual server system; and

WHEREAS, the Town Council has determined that it is advisable and in the best interests of the Town to authorize the Town Administrator to enter into a purchase contract with an information technology firm in order to provide for the provision of the necessary hardware, software and installation of a body and vehicle cameras and video storage system;

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

SECTION 1. All of the above premises are true and correct legislative and factual findings of the Town Council, and they are hereby approved, ratified and incorporated into the body of this resolution as if copied in their entirety.

SECTION 2. That the Town Council hereby finds and determines that a public purpose and necessity exists for the Town to enter into a purchase contract for a body and vehicle cameras and video storage system.

SECTION 3. That the Town Administrator is hereby authorized, on behalf of the Town to execute a contract, not to exceed \$25,020, with Watch Guard for the purchase of a body and vehicle cameras and video storage system with legal advice from the Town Attorney.

PASSED AND APPROVED THIS THE 9TH DAY OF FEBRUARY, 2017

TOWN OF NORTHLAKE, TEXAS

PETER DEWING, Mayor

ATTEST:

SHIRLEY ROGERS, Town Secretary



4RE/VISTA Price Quote

CUSTOMER: Northlake Police Department

ISSUED: 1/20/2017 2:26 PM

EXPIRATION: 3/31/2017 10:00 AM

**TOTAL PROJECT ESTIMATED AT:
\$25,020.00**

ATTENTION: Sergeant Arnold

SALES CONTACT: Izzy Valdovino

PHONE: (940) 648-4804

DIRECT:

E-MAIL:

E-MAIL: IzzyV@watchguardvideo.com

4RE and VISTA Proposal

VISTA HD Cameras and Options

Part Number	Detail	Qty	Direct	Discount	Total Price
VIS-EXT-WIF-BUN	VISTA HD WiFi and 4RE System Bundle. Includes 4RE Standard DVR Camera System with integrated 200GB automotive grade hard drive, ZSL camera, 16GB USB removable thumb drive, rear facing cabin camera, GPS, hardware, cabling and your choice of mounting bracket. It will also include the VISTA HD Wi-Fi Extended Capacity Wearable Camera with 9 hours continuous HD recording, one camera mount, 32 GB of storage, Wi-Fi docking base, Power over Ethernet Smart Switch	2.00	\$5,495.00	\$274.75	\$10,440.50
VIS-VTS-DTC-001	VISTA Transfer Station Assy, for 8 Cameras, Ethernet	1.00	\$1,495.00	\$52.00	\$1,443.00
VIS-EXT-WIF-001	VISTA HD WiFi Additional Camera Only	4.00	\$995.00	\$49.75	\$3,781.00

VISTA HD Warranties

Part Number	Detail	Qty	Direct	Discount	Total Price
WAR-VIS-CAM-1ST	Warranty, VISTA 1st Year (Months 1-12) Included	6.00	\$0.00	\$0.00	\$0.00

Evidence Library 4 Web Software and Licensing

Part Number	Detail	Qty	Direct	Discount	Total Price
KEY-EL4-SRV-001	Evidence Library 4 Web Server Site License Key	1.00	\$1,000.00	\$50.00	\$950.00
KEY-EL4-DEV-004	Evidence Library 4 Web VISTA Combo-Discount Device License Key	2.00	\$75.00	\$0.00	\$150.00
KEY-EL4-DEV-002	Evidence Library 4 Web VISTA Device License Key	4.00	\$150.00	\$0.00	\$600.00
KEY-EL4-DEV-001	Evidence Library 4 Web 4RE In-Car Device License Key	2.00	\$150.00	\$0.00	\$300.00

4RE In-Car System and Options

Part Number	Detail	Qty	Direct	Discount	Total Price
CAM-4RE-PAN-NHD	Front Camera, 4RE, HD Panoramic	2.00	\$200.00	\$10.00	\$380.00

415 Century Parkway • Allen, TX • 75013
Toll Free (800) 605-6734 • Main (972) 423-9777 • Fax (972) 423-9778
www.WatchGuardVideo.com



4RE/VISTA Price Quote

Wireless Video Transfer and Networking Options

Part Number	Detail	Qty	Direct	Discount	Total Price
4RE-WRL-KIT-101	4RE In-Car 802.11n Wireless Kit, 5GHz (2.4 GHz is available by request)	2.00	\$200.00	\$0.00	\$400.00
WAP-MIK-CON-802	WiFi Access Point, Configured, MikroTik, 802.11n, 5GHz, Sector	1.00	\$250.00	\$0.00	\$250.00

4RE Hardware Warranties

Part Number	Detail	Qty	Direct	Discount	Total Price
WAR-4RE-CAR-1ST	Warranty, 4RE, In-Car, 1st Year (Months 1-12)	2.00	\$0.00	\$0.00	\$0.00

Software Maintenance and CLOUD-Share

Part Number	Detail	Qty	Direct	Discount	Total Price
SFW-MNT-EL4-001	Software Maintenance, Evidence Library, 1st Year (Months 1-12)	8.00	\$0.00	\$0.00	\$0.00
SFW-EL4-CLD-BAS	Evidence Library 4 Web CLOUD-SHARE - Basic	8.00	\$0.00	\$0.00	\$0.00

Server Hardware and Software

Part Number	Detail	Qty	Direct	Discount	Total Price
HDW-4RE-RBT-BR2	Primera Bravo 4101-Blu-ray DVD±/CD-R/BD-R, 100 Disc Capacity USB 2.0	1.00	\$3,995.00	\$399.50	\$3,595.50

WatchGuard Video Technical Services

Part Number	Detail	Qty	Direct	Discount	Total Price
SVC-4RE-ONS-400	4RE System Setup, Configuration, Testing and Training (WG-TS)	1.00	\$2,500.00	\$0.00	\$2,500.00

Shipping and Handling

Part Number	Detail	Qty	Direct	Discount	Total Price
Freight	Shipping and Handling Charges	1.00	\$230.00	\$0.00	\$230.00
					\$25,020.00

Total Estimated Tax, may vary from State to State \$0.00

Configuration Discounts	\$1,270.00
Additional Quote Discount	\$0.00
Total Amount	\$25,020.00

NOTE: This is only an estimate for 4RE & VISTA related hardware, software and WG Technical Services. Actual costs related to a turn-key operation requires more detailed discussion and analysis, which will define actual back-office costs and any costs associated with configuration, support and installation. Please contact your sales representative for more details.



4RE/VISTA Price Quote

To accept this quotation, sign, date and return with Purchase Order: _____ DATE: _____

TOWN OF NORTHLAKE, TEXAS

RESOLUTION NO. 17-3

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, AUTHORIZING THE TOWN ADMINISTRATOR TO ENTER INTO A PURCHASE CONTRACT WITH THE FULCRUM GROUP TO PURCHASE A VIRTUAL SERVER SYSTEM FOR THE TOWN NOT TO EXCEED \$48,000.

WHEREAS, the Town Council of the Town of Northlake, Texas, has determined that a public need and necessity exists for the Town to possess and operate a robust, expandable but cost effective computer network system; and

WHEREAS, the Town Council has also determined that conversion from a network of independent servers to a system of virtual servers provides for growth in Town operations and complexity and ensures minimal downtime by virtue of built-in redundancies; and

WHEREAS, the Town of Northlake Fiscal Year 2017 Adopted Budget provides for \$19,500 for a stand-alone server to comply with Criminal Justice Information System standards, also with virtualization a separate server is no longer required for the body and vehicle camera system thereby freeing up \$8,500, and finally additional cost savings and unanticipated revenues provide the remaining \$20,000 in funds; and

WHEREAS, the Town Council has determined that it is advisable and in the best interests of the Town to authorize the Town Administrator to enter into a purchase contract with an information technology firm in order to provide for the provision of the necessary hardware, software and installation of a virtual server system;

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

SECTION 1. All of the above premises are true and correct legislative and factual findings of the Town Council, and they are hereby approved, ratified and incorporated into the body of this resolution as if copied in their entirety.

SECTION 2. That the Town Council hereby finds and determines that a public purpose and necessity exists for the Town to enter into a purchase contract for a virtual server system.

SECTION 3. That the Town Administrator is hereby authorized, on behalf of the Town to execute a contract, not to exceed \$48,000, with The Fulcrum Group for the purchase of a virtual server system with legal advice from the Town Attorney.

PASSED AND APPROVED THIS THE 9TH DAY OF FEBRUARY, 2017.

TOWN OF NORTHLAKE, TEXAS

PETER DEWING, Mayor

ATTEST:

SHIRLEY ROGERS, Town Secretary



QUOTE

Date	Quote #
01/31/17	TFGQ8466-01

Terms	Rep
	djohnson

5751 Kroger Dr. - Suite 279 - Fort Worth - TX - 76244

Phone: 817-337-0300 - Fax: 817-337-0313 - Email:
sales@fulcrumgroup.net

Sold To: Town of Northlake
Drew Corn
1400 FM 407
Northlake, TX 76247
United States

Phone: 940-648-3290
Email: dcorn@town.northlake.tx.us

Ship To: Town of Northlake
Drew Corn
1400 FM 407
Northlake, TX 76247
United States

Phone: 940-648-3290
Email: dcorn@town.northlake.tx.us

QTY	DESCRIPTION	UNIT PRICE	EXT. PRICE
1	Dell EqualLogic PS4210X iSCSI Storage Area Network - shared storage for network servers - 28TB raw capacity, roughly 15TB usable capacity 210-ADPT EqualLogic PS4210X, Mainstream Performance 10K SAS 2.5" Drives 1 - - 340-AMVX Documentation and Shipping for 2U Arrays 1 - - 450-AAZW Redundant Power Supply, 700W 1 - - 450-ABNE Power Supply Regulatory Label, 700W, AC 1 - - 400-AFYQ 24x 1.2TB 10K SAS 2.5" 28.8TB Capacity 1 - - 449-BBIG Dual Controllers, 10Gb, High Availability with Failover 1 - - 770-BBCL ReadyRails II Static Rails for 4-post Racks 1 - - 450-ABLK 5-15P to C13, 10 amp, 6 feet wall plug Power Cord 1 - - 450-ABLK 5-15P to C13, 10 amp, 6 feet wall plug Power Cord 1 - - 492-BBDI C13 to C14, PDU Style, 12 AMP, 6.5 Feet (2m) Power Cord, North America 1 - - 492-BBDI C13 to C14, PDU Style, 12 AMP, 6.5 Feet (2m) Power Cord, North America 1 - - 332-1286 US Order 1 - - 978-9290 EqualLogic Advanced Software Warranty and Service, 7x24 Access, 3 Year 1 - - 978-9311 Dell Hardware Limited Warranty Extended Year 1 - - 978-9312 Dell Hardware Limited Warranty Initial Year 1 - - 978-9356 Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 2 Year Extended 1 - - 978-9361 Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, Initial Year 1 - - 978-9368 MISSION CRITICAL PACKAGE: Enhanced Services, 3 Year 1 - - 978-9373 ProSupport: 7x24 HW / SW Tech Support and Assistance, 3 Year 1 - - 989-3439 Thank you choosing Dell ProSupport. For tech support, visit http://www.dell.com/support or call 1-800- 945-3355 1 - - 973-2426 Declined Remote Consulting Service 1 - - 995-8131 Information Only, Channel Partner Installation Required 1 - -	\$15,600.00	\$15,600.00
1	Cisco Catalyst Ethernet Switch - 24 Ports - Manageable - Stack Port - 1 x Expansion Slots - 10/100/1000Base-T - Modular - Twisted Pair - Gigabit Ethernet - 2 Layer Supported - 1U High - Rack-mountable - 90 Day	\$3,055.00	\$3,055.00
1	Cisco SMARTnet Extended Service - Service - 8 x 5 Next Business Day - Exchange - Physical Service	\$328.00	\$328.00

QTY	DESCRIPTION	UNIT PRICE	EXT. PRICE
1	Dell PowerEdge R430 Server - Dual Intel® Xeon® E5-2620 v4 2.1GHz, 8 Core / 16 Threads CPUs - 128GB RAM (4x32GB) - Dell PERC H330 RAID Controller, Configured in RAID 1 Mirrored - Qty 2 300GB 15K RPM hot-plug Hard Drives - Onboard Quad Port GB Network Card - Additional Dual Port GB Network Card - Dell iDRAC 8 Enterprise Remote Access Controller - DVD ROM Drive - Dual Hot Plug Redundant Power Supplies - Sliding Rack Rails and Bezel - Microsoft Windows 2016 Datacenter Edition w/unlimited VMs - Windows Hyper-V Role Virtualization Enabled - 3 year pro support with next business day warranty	\$9,036.11	\$9,036.11
1	Upgrades to Convert TNL-DC into Hyper-V Host Dell Broadcom 5719 QP 1Gb Network Interface Card (Low Profile) - PCI Express - 4 Port(s) - 4 - Twisted Pair (4) 16GB Memory Module - brings TNL-DC to 128GB RAM (8) Microsoft Windows 2016 Datacenter Edition - Open Govt License - 2 Cores (16 Core licenses minimum required per server)	\$5,843.00	\$5,843.00
1	Labor - Build out SAN and 2 Hyper V host, migrate existing physical servers to virtual host servers, build out a physical domain controller (from one of the old servers)	\$14,000.00	\$14,000.00

SubTotal	\$47,862.11
Sales Tax	\$0.00
Shipping	\$0.00
Total	\$47,862.11

LEASE PAYMENT OPTIONS

PRICES ARE VALID FOR 30 DAYS FROM THE DATE OF THIS QUOTE.
PRICES BASED UPON PURCHASE OF ENTIRE SOLUTION, PARTIAL PROJECTS
MAY REQUIRE ADDITIONAL CHARGES.
SOLUTIONS OVER \$10,000 THAT ARE NOT PAID IN FULL AND IN ADVANCE MAY
BE SUBJECT TO A CREDIT CHECK. IF LEASING OPTIONS ARE INCLUDED,
THESE ARE STRICTLY AN ESTIMATE OF THE LEASE PAYMENTS. FINAL LEASE
PAYMENTS WILL BE NEGOTIATED DIRECTLY WITH THE LEASING COMPANY.
LEASING QUOTES DO NOT INCLUDE SALES TAX, IF APPLICABLE.

Quote Accepted By

Acceptance Date

TFGQ8466-01

Want all the technology benefits today, but don't have the capital?
Ask about our Leasing Programs and other special financing options.



Business Partner



Specialist Partner
Small and Midsize Business Segment

-
1. The Fulcrum Group specifically disclaims any and all warranties, express or implied, including but not limited to, any implied warranties or with regard to any licensed products.
 2. Customer agrees to make payment in full to The Fulcrum Group at 5600 Egg Farm Rd., Suite 452, Keller, Tarrant County, Texas 76248, for all amounts due according to The Fulcrum Group's invoice(s). Customer further agrees to pay The Fulcrum Group, as interest, an amount equal to 1.5% per month or the maximum provided by law, whichever is less, for invoice amounts that are past due. Should Customer default in any such payment(s), The Fulcrum Group will have the right to declare all invoice amounts owed by Customer immediately due and payable. In the event that The Fulcrum Group commences any collection action(s), or otherwise seeks to enforce its rights under this agreement, Customer agrees to pay on demand any and all reasonable attorney fees, court costs and other expenses incurred by The Fulcrum Group, whether or not suit is filed.
 3. Title to all equipment that TFG sells to its customers shall not pass to Customer until such equipment is fully paid for. If Customer fails to pay TFG the unpaid balance that Customer owes TFG for any equipment, Customer agrees that TFG shall have the right to take possession of such equipment. Customers whose accounts are sixty (60) days or more past due will be required to execute and deliver to TFG a Promissory Note, containing terms acceptable to TFG. If Customer fails to pay TFG the unpaid principal and accrued interest on such Promissory Note, Customer agrees that TFG shall have the right to take possession of such equipment.
 4. Customer agrees that all sales that The Fulcrum Group makes to Customer and all services that The Fulcrum Group performs on behalf of Customer will be governed by the terms and conditions set forth herein unless The Fulcrum Group and Customer have executed a separate written agreement that specifically supersedes said terms and conditions.
 5. In no event shall The Fulcrum Group be held liable to Customer for any indirect, special, incidental or consequential damages of any kind whatsoever, arising out of any sales that The Fulcrum Group makes to Customer or any services that The Fulcrum Group renders on behalf of Customer, including, without limitation, loss of profits or revenue, loss of use of equipment, lost data, costs of substitute equipment, or other costs. Furthermore, The Fulcrum Group will not be liable to Customer for breach of warranty, express or implied, including, without limitation any warranties of merchantability or fitness, nor for negligence with respect to any sales that The Fulcrum Group makes to Customer or services that The Fulcrum Group renders on behalf of Customer.
 6. This Proposal shall become effective upon the date that The Fulcrum Group receives written acceptance of this Proposal.
 7. The terms and conditions set out herein constitute the entire agreement between The Fulcrum Group and Customer with respect to the subject matter hereof, and the terms and condition set forth herein shall prevail should there be any variance between said terms and conditions and the terms and conditions of any order submitted by Customer to The Fulcrum Group.
 8. No waiver, supplement, amendment, alteration, or modification of this Proposal shall be binding upon The Fulcrum Group unless it is approved in writing by The Fulcrum Group and Customer.
 9. This Proposal is performable in Tarrant County, Texas, and shall be construed under and governed by the laws of the State of Texas. Venue of any action brought by The Fulcrum Group or Customer, arising out of the terms and provisions set out herein, shall be brought exclusively in Tarrant County, Texas.



Regular Items

Agenda Item 8

- D. Consider acceptance of the Annual Financial Report ending September 30, 2016
- E. Consider for approval an Ordinance amending Article 8.03 “Junked Vehicles” of the Code of Ordinances of the Town by amending the definition of Junked Vehicles; designating a person to administer this article; updating the Article to be consistent with State Law (Ordinance No. 17-0209)
- F. Consider for approval a Final Plat of Creek Meadows Addition Phase 2, a proposed residential development consisting of 20 single-family residential lots within the extraterritorial jurisdiction of the Town of Northlake on a 24.74-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the east side of Faught Road approximately 2,700 feet north of FM 407. Faith 407 Holdings, LLC is the owner. Creekhill Development, LLC is the applicant/developer. Greg Edwards Engineering Services, Inc. is the engineer. Kaz Surveying is the surveyor. Case # FP-17-001
- G. Consider for approval a Final Plat of Lots 1 and 9X-12X, Town Commons, a 9.146-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the north side of FM 407 approximately 900 feet west of Harvest Way, with a portion in the extraterritorial jurisdiction (ETJ) of Northlake and part in the Town limits zoned Mixed-Use Planned Development (MPD). 1256 FMR 407 Ltd and Belmont 407 LLC are the owners. Office Equity Solutions and Hillwood Communities are the applicants/developers. Baird, Hampton & Brown is the engineer. Case #FP-16-018
- H. Consider for approval a Site Plan of Town Commons Phase 1, a proposed 40,000 square-foot commercial development on 4.958 acres situated in the Patrick Rock Survey, Abstract No. 1063, to be platted as Lot 1, Town Commons, generally located on the north side of FM 407 approximately 900 feet west of Harvest Way, with a portion in the extraterritorial jurisdiction (ETJ) of Northlake and part in the Town limits zoned Mixed-Use Planned Development (MPD). 1256 FMR 407 Ltd is the owner. Office Equity Solutions is the applicant/developer. Baird, Hampton & Brown is the engineer. Case #SP-16-009

TOWN OF NORTHLAKE, TEXAS

ORDINANCE NO. 17-0209

AN ORDINANCE AMENDING ARTICLE 8.03, "JUNKED VEHICLES," OF THE CODE OF ORDINANCES OF THE TOWN OF NORTHLAKE BY AMENDING THE DEFINITION OF JUNKED VEHICLES; DESIGNATING A PERSON TO ADMINISTER THIS ARTICLE; UPDATING THE ARTICLE TO BE CONSISTENT WITH STATE LAW; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING THAT THIS ORDINANCE IS CUMULATIVE; PROVIDING A PENALTY FOR VIOLATION; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE:

WHEREAS, the Town of Northlake, Texas is a Type A general law municipality located in Denton County, Texas created in accordance with the provisions of Chapter 6 of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the Town previously adopted Article 8.03 identifying junked vehicles as a public nuisance and providing regulations for junked vehicles; and

WHEREAS, the Northlake Town Council has determined to amend Article 8.03 to make it consistent with the state law regarding junked vehicles and to better protect the town from public nuisances; and

WHEREAS, the Town Council has determined that the amendments as outlined herein are in the best interest of the health, safety, and general welfare of the citizens of the Town of Northlake and the public.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1. The findings set forth above are incorporated into the body of this ordinance as if fully set forth herein.

SECTION 2. That Section 8.03.002, Definitions, of Article 8.03, Junked Vehicles, of the Northlake Code of Ordinances is hereby amended in its entirety to read as follows:

"The following terms, whenever used or referred to in this article, shall have the same respective meaning unless a different meaning clearly appears from the context:

Antique vehicle. A passenger car or truck that is at least 25 years old.

Inoperable. Incapable of being propelled on its own power.

Junked vehicle.

(a) A vehicle that is:

- (1) self-propelled; and
- (2) is:
 - (A) wrecked, dismantled or partially dismantled, or discarded; or
 - (B) inoperable and has remained inoperable for more than:
 - (i) seventy-two (72) consecutive hours, if the vehicle is on public property; or
 - (ii) thirty (30) consecutive days, if the vehicle is on private property.

(b) For purposes of this article, “junked vehicle” includes a motor vehicle, aircraft, or watercraft. This subchapter applies only to:

- (1) a motor vehicle that displays an expired license plate or does not display a license plate;
- (2) an aircraft that does not have lawfully printed on the aircraft an unexpired federal aircraft identification number registered under Federal Aviation Administration aircraft registration regulations in 14 C.F.R. Part 47; or
- (3) a watercraft that does not have lawfully on board an unexpired certificate of number and is not a watercraft described by Section 31.055, Texas Parks and Wildlife Code.

Motor vehicle collector. A person who owns one or more antique or special interest vehicles and acquires, collects, or disposes of an antique or special interest vehicle or part of an antique or special interest vehicle for personal use to restore and preserve an antique or special interest vehicle for historic interest.

Special interest vehicle. A motor vehicle of any age that has not been changed from original manufacturer’s specifications and, because of its historic interest, is being preserved by a hobbyist.”

SECTION 3. That Section 8.03.005, Hearing, of Article 8.03, Junked Vehicles, of the Northlake Code of Ordinances is hereby amended in its entirety to read as follows:

“(a) The owner of a vehicle or the owner or occupant of the premises where the vehicle is located or the premises adjacent to the public right-of-way where the vehicle is located may, within the 10-day period after the notice required by section 8.03.004(b) is mailed, file a written request with the town secretary to set a date and time to appear before the town council for a public hearing to determine whether the vehicle, or part of a vehicle, is a junked vehicle. If a hearing is requested within the 10-day period after the notice required by section 8.03.004(b) is mailed, the junked vehicle shall not be abated by the town until ordered to do so by the town council. If timely requested, the hearing

shall be held not earlier than the 11th day after the date the notice required by section 8.03.004(b) is mailed.

(b) At the public hearing, the town council shall hear and consider all relevant evidence, objections or protests and shall receive testimony from owners, witnesses, town employees and interested person relative to such alleged public nuisance. The hearing may be continued from time to time.

(c) At a hearing under this section concerning a motor vehicle, the motor vehicle is presumed, unless demonstrated otherwise by the owner, to be inoperable.

(d) At the conclusion of a hearing under this section, the town council shall consider all evidence and determine whether the vehicle, or part of a vehicle, constitutes a junked vehicle and a public nuisance as alleged. If the town council finds that the vehicle, or part of a vehicle, is a junked vehicle and a public nuisance, that there is sufficient cause to abate the public nuisance, and that the notice requirements provided in this article have been met, the town council shall make a written order setting forth his findings and ordering that the junked vehicle and public nuisance be abated.

(e) If the information is available at the location of the junked vehicle and nuisance, the order requiring removal of the nuisance must include:

(1) for a motor vehicle, the vehicle's:

- (A) description;
- (B) vehicle identification number; and
- (C) license plate number;

(2) for an aircraft, the aircraft's:

- (A) description; and
- (B) federal aircraft identification number as described by Federal Aviation Administration aircraft registration regulations in 14 C.F.R. Part 47; and

(3) for a watercraft, the watercraft's:

- (A) description; and
- (B) identification number as set forth in the watercraft's certificate of number."

SECTION 4. That Section 8.03.006, Abatement by town, of Article 8.03, Junked Vehicles, of the Northlake Code of Ordinances is hereby amended in its entirety to read as follows:

"If no hearing is requested prior to the expiration of 10-day window after the notice required by section 8.03.004(b) is mailed, or in the event the town council orders abatement of the nuisance, the town administrator, or his designee, or any duly

authorized person may abate such public nuisance by removal and disposal of the junked vehicle in accordance with this article and Subchapter E, Chapter 683, of the Texas Transportation Code.”

