



AGENDA

**CITY OF HUDSON OAKS
CITY COUNCIL
210 HUDSON OAKS DRIVE
HUDSON OAKS, TEXAS 76087
THURSDAY, AUGUST 22, 2024**

REGULAR CITY COUNCIL SESSION

Call to order at 7:00 p.m.

INVOCATION

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 just for all.
2. Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

A. CITIZEN COMMENTS AND 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.

C. CONSENT AGENDA

1. Consideration of the regular City Council meeting minutes for June 27, 2024
2. Consideration of Minute Order 2024-16, excusing Council Member Sean Cannon from the regular City Council meeting on June 27, 2024
3. Consideration of Minute Order 2024-17, authorizing the surplus of a Police Department vehicle

D. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Presentation from Texas Municipal Retirement System
2. Consideration of Minute Order 2024-18, appointing a Mayor Pro-Tem
3. Consideration of Minute Order 2024-19, authorizing the City Administrator to execute an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool for Cyber Liability and Data Breach Response
4. Consideration of Ordinance 2024-12, amending the budget for fiscal year beginning October 1, 2023, and ending September 30, 2024

E. PUBLIC HEARINGS AND RELATED ITEMS

1. Public hearing and consideration of Ordinance 2024-13, approving the City of Hudson Oaks Public Improvement District No. 1 2024 amended and reinstated Service and Assessment Plan and levying assessments against certain properties located within the Hudson Oaks Public Improvement District No. 1
2. Public hearing and consideration of Ordinance 2024-14, on a request for a specific use permit to allow for a "Auto Repair Garage" at 2624 Fort Worth Highway on a 1.310 acres lot, Lot 2, Block 1, Hudson Oaks Business Park Addition, Hudson Oaks, Parker County, Texas
3. Public hearing and consideration of Ordinance 2024-15, on a request for a specific use permit to allow for a "Drive-Thru Use" at 2761 I-20 on a 0.897 acre lot, Lot 6R3, Block 3, A.B. Cinema Development Addition, Hudson Oaks, Parker County, Texas

F. STAFF/COUNCIL REPORTS

1. Monthly Police Reports
2. Financial Dashboard

G. 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. Public Safety Building
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. Planning & Zoning Commission vacancy
5. Deliberation regarding security pursuant to Section 551.076
6. Deliberation regarding economic development negotiations pursuant to Section 551.087
 - a. 203 E. Creighton Drive
 - b. 1001 Cinema Drive

H. DISCUSSION/ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

I. FUTURE AGENDA ITEMS

J. ADJOURNMENT

I, Shelley Scazzero, City Secretary, do hereby certify that notice of the above meeting was posted on the front window 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 August, 2024 on or before 5:00 p.m. and remained continuously posted for at least 72 hours preceding 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 48 hours prior to this meeting. Please contact Shelley Scazzero at 682-229-2400 or email shelley.major@hudsonoaks.com for more information.

Shelley Scazzero
City Secretary

City Council Meeting Staff Agenda Report



Consideration of the regular City Council meeting minutes for June 27, 2024

Meeting date: August 22, 2024	Agenda Item #: C1	Action being considered: Adoption of June 27, 2024 Minutes
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Staff Recommendation:

Review and adopt the minutes of the June 27, 2024 City Council meeting.

Prior Board or Council Action:

No previous action taken.

Background Information/Analysis:

Meeting was held at 7:00 p.m. on Thursday, June 27, 2024 at Hudson Oaks City Hall.

Attachments:

DRAFT Minutes

Staff Contact:

Shelley Scazero, City Secretary

682-229-2411

shelley.major@hudsonoaks.com



**CITY OF HUDSON OAKS
CITY COUNCIL
REGULAR MEETING
THURSDAY, JUNE 27, 2024**

STATE OF TEXAS §
 §
COUNTY OF PARKER §

REGULAR SESSION

Call to order/announce a quorum is present

Mayor Tom Fitzpatrick called the meeting to order at 7:03 p.m. in the Council Chamber, Hudson Oaks City Hall, 210 Hudson Oaks Drive, Hudson Oaks, Texas, 76087.

Present: Tom Fitzpatrick Mayor
 Daniel Cross Mayor Pro-Tem, Place 5
 Tom Marquardt Place 1
 Jennifer Liles Place 2
 Marty Schrantz Place 3

Absent: Sean Cannon Place 4

Staff Present: Sterling Naron City Administrator
 Hayden Brodowsky Director of Operations
 Shelley Scazero City Secretary
 Michael Baldwin Chief of Police
 Rob Allibon City Attorney

A. CITIZEN COMMENTS AND ANNOUNCEMENTS

No citizen comment.

B. ITEMS OF COMMUNITY INTEREST

Items of community interest presented by City Administrator Sterling Naron.

- Boomin 4th is coming up on Thursday, July 4, 2024. This is a free family friendly event with live music, food, kid zone and fireworks.
- News businesses opened and had ribbon cuttings; Cowboy Ice, Care Now Urgent Care and Highridge Parker County.

- Hudson Oaks, along with the City of Fort Worth and the City of Willow Park received the North Central Texas Council of Governments Regional Cooperation Award, recognizing the cooperative regional efforts of local government for the Fort Worth Water Line Extension Project.

C. CONSENT AGENDA

1. Consideration of the regular City Council meeting minutes for May 30, 2024.
2. Consideration of Minute Order 2024-11, excusing Council Members Tom Marquardt and Marty Schrantz from the regular City Council meeting on May 30, 2024.
3. Consideration of Minute Order 2024-12, authorizing the Police Department to purchase radio equipment.
4. Consideration of Minute Order 2024-13, authorizing the Mayor to execute an amendment to the Interlocal Agreement with Parker County for dispatch services.
5. Consideration of Minute Order 2024-14, authorizing the Mayor to sign the 2024 audit engagement letter with George, Morgan & Sneed P.C.
6. Consideration of Resolution 2024-03, on a request from Leverage Mockingbird, LP to release a 27.856 acre tract of property, a portion of Tract 2, Parcel B, Will C. Kearby Survey, Abstract No. 2637 from the City's Extraterritorial Jurisdiction.

ACTION: Motion made by Mayor Pro-Tem Cross and seconded by Council Member Schrantz to approve the consent agenda. The motion passed unanimously (4-0).

D. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consideration of Ordinance 2024-09, authorizing the issuance, sale and delivery of up to \$12,000,000 in aggregate principal amount of "Combination Tax and Revenue Certificates of Obligation, Series 2024"; securing the payment thereof by authorizing the levy of an annual Ad Valorem Tax and a pledge of certain surplus revenues of the City's Waterworks and Sewer System; approving and authorizing all other instruments and procedures related thereto.

ACTION: Motion made by Council Member Schrantz and seconded by Council Member Liles to approve Ordinance 2024-09. The motion passed unanimously (4-0).

2. Consideration of Minute Order 2024-15, authorizing the Mayor to execute an agreement for funding, construction and maintenance of wastewater treatment facilities with the City of Willow Park.

ACTION: Motion made by Council Member Marquardt and seconded by Council Member Schrantz to approve Minute Order 2024-15. The motion passed unanimously (4-0).

3. Consideration of Ordinance 2024-10, removing the Statutory Maximum Contribution Rate Limit set by Texas Municipal Retirement System.

ACTION: Motion made by Mayor Pro-Tem Cross and seconded by Council Member Marquardt to approve Ordinance 2024-10. The motion passed unanimously (4-0).

E. PUBLIC HEARING AND RELATED ITEMS

1. Public hearing and consideration of Ordinance 2024-11, on a request to amend the Comprehensive Zoning Ordinance of the City of Hudson Oaks, Texas, by amending the regulations for the Planned Development Oykey Corridor Overlay "PD-OC" Zoning District, specifically related to Lot 1R, Block 6, Oakridge Addition, Hudson Oaks, Parker County.

Mayor Fitzpatrick opened public hearing at 8:01 p.m.

Brad Baker, B3 Investments, applicant, spoke for approval.

Mayor Fitzpatrick closed public hearing closed at 8:03 p.m.

ACTION: Motion made by Council Member Marquardt and seconded by Council Member Cross to approve Ordinance 2024-11. The motion passed unanimously (4-0).

F. STAFF AND COUNCIL REPORTS

1. Monthly Police reports presented by Chief Baldwin.
2. Financial Dashboard presented by Sterling Naron.

Executive Session convened at 8:16 p.m.

G. 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 the meeting to receive legal advice from its attorney on any posted agenda items 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. Public Safety Building
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. Planning & Zoning Commission vacancy
5. Deliberation regarding security pursuant to Section 551.076.
6. Deliberation regarding economic development negotiations pursuant to Section 551.087.

a. PCEDC

Regular Session reconvened at 8:55 p.m.

H. DISCUSSION/ACTION ON ITEM DISCUSSED IN EXECUTIVE SESSION

Item 2a: ACTION: Motion made by Mayor Pro-Tem Cross and seconded by Council Member Marquardt to authorize the City Administrator to negotiate and execute a Letter of Intent with ESD #3 regarding an exchange of real property on Inspiration Drive for a new ESD #3 fire station. The motion passed unanimously (4-0).

I. FUTURE AGENDA ITEMS

No items requested.

J. ADJOURNMENT

There being no further business Mayor Fitzpatrick adjourned the Regular meeting of the City Council at 8:57 p.m., on Thursday, June 27, 2024.

Tom Fitzpatrick, Mayor

ATTEST:

Shelley Scazero, City Secretary

City Council Meeting Staff Agenda Report



Consideration of Minute Order 2024-16, excusing Council Member Sean Cannon from the regular City Council meeting on June 27, 2024		
Meeting date: August 22, 2024	Agenda Item #: C2	Action being considered: Approval of Minute Order 2024-16

Prior Board or Council Action:

Council has not previously acted on this item.

Background Information/Analysis:

Council Member Sean Cannon was absent from the regular City Council meeting on June 27, 2024 due to work related obligations.

Per Texas Local Government Code, the City Council must take action considering formally excusing absences from meetings for any reason other than a council member's illness.

Financial Considerations:

None

Attachments:

None

Staff Contact:

Shelley Scazero, City Secretary

682-229-2411

shelley.major@hudsonoaks.com

City Council Meeting Staff Agenda Report



Consideration of Minute Order 2024-17, authorizing the surplus of a Police Department vehicle		
Meeting date: August 22, 2024	Agenda Item #: C3	Action being considered: Approval of Minute Order 2024-17

Staff Recommendation:

Approve Minute Order 2024-17.

Prior Board or Council Action:

Council has not previously acted on this item.

Background Information/Analysis:

This vehicle will be disposed of by bartering one police vehicle graphics package, valued at approximately \$1900, for the transfer of Unit 24 to Totally Graphics Designs, Weatherford. This company will use the vehicle to advertise new graphic designs.

Unit 24 is a 2016 Ford Interceptor-SUV, VIN # 1FM5K8AR8GGB07189.

Unit # 24 was a patrol vehicle that has reached over 119,000 miles and has not been used for several months due to a computer module malfunction. With the Council's previous approval of two new police vehicles in the Fiscal Year 2024 budget, this vehicle would be removed from the department's fleet.

Due to the condition of Unit 24, staff does not wish to donate to a local governmental entity, and believes that after commission costs, the vehicle would not bring sufficient funds at auction. The proposed solution benefits the City by reducing costs of the graphics package on one new police vehicle. This proposal also eliminates the fees to remove the current graphics from Unit 24, as required by state statute, an approximately \$500 savings.

Financial Considerations:

Total savings of this proposal is approximately \$2,400.

Attachments:

None

Staff Contact:

Michael R. Baldwin, Chief of Police

682-229-2421

michael.baldwin@hudsonoaks.com

City Council Meeting Staff Agenda Report



Presentation from Texas Municipal Retirement System		
Meeting date: August 22, 2024	Agenda Item #: D1	Action being considered: No action.

Background Information/Analysis:

A representative from the Texas Municipal Retirement System will be in attendance to give an informational presentation on the City's employee retirement plan.

Financial Considerations:

None

Attachments:

None

Staff Contact:

Shelley Scazzero, City Secretary

682-229-2411

shelley.major@hudsonoaks.com

City Council Meeting Staff Agenda Report



Consideration of Minute Order 2024-18, appointing a Mayor Pro-Tem		
Meeting date: August 22, 2024	Agenda Item #: D2	Action being considered: Minute Order 2024-18

Staff Recommendation:

No recommendation.

Prior Board or Council Action:

None.

Background Information/Analysis:

Mayor Pro-Tem is appointed annually after the May General Election.

