



Administrative Services

To: Mayor and Town Council

From: Robert Scott, Executive Director of Administrative Services

Through: Ronald K. Patterson, Interim Town Manager

Re: Valley View Consulting Service Agreement Renewal

Town Council Meeting – November 22, 2022

Agenda Item:

Consider authorizing the Interim Town Manager to execute a one-year renewal of the Professional Services Agreement between Valley View Consulting, L.L.C., and the Town of Prosper, Texas, related to Investment Advisory services.

Description of Agenda Item:

The Town issued a Request for Proposal (RFP) for Investment Advisory Services in 2020 ultimately awarding the contract to Valley View Consulting, LLC for a one-year term with up to four additional one-year renewals. The Public Funds Investment Act requires the governing board to approve investment advisors every two years.

In November 2021, after determination of satisfactory performance, the Town renewed for an additional year. Staff is recommending Council approve renewal for one more year with authorization of additional personnel and the growth of the portfolio. Staff has a goal of taking investment management in-house. The speed at which this can be accomplished will be dependent on filling of positions and overall workload including implementation of a new ERP during the year. If Town staff is entirely self-sufficient prior to the end of the one-year renewal, the contract contains a provision of 30 days' notice. The Town's staff will still have full control over all investment purchases and investment decisions.

Budget Impact:

The annual fee is projected to be approximately \$57,100, but the actual cost is dependent on the Town's total investment portfolio assets. These costs will be allocated to each Town Fund based on their annual interest earnings.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has reviewed and approved the Professional Services Agreement as to form and legality.

Attached Documents:

1. Proposed Professional Services Agreement

Town Staff Recommendation:

Town staff recommends that the Town Council authorize the Town Manager to execute a one-year renewal of the Professional Services Agreement between Valley View Consulting, L.L.C., and the Town of Prosper, Texas, related to Investment Advisory services.

Proposed Motion:

I move to authorize the Town Manager to execute a one-year renewal of the Professional Services Agreement between Valley View Consulting, L.L.C., and the Town of Prosper, Texas, related to Investment Advisory services.