

# Agenda

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

**Thursday**

**January 26, 2012**

## **REGULAR SESSION 7:00 P.M.**

Call to order

## **PLEDGES 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.

## **PROCLAMATION**

2011 Aledo Bearcats Football Team

### **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.

1. Presentation from representative of ATT regarding service availability in Hudson Oaks

### **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 November 16, 2011

2. Consideration of the Special City Council Meeting Minutes for December 4, 2011

**D. STAFF/COUNCIL REPORTS**

1. Police Department monthly activity report
2. Financial Dashboard
3. Proposed Independence Day community event
4. Middle Median Landscaping Project
5. Proposed 2012 debt issuance

**E. 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.

**F. 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
  - a. Amortization/discontinuance of nonconforming use, structure or lot
2. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072
  - a. Hudson Hills Development
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
  - a. Hudson Hills Development

**G. DISCUSSION/ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION**

**H. ADJOURNMENT**

I, Sheri Campbell-Husband, 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 20<sup>th</sup> day of January 2012 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.

Sheri Campbell-Husband  
City Administrator

# City Council Meeting Staff Agenda Report



<b>Report from ATT representative about service availability in Hudson Oaks</b>		
<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> A	<b>Action being considered:</b> None

**Staff Recommendation:**

None

**Prior Board or Council Action:**

None

**Background Information/Analysis:**

The City of Hudson Oaks receives numerous requests for expanded television and internet services in the community, especially ATT U-verse service. ATT's response back to City staff has indicated that such service will not be made available in Hudson Oaks in the immediate future.

A representative from ATT has been asked to attend the January Council meeting and explain the issues with providing such service in this community.

**Financial Considerations:**

**Attachments:**

**Staff Contact:**

Sheri Campbell-Husband, city administrator  
682-229-2407  
[Sheri.campbell@hudsonoaks.com](mailto:Sheri.campbell@hudsonoaks.com)

Patrick Lawler, asst. city administrator  
682-229-2408  
[Patrick.lawler@hudsonoaks.com](mailto:Patrick.lawler@hudsonoaks.com)

# City Council Meeting Staff Agenda Report



Items of Community Interest		
<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> B	<b>Action being considered:</b> 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.*

- **February 20, 2012** is Presidents Day and a City holiday. All City facilities will be closed and all non-emergency operations suspended.
- **February 23, 2012** – City Council and Planning and Zoning Commission will hold a special joint meeting prior to the regular Council meeting, to take action on the City’s proposed Comprehensive Plan.

**Financial Considerations:**

**Attachments:**

**Staff Contact:**

Sheri Campbell-Husband, city administrator  
682-229-2407  
[Sheri.campbell@hudsonoaks.com](mailto:Sheri.campbell@hudsonoaks.com)

Patrick Lawler, asst. city administrator  
682-229-2408  
[Patrick.lawler@hudsonoaks.com](mailto:Patrick.lawler@hudsonoaks.com)

# City Council Meeting Staff Agenda Report



## Consideration of Minutes of the November 16, 2011 Regular City Council Meeting

<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> C1	<b>Action being considered:</b> Approval of Minutes
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**Staff Recommendation:**

Review and approve the minutes of the November 16, 2011 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 Wednesday, November 16, 2011 at Hudson Oaks City Hall.

**Financial Considerations:**

None

**Attachments:**

Minutes of November 16, 2011 City Council Meeting

**Staff Contact:**

Sheri Campbell-Husband, city administrator  
682-229-2407  
[Sheri.campbell@hudsonoaks.com](mailto:Sheri.campbell@hudsonoaks.com)

Sheila Elmore, city secretary  
682-229-2425  
[Sheila.elmore@hudsonoaks.com](mailto: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  
**Wednesday**  
**November 16, 2011**

### WORKSHOP SESSION 6:30 P.M.

Workshop opened at **6:35** p.m.

<b>Present were:</b>	<b>Mayor</b>	<b>Pat Deen</b>
	<b>Mayor Pro-Tem</b>	<b>Tom Fitzpatrick</b>
	<b>Council Member</b>	<b>Paula Wigley</b>
	<b>Council Member</b>	<b>Dan David</b>
	<b>Council Member</b>	<b>Brian Lixey</b>
<b>Absent was:</b>	<b>Council Member</b>	<b>Tom Marquardt</b>
<b>Staff:</b>	<b>City Administrator</b>	<b>Sheri Campbell-Husband</b>
	<b>Asst. City Administrator</b>	<b>Patrick Lawler</b>
	<b>City Secretary</b>	<b>Sheila Elmore</b>

1. Presentation and training on new paperless agenda process

**The assistant city administrator trained Council on the new I-Pads.**

Workshop closed at **7:09** p.m.

