

Agenda

City of Hudson Oaks
210 North Lakeshore Drive
Hudson Oaks, Texas 76087
Regular City Council Meeting
Thursday
April 22, 2010

REGULAR SESSION: 7:00 p.m.

Call to order

PLEDGE OF ALLEGIANCE

1. I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation, under God, indivisible, with liberty and justice for all.
2. Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

PROCLAMATIONS

1. National Public Service Recognition Week, May 3-9
2. National Police Week, May 9-15
3. National Public Works Week, May 16-22

A. CITIZEN COMMENTS AND ANNOUNCEMENTS

Citizens who have signed a form to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussing the subject and may respond only with statements of factual information or existing city policy.

B. ITEMS OF COMMUNITY INTEREST

Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees or citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety.

C. CONSENT AGENDA

1. Consideration of the Regular City Council Meeting Minutes for March 25, 2010

Regular City Council Meeting Agenda for April 22, 2010

D. PUBLIC HEARING AND RELATED ITEMS

E. STAFF/COUNCIL REPORTS

1. Police Department monthly activity report
2. Financial Dashboard Report
3. Upper Trinity Groundwater Conservation District

F. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consideration of Ordinance 2010-06, amending article 7.01 of the Code of Ordinances by establishing the Municipal Court in Hudson Oaks as a Municipal Court of Record
2. Consideration of Ordinance 2010-07, appointing the municipal court judge and associate judge for the Municipal Court of Record in Hudson Oaks
3. Consideration of Minute Order 2010-13, by adopting a professional services agreement for the services of the municipal court judge and associate municipal court judge
4. Consideration of Minute Order 2010-14, accepting an interlocal agreement with Parker County for the reconstruction of Inspiration Drive
5. Consideration of Ordinance 2010-08, amending Ordinance 2009-09, Budget Ordinance for FY 2009-10
6. Consideration of Ordinance 2010-09, amending sections 13.02.032 and 13.02.033 of the Hudson Oaks Code of Ordinances to amend the water rates.

G. FUTURE AGENDA ITEMS

In compliance with the Texas Open Meetings Act, Council Members may request that matters of public concern be placed on a future agenda. Council Members may not discuss non-agenda items among themselves. In compliance with the Texas Open Meetings Act, city staff members may respond to questions from Council members only with statements of factual information or existing city policy.

H. EXECUTIVE SESSION

Pursuant to Chapter 551, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this

meeting to receive legal advice from its attorney on any posted agenda item as permitted by law, or to discuss the following:

1. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071.
2. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072
3. Deliberation regarding gifts or donations to the City pursuant to Section 551.073
4. Personnel matters pursuant to Section 551.074 (to deliberate the appointment, employment, evaluation, reassignment or duties, discipline or dismissal of a public officer or employee)
5. Deliberation regarding security pursuant to Section 551.076
6. Deliberation regarding economic development negotiations pursuant to Section 551.087

I. DISCUSSION/ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

J. ADJOURNMENT

I, Sheila Elmore, hereby certify that notice of the above meeting was posted on the front door of the City Hall of the City of Hudson Oaks, a place readily accessible to the public at all times, on the 16th day of April 2010 at 5:00 p.m., and it remained continuously posted for at least seventy-two 72 hours immediately preceding said meeting, and that said meeting and that said notice was posted in accordance with Chapter 551 of the Texas Government Code.

This facility is wheelchair accessible and accessible parking spaces are available, requests for accommodations or interpretive services must be made forty-eight 48 hours prior to this meeting, please contact the city secretary at 682-229-2425 or fax 682-229-2429 for further information. The city attorney reserves the right to take agenda item(s) into executive session.

Sheila Elmore
City Secretary

City Council Meeting Staff Agenda Report



Items of Community Interest		
Meeting date: April 22, 2010	Agenda Item #: B	Action being considered: None

Staff Recommendation:

N/A

Prior Board or Council Action:

N/A

Background Information/Analysis:

New State law enables City Council to hear or make announcements regarding “items of community interest,” even if it is not a specifically posted agenda item. The text of the law specifies:

Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees or citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety.

Items to be announced include:

- Monday, May 10 the City will host a Public Safety Open House from 4-7 p.m. at the Public Safety Building on Oakridge Drive.
- Construction projects on a number of City roadways will impact traffic over the next several weeks. Residents are encouraged to check the City’s website or Facebook page for updates on street closures, detours, etc.
- As we enter spring storm season, residents are encouraged to visit the City’s website and register their home and mobile phone numbers in the Blackboard Connect emergency notification system.

Financial Considerations:

N/A

Attachments:

Staff Contact:

Sheri Campbell-Husband, city administrator
682-229-2407
Sheri.campbell@hudsonoaks.com

Patrick Lawler, director of operations
682-229-2408
Patrick.lawler@hudsonoaks.com

City Council Meeting Staff Agenda Report



Minutes of the March 25, 2010 Regular City Council Meeting

Meeting date: April 22, 2010	Agenda Item #: C1	Action being considered: Approval of Minutes
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Staff Recommendation:

Review and approve the minutes of the March 25, 2010 City Council meeting.

Prior Board or Council Action:

Council has not previously acted on this item.

Background Information/Analysis:

Meeting was held at 7:00 p.m. on Thursday, March 25, 2010 at Hudson Oaks City Hall.

Financial Considerations:

None

Attachments:

Minutes of March 25, 2010 City Council Meeting

Staff Contact:

Sheri Campbell-Husband, city administrator
682-229-2407
Sheri.campbell@hudsonoaks.com

Sheila Elmore, city secretary
682-229-2425
Sheila.elmore@hudsonoaks.com

City Council Meeting Staff Agenda Report



Minutes

City of Hudson Oaks
210 North Lakeshore Drive
Hudson Oaks, Texas 76087
Regular City Council Meeting

Thursday
March 25, 2010

REGULAR SESSION: 7:00 p.m.

Call to order

Meeting was called to order at 7:00 p.m.

Present were:	Mayor Pro-Tem	Tom Fitzpatrick
	Council Member	Bill Young
	Council Member	Tom Marquardt
	Council Member	Dan David
Absent were:	Mayor	Pat Deen
	Council Member	Paula Wigley
Staff:	City Administrator	Sheri Campbell-Husband
	Asst. City Administrator	Patrick Lawler
	City Secretary	Sheila Elmore
	Chief of Police	Brandon Mayberry
	City Attorney	Rob Allibon

PROCLAMATIONS

1. National Volunteer Week, April 18-24-**proclamation read by Mayor Pro-Tem Fitzpatrick**

A. CITIZEN COMMENTS AND ANNOUNCEMENTS

Citizens who have signed a form to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussing the subject and may respond only with statements of factual information or existing city policy.

There were no citizen comments or announcements

B. ITEMS OF COMMUNITY INTEREST

Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees or citizens; reminders about upcoming events sponsored by the city or other entity that is

City Council Meeting Staff Agenda Report



scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety.

1. **Exit ramp ribbon cutting**
2. **Blackboard Connect Phone Notification System registration**
3. **City holiday closure- April 2-Good Friday**
4. **April 16-25-state energy rebate program**
5. **May 8, 2010-election canceled**

C. CONSENT AGENDA

1. Consideration of the Regular City Council Meeting Minutes for February 25, 2010
2. Consideration of Minute Order 2010-10, accepting and approving the certification of the city secretary and the order of cancellation of the May 8, 2010 general election regarding elected officials
3. Consideration of Ordinance 2010-04, canceling the May 8, 2010 general election regarding elected officials
4. Consideration of Ordinance 2010-05, adopting the city's official newspaper for FY 09-10
5. Consideration of Minute Order 2010-11, excusing Councilmember Wigley's absence from the March 25, 2010 City Council Meeting.

Council Member David made a motion to approve the consent agenda. Council Member Marquardt seconded the motion. All present voted "aye." Motion carried 4-0

D. PUBLIC HEARING AND RELATED ITEMS

There were no public hearings or related items.

E. STAFF/COUNCIL REPORTS

1. Report on the 2010 Texas Warrant Roundup-**given by the City Administrator-recognition was given to everyone who participated in the warrant roundup.**
2. Police Department monthly activity report and annual racial profiling report-**given by the Chief of Police.**
3. Financial Dashboard Report- **given by the Assistant City Administrator.**
4. Upper Trinity Groundwater Conservation District-**given by the Assistant City Administrator-new well has been approved.**

City Council Meeting Staff Agenda Report



F. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consideration of Minute Order 2010-12, approving the bid for the 2009 roads contract with Quality Excavation and authorize staff to execute a contract

The Assistant City Administrator conducted a brief overview.