SECTION 5. That Section 8.03.010, Disposal of vehicle, of Article 8.03, Junked Vehicles, of the Northlake Code of Ordinances is hereby amended in its entirety to read as follows:

“Any junked vehicle removed by the town or any duly authorized person pursuant to the authority of this article may be disposed of by removal and sale to a scrap yard, a motor vehicle demolisher, or a suitable site operated by a municipality or county. The removal of a junked vehicle or parts thereof from property may be by any duly authorized person.”

SECTION 6. That Subsection (c) of Section 8.03.012, Violations; penalty, of Article 8.03, Junked Vehicles, of the Northlake Code of Ordinances is hereby amended in its entirety to read as follows:

“(c) The municipal court shall order abatement and removal of the nuisance on conviction for an offense under this section.”

SECTION 7. That Section 8.03.013, Removal with permission of owner or occupant, of Article 8.03, Junked Vehicles, of the Northlake Code of Ordinances is hereby amended in its entirety to read as follows:

“If, within the 10-day period after the notice is mailed in accordance with section 8.03.004, the owner of the junked vehicle or occupant of the premises on which the junked vehicle is located or the property adjacent to the right-of-way where the junked vehicle is located shall give his written permission to the town for removal of the junked vehicle from the premises, the giving of such permission shall be considered compliance with the provisions of this article.”

SECTION 8. That Article 8.03, Junked Vehicles, of the Northlake Code of Ordinances is hereby amended by adding Section 8.03.015, Authority to enforce article, to read as follows:

“Sec. 8.03.015 Authority to enforce article

(a) The town administrator, or his designee, is authorized to administer the procedures for the abatement and removal of a public nuisance under this article.

(b) The procedures for the abatement and removal of a public nuisance under this article must be administered by regular salaried, full-time employees of the town, except that any authorized person may remove the nuisance.

(c) A person authorized to administer the procedures under this article may enter private property to examine a public nuisance, to obtain information to identify the nuisance, and to remove or direct the removal of the nuisance.”

- SECTION 9.** Any person, firm or corporation violating any of the provisions of this Ordinance shall be guilty of a misdemeanor and upon conviction, shall be fined a sum not to exceed \$2,000.00 for each offense, and each and every violation or day such violation shall continue to exist, shall be deemed a separate offense.
- SECTION 10.** With the exception of those Ordinances expressly repealed herein, this Ordinance shall be cumulative of all provisions of Ordinances of the Town of Northlake, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event the more stringent provision shall apply and the less stringent provision, whether contained within this Ordinance or in any prior Ordinance of the Town, whether codified or un-codified, is hereby repealed to the extent of the conflict, but all other provisions of the Ordinances of the Town, whether codified or un-codified, which are not in conflict with the provisions of the Ordinance, shall remain in full force and effect.
- SECTION 11.** It is hereby declared to be the intention of the Town Council that the phrases, clauses, sentences, paragraph section of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court or competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since same would have been enacted by the Town Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.
- SECTION 12.** All rights and remedies of the Town are expressly saved as to any and all violations of the provisions of this Ordinance, or any other Ordinances affecting the matters addressed herein, which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by the Ordinance but may be prosecuted until final disposition by the courts.
- SECTION 13.** The Town Secretary of the Town of Northlake is hereby directed to publish the caption, penalty clause, publication clause, and effective date clause of this Ordinance.
- SECTION 14.** This Ordinance shall be in full force and effect from and after its passage and publication as required by law.

DULY PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, ON THIS THE 9th DAY OF FEBRUARY, 2017.

Town of Northlake, Texas

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: February 9, 2017
Re: Final Plat of Creek Meadows Phase 2 (FP-17-001)

Purpose: To consider approval of a Final Plat for Creek Meadows Addition Phase 2, a proposed residential development being a phase of Creek Meadows Addition consisting of 20 single-family residential lots within the extraterritorial jurisdiction of the Town of Northlake on a 24.74-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the east side of Faught Road approximately 2,700 feet north of FM 407.

Owner: Faith 407 Holdings, LLC

Applicant/Developer: Creekhill Development, LLC

Engineer: Greg Edwards Engineering Services, Inc.

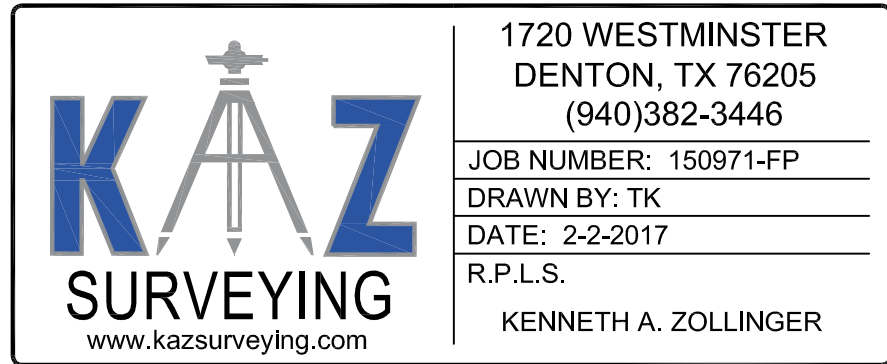
Surveyor: Kaz Surveying

Background: The subject property is vacant. Because it is located in the ETJ, the Town does not have any zoning on the property which could restrict the usage of the property or the size of the lots for single-family residential development. However, upon approval of the Town Council on October 13, 2016, the Town entered into an agreement with the developer which calls for the annexation of the property and zoning of Rural Estate (RE) with minimum lot sizes of 1 acre. A preliminary plat for the entire 31.39-acre development was approved by the Town Council on May 12, 2016. The preliminary plat called for development of the site in two phases. The Phase 1 final plat was approved by Town Council on August 25, 2016, and work on that phase is nearing completion. Per the Development Agreement, the developer is required to submit an annexation petition in order to sell any platted lot. Staff is working with the developer to submit a petition for Phase 1 upon its completion.

Staff Analysis: The applicant has provided a final plat application in accordance with the requirements of the Unified Development Code (UDC). The final plat is comprised of 20 single-family residential lots meeting the standards of the Rural Estate (RE) zoning district. All lots in this phase will be served by public water from the Town and private on-site sewage facilities for each lot. A drainage study and construction plans for water, streets, and storm drainage are currently under review and pending approval by the Town Engineer and Public Works Director.

Final Plat for Creek Meadows Addition Phase 2
February 9, 2017
Page 2 of 2

Staff Findings: Pending approval of the construction plans and drainage study, the final plat appears to meet the minimum requirements of the UDC and the Development Agreement, and it substantially conforms to the approved Preliminary Plat. Staff finds this final plat acceptable for approval as submitted conditioned on Town approval of the drainage study and public infrastructure improvement prior to recording of the final plat with the Denton County Clerk.



OWNER'S CERTIFICATE

STATE OF TEXAS
COUNTY OF DENTON

WHEREAS, FAITH 407 HOLDINGS LLC is the owner of all that certain lot, all that certain lot, tract or parcel of land lying and being situated in Denton County, Texas and being a part of the Patrick Rock Survey, Abstract number 1063 and also being all of that called 25.901 acre tract of land as described in deed to Faith 407 Holdings LLC by deed recorded in Instrument Number 2016-39182, Real Property Records, Denton County, Texas and also being all of that called 5.105 acre tract of land as described in deed to Faith 407 Holdings LLC by deed recorded in Instrument Number 2016-39182, Real Property Records, Denton County, Texas and being more fully described by metes and bounds as follows;

All that certain lot, tract or parcel of land lying and being situated in Denton County, Texas and being a part of the Patrick Rock Survey, Abstract number 1063 and also being a part of that called 25.901 acre tract of land as described in deed to Eric Broadaway and Scott Broadaway by deed recorded in Clerks File number 1995-69267, Real Property Records, Denton County, Texas and also being a part of that called 5.105 acre tract of land as described in deed to Eric Broadaway and Scott Broadaway by deed recorded in Clerks File number 1995-69265, Real Property Records, Denton County, Texas and being more fully described by metes and bounds as follows;

BEGINNING at a ½ inch iron rod found at the Southwest corner of said 5.105 acre tract, same being in the approximate center of Faught Road;

THENCE along said center, North 00 degrees 35 minutes 49 seconds West, 76.86 feet to a capped iron rod set stamped "KAZ";

THENCE North 89 degrees 24 minutes 11 seconds East, 44.94 feet to a capped iron rod set stamped "KAZ";

THENCE South 85 degrees 35 minutes 49 seconds East, 67.11 feet to a capped iron rod set stamped "KAZ" at the beginning of a curve to the left having a radius of 495.00 feet, and a chord bearing and distance of South 87 degrees 56 minutes 02 seconds East, 40.37 feet;

THENCE along said curve an arc distance of 40.38 feet to a capped iron rod set stamped "KAZ";

THENCE North 89 degrees 43 minutes 46 seconds East, 159.00 feet to a capped iron rod set stamped "KAZ";

THENCE North 00 degrees 16 minutes 14 seconds West, 924.82 feet to a capped iron rod set stamped "KAZ";

THENCE North 89 degrees 43 minutes 46 seconds East, 1057.83 feet to a capped iron rod set stamped "KAZ";

THENCE South 00 degrees 36 minutes 31 seconds East, 994.84 feet to a ½ inch iron rod found;

THENCE South 89 degrees 43 minutes 46 seconds West, 1374.42 feet to the PLACE OF BEGINNING and containing 24.74 acres of land more or less;

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS:

THAT FAITH 407 HOLDINGS LLC DOES HEREBY ADOPT THIS FINAL PLAT, DESIGNATING HEREIN DESCRIBED PROPERTY AS **LOTS 7-26, BLOCK A, CREEK MEADOWS ADDITION, PHASE 2**, AN ADDITION TO THE EXTRATERRITORIAL JURISDICTION OF THE TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS AND DOES HEREBY DEDICATE TO PUBLIC USE FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES IF ANY, FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

FAITH 407 HOLDINGS LLC

BY: _____ DATE _____

STATE OF TEXAS
COUNTY OF DENTON

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE/SHE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF THE OFFICE THIS _____ DAY OF _____, 2017.

NOTARY PUBLIC, DENTON COUNTY, TEXAS.

MY COMMISSION EXPIRES _____.

CERTIFICATE OF SURVEYOR

STATE OF TEXAS
COUNTY OF DENTON

I, KENNETH A. ZOLLINGER, REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND AND THAT THE MONUMENTS SHOWN HEREON WERE FOUND OR PLACED WITH "CAPPED 1/2" IRON RODS STAMPED "KAZ" UNDER MY DIRECTION AND SUPERVISION IN ACCORDANCE WITH THE ORDINANCES OF THE TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS.

KENNETH A. ZOLLINGER R.P.L.S. # 5312 DATE _____

STATE OF TEXAS
COUNTY OF DENTON

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED KENNETH A. ZOLLINGER, 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 CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF THE OFFICE THIS _____ DAY OF _____, 2017.

NOTARY PUBLIC, DENTON COUNTY, TEXAS.

MY COMMISSION EXPIRES _____.

APPROVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS,
ON THIS _____ DAY OF _____, 2017.

MAYOR

ATTEST:

TOWN SECRETARY

SURVEYOR:
KAZ SURVEYING, INC.
1720 WESTMINSTER STREET
DENTON, TEXAS 76205
PHONE: (940) 382-3446
TBPLS FIRM #10002100

OWNER:
FAITH 407 HOLDINGS LLC
P.O. BOX 83808
SOUTHLAKE, TX 76092
PHONE: (817) 939-3559

ENGINEER:
GEES, INC.
1621 Amanda Court
Ponder, TX 76259
GREG EDWARDS
PHONE: (940) 482-2907
TBPE FIRM # F-004550

KAZ

SURVEYING

www.kazsurveying.com

1720 WESTMINSTER
DENTON, TX 76205
(940)382-3446

JOB NUMBER: 150971-FP

DRAWN BY: TK

DATE: 2-2-2017

R.P.L.S.
KENNETH A. ZOLLINGER

FINAL PLAT
OF
CREEK MEADOWS ADDITION
PHASE 2
LOTS 7-26, BLOCK A
BEING 24.74 ACRES LOCATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NUMBER 1063
IN THE EXTRATERRITORIAL JURISDICTION OF THE
TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
CONTAINING 20 SINGLE-FAMILY RESIDENTIAL LOTS

PAGE 2 OF 2

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: February 9, 2017
Re: Final Plat of Town Commons – Lots 1 & 9X-12X (FP-16-018)

Purpose: To consider approval of a Final Plat of Lots 1 and 9X-12X, Town Commons, a 9.146-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the north side of FM 407 approximately 900 feet west of Harvest Way, with a portion in the extraterritorial jurisdiction (ETJ) of Northlake and part in the Town limits zoned Mixed-Use Planned Development (MPD).

Owners: Belmont 407, LLC & 1256 FMR, Ltd.

Applicants/Developers: Hillwood Communities & Office Equity Solutions

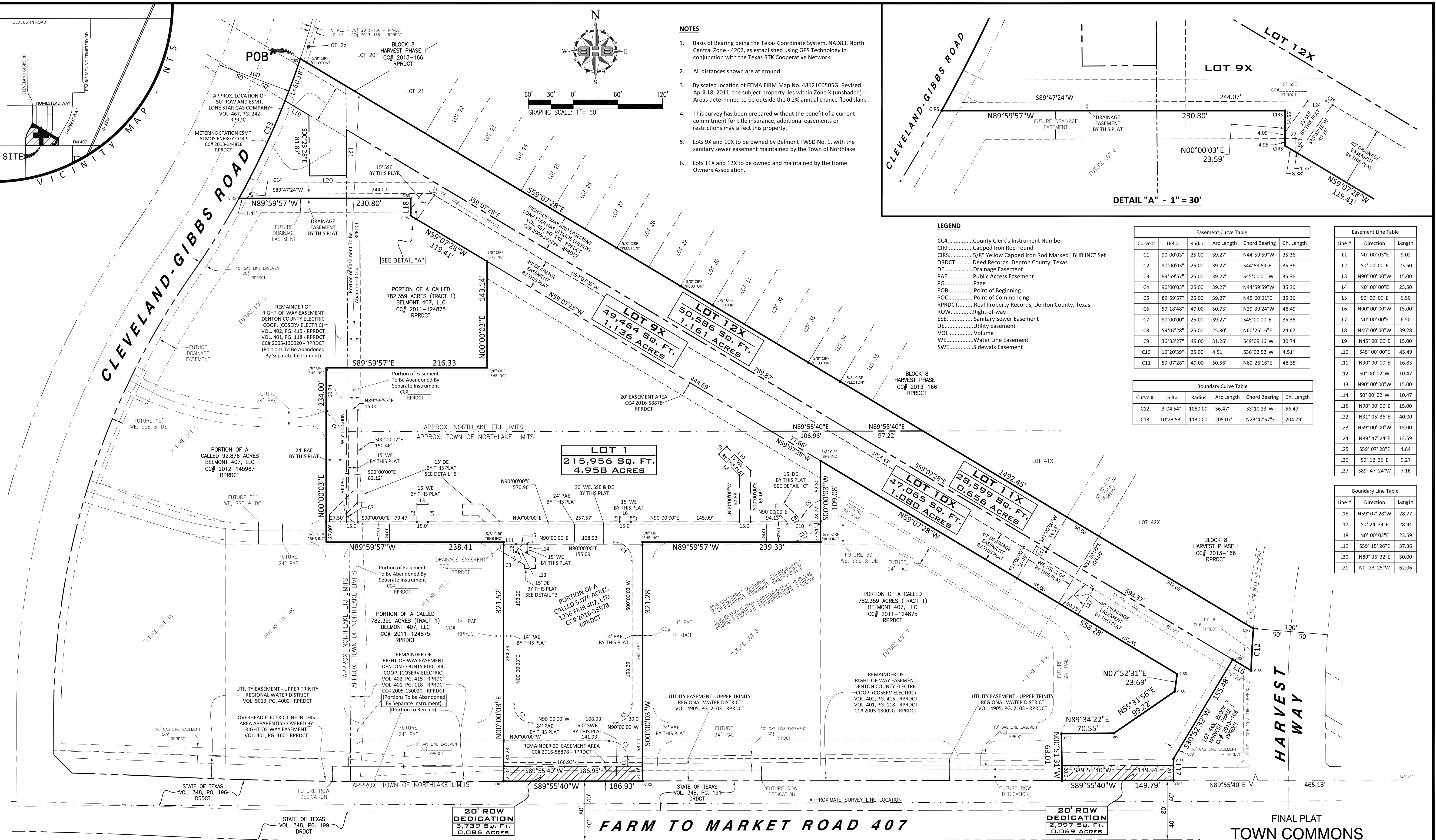
Engineer/Surveyor: Baird, Hampton & Brown

Background: This is the final plat of the site for the first phase of the Town Commons development in which the Town will be a tenant. The preliminary plat and zoning amendment for Town Commons were approved by Town Council on December 8, 2016. The site plan for Town Commons Phase 1 is a companion item on this same agenda for Town Council consideration.

Staff Analysis: The applicant has provided a final plat application in accordance with the requirements of the Unified Development Code (UDC). The final plat is comprised of five lots with only Lot 1 being designated for commercial development. Lots 9X and 10X will be owned by the Freshwater Supply District and contain drainage and sanitary sewer infrastructure, and Lots 11X and 12X will be owned by the HOA and contains an Atmos gas line right-of-way. Civil construction plans for water, sewer, paving and drainage infrastructure to serve the plat are still under review. While the plat has been reviewed and found to be acceptable for approval, any changes to the plat determined to be necessary while completing construction plan review shall be made prior to recording the plat.

Staff Findings: Pending approval of the construction plans, the final plat appears to meet the minimum requirements of the UDC and MPD zoning, and it substantially conforms to the approved Preliminary Plat. Staff finds this final plat acceptable for approval as submitted conditioned on Town approval of the construction plans prior to recording of the final plat with the Denton County Clerk.

1:27:2017 2:30PM E:\Survey\6721\000 Harvest Commons - Northlake\Draw\BHB FP -- Lot 1.dwg 22:34 FP (1612)



- NOTES**
1. Basis of Bearing being the Texas Coordinate System, NAD83, North Central Zone - 4202, as established using GPS Technology in conjunction with the Texas RTK Cooperative Network.
 2. All distances shown are at ground.
 3. By scaled location of FEMA FIRM Map No. 48121C0505G, Revised April 18, 2011, the subject property lies within Zone X (unshaded) - Areas determined to be outside the 0.2% annual chance floodplain.
 4. This survey has been prepared without the benefit of a current commitment for title insurance, additional easements or restrictions may affect this property.
 5. Lots 9X and 10X to be owned by Belmont FWSD No. 1, with the sanitary sewer easement maintained by the Town of Northlake.
 6. Lots 11X and 12X to be owned and maintained by the Home Owners Association.

LEGEND

CC#.....County Clerk's Instrument Number
CIRF.....Capped Iron Rod Found
CIRS.....5/8" Yellow Capped Iron Rod Marked "BHB INC" Set
DRDCT.....Deed Records, Denton County, Texas
DE.....Drainage Easement
PAE.....Public Access Easement
PG.....Page
POB.....Point of Beginning
POC.....Point of Commencing
RPDCT.....Real Property Records, Denton County, Texas
ROW.....Right-of-way
SSE.....Sanitary Sewer Easement
UE.....Utility Easement
VOL.....Volume
WE.....Water Line Easement
SWE.....Sidewalk Easement

Easement Curve Table					
Curve #	Delta	Radius	Arc Length	Chord Bearing	Ch. Length
C1	90°00'03"	25.00'	39.27'	N44°59'59"W	35.36'
C2	90°00'03"	25.00'	39.27'	S44°59'59"E	35.36'
C3	89°59'57"	25.00'	39.27'	S45°00'01"W	35.36'
C4	90°00'03"	25.00'	39.27'	N44°59'59"W	35.36'
C5	89°59'57"	25.00'	39.27'	N45°00'01"E	35.36'
C6	59°18'48"	49.00'	50.73'	N29°39'24"W	48.49'
C7	90°00'00"	25.00'	39.27'	S45°00'00"E	35.36'
C8	59°07'28"	25.00'	25.80'	N60°26'16"E	24.67'
C9	36°33'27"	49.00'	31.26'	S49°09'16"W	30.74'
C10	10°20'39"	25.00'	4.51'	S36°02'52"W	4.51'
C11	59°07'28"	49.00'	50.56'	N60°26'16"E	48.35'

Boundary Curve Table					
Curve #	Delta	Radius	Arc Length	Chord Bearing	Ch. Length
C12	3°04'54"	1050.00'	56.47'	S3°10'23"W	56.47'
C13	10°23'53"	1130.00'	205.07'	N23°42'57"E	204.79'

Easement Line Table		
Line #	Direction	Length
L1	N0° 00' 03"E	9.02
L2	50° 00' 00"E	23.50
L3	N90° 00' 00"W	15.00
L4	N0° 00' 00"E	23.50
L5	50° 00' 00"E	6.50
L6	N90° 00' 00"W	15.00
L7	N0° 00' 00"E	6.50
L8	N45° 00' 00"W	39.28
L9	N45° 00' 00"E	15.00
L10	S45° 00' 00"E	45.49
L11	N90° 00' 00"E	16.83
L12	50° 00' 02"W	10.47
L13	N90° 00' 00"W	15.00
L14	50° 00' 02"W	10.47
L15	N90° 00' 00"E	15.00
L22	N31° 05' 36"E	40.00
L24	N89° 47' 24"E	12.59
L25	S59° 07' 28"E	4.84
L26	50° 12' 36"E	9.27
L27	S89° 47' 24"W	7.16

Boundary Line Table		
Line #	Direction	Length
L16	N59° 07' 28"W	28.77
L17	50° 24' 34"E	28.94
L18	N0° 00' 03"E	23.59
L19	S59° 15' 26"E	37.36
L20	N89° 36' 32"E	50.00
L21	N0° 23' 25"W	62.06

SURVEYOR
BHB Baird, Hampton & Brown
Engineering & Surveying
4550 State Hwy 360, Ste. 180, Grapevine, TX 76051
jbargo@bhbinc.com 817-264-8550 www.bhbinc.com
BHB Project # 2016.721.000 TBPE Firm F-44 TBPLS Firm 10011302

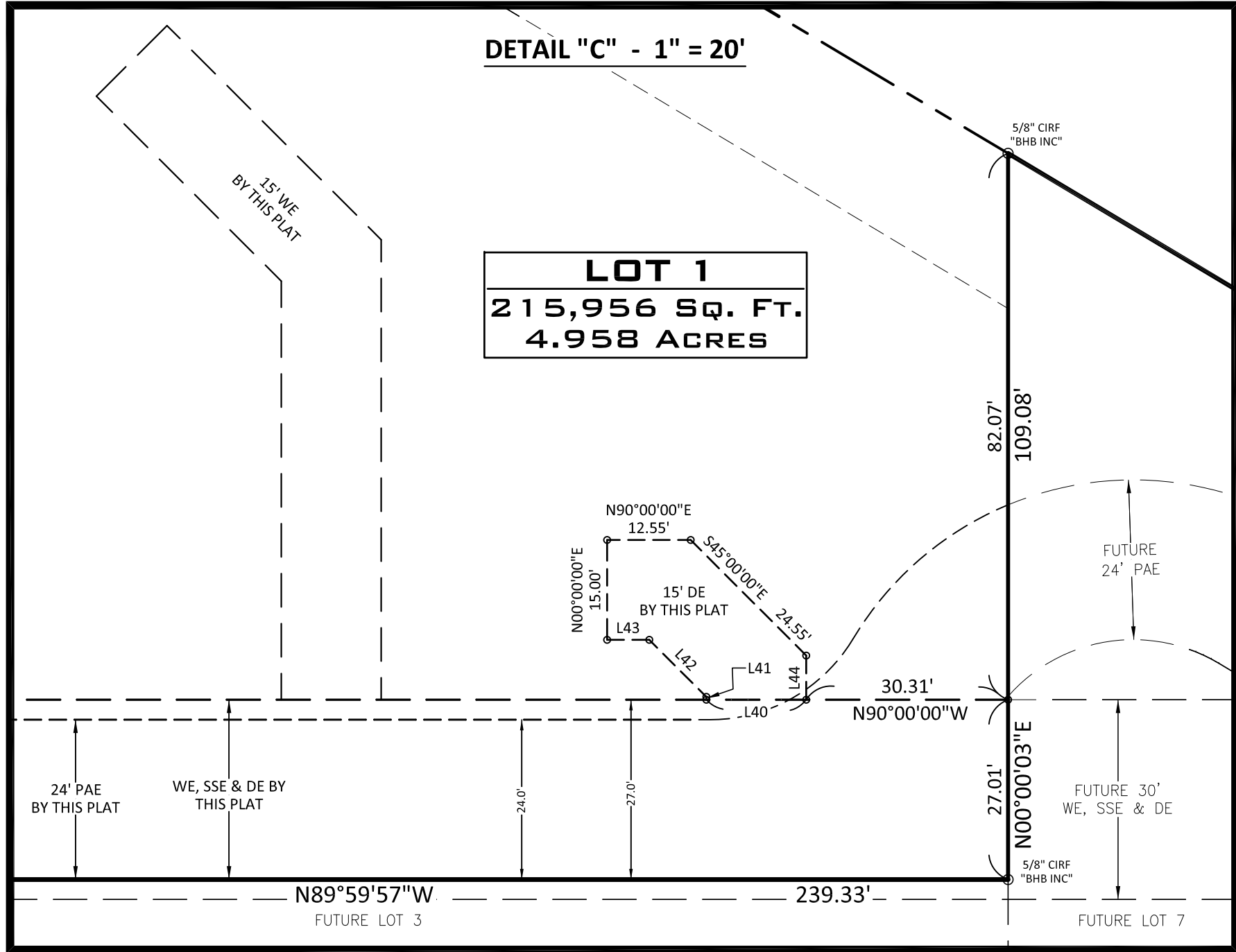
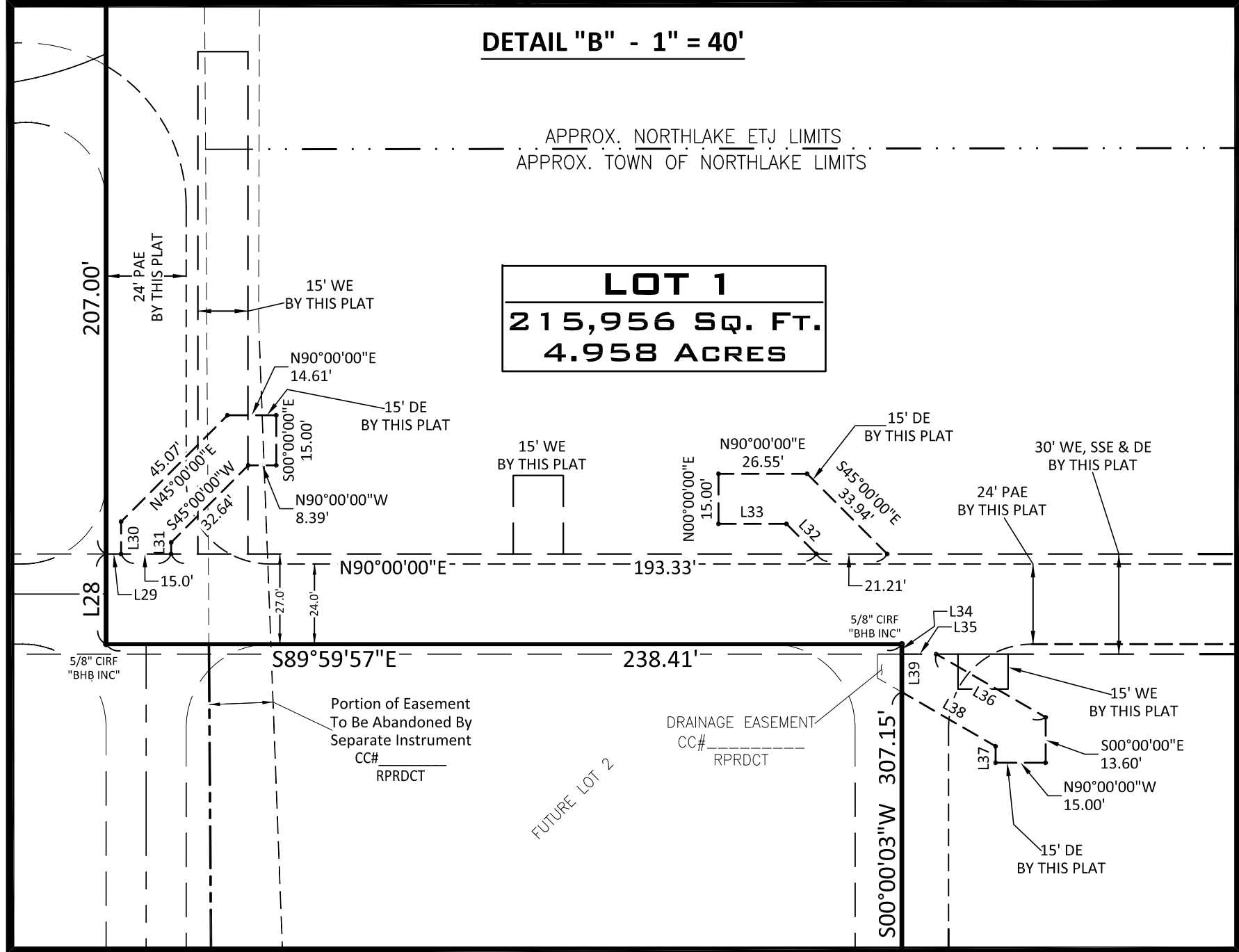
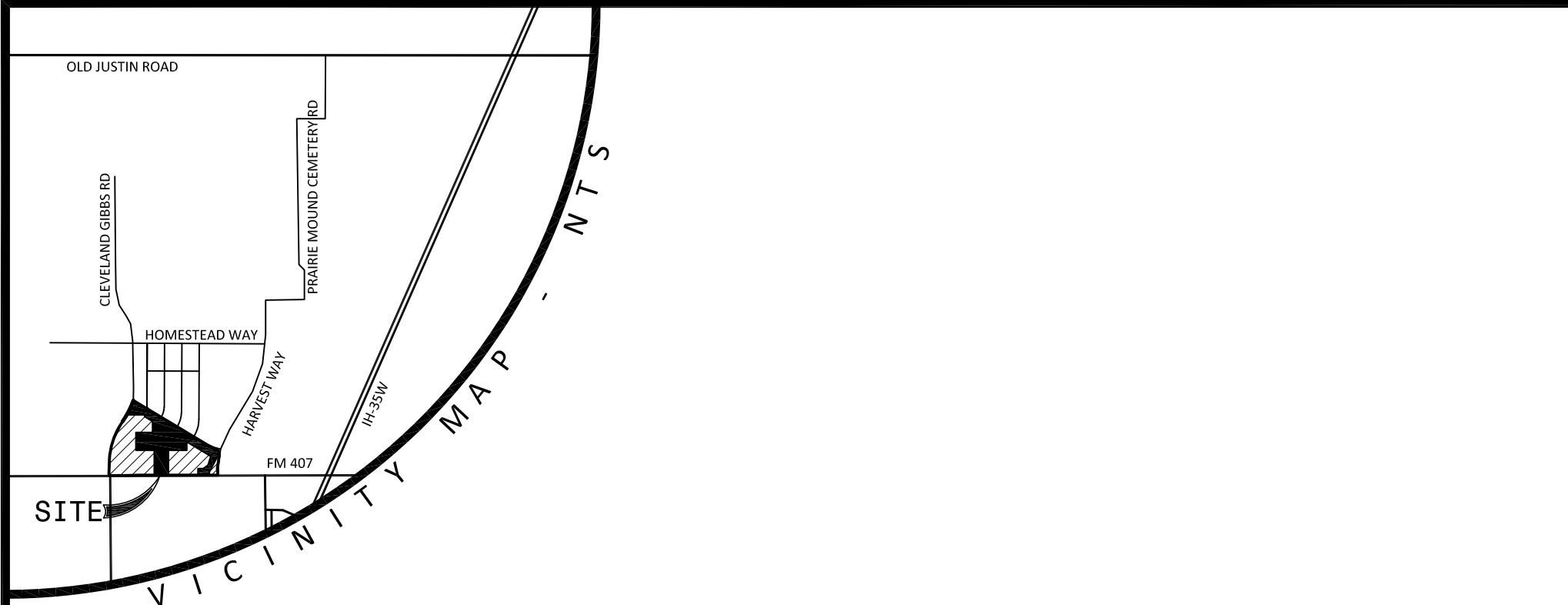
OWNER/DEVELOPER
1256 FMR 407, Ltd.
365 Miron Drive, Suite A
Southlake, Texas 76092
817-416-3981
Attn: Mr. James C. Lancaster

OWNER/DEVELOPER
Belmont 407, LLC
3090 Olive Street, Suite 300
Dallas, Texas 75219
214-303-5535
Attn: Ms. Angie Mastrocola

**PRELIMINARY, THIS DOCUMENT SHALL NOT BE
RECORDED FOR ANY PURPOSE AND SHALL NOT BE
USED OR VIEWED OR RELIED UPON AS A FINAL
SURVEY DOCUMENT. 01-27-17**

**FINAL PLAT
TOWN COMMONS
LOT 1 & LOTS 9X - 12X**
BEING 9.146 ACRES IN THE PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE TOWN OF NORTHLAKE & THE ETJ OF TOWN OF NORTHLAKE
DENTON COUNTY, TEXAS
5 NON-RESIDENTIAL LOTS
CURRENT ZONING M-PD (MIXED-USE/PLANNED DEVELOPMENT) & ETJ
JANUARY 2017

1:27:2017 2:34PM E:\Survey\16\721\000 Harvest Commons - Northlake\Draw\BHB FP -- Lot 1.dwg 22x34 FP (2x12)



Easement Details Line Table		
Line #	Direction	Length
L28	S0° 00' 03" W	27.00
L29	N90° 00' 00" E	4.51
L30	N0° 01' 02" E	9.67
L31	S0° 01' 02" W	3.45
L32	N45° 00' 00" W	12.73
L33	N90° 00' 00" W	20.34
L34	S0° 00' 03" W	2.99
L35	N90° 00' 00" E	10.29
L36	S60° 00' 00" E	37.87
L37	N0° 00' 03" E	4.94
L38	N60° 00' 00" W	32.44
L39	N0° 00' 03" E	11.38
L40	N90° 00' 00" W	15.00
L41	N0° 01' 13" E	0.43
L42	N45° 00' 00" W	12.12
L43	N90° 00' 00" W	6.33
L44	S0° 01' 13" W	6.64

OWNER'S CERTIFICATION

STATE OF TEXAS §
COUNTY OF DENTON §

WHEREAS 1256 FMR 407, LTD., & BELMONT 407, LLC., are the owners of a tract of land situated in the Patrick Rock Survey, Abstract No. 1063, Denton County, Texas, being a portion of a called 5.076 acre tract of land as described in the deed recorded in County Clerk's Document No. 2016-58878, Real Property Records, Denton County, Texas (RPRDCT), and being a portion of a called 782.359 acre tract of land as described in the deed recorded in County Clerk's Document No. 2011-124875, RPRDCT, also being a portion of a called 92.876 acre tract of land as described in the deed recorded in County Clerk's Document No. 2012-145967, Real Property Records, Denton County, Texas (RPRDCT), and being more particularly described by metes and bounds as follows (Bearings referenced to the Texas Coordinate System, NAD83 North Central Zone - 4202, as established using GPS Technology in conjunction with the Texas RTK Cooperative Network):

BEGINNING at a 5/8 inch yellow capped iron rod marked "BHB INC" set at the westernmost corner of Block 8, Harvest Phase I, an addition to the Town of Northlake, Denton County, Texas, recorded in County Clerk's Document No. 2013-166, RPRDCT (said Harvest Phase I subdivision was surveyed on the ground based on called for monuments recovered along the southwest line of Block 8, and along the north line of Block 20, of said subdivision);

THENCE South 59°07'28" East, with the southwest line of said Block 8, passing 5/8 inch capped iron rods marked "Peloton" found at lot corners along said southwest line at distances of 10.24 feet, 495.41 feet, 595.41 feet, 645.41 feet, 795.41 feet, and 845.41 feet, and continuing in all a total distance of 1492.45 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner at the southernmost corner of Lot 42X, said Block 8, and being on the west right-of-way line of Harvest Way, a 100' right-of-way, and being at the beginning of a curve to the left;

THENCE Southerly, with the said west right-of-way line, and with the said curve to the left, having a central angle of 03°04'54", a radius of 1050.00 feet, an arc length of 56.47 feet, a chord bearing of South 03°10'23" West, and a chord length of 56.47 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner at the northeast corner of Lot 44X, said Block 8;

THENCE North 59°07'28" West, with the northerly line of said Lot 44X, a distance of 28.77 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner at the northernmost corner of said Lot 44X;

THENCE South 30°52'32" West, with the westerly line of said Lot 44X, a distance of 155.48 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner at the westernmost northwest corner of said Lot 44X;

THENCE South 00°24'34" East, continuing with the said westerly line, a distance of 28.94 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner on the north right-of-way line of Farm to Market Road 407, an 80' right-of-way at this point, and being on the north line of a called 1.46 acre tract of land described in the Right-of-Way Deed to the State of Texas recorded in Volume 348, Page 191, Deed Records, Denton County, Texas (DRDCT), from which a 5/8 inch iron rod found at the southeast corner of the aforementioned called 782.359 acre tract of land, bears North 89°55'40" East, a distance of 465.13 feet;

THENCE South 89°55'40" West, with the said north right-of-way line, same being the north line of the said called 1.46 acre tract of land, a distance of 149.79 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner;

THENCE over and across the said called 782.359 acre tract of land the following calls;

North 00°51'31" West, a distance of 63.01 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner;

North 89°34'22" East, a distance of 70.55 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner;

North 55°31'56" East, a distance of 99.22 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner;

North 07°52'31" East, a distance of 23.69 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner;

North 59°07'28" West, a distance of 558.28 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" found for corner at the northeast corner of the aforementioned called 5.076 acre tract of land;

THENCE along the easterly line of the said called 5.076 acre tract of land the following calls;

South 00°00'03" West, a distance of 109.08 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" found for corner;

North 89°59'57" West, a distance of 239.33 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" found for corner;

South 00°00'03" West, a distance of 321.28 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner, being on the aforementioned north right-of-way line, same being the north line of the aforementioned called 1.46 acre tract of land;

THENCE South 89°55'40" West, with the said north right-of-way line, same being the north line of the said called 1.46 acre tract of land, a distance of 186.93 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner on the westerly line of the said called 5.076 acre tract of land;

THENCE along the westerly line of the said called 5.076 acre tract of land the following calls;

North 00°00'03" East, a distance of 321.52 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" found for corner;

North 89°59'57" West, a distance of 238.41 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" found for corner;

North 00°00'03" East, a distance of 234.00 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" found for corner;

South 89°59'57" East, a distance of 216.33 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" found for corner;

North 00°00'03" East, a distance of 143.14 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" found for corner;

THENCE over and across the aforementioned called 782.359 acre tract of land the following calls;

North 59°07'28" West, a distance of 119.41 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner;

North 00°00'03" East, a distance of 23.59 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner;

North 89°59'57" West, passing the common line between the said called 782.359 acre tract of land and the aforementioned called 92.876 acre tract of land, and continuing over and across the said called 92.876 acre tract of land, a distance of 230.80 feet to a 5/8 inch yellow capped iron rod marked "BHB INC" set for corner on the east right-of-way line of Cleveland-Gibbs Road, a 100' right-of-way, being at the beginning of a non-tangent curve to the left;

THENCE Northerly, with the said east right-of-way line, and with the said non-tangent curve to the left, having a central angle of 10°23'53", a radius of 1130.00 feet, an arc length of 205.07 feet, a chord bearing of North 23°42'57" East, and a chord length of 204.79 feet to the POINT OF BEGINNING and containing 398,406 square feet or 9.146 acres of land more or less.

OWNER'S CERTIFICATION

STATE OF TEXAS §
COUNTY OF DENTON §

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT, 1256 FMR 407, LTD. & BELMONT 407, LLC, acting by and through the undersigned, their duly authorized agents, do hereby adopt this Final Plat designating the herein above described real property as LOT 1 & LOTS 9X-12X, TOWN COMMONS, an addition to the Town of Northlake, Texas, and do hereby dedicate to the public use forever, the streets and easements shown thereon.

1256 FMR 407, LTD.
Owner or Representative

STATE OF TEXAS §
COUNTY OF TARRANT §

BEFORE ME, the undersigned authority, on this day personally appeared, _____, 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 consideration therein expressed, in the capacity therein stated, and as the act and deed of said partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the ____ day of _____, 2017.

Notary Public in and for the State of Texas My commission expires

BELMONT 407, LTD.
Owner or Representative

STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, on this day personally appeared, _____, 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 consideration therein expressed, in the capacity therein stated, and as the act and deed of said partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the ____ day of _____, 2017.

Notary Public in and for the State of Texas My commission expires

KNOW ALL MEN BY THESE PRESENTS:

That I, Joshua D. Wargo, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby certify that this Plat is true and correct and was prepared from an actual survey made under my supervision on the ground.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT. 01-27-17

Joshua D. Wargo Date
Registered Professional Land Surveyor No. 6391

APPROVAL BY THE TOWN COUNCIL

Date

Mayor, Town of Northlake

Town Secretary, Town of Northlake

SURVEYOR

BHB Baird, Hampton & Brown
Engineering & Surveying
4550 State Hwy 360, Ste. 180, Grapevine, TX 76051
jwargo@bhbinc.com 817-251-9550 www.bhbinc.com
BHB Project # 2016.721.000 TBPL Firm F-44 TBPLS Firm 10011302

OWNER/DEVELOPER

1256 FMR 407, Ltd.
365 Miron Drive, Suite A
Southlake, Texas 76092
817-416-3981
Attn: Mr. James C. Lancaster

OWNER/DEVELOPER

Belmont 407, LLC
3090 Olive Street, Suite 300
Dallas, Texas 75219
214-303-5535
Attn: Ms. Angie Mastrocola

FINAL PLAT
TOWN COMMONS
LOT 1 & LOTS 9X - 12X

BEING 9.146 ACRES IN THE PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE TOWN OF NORTHLAKE & THE ETJ OF TOWN OF NORTHLAKE
DENTON COUNTY, TEXAS
5 NON-RESIDENTIAL LOTS
CURRENT ZONING M-PD (MIXED-USE/PLANNED DEVELOPMENT) & ETJ
JANUARY 2017

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: February 9, 2017
Re: Site Plan of Town Commons Phase 1 (SP-16-009)

Purpose: Consider approval of a Site Plan of Town Commons Phase 1, a proposed multi-building 40,000 square-foot commercial development on 4.958 acres situated in the Patrick Rock Survey, Abstract No. 1063, to be platted as Lot 1, Town Commons, generally located on the north side of FM 407 approximately 900 feet west of Harvest Way, with a portion in the extraterritorial jurisdiction (ETJ) of Northlake and part in the Town limits zoned Mixed-Use Planned Development (MPD).

Owner: 1256 FMR, Ltd.

Applicant/Developer: Office Equity Solutions

Engineer/Surveyor: Baird, Hampton & Brown

Existing Condition of the Property: The subject property is currently vacant, and the previous agenda item is the final plat for the site. The MPD zoning for the property was amended at the December 8, 2016 Town Council meeting in anticipation of this development.

Staff Analysis:

Access: Access to the site will be provided from FM 407 with a shared access drive at the southeast corner of the site. Access through adjacent lots via shared driveways and access easements will provide reciprocal access to two additional driveways on FM 407 and two on Cleveland-Gibbs Road as those adjacent sites develop. All driveways on FM 407 are subject to TxDOT approval.

Parking: The development is planned for a mix of commercial uses with retail/commercial (1 space per 250 sf), restaurant (1 space per 100 sf for full service), personal services (1 space per 200 sf) and professional and medical offices (1 space per 250 sf professional/200 sf medical) being the most likely uses to occupy the development. The UDC requires the number of spaces identified above based on type of use. 180 parking spaces are provided on the site plan of which 10 of the spaces will meet ADA requirements, providing for an overall parking ratio of 1 space per 180 sf, more than most of expected uses require.

***Fencing, Lighting,
and Signage:***

No fencing is required for screening since similar uses are on all sides of the site, and no fencing is proposed on the site plan. Dumpster locations are shown on the site plan. Dumpster enclosure screening details shall be provided with building permit application and meet all UDC requirements. An Outdoor Lighting Plan is provided in the site plan package which appears to meet all requirements of the UDC. Any other details on fencing, lighting and signage not provided with the site plan package must meet the requirements of the UDC at time of permitting.

Landscaping:

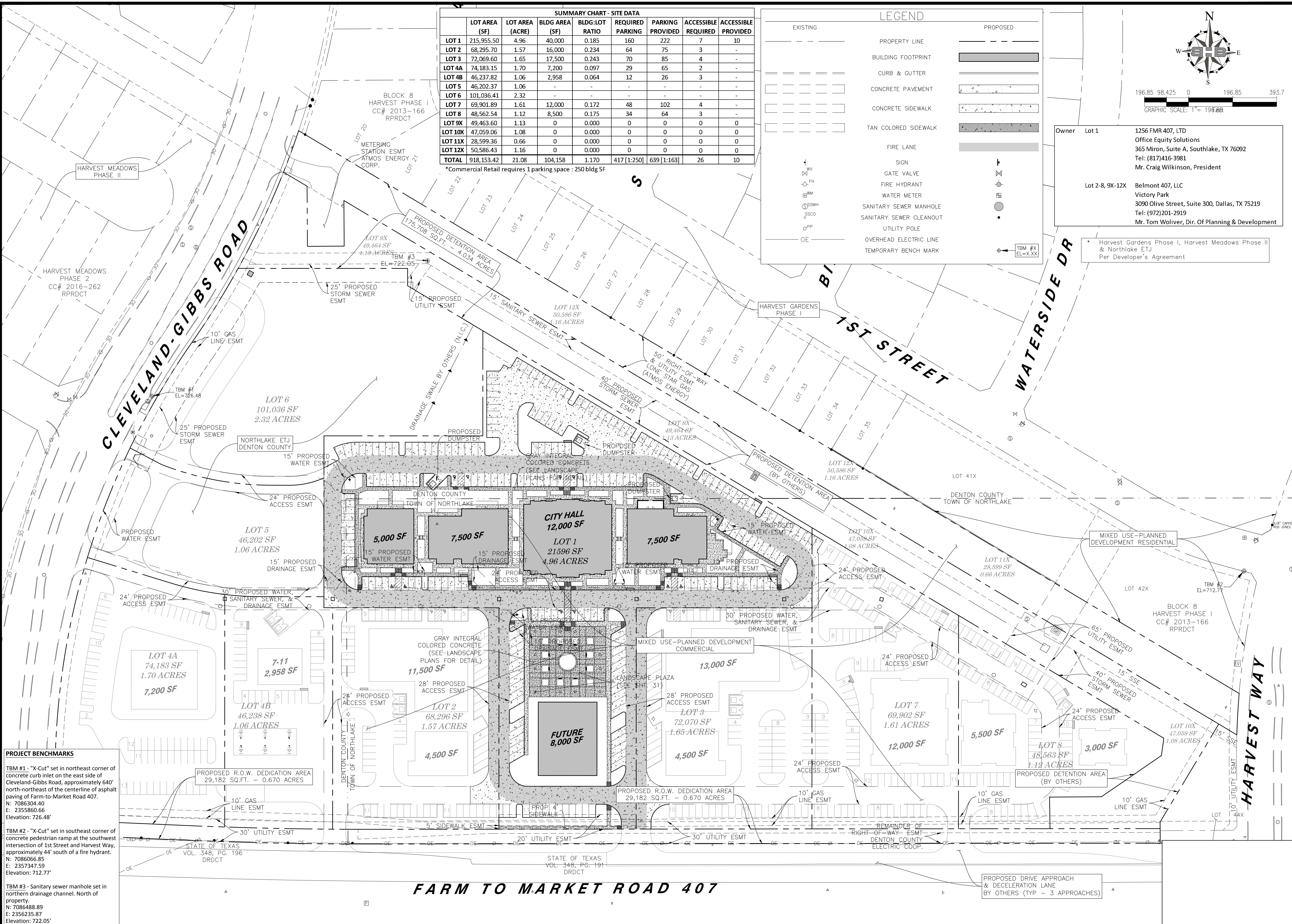
Detailed landscape plans have been provided showing landscaping generally meeting and exceeding the requirements of the UDC. Landscape materials were chosen for compatibility with the UDC as well as to match those already being used in the neighboring Harvest development with preference for low maintenance, low water use plants being native or well adapted for this region.

Building Elevations:

Architectural elevations of the buildings are provided showing all four sides of the proposed building. The building elevations appear to comply with the requirements of the UDC.

Staff Findings: Staff has reviewed the site plan package and finds it meets or exceeds all applicable requirements of the Unified Development Code (UDC). Staff finds the site plan acceptable for approval as submitted.

2.02.2017 4:24PM E:\2016\000\000\2016\721\000\DWG\Site Development Plan.dwg 5 construction



BIB

BAIRD, HAMPTON & BROWN
ENGINEERING & SURVEYING
4550 State Hwy 980, Suite 180
Grapevine, TX 76051
mail@bhbinc.com 817.251.8550 bhbinc.com
TBPE Firm #44 TBPLS Firm #1001302

Office Equity Solutions
OFFICE EQUITY SOLUTIONS
365 Miron, Suite A,
Southlake, TX 76092

TOWN COMMONS
CLEVELAND-GIBBS RD & FM 407
NORTHLAKE, TX 76002

SITE DEVELOPMENT PLAN
of
TOWN COMMONS
PHASE I
Lot 1, Town Commons
Town of Northlake & ETJ of Town of Northlake, Denton County, Texas
4,958 Acres
Zoned Mixed-Use Planned Development (MPD) & ETJ

THIS DOCUMENT IS
RELEASED FOR INTERIM
REVIEW UNDER THE
AUTHORITY OF
Konstantine Bakintas, PE
TX 67022. IT IS NOT
INTENDED FOR
CONSTRUCTION, BIDDING
OR PERMIT PURPOSES.

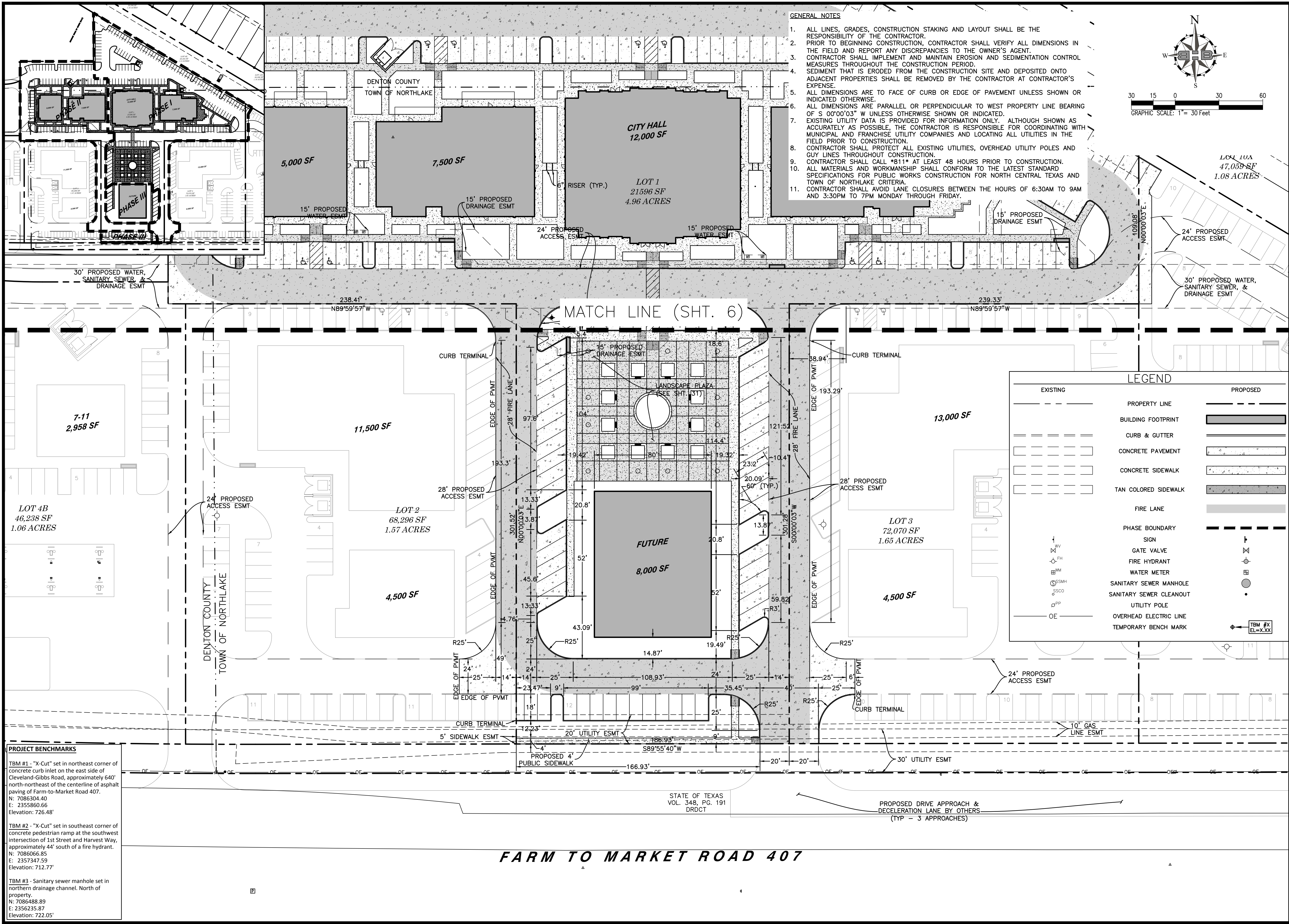
2-2-17

PROJECT NUMBER: 2016.721.000
DATE: 2/2/2017 DRAWN BY: ---
DESIGN BY: --- CHECKED BY: ---

SHEET

--- of 31

2.02.2017 4:25PM E:\2016\000\000\2016\721\000\DWG\Dimension Planning pave dim 2-2 (construction)



BIBB
BAIRD, HAMPTON & BROWN
ENGINEERING & SURVEYING
4550 State Hwy 590, Suite 190
Grapevine, TX 76051
mail@bibbinc.com 817.251.8550 bibbinc.com
TBPE Firm #44 TBPLS FIRM #1001302

OFFICE EQUITY SOLUTIONS
365 Miron, Suite A,
Southlake, TX 76092
TOWN COMMONS
CLEVELAND-GIBBS RD & FM 407
NORTHLAKE, TX 76002

SITE PAVING & DIMENSIONAL CONTROL PLAN (1 of 2)
of
TOWN COMMONS
PHASE I
Lot 1, Town Commons
Town of Northlake & ETJ of Town of Northlake, Denton County, Texas
4,958 Acres
Zoned Mixed-Use Planned Development (MPD) & ETJ

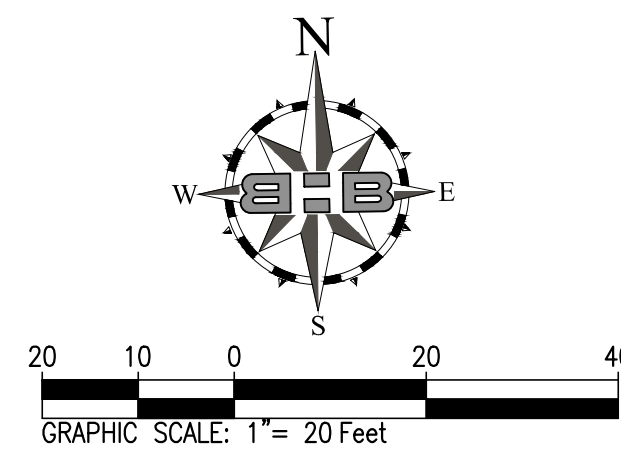
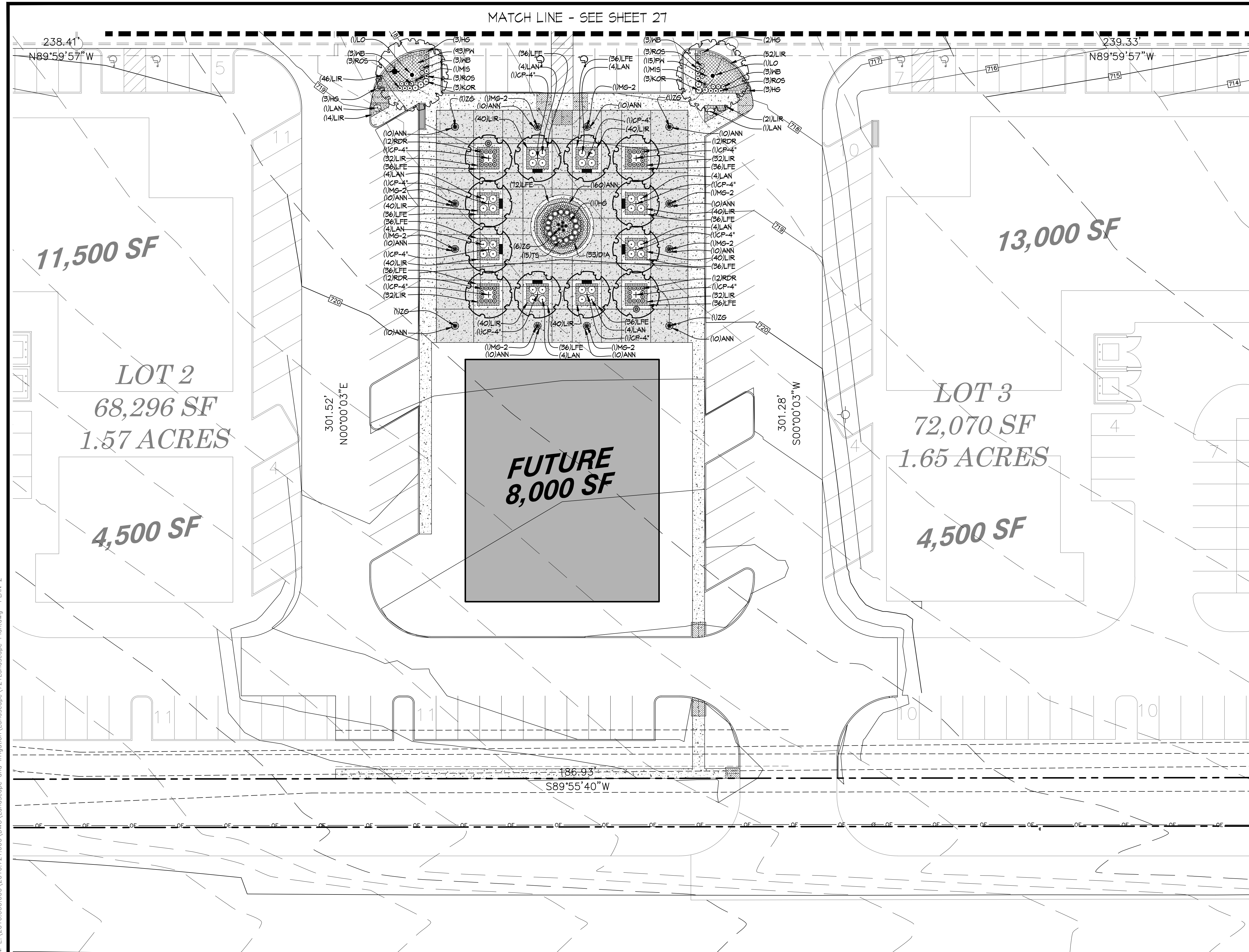
THIS DOCUMENT IS
RELEASED FOR INTERIM
REVIEW UNDER THE
AUTHORITY OF
Konstantine Bakintas, PE
TX 67022. IT IS NOT
INTENDED FOR
CONSTRUCTION, BIDDING
OR PERMIT PURPOSES.

2-2-17

PROJECT NUMBER: 2016.721.000
DATE: 2/2/2017 DRAWN BY: ---
DESIGN BY: --- CHECKED BY: ---

SHEET

--- of 31



PLANT ABBREVIATION KEY	
BC	Bald Cypress
CM	Caddo Maple
CP	Chinese Pistachio
CP-4"	Chinese Pistacio 4" Caliper
LE	Lacebark Elm
LO	Live Oak
NSH	Neillie Steven's Holly
RB	Oklahoma Redbud
SCM	Sioux Grape Myrtle
MAG	Southern Magnolia
TGM	Tuskegee Grape Myrtle
YH	Tree Form Yaupon Holly
CY	Color Guard Yucca
DIA	Plantinus
DYH	Dwarf Yaupon Holly
HG	Hamel Grass
KA	Kaleidoscope Abelia
KOR	Double Red Knock Out Rose
LAN	New Gold Lantana
LIR	Liriope (Monkey Grass)
LM	Lindheimer Muhly Grass
LOR	Purple Pixie Loropetalum
MFG	Mexican Feather Grass
MG	Pink Muhly Grass
MG-2	Pink Muhly Grass 2 Gallon
MIS	Miscanthus (Maiden Grass)
MN	Moonbay Nandina
FFG	Purple Fountain Grass
FW	Purple Leaf Wintercreeper
ROS	Rosemary
RDR	Red Drift Rose
TC	Turk's Cap
TS	Thunder Cloud Texas Sage
WB	Wintergreen Boxwood
WF	Woods Fern
ZB	Dwarf Zebra Grass
ANN	Annuals
LFE	Linear Feet Steel Edging
SFDG	Square Feet Decomposed Granite
SFS	Square Feet Sod

 OFFICE EQUITY SOLUTIONS
365 Miron, Suite A,
Southlake, TX 76092

TOWN COMMONS
CCLEVELAND-GIBBS RD & FM 407
NORTHLAKE, TX 76002

LANDSCAPE PLAN (2 of 2)
of
TOWN COMMONS
PHASE I
Lot 1, Town Commons
Town of Northlake & ETJ of Town of Northlake, Denton County, Texas
4.958 Acres
Zoned Mixed-Use Planned Development (MPD) & ETJ

THIS DOCUMENT IS RELEASED
FOR THE PURPOSE OF
INTERIM REVIEW UNDER THE
AUTHORITY OF
THOMAS KELLOGG, RLA
TX No. 1225.
IT IS NOT INTENDED FOR
CONSTRUCTION, BIDDING, OR
PERMIT PURPOSES.

2-2-17

PROJECT NUMBER:	2016.721.000		
DATE:	2/2/2017	DRAWN BY:	EIW
DESIGN BY:	TNK	CHECKED BY:	TNK

SHEET
28
28 of 31

FARM TO MARKET ROAD 407

2.02.2017 4:29PM E:\2016.000.000\2016.721.000\DWG\Landscape and Irrigation\Landscape\721\Landscape Plan.dwg PLANT LIST & SPECIFICATIONS

PLANT and MATERIALS LIST

Trees					
KEY	PLANT NAME	QUANTITY	MIN. CALIPER	MIN. HT/SPR	NOTES
BC	Bald Cypress <i>Taxodium distichum</i>	6	3" Caliper	12'-14'/5'	NURSERY GROWN; FULL; 7' MIN. BRANCHING HEIGHT
CP	Chinese Pistachio <i>Pistacia chinensis</i>	3	3" Caliper	10'/5'	NURSERY GROWN; FULL; 6' MIN. BRANCHING HEIGHT
CP-4"	Chinese Pistachio 4" Caliper <i>Pistacia chinensis</i>	12	4" Caliper	10'/5'	NURSERY GROWN; FULL; 6' MIN. BRANCHING HEIGHT
CM	Caddo Maple <i>Acer saccharum 'Caddo'</i>	6	3" Caliper	10'/5'	NURSERY GROWN; FULL; 6' MIN. BRANCHING HEIGHT
LE	Allee Lacebark Elm <i>Ulmus parvifolia 'Emer II'</i>	4	3" Caliper	12'-14'/5'	NURSERY GROWN; FULL; 7' MIN. BRANCHING HEIGHT
LO	Live Oak <i>Quercus virginiana</i>	4	3" Caliper	12'-14'/5'	NURSERY GROWN; FULL; 7' MIN. BRANCHING HEIGHT
MAG	Southern Magnolia <i>Magnolia grandiflora</i>	2		8'-10'/4'	NURSERY GROWN; FULL; BRANCHES TO GROUND. DO NOT TRIM LOWER BRANCHES.
NSH	Nellie R Stevens Holly <i>Ilex x 'Nellie R Stevens'</i>	3		6'-8'/4'	NURSERY GROWN; FULL
RB	Oklahoma Redbud <i>Cercis reniformis 'Oklahoma'</i>	4	3" Caliper	6'-8'/4'	NURSERY GROWN; FULL
SCM	Siaux Crape Myrtle <i>Lagerstroemia 'Siaux'</i>	6		6'-8'/4'	NURSERY GROWN; FULL; MULTI-TRUNK MIN. 3 CANES
TCM	Tuskegee Crape Myrtle <i>Lagerstroemia indica 'Tuskegee'</i>	5		6'-8'/4'	NURSERY GROWN; FULL; MULTI-TRUNK MIN. 3 CANES
YH	Yaupon Holly <i>Ilex vomitoria</i>	4		6'-8'/4'	NURSERY GROWN; FULL

Shrubs and Groundcover					
KEY	PLANT NAME	QUANTITY	CONTAINER	MIN. HT/SPR.	NOTES
AJ	Purpleleaf Wintercreeper <i>Euonymus fortunei 'Coloratus'</i>	1,824	4" POT		FULL; SPACE 12" ON CENTER; MIN. 4 RUNNERS; EACH RUNNER MIN. 6" LONG
CY	Color Guard Yucca <i>Yucca filamentosa 'Color Guard'</i>	43	2 GALLON		FULL
DIA	Dianthus <i>Dianthus 'Firewitch'</i>	33	1 GALLON		FULL
DYH	Dwarf Yaupon Holly <i>Ilex vomitoria 'Nana'</i>	40	2 GALLON	12"/12"	FULL
HG	Hameln Grass <i>Pennisetum apercurioides 'Hameln'</i>	42	1 GALLON		FULL
KA	Kaleidoscope Abelia <i>Abelia grandiflora 'Kaleidoscope'</i>	25	2 GALLON	14"/14"	FULL
KOR	Double Red Knock Out Rose <i>Rosa x 'Radiko'</i>	14	5 GALLON	18"/14"	FULL
LAN	New Gold Lantana <i>Lantana 'New Gold'</i>	56	1 GALLON		FULL
LIR	Liriope <i>Liriope muscari 'Big Blue' or 'Royal Purple'</i>	1,612	4" POT		FULL; SPACE AS SHOWN - APPROX. 15" ON CENTER. 'MAJESTIC' IS ALSO ACCEPTABLE.
LM	Lindheimer Muhly Grass <i>Muhlenbergia lindheimeri</i>	16	1 GALLON		FULL
LOR	Purple Pixie Loropetalum <i>Loropetalum chinense 'Purple Pixie'</i>	35	5 GALLON	10"/16"	FULL
MFG	Mexican Feather Grass <i>Nassella tenuissima</i>	122	1 GALLON		FULL
MG	Pink Muhly Grass <i>Muhlenbergia capillaris</i>	71	1 GALLON		FULL
MG-2	Pink Muhly Grass 2 Gallon <i>Muhlenbergia capillaris</i>	8	2 GALLON		FULL; PLACE IN CENTER OF PLANTER POTS
MIS	Malden Grass <i>Miscanthus sinensis 'Adagio'</i>	33	1 GALLON		FULL
MN	Moonbay Nandina <i>Nandina domestica 'Moonbay'</i>	46	5 GALLON	16"/14"	FULL
RDR	Red Drift Rose <i>Rosa 'Melpalgio'</i>	48	2 GALLON	8"/12"	FULL
ROS	Prostrate Rosemary <i>Rosmarinus officinalis 'Prostratus'</i>	62	2 GALLON	8"/12"	FULL
TC	Turk's Cap <i>Malvaviscus drummondii</i>	17	2 GALLON	12"/12"	FULL
TS	Thunder Cloud Texas Sage <i>Leucophyllum frutescens 'Thunder Cloud'</i>	15	5 GALLON	12"/16"	FULL; 'COMPACTA' VARIETY MAY BE SUBSTITUTED
WB	Wintergreen Boxwood <i>Buxus microphylla 'Wintergreen'</i>	24	5 GALLON	15"/10"	FULL
WF	Wood Fern <i>Thelypteris normalis</i>	13	2 GALLON		FULL
ZG	Dwarf Zebra Grass <i>Miscanthus sinensis 'Little Zebra'</i>	10	2 GALLON		FULL
ANN	Annual color plants	571	4" POT		QUANTITY SHOWN IS BASED ON 12" SPACING. QUANTITY MAY BE ADJUSTED TO REFLECT DIFFERENT SPACING.

Grass					
SFS	SOLID SOD	<i>Cynodon dactylon</i> Bermudagrass	10,665 Sq. Ft.	Tifway 419, Tex Turf 10, or other improved variety. Do not use common bermuda sod.	

Miscellaneous	
LFE	1,034.5 Linear feet steel edging; commercial grade; black (preferred) or green; securely staked
SFDG	704 square feet decomposed granite. Refer to detail.

NOTES

THE QUANTITIES OF PLANTS AND MATERIALS MUST BE COMPARED TO THE LANDSCAPE PLAN. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE.

ACTUAL QUANTITY OF SOD (AND/OR HYDROMULCH) NEEDED MAY DIFFER FROM SQUARE FOOTAGES LABELED. CONTRACTOR SHALL BID QUANTITY SHOWN IN PLANT LIST, AND PROVIDE PER SQUARE FOOT UNIT COSTS FOR ADDING AND SUBTRACTING SOD (AND/OR HYDROMULCH). THE CONTRACTOR IS REQUIRED TO TAKE APPROPRIATE MEASURES TO ENSURE THAT A FULL STAND OF HEALTHY GRASS IS ESTABLISHED IN ALL GRASS AREAS. GRASS SHALL BE PLANTED IN AREAS DISTURBED BY GRADING AND OTHER CONSTRUCTION ACTIVITIES. FIELD VERIFICATION OF GRASS LIMITS IS OFTEN REQUIRED.

PRIOR TO INSTALLATION OF PLANTS, THE LANDSCAPE CONTRACTOR SHALL WALK THE SITE WITH THE OWNER'S REPRESENTATIVE TO VERIFY ALL AREAS TO BE PLANTED, PLANT SIZES, AND COORDINATION OF PLANTING ACTIVITIES WITH IRRIGATION INSTALLATION.

IF HYDROMULCH IS NOT SHOWN ON THE LANDSCAPE PLANS, THE OWNER'S REPRESENTATIVE SHALL BE MADE AWARE OF THE POSSIBILITY OF INSTALLING HYDROMULCH RATHER THAN SOD IN SOME GRASS AREAS. IF HYDROMULCH IS INSTALLED, IT SHALL BE SULTAN, BLACK JACK, OR SAHARA BERMUDA WITH A TACKIFIER ADDITIVE ON 4:1 OR GREATER SLOPES. BERMUDA HYDROMULCH SHALL ONLY BE APPLIED BETWEEN THE DATES OF MAY 1st AND SEPTEMBER 15th. BETWEEN SEPTEMBER 15th and MAY 1st, HYDROMULCH WITH ANNUAL RYE GRASS, AND RETURN AFTER MAY 1st TO REMOVE OR TILL IN RYE GRASS AND HYDROMULCH (OR SOD IF OWNER REQUESTS) WITH BERMUDA. PRIOR TO HYDROMULCHING, VERIFY WITH OWNER'S REPRESENTATIVE AREAS, DATES, AND TYPE OF GRASS. DISCUSS WITH THE OWNER THE SCHEDULE AND OTHER DETAILS REGARDING RETURNING AFTER MAY 1ST TO ESTABLISH PERMANENT BERMUDA GRASS.

ALL PLANT MATERIALS SHALL CONFORM TO THE STANDARDS AND SPECIFICATIONS SET FORTH IN THE "AMERICAN STANDARD FOR NURSERY STOCK, ANSI Z60.1-2014."

ALL NEW LANDSCAPED AREAS SHALL BE WATERED BY AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM EQUIPPED WITH RAIN AND FREEZE SENSORS. SYSTEM SHALL BE DESIGNED BY A TEXAS LICENSED IRRIGATOR, AND INSTALLED BY A TEXAS LICENSED IRRIGATION INSTALLER. DESIGN AND INSTALLATION SHALL CONFORM TO ALL CURRENT TEXAS COMMISSION ON ENVIRONMENTAL QUALITY REQUIREMENTS, AND OTHER APPLICABLE CODES.

LANDSCAPE SPECIFICATIONS

SCOPE OF WORK

A. Furnish all supervision, labor, materials, services, and equipment required to complete the work covered in these specifications and plans, including the following: planting of trees, shrubs, and groundcover, submittals, maintenance, guarantee, cleanup, and acceptance.

REFERENCES

- A. American Standard for Nursery Stock - ANSI Z60.1 - published by American Nursery & Landscape Association; latest edition.
- B. Horis Third, 1976 - Cornell University

SUBMITTALS

- A. Samples: Provide representative quantities of mulch and stone. Samples shall be approved by Owner's Representative before use on project.
- B. If the Owner's Representative does not inspect plants at the nursery, the Landscape Contractor shall provide at the site three (3) representative samples of each variety of trees, shrubs, and groundcover plants for Owner's Representative's approval. Photographs of representative plants are acceptable. Photos must show plant clearly from at least two sides. For each plant type, photos must be taken of at least three (3) different plants.
- C. Plant substitutions must be approved by the Owner's Representative in writing.

JOB CONDITIONS

- A. General Contractor shall leave planting bed areas three (3) inches below finish grade of sidewalks, drives and curbs as shown on the drawings. All construction debris shall be removed prior to Landscape Contractor beginning work.
- B. Underground utilities must be located prior to planting. Landscape Contractor shall arrange for utility location service. Contact Texas811.com at least two working days prior to excavation. Landscape Contractor shall be responsible for protecting utility lines. Repairs due to damage shall be at the Landscape Contractor's expense.
- C. Storage of materials and equipment at the job site will be at the risk of the Landscape Contractor. The Owner will not be responsible for theft or damage.

MAINTENANCE and GUARANTEE

- A. The Landscape Contractor is responsible for maintenance of all work from the time of planting until final acceptance by the Owner. No trees, shrubs, or groundcover will be accepted unless they show a healthy growth and satisfactory foliage conditions.
- B. Maintenance shall include watering, cultivation, weeding, edging, pruning of trees, cleaning up, and all other necessary maintenance tasks.
- C. A written notice requesting final inspection and acceptance should be submitted to the Owner's Representative at least seven (7) days prior to completion. An on-site inspection by Owner's Representative and Landscape Contractor will be completed prior to written acceptance.
- D. After final acceptance, the Owner assumes responsibility for maintenance.
- E. Trees, shrubs, and groundcover shall be guaranteed for a twelve (12) month period after acceptance. The Contractor shall replace all dead materials as soon as weather permits and upon notification of the Owner's Representative. Plants, including trees, which have partially died so that shape, size, or symmetry has been damaged, shall be subject to replacement.
- F. First initial plant replacement shall be at the Landscape Contractor's expense. Additional replacement plants beyond the first are not guaranteed.
- G. Plants used for replacement shall be of the same size and kind as those originally planted and shall be planted as originally specified.
- H. The Owner agrees that for the guarantee to be effective, he/she will water plants at least twice a week during dry periods. The Landscape Contractor shall visit the site at regular intervals during the guarantee period to observe the condition of the plants, and report any problems and possible remedies to the Owner.

QUALITY ASSURANCE

- A. Owner's Representative has the right to inspect all plant materials at place of growth for compliance with requirements for genus, species, cultivar/variety, size and quality.
- B. Owner's Representative retains the right to further inspect all plant material upon arrival at the site and during installation for size and condition of root balls, limbs, branching habit, insects, injuries, and latent defects.
- C. Owner's Representative may reject unsatisfactory or defective material at any time during the process of work. Remove rejected materials from the site immediately.

PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Balled and burlapped (B&B) Plants: Dig and prepare shipment in a manner that will not damage roots, branches, shape, and future development.
- B. Container grown plants: Deliver plants in rigid container to hold ball shape and protect root mass.
- C. Deliver only plant materials that can be planted in one day unless adequate storage and watering facilities are available on job site.
- D. Protect root balls by heeling in with sawdust or other approved moisture retaining material if not planted within 24 hours of delivery.
- E. Do not lift, move, adjust to plumb, or otherwise manipulate plants by trunks or stems.

PLANTS

- A. Plants shall be well-formed nursery grown stock, with tags showing species and variety. Tags must remain until after final acceptance. Plants will be individually approved by the Owner's Representative and his decision as to their acceptability shall be final.
- B. The Plant and Materials List shown on the plans is an aid to the Landscape Contractor. Confirm all quantities, and report any discrepancies to the Owner's Representative.
- C. Plant materials shall conform to the size given on the plan, and shall be healthy, symmetrical, well-shaped, full branched, and well rooted. Plants shall be free from insects, diseases, injuries to the bark or roots, broken branches, objectionable disfigurements, and insect eggs and larvae.

D. Trees shall be healthy, full-branched, well-shaped and shall meet the trunk diameter and height requirements of the plant schedule. Balls shall be firm, neat, slightly tapered, and well wrapped in burlap. Any tree loose in the ball or with broken ball at time of planting will be rejected. Balls shall be ten (10") inches in diameter for each one (1") inch of trunk diameter. Unless specified as multi-trunk, trees shall have a single dominant leader.

E. Substitutions: Plant substitutions may be requested. Substitutions must be pre-approved by the Owner's Representative. In order for a substitution to be considered, the contractor must provide proof that the specified plant is not readily available, either by species, quantity, or size. The contractor shall provide in writing the names, phone numbers, and contact persons from three wholesale nurseries that were contacted. The contractor may suggest an alternative, but the Owner's Representative shall reserve the right as to which substitution, if any, is allowed.

INSTALLATION

- A. Prior to installation, Landscape Contractor shall inspect all existing conditions and report any deficiencies to the Owner's Representative.
- B. Areas to receive rock groundcover: Remove existing grass, weeds, rocks, or other obstructions. Lay polypropylene fabric, using pins as necessary to hold securely in place. Place stone groundcover to depths indicated on plans. Surfaces shall be smooth, without visible depressions or ridges.
- C. Position the trees and shrubs in their intended location as per plan. Notify the Owner's Representative for inspection and approval of all positioning of plant materials. Plants in the vicinity of fire hydrants, meters, or utility boxes must be placed so that, at plant maturity, a five (5) foot clearance is provided.
- D. Dig a wide, rough sided hole exactly the same depth as the height of the ball, especially at the surface of the ground. The sides of the hole should be rough and jagged, never slick or glazed. Root flare of trees must be exposed.
- E. Prior to planting trees, conduct drainage test as follows: dig tree pit entirely and fill nearly full with water. Wait 24 hours. If water is not fully drained from pit, the Landscape Contractor shall notify the Owner's Representative or Landscape Architect so that an alternate planting location might be selected. Drainage test need not be conducted on every tree pit. If trees are in the same relative vicinity and similar expected drainage conditions (similar slopes and/or similar soils) one or several tests may be conducted. It is in the Landscape Contractor's best interest to conduct an adequate number of tests to ensure root balls will not be saturated.
- F. Backfill trees only with existing material excavated from the pit. Carefully settle by watering to prevent air pockets. Backfill shrubs and groundcover beds with planting soil mix as specified in the planting details.
- G. All plant beds and trees shall be mulched with a minimum settled thickness of three (3") inches over the entire bed or pit.
- H. In the event that rock, or underground construction work or obstructions are encountered, the Landscape Contractor shall notify the Owner's Representative or Landscape Architect immediately in order to determine if alternate locations can be selected. Where locations cannot be changed, if possible, the obstructions shall be removed to a depth of not less than three (3) feet below grade and no less than six (6) inches below the bottom of the root ball when plant is properly set at the required grade. For trees, the planting pit shall be at least three times the width of the root ball. Prior to excavating the obstruction(s), the Landscape Contractor shall negotiate with the Owner's Representative to determine if a change order is required.
- I. The Landscape contractor shall return after a period of one year to remove all tree staking materials. If any trees appear to need additional time to stabilize, staking will remain for no longer than an additional 6 months. During the period of time when trees are staked, the contractor is responsible for straightening trees that are not plumb, and adjusting stakes and guy wires as necessary. Guy wires must fit loosely as called for in the planting details.
- J. Lay sod within 24 hours of harvesting. Do not lay sod if ground is frozen or muddy. Sod shall form a solid mass with tightly fitted joints. Butt ends and sides of sod, do not stretch or overlap. Stagger sod strips or pads to offset joints in adjacent courses. Avoid damage to subgrade or sod during installation. Tamp and roll lightly to ensure contact with subgrade, eliminate air pockets, and form a smooth surface. Work sifted soil or fine sand into minor cracks between pieces of sod; remove excess to avoid smothering sod and adjacent grass. Lay sod across angle of slopes exceeding 1:3. Anchor sod on slopes exceeding 1:6 with biodegradable staples spaced as recommended by sod grower but not less than 2 anchors per sod strip to prevent slippage. Saturate sod with fine water spray within two hours of planting. After planting, water daily or more frequently until sod is established.

CLEANUP

- A. During the work, the premises shall be kept neat and orderly at all times. Storage areas for all materials shall be neat and orderly. All trash and debris shall be removed from the site as work progresses. Keep paved areas clean by sweeping or hosing at end of each day's work. Site shall be clean and neat at time of final inspection.

BB

BAIRD, HAMPTON & BROWN
ENGINEERING & SURVEYING
4550 State Hwy 580, Suite 190
Grapevine, TX 76051
mail@bbhinc.com 817.251.8650
TBPE Firm #44 TBPLS FIRM #1001302

OFFICE EQUITY SOLUTIONS

365 Miron, Suite A,
Southlake, TX 76092

TOWN COMMONS
CLEVELAND-GIBBS RD & FM 407
NORTHLAKE, TX 76002

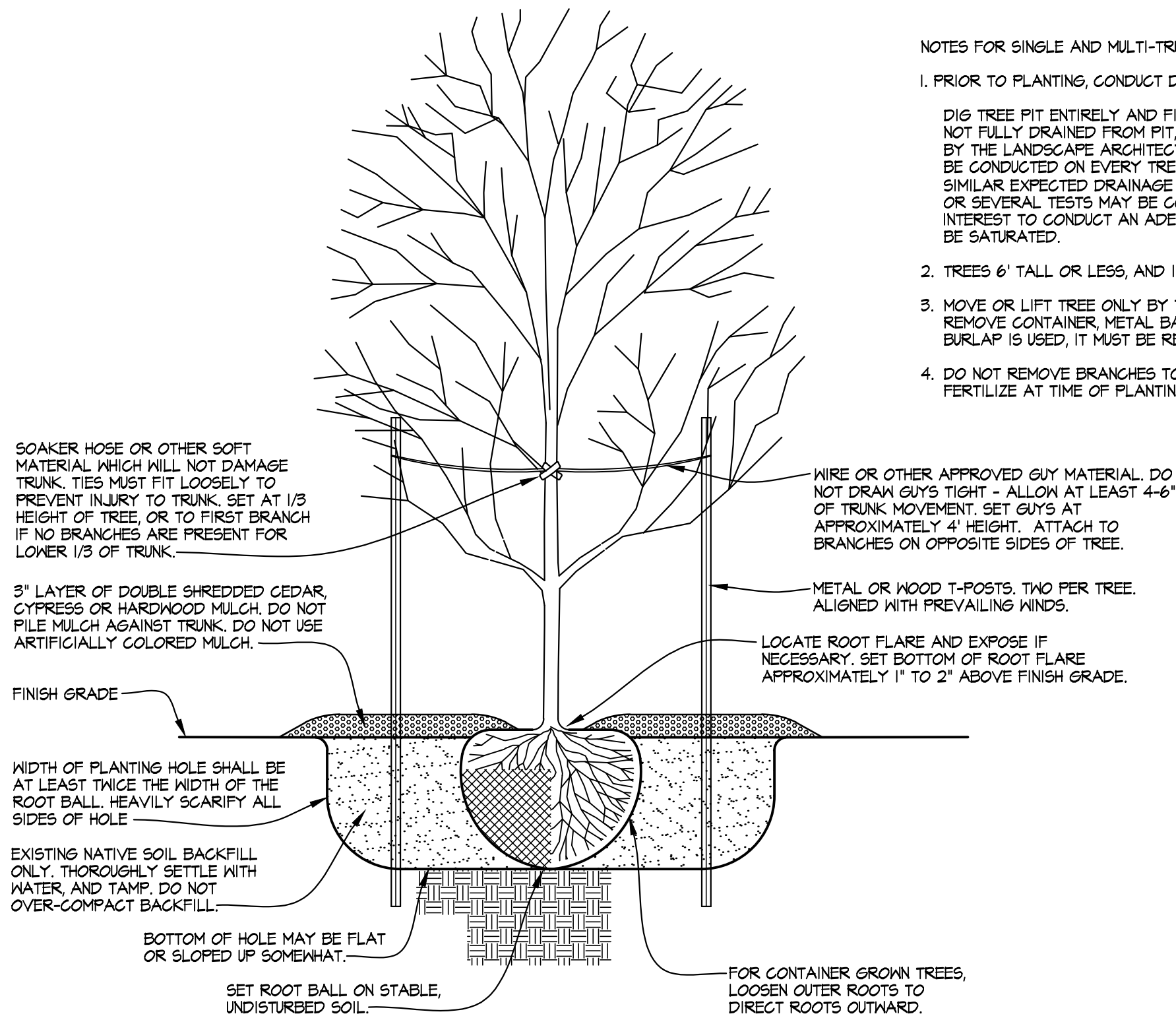
PLANT LIST & SPECIFICATIONS
of
TOWN COMMONS
PHASE I

Lor. 1, Town Commons
4,958 Acres
Zoned Mixed-Use Planned Development (MPD) & ETJ

Town of Northlake & ETJ of Town of Northlake, Denton County, Texas

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF THOMAS KELLOGG, RLA TX No. 1225. IT IS NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

2.02.2017 4:30PM E:\2016.000.000\2016.721.000.DWG\Landscape and Irrigation\Landscape\721\Landscape Plan.dwg LANDSCAPE DETAILS



SINGLE TRUNK TREE PLANTING

Section

Not to Scale

NOTES FOR SINGLE AND MULTI-TRUNK TREE PLANTING:

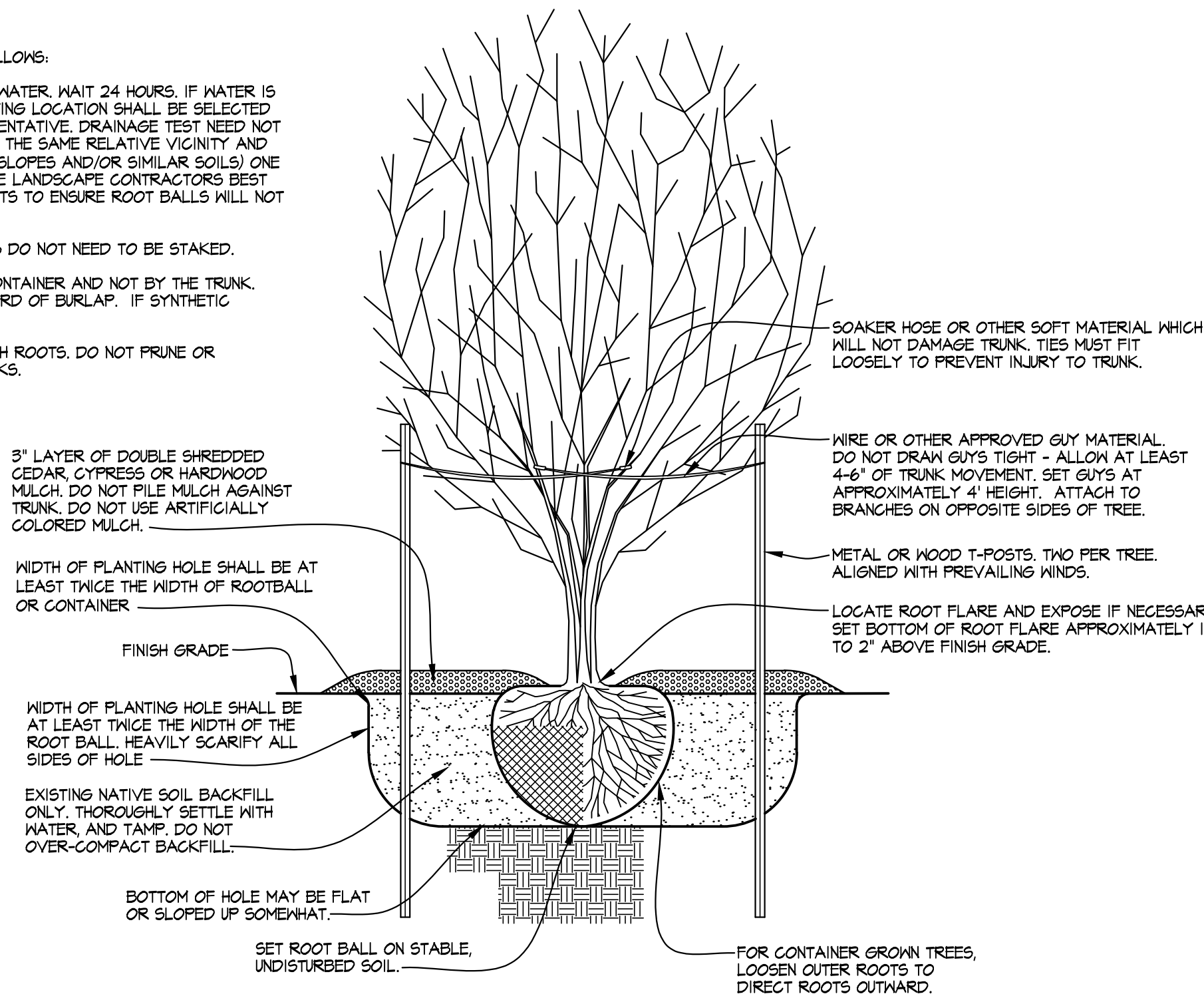
1. PRIOR TO PLANTING, CONDUCT DRAINAGE TEST AS FOLLOWS:

DIG TREE PIT ENTIRELY AND FILL NEARLY FULL WITH WATER. WAIT 24 HOURS. IF WATER IS NOT FULLY DRAINED FROM PIT, AN ALTERNATE PLANTING LOCATION SHALL BE SELECTED BY THE LANDSCAPE ARCHITECT OR OWNER'S REPRESENTATIVE. DRAINAGE TEST NEED NOT BE CONDUCTED ON EVERY TREE PIT. IF TREES ARE IN THE SAME RELATIVE VICINITY AND SIMILAR EXPECTED DRAINAGE CONDITIONS (SIMILAR SLOPES AND/OR SIMILAR SOILS) ONE OR SEVERAL TESTS MAY BE CONDUCTED. IT IS N THE LANDSCAPE CONTRACTORS BEST INTEREST TO CONDUCT AN ADEQUATE NUMBER OF TESTS TO ENSURE ROOT BALLS WILL NOT BE SATURATED.

2. TREES 6' TALL OR LESS, AND 1 1/4" CALIPER OR LESS DO NOT NEED TO BE STAKED.

3. MOVE OR LIFT TREE ONLY BY THE ROOT BALL OR CONTAINER AND NOT BY THE TRUNK. REMOVE CONTAINER, METAL BASKET OR TOP ONE-THIRD OF BURLAP. IF SYNTHETIC BURLAP IS USED, IT MUST BE REMOVED ENTIRELY.

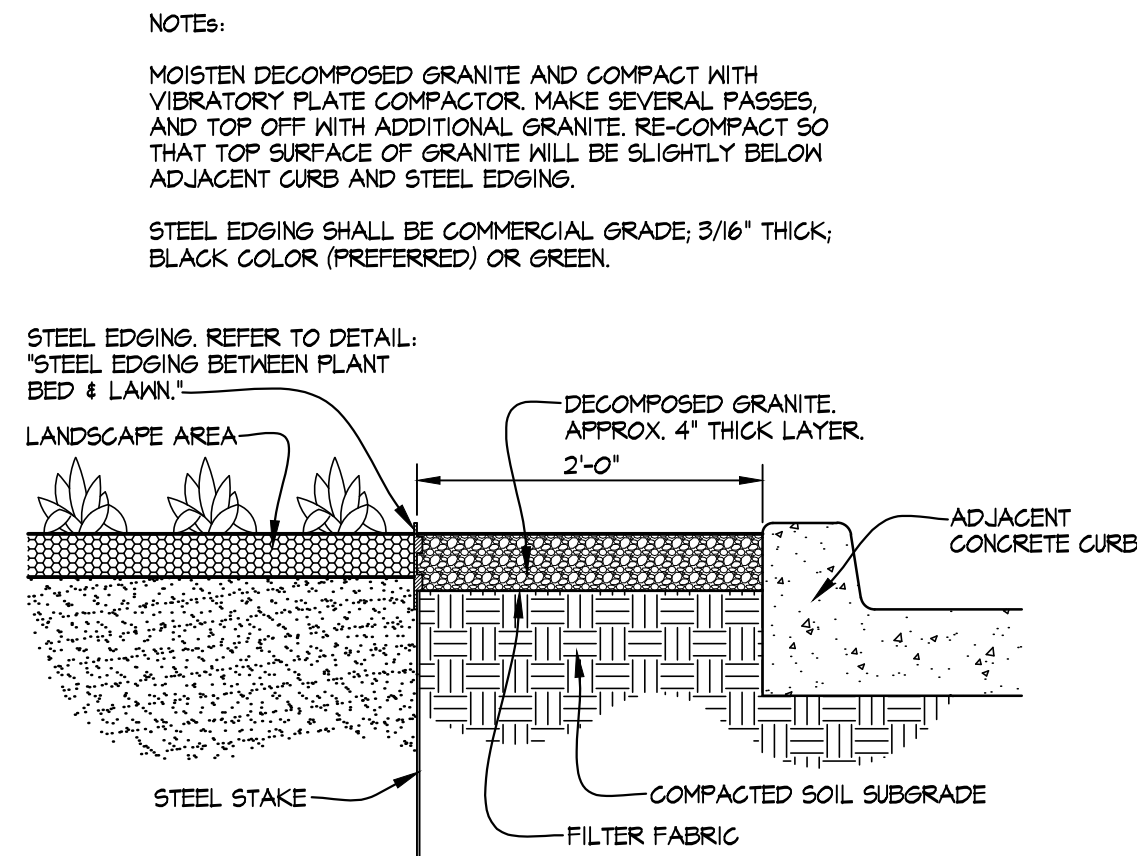
4. DO NOT REMOVE BRANCHES TO BALANCE CROWN WITH ROOTS. DO NOT PRUNE OR FERTILIZE AT TIME OF PLANTING. DO NOT WRAP TRUNKS.



MULTI-TRUNK TREE PLANTING

Section

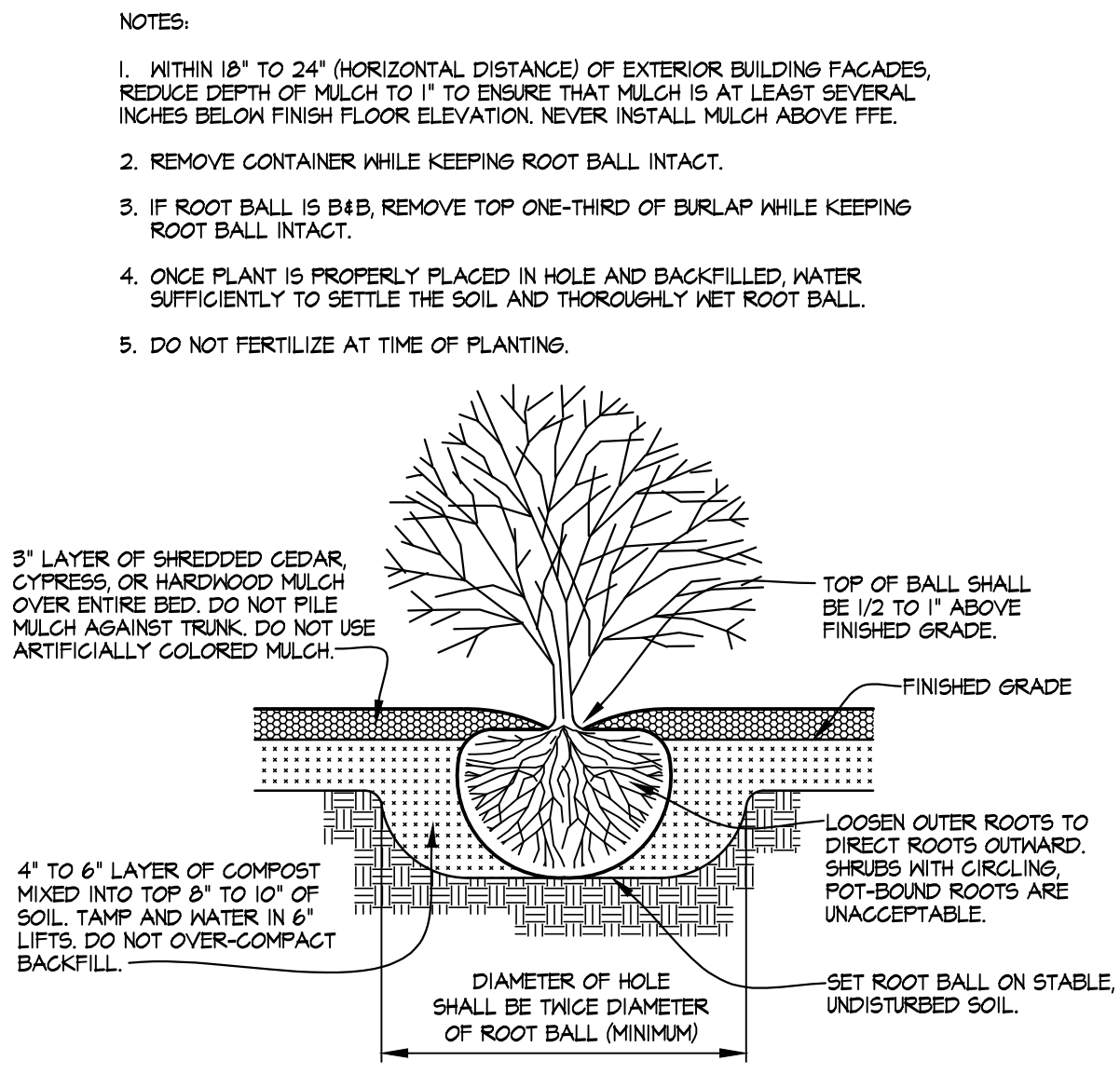
Not to Scale



DECOMPOSED GRANITE PATH AT PARKING ISLANDS

Section

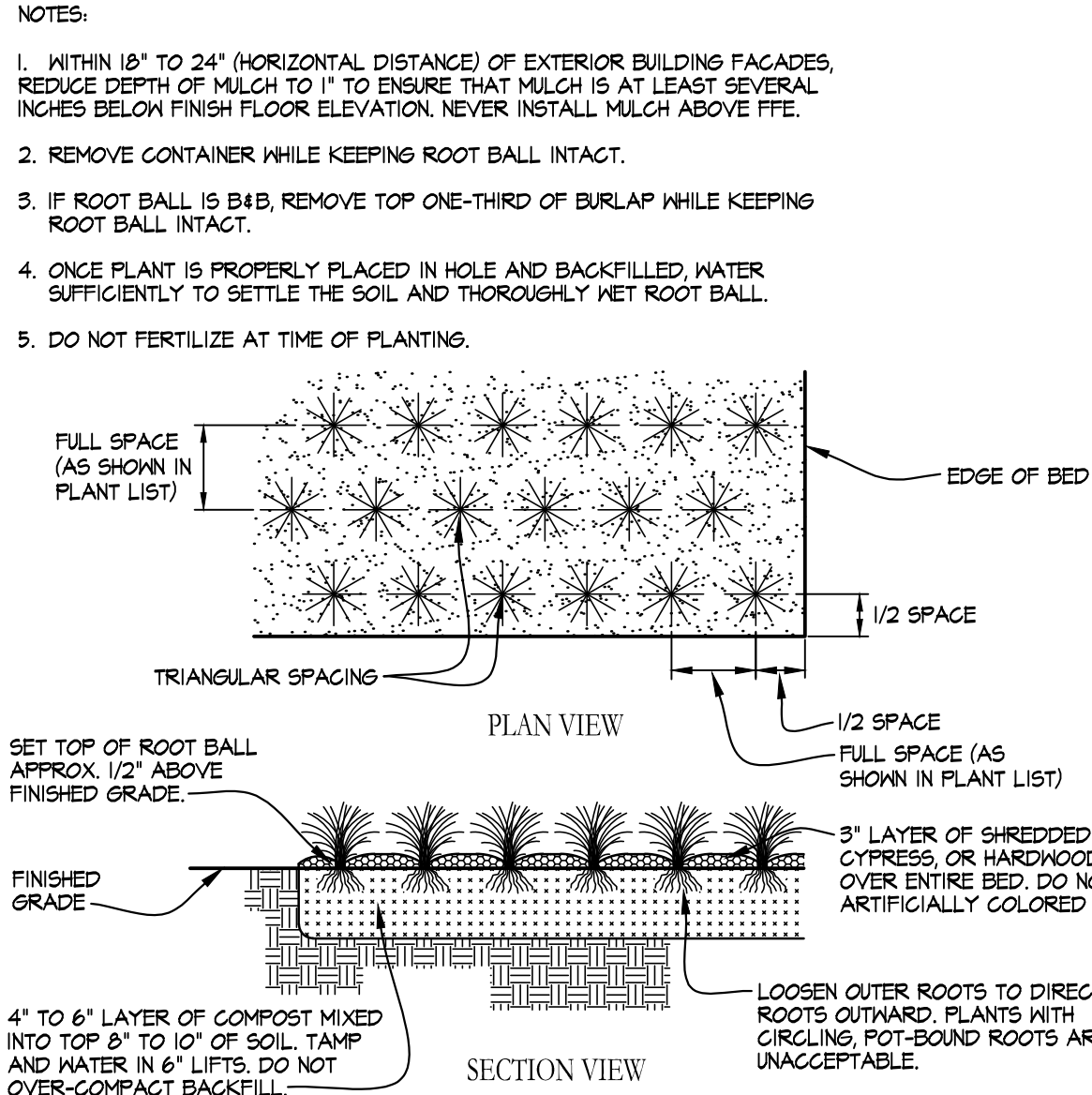
Not to Scale



SHRUB PLANTING

Section

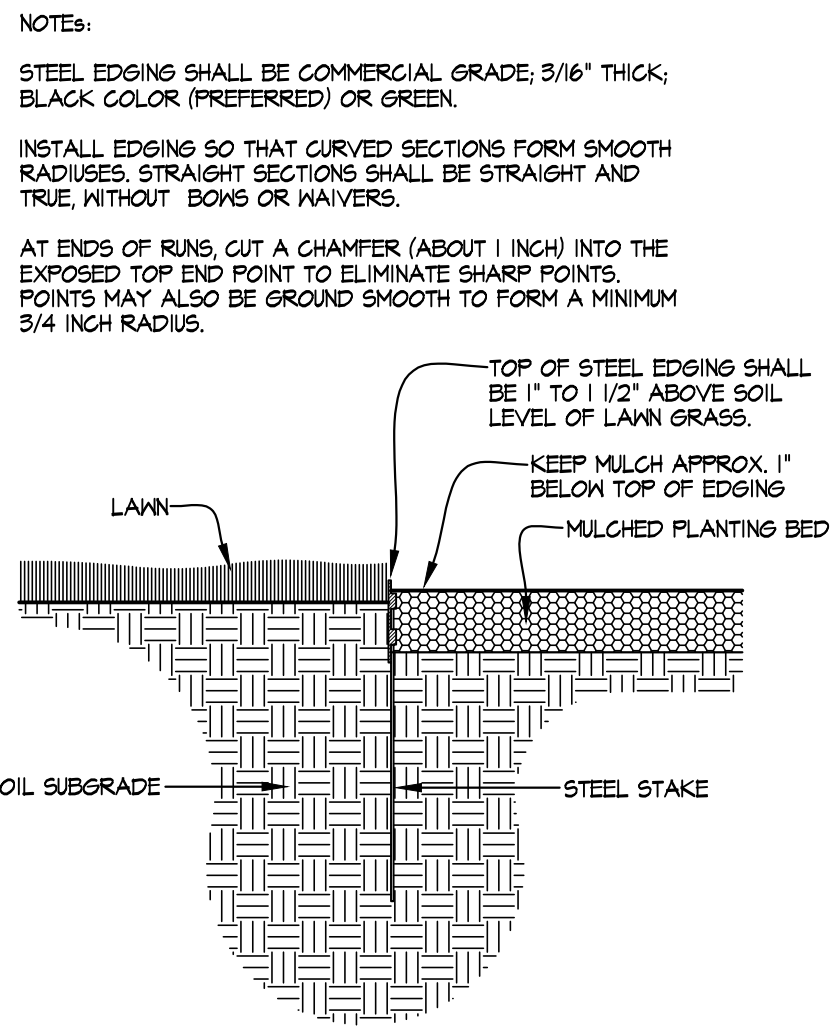
Not to Scale



GROUNDCOVER/ANNUAL PLANTING

Plan/Section

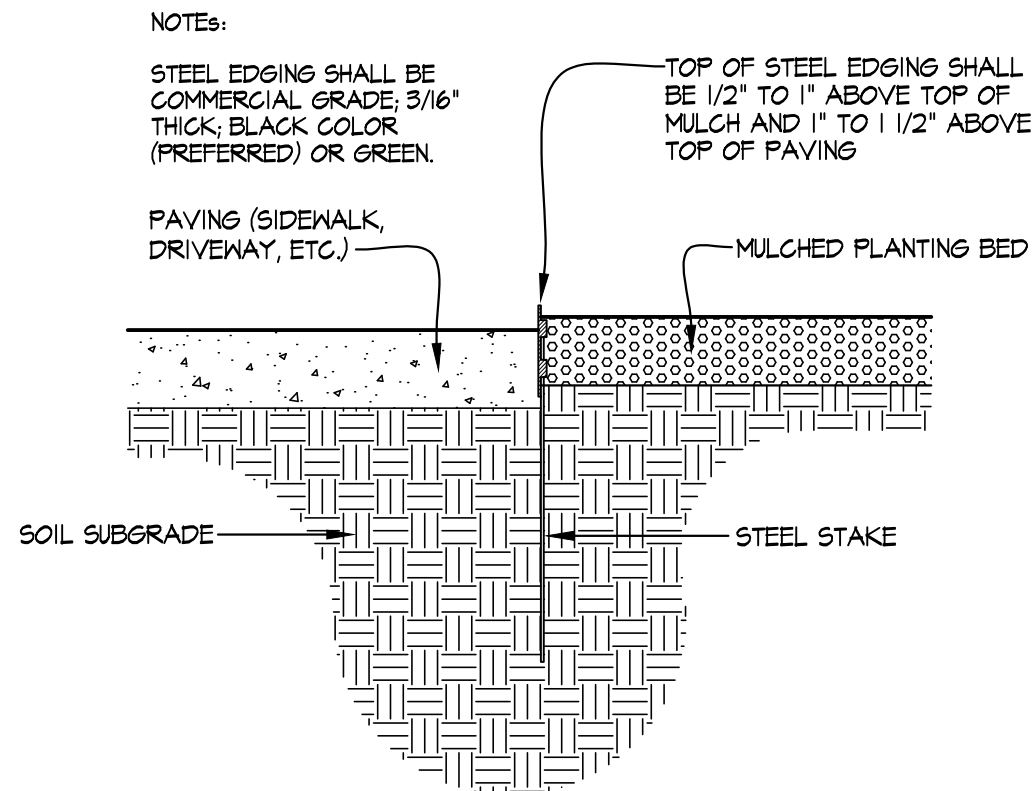
Not to Scale



STEEL EDGING BETWEEN PLANT BED & LAWN

Section

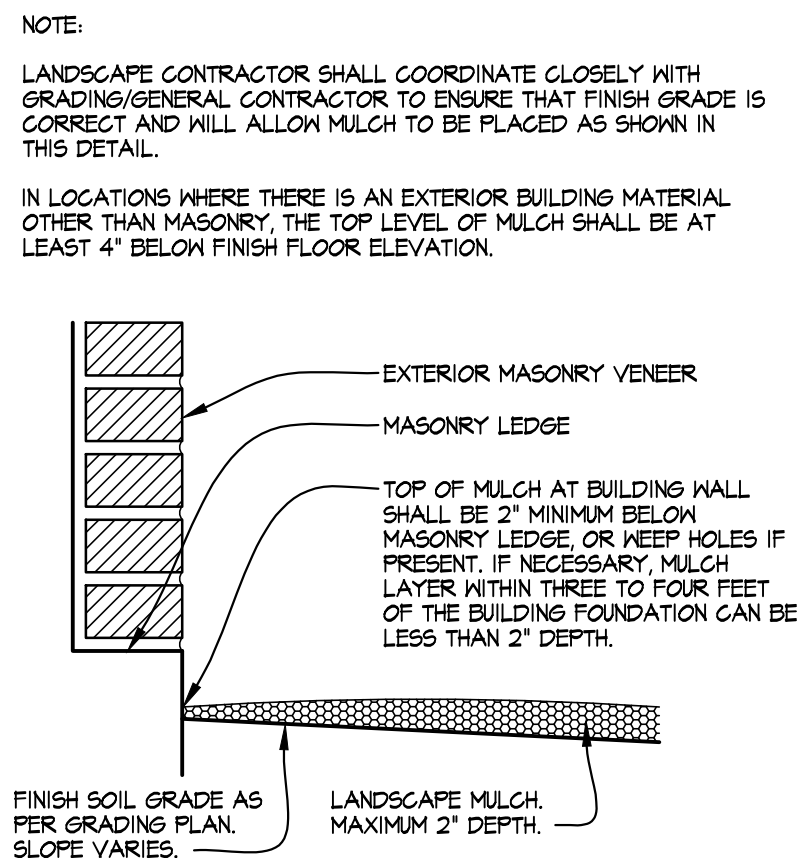
Not to Scale



STEEL EDGING BETWEEN PLANT BED & PAVING

Section

Not to Scale



LANDSCAPE MULCH AT BUILDING WALL

Section

Not to Scale

LANDSCAPE DETAILS of TOWN COMMONS PHASE I

Loc. 1, Town Commons
Town of Northlake & ETJ of Town of Northlake, Denton County, Texas
4.958 Acres
Zoned Mixed-Use Planned Development (MPD) & ETJ

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF THOMAS KELLOGG, RLA TX No. 1225. IT IS NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

2-2-17

PROJECT NUMBER: 2016.721.000
DATE: 2/2/2017
DESIGN BY: TNK
DRAWN BY: EIW
CHECKED BY: TNK

SHEET

30

30 of 31

OFFICE EQUITY SOLUTIONS

365 Mirron, Suite A,
Southlake, TX 76092

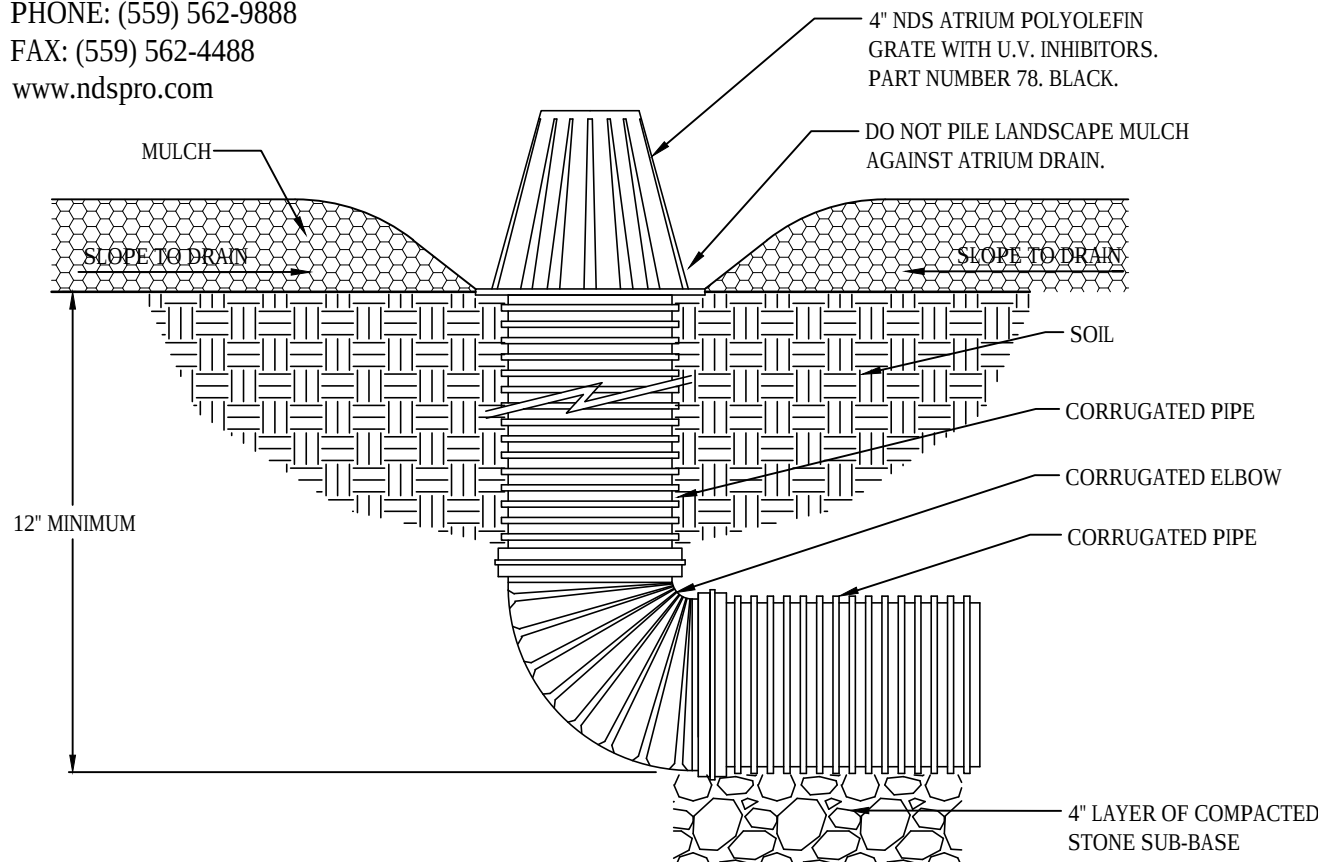
TOWN COMMONS
CLEVELAND-GIBBS RD & FM 407
NORTHLAKE, TX 76002

BIB
BAIRD, HAMPTON & BROWN
ENGINEERING & SURVEYING
4550 State Hwy 890, Suite 190
Grapevine, TX 76051
mail@bbibinc.com 817.251.8550
bbibinc.com
TBPE Firm #44
TBPLS FIRM #1001302

2.02.2017 4:32PM E:\2016\000\000\2016\721\000\DWG\Landscape and Irrigation\Landscape\721\Landscape Plan.dwg PLAZA AREA

NDS, INC.
851 NORTH HARVARD AVE.
LINDSAY, CA 93247
TOLL FREE: 1-800-726-1994
PHONE: (559) 562-9888
FAX: (559) 562-4488
www.ndspro.com

THIS DETAIL ILLUSTRATES AN ELBOW CONNECTION BELOW AN ATRIUM GRATE, AND ALSO APPLIES TO THE SQUARE GRATE.



NOTE: ALL CONNECTIONS BETWEEN PIPES, SUCH AS TEES, WYES AND REDUCERS, SHALL UTILIZE MANUFACTURED PRODUCTS.

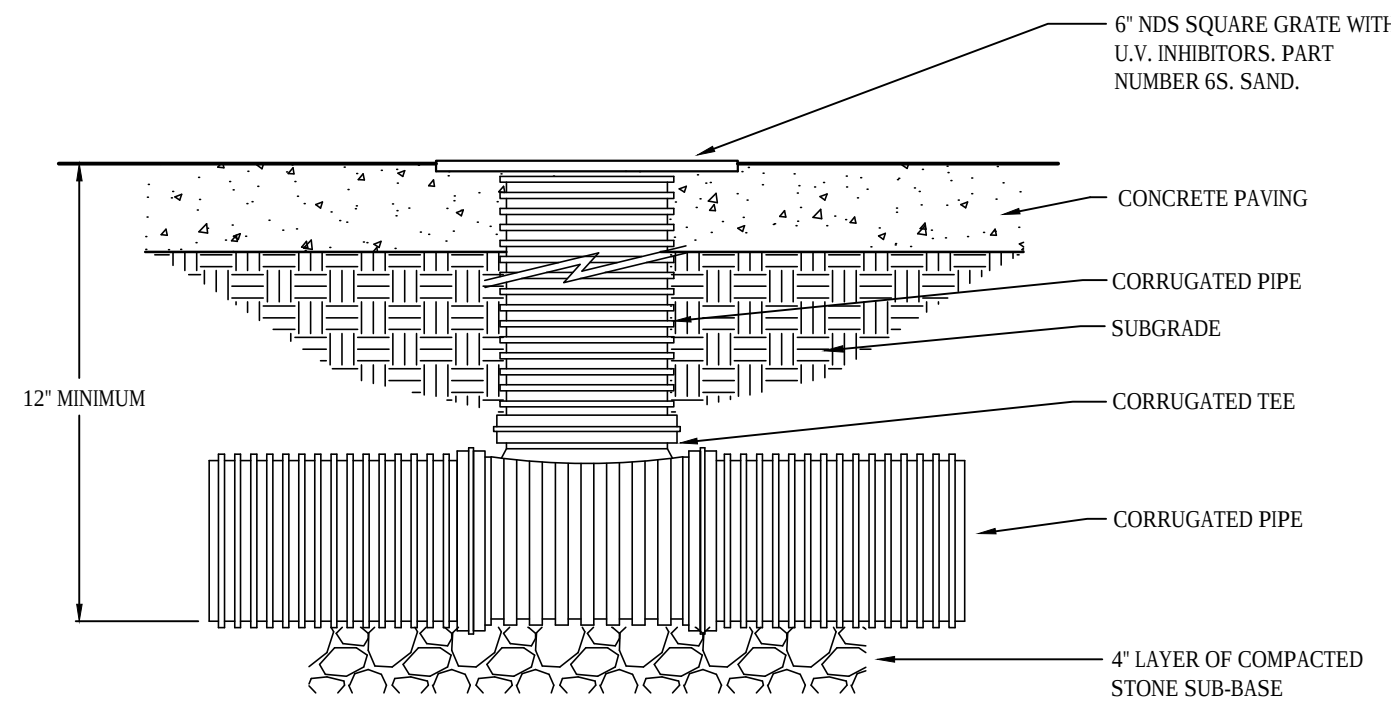
- NOTES:
1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
 2. DO NOT SCALE DRAWING.
 3. THIS DRAWING IS INTENDED FOR USE BY ARCHITECTS, ENGINEERS, CONTRACTORS, CONSULTANTS AND DESIGN PROFESSIONALS FOR PLANNING PURPOSES ONLY.
 4. ALL INFORMATION CONTAINED HEREIN WAS CURRENT AT THE TIME OF DEVELOPMENT BUT MUST BE REVIEWED AND APPROVED BY THE PRODUCT MANUFACTURER TO BE CONSIDERED ACCURATE.

4" ATRIUM GRATE WITH CORRUGATED ELBOW

NOTE: PRE-APPROVED EQUIVALENT PRODUCTS MAY BE SUBSTITUTED.

NDS, INC.
851 NORTH HARVARD AVE.
LINDSAY, CA 93247
TOLL FREE: 1-800-726-1994
PHONE: (559) 562-9888
FAX: (559) 562-4488
www.ndspro.com

THIS DETAIL ILLUSTRATES A TEE CONNECTION BELOW A SQUARE GRATE, AND ALSO APPLIES TO THE ATRIUM GRATE, WITH THE FOLLOWING EXCEPTION: THE 6" SQUARE GRATE IS INTENDED TO ONLY COLLECT WATER THAT DRAINS OUT OF THE BOTTOM OF THE PLANTER POTS. SLOPING THE PAVEMENT TOWARD THE DRAIN IS NOT NECESSARY. THE PLANTER POT IS NOT SHOWN IN THIS DETAIL, BUT WILL BE CENTERED DIRECTLY OVER THE GRATE. REFER TO PLANTER POT DRAINAGE DETAIL ON THIS SHEET.

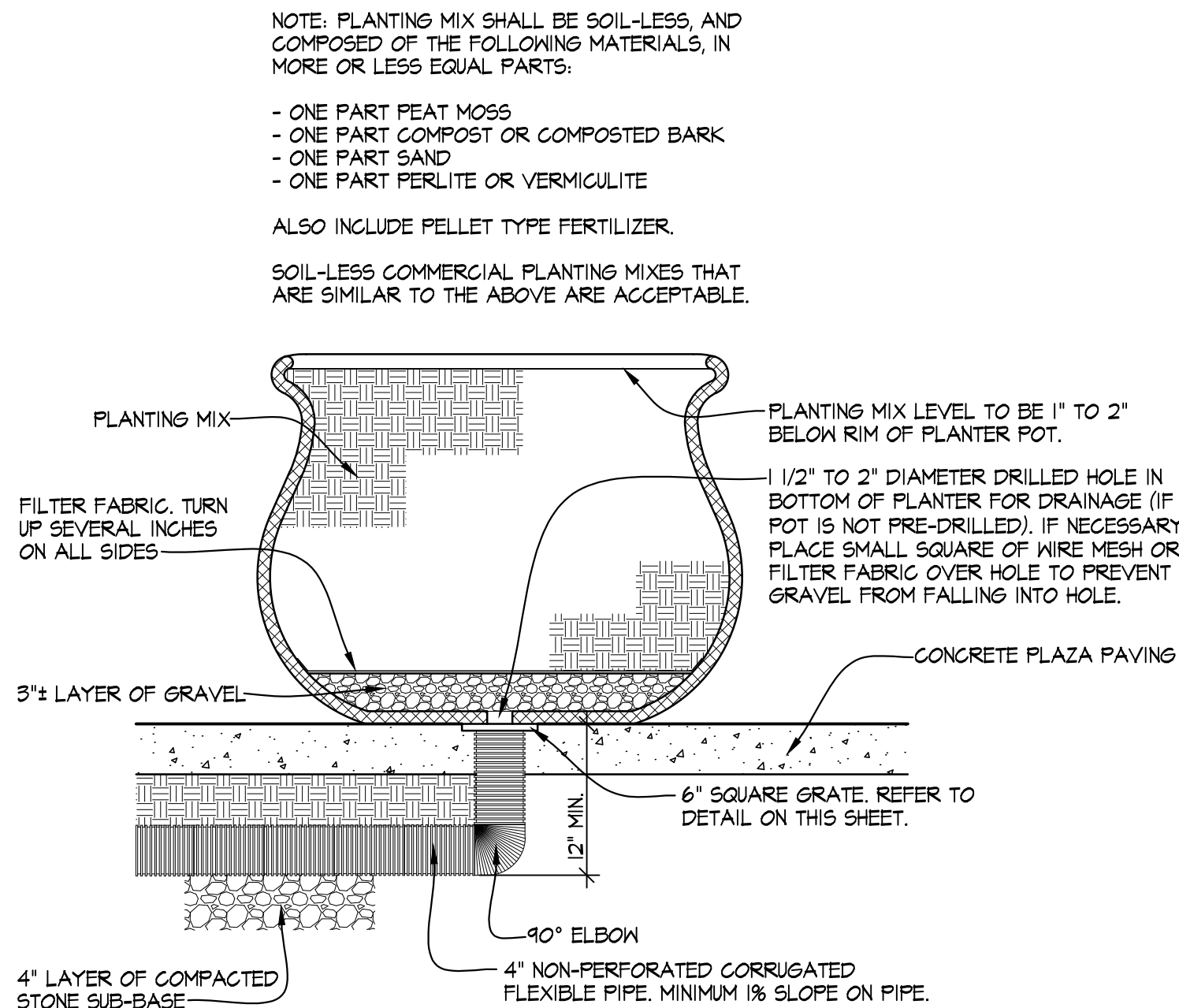


NOTE: ALL CONNECTIONS BETWEEN PIPES, SUCH AS TEES, WYES AND REDUCERS, SHALL UTILIZE MANUFACTURED PRODUCTS.

- NOTES:
1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
 2. DO NOT SCALE DRAWING.
 3. THIS DRAWING IS INTENDED FOR USE BY ARCHITECTS, ENGINEERS, CONTRACTORS, CONSULTANTS AND DESIGN PROFESSIONALS FOR PLANNING PURPOSES ONLY.
 4. ALL INFORMATION CONTAINED HEREIN WAS CURRENT AT THE TIME OF DEVELOPMENT BUT MUST BE REVIEWED AND APPROVED BY THE PRODUCT MANUFACTURER TO BE CONSIDERED ACCURATE.

6" SQUARE GRATE WITH CORRUGATED TEE

NOTE: PRE-APPROVED EQUIVALENT PRODUCTS MAY BE SUBSTITUTED.



PLANTER POT DRAINAGE

SCALE: 1"= 1'-0"

NOTE: REFER TO IRRIGATION PLANS FOR INFORMATION ON WATERING OF PLANTER POTS.

CORRUGATED FLEXIBLE PIPE THROUGH WALL OF CURB INLET STRUCTURE. INVERT ELEVATION OF CORRUGATED PIPE SHALL BE 12" ABOVE BOTTOM OF INLET STRUCTURE.

NOTE: MAINTAIN A MINIMUM 1% SLOPE ON FLEXIBLE PERFORATED PIPE. THE PLAZA GRADING WILL ALLOW FOR APPROX. 2% SLOPE ON THE PIPE, MEASURED FROM THE FARTHEST POINT (THE PLANTER POT AT THE SOUTHEAST CORNER OF THE PLAZA) AND TERMINATING AT THE CURB INLET STRUCTURE.

COLORLED CONCRETE PAVING WILL BE EQUIVALENT TO SCOTFIELD "INTEGRAL COLOR SG." CONTRACTOR SHALL PROVIDE 3' x 3' SQUARE CONCRETE PAVING SAMPLES OF 3 COLORS FOR APPROVAL BY THE ARCHITECT AND/OR OWNER'S REPRESENTATIVE. ALSO PROVIDE A MANUFACTURER'S COLOR CHART. COLOR SAMPLES SHALL BE AS FOLLOWS:

- S6231-1 SAND BUFF
- S6084-1 HAY FIELDS
- S6641-2 AZTEC TAN

CONTRACTOR SHALL ALSO PROVIDE A SIMILAR 3' x 3' SAMPLE OF PLAIN SIDEWALK PAVING FOR REFERENCE. APPROVED SAMPLES SHALL REMAIN ON SITE FOR THE DURATION OF PAVING INSTALLATION.

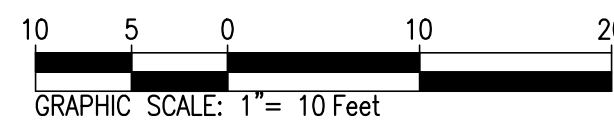
PLANTER POTS ARE TO BE PLACED SO THAT THEY ARE CENTERED WITHIN THE RECTANGLES FORMED BY THE JOINTS IN THE CONCRETE.

CONCRETE JOINTS

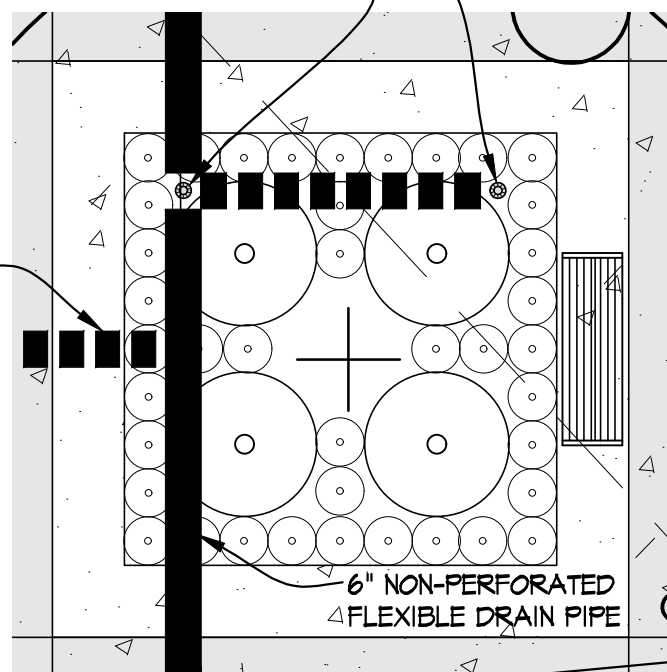
CORRUGATED FLEXIBLE DRAIN PIPE, NON-PERFORATED. LAYOUT OF PIPE ON THIS PLAN IS SCHEMATIC, AND MAY BE ALTERED IF NECESSARY.

LANDSCAPE DRAIN SYSTEM BEGINS WITH THIS DRAIN GRATE. INVERT ELEVATION OF CORRUGATED PIPE AT THIS LOCATION SHALL BE 12" BELOW GRADE OF CONCRETE PAVING.

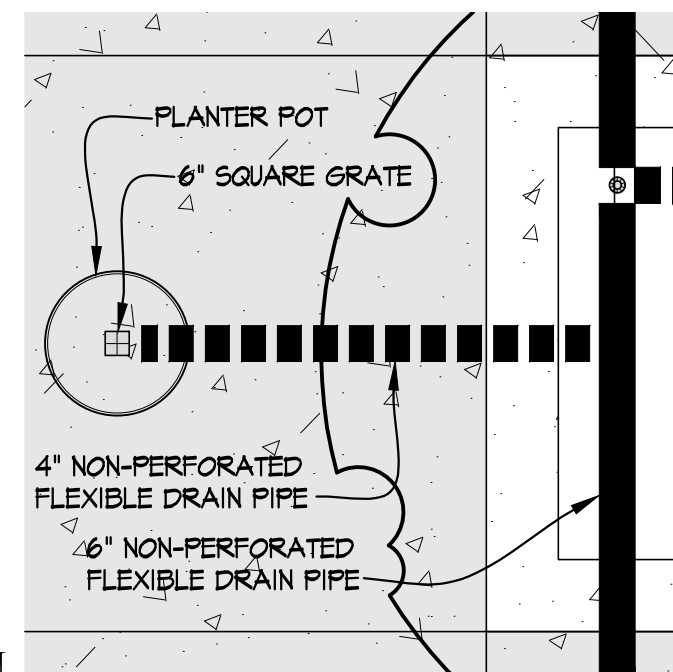
LANDSCAPE PLAZA PLAN



(2) 4" ATRIUM GRATES IN EACH SQUARE PLANTER



ENLARGEMENT OF TYPICAL 9" SQUARE PLANTER



ENLARGEMENT OF TYPICAL PLANTER POT

SITE FURNISHINGS SCHEDULE

- (8) 4" BENCHES, WABASH VALLEY COURTYARD SERIES; SLATS, WITH BACK, POWDER COATED METAL; SURFACE MOUNT. WWW.WABASHVALLEY.COM.
- (2) TRASH RECEPTACLES, WABASH VALLEY URBANSCAPE SERIES; "J" STYLE; 32 GALLON; WITH LINER; SOLID BONNET TOP
- (12) PLANTER POTS, TERRACAST SAN JUAN TALL PLANTER; 36" DIAMETER x 30" TALL. WWW.TERRACASTPRODUCTS.COM

NOTE: ALL SITE FURNISHINGS SHALL BE APPROVED BY THE ARCHITECT. PRIOR TO ORDERING, THE CONTRACTOR SHALL SUBMIT TO THE ARCHITECT CUT SHEETS, COLOR CHOICES, INFORMATION ON OPTIONS, AND OTHER INFORMATION AS NECESSARY FOR REVIEW.

LANDSCAPE PLAZA PLANS & DETAILS

TOWN COMMONS PHASE I

Lot 1, Town Commons
Town of Northlake & ETJ of Town of Northlake, Denton County, Texas
4,958 Acres
Zoned Mixed-Use Planned Development (MPD) & ETJ

OFFICE EQUITY SOLUTIONS

365 Miron, Suite A,
Southlake, TX 76092

TOWN COMMONS

CLEVELAND-GIBBS RD & FM 407
NORTHLAKE, TX 76002



BAIRD, HAMPTON & BROWN
ENGINEERING & SURVEYING
4550 State Hwy 890, Suite 190
Grapevine, TX 76051
mail@bhbinc.com 817.251.8550
bhbinc.com
TBPE Firm #44
TBPLS FRM #1001302

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF THOMAS KELLOGG, RLA TX No. 1225. IT IS NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

2-2-17

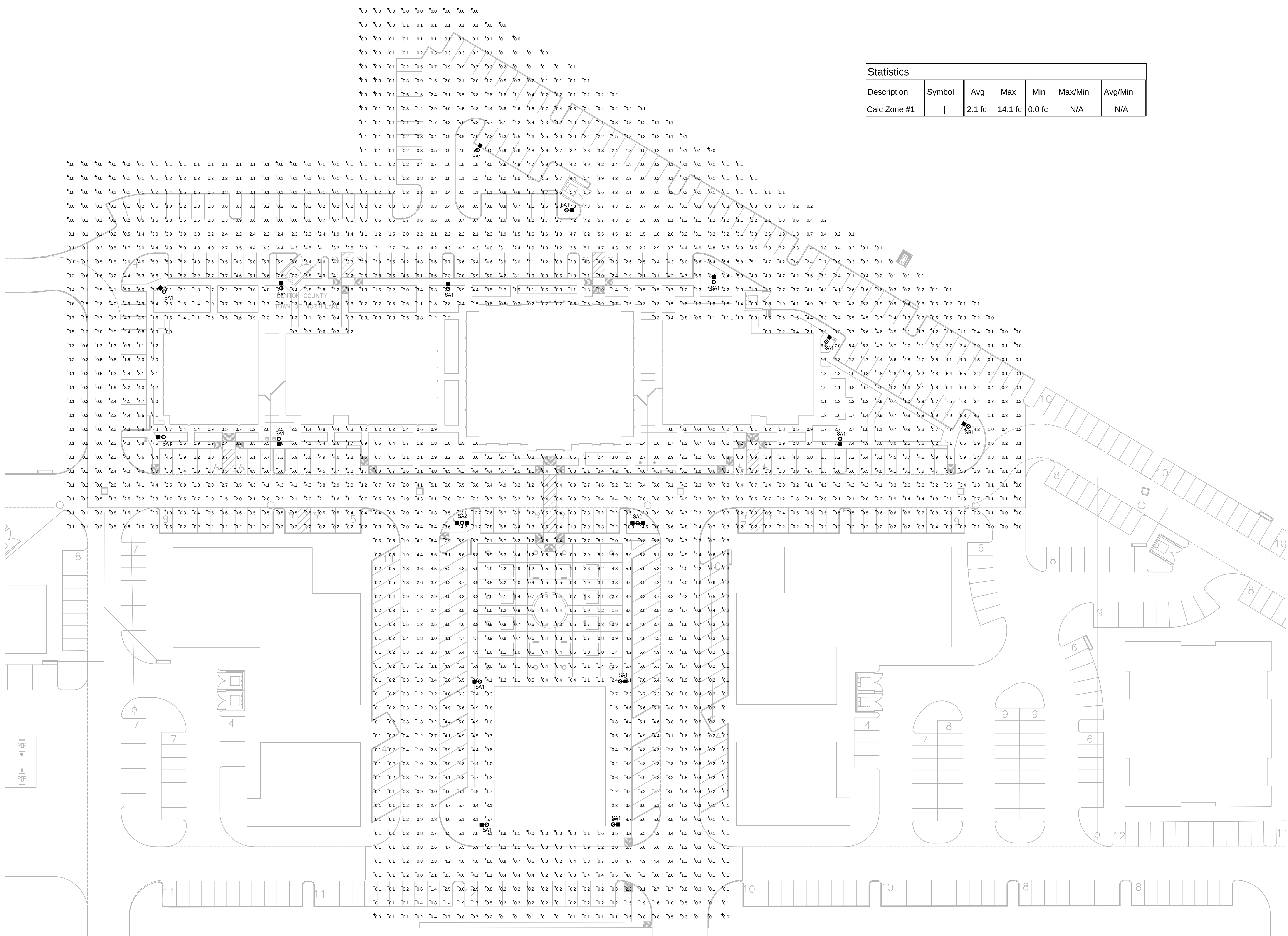
PROJECT NUMBER: 2016.721.000
DATE: 2/2/2017 DRAWN BY: EIW
DESIGN BY: TNK CHECKED BY: TNK

SHEET

31

31 of 31

02/03/17 10:12 AM E:\2015\15136 Jacobs and Associates\15136.20 Commons at Northlake Buildings 1 and 2\CAD\MEP\ELECTRICAL\E1.02 SITE PLAN - PHOTOMETRICS.dwg cmm



Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #1	+	2.1 fc	14.1 fc	0.0 fc	N/A	N/A



Jacobs & Associates
Architecture, Planning, Interiors
701 Canyon Drive, Suite 110
Coppell, Texas 75019
972 331-5699



Texas Firm F-12759
1405 W. Chapman Dr. Phone (940) 458-7503
Sanger, Texas 76266 Fax (940) 458-7417
Project #15136.20 www.eikongroup.com

CONFIDENTIAL AND PROPRIETARY
Copyright 2016 EIKON Consulting Group LLC.
All rights reserved - do not duplicate without permission.



OFFICE EQUITY SOLUTIONS
365 Miron, Suite A
Southlake, Texas 76092
817-416-3981
817-416-8372 Fax

PROJECT
TOWN COMMONS
NORTH LAKE
ADDRESS
1256 FM 407
CITY STATE
NORTH LAKE TX
ZIP
76247

SITE PLAN -
PHOTOMETRICS

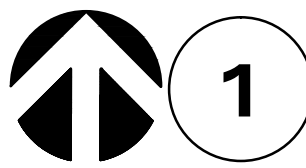
JOB NO. 15136.20

DATE	ISSUE FOR	DRAWN BY

SHEET NO.

E1.02

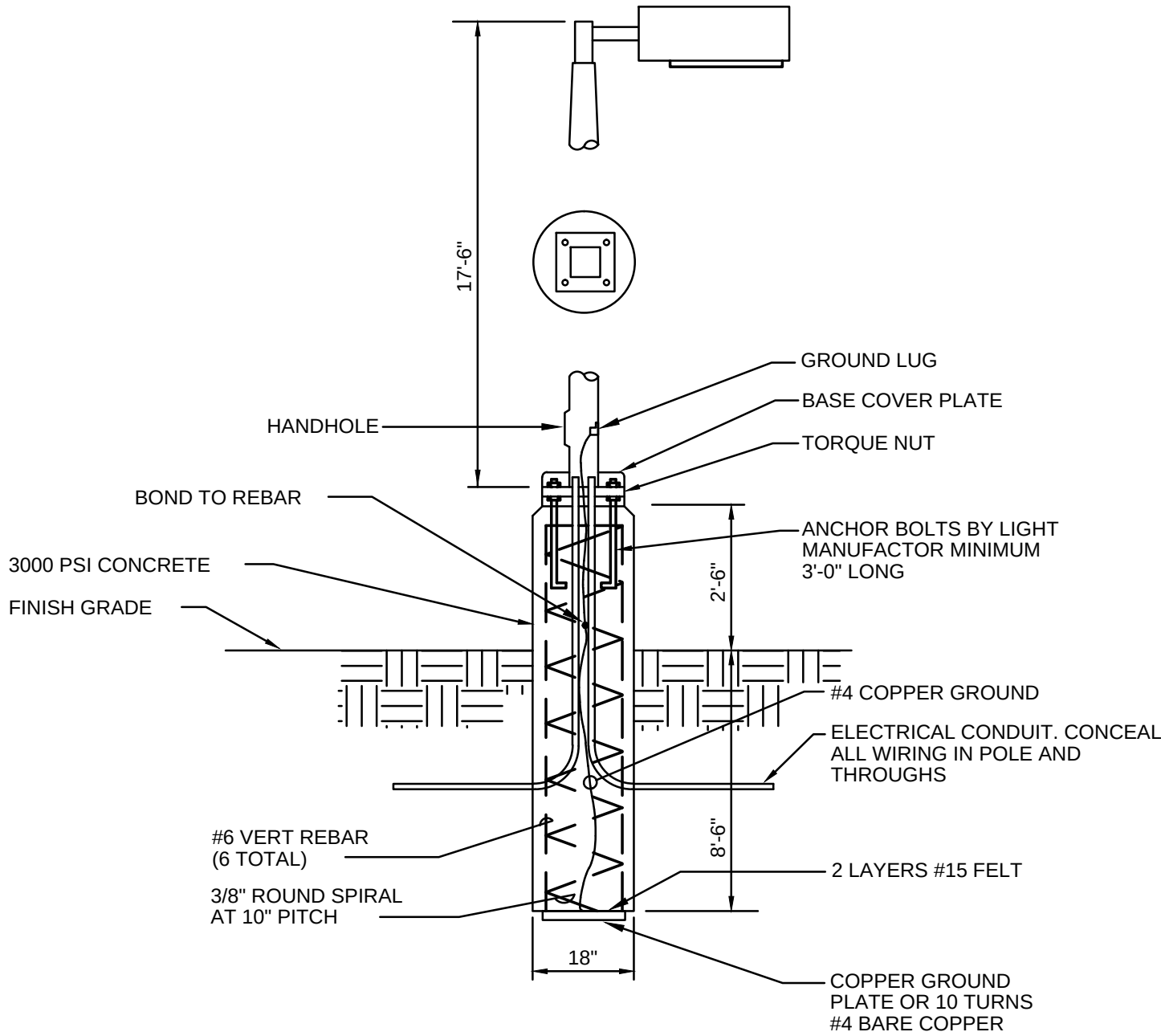
OF



SITE PLAN - ELECTRICAL

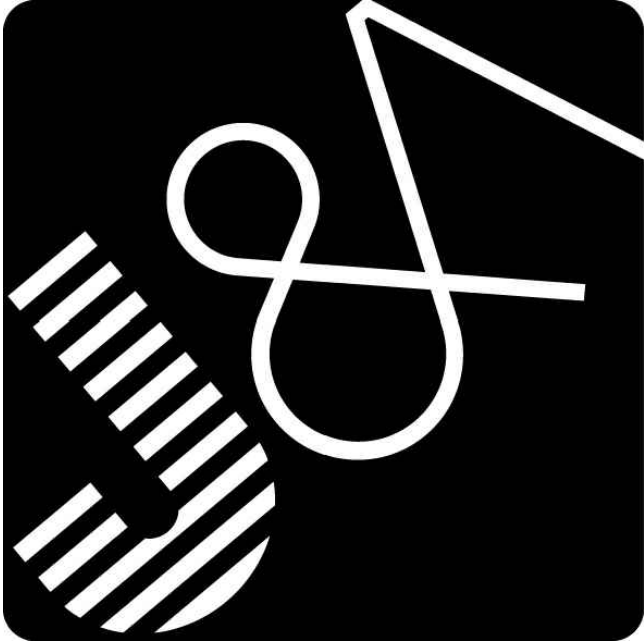
SCALE 1"=20'-0"

02/03/17 10:12 AM I:\2015\15136 Jacobs and Associates\15136.20 Commons at Northlake Buildings 1 and 2\CAD\MEP\ELECTRICAL\E1.03 SITE PLAN DETAILS.dwg crahm



1 POLE BASE DETAIL
NO SCALE

LIGHT FIXTURE SCHEDULE			
MARK	DESCRIPTION	LENS	REMARKS
		LAMPS	
SA1	SINGLE HEAD LED AREA SITE FIXTURE		STEEL POLE - 17.5 FT DARK BRONZE FINISH, REF TO DETAIL
		LED 268 INPUT WATTS	
SA2	LITHONIA: CSX2-LED-120C-700-40K-T3M-MV/OLT-SPA-DOBXD		POLE: SSS-17.5-4C-DM19-DOB
	TWO HEAD LED AREA SITE FIXTURE		STEEL POLE - 17.5 FT DARK BRONZE FINISH, REF TO DETAIL
SB1	LITHONIA: (2) CSX2-LED-120C-700-40K-T3M-MV/OLT-SPA-DOBXD		POLE: SSS-17.5-4C-DM28-DOB
	SINGLE HEAD LED AREA SITE FIXTURE WITH HOUSE SHIELD		STEEL POLE - 17.5 FT DARK BRONZE FINISH, REF TO DETAIL
		LED 268 INPUT WATTS	
	LITHONIA: CSX2-LED-120C-700-40K-T3M-HS-MV/OLT-SPA-DOBXD		POLE: SSS-17.5-4C-DM19-DOB



Jacobs & Associates
Architecture, Planning, Interiors
701 Canyon Drive, Suite 110
Coppell, Texas 75019
972 331-5699



Texas Firm F-12759
1405 W. Chapman Dr. Phone (940) 458-7503
Sanger, Texas 76266 Fax (940) 458-7417
Project #15136.20 www.eikong.com

CONFIDENTIAL AND PROPRIETARY
Copyright 2016 EIKON Consulting Group LLC.
All rights reserved - do not duplicate without permission.



OFFICE EQUITY SOLUTIONS

365 Miron, Suite A
Southlake, Texas 76092
817-416-3981
817-416-8372 Fax

PROJECT
TOWN COMMONS
NORTHLAKE
ADDRESS
1256 FM 407
CITY STATE TX
NORTHLAKE TX
ZIP 76247

SITE PLAN
DETAILS

JOB NO. 15136.20

DATE	ISSUE FOR	DRAWN BY

SHEET NO.

E1.03

OF



TOWN COMMONS AT NORTHLAKE



TOWN COMMONS AT NORTHLAKE



TOWN COMMONS AT NORTHLAKE



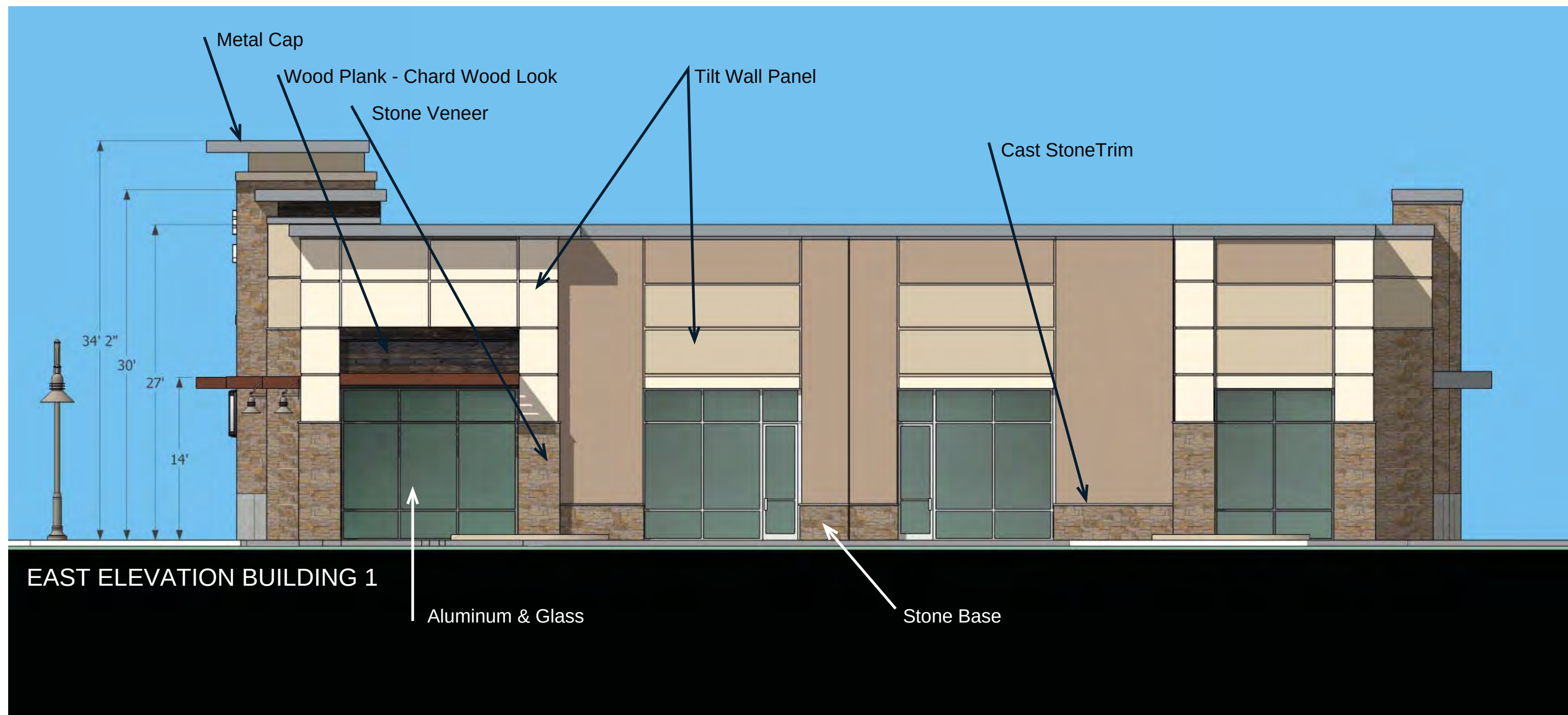
TOWN COMMONS AT NORTHLAKE



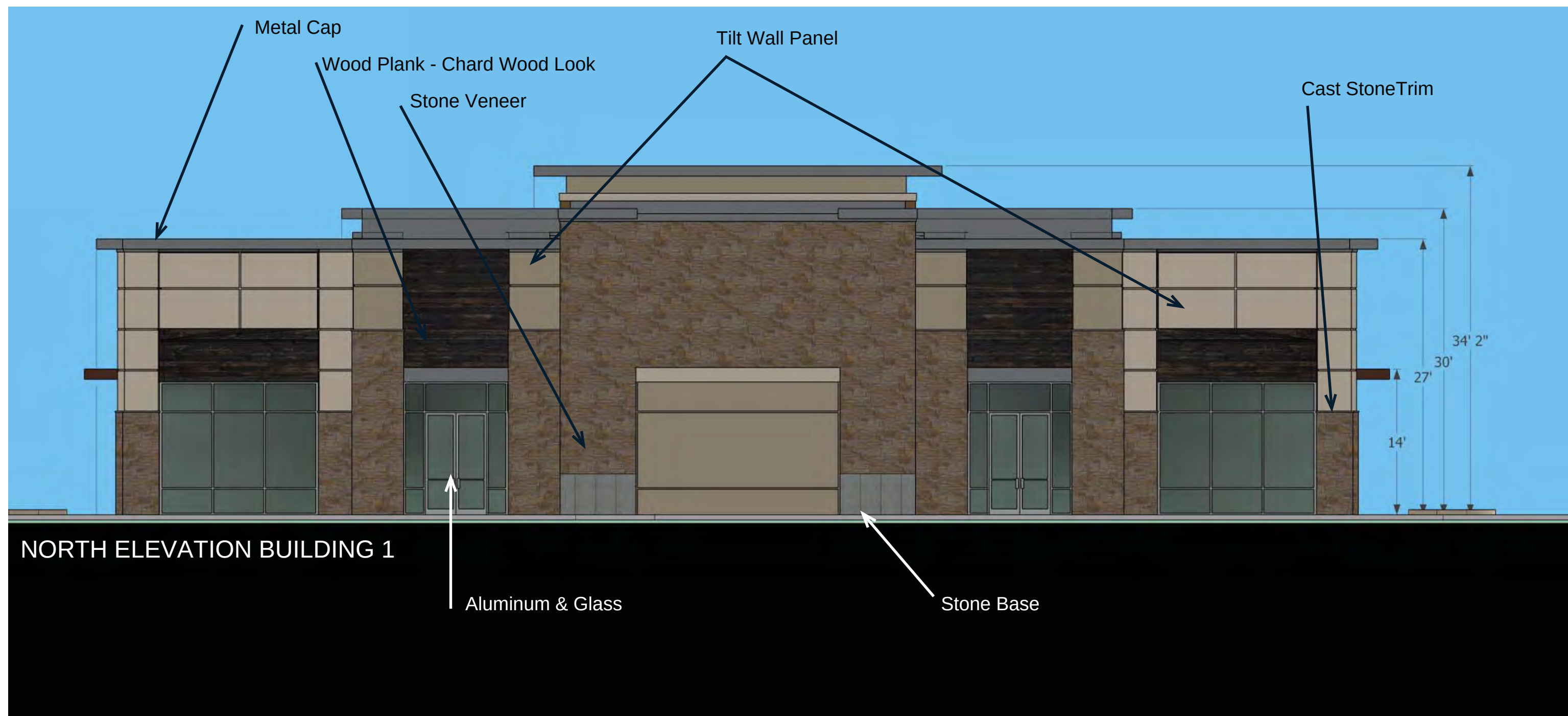
TOWN COMMONS AT NORTHLAKE

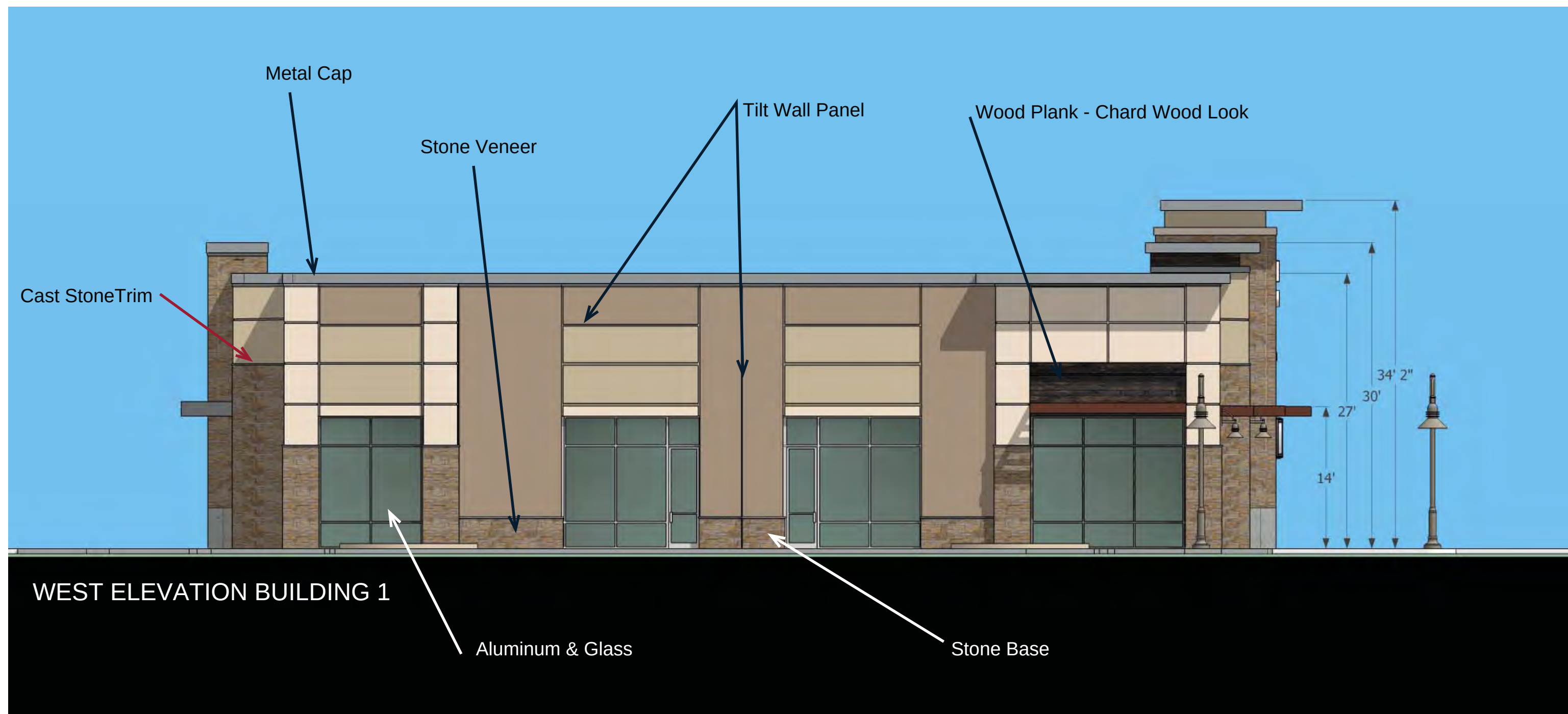


TOWN COMMONS AT NORTHLAKE

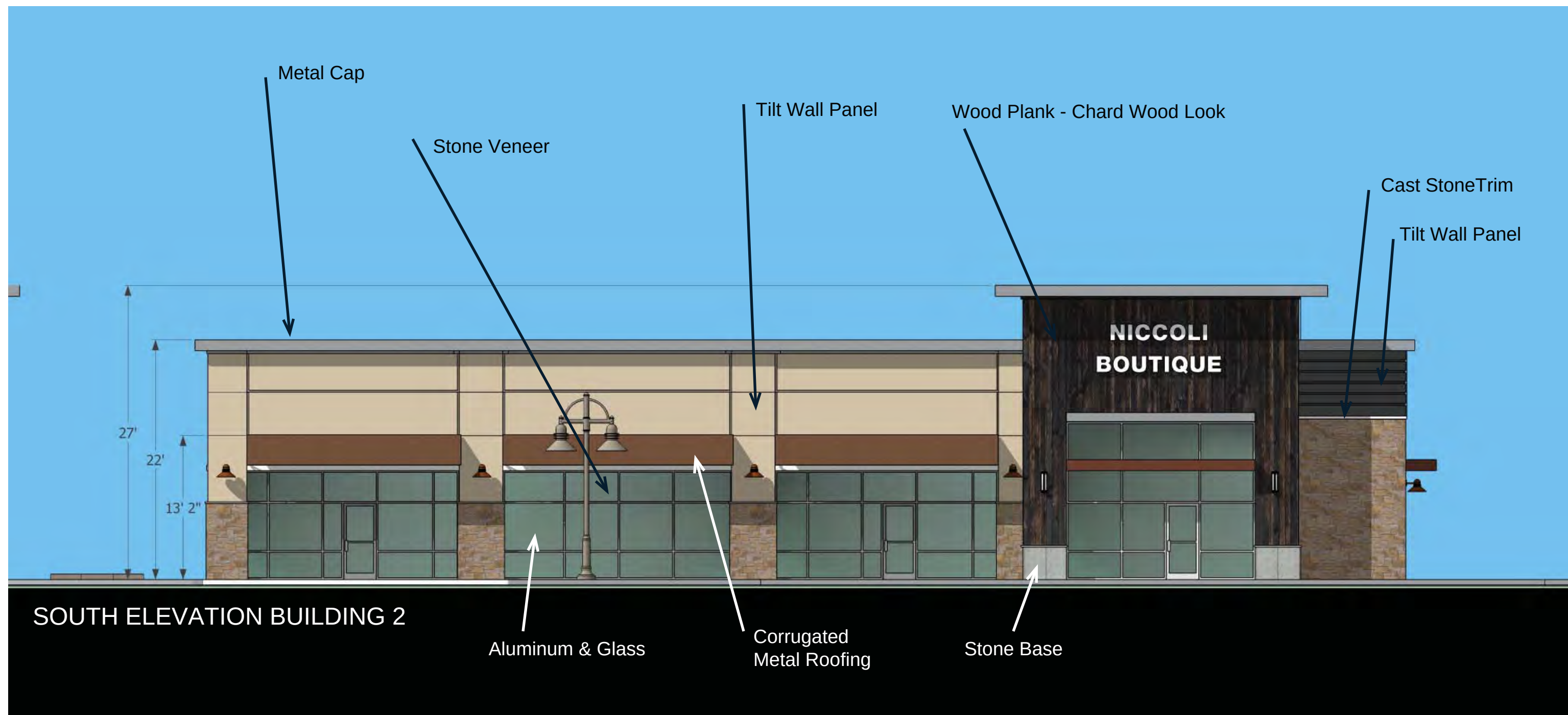


TOWN COMMONS AT NORTHLAKE

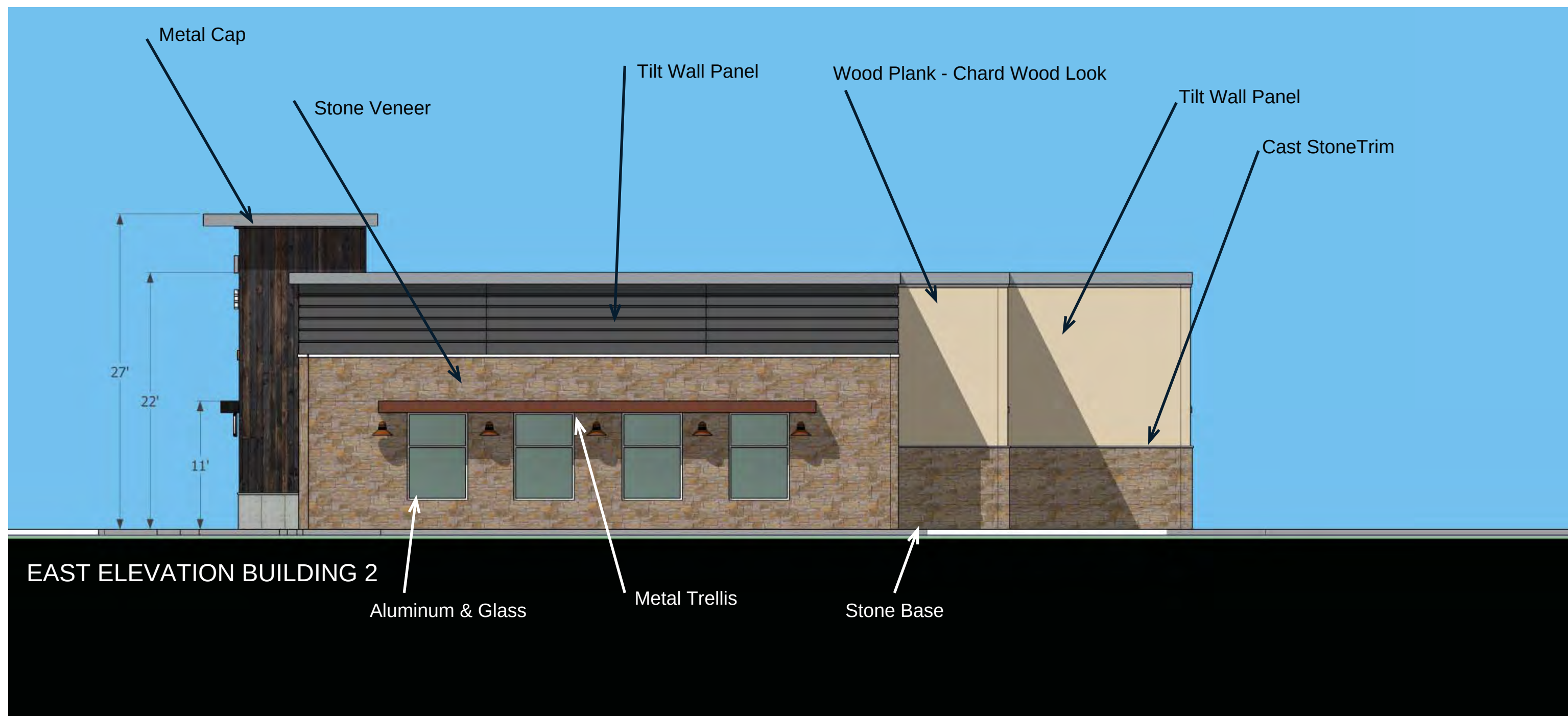




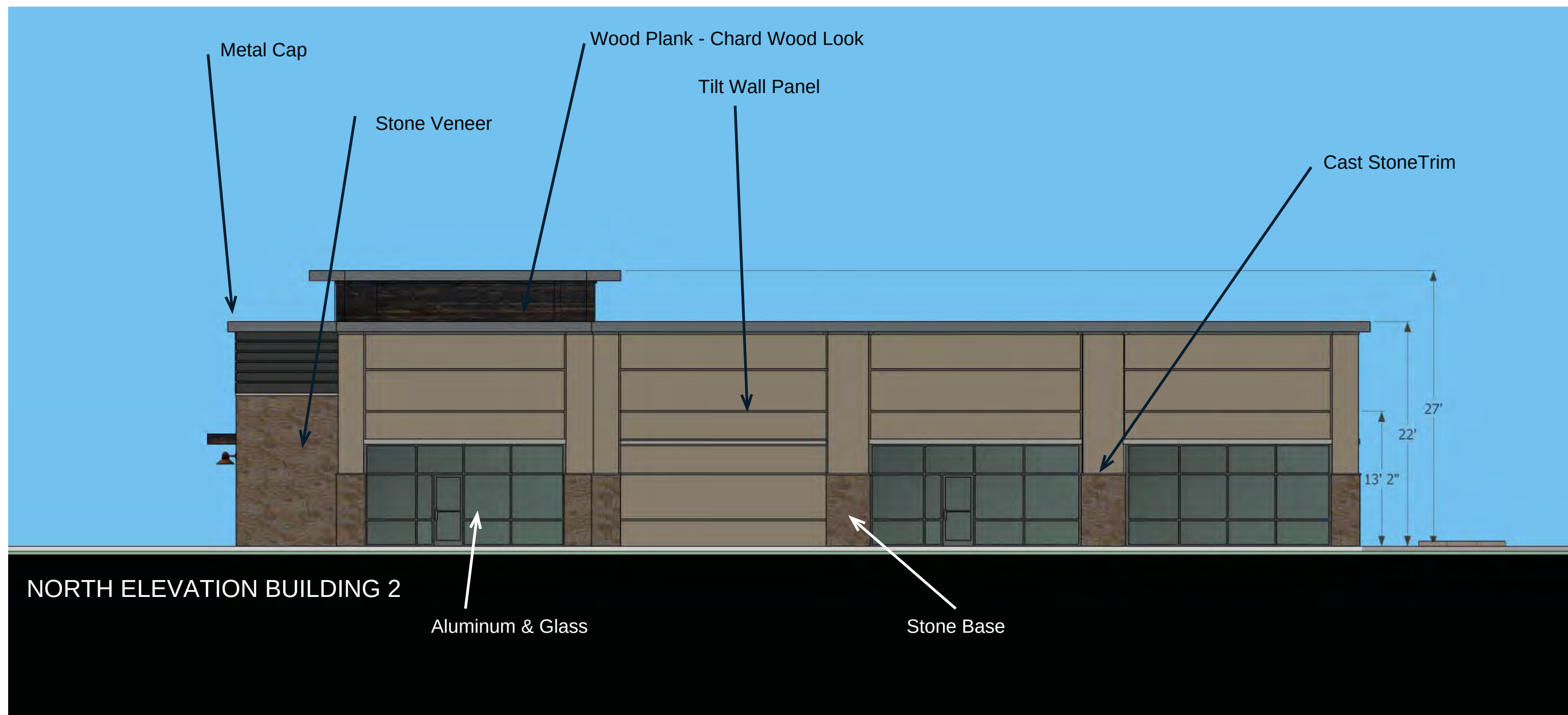
TOWN COMMONS AT NORTHLAKE



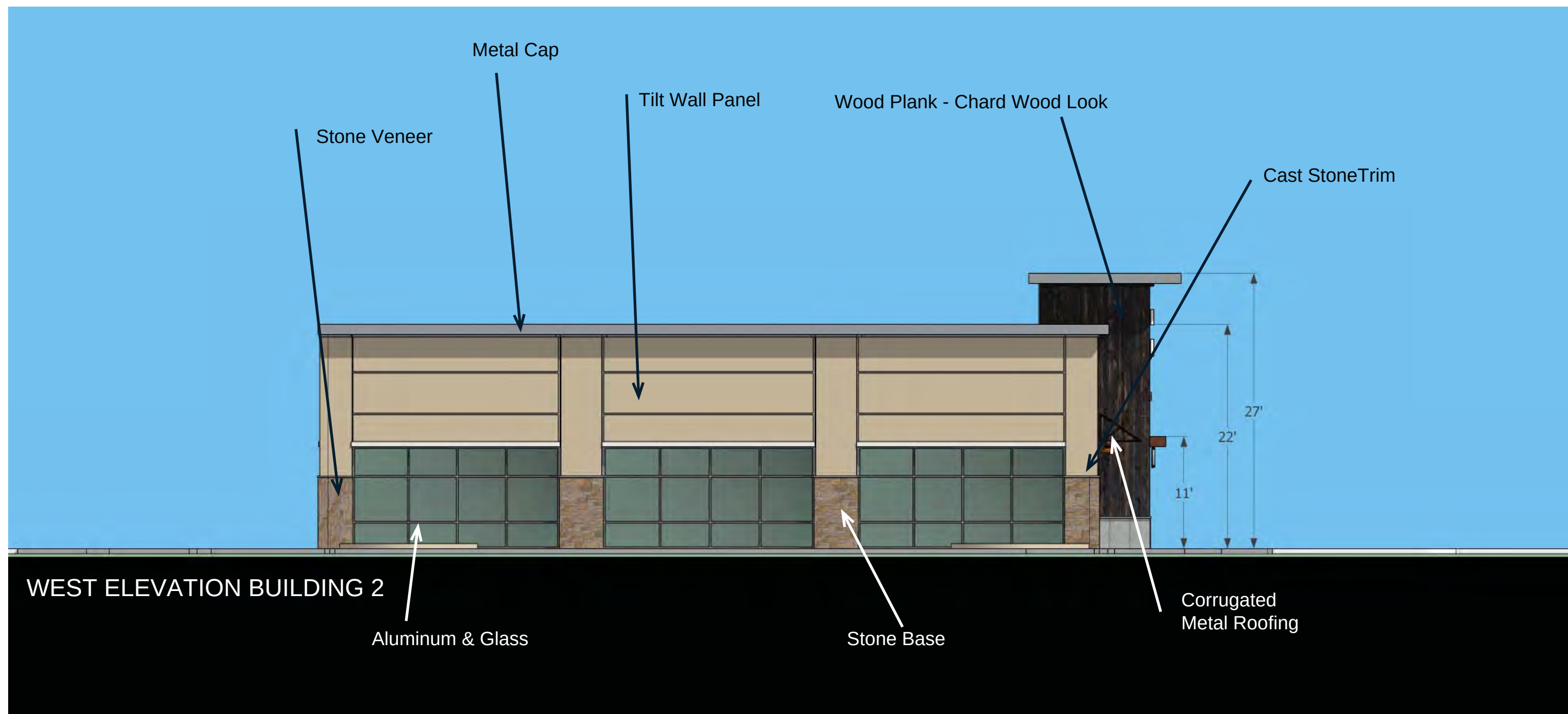
TOWN COMMONS AT NORTHLAKE



TOWN COMMONS AT NORTHLAKE



TOWN COMMONS AT NORTHLAKE



TOWN COMMONS AT NORTHLAKE



Executive Session

Agenda Item 9

Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except:

1) When the governmental body seeks the advice of its attorney about:

(a) Pending or contemplated litigation; or

(b) A settlement offer; or

'Town of Northlake vs. City of Justin (Cause No. 15-08170-367)

b. Section 551.072 authorizes a governmental body to deliberate in executive session on certain matters concerning real property

(a) Deliberations about Real Property, Easement and Right-of-Way Acquisition for Florance Road Water Line Project to Stardust Ranch development