### REGULAR SESSION 7:00 P.M. or immediately following the workshop session

Call to order

Meeting was called to order at **7:09** p.m.

<b>Present were:</b>	<b>Mayor</b>	<b>Pat Deen</b>
	<b>Mayor Pro-Tem</b>	<b>Tom Fitzpatrick</b>
	<b>Council Member</b>	<b>Paula Wigley</b>
	<b>Council Member</b>	<b>Dan David</b>
	<b>Council Member</b>	<b>Brian Lixey</b>
<b>Absent was:</b>	<b>Council Member</b>	<b>Tom Marquardt</b>

# City Council Meeting Staff Agenda Report



<b>Staff:</b>	<b>City Administrator</b>	<b>Sheri Campbell-Husband</b>
	<b>Asst. City Administrator</b>	<b>Patrick Lawler</b>
	<b>City Secretary</b>	<b>Sheila Elmore</b>
	<b>Financial Analyst</b>	<b>Wade Calhoun</b>
	<b>Lieutenant</b>	<b>Chris Green</b>
	<b>City Attorney</b>	<b>Rob Allibon</b>

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

- 1. Winter holidays-November 24 & 25 (Thanksgiving), December 23 & 26 (Christmas), January 2 (New Year's), & January 16 (Martin Luther King Jr. Day).**
- 2. December Council meeting cancelled.**
- 3. Recognition of court clerk Joni May for getting her level I court clerk certification.**
- 4. Recognition of public works employee Glen Kincaid for getting his class D wastewater license.**

## C. CONSENT AGENDA

1. Consideration of the Regular City Council Meeting Minutes for October 27, 2011
2. Consideration of Minute Order 2011-28, excusing Council Member absences

**Mayor Pro-Tem Fitzpatrick made a motion to approve the consent agenda. Council Member David seconded the motion. All present voted "aye." Motion carried 4-0**

# City Council Meeting Staff Agenda Report



## D. STAFF/COUNCIL REPORTS

1. Police Department monthly activity report given-Lieutenant Chris Green
2. Financial Dashboard- Financial Analyst

## E. 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.

### 1. **Animal control ordinance-Tom Fitzpatrick**

## F. EXECUTIVE SESSION-adjourned to executive session at 7:31 p.m.

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
  - a. Hudson Hills Development
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)
  - a. City Administrator annual performance review
5. Deliberation regarding security pursuant to Section 551.076
6. Deliberation regarding economic development negotiations pursuant to Section 551.087
  - a. Hudson Hills Development

**Reconvened to open session at 10:03 p.m.**

# City Council Meeting Staff Agenda Report



## G. DISCUSSION/ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

2. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072
  - a. Hudson Hills Development
  
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)
  - a. City Administrator annual performance review
  
6. Deliberation regarding economic development negotiations pursuant to Section 551.087
  - a. Hudson Hills Development

**There was no action taken on items discussed in executive session.**

## H. ADJOURNMENT

**Council Member Lixey made a motion to adjourn. Meeting adjourned at 10:03 p.m.**

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Pat Deen, Mayor

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Sheila Elmore, City Secretary

# City Council Meeting Staff Agenda Report



## Consideration of Minutes of the December 4, 2011 Special City Council Meeting

<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> C2	<b>Action being considered:</b> Approval of Minutes
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### Staff Recommendation:

Review and approve the minutes of the December 4, 2011 City Council meeting.

### Prior Board or Council Action:

Council has not previously acted on this item.

### Background Information/Analysis:

Meeting was held at 2:00 p.m. on Sunday, December 4, 2011 at Hudson Oaks City Hall.

### Financial Considerations:

None

### Attachments:

Minutes of December 4, 2011 City Council Meeting

### Staff Contact:

Sheri Campbell-Husband, city administrator  
682-229-2407  
[Sheri.campbell@hudsonoaks.com](mailto:Sheri.campbell@hudsonoaks.com)

Sheila Elmore, city secretary  
682-229-2425  
[Sheila.elmore@hudsonoaks.com](mailto:Sheila.elmore@hudsonoaks.com)

# City Council Meeting Staff Agenda Report



## Minutes

City of Hudson Oaks  
210 North Lakeshore Drive  
Hudson Oaks, Texas 76087  
City Council Meeting  
**Sunday**  
**December 4, 2011**

### **SPECIAL SESSION 2:00 P.M.**

Call to order

**Meeting was called to order at 2:08 p.m.**

<b>Present were:</b>	<b>Mayor</b>	<b>Pat Deen</b>
	<b>Mayor Pro-Tem</b>	<b>Tom Fitzpatrick</b>
	<b>Council Member</b>	<b>Tom Marquardt</b>
	<b>Council Member</b>	<b>Paula Wigley</b>
	<b>Council Member</b>	<b>Dan David</b>
<b>Absent was:</b>	<b>Council Member</b>	<b>Brian Lixey</b>
<b>Staff:</b>	<b>City Administrator</b>	<b>Sheri Campbell-Husband</b>
	<b>Asst. City Administrator</b>	<b>Patrick Lawler</b>

### **A. 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
  - a. Site visit and discussion on Hudson Hills Development
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

# City Council Meeting Staff Agenda Report



- a. Site visit and discussion on Hudson Hills Development

## **B. DISCUSSION/ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION**

2. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072
  - a. Site visit and discussion on Hudson Hills Development

**There was no action taken**

6. Deliberation regarding economic development negotiations pursuant to Section 551.087
  - b. Site visit and discussion on Hudson Hills Development

**There was no action taken**

## **C. ADJOURNMENT**

**Council Member Marquardt made a motion to adjourn. Meeting adjourned at 4:10 p.m.**

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Pat Deen, Mayor

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Sheri, Campbell-Husband  
City Administrator

# City Council Meeting Staff Agenda Report



<b>Police Department monthly report</b>		
<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> D1	<b>Action being considered:</b> 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.

For the past three years, city staff has, in one way or another, helped a local family during the Christmas holidays. 2011 was no exception. The city staff as a whole purchased a gift card from a local retail store and gave it to a local family in need so that the parents could purchase needed items for their children for Christmas. The recipient family is from Hudson Oaks, and their need stemmed from an unexpected job loss in the months just before Christmas.

**Financial Considerations:**

None

**Attachments:**

- Monthly Activity Report for November-December 2011
- Monthly Animal Control Reports for November and December 2011

**Staff Contact:**

Sheri Campbell-Husband, city administrator  
682-229-2407  
[Sheri.campbell@hudsonoaks.com](mailto:Sheri.campbell@hudsonoaks.com)

Brandon Mayberry, Chief of Police  
682-229-2421  
[Brandon.mayberry@hudsonoaks.com](mailto:Brandon.mayberry@hudsonoaks.com)

# City Council Meeting Staff Agenda Report



## Hudson Oaks Police Department Monthly Activity Report December 2011

### 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.

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	845	1,133	1,110	818	1,166	915	11,720
FY 10-11	1,008	1,179	969	967	809	1,226	1,076	1,067	1,001	1,234	996	1,219	12,751
FY 11-12	1,194	1,243	1,024										3,461

Calls Dispatched	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Total
FY 08-09	53	59	44	55	44	67	81	59	71	68	68	72	741
FY 09-10	91	100	108	82	87	103	129	136	152	159	135	203	1,485
FY 10-11	170	229	187	200	240	187	147	145	160	119	155	170	2,109
FY 11-12	140	108	111										359

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	29	33	39	54	38	48	430
FY 10-11	28	27	29	23	25	42	30	40	43	27	55	41	410
FY 11-12	36	26	28										90

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	29	21	33	52	47	37	326
FY 10-11	32	22	25	21	21	41	26	40	40	22	44	33	367
FY 11-12	33	38	28										99

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	7	3	5	7	6	5	73
FY 10-11	8	1	6	1	6	5	4	3	1	5	5	5	50
FY 11-12	4	7	9										20

Monthly Call/Incident Frequency			
Call Type	Current Month	Previous Month	% Change
Alarms	10	8	25.0%
Animals	11	9	22.2%
Disturbance	5	4	25.0%
DWI	4	2	100.0%
Assault	1	1	0.0%
Burglary	1	4	-75.0%
Drug Offense	4	5	-20.0%
Agency Assist	14	13	7.7%

Monthly Training Hours			
Course	Total Hrs	# Officers	Comments
Annual Firearms Q	24	11	

Community Outreach/Public Education Programs Held	
Adopted local family for Christmas	

# City Council Meeting Staff Agenda Report



**Weatherford Animal Shelter**  
City of Hudson Oaks Activity Report

**NOVEMBER, 2011**

Date of incident	Location of incident	Type of incident	Action Taken	Type of Animal Impounded
11/3/2011	152 South Fork	Animal in trap	Picked up animal	Skunk
11/4/2011	101 Juniper	Animal in trap	Picked up animal	Skunk
11/5/2011	156 South Fork	Animal in trap	Picked up animal	Skunk
11/8/2011	156 South Fork	Animal in trap	Picked up animal	Skunk
	331 Addison Dr	Stray dogs	Picked up animals	2 x Dogs
11/9/2011	101 Juniper	Animal in trap	Picked up animal	Skunk
	156 South Fork	Animal in trap	Picked up trap	Skunk
11/10/2011	101 Juniper	Animal in trap	Picked up trap	Opposum
11/15/2011	201 Dorris Ct.	Dead animal	Picked up animal	Deer
11/16/2011	3110 Inspiration	Animal fight	Spoked to complainant	None/ Civil matter
11/17/2011	222 Southview Dr.	Animal in trap	Picked up animal	Opposum
11/18/2011	390 Oakey Trail	Stray dogs	Picked up 1	Dog
11/22/2011	156 South Fork	Animal in trap	Picked up animal	Skunk
	805 Blue Quail Dr.	Pick up donations	Picked up donations	Animal cages
11/30/2011	801 Newell Dr.	Injured	Picked up animals	Deer
<b><u>Calls Directly to HOPD</u></b>				
11/11/2011	1000 Cinema Drive	Dog in vehicle	Located owner	
11/17/2011	303 Hidden Oaks	At-large dog	Unable to locate	
11/18/2011	101 Meadowview Ct.	At-large dog	Officer contacted owner	
11/29/2011	100 Coates Trail	At-large dog	Unable to locate	
<b>Total Calls for November</b>			<b>19</b>	
<b><u>Animals Taken to Shelter</u></b>			<b><u>Total Calls Since April 1, 2011</u></b>	
6 Dogs (1 adopted; 3 returned to owner)		2 Deer (euthanized)	<b>103</b> <b>Avg 12.87 calls/month</b>	
3 Cats		1 racoon (relocated)		
		7 skunk (euthanized)		
		2 opposum(relocated)		

# City Council Meeting Staff Agenda Report



**Weatherford Animal Shelter**  
City of Hudson Oaks Activity Report

**DECEMBER , 2011**

Date of incident	Location of incident	Type of incident	Action Taken	Type of Animal Impounded
12/1/2011	232 South Fork	Dead animal	Picked up animal	Deer
12/6/2011	3196 E. I-20	Stray Dog	Picked up animal	Dog
12/20/2011	301 Newell Dr	Animal in trap	Relocated	Opposum
12/27/2011	Juniper @ Diamond Oaks	Dead animal	UTL	Deer
12/29/2011	156 South Fork	Pick up trap	Picked up trap	N/A
12/29/2011	Juniper @ Diamond Oaks	Dead animal	Picked up animal	Deer
<b>Calls Directly to HOPD</b>				
12/3/2011	811 Newell Dr.	At-large livestock	Put back in fence	
12/7/2011	201 Inspiration Dr.	Deer caught in fence	Released	
12/11/2011	530 Parker Oaks Dr.	At-large dog	Returned to owner	
12/12/2011	308 Diamond Oaks Dr.	Barking dog	None-no barking observed	
12/16/2011	2980 US Hwy 180	At-large dog	Transported to shelter	dog
12/18/2011	130 N. Oakridge Dr.	At-large dog	Returned to owner	
12/18/2011	125 Megan Ct.	Dead animal	Picked up animal	skunk
12/19/2011	100 Red Eagle	At-large dog	Transported to shelter	dog
<b>Total Calls for November</b>		<b>14</b>		
<b>Animals Taken to Shelter</b>			<b>Total Calls Since April 1, 2011</b>	
12 dogs (1 adopted, 3 returned, 1 held)		1 Deer (DOA)	<b>117</b> <b>Avg 13 calls/month</b>	
1 cat (EUd)		1 Skunk (EUd)		
		1 Opposum (relocated)		

# City Council Meeting Staff Agenda Report



<b>Staff report on the City's Financial Dashboard</b>		
<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> D2	<b>Action being considered:</b> 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 December 31, 2011. 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
- Summary of revenue and expenditures for the Dyegard and Deercreek water systems

**Financial Considerations:**

None

**Attachments:**

Dashboard

**Staff Contact:**

Sheri Campbell-Husband, city administrator  
682-229-2407  
[Sheri.campbell@hudsonoaks.com](mailto:Sheri.campbell@hudsonoaks.com)

Patrick Lawler, asst. city administrator  
682-229-2408  
[Patrick.Lawler@hudsonoaks.com](mailto:Patrick.Lawler@hudsonoaks.com)



**CITY OF HUDSON OAKS  
FY 2011 - COUNCIL STRATEGIC DASHBOARD**

**PERIOD ENDING: December 31, 2011**

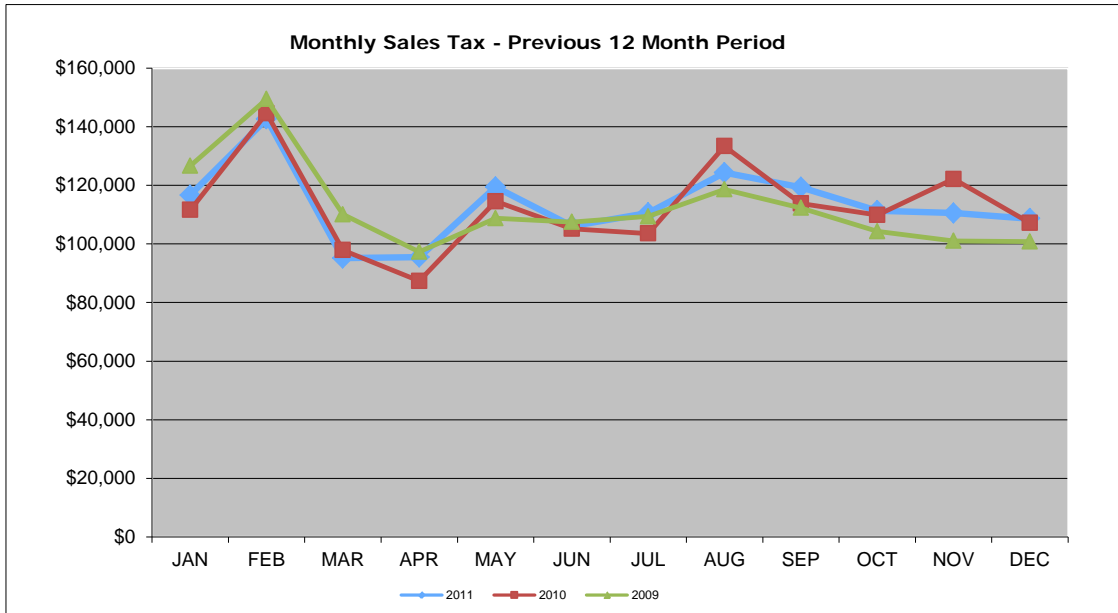
**FINANCIAL OVERVIEW**

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**FINANCIAL SUMMARY**

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	1,989,694	408,078	21%	1,987,278	478,749	24%	Sales Tax	1,408,150	330,607	23%
Enterprise Fund	-	-	-	-	-	-	Franchise Fees	130,000	16,994	13%
Water Fund	919,452	214,495	23%	921,618	243,934	26%	Licenses & Permits	192,251	23,400	12%
Wastewater Fund	216,000	63,283	29%	120,000	28,924	24%	Court Fines	162,636	23,510	14%
Debt Service Sinking Fund	-	-	-	-	-	-	Water & Wastewater	1,135,452	277,777	24%
Police Seizure Fund	-	-	-	-	-	-				
Court Technology Fund	-	-	-	-	-	-				
Court Security Fund	3,168	414	13%	0	0	0%				
	-	-	-	-	-	-				
<b>TOTAL</b>	<b>\$ 3,128,314</b>	<b>\$ 686,270</b>	<b>22%</b>	<b>\$ 3,028,896</b>	<b>\$ 751,608</b>	<b>25%</b>	<b>TOTAL</b>	<b>\$ 3,028,489</b>	<b>\$ 672,287</b>	<b>22%</b>

**KEY REVENUE SOURCES**



**ACTUAL VS HISTORICAL REVENUE RECEIPT TRENDS**

FUND	HISTORICAL	ACTUAL
General	22.33%	20.51%
Water	20.52%	23.33%
Wastewater	21.73%	29.30%

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

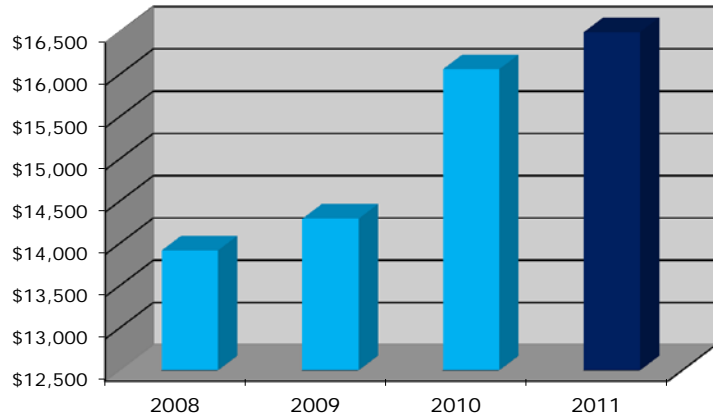
GENERAL FUND	↓
WATER FUND	↑
WASTEWATER FUND	↑



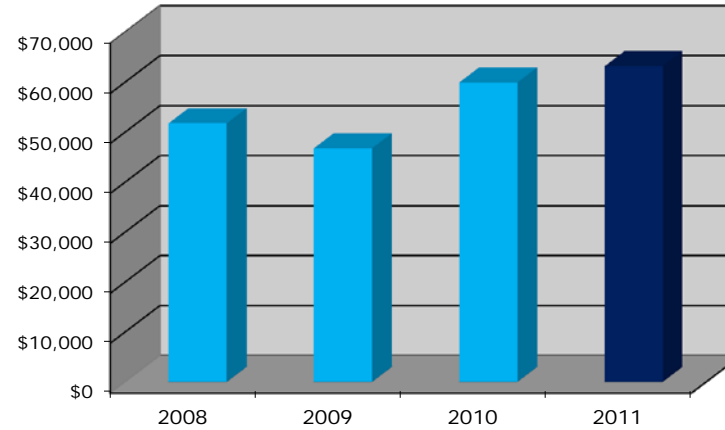
**CITY OF HUDSON OAKS  
FY 2011 - COUNCIL STRATEGIC DASHBOARD**

**PERIOD ENDING: December 31, 2011**

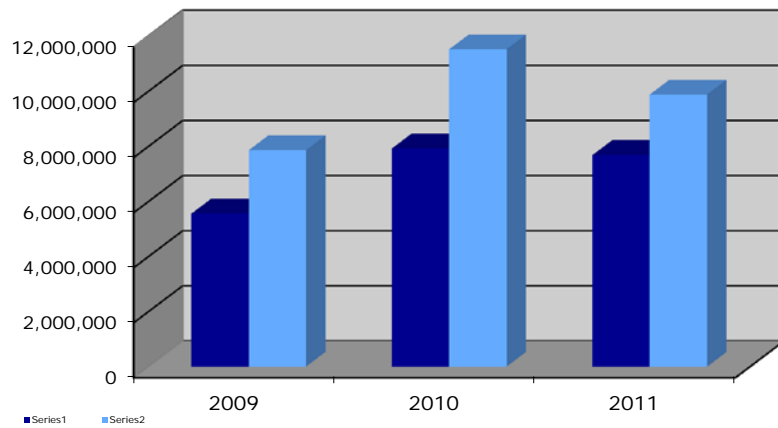
**Sewer Revenue for Current Period**



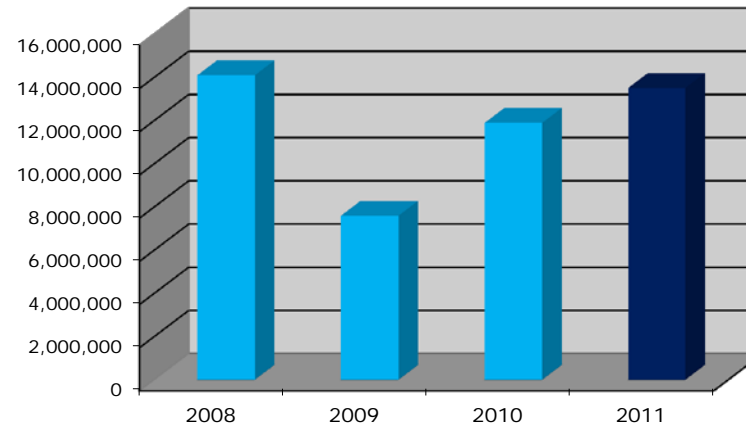
**Water Revenue for Current Period**



**Gallons Sold vs Gallons Pumped for Current Year**



**Gallons Sold for Current Period**

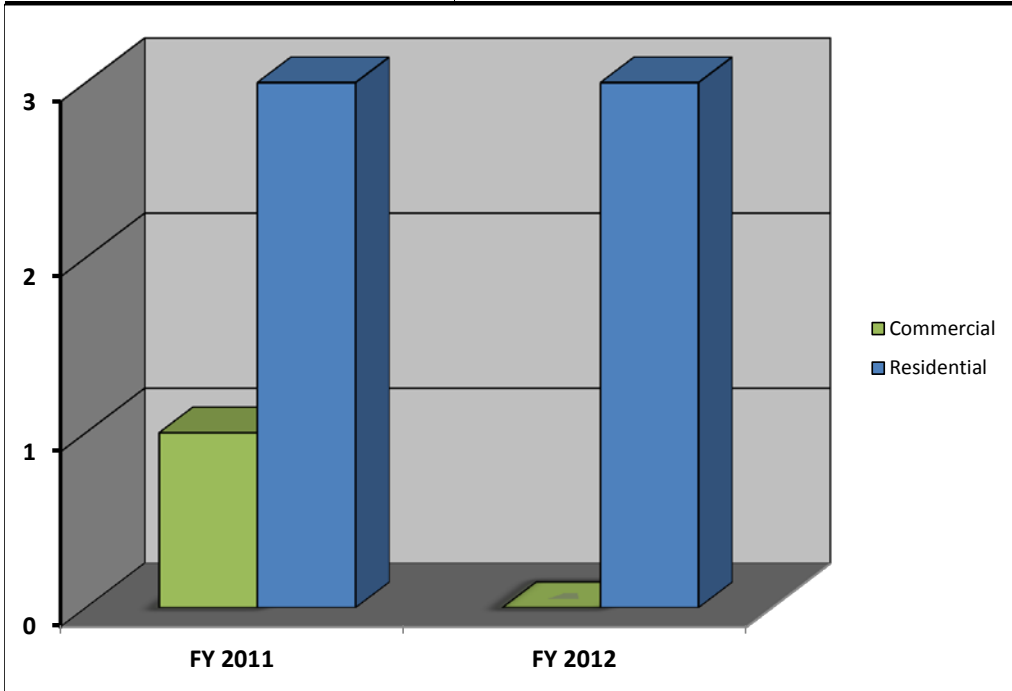




**CITY OF HUDSON OAKS  
FY 2011 - COUNCIL STRATEGIC DASHBOARD**

**PERIOD ENDING: December 31, 2011**

**Economic Development and Investment**



ACTUAL VS HISTORICAL PERMIT TRENDS YTD			
YEAR	Commercial	Residential	TOTAL PERMITS
FY 2011	1	3	4
FY 2012	0	3	3
<b>VARIANCE</b>	-1	0	-1

**TexPool**

	Principle	Interest	Balance
General Reserve	\$97,910.42	\$6.71	\$97,917.13
Sales Tax Reserve	\$334,926.15	\$23.00	\$334,949.15
Enterprise Reserve	\$87,356.40	\$6.00	\$87,362.40
<b>Total Reserves</b>			<b>\$520,228.68</b>

**Time Deposits**

	Principle	Interest	Maturity Balance	Maturity Date
2 Yr Plains Capital CD	\$200,000	1.25%	\$204,427	3-Mar-13



**CITY OF HUDSON OAKS  
 FY 2011 - COUNCIL STRATEGIC DASHBOARD  
 DEER CREEK & DYEGARD REVENUES VS. EXPENSES  
 PERIOD ENDING: Decmeber 31, 2011**

<b>FINANCIAL SUMMARY</b>						
<b>DESCRIPTION</b>	<b>BUDGETED REVENUE</b>	<b>YTD ACTUAL REVENUE</b>	<b>% of Budget</b>	<b>BUDGETED EXPENDITURE</b>	<b>YTD ACTUAL EXPENDITURE</b>	<b>% of Budget</b>
Dyegard	217,280	55,790	26%	239,350	74,569	31%
Deercreek	217,000	54,250	25%	153,392	35,335	23%

# City Council Meeting Staff Agenda Report



<b>Staff report on a proposed Independence Day community event</b>		
<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> D3	<b>Action being considered:</b> None

**Staff Recommendation:**

None

**Prior Board or Council Action:**

None

**Background Information/Analysis:**

The City of Hudson Oaks has been involved in two long-range planning efforts over the course of the last year. The first was an update to the City's Strategic Plan; the second is the ongoing development of the City's first Comprehensive Plan. Each of these two documents has included goals related to promoting the Hudson Oaks community, its location, its economic development opportunities, and its quality of life for residents. The proposed Comprehensive Plan specifically lists as one of its action items the creation of community-wide events that will draw people to Hudson Oaks.

With this in mind, City staff and staff from the East Parker County Chamber of Commerce have been in talks to initiate a new community event, to be held in Gene L. Voyles Park, to celebrate Independence Day. The event would include concerts, vendors, and a large scale, professional fireworks display.

At the January meeting, Council will be presented with information about the proposed event, plans for corporate sponsorship to underwrite event costs, et cetera.

**Financial Considerations:**

The Independence Day event was not included in the FY 2011-12 Budget. However, because most of the costs for the event would be covered by corporate sponsorship, the City's only expenditures for the event would be for staff overtime, just as is the case for Miles 4 Mammograms. Cost estimates will be provided to Council in the staff report at the meeting.

**Attachments:**

**Staff Contact:**

Sheri Campbell-Husband, city administrator  
682-229-2407  
[Sheri.campbell@hudsonoaks.com](mailto:Sheri.campbell@hudsonoaks.com)

Patrick Lawler, asst. city administrator  
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# City Council Meeting Staff Agenda Report



<b>Presentation on the Middle Median Landscaping Project</b>		
<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> D4	<b>Action being considered:</b> None

**Staff Recommendation:**

None

**Prior Board or Council Action:**

Council approved engineering and design on the Middle Median Landscaping Project in FY11 and approved the development of a funding mechanism during the FY12 budget process.

**Background Information/Analysis:**

Staff will present the final design plans for the Middle Median Project and discuss alternative bidding options for concrete curbing.

**Financial Considerations:**

The project would be funded through a combination of municipal bond debt and TxDOT Green Ribbon grant funds. Specific expenditure information will be included in the staff presentation for the proposed 2012 debt issuance.

**Attachments:**

**Staff Contact:**

Sheri Campbell-Husband, city administrator  
682-229-2407  
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# City Council Meeting Staff Agenda Report



<b>Presentation on the proposed 2012 debt issuance</b>		
<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> D5	<b>Action being considered:</b> None

**Staff Recommendation:**  
None

**Prior Board or Council Action:**  
Council reviewed current and future debt issuances during the FY 11-12 budget process.

**Background Information/Analysis:**  
Staff will present both enterprise and general fund debt issuances related to the following projects:

- 1. Middle Median Improvements** - The Middle Median Improvement Project will make landscaping and signage improvements along a 1.2 mile stretch of US180. The project is expected to start construction in May 2012 and be completed by August 2012.
- 2. PCSUD Raw Water** - In order to meet the contractual terms of our agreement with PCSUD, the City must finance and pay for one million gallons of raw water capacity by the end of the fiscal year.
- 3. Red Eagle Surface Water Facility** - The Red Eagle Surface Water Plant will provide storage and pumping capacity for current and future water demand. The plant will be the main storage facility for the Hudson Oaks-Weatherford connection.
- 4. Automated Metering** - Staff is recommending the purchase of a new automated metering system to replace the existing system. The system wide annual savings of moving to fully automated meter reading is greater than the annual cost.
- 5. Water System Study** - The City of Hudson Oaks has not completed a major water system study since 2001. This study will revise our land use assumptions, update the water capital improvements plan, and complete an impact fee study based on the capital improvement plan.
- 6. Replacement Water Well** - The proposed replacement well will be located at the Lower #2 Water Plant on Lakeshore Drive. The water well will provide peaking capacity for summer demand.

**Financial Considerations:** See Attachment

**Attachments:** Debt Schedule

**Staff Contact:**  
Sheri Campbell-Husband, city administrator  
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# City Council Meeting Staff Agenda Report



## Debt Schedule for April 2012 Issuance

<u>General Fund Projects</u>	<u>Project Cost</u>	<u>Debt Service</u>	
Middle Median Improvements	\$525,000	\$42,000	
Curb Reconstruction	\$250,000	\$20,000	
<u>Enterprise Fund Projects</u>	<u>Project Cost</u>	<u>Debt Service</u>	<u>Revenue Increase</u>
PCSUD Raw Water	\$575,000	\$46,000	
Red Eagle Surface Water Plant	\$1,150,000	\$92,000	
Automated Metering	\$180,000	\$14,400	\$21,300
Water System Study	\$80,000	\$6,400	
Replacement Water Well	\$110,000	\$8,800	
		<u>General Fund Total Debt Service</u>	
		\$62,000	
		<u>Enterprise Fund Total Debt Service</u>	
		\$167,600	\$21,300
		<u>Total Debt Service Cost</u>	
		\$229,600	

\* Decrease in water loss

# City Council Meeting Staff Agenda Report



<b>Future Agenda Items</b> <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>		
<b>Meeting date:</b> January 26, 2012	<b>Agenda Item #:</b> E	<b>Action being considered:</b> 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 November 16 regular meeting, Mayor Pro-Tem Fitzpatrick asked for a report and staff recommendation regarding a possible amendment to the Animal Care and Control Ordinance related to addresses with multiple calls for service in a given month. Information regarding this issue was provided to Council via memorandum.

No other items were requested for future agendas during the November meeting.

**Staff Contact:**

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