Council Member Marquardt made a motion to approve Minute Order 2010-12, awarding the bid for the 2009 roads contract to Quality Excavation and authorizing staff to execute a contract for \$153,412.50 and change orders up to \$38,353.00. Council Member Young seconded the motion. All present voted "aye." Motion carried 4-0

2. Consideration of Resolution 2010-03, supporting the City of Aledo's letter to the TCEQ opposing the City of Willow Park's proposed sewer plant site

This item was withdrawn by staff at Mayor Deen's request

G. FUTURE AGENDA ITEMS

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1. Litter Ordinance- Council Member Young

H. EXECUTIVE SESSION

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1. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071.
2. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072
3. Deliberation regarding gifts or donations to the City pursuant to Section 551.073
4. Personnel matters pursuant to Section 551.074 (to deliberate the appointment, employment, evaluation, reassignment or duties, discipline or dismissal of a public officer or employee)

City Council Meeting Staff Agenda Report



5. Deliberation regarding security pursuant to Section 551.076
6. Deliberation regarding economic development negotiations pursuant to Section 551.087

I. DISCUSSION/ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

There was no executive session held

J. ADJOURNMENT

Council Member Marquardt made a motion to adjourn. Meeting adjourned at 7:49 p.m.

Tom Fitzpatrick, Mayor Pro-Tem

Sheila Elmore, City Secretary

City Council Meeting Staff Agenda Report



Police Department monthly report		
Meeting date: April 22, 2010	Agenda Item #: E1	Action being considered: None

Staff Recommendation:

None

Prior Board or Council Action:

None

Background Information/Analysis:

Chief of Police Brandon Mayberry and/or his designee will discuss with Council the statistical data attached below regarding calls for service, incidents for response, patrol, and staff training.

National Police Week is May 9-15, 2010. On Monday, May 10, there will be an open house at the Public Safety Building for National Police Week. The event will include a brief ceremony in honor of Peace Officers' Memorial Day, tours of the public safety building, booths with information regarding public safety services and crime prevention, availability of the SIDNE simulator, and free hot dogs for attendees. Councilmembers, residents, and members of the business community are invited to attend.

Financial Considerations:

None

Attachments:

Police Department report for March 2010

Staff Contact:

Sheri Campbell-Husband, city administrator
682-229-2407
Sheri.campbell@hudsonoaks.com

Brandon Mayberry, chief of police
682-229-2421
Brandon.mayberry@hudsonoaks.com

City Council Meeting Staff Agenda Report



Huson Oaks Police Department Monthly Activity Report March 2010

Calls for Service	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Total
FY 08-09	720	1,090	1,167	843	777	986	938	874	1,094	961	909	913	11,272
FY 09-10	852	1,102	909	1,044	901	925							5,733

Calls Dispatched	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Total
FY 08-09*	53	59	44	56	44	71	81	59	71	68	68	72	741
FY 089-10	91	100	108	82	87	103							571

Incidents Reported	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Total
FY 08-09	35	32	35	31	25	35	40	33	37	44	39	27	413
FY 09-10	29	27	29	37	32	35							189

Arrests Made	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Total
FY 08-09	28	16	15	14	16	24	32	29	32	21	27	19	273
FY 09-10	13	18	14	14	23	25							107

Accidents Worked	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Total
FY 08-09	5	7	1	1	4	8	8	5	7	6	12	5	69
FY 09-10	10	8	8	5	5	4							40

Monthly Call/Incident Frequency	
Alarms	14
Animals	3
Disturbance	3
DWI	3
Assault	6
Burglary	3 2 coin op machine
Drug Offnse	1
Agency Assist	13

Monthly Training Hours			
Course	Total Hrs	# Officers	Comments
Management	40	1	

Community Outreach/Public Education Programs Held
Citizen Police Academy- March 4-May 6, 2010

Definitions

1. Calls for Service - Each activity conducted by an officer is a call for service. This includes dispatched calls and officer-initiated activities.
2. Incident Reported- Anytime a crime is committed and requires investigation an Incident Report is generated.
3. Arrests Made - Refers to the number of times per month when an officer takes someone to jail on any offense.
4. Accident Worked - Any motor vehicle accident to which the HOPD responds, whether on highway or surface street.
5. Agency Assist - The number of Calls for Service in which HOPD officers were responding to requests for assistance from another agency.

City Council Meeting Staff Agenda Report



Staff report on the City's Financial Dashboard		
Meeting date: April 22, 2010	Agenda Item #: E2	Action being considered: None

Staff Recommendation:

None

Prior Board or Council Action:

The financial dashboard is presented to the City Council on a monthly basis.

Background Information/Analysis:

The reported Dashboard is for the period ending March 31, 2010. Staff will give a related report at the City Council meeting.

The Financial Dashboard includes:

- Summary of revenue and expenditures
- Summary of water and wastewater use and revenue
- Summary of economic development and investment activities

Financial Considerations:

None

Attachments:

Dashboard

Staff Contact:

Sheri Campbell-Husband, city administrator
682-229-2407
Sheri.campbell@hudsonoaks.com

Patrick Lawler, director of operations
682-229-2408
Patrick.lawler@hudsonoaks.com

City Council Meeting Staff Agenda Report



**CITY OF HUDSON OAKS
FY 2009 - COUNCIL STRATEGIC DASHBOARD**

PERIOD ENDING: MARCH 31, 2010

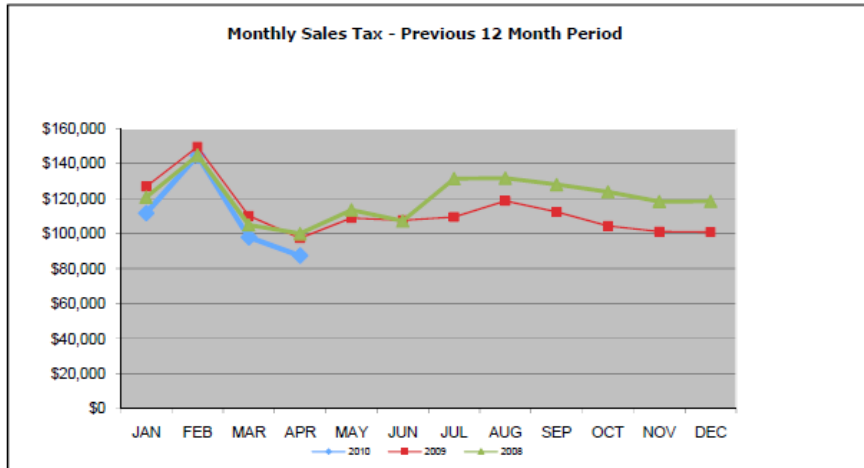
FINANCIAL OVERVIEW

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FINANCIAL SUMMARY

KEY REVENUE SOURCES

DESCRIPTION	BUDGETED REVENUE	YTD ACTUAL REVENUE	% of Budget	BUDGETED EXPENDITURE	YTD ACTUAL EXPENDITURE	% of Budget	REVENUE SOURCE	BUDGETED REVENUE	YTD ACTUAL	% of Budget
General Fund	1,997,268	960,504	48%	1,844,918	947,504	51%	Sales Tax	1,427,175	660,366	46%
Enterprise Fund	-	-	0%	-	-	-	Franchise Fees	120,000	107,683	90%
Water Fund	719,500	293,047	41%	595,415	385,941	65%	Licenses & Permits	190,817	73,684	39%
Wastewater Fund	217,500	88,057	40%	110,000	64,109	58%	Court Fines	162,636	61,616	38%
Debt Service Sinking Fund	-	-	-	580,216	316,130	54%	Water & Wastewater	937,000	381,105	41%
Police Seizure Fund	-	-	-	-	-	-				
Court Technology Fund	2,278	949	42%	-	-	-				
Court Security Fund	2,278	949	42%	-	-	-				
	-	-	-	-	-	-				
TOTAL	\$ 2,938,824	\$ 1,343,505	46%	\$ 3,130,549	\$ 1,713,684	55%	TOTAL	\$ 2,837,628	\$ 1,284,453	45%



ACTUAL VS HISTORICAL REVENUE RECEIPT TRENDS

FUND	HISTORICAL	ACTUAL
General	53.00%	48.09%
Water	41.15%	40.73%
Wastewater	48.70%	40.49%

REVENUES COMPARISON YEAR TO DATE VS. YEAR TO DATE LAST YEAR

GENERAL FUND	↓
WATER FUND	↓
WASTEWATER FUND	↓

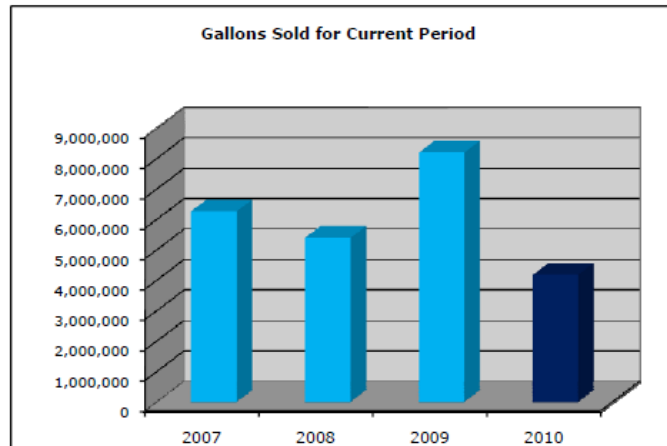
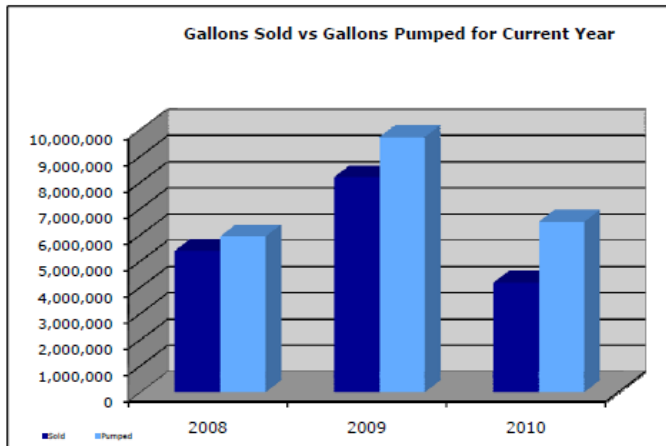
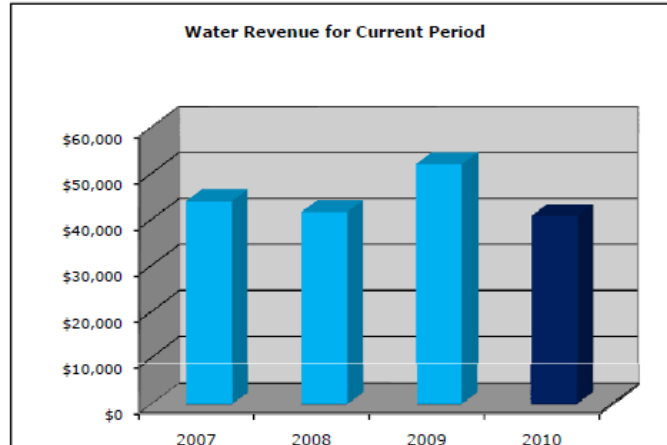
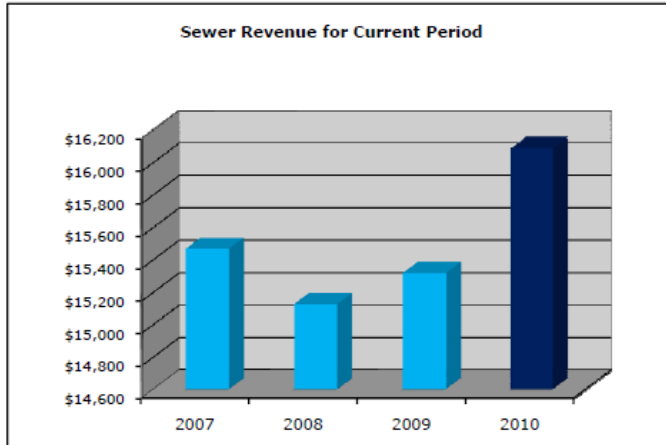
City Council Meeting Staff Agenda Report



**CITY OF HUDSON OAKS
FY 2009 - COUNCIL STRATEGIC DASHBOARD**

PERIOD ENDING: MARCH 31, 2010

WATER SYSTEM
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City Council Meeting Staff Agenda Report

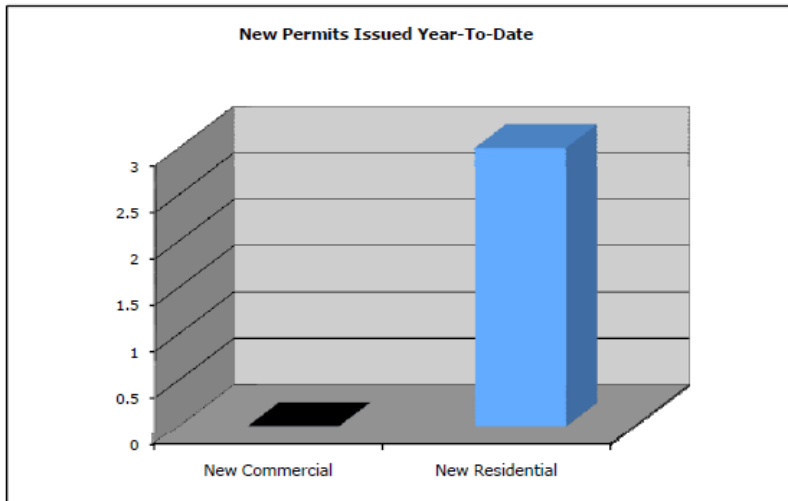


CITY OF HUDSON OAKS
FY 2009 - COUNCIL STRATEGIC DASHBOARD

PERIOD ENDING: MARCH 31, 2010

Economic Development and Investment

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ACTUAL VS HISTORICAL PERMIT TRENDS YTD

PERMIT	2009	2010	VARIANCE
Commercial	1	0	-1
Residential	4	3	-1

TexPool

	Principle	Interest	Balance
General Reserve	\$97,655.54	\$13.07	\$97,668.61
Sales Tax Reserve	\$334,053.93	\$44.74	\$334,098.67
Enterprise Reserve	\$87,129.00	\$11.67	\$87,140.67
Total Reserves			\$518,907.95

Time Deposits

	Principle	Interest	Maturity Balance	Maturity Date
2 Yr Plains Capital CD	\$200,000	1.50%	\$206,079	3-Mar-11

City Council Meeting Staff Agenda Report



Report regarding the Upper Trinity Groundwater Conservation District		
Meeting date: April 22, 2010	Agenda Item #: E3	Action being considered: None

Staff Recommendation:

None

Prior Board or Council Action:

This is a standing item on the City Council agenda at the Council's request.

Background Information/Analysis:

Mayor Deen and/or other Councilmembers will report to City Council regarding the Upper Trinity Groundwater Conservation District, especially as regards recent meetings, related legislative activity, and any recent actions taken by the District that may impact Hudson Oaks.

Financial Considerations:

None

Attachments:

None

Staff Contact:

Sheri Campbell-Husband, city administrator
682-229-2407
Sheri.campbell@hudsonoaks.com

Patrick Lawler, director of operations
682-229-2408
Patrick.lawler@hudsonoaks.com

City Council Meeting Staff Agenda Report



Ordinance 2010-06, amending article 7.01 of the code of ordinances by establishing the Hudson Oaks Municipal Court as a Municipal Court of Record		
Meeting date: April 22, 2010	Agenda Item #: F1	Action being considered: Adoption of Ordinance 2010-06

Staff Recommendation:

Adopt Ordinance 2010-06, amending article 7.01 of the code of ordinances by establishing the Hudson Oaks Municipal Court as a Municipal Court of Record.

Prior Board or Council Action:

In 1986, the City of Hudson Oaks adopted Ordinance 12-86-1 establishing the current Hudson Oaks Municipal Court and stipulating that the municipal court judge was to be a position appointed by City Council.

Background Information/Analysis:

The Texas Government Code (TGC) distinguishes between a Municipal Court and a Municipal Court of Record. Chapter 30 of the TCG states that, "The governing body may by ordinance create a municipal court of record if the governing body determines that the creation of the court is necessary to provide a more efficient disposition of the cases arising in a municipality."

The City's staff and current municipal court judge are recommending that the City's Municipal Court be established as a Municipal Court of Record to: a) improve the appellate process for cases originating in municipal court, b) provide for audio recording of court proceedings, and c) establish a more formal contractual relationship between the City and the appointed judge(s). Municipal Court Judge Bill Lane will be present at the meeting to specifically address how this change would affect the Hudson Oaks Municipal Court.

Establishment of a Municipal Court of Record must be accomplished through adoption of an ordinance. The ordinance proposed would replace the current sections of the City Code of Ordinances related to Municipal Court and grant the city administrator the authority to appoint the City's municipal court clerk. Becoming a Municipal Court of Record would also require the City to adopt an ordinance appointing a municipal court judge and any associate/substitute judges for a period of two years, per state law. An ordinance making this judicial appointment is included on this same meeting agenda for Council consideration.

Financial Considerations:

The City's courtroom facility already meets the state requirements regarding available technology to record meetings, and the City's current judge and associate judge already meet state requirements regarding qualifications, therefore no unbudgeted costs are associated with adoption of this ordinance.

Attachments:

Ordinance 2010-06

City Council Meeting Staff Agenda Report



Staff Contact:

Sheri Campbell-Husband, city administrator
682-229-2407

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Patrick Lawler, director of operations
682-229-2408

Patrick.lawler@hudsonoaks.com

ORDINANCE NO. 2010-06

AN ORDINANCE AMENDING ARTICLE 7.01 OF THE CODE OF ORDINANCES BY ESTABLISHING THE MUNICIPAL COURT IN HUDSON OAKS AS A MUNICIPAL COURT OF RECORD, PROVIDING FOR THE TERM AND APPOINTMENT OF A JUDGE OF THE MUNICIPAL COURT OF RECORD; AUTHORIZING THE APPOINTMENT OF A MUNICIPAL COURT CLERK; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, Chapter 30 of the Texas Government Code authorizes Hudson Oaks to establish its municipal court as a municipal court of record; and

WHEREAS, the City Council of the City of Hudson Oaks deems it necessary to establish a municipal court of record to provide a more efficient disposition of cases arising in the City; and

WHEREAS, the City Council wishes to provide for a more effective means to enforce the ordinances and laws of the City of Hudson Oaks.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUDSON OAKS:

SECTION 1.

Article 7.01 "General Provisions" of Chapter 7 of the Code of Ordinances of the City of Hudson Oaks, as amended, is hereby repealed in its entirety and amended to read as follows:

"ARTICLE 7.01 MUNICIPAL COURT OF RECORD

Sec. 7.01.001 Court Established.

City Council Meeting Staff Agenda Report



The City Council hereby establishes the Hudson Oaks municipal court as a municipal court of record in order to provide a more efficient disposition of cases arising in the City, and in order to more effectively enforce the ordinances of the City. The municipal court shall become a court of record from and after the effective date of this Ordinance, and shall be known as "The Municipal Court of Record in the City of Hudson Oaks".

Sec. 7.01.002 Municipal Court Jurisdiction.

The municipal court of record has the jurisdiction provided by Chapter 30 of the Government Code for municipal courts of record.

Sec. 7.01.003 Terms of Government Code Adopted.

This municipal court of record is established pursuant to the authority granted in Subchapter A, Chapter 30, of the Government Code of the State of Texas, known as the Uniform Municipal Courts of Record Act, and the terms set forth therein are hereby adopted governing the operation of said court.

Sec. 7.01.004 Municipal Court Judge.

The judge of the municipal court of record in the City of Hudson Oaks shall be appointed by the City Council by ordinance for a term of two (2) years. The municipal judge must be a licensed attorney in good standing in the state of Texas, and must have two or more years of experience in the practice of law in Texas. The judge must be a citizen of the United States and of the state of Texas. The City Council shall establish the salary of the judge, which shall not be based directly or indirectly on fines or costs collected by the court. Such salary may not be diminished during the term for which the judge is appointed.

Sec. 7.01.005 Vacancies; Associate Judge.

If a vacancy occurs in the office of a municipal judge of a court of record, the City Council shall by ordinance appoint a qualified person to fill the office for the remainder of the unexpired term. The City Council may appoint one or more qualified persons as an associate judge to be available to serve for a municipal judge who is temporarily absent due to illness, family death, continuing legal or judicial education programs, or any other reason. The municipal judge shall select one of the qualified persons appointed by the City Council to serve during the absence of the municipal judge. The associate judge, while serving as a municipal judge, has all the powers and shall discharge all the duties of a municipal judge. An associate judge must meet the qualifications prescribed for the municipal judge. The City Council shall set the compensation for the associate judge.

Sec. 7.01.006 Supervision and Control of Court.

City Council Meeting Staff Agenda Report



The municipal judge shall supervise and control the operation and clerical functions of the administrative department of the municipal court, including the court's personnel, during the proceedings or docket of the court. At all other times, the operation and clerical functions of the administrative department of the municipal court shall be under the supervision and direction of the City Administrator.

Sec. 7.01.007 Magistrates.

The City Council may appoint one or more magistrates who need not possess all the qualifications necessary to be a municipal court judge of the court of record. The magistrate may conduct an arraignment, hold an indigence hearing, accept a plea, sign a judgment, set the amount of bond and perform other functions under Article 15.17 of the Code of Criminal Procedure. A magistrate may not preside over the court or hear contested cases.

Sec. 7.01.008 Appointment of Court Clerk and Court Personnel.

The City Administrator shall appoint a clerk of the municipal court of record who shall perform duties in accordance with state law and City ordinances. During proceedings of the court, the clerk and other court personnel shall serve at the direction of the municipal court judge. At all other times they shall serve at the direction and supervision of the City Administrator who shall have the authority to remove the court clerk or other court personnel according to rules set forth in the City's personnel policies. The clerk of the municipal court of record shall keep the records of the municipal court of record, issue process, and perform the duties described in Section 30.00009 of the Texas Government Code.

Sec. 7.01.009 Court Reporter.

The proceedings of trials in municipal court of record shall be recorded by a good quality electronic recording device and kept for a period of twenty one days after the last day of the court proceedings, trial, or denial of a motion for new trial, whichever occurs last. If the case is appealed, the proceedings shall be transcribed from the recording by an official court reporter. The municipal court clerk shall appoint a court reporter who must meet the qualifications provided by law for official court reporters.

Sec. 7.01.010 Jury.

The court clerk shall supervise the selection of persons for jury service in the municipal court of record.

Sec. 7.01.011 Transcript Preparation Fee.

City Council Meeting Staff Agenda Report



In the event of an appeal, the appellant shall pay a transcript preparation fee in the amount of \$25. The transcript preparation fee does not include the fee for an actual transcript of the proceedings, which the appellant must pay. The clerk shall note the payment of the fee on the docket of the court. If the case is reversed on appeal, the fee shall be refunded to the appellant. In addition to the transcript preparation fee, the fee

for the actual transcript of the proceedings and statement of facts must be paid by the appellant.”

SECTION 2.

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Hudson Oaks, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 3.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections 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 of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 4.

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON THIS 22nd DAY OF April, 2010.

MAYOR

ATTEST:

CITY SECRETARY

City Council Meeting Staff Agenda Report



Ordinance 2010-07, appointing the municipal court judge and associate judge for the Municipal Court of Record in Hudson Oaks		
Meeting date: April 22, 2010	Agenda Item #: F2	Action being considered: Adoption of Ordinance 2010-07

Staff Recommendation:

Adopt Ordinance 2010-07, appointing the Bill Lane as the municipal court judge and Paul Conner as the associate judge for the Municipal Court of Record in Hudson Oaks.

Prior Board or Council Action:

In 1986, the City of Hudson Oaks adopted Ordinance 12-86-1 establishing the current Hudson Oaks Municipal Court and stipulating that the municipal court judge was to be a position appointed by City Council. In July 2008, the Council appointed Bill Lane as municipal court judge and Paul Conner as associate judge.

Background Information/Analysis:

State law requires the municipal court judge, and any associate/substitute judges for a Municipal Court of Record to be appointed via ordinance for a period of two years. Municipal Court Judge Bill Lane and Associate Judge Paul Conner were appointed by Council in July 2008. However, because the City's court was not a Municipal Court of Record, this appointment was done by simple Council action, rather than by ordinance.

At the April 22, 2010 regular meeting, Council will consider an ordinance establishing a Municipal Court of Record. If this action is taken, Ordinance 2010-xx must also be adopted, to appoint these same judges to serve in the Municipal Court of Record. Since their appointments in 2008, Judges Lane and Conner have worked diligently, in cooperation with City staff, to streamline court procedures, improve court record-keeping practices, and improve overall productivity and efficiency of the court. Staff highly recommends that they be appointed to the Municipal Court of Record so they may continue these efforts on behalf of the Hudson Oaks community.

If this ordinance is adopted, Council will also consider a professional services agreement formally establishing judicial duties and a compensation schedule for the judges.

Financial Considerations:

The costs associated with these appointments are accounted for in the adopted FY 2009-10 Budget.

Attachments:

Ordinance 2010-07

Staff Contact:

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Patrick Lawler, director of operations
682-229-2408
Patrick.lawler@hudsonoaks.com

City Council Meeting Staff Agenda Report



ORDINANCE NO. 2010-07

AN ORDINANCE OF THE CITY OF HUDSON OAKS, TEXAS APPOINTING THE JUDGE AND ASSOCIATE JUDGE OF THE MUNICIPAL COURT OF RECORD IN THE CITY OF HUDSON OAKS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, the City Council has created a municipal court of record pursuant to Chapter 30 of the Texas Government Code; and

WHEREAS, Chapter 30 of the Texas Government Code relating to municipal courts of record provides that the judge of the municipal court of record shall be appointed by the City Council by ordinance; and

WHEREAS, the workload of the Hudson Oaks Municipal Court is not large enough to support a full time Municipal Court Judge; and

WHEREAS, it is of great benefit to the City of Hudson Oaks to have an experienced municipal court judge sit on the bench of the municipal court of the City of Hudson Oaks; and

WHEREAS, Section 574.001, Texas Government Code requires that a finding be made to the effect that a person who serves as an officer in more than one appointed position obtain a finding from the governing body that such officer has satisfied Article XVI, Section 40, of the Texas Constitution; and

WHEREAS, there is no conflict between the office of municipal judge of the City of Hudson Oaks and the office of municipal court judge in any other municipality in the State of Texas; and

WHEREAS, Bill Lane has served as municipal court judge, and Paul Conner as associate judge respectively, for the municipal court of Hudson Oaks since their appointment by the City Council on July 24, 2008; and

WHEREAS, the City Council now desires to appoint Bill Lane as municipal judge and Paul Conner as associate judge for the Municipal Court of Record in the City of Hudson Oaks.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUDSON OAKS,



SECTION 1.

It is hereby found that the office of municipal court judge of the City of Hudson Oaks is of benefit to the State of Texas and to the City of Hudson Oaks and that there is no conflict between the office of municipal judge of Hudson Oaks and the office of municipal judge in any other city.

SECTION 2.

William "Bill" Lane is hereby appointed as the Municipal Judge of the municipal court of record in the City of Hudson Oaks, Texas for a two year term beginning May 1, 2010. At the expiration of said term, in accordance with Article 16, Section 17 of the Texas Constitution, Judge Lane shall continue to serve until his successor shall be duly qualified.

SECTION 3.

Paul Conner is hereby appointed as the associate judge to serve when the Municipal Judge is temporarily absent or unable to serve.

SECTION 4.

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Hudson Oaks, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 5.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections 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 of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 6.

This ordinance shall be in full force and effect from and after its passage and it is so ordained.

City Council Meeting Staff Agenda Report



PASSED AND APPROVED ON THIS 22nd DAY OF April, 2010.

MAYOR

ATTEST:

CITY SECRETARY

City Council Meeting Staff Agenda Report



Minute Order 2010-13, adopting a professional services agreement with the appointed municipal court judge		
Meeting date: April 22, 2010	Agenda Item #: F3	Action being considered: Approve Minute Order 2010-13

Staff Recommendation:

Approve Minute Order 2010-13, adopting a professional services agreement with Bill Lane regarding the services of judge and associate judge for the Municipal Court of Record.

Prior Board or Council Action:

In 1986, the City of Hudson Oaks adopted Ordinance 12-86-1 establishing the current Hudson Oaks Municipal Court and stipulating that the municipal court judge was to be a position appointed by City Council. In July 2008, the Council appointed Bill Lane as municipal court judge and Paul Conner as associate judge.

Background Information/Analysis:

State law requires the municipal court judge, and any associate/substitute judges for a Municipal Court of Record to be appointed via ordinance for a period of two years. Municipal Court Judge Bill Lane and Associate Judge Paul Conner were appointed by Council in July 2008. However, because the City's court was not a Municipal Court of Record, this appointment was not done through an ordinance; rather by simple Council action.

At this same meeting, Council will consider an ordinance establishing a Municipal Court of Record and an ordinance formally appointing the municipal court judge and associate judge to the Municipal Court of Record. If these ordinances are adopted, Council needs to enter into a professional services agreement formally establishing judicial duties and a compensation schedule for the judges. The proposed agreement was drafted by the city attorney and the specific tenets of it were developed collaboratively by the city staff and municipal court judge.

Financial Considerations:

The costs associated with these appointments are accounted for in the adopted FY 2009-10 budget.

Attachments:

None – The terms of the agreement were still being negotiated with the municipal court judge at the time of agenda posting. A “final” proposal will be provided to Council for review prior to the Council meeting.

Staff Contact:

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Patrick Lawler, director of operations
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City Council Meeting Staff Agenda Report



Minute Order 2010-14 approving an interlocal agreement with Parker County for the reconstruction and widening of Inspiration Drive and authorizing the mayor to sign.

Meeting date: April 22, 2010	Agenda Item #: F4	Action being considered: Adoption of Minute Order 2010-14
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Staff Recommendation:

Adopt Minute Order 2010-14, approving an interlocal agreement with Parker County for the reconstruction and widening of Inspiration Drive and authorizing the mayor to sign.

Prior Board or Council Action:

None

Background Information/Analysis:

The City will work with Parker County Precinct Four to reconstruct and widen Inspiration Drive between Lakeshore and US180. The County will perform all of the demolition, base reconstruction, widening, parkway restoration, and ditch reconstruction. The County will utilize a bid process to enter into a contract for the HMAC overlay to be done as designed by the City's engineer.

This project is expected to be performed during the FY2010-11 budget year. The existing roadway is only 16 feet wide in some places and in need of significant drainage improvements. After reconstruction the road will be 22 feet wide and will be better able to accommodate the traffic, which has increased since the opening of City Hall. This partnership with the County will allow for a significant decrease in the construction cost of the project. The attached cost estimate does not take into account the anticipated cost reduction created by having the County do a portion of the work. Thus staff expects the ultimate cost to be much lower than what the attachment projects. The County's expertise in the reconstruction and widening of similar roadways will greatly reduce the amount of contract work needed on the project.

Financial Considerations:

See Attachment

Attachments:

- Interlocal Agreement
- Project Cost Estimate

Staff Contact:

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Patrick Lawler, director of operations
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INTERLOCAL AGREEMENT
between the
City of Hudson Oaks
and
Parker County Precinct 4

Purpose

This Interlocal Agreement is entered into for the purposes of reconstructing and widening Inspiration Drive, between US180 and Lakeshore Drive (the "Improvements"). Parker County Precinct 4 (the "County") and the City of Hudson Oaks (the "City") wish to jointly cooperate in the design, engineering, construction, and cost of the Improvements.

Agreement

1. The City agrees to participate in the following manner:
 - a. The City agrees to hire and pay for the cost of all engineering and design services. The cost of which is approximately \$28,650.00.
 - b. The City agrees to provide bid documents, plans, and specifications for the construction of the project and the HMAC Overlay.
 - c. The City will pay the County; if the combined amount of the cost for materials in the work performed on the road base, excavation, parkway restoration, ditch reconstruction, widening work, and the cost of the contracted HMAC Overlay exceed \$110,000.00. Only labor for the contracted work on the HMAC Overlay may be reimbursed to the County.
2. In no case, shall the payment from the City to the County exceed \$56,600.
3. The County agrees to participate in the following manner:
 - a. The County will perform all of the demolition, base reconstruction, widening, parkway restoration, ditch reconstruction, and contract through a bid process for the HMAC Overlay as designed by the City's engineer.
 - b. The County will provide copies of all material cost to the City for materials used on the project and invoices submitted by the HMAC Overlay contractor.
 - c. The County will provide funding for materials and the contracted HMAC Overlay in an amount equal to the cost of the Improvements, not to exceed \$110,000.00 and in accordance with the cost estimate in exhibit "A".

Pat Deen
Mayor
City of Hudson Oaks

Jim Webster
Precinct 4 Commissioner
Parker County

Witnessed by:

Sheila Elmore
City Secretary

City Council Meeting Staff Agenda Report



Exhibit A

OPINION OF PROBABLE CONSTRUCTION COST					17-Sep-09
TEAGUE NALL AND PERKINS, INC. CONSULTING ENGINEERS					
TNP JOB NO: HUD 09115					
CLIENT: CITY OF HUDSON OAKS					
DESCRIPTION: INSPIRATION DRIVE PAVING IMPROVEMENTS					PAGE 1 OF 1
ITEM NO.	DESCRIPTION OF ITEMS	QUANTITY	UNIT	UNIT COST	TOTAL
PART A - Lakeshore To Oykey (Reconstruct to 22' Width)					
1	PREPARE RIGHT-OF-WAY	1	LS	\$3,500.00	\$3,500
2	UNCLASSIFIED STREET EXCAVATION	1,200	CY	\$12.00	\$14,400
3	6" LIME STABILIZED SUBGRADE	3,450	SY	\$3.35	\$11,558
4	HYDRATED LIME @ 32LB / SY	55	TON	\$110.00	\$6,050
5	3" HMAC SURFACE COURSE	3,300	SY	\$13.00	\$42,900
6	HEADWALL / WINGWALL	2	EA	\$3,500.00	\$7,000
7	REMOVE AND REPLACE CONCRETE DRIVEWAY	281	SY	\$50.00	\$14,050
8	GRAVEL DRIVEWAY TRANSITION	10.0	SY	\$40.00	\$400
9	ASPHALT PAVEMENT TRANSITION	24	SY	\$50.00	\$1,200
10	PARKWAY / YARD RESTORATION (TOPSOIL & HYDROMULCH)	4,200	SY	\$5.00	\$21,000
SUBTOTAL PART A					\$122,058
PART B - Oykey To US 180 (Base Repair and Overlay)					
11	2" TYPE D HMAC OVERLAY	2,444	SY	\$10.00	\$24,440
12	8" FULL DEPTH PAVEMENT REPAIR	290	SY	\$60.00	\$17,400
13	SAWED BUTT JOINTS	40	SY	\$60.00	\$2,400
SUBTOTAL PART B					\$44,240
SUBTOTAL PARTS A & B					\$166,298
CONTINGENCIES (15% +/-)					\$24,945
ENGINEERING / SURVEYING					\$28,650
TOTAL PROJECTED CONSTRUCTION COST					\$219,892

City Council Meeting Staff Agenda Report



Ordinance 2010-08, Amending Ordinance 2009-09, Amending the Budget for FY2009-10		
Meeting date: April 22, 2010	Agenda Item #: F5	Action being considered: Adoption of Ordinance 2010-xx

Staff Recommendation:

Adoption of Ordinance 2010-08, amending the FY2009-10 budget.

Prior Board or Council Action:

Council received and discussed staff's recommendation regarding a budget amendment at the January 2010 Council Meeting.

Background Information/Analysis:

At the January City Council Meeting, Council provided staff with direction about which options for addressing budget shortfalls should be included in a mid-year budget adjustment. The proposed ordinance would amend the FY 2009-10 Budget on that basis. Sales tax receipts since January have been in line with the 10.25% loss projection presented to Council in that month's meeting.

Most important is how the loss in sales tax revenue affects the City's 5-year financial plan and the general fund reserve requirement. The City's financial policy sets the reserve requirement at 30 percent of total revenues. To maintain this reserve requirement, the City must reduce expenditures in both the FY 2009-10 and FY 2010-11 budgets.

The proposed amendment shows a revenue reduction of \$146,332, countered with a \$133,700 reduction in expenses for FY 2009-10. It also assumes a \$62,760 reduction in expenditures for FY 2010-11.

Financial Considerations:

See Attachment

Attachments:

Ordinance 2010-08
FY2009-10 Budget Amendment

Staff Contact:

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Patrick Lawler, director of operations
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Patrick.lawler@hudsonoaks.com

City Council Meeting Staff Agenda Report



ORDINANCE NO. 2010-08

AN ORDINANCE OF THE CITY OF HUDSON OAKS, TEXAS, ADOPTING BUDGET AMENDMENTS TO THE ORIGINAL OPERATING BUDGET FOR THE FISCAL YEAR 2009-2010; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, by Ordinance No. 2009-09, the City Council of the City of Hudson Oaks, Texas, adopted its budget for FY 2009-2010; and

WHEREAS, the City Council has determined that revenues and/or reserves are available for supplemental appropriation and/or transfer of certain funds interdepartmentally is economically feasible and in the best interest of prudent budgeting; and

(or)

WHEREAS, the City Council desires to amend the original annual budget without increasing the total amount of expenditures in order to provide funds for those expenditures which were not anticipated but are necessary and to reduce budgeted expenditures deemed less necessary; and

WHEREAS, Section 102.010 of the Local Government Code allows the City Council to make changes to the budget for municipal purposes.

NOW, THEREFORE, be it ordained by the City Council of the City of Hudson Oaks, State of Texas:

SECTION 1.

That the fiscal year budget for 2009-2010 for the City of Hudson Oaks, Texas is hereby amended as reflected in the attached Exhibit "A".

SECTION 2.

A true and correct copy of this ordinance showing the approved budget amendments shall be filed with the City Secretary and in the office of the County Clerk as required by Section 102.009 of the Local Government Code. In addition, the City Secretary is hereby directed to ensure that a true and correct copy of the approved budget amendments is posted on the City's website.

SECTION 3.

City Council Meeting Staff Agenda Report



In the event any clause, phrase, provision, sentence, or part of this ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this ordinance as a whole or any part of provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Hudson Oaks, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

SECTION 4.

This Ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON THIS 22nd DAY OF April, 2010.

MAYOR

ATTEST:

CITY SECRETARY

CITY OF HUDSON OAKS
GENERAL FUND FIVE YEAR FINANCIAL PLAN

2010 Amendment

	ACTUAL 2009	BUDGET 2009-10	AMENDED 2009-10	YEAR 2 PROJECTED 2010-11	YEAR 3 PROJECTED 2011-12	YEAR 4 PROJECTED 2012-13	YEAR 5 PROJECTED 2012-13
BEGINNING BALANCE	\$ 697,361	\$ 615,496	\$ 615,496	\$ 625,924	\$ 619,280	\$ 525,023	\$ 465,691
REVENUES							
Taxes	1,517,316	1,552,675	1,406,343	1,406,343	1,518,850	1,640,358	1,771,587
Licenses & Permits	151,918	192,251	192,251	230,701	185,000	165,000	205,000
Charges for Service	1,769	1,850	1,850	2,500	2,500	3,000	3,000
Miscellaneous Revenue	56,786	41,200	41,200	40,000	25,000	25,000	25,000
Other Revenue Sources	24,117	26,000	26,000	26,000	26,000	26,000	26,000
Court Fines & Fees	143,834	162,636	162,636	160,300	165,300	165,300	172,500
Intergovernmental Revenue	15,870	20,656	20,656	21,500	21,500	21,500	21,500
Reserve Transfer	-	-	-	20,000	-	-	-
TOTAL REVENUES	1,911,611	1,997,268	1,850,936	1,907,344	1,944,150	2,046,158	2,224,587
EXPENDITURES							
Personal Services	997,338	971,046	971,046	1,019,598	1,070,578	1,124,107	1,180,312
Professional Services	223,783	288,297	283,097	288,759	294,534	300,425	306,433
Supplies	28,775	24,250	23,250	23,715	24,189	24,673	25,167
Operations	326,449	427,425	408,625	416,798	425,133	433,636	442,309
Maintenance & Repairs	56,089	106,700	99,200	56,089	57,211	58,355	59,522
Capital Outlays	16,323	21,000	19,800	19,800	20,196	20,600	21,012
Debt Service	75,573	6,200	6,200	12,400	12,400	12,400	12,400
Adjustments	149,204		(100,000)	(55,000)		-	-
TOTAL EXPENDITURES	1,873,534	1,844,918	1,711,218	1,782,158	1,904,241	1,974,195	2,047,155
Transfers to Other Funds	119,941	128,020	129,290	131,830	134,165	131,295	216,789
ENDING FUND BALANCE	\$ 615,496	\$ 639,827	\$ 625,924	\$ 619,280	\$ 525,023	\$ 465,691	\$ 426,334
Reserve Transfer							
REVENUE SURPLUS / (SHORT)	(81,865)	24,330	10,428	(6,644)	(94,256)	(59,333)	(39,357)

30% RESERVE REQUIREMENT	32%	32%	34%	32%	27%	23%	19%
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DEBT ISSUANCE VARIABLE							
Beginning Debt Outstanding	1,690,000	1,630,000	1,570,000	1,510,000	1,445,000	1,375,000	1,305,000
Principal Retired	60,000	60,000	60,000	65,000	70,000	70,000	70,000
Principal Issues	-	-	-	-	-	-	-
Ending Debt Outstanding	1,630,000	1,570,000	1,510,000	1,445,000	1,375,000	1,305,000	1,235,000

STAFFING VARIABLE							
Full Time Equivalent Positions	22.0	21.0	22.5	23.5	23.5	23.5	23.5
Average Cost per FTE	45,334	46,240	43,158	43,387	45,556	47,834	50,226

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: ADMINISTRATION

REVENUES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
TAXES				
Local Sales & Use Tax	1,381,369	1,427,175	1,280,843	-10.25%
Mixed Beverages Tax	5,543	5,500	5,500	0.00%
Franchise Fees	130,404	120,000	120,000	0.00%
LICENSES & PERMITS				
Alcoholic Beverages	1,390	2,000	2,000	0.00%
CHARGES FOR SERVICE				
Printing & Duplication Fees	36	-	-	
INTEREST REVENUE				
General Fund Interest	6,117	8,000	8,000	0.00%
Flexible Spending Interest	-	-	-	
MISCELLANEOUS REVENUE				
Miscellaneous Revenues	55,000	40,000	40,000	0.00%
OTHER REVENUE SOURCES				
Sprint Ground Lease	-	-	-	
T-Mobile Ground Lease	18,000	18,000	18,000	0.00%
TOTAL REVENUES	\$ 1,597,859	\$ 1,620,675	\$ 1,474,343	-9.03%

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: ADMINISTRATION

EXPENDITURES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
PERSONAL SERVICES				
Regular Pay	167,557	167,299	167,299	0.00%
Overtime Pay	1,331	5,028	5,028	0.00%
Medical Insurance	7,159	6,935	6,935	0.00%
AD&D, Dental and Life Insurance	1,453	1,136	1,136	0.00%
Flexible Spending Account	-	-	-	
Health Reimbursement Account	5,838	5,208	5,208	0.00%
Longevity Pay	-	1,332	1,332	0.00%
TMRS	12,850	10,607	10,607	0.00%
Medicare Taxes	3,146	2,426	2,426	0.00%
Unemployment Insurance	963	803	803	0.00%
Worker's Compensation	4,623	2,921	2,921	0.00%
PERSONAL SERVICES	204,919	203,695	203,695	0.00%
PROFESSIONAL SERVICES				
Contract Labor	1,544	8,000	8,000	0.00%
Auditing & Accounting	12,042	11,000	11,000	0.00%
Engineering Services	18,000	18,000	18,000	0.00%
Legal Fees	46,814	45,000	45,000	0.00%
Professional Services	50,000	50,000	50,000	0.00%
Equipment Rental	1,842	2,500	2,500	0.00%
PROFESSIONAL SERVICES	130,242	134,500	134,500	0.00%
SUPPLIES				
General Office Supplies	4,787	6,200	6,200	0.00%
Computer Supplies	2,010	2,000	2,000	0.00%
Miscellaneous Supplies	9,302	4,500	4,500	0.00%
SUPPLIES	16,100	12,700	12,700	0.00%
OPERATIONS				
Printing	1,131	2,000	2,000	0.00%
Postage	1,900	2,000	2,000	0.00%
Seminars & Training	2,505	8,000	6,000	-25.00%
Travel Expenses	7,519	6,500	4,500	-30.77%
Meals & Expenses	3,226	3,500	2,500	-28.57%
Dues & Subscriptions	9,479	3,500	3,500	0.00%
Telephone	19,429	6,500	6,500	0.00%
Electric Utilities	12,051	14,500	11,600	-20.00%
Advertising & Legal Notices	2,536	2,500	2,500	0.00%
Election Costs	3,928	5,000	-	-100.00%
OPERATIONS	63,705	54,000	41,100	-23.89%

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: ADMINISTRATION

EXPENDITURES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
MAINTENANCE & REPAIRS				
Software Maintenance	13,640	13,400	13,400	0.00%
Office Equipment Maintenance	-	1,200	1,200	0.00%
MAINTENANCE & REPAIRS	<u>13,640</u>	<u>14,600</u>	<u>14,600</u>	0.00%
CAPITAL OUTLAYS				
Office Machines	9,986	10,000	10,000	0.00%
Modular Buildings	-	-	-	
CAPITAL OUTLAYS	<u>9,986</u>	<u>10,000</u>	<u>10,000</u>	0.00%
DEBT SERVICE				
Capital Lease - Principal	2,709	-	-	
Capital Lease - Interest	2,695	-	-	
DEBT SERVICE	<u>5,404</u>	<u>-</u>	<u>-</u>	
TOTAL EXPENDITURES	<u>\$ 443,996</u>	<u>\$ 429,495</u>	<u>\$ 416,595</u>	-3.00%

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: MUNICIPAL COURT

REVENUES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
CHARGES FOR SERVICE				
Bad Check Fee	25	-	-	
COURT FINES & FEES				
Traffic Fines	95,976	118,713	118,713	0.00%
Arrest Fees	5,275	8,098	8,098	0.00%
Court Administrative Fees	16,403	1,845	1,845	0.00%
Warrant Fees	16,951	25,625	25,625	0.00%
Court Special Expense Fee	6,946	7,688	7,688	0.00%
TFC Fees	1,757	154	154	0.00%
JFCI Fees	525	513	513	0.00%
TOTAL REVENUES	\$ 143,859	\$ 162,636	\$ 162,636	0.00%

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: MUNICIPAL COURT

EXPENDITURES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
PERSONAL SERVICES				
Regular Pay	14,166	13,453	13,453	0.00%
Overtime Pay	-	2,922	2,922	0.00%
Medical Insurance	4	940	940	0.00%
AD&D, Dental and Life Insurance	9	150	150	0.00%
Flexible Spending Account	-	-	-	
Health Reimbursement Account	106	706	706	0.00%
Longevity Pay	-	19	19	0.00%
TMRS	-	853	853	0.00%
Medicare Taxes	17	195	195	0.00%
Unemployment Insurance	81	65	65	0.00%
Worker's Compensation	298	396	396	0.00%
PERSONAL SERVICES	14,682	19,698	19,698	0.00%
PROFESSIONAL SERVICES				
Contract Labor	22,767	24,000	24,000	0.00%
Auditing & Accounting	3,000	3,000	3,000	0.00%
PROFESSIONAL SERVICES	25,766	27,000	27,000	0.00%
SUPPLIES				
General Office Supplies	1,464	1,500	1,500	0.00%
Municipal Court Supplies	175	300	300	0.00%
SUPPLIES	1,639	1,800	1,800	0.00%
OPERATIONS				
Printing	59	200	200	0.00%
Postage	426	1,200	1,200	0.00%
Seminars & Training	231	1,200	400	-66.67%
Travel Expenses	1,071	1,200	200	-83.33%
Meals & Expenses		400	400	0.00%
Dues & Subscriptions	50	500	500	0.00%
Telephone	1,229	-	-	
Software Maintenance				
Advertising & Legal Notices	132	-		
OPERATIONS	3,197	4,700	2,900	-38.30%
TOTAL EXPENDITURES	\$ 45,285	\$ 53,198	\$ 51,398	-3.38%

CITY OF HUDSON OAKS
FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: PARKS & FACILITIES

REVENUES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
CHARGES FOR SERVICE				
Cell Phone Recycling Program	-	-	-	
TOTAL REVENUES	\$ -	\$ -	\$ -	

EXPENDITURES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	
PERSONAL SERVICES				
Regular Pay	11,648	11,997	11,997	0.00%
Overtime Pay	-	692	692	0.00%
Medical Insurance	-	940	940	0.00%
AD&D, Dental and Life Insurance	-	150	150	0.00%
Flexible Spending Account	-	-	-	
Health Reimbursement Account	-	706	706	0.00%
Longevity Pay	-	58	58	0.00%
TMRS	-	761	761	0.00%
Medicare Taxes	-	174	174	0.00%
Unemployment Insurance	67	58	58	0.00%
Worker's Compensation	-	396	396	0.00%
PERSONAL SERVICES	11,715	15,932	15,932	0.00%
PROFESSIONAL SERVICE				
Contract Labor	5,083	5,200	-	-100.00%
PROFESSIONAL SERVICE	5,083	5,200	-	-100.00%
SUPPLIES				
General Office Supplies	221	500	500	0.00%
SUPPLIES	221	500	500	0.00%
OPERATIONS				
Dues & Subscriptions	-	75	75	0.00%
OPERATIONS	-	75	75	0.00%
MAINTENANCE & REPAIRS				
Groundskeeping	2,773	3,500	2,500	-28.57%
Building Maintenance	11,700	55,000	49,000	-10.91%
MAINTENANCE & REPAIRS	14,474	58,500	51,500	-11.97%
TOTAL EXPENDITURES	\$ 31,493	\$ 80,207	\$ 68,007	-15.21%

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: PLANNING & DEVELOPMENT

REVENUES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
CHARGES FOR SERVICE				
Plat Fees	-	1,350	1,350	0.00%
Re-Plat Fees	1,000	-	-	
Zoning Fees	250	-	-	
LICENSES & PERMITS				
Building Permits	135,162	175,000	175,000	0.00%
Occupancy Permits	2,000	1,783	1,783	0.00%
Sign Permits	4,257	3,394	3,394	0.00%
Billboard Permits	200	-	-	
Well Permits	100	-	-	
Septic Permits	4,110	5,934	5,934	0.00%
Health Permits	4,700	4,140	4,140	0.00%
TOTAL REVENUES	\$ 151,778	\$ 191,601	\$ 191,601	0.00%

EXPENDITURES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	
PROFESSIONAL SERVICES				
Building Inspections	60,122	99,097	99,097	0.00%
Health Inspections	-	3,500	3,500	0.00%
Septic Inspections	-	6,500	6,500	0.00%
Code Enforcement	-	2,000	2,000	0.00%
PROFESSIONAL SERVICE	60,122	111,097	111,097	0.00%
TOTAL EXPENDITURES	60,122	111,097	111,097	0.00%

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: PUBLIC SAFETY

REVENUES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
CHARGES FOR SERVICE				
Accident Reports	459	500	500	0.00%
INTERGOVERNMENTAL REVENUE				
TCLEOSE Education Grant	1,425	1,396	1,396	0.00%
ESD #3 Building Lease	14,445	19,260	19,260	0.00%
MISCELLANEOUS REVENUE				
Miscellaneous Revenue	1,786	1,200	1,200	0.00%
TOTAL REVENUES	<u>\$ 18,114</u>	<u>\$ 22,356</u>	<u>\$ 22,356</u>	0.00%

CITY OF HUDSON OAKS
FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: PUBLIC SAFETY

EXPENDITURES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
PERSONAL SERVICES				
Regular Pay	582,244	558,639	558,639	0.00%
Overtime Pay	31,030	21,515	21,515	0.00%
Medical Insurance	33,942	30,563	30,563	0.00%
AD&D, Dental and Life Insurance	5,895	4,875	4,875	0.00%
Holiday Pay	-	9,792	9,792	0.00%
Health Reimbursement Account	23,981	22,945	22,945	0.00%
Longevity Pay	-	2,976	2,976	0.00%
TMRS	37,003	35,037	35,037	0.00%
Medicare Taxes	7,472	8,013	8,013	0.00%
Unemployment Insurance	6,828	3,758	3,758	0.00%
Worker's Compensation	16,156	15,000	15,000	0.00%
PERSONAL SERVICES	744,549	713,113	713,113	0.00%
PROFESSIONAL SERVICES				
Contract Labor	-	-	-	#DIV/0!
Auditing & Accounting	2,569	3,000	3,000	0.00%
PROFESSIONAL SERVICES	2,569	3,000	3,000	0.00%
SUPPLIES				
General Office Supplies	2,849	2,500	2,500	0.00%
Computer Supplies	374	250	250	0.00%
Ammunition	3,332	3,500	2,500	-28.57%
Uniforms	4,260	3,000	3,000	0.00%
SUPPLIES	10,815	9,250	8,250	-10.81%
OPERATIONS				
Printing	280	450	450	0.00%
Postage	948	1,000	1,000	0.00%
Seminars & Training	5,660	5,000	2,000	-60.00%
Travel Expenses	693	1,000	1,000	0.00%
Meals & Expenses	1,213	1,500	1,500	0.00%
Dues & Subscriptions	2,654	2,500	2,500	0.00%
Telephone	19,189	19,000	19,000	0.00%
Electric Utilities	17,220	10,000	10,000	0.00%
Advertising & Legal Notices	140	200	200	0.00%
Inmate Housing	2,186	3,500	3,500	0.00%
Crime Lab Fees	622	500	500	0.00%
General Liability Insurance	12,028	20,000	20,000	0.00%
Dispatcher	38,666	43,000	43,000	0.00%
OPERATIONS	101,498	107,650	104,650	-2.79%

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: PUBLIC SAFETY

EXPENDITURES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
MAINTENANCE & REPAIRS				
Software Maintenance	-	-	-	
Vehicle Maintenance	9,268	8,500	8,000	-5.88%
Gas & Oil	15,153	20,000	20,000	0.00%
Equipment Maintenance	2,762	3,500	3,500	0.00%
Office Equipmen Maintenance	102	100	100	0.00%
Radio Repair & Maintenance	690	1,500	1,500	0.00%
MAINTENANCE & REPAIRS	27,975	33,600	33,100	-1.49%
CAPITAL OUTLAYS				
Capital Equipment	6,337	11,000	9,800	-10.91%
CAPITAL OUTLAYS	6,337	11,000	9,800	-10.91%
DEBT SERVICE				
Capital Lease - Principal	64,961	6,200	6,200	0.00%
Capital Lease - Interest	5,208	-	-	
DEBT SERVICE	70,169	6,200	6,200	0.00%
TOTAL EXPENDITURES	963,912	883,813	878,113	-0.64%

CITY OF HUDSON OAKS
 FISCAL YEAR 2010 ANNUAL PROGRAM OF SERVICES

GENERAL FUND: STREETS

EXPENDITURES

DESCRIPTION	2009 ACTUAL	09-2010 BUDGET	09-2010 AMENDED	Percentage Change
PERSONAL SERVICES				
Regular Pay	16,867	15,117	15,117	0.00%
Overtime Pay	726	-	-	
Medical Insurance	1,019	940	940	0.00%
AD&D, Dental and Life Insurance	1,081	150	150	0.00%
Flexible Spending Account	-	-	-	
Health Reimbursement Account	-	706	706	0.00%
Longevity Pay	-	48	48	0.00%
TMRS	802	958	958	0.00%
Medicare Taxes	232	219	219	0.00%
Unemployment Insurance	97	73	73	0.00%
Worker's Compensation	649	396	396	0.00%
PERSONAL SERVICES	21,473	18,607	18,607	0.00%
PROFESSIONAL SERVICES				
Professional Service	-	7,500	7,500	0.00%
PROFESSIONAL SERVICES	-	7,500	7,500	0.00%
OPERATIONS				
Equipment Rental	43	10,000	8,900	-11.00%
Electric Utilities	14,071	16,000	16,000	0.00%
Street Signs	928	5,000	5,000	0.00%
Street Improvements	139,414	120,000	120,000	0.00%
Street Repairs	3,593	110,000	110,000	0.00%
OPERATIONS	158,049	261,000	259,900	-0.42%
TOTAL EXPENDITURES	179,522	287,107	286,007	-0.38%

City Council Meeting Staff Agenda Report



Ordinance 2010-09, amending sections 13.02.032 and 13.02.033 of the Hudson Oaks Code of Ordinances to amend the water rates.		
Meeting date: April 22, 2010	Agenda Item #: F6	Action being considered: Adoption of Ordinance 2010-09

Staff Recommendation:

Adoption of Ordinance 2010-09, amending sections 13.02.032 and 13.02.033 by revising the City's water rates and rate structure.

Prior Board or Council Action:

At its September 2009 meeting, City Council approved a service agreement for Black and Veatch to conduct a water rate study. Black and Veatch then presented the study findings at the April 13, 2010 Council Workshop.

Background Information/Analysis:

As a result of the rate study, staff is recommending a restructuring of the current rate tiers. The new tiers accomplish the goals set out by Council in its decision to conduct the rate study.

Specifically, the recommended structure:

- Provides for recovery of the City's true cost of service
- Funds the water system's five year capital improvement program
- Minimizes the rate increase for water customers who fall into the lowest tiers of water consumption
- Creates a financial incentive for water conservation among those customers who fall into the highest tiers of water consumption
- Spreads the total impact of recommended rate increases over a period of years, rather than affecting customers all at once

Additionally, as promised, the study has resulted in the development of a rate model that is being made available to the City for future use. This will allow the City's staff to make any future rate recommendations to Council based on the results of a scientific study and the use of a professionally-developed mathematical model.

Financial Considerations:

Representatives of Black and Veatch will make their final recommendation and presentation at the May Council Meeting. The rates adopted will determine the ultimate financial impact to the Water Fund.

Attachments:

Ordinance 2010-09 (Based on the Council's decision regarding rates at the meeting, an exhibit containing the chosen rate structure will be attached to, and included in, the Ordinance.)

Staff Contact:

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Patrick Lawler, director of operations
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ORDINANCE NO. 2010-09

AN ORDINANCE AMENDING SECTIONS 13.02.032 AND 13.02.033 OF THE HUDSON OAKS CODE OF ORDINANCES TO AMEND THE WATER RATES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE FOR NEW RATES.

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

WHEREAS, the City has commissioned a water rate study which has been presented to the City Council; and

WHEREAS, the City Council has reviewed the existing and proposed water rates and has heard the recommendations of the consultant and City staff; and

WHEREAS, the City Council finds that an increase in the water rates is necessary to cover the cost of City services consistent with a fiscally sound utility system and to insure sound operating practices.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUDSON OAKS, TEXAS:

SECTION 1.

That the minimum monthly service charges for the base water rates for service in the City and for service out of the City as set forth in Section 13.02.032 (a) and (b) of the Hudson Oaks Code of Ordinances are hereby amended to read as set forth in the attached Exhibits "A" and "B".

SECTION 2.

That the usage charges for water service as set forth in Section 13.02.033 of the Hudson Oaks Code of Ordinances are hereby amended to read as set forth in the attached Exhibit "C".

SECTION 3.

This Ordinance shall be cumulative of all provisions of all existing ordinances of the City of Hudson Oaks, Texas, as amended, except where the provisions of this ordinance are in direct

City Council Meeting Staff Agenda Report



conflict with the provisions of such existing ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 4.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections 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 of competent jurisdiction, such unconstitutionality shall not affect any of the remaining, phrase, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the City Council without incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 5.

This Ordinance shall be in full force and effect with the _____ 2010 billing cycle, and it is so ordained.

PASSED AND APPROVED ON THIS 22nd DAY OF April, 2010.

Pat Deen
Mayor

Attest:

Sheila Elmore
City Secretary

City Council Meeting Staff Agenda Report



Future Agenda Items <i>(Council members may bring up items to be included on future agendas, but the items may not be discussed among Council Members because these topics are not part of the posted agenda for this meeting.)</i>		
Meeting date: April 22, 2010	Agenda Item #: G	Action being considered: None

Staff Recommendation:

For Council members to advise staff of any issues they would like to have added to an agenda for a future Council meeting and to be advised of the need to schedule related Council workshops or reschedule Regular Council Meetings.

Prior Board or Council Action: N/A

Background Information/Analysis:

At the March 25, 2010 Council meeting, staff was asked to prepare information for Council regarding the City’s anti-litter regulations, especially as related to the possibility of increasing fines for littering. Information about the City’s current littering fines, and the fact that they are currently set at the highest rate allowed by state statute, was provided to Council in a memorandum.

There are still some other issues on the staff’s research list from previous Council meetings. These will be brought forward at the earliest possible date.

1. Animal Control Ordinance (Young) – *Staff recommends that the City’s animal control needs be placed on a Council workshop agenda to allow full exploration of this topic.*
2. City website options (Young) – *Staff is working with an outside consultant to improve the City’s web presence. Detailed information will be provided to Council when there is some concrete progress on the project.*
3. Paperless Council Agenda Packets (Marquardt) – *Staff is researching this issue and will have a report for Council at a future meeting.*

Staff Contact:

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