Financial Considerations:

None

Attachments:

None

Staff Contact:

Shelley Scazero, city secretary
682-229-2411
shelley.major@hudsonoaks.com

City Council Meeting Staff Agenda Report



Consideration of Minute Order 2024-19, authorizing the City Administrator to execute an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for Cyber Liability and Data Breach Response		
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Meeting date: August 22, 2024	Agenda Item #: D3	Action being considered: Minute Order 2024-19
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Staff Recommendation:

Approve Minute Order 2024-19.

Prior Board or Council Action:

No previous action taken.

Background Information/Analysis:

The city currently carries liability and property insurance with the Texas Municipal League Intergovernment Risk Pool (TMLIRP). In 2016, TMLIRP began offering Cyber Liability and Data Breach Response Coverage “Cyber Coverage”.

According to TMLIRP, cyber attacks are becoming more common, more sophisticated and more expensive and cyber claims have increased exponentially since 2016. The TMLIRP Board of Trustees recently created a new Cyber Fund and approved changes effective October 1, 2024. This pool’s cap for total annual payout for cyber claims is capped at \$25 million. Coverage includes breach response, network business interruption, cyber extortion, data recovery costs and fraud protection.

A full description of the new pool coverage can be found on the following page. The city currently holds Core+ Cyber Coverage with TMLIRP and is recommending approval of this ILA and continuing coverage at the Core+ tier.

Financial Consideration:

The City’s annual contribution for FY25 would increase by \$1,002.76.

Attachments:

TMLIRP Cyber Liability Information Sheet
Proposed ILA

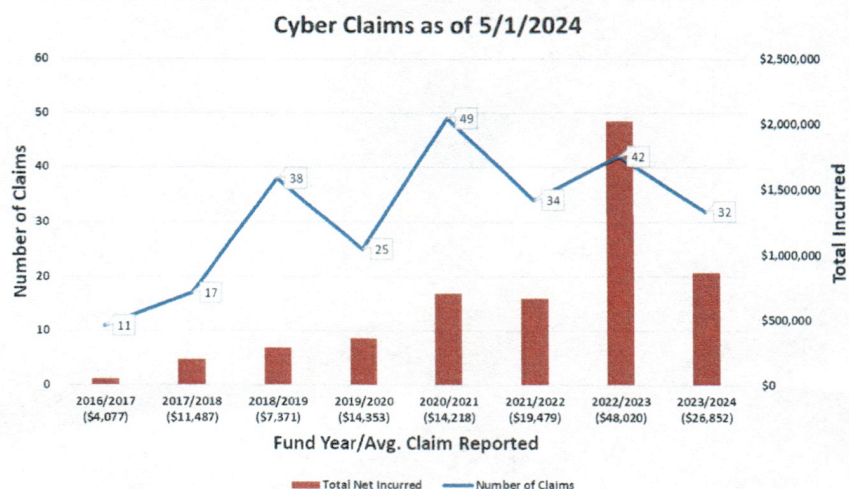
Staff Contact:

Shelley Scazzero, City Secretary
682-229-2411
shelley.major@hudsonoaks.com

CRITICAL ALERT: The Pool's NEW Cybersecurity Fund

Introduction

In 2016, the Pool recognized its Members' growing cyber liability exposure. Starting that year, complimentary coverage was provided to all Members with either General Liability or Real & Personal Property Coverage. Later, as the exposure increased, the Pool began charging a minimal amount for the coverage. As shown by the chart below, cyber claims have exponentially increased in both frequency and severity since that time.



Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That's why the Board of Trustees recently approved the Pool's formation of a new Cyber Fund and updated *Cyber Liability and Data Breach Response Coverage* ("Cyber Coverage"), effective October 1, 2024, for those Members who opt-in and sign the **Cyber Liability Interlocal Agreement**. Read on for details.

Of course, nothing can cover every possible scenario. That's why each Member *must* take steps to protect themselves, and we can help you do so (regardless of whether you choose our cyber coverage). **Most cyberattacks are preventable, and local officials should implement basic policies, train on them, and follow them.** (See the final section below on loss prevention to learn more.)

The New Cyber Fund – Ensuring the Viability of the Pool's Cyber Coverage

Cyberattacks are becoming more common, more sophisticated, and more expensive. In fact, the Pool's cyber claims have increased exponentially since 2016. Right now, if every Member of the Pool was hit by a coordinated attack, the Pool's *total exposure is in the billions of dollars*. Thankfully, that hasn't happened. But the Pool is updating its Cyber Coverage to ensure that it never does.

The following is a brief overview of the changes:

- The Pool is creating a **separate Cyber Fund** – each Member that wants to continue coverage **must sign a new, separate interlocal agreement (contract) to join the Fund**.
- The Pool's **total annual payout** for cyber claims will be **capped at \$25 million** – should criminals execute a widespread attack, the Pool's Board of Trustees would decide how to allocate those funds.
- The limit for third party liability has been reduced to **\$500,000 or \$1,000,000**, depending on whether Core or Core+ option is selected.
- **Cyber coverage contributions (premiums) will increase** based on a Member's elected limits. The new contribution ranges from \$1,000 to \$1,850 depending on Member type and coverage level (unless a Member chooses a different coverage level, the current level will roll over). Suggestion: Coverage will be renewed at the current elected limit.

The Coverage: What You Get

Some of the worst news a local official can receive is that they have fallen victim to a cyberattack. Whether criminals lock up your data and ask you for a ransom to restore it, they trick you into sending money to a fraudulent account and steal it, or whatever the form of an attack, the Pool's coverage provides, among other things:

- **Breach response**, which includes access to computer experts, public relations specialists, attorneys, negotiators, and others with experience responding to cyberattacks – these experts help you lessen the damage from an attack.
- **Network business interruption**, which can help cover the loss of income and extra expenses (for a limited period) caused by an attack.
- **Cyber extortion**, which can help with ransom payments to recover data.
- **Data recovery costs**, which can help with costs to restore data that was damaged, corrupted, and/or deleted.
- **Fraud protection**, which can help (if certain conditions are met) with costs related to – for example – when an employee is tricked into sending money to a cybercriminal.

The above provides only a very basic overview of the coverage. Every claim is unique, and reading the above isn't a substitute for carefully reviewing the terms of the new interlocal agreement and coverage document. Please refer to the enclosed outline of the coverages, limit, and sublimit.

What You Need to Do to Continue Coverage

To continue coverage, simply review, complete and sign, and return the Cyber Fund Interlocal Agreement. (Each Member **must follow their own statutory and local policies related to contract approval prior to signing.**) To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement.

As part of this process, we encourage you to review the 2024-2025 Cyber Liability and Data Breach Response Coverage Document that is stored on the Pool's Member Portal, which you can access from the Pool's website at www.tmlirp.org.

That's it! You'll be billed later for the costs of all your coverages, including the cyber coverage.

REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.

Risk Management and Loss Prevention

As mentioned above, the best way to deal with a cyberattack is to avoid it altogether. The Pool has a dedicated Cyber Risk Services Manager – Ryan Burns (rburns@tmlirp.org) – who can assist any Member with loss prevention, including individual review of Member exposures and transfer of risk via contracts provisions, loss prevention efforts, appropriate coverage, and more.

Additional Resources

The Pool provides prevention education in various ways. The easiest to access are short podcast episodes and YouTube videos. For example, any local official who wants to know just how painful a cyberattack can be should listen to Episode 9c of the "Local Officials: *Stronger, Together* Podcast."

In the eye-opening episode, Scott interviews City of Tomball Assistant City Manager Jessica Rogers. Cyber-criminals hacked Tomball at the end of 2022, and the city is still — one year later — dealing with the aftermath. In this episode — which should be required listening for every city official in Texas (and beyond) — Jessica explains exactly what it's like to have essentially every computer system go down, including 9-1-1 dispatch, utility metering and billing, permitting, and everything in between. She also describes the long road to getting everything up and running. Don't miss our chance to learn from this chill-inducing story. (To listen, go to www.tmlirp.org, click on the "STP Podcast" link at the top of the page, and scroll down to Episode 9c.)

LIMIT PAGE

Your entity currently has **Core + Cyber** Coverage with the Pool. The following is an abbreviated description of the Core and Core+ limit structure beginning October 1, 2024. The Coverage Document can be accessed at <https://members.tmlirp.org/downloads> (this link will ask you to log into the Member Portal for access).

A limit of \$25,000,000 is shared by all Members for aggregate losses occurring within the Fund Year as defined in the Cyber Liability and Data Breach Response Interlocal Agreement.

	Core	Core+
Tower 1 - Limit of Liability*	\$500,000	\$1,000,000
Data & Network and Media Liability Aggregate Limit of Liability	\$500,000	\$1,000,000
Retention	\$0	\$0
Tower 2 - Limit of Liability	\$100,000	\$250,000
<u>First Party Loss</u>		
Business Interruption Aggregate Sublimit	\$20,000	\$50,000
Cyber Extortion Loss Aggregate Sublimit	\$25,000	\$50,000
Data Recovery Costs Aggregate Sublimit	\$20,000	\$50,000
Reputational Loss Aggregate Sublimit	\$5,000	\$10,000
Retention (other than Business Interruption)	\$0	\$5,000
Income Loss Retention under Business Interruption	\$5,000	\$5,000
<u>Third Party Loss</u>		
Regulatory Defense and Penalties Aggregate Sublimit	\$25,000	\$75,000
Payment Card Liabilities & Costs Aggregate Sublimit	\$10,000	\$25,000
Retention	\$0	\$5,000
<u>eCrime</u>		
Fraudulent Instruction Aggregate Sublimit	\$25,000	\$50,000
Funds Transfer Aggregate Sublimit	\$25,000	\$50,000
Telephone Fraud Aggregate Sublimit	\$25,000	\$50,000
Criminal Reward	\$2,500	\$2,500
Retention (other than Criminal Reward)	\$2,500	\$5,000
Retention Criminal Reward	\$0	\$0
Tower 3 - Limit of Liability	\$100,000	\$150,000
Breach Response Aggregate Limit of Liability Beazley Response Services	\$100,000	\$150,000
Retention	\$0	\$0
New 2024-25 Annual Contribution	\$1,000	\$1,250
<i>Previous 2023-24 Contribution</i>	<i>\$175</i>	<i>\$247.24</i>

**The Tower 1 Limit of Liability changed from \$1 million to \$500,000 for Core limits and from \$2 million to \$1 million for Core+ limits. All other limits remained unchanged.*

Texas Municipal League Intergovernmental Risk Pool

1821 Rutherford Lane, First Floor • Austin, Texas 78754

CYBER LIABILITY AND DATA BREACH RESPONSE INTERLOCAL AGREEMENT

This Contract and Interlocal Agreement is entered into by and between political subdivisions of this state (hereinafter referred to as “Pool Members”) to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund (hereinafter referred to as the “Fund”) for the purpose of providing coverages against risks which are inherent in operating a political subdivision.

WITNESSETH:

The undersigned Pool Member, in accordance with Chapter 2259, Texas Government Code, the Interlocal Cooperation Act, Tex. Gov’t Code § 791.001, et seq., and the interpretation thereof by the Attorney General of the State of Texas (Opinion #MW-347, May 29, 1981), and in consideration of other political subdivisions executing like agreements, does hereby agree to become one of the Pool Members of this self-insured pool. The conditions of membership agreed upon by and between the parties are as follows:

1. Definitions of terms used in this Interlocal Agreement.
 - a. Board. Refers to the Board of Trustees of the Fund.
 - b. Fund Year. 12:01 a.m. October 1 through 12:01 a.m. the following October 1.
 - c. Manual Rates. The basic rates applicable to each cyber liability and data breach response classification promulgated by the Insurance Service Office or the Board.
 - d. Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The Cyber Liability and Data Breach Response Coverage Document that sets forth in exact detail the coverages provided as part of the overall plan.
 - e. Adjustments. Refers to any offsets to manual premium that may result from the Pool Member’s election of deductibles, loss experience, or Fund Modifier which reflects the savings to the Pool Member by entering into this Interlocal Agreement.
 - f. Premium and Contribution. Used interchangeably in some parts of this Interlocal Agreement. Any reference at any time in this Interlocal Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only and is not construed as being contrary to the self-insurance concept except where the context clearly indicates no other possible interpretation such as but not limited to the reference to “reinsurance.”
 - g. Reimbursable Deductible. The amount that was chosen by this Pool Member to be applicable to the first monies paid by the Fund to effect judgment or settlement of any claim or suit. The Pool Member, upon notification of the action taken, shall promptly reimburse the Fund for all or such part of the deductible amount as has been paid by the Fund. Further, however, the Fund’s obligation to pay damages shall be subject to the limits of liability stated in the Declarations of Coverage or Endorsements to this Interlocal Agreement less the stated deductible amount.
 - h. Fund Modifier. A percentage figure that is applied to the manual rates by the Fund to reflect the savings to the Pool Member by entering into this Interlocal Agreement.
 - i. Agreement Period. The continuous period since the Pool Member first became a member of this Fund excluding, however, any period or periods of time therein that the member did not participate as a member of the Pool.
 - j. Declarations of Coverage. The specific indication of the coverages, limits, deductibles, contributions, and special provisions elected by each individual Pool Member. The Declarations of Coverages may be modified by Endorsement.
2. The Board, acting through its agents and Fund staff, is responsible for the administration of all Fund business on behalf of the Pool Members.
3. In consideration of the execution of this Interlocal Agreement by and between the Pool Member and the Fund and of the contributions of the Pool Member, the coverage elected by the Pool Member is afforded according to the terms of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The affirmative declaration of contributions and limits of liability in the Declarations of Coverage and Endorsements determine the applicability of the Self-Insurance Plan.

Each Pool Member agrees to adopt and accept the coverages, provisions, terms, conditions, exclusions, and limitations as further provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan or as specifically modified by the Pool Member's Declarations of Coverage. This Interlocal Agreement shall be construed to incorporate the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, Declarations of Coverage, and Endorsements and addenda whether or not physically attached hereto.

4. It is understood that by participating in this risk sharing mechanism to cover cyber liability and data breach response exposures, the Pool Member does not intend to waive any of the immunities that its officers or its employees now possess. The Pool Member recognizes the Texas Tort Claims Act and its limitations to certain governmental functions as well as its monetary limitations and that by executing this Interlocal Agreement does not agree to expand those limitations.
5. The term of this Interlocal Agreement and the self-insurance provided to the Pool Member shall be continuous commencing 12:01 a.m. on the date designated in this Interlocal Agreement until terminated as provided below. Although the self-insurance provided for in this Interlocal Agreement shall be continuous until terminated, the limit of liability of the Fund under the coverages that the Pool Member elects shall be limited during any Fund Year to the amount stated in the Declarations of Coverage for that Fund Year.

This Interlocal Agreement may be terminated by either party giving to the other sixty (60) days' prior written notice of intent to terminate except the Pool Member may terminate this Interlocal Agreement and its coverages thereunder without giving the sixty (60) days' notice if the reason is because of a change by the Fund in the Pool Member's contribution, coverage, or other change in the limits of liability, terms, conditions, exclusions, and limitations provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan provided that no termination by the Member shall be effective prior to the date that written notice of termination is actually received in the offices of the Fund and provided that the Pool Member agrees to and shall pay the applicable premium and contribution for those coverages it is terminating until the date the notice of termination is actually received by the Fund.

The Fund shall provide the Pool Member with Declarations of Coverage and any Endorsements that determine the applicability of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan annually by December 1. Such Declarations of Coverage shall include, but not be limited to, the coverage period which shall be the applicable Fund Year, limits, deductibles, contributions, special provisions, and limitations. Changes made during the Fund Year, whether requested by the Pool Member or required by the Fund, will be handled by Endorsement.

It is the intention of the parties that the Pool Member's coverages under this Interlocal Agreement shall remain in full force and effect from Fund Year to Fund Year, subject to the limits of liability that the Fund can provide each Fund Year and the terms, conditions, and limitations that the Fund may require to protect its solvency and to comply with reinsurance requirements, until notice of termination is given as herein provided. Realizing that the Pool Member needs the earliest possible information concerning the Fund coverages, limits, and exclusions, and the Pool Member's contribution that will be required for any new Fund Year, the Fund will endeavor to provide this information as soon as possible before the beginning of each Fund Year. The parties recognize, however, that conditions in the reinsurance industry are such that the Fund may not be able to provide this information to the Pool Member before the beginning of a Fund Year for various reasons including the failure of the Pool Member to timely submit the appropriate exposure summary or delays on the part of reinsurers in getting information to the Fund, and so, to protect the Pool Member from gaps in its coverage and to protect the solvency of the Fund, the parties agree as follows:

If, for any reason other than the Pool Member's failure to provide the information requested in the exposure summary, the Fund has not been able to provide the Pool Member with information concerning available coverages for a new Fund Year or advise the Pool Member of the amount of its contribution for the new Fund Year by the beginning of the Fund Year, the Fund shall nevertheless continue the Pool Member's coverages at the same limits of liability (if still available and if not, then at the highest limit of liability available for the new Fund Year) so that the Pool Member shall at all times remain covered as herein provided and the Pool Member's initial contributions for the new Fund Year shall be determined by a "tentative contribution" as determined by the Board with the Pool Member's actual annual contribution to be credited by the amount paid in accordance with the tentative contribution and adjusted during the Fund Year. In the event the Pool Member does not wish to have its coverages extended or renewed at the end of any Fund Year, the burden shall be upon the Pool Member to give written notice to the Fund as provided hereinabove and the Pool Member agrees to pay as hereinabove stated all contributions or pro rata contributions until the date such written notice is received in the offices of the Fund or the date of termination of this Interlocal Agreement, whichever is later.

6. Commensurate with the execution of this Interlocal Agreement and annually thereafter, the Pool Member shall complete the appropriate exposure summary and deliver it or cause it to be delivered to the Fund, or, if so instructed, to a designated contractor, no later than September 1 of each year and new annual contributions shall be calculated using manual rates times exposure, less any adjustments. Intentional or reckless misstatements on the exposure summary shall be grounds for cancellation. In the event that the Pool Member fails or refuses to submit the appropriate exposure summary, the Fund reserves the right to terminate such Pool Member by giving thirty (30) days' written notice and to collect any and all contributions that are earned pro rata for the period preceding contract termination.

The Pool Member agrees to pay the annual contribution to the Fund in four (4) equal quarterly installments, in advance, commencing at the beginning of this Interlocal Agreement with subsequent installments due the first quarter thereafter. In the event this Interlocal Agreement is terminated as herein provided, the Fund shall promptly repay to the Pool Member any such unearned annual contribution prorated as of the date of termination and the Pool Member agrees during the term of this Interlocal Agreement to promptly pay all reimbursable deductibles upon receipt of statement.

At the end of each and every Fund Year, the Fund may require the Pool Member to submit the actual data requested on the exposure summary as reflected by the books and records of the Pool Member. The Fund reserves the right to audit the records of any Pool Member and adjust contributions accordingly.

In the event that the Pool Member fails or refuses to make the payments, including accrued interest, as herein provided, the Fund reserves the right to terminate such Pool Member by giving them ten (10) days' written notice and to collect any and all amounts that are earned pro rata for the period preceding contract termination. If the amounts owed, including reimbursable deductibles, must be collected by suit, the Pool Member agrees to pay attorneys' fees and costs incurred in such suit.

7. The Fund shall maintain adequate protection from catastrophic losses to protect its financial integrity. Aggregate protection shall also be maintained. The Member's contributions shall be limited to that amount as calculated under this Interlocal Agreement. Notwithstanding anything to the contrary, the total combined aggregate limit of liability of the Fund for all Pool Members in any Fund Year, regardless of the number of occurrences or claims, shall be limited to the amount of money contained in the Fund. As to the Pool annual aggregate limits or the amount of money in the Fund, the Board of Trustees, in its sole discretion, may determine an allocation methodology among affected Pool Members should the Pool annual aggregate limit be reached, or should the money in the Fund be exhausted.
8. Notwithstanding the provisions of the foregoing paragraph, it is agreed the Board shall have the right to adjust the financial protection outlined above and/or amend coverages as it finds available or deems necessary to maintain the fiscal soundness of the Fund at the beginning of or during any Fund Year.
9. The Fund will make available loss control services to the Pool Members to assist them in following a plan of loss control that may result in reduced losses. The Pool Member agrees that it will cooperate in instituting any and all reasonable loss control recommendations. In the event that the recommendations submitted seem unreasonable, the Pool Member has a right to appeal to the Board. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decisions will be final and binding on all parties. Any Pool Member who does not agree to follow the decision of the Board shall be withdrawn from the Fund immediately.
10. The Pool Member agrees that it will appoint a contact of department head rank, and the Fund shall not be required to contact any other individual except this one person. Any notice to or any agreements with the contact shall be binding upon the Pool Member. The Pool Member reserves the right to change the contact from time to time by giving written notice to the Fund.
11. The Fund agrees to handle all cyber liability and data breach response claims, and provide a defense for any and all cyber liability and data breach response claims covered under this Interlocal Agreement after prompt notice has been given. The Pool Member hereby appoints the Fund staff and Contractors as its agents to act in all matters pertaining to processing and handling of claims covered under this Interlocal Agreement and shall cooperate fully in supplying any information needed or helpful in settlement or defense of such claims. As respects cyber liability and data breach response claims, the Fund staff and Contractors shall carry on all negotiations with the claimant and his/her attorney, when applicable, and negotiate within authority previously granted by the Fund. If a personal appearance by the Pool Member or an employee is necessary, the expense of this appearance will not be the responsibility of the Fund. With the advice and consent of the Fund, the Fund staff and the Contractors will retain and supervise legal counsel for the prosecution and defense of any litigation. All decisions on individual cases shall be made by the Fund through the Fund staff and the Contractors, which include, but are not limited to, the decision to appeal or not to appeal, settlement negotiations, the decision of whether to settle, and other litigation tactics. However, any Pool Member shall have the right in any case to consult with the Fund on any decision made by the Fund staff or Contractors. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decision will be final and binding on all parties. Any suit brought or defended by the Fund shall be brought or defended only in the name of the Pool Member and/or its officers or employees. There shall be supplied periodically to each Pool Member a computer printout involving a statement of claims. As respects the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, the Fund shall have priority in enforcing its subrogation claims against the claims of Pool Member.
12. The Pool Member acknowledges that it has received a copy of the Bylaws of the Fund and agrees to abide by the Bylaws and any amendments thereto.
13. The Fund agrees that all Fund transactions will be annually audited by a nationally recognized certified public accounting firm.
14. If legally required, the Fund shall cause to be filed the necessary tax forms with the Internal Revenue Service.

15. As the administrators of the Fund, the Board shall primarily and consistently keep foremost in their deliberations and decisions in operating the Fund that each of the participating Pool Members is a “self-insured.” At least annually, the Board shall carefully review, study, and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Pool Members, the pro rata savings to the Fund resulting from overall loss experience attributed to each Pool Member, and the pro rata portion of the cost of all catastrophic loss protection and aggregate stop loss protection allocated to each Pool Member as well as the pro rata allocation, as determined by the Board of the other and necessary administrative expenses of the Pool, in order to reasonably determine the actual pro rata cost, expense, and loss experience of each Pool Member in order to maintain as nearly as possible an equitable and reasonable self-insurance administration of the Fund as applied to each Pool Member.

The Fund shall maintain case reserves and supplemental reserves computed in accordance with standard actuarial principles, taking into account historical and other data, designed to measure claims development and claims incurred but not yet reported, so that funds will be available to meet these claims as they become due, subject to paragraph 7 above. The Board has complete authority to determine all matters pertaining to the existence and dissolution of the Fund.

16. Venue of any suit or action arising out of or related to this Interlocal Agreement shall be exclusively in the state and federal courts of Travis County, Texas. The parties agree they shall assume their own expenses for attorney’s fees in any suit or action arising out of or related to this Interlocal Agreement.
17. The parties agree this Interlocal Agreement may be executed by original written ink signature on paper documents, an exchange of copies showing the original written ink signature on paper documents, or electronic or digital signature technology in such a manner that the signature is unique and verifiable to the person signing. The use of any one or combination of these methods of execution shall constitute a legally binding and valid signing of this Interlocal Agreement, which may be executed in one or more counterparts, each of which, when duly executed, shall be deemed an original.

EMPLOYER MEMBERS’ FUND CONTACT (See Section 10):

Member Name _____

Name of Contact _____ Title _____

Mailing Address _____ Email Address _____

Street Address (if different from above) _____

City _____ Zip _____ Phone _____

SIGNATURE OF AUTHORIZED MEMBER OFFICIAL

Title _____ Date _____

Member’s Federal Tax I.D. Number ____ - _____

This Information is MANDATORY

TO BE COMPLETED BY FUND: (OFFICE USE ONLY)

Effective Date of This Agreement _____

Member Name _____

Contract Number _____

SIGNATURE OF AUTHORIZED FUND OFFICIAL

Title _____ Date _____

City Council Meeting Staff Agenda Report



Consideration of Ordinance 2024-12, amending the budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024		
Meeting date: August 22, 2024	Agenda Item #: D4	Action being considered: Adoption of Ordinance 2024-12

Staff Recommendation:
Adopt Ordinance 2024-12.

Prior Board or Council Action:
The City Council approved the FY24 budget on September 28, 2023.

Background Information/Analysis:

The City Council may, from time to time, amend the annual operating budget at its discretion. This typically occurs at the end of the fiscal year and during the year when extenuating circumstances warrant an adjustment. This end-of-year amendment will adjust the budget to provide sufficient funding authorization for several items that have occurred during the year, including:

GENERAL FUND:

Revenues:

- Capture higher revenues than expected for PILOTs, Franchise Fees, Building Permits, Interest Revenues, and the Nextink Fiber Lease. The amendment also captures lower than expected sales tax revenue.

Expenditures:

- Administration – Captures Higher than expected costs in Software Maintenance and captures lower than expected cost in Economic Development Agreements.
- Public Safety – Captures primarily for the purchase of MDCs for Police Vehicles
- Public Works - Captures the last payment to TxDOT for the Lakeshore Bridge Project
- Parks & Recreation - Captures additional funding for Building Maintenance (City Hall AC Unit replacement) and captures lower costs in Groundskeeping.
- Planning & Development – Captures lower than expected costs for building inspections and professional services.

Special Events Fund:

- Primarily captures the movement of budgeted funds from an originally budgeted major third community event to the line-items for Boomin' 4th and the Christmas Corridor Event.

Water Fund:

- Captures higher costs in Water System Supplies, Software Maintenance, and Regional Water Purchases.

Dyegard Fund:

- Primarily captures higher water sales revenues, and higher well-site utilities costs.

Wastewater Fund:

- Captures higher Wastewater Charges (due to commercial wastewater change). Also captures higher wastewater treatment costs and professional services costs.

Stormwater Fund:

- Captures lower than expected costs for drainage system repairs

City Council Meeting Staff Agenda Report



Financial Considerations:

This amendment will provide funding authorization for the remainder of the fiscal year.

Attachments:

Draft Ordinance 2024-12

Proposed amendment

Staff Contact:

Sterling Naron, City Administrator

682-229-2408

sterling.naron@hudsonoaks.com

ORDINANCE NO. 2024-12

AN ORDINANCE OF THE CITY OF HUDSON OAKS, TEXAS, ADOPTING AMENDMENTS TO THE OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Hudson Oaks 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, by Ordinance 2023-13, the City Council of the City of Hudson Oaks, Texas, adopted its budget for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024; and

WHEREAS, the City Council desires to amend the original annual budget in order to account for those revenues and 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, TEXAS:

SECTION 1.

That the annual operating budget for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 for the City of Hudson Oaks, Texas, is hereby amended as reflected in the attached Exhibit "A" – Exhibit "F".

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 amendment is posted on the City's website.

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 provided by law, and it is so ordained.

PASSED AND APPROVED ON THIS 22nd DAY OF AUGUST, 2024.

Tom Fitzpatrick
Mayor

Attest:

Shelley Scazero
City Secretary

DRAFT

8/14/2024

Exhibit "A"

General Fund (100)

Revenues		Adopted Budget	YTD	Amended Budget	Change
Administration		5,545,754	4,288,917	5,692,674	146,920
Municipal Court		7,500	3,826	7,500	-
Public Safety		67,100	57,125	67,100	-
Parks & Recreation		-	-	-	-
Planning & Development		277,875	290,118	377,875	100,000
Other		-	-	-	-
<i>Total Revenue</i>		<i>5,898,229</i>	<i>5,018,629</i>	<i>6,145,149</i>	<i>246,920</i>
Expenditures		Adopted Budget	YTD	Amended Budget	Change
Administration		1,776,603	1,503,102	1,783,173	6,570
Municipal Court		3,100	5,466	3,100	-
Public Safety		2,021,222	1,784,740	2,064,940	43,718
Public Works		1,665,641	1,234,380	1,794,641	129,000
Parks & Recreation		255,662	142,342	266,931	11,269
Planning & Development		193,000	92,254	120,500	(72,500)
Mayor & City Council		30,500	5,214	30,500	-
<i>Total Expenditures</i>		<i>5,945,728</i>	<i>4,767,498</i>	<i>6,063,785</i>	<i>118,057</i>
OVER / (UNDER)		(47,499)	251,131	81,364	128,863

-
-
-
-
-
-

8/14/2024

Exhibit "B"

SPECIAL EVENTS FUNDS (225)

Revenues		Adopted Budget	YTD	Amended Budget	Change
	GENERAL COMMUNITY EVENTS	203,095	206,015	206,015	2,920
<i>Total Revenue</i>		<i>203,095</i>	<i>206,015</i>	<i>206,015</i>	<i>2,920</i>
Expenditures		Adopted Budget	YTD	Amended Budget	Change
	GENERAL COMMUNITY EVENTS	203,095	186,098	188,534	(14,561)
<i>Total Expenditures</i>		<i>203,095</i>	<i>186,098</i>	<i>188,534</i>	<i>(14,561)</i>
OVER / (UNDER)		-	19,917	17,481	17,481

8/14/2024

Exhibit "C"

WATER FUND (505)

Revenues		Adopted Budget	YTD	Amended Budget	Change
	PUBLIC WORKS	1,849,000	1,505,948	1,849,000	-
<i>Total Revenue</i>		<i>1,849,000</i>	<i>1,505,948</i>	<i>1,849,000</i>	<i>-</i>
Expenditures		Adopted Budget	YTD	Amended Budget	Change
	PUBLIC WORKS	1,795,093	1,364,391	1,816,093	21,000
<i>Total Expenditures</i>		<i>1,795,093</i>	<i>1,364,391</i>	<i>1,816,093</i>	<i>21,000</i>
OVER / (UNDER)		53,907	141,557	32,907	(21,000)

8/14/2024

Exhibit "D"

DYEGARD FUND (507)

Revenues		Adopted Budget	YTD	Amended Budget	Change
	PUBLIC WORKS	273,000	247,111	288,000	15,000
<i>Total Revenue</i>		<i>273,000</i>	<i>247,111</i>	<i>288,000</i>	<i>15,000</i>
Expenditures		Adopted Budget	YTD	Amended Budget	Change
	PUBLIC WORKS	193,463	157,253	225,963	32,500
<i>Total Expenditures</i>		<i>193,463</i>	<i>157,253</i>	<i>225,963</i>	<i>32,500</i>
OVER / (UNDER)		79,537	89,858	62,037	(17,500)

8/14/2024

Exhibit "E"

WASTEWATER FUND (510)

Revenues		Adopted Budget	YTD	Amended Budget	Change
	PUBLIC WORKS	581,320	587,496	731,320	150,000
<i>Total Revenue</i>		<i>581,320</i>	<i>587,496</i>	<i>731,320</i>	<i>150,000</i>
Expenditures		Adopted Budget	YTD	Amended Budget	Change
	PUBLIC WORKS	548,707	465,482	665,707	117,000
<i>Total Expenditures</i>		<i>548,707</i>	<i>465,482</i>	<i>665,707</i>	<i>117,000</i>
OVER / (UNDER)		32,613	122,014	65,613	33,000

8/14/2024

Exhibit "F"

STORMWATER UTILITY FUND (520)

Revenues		Adopted Budget	YTD	Amended Budget	Change
	PUBLIC WORKS	200,000	174,492	200,000	-
<i>Total Revenue</i>		<i>200,000</i>	<i>174,492</i>	<i>200,000</i>	<i>-</i>
Expenditures		Adopted Budget	YTD	Amended Budget	Change
	PUBLIC WORKS	223,875	19,300	200,000	(23,875)
<i>Total Expenditures</i>		<i>223,875</i>	<i>19,300</i>	<i>200,000</i>	<i>(23,875)</i>
OVER / (UNDER)		(23,875)	155,191	-	23,875

City Council Meeting Staff Agenda Report



Public hearing and consideration of Ordinance 2024-13, approving the City of Hudson Oaks Public Improvement District No. 1 2024 amended and reinstated Service and Assessment Plan and levying assessments against certain properties located within the Hudson Oaks Public Improvement District No. 1		
Meeting date: August 22, 2024	Agenda Item #: E1	Action being considered: Consideration of Ordinance 2024-13

Staff Recommendation:

Staff recommends approval of Ordinance 2024-13, providing an annual update to the Service and Assessment Plan for Public Improvement District No. 1 for Fiscal Year 2024-2025.

Prior Board or Council Action:

On November 20, 2014, the City Council approved Resolution 2014-06 authorizing the creation of Public Improvement District No. 1 (PID). The Service and Assessment Plan (SAP) for PID No. 1 was approved and adopted by ordinance in 2015. The SAP for FY 2023-2024 was adopted by Ordinance 2023-11 at the August 24, 2023 regular meeting.

Background Information/Analysis:

Chapter 372 of the Texas Local Government Code requires an annual update to the Service and Assessment Plan (SAP) for public improvement districts. Staff brings the PID No. 1 SAP to City Council annually for approval of a rolling five-year plan. The 2024 annual SAP update includes an updated appraisal roll for all properties within the PID. All properties not owned by the City are assessed based on the certified valuation provided by the Parker County Appraisal District. The 2024 SAP has no changes to the assessment, geographical boundaries, or projects of the PID No. 1 in comparison to the 2023 SAP. The updated appraisal roll reflects the new valuations and landowners (but no new properties were added).

Financial Considerations:

Currently, all PID No. 1 assessments are allocated to pay debt service for the PID bonds. There is no change in the updated SAP; all assessment revenue for FY 2023-2024 is dedicated to PID debt service payments.

Attachments:

DRAFT Ordinance
Proposed PID No. 1 Service and Assessment Plan

Staff Contact:

Sterling Naron, City Administrator
682-229-2408
sterling.naron@hudsonoaks.com

ORDINANCE NO. 2024-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUDSON OAKS, TEXAS APPROVING THE 2024 ANNUAL SERVICE PLAN UPDATE TO THE SERVICE AND ASSESSMENT PLAN, INCLUDING THE ASSESSMENT ROLL, FOR THE CITY OF HUDSON OAKS PUBLIC IMPROVEMENT DISTRICT NO. 1 IN ACCORDANCE WITH CHAPTER 372, TEXAS LOCAL GOVERNMENT CODE, AS AMENDED; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Hudson Oaks, Texas (the "City") 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 372 of the Texas Local Government Code (the "PID Act") allows for the creation of public improvement districts; and

WHEREAS, on November 20, 2014, Resolution No 2014-06 was approved authorizing the creation of Hudson Oaks Public Improvement District No. 1 (the "District") under the PID Act, and designated the Hudson Oaks City Council (the "City Council") as the entity responsible for the management of and provision of services to the District; and

WHEREAS, on November 20, 2014, the City Council passed Ordinance No 2015-11, approving the initial Service and Assessment Plan, including the Assessment Roll, and levied assessments on property within the District to finance the Authorized Improvements undertaken for the benefit of the District; and

WHEREAS, on August 25, 2022, the City Council passed Ordinance No 2022-12, approving the Hudson Oaks Public Improvement District No. 1 2022 Amended and Restated Service and Assessment Plan (the "2022 Plan"), which served to amend and restate the initial Service and Assessment Plan in its entirety for the purpose of (1) confirming and ratifying the prior proceedings, (2) to re-levy Assessments against Assessed Property to pay for the Authorized Improvements within the District, (3) determine costs of the Authorized Improvements, and (4) updating the service plan and Assessment Roll; and

WHEREAS, Chapter 372, Texas Local Government Code (as amended, the "PID Act") requires the Service and Assessment Plan to be reviewed and updated annually for the purposes of determining the annual budget for the Authorized Improvements; and

WHEREAS, the City Council has received the "City of Hudson Oaks Public Improvement District No. 1 2024 Annual Service Plan Update" (the "2024 Annual Service Plan Update") which includes the updated Assessment Roll and now desires to proceed with the adoption of this Ordinance which approves and adopts the Annual Service Plan Update and updated Assessment Roll for District as required by the PID Act.

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

Section 1.

All matters stated in the preamble of this Ordinance are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety. Terms not defined herein are defined in the 2022 Plan.

Section 2.

The proposed method of assessment is based on the value of the real property and real property improvements as determined by the Parker County Appraisal District. Public rights-of-way, City property and properties otherwise exempt from ad valorem taxes are exempt from assessment. The assessment rate to be billed in 2024 for the District is \$0.46 per \$100.00 of appraised taxable valuation.

Section 3.

Each Assessment against an Assessed Property, together with Annual Collection Costs, and reasonable attorney's fees, if incurred, constitutes a lien against the Assessed Property and is the personal liability of and charge against the owner of the Assessed Property regardless of whether the owner is named in this Ordinance.

Section 4.

The Assessment lien against each Assessed Property created by is effective from the date of this Ordinance and "runs with the land." The Assessment lien may be enforced by the City, including foreclosure, in the same manner that an ad valorem tax lien is foreclosed. Any purchaser of an Assessed Property in foreclosure takes subject to the lien against the Assessed Property created by the Assessment.

Section 5.

The Assessments against each Assessed Property as set forth in the Assessment Roll are due and payable not later than January 31, 2025, and will be delinquent if not paid before February 1, 2025. Delinquent Assessments shall incur interest, penalties and attorney's fees in the same manner as delinquent ad valorem taxes.

Section 6.

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 7.

The City Council hereby approves, adopts, and files with the City Secretary the 2024 Annual Service Plan Update, including the updated Assessment Roll contained therein, attached hereto as **Exhibit A**.

Section 8.

The City Secretary is directed to cause a copy of this Ordinance, including the 2024 Annual Service Plan Update, to be recorded in the real property records of Parker County, Texas, not later than the seventh day after the date the City Council adopts this ordinance. The City Secretary is further directed to similarly file each Annual Service Plan Update approved by the City Council, with each such filing to occur within seven days of the date each respective Annual Service Plan Update is approved.

Section 9.

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 AUGUST 2024.

THE CITY OF HUDSON OAKS, TEXAS

MAYOR

ATTEST:

CITY SECRETARY

Exhibit A
2024 Annual Service Plan Update

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DRAFT

HUDSON OAKS
PUBLIC IMPROVEMENT DISTRICT NO. 1

2024 ANNUAL SERVICE PLAN UPDATE

AUGUST 22, 2024

INTRODUCTION

Capitalized terms used in this 2024 Annual Service Plan Update shall have the meanings given to them as defined in the 2022 Amended and Restated Service and Assessment Plan (the “2022 A&R SAP”) or unless the context in which a term is used clearly requires a different meaning.

On November 20, 2014, the City Council passed and approved Resolution No. 2014-06 authorizing the establishment of the District in accordance with the PID Act, which authorization was effective upon publication as required by the PID Act. The purpose of the District is to finance the costs of Authorized Improvements that confer a special benefit on approximately 52.04 acres located within the corporate limits of the City as shown on **Exhibit A**.

On December 18, 2014, the City Council approved the 2014 Service and Assessment Plan.

On August 27, 2020, the City Council approved the 2020 Service and Assessment Plan.

On August 26, 2021, the City Council approved the 2021 Service and Assessment Plan.

On August 25, 2022, the City Council approved the 2022 A&R SAP by approving Ordinance No. 2022-12.

On August 24, 2023, the City Council approved the 2023 Service and Assessment Plan by adopting Ordinance No. 2023-11.

This 2024 Annual Service Plan Update serves to levy the Assessment and create a lien against Assessed Property within the District as well as identifying the Authorized Improvements, the indebtedness to be incurred for the cost of the Authorized Improvements, and the manner of assessing the District for the cost of the Authorized Improvements.

THE DISTRICT

The District includes approximately 52.04 contiguous acres located within the corporate limits of the City, as depicted on **Exhibit A**. Development of the District currently includes a senior anchor grocery store of approximately 68,000 square feet, a 13,500 square feet of retail space, and an apartment complex, as well as 3 to 4 additional pad sites.

AUTHORIZED IMPROVEMENTS

The Assessment will be levied annually on all Parcels of Assessed Property to pay for the Authorized Improvements. For all Parcels of Assessed Property, the Assessment will initially be an amount that results in a tax rate equivalent equal to \$0.46 per \$100 of taxable assessed value. The City has inspected and accepted the Authorized Improvements. In no event will the

Assessment exceed the City’s actual costs for the Authorized Improvements. In addition to the Authorized Improvements, the District shall also fund the Annual Collection Costs.

The Authorized Improvements of the District include:

- Sewer line reconstruction and upsizing and lift station improvements
- Onsite and offsite water and sewer line extensions
- Demolition and dirt work associated with regionalizing public drainage to City owned property
- Demolition and dirt work of City owned property
- Construction of onsite and offsite public drainage to reroute existing drainage area
- Construction of offsite detention of City owned property
- Construction of deceleration lanes on US Highway 180
- Construction of deceleration lanes on Lakeshore Drive
- Construction of public parking facilities to accommodate City Hall, special events, and HEB employee parking; and
- Any other use authorized by the PID Act

The City issued certificates of obligation in 2018 (the “COs Series 2018”) and in 2023 (the “COs Series 2023”) to fund all or a portion of the Authorized Improvements. The debt service schedule for the COs Series 2018 and the COs Series 2023 is provided on **Exhibit B** and the payments due in Fiscal Year Ending 2025 (the “Debt Service Due for FYE 2025”) are paid for in part, or in whole, from Assessments collected.

ANNUAL INSTALLMENT DUE 1/31/2025

- **Assessment** – The total Assessment required for the Annual Installment is \$238,875.00.
- **Annual Collection Costs** – The cost of administering the District and collecting the Annual Installment shall be paid for equally by each Parcel. The total Annual Collection Cost budgeted for the Annual Installment for the District is \$71,103.69.
- **Protest/ARB Contingency** – The amount of unanticipated funding needed to cover any ARB reduced final values and still cover debt service.

Annual Collection Costs Breakdown	
Administration	\$ 19,101.74
Filing Fees	1,500.00
Protest/ARB Contingency ¹	50,171.95
County Collection	330.00
Total Annual Collection Costs	\$ 71,103.69

Footnotes:

(1) This amount to be true-up each subsequent year's Service and Assessment Plan.

Due January 31, 2025	
Assessment	\$ 238,875.00
Annual Collection Costs	71,103.69
Total Annual Installment Due	\$ 309,978.69

SERVICE PLAN – FIVE YEAR PROJECTION

The PID Act requires the annual indebtedness and projected costs for the Assessment and Annual Collection Costs to be reviewed and updated annually, and the projection shall cover a period of not less than five years.

Hudson Oaks PID No. 1						
Annual Installment Due		1/31/2025	1/31/2026	1/31/2027	1/31/2028	1/31/2029
Taxable Value ¹	A	\$ 67,386,672.00	\$ 68,734,405.44	\$ 70,109,093.55	\$ 71,511,275.42	\$ 72,941,500.93
Assessment ²	B	\$ 0.46	\$ 0.46	\$ 0.46	\$ 0.46	\$ 0.46
Total Annual Installment³	C = (A / 100) x B	\$ 309,978.69	\$ 316,178.27	\$ 322,501.83	\$ 328,951.87	\$ 335,530.90

Footnotes:

(1) Preliminary taxable value for the current year per the Appraisal District. Each following year is an estimate only, assuming taxable value increases by 2%. Actual assessed value shall be updated in each year in such corresponding Annual Service Plan Update.

(2) Per the District Petition, the Assessment shall not exceed \$0.46/\$100 of taxable value.

(3) Includes Annual Collection Costs, as calculated annually.

ASSESSMENT ROLL

The list of current Lots within the District, and the corresponding Annual Installment are shown on the Assessment Roll attached hereto as **Exhibit C**. The Lots shown on the Assessment Roll will receive the bills for the 2024 Annual Installments which will be delinquent if not paid by January 31, 2025.

EXHIBITS

The following Exhibits are attached to and made a part of this 2024 Annual Service Plan Update for all purposes:

- Exhibit A** Map of the District
- Exhibit B** Debt Service Schedule
- Exhibit C** Assessment Roll
- Exhibit D** Buyer Disclosure

EXHIBIT A – MAP OF THE DISTRICT

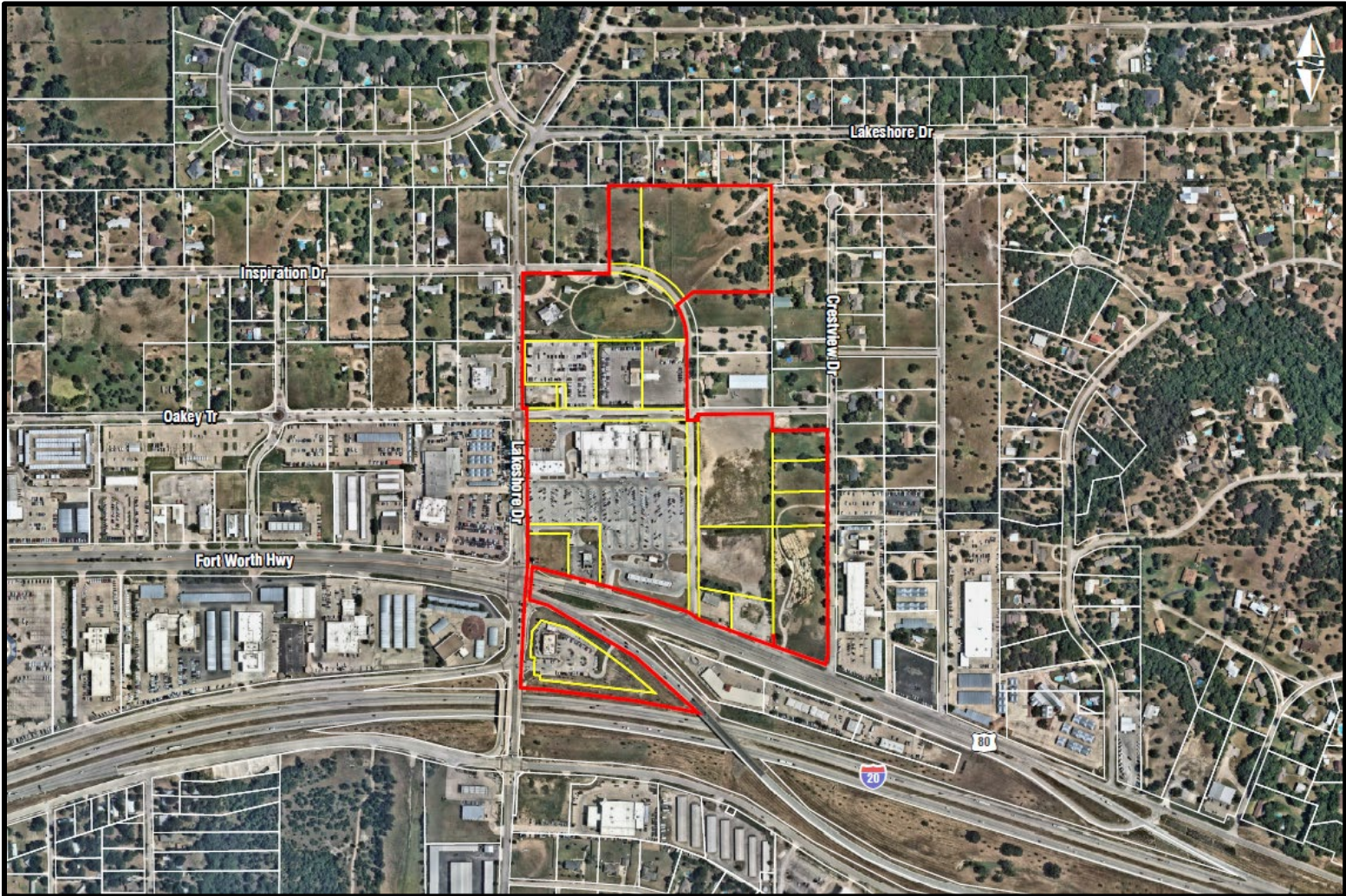


EXHIBIT B – DEBT SERVICE SCHEDULE

Debt Service Schedule			
Date	CO's Series 2018	CO's Series 2023	Total Debt Service
2025	\$148,725.00	\$90,150.00	\$238,875.00
2026	\$149,350.00	\$92,750.00	\$242,100.00
2027	\$144,850.00	\$90,050.00	\$234,900.00
2028	\$145,700.00	\$92,800.00	\$238,500.00
2029	\$146,800.00	\$90,300.00	\$237,100.00
2030	\$147,700.00	\$92,800.00	\$240,500.00
2031	\$148,400.00	\$90,050.00	\$238,450.00
2032	\$148,900.00	\$92,300.00	\$241,200.00
2033	\$149,200.00	\$94,300.00	\$243,500.00
2034	\$149,300.00	\$91,700.00	\$241,000.00
2035	\$144,300.00	\$94,100.00	\$238,400.00
2036	\$149,100.00	\$91,650.00	\$240,750.00
2037	\$148,600.00	\$89,200.00	\$237,800.00
2038	\$147,900.00	\$91,400.00	\$239,300.00
2039		\$93,400.00	\$93,400.00
2040		\$90,200.00	\$90,200.00
2041		\$92,000.00	\$92,000.00
2042		\$93,600.00	\$93,600.00
Total	\$2,068,825.00	\$1,652,750.00	\$3,721,575.00

EXHIBIT C – ASSESSMENT ROLL

Property ID ¹	Notes	Taxable Value [A]	Assessment [B]	Annual Installment Due 1/31/2025 ² C = (([A]/100) * [B])
R000019962		\$ 197,330	\$ 0.4600	\$ 907.72
R000096047		\$ 48,790	\$ 0.4600	\$ 224.43
R000019934		\$ 51,825,572	\$ 0.4600	\$ 238,397.63
R000020012	(3)	\$ -	\$ 0.4600	\$ -
R000020011		\$ 341,210	\$ 0.4600	\$ 1,569.57
R000020008		\$ 309,620	\$ 0.4600	\$ 1,424.25
R000019960		\$ 10,904,870	\$ 0.4600	\$ 50,162.40
R000098488		\$ 10,010	\$ 0.4600	\$ 46.05
R000020028	(3)	\$ -	\$ 0.4600	\$ -
R000019932		\$ 187,450	\$ 0.4600	\$ 862.27
R000019933		\$ 187,450	\$ 0.4600	\$ 862.27
R000019931		\$ 481,430	\$ 0.4600	\$ 2,214.58
R000110011	(3)	\$ -	\$ 0.4600	\$ -
R000019940	(3)	\$ -	\$ 0.4600	\$ -
R000019964		\$ 555,690	\$ 0.4600	\$ 2,556.17
R000104286		\$ 1,400,000	\$ 0.4600	\$ 6,440.00
R000125017		\$ 187,450	\$ 0.4600	\$ 862.27
R000125016		\$ 187,450	\$ 0.4600	\$ 862.27
R000118977		\$ 187,450	\$ 0.4600	\$ 862.27
R000125015		\$ 187,450	\$ 0.4600	\$ 862.27
R000125014		\$ 187,450	\$ 0.4600	\$ 862.27
Total		\$ 67,386,672		\$ 309,978.69

Footnotes

- (1) As provided by the Appraisal District.
- (2) Allocated pro-rata based on taxable value.
- (3) Non-taxable property per the Appraisal District.

EXHIBIT D – BUYER DISCLOSURE

The following buyer disclosures are found in this Exhibit:

- Hudson Oaks Public Improvement District No. 1

HUDSON OAKS PUBLIC IMPROVEMENT DISTRICT NO. 1 BUYER DISCLOSURE

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
CITY OF HUDSON OAKS, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

As the purchaser of the real property described above, you are obligated to pay assessments to City of Hudson Oaks, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within **Hudson Oaks Public Improvement District No. 1** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from City of Hudson Oaks. The exact amount of each annual installment will be approved each year by the Hudson Oaks City Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from City of Hudson Oaks.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Parker County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

§

§

COUNTY OF _____

§

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Parker County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

§

§

COUNTY OF _____

§

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Parker County.

City Council Meeting Staff Agenda Report



Consideration of Ordinance 2024-14, on a request for a specific use permit to allow for a “Auto Repair Garage” at 2624 Fort Worth Highway on a 1.310 acres lot, Lot 2, Block 1, Hudson Oaks Business Park Addition, Hudson Oaks, Parker County, Texas

Meeting date: August 22, 2024	Agenda Item #: E2	Action being considered: Ordinance 2024-14
---	-----------------------------	--

Staff Recommendation:

Recommend Approval.

Prior Board or Council Action:

The Planning and Zoning Commission unanimously voted recommended approval at the August 13, 2024 regular meeting.

Background Information/Analysis:

Firestone, a nationwide auto repair and maintenance facility, is purposing a 6,947 square foot facility on Lot 2, Block 1 of Hudson Oaks Business Park. Specifically, this site will be located next to the Jack in the Box on Fort Worth Highway. This area is currently zoned General Commercial, which requires most auto uses to obtain a Specific Use Permit to open within the city. The “Auto Repair Garage” use specifically has two extra requirements for consideration.

1. A site plan will be required in accordance with Section 24 Site Plan Requirements.
2. All outdoor lighting, including parking lot lighting. Shall be directed away from property zoned or developed for residential uses.

In this situation, the subject property is surrounded by non-residential zoned properties, some of which are Light Industrial uses. This means the subject property will not have an issue with outdoor lighting screening. The site plan requirements listed in Section 24 highlight the required items the applicant must submit with their application, all of which have been submitted and reviewed by staff. Their exterior façade will be a combination of stucco, brick, and stone; all of which are compliant with the surrounding developments.

Given the familiar uses recently approved in the vicinity, staff is recommending approval of this Specific Use Permit.

Attachments:

DRAFT Ordinance
Specific Use Permit Application

Staff Contact:

Hayden Brodowsky, City Administrator
682-229-2412
hayden.brodowsky@hudsonoaks.com

ORDINANCE NO. 2024-14

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF HUDSON OAKS, BY APPROVING A SPECIFIC USE PERMIT ON CERTAIN PROPERTY FOR AN AUTO REPAIR GARAGE; PROVIDING THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

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 Zoning Ordinance of the City of Hudson Oaks regulates and restricts the location and use of buildings, structures and land for trade, industry, residence, and other purposes, and provides for the establishment of zoning districts of such number, shape and area as may be best suited to carry out these regulations; and

WHEREAS, the Zoning Ordinance of the City of Hudson Oaks requires the issuance of a Specific Use Permit for an Auto Repair Garage in a general commercial district in the City; and

WHEREAS, the owner of the property located at 2624 Fort Worth Highway has filed an application for a Specific Use Permit to approve an Auto Repair Garage use on the property; and

WHEREAS, the Planning and Zoning Commission of the City of Hudson Oaks, Texas held a public hearing on August 13, 2024, and the City Council of the City of Hudson Oaks, Texas, held a public hearing on August 22, 2024, with respect to the Specific Use Permit described herein; and

WHEREAS, the City has complied with all requirements of Chapter 211 of the Local Government Code, the Zoning Ordinance of the City of Hudson Oaks, and all other laws dealing with notice, publication, and procedural requirements for the approval of a Specific Use Permit on the property; and

WHEREAS, upon review of the application, and after such public hearing, the City Council finds that the Specific Use Permit should be granted, subject to the conditions imposed herein.

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

SECTION 1.

The Zoning Ordinance of the City of Hudson Oaks is hereby amended by granting a Specific Use Permit on the hereinafter described property:

Being a 1.310 acres lot, Lot 2, Block 1, Hudson Oaks Business Park Addition, Hudson Oaks, Parker County, Texas, commonly known as 2624 Fort Worth Highway, Hudson Oaks, Parker County, Texas.

A Specific Use Permit for an Auto Repair Garage, as more fully shown and described on the application and site plan attached hereto as Exhibit "A" and incorporated herein.

SECTION 2.

The City Council finds that that the information submitted by the applicant pursuant to the requirements of the Zoning Ordinance is sufficient to approve the Specific Use Permit in accordance with

the requirements hereof, subject to the following conditions:

[insert conditions]

SECTION 3.

The Specific Use Permit as herein established has been made in accordance with a comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the community.

SECTION 4.

The official map of the City of Hudson Oaks is amended, and the City Secretary is directed to revise the official zoning map to reflect the approved Specific Use Permit as set forth above.

SECTION 5.

The use of the property described above shall be subject to all restrictions, terms and conditions contained in this ordinance including the attached exhibits, as well as the applicable regulations contained in the Zoning Ordinance of the City of Hudson Oaks, and all other applicable and pertinent ordinances of the City of Hudson Oaks regulating Auto Repair Garages.

SECTION 6.

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

SECTION 7.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase 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 sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

SECTION 8.

Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00). Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 9.

All rights and remedies of the City of Hudson Oaks are expressly saved as to any and all violations of the provisions of the Zoning Ordinance that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 10.

The City Secretary of the City of Hudson Oaks is hereby directed to publish the caption, penalty clause, and effective date of this ordinance one time in the official newspaper of the City, as authorized by Section 52.011 of the Local Government Code. The City Secretary shall file or cause to be filed a true and correct copy of this Ordinance, and any amendments thereto, in the office of the County Clerk of Parker County, Texas.

SECTION 11.

This Ordinance shall be in full force and effect from and after the date of its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED on this 22nd day of August, 2024.

Tom Fitzpatrick, Mayor

Attest:

Shelley Scazzero, City Secretary

DRAFT

EXHIBIT "A"

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DRAFT

SPECIFIC USE PERMIT APPLICATION



HUDSON OAKS

I, THE UNDERSIGNED OWNER OF THE FOLLOWING DESCRIBED PROPERTY LOCATED IN THE CITY OF HUDSON OAKS, HEREBY MAKE APPLICATION FOR A SPECIFIC USE PERMIT ON THE PROPERTY AS DESCRIBED BELOW WHICH IS LOCATED IN THE GC ZONING DISTRICT

LEGAL DESCRIPTION:

LOT 2, BLOCK 1, Hudson Oaks Business Park ADDITION AS PLATTED IN THE CITY OF HUDSON OAKS.

or TRACT _____ OF THE _____ SURVEY AS PER METES AND BOUNDS. (FIELD NOTES ATTACHED)

or A PORTION OF LOT OR TRACT _____, BLOCK _____, OF THE _____ ADDITION OR SURVEY AS PER METES AND BOUNDS. (FIELD NOTES ATTACHED)

ADDRESS OF PROPERTY: TBD

TOTAL ACREAGE OF SITE(S): 1.310 AC

REASON FOR REQUEST: SUP to allow an Auto Repair Garage on this property that is zoned "GC".

OWNER SIGNATURE:

PRINTED NAME: JERRY DURANT

ADDRESS: P.O. Box 839

CITY, STATE, ZIP: WEATHERFORD, TX 76086

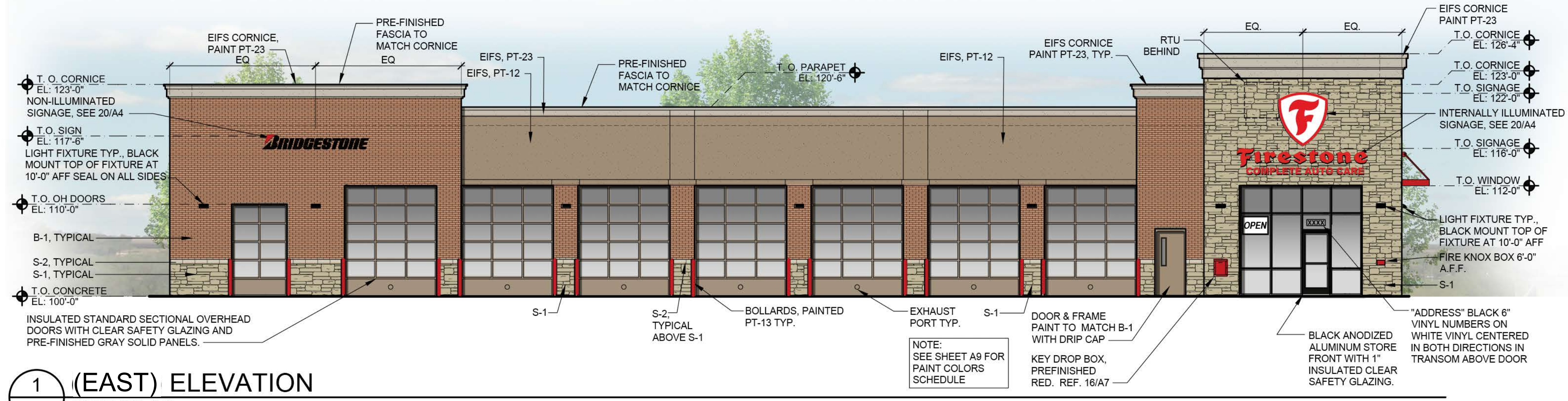
PHONE NUMBER: 817-996-3010

APPLICATION FEES	
0-1 ACRE	\$125.00
OVER 1 TO 5 ACRES	\$250.00
OVER 5 TO 25 ACRES	\$500.00
OVER 25 ACRES	\$500.00 plus \$10.00/ACRE OVER 25 ACRES

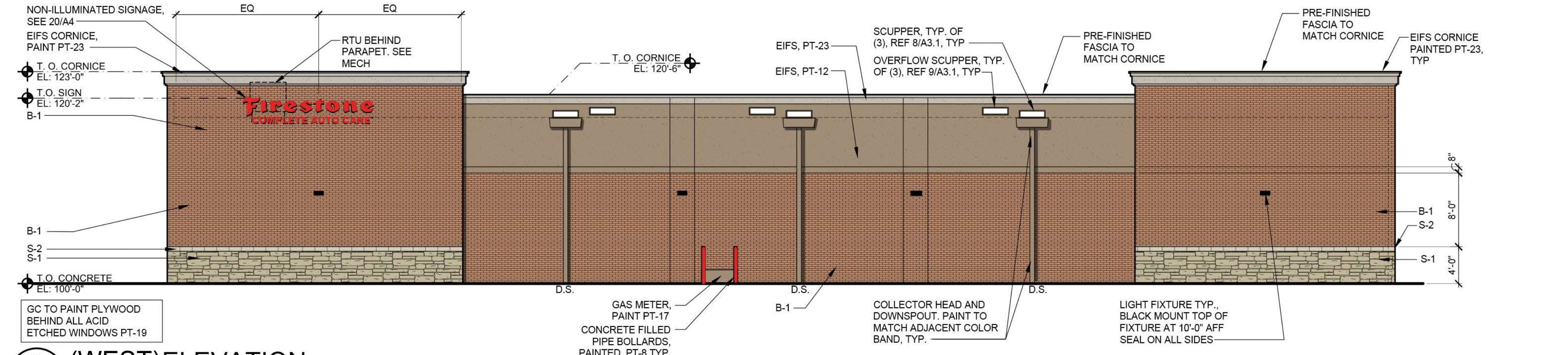
(OFFICE USE ONLY)		
RECEIVED BY:	DATE:	TIME:
FEE: \$	DATE PAID:	RECEIPT #:

MATERIAL KEY:

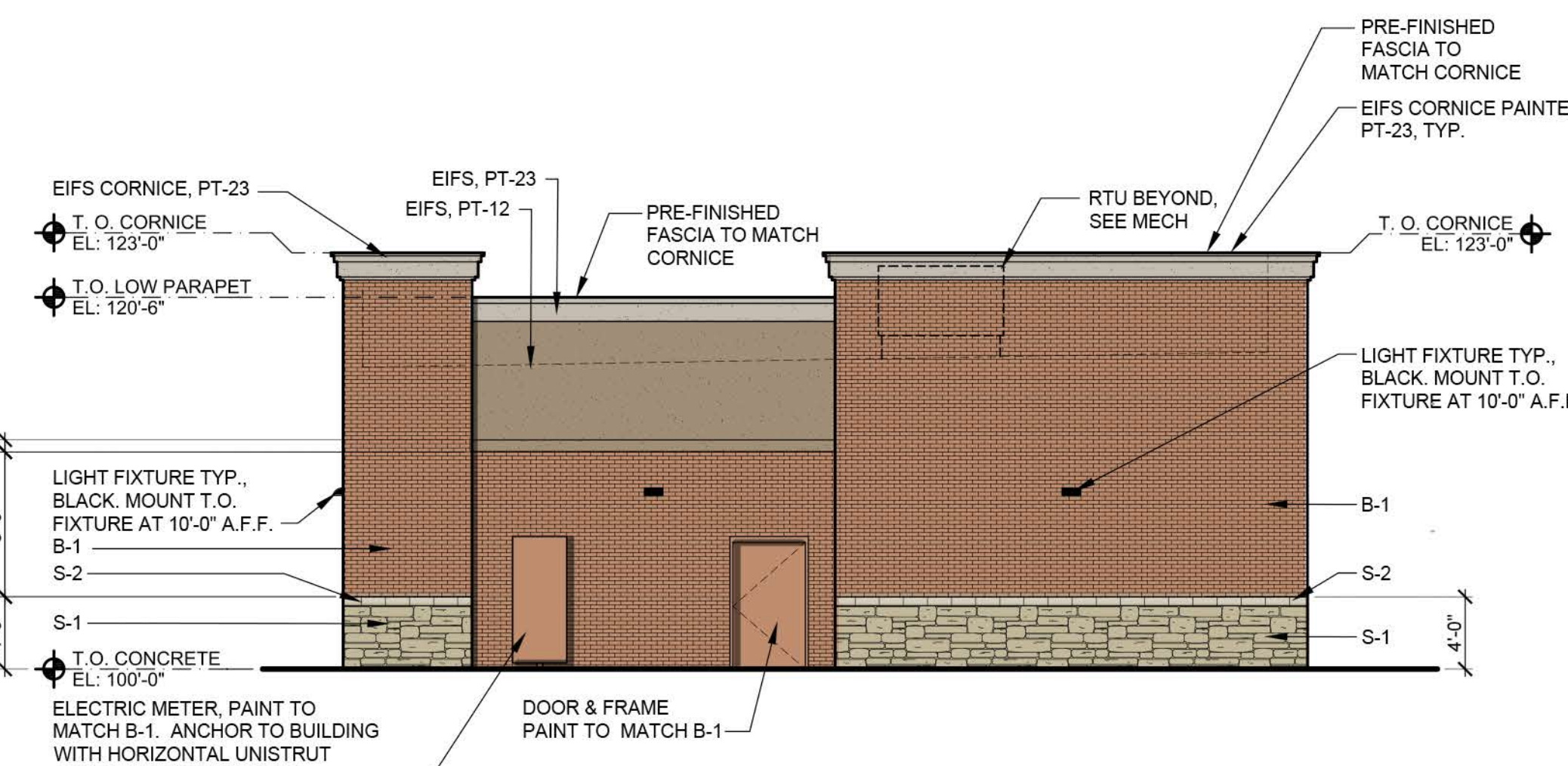
- B-1: BRICK: ACME "ROXBURY"
- S-1: STONE: COBBLEFIELD "TEXAS CREAM"
- S-2: CAST STONE "WHITE"



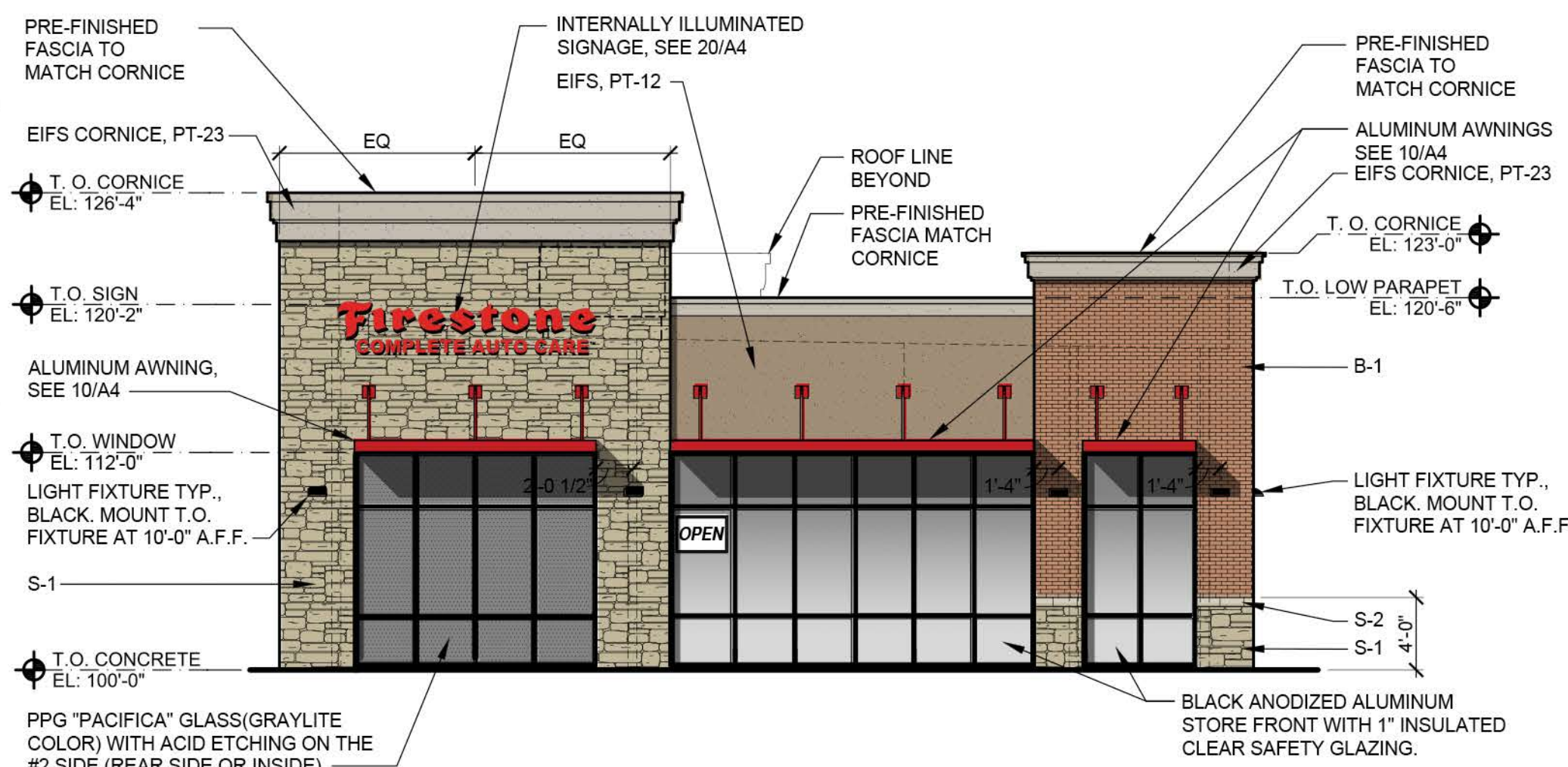
1 (EAST) ELEVATION
A4 SCALE: 1/8"=1'-0"



6 (WEST) ELEVATION
A4 SCALE: 1/8"=1'-0"



11 (SOUTH) ELEVATION
A4 SCALE: 1/8"=1'-0"



16 (NORTH) ELEVATION
A4 SCALE: 1/8"=1'-0"

CONSTRUCTION DOCUMENTS WILL BE BASED ON THE LATEST RELEASE OF THE PROTOTYPICAL DOCUMENTS ON LUCERNEX AT THE TIME OF CONSTRUCTION DOCUMENT AUTHORIZATION.

NOTE: THIS DRAWING IS FOR CONCEPTUAL PURPOSES ONLY. SITE INFORMATION WAS OBTAINED FROM THE CLIENTS DOCUMENTS; DESIGN MAY VARY.

PROJECT CONTACTS:	PHONE #:	PROJECT CONTACTS:	PHONE #:
NS DEV MGR: GLEN BOWMAN	(678) 403-4147	ARCHITECT: DAVID WRIGHT	(918) 587-8600
DESIGN MGR: RANDY JOHNSTON	(615) 260-4858	SGA DESIGN GROUP, P.C.	
CONST MGR: MICHAEL DONOFRIO	(484) 832-4168	ENGINEER: XXXXXXXX XXXXXXXXXX	(XXX) XXX-XXXX
MGR CONST SUPPORT: TAMMY MILLER	(615) 937-9495	CIVIL FIRM NAME	
ATTORNEY: JILL SCHWARTZ	(615) 937-1000	PROTOTYPE: 2022 ER	

ZONE APPROVAL (BY/DATE):
VP. _____
CONT. _____
RM. _____
CM. _____
ENTITY ID: XXXXXXXX
SITE ID: XXXX
LEGACY ID: XXXXXXXX

1437 South Boulder, Suite 550
Tulsa, Oklahoma 74119.3609
p: 918.587.8600
f: 918.587.8601
www.sgadesigngroup.com

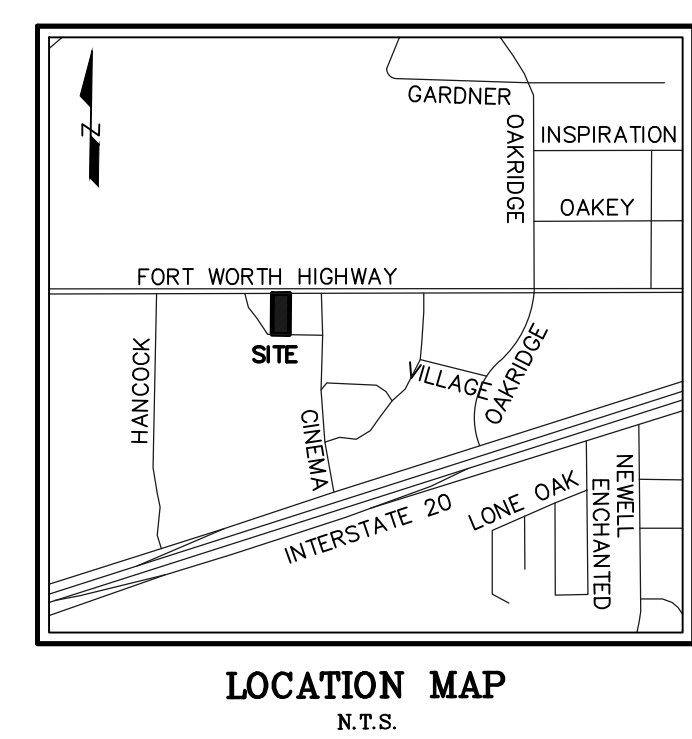
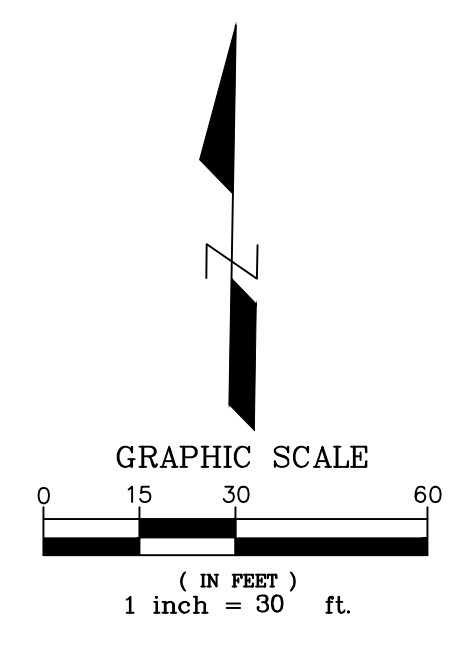
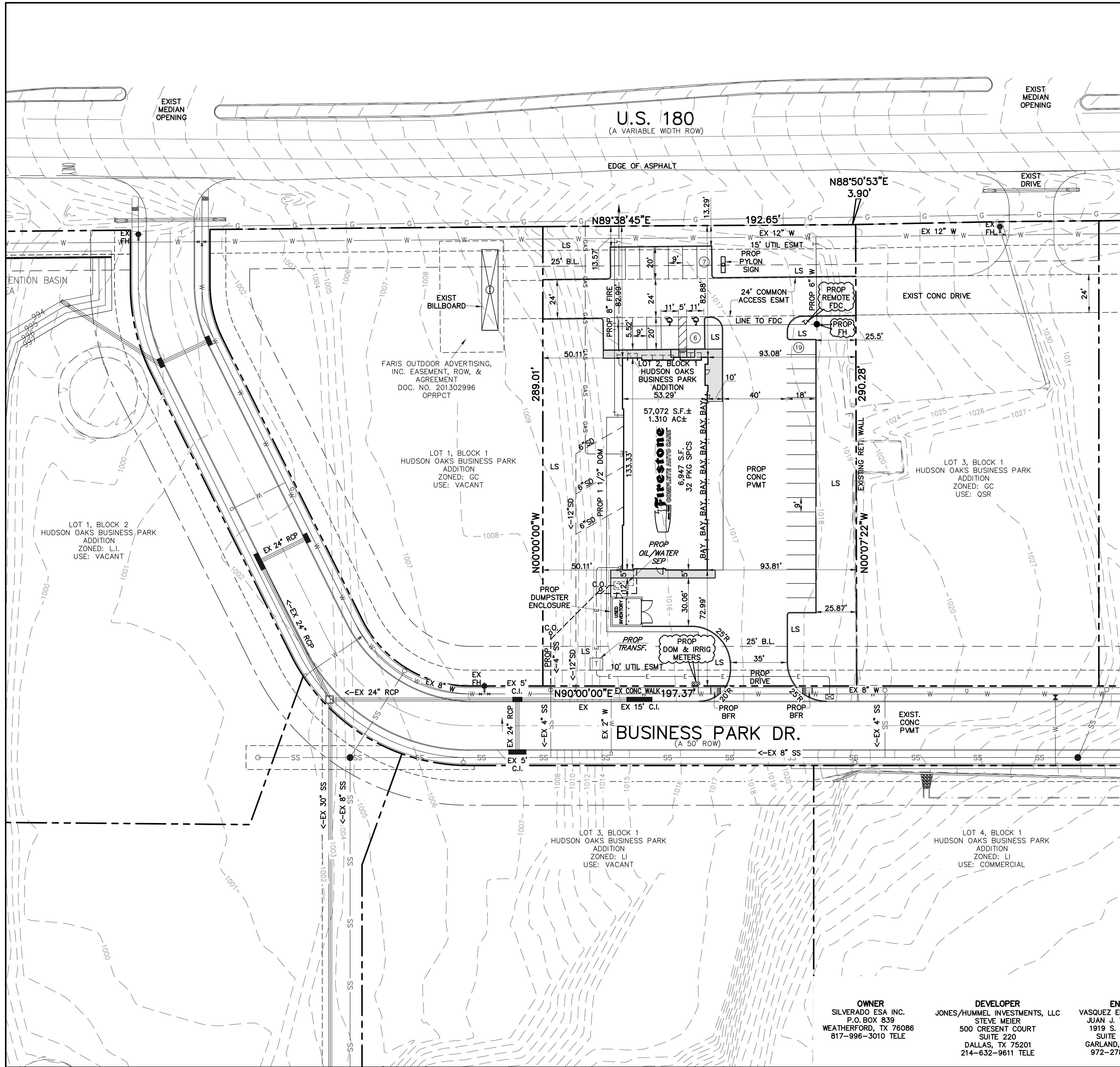
THIS DRAWING IS THE PROPERTY OF BRIDGESTONE RETAIL OPERATIONS, LLC AND IS LOANED ON THE EXPRESS CONDITION THAT IT IS NOT TO BE USED IN ANY WAY DELETERIOUS TO THE INTERESTS OF BRIDGESTONE RETAIL OPERATIONS, LLC. THE ACCEPTANCE OF THIS DRAWING WILL BE CONSIDERED AS AN ACCEPTANCE OF THE FOREGOING CONDITION AND AS ADMISSION TO THE EXCLUSIVE OWNERSHIP IN AND TO THE DRAWING BY BRIDGESTONE RETAIL OPERATIONS, LLC.

F.M. 664 & AUSTIN BLVD.
RED OAK, TX

SGA Design Group, p.c.

SHEET TITLE: EXTERIOR ELEVATIONS & DETAILS

SHEET NUMBER: **PA4**



EXISTING	LEGEND	PROPOSED
---	PROPERTY LINE	---
---	PAVEMENT CURB/GUTTER	---
---	PARKING COUNT	(19)
---	SIDEWALK	---
---	CONTOUR	---
---	STORM SEWER	SD
---	CURB INLET	---
---	JBOX	---
---	GAS	---
---	TELEPHONE	---
---	UG ELECTRIC	---
---	WATER	PROP 6" W
---	SANITARY SEWER	PROP 6" SS
---	WATER METER	---
---	WATER VALVE	---
---	FIRE HYDRANT	---
---	SAN SEWER MH	---
---	BOLLARD	---
---	LANDSCAPE AREA	LS
---	BARRIER FREE RAMP	BFR

County	PARKER	
Project Name	FIRESTONE	
Zoning District	CG - GENERAL COMMERCIAL	
Proposed use	AUTOMOTIVE REPAIR GARAGE	
Site Area:	1.310 ACRES	57,072 SQ FT
Building Area	6,947 S.F.	
Building Height:	1 STORY-26'-4"	
Lot Coverage:	6,947 S.F. / 57,072 S.F. = 12.17%	
Floor Area Ratio:	6,947 S.F. / 57,072 S.F. = 1:12	
Parking Required:	1/350 SF = 6,947/350	= 20 SPACES
	TOTAL REQ	= 20 SPACES
Parking Provided:	Regular	= 30 SPACES
	Handicap	= 2 SPACES
	Total	= 32 SPACES
Impervious Area:	31,314 SF OR 31,314/57,072 = 54.87%	
Pervious Area:	25,758 SF OR 25,758/57,072 = 45.13%	

- NOTES**
- BOUNDARY BASED ON FILED PLAT FOR HUDSON OAKS BUSINESS PARK ADDITION.
 - SEE LANDSCAPE PLANS FOR SITE LANDSCAPE.
 - REF ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS.
 - ALL DIMENSIONS ARE FACE OF CURB, EDGE OF BUILDING FOUNDATION OR AS OTHERWISE NOTED.

SITE PLAN
FIRESTONE
LOT 2, BLOCK 1
HUDSON OAKS BUSINESS PARK ADDITION
1.310 ACRES, 57,072 SF
CITY OF HUDSON OAKS,
PARKER COUNTY, TEXAS
JULY 22, 2024

OWNER
 SILVERADO ESA INC.
 P.O. BOX 839
 WEATHERFORD, TX 76086
 817-996-3010 TELE

DEVELOPER
 JONES/HUMMEL INVESTMENTS, LLC
 STEVE MEIER
 500 CRESENT COURT
 SUITE 220
 DALLAS, TX 75201
 214-632-9611 TELE

ENGINEER
 VASQUEZ ENGINEERING, LLC
 JUAN J. VASQUEZ, P.E.
 1919 S. SHILOH ROAD
 SUITE 440, LB 44
 GARLAND, TEXAS 75042
 972-278-2948 TELE

Scale: 1" = 30'	Designed by: JUV	Drawn by: MAG	Checked by: JUV	Date: 07/22/2024
SHEET SP1				

THE SEAL APPEARING ON THIS PLAN IS THE PROPERTY OF THE STATE OF TEXAS. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT PERMISSION IN WRITING FROM THE BOARD OF PROFESSIONAL ENGINEERS AND SURVEYORS OF THE STATE OF TEXAS.

JUAN J. VASQUEZ, P.E. 85582, ON 07/22/2024

DEVELOPER:
 JONES/HUMMEL INVESTMENTS, LLC
 500 CRESENT COURT
 SUITE 220
 DALLAS, TX 75201

APP.
 VASQUEZ ENGINEERING, L.L.C.
 1919 S. Shiloh Road
 Suite 440, LB 44
 Garland, Texas 75042
 Ph: 972-278-2948
 TX Registration # F-12286

City Council Meeting Staff Agenda Report



Consideration of Ordinance 2024-15, on a request for a specific use permit to allow for a “Drive-Thru Use” at 2761 I-20 on a 0.897 acre lot, Lot 6R3, Block 3, A.B. Cinema Development Addition, Hudson Oaks, Parker County, Texas		
Meeting date: August 22, 2024	Agenda Item #: E3	Action being considered: Ordinance 2024-15

Staff Recommendation:

Staff recommends denial of this request.

Prior Board or Council Action:

The Planning and Zoning Commission voted to recommended approval with a vote of 4-2 at the August 13, 2024 regular meeting.

Background Information/Analysis:

The request for a Specific Use Permit is located on the property east of Cheddars on the I-20 frontage road and is currently zoned General Commercial (GC). In Chapter 14, section 25.7 of the Code of Ordinance, a list of “Conditions of Permit of Approval” explains reasons why a Specific Use Request should not be recommended to City Council for approval. Specifically, items B states the following.

B. The proposed use as located and configured will contribute to or promote the general welfare and convenience of the city.

It is the opinion of city staff that the proposed Specific Use Request does not meet the requirements listed in Item B.

For the reason identified above, staff is recommended denial of this item.

Attachments:

- DRAFT Ordinance
- Specific Use Permit Application

Staff Contact:

Hayden Brodowsky, City Administrator
682-229-2412
hayden.brodowsky@hudsonoaks.com

ORDINANCE NO. 2024-15

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF HUDSON OAKS, BY APPROVING A SPECIFIC USE PERMIT ON CERTAIN PROPERTY FOR A DRIVE THRU USE; PROVIDING THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

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 Zoning Ordinance of the City of Hudson Oaks regulates and restricts the location and use of buildings, structures and land for trade, industry, residence, and other purposes, and provides for the establishment of zoning districts of such number, shape and area as may be best suited to carry out these regulations; and

WHEREAS, the Zoning Ordinance of the City of Hudson Oaks requires the issuance of a Specific Use Permit for a Drive-Thru Use in a general commercial district in the City; and

WHEREAS, the owner of the property located at 2761 I-20 has filed an application for a Specific Use Permit to approve Drive Thru Use on the property; and

WHEREAS, the Planning and Zoning Commission of the City of Hudson Oaks, Texas held a public hearing on August 13, 2024, and the City Council of the City of Hudson Oaks, Texas, held a public hearing on August 22, 2024, with respect to the Specific Use Permit described herein; and

WHEREAS, the City has complied with all requirements of Chapter 211 of the Local Government Code, the Zoning Ordinance of the City of Hudson Oaks, and all other laws dealing with notice, publication, and procedural requirements for the approval of a Specific Use Permit on the property; and

WHEREAS, upon review of the application, and after such public hearing, the City Council finds that the Specific Use Permit should be granted, subject to the conditions imposed herein.

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

SECTION 1.

The Zoning Ordinance of the City of Hudson Oaks is hereby amended by granting a Specific Use Permit on the hereinafter described property:

Being a 0.897 acre lot, Lot 6R3, Block 3, A.B. Cinema Development Addition, Hudson Oaks, Parker County, Texas, commonly known as 2761 I-20, Hudson Oaks, Parker County, Texas.

A Specific Use Permit for a Drive-Thru Use, as more fully shown and described on the application and site plan attached hereto as Exhibit "A" and incorporated herein.

SECTION 2.

The City Council finds that that the information submitted by the applicant pursuant to the requirements of the Zoning Ordinance is sufficient to approve the Specific Use Permit in accordance with

the requirements hereof, subject to the following conditions:

[insert conditions]

SECTION 3.

The Specific Use Permit as herein established has been made in accordance with a comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the community.

SECTION 4.

The official map of the City of Hudson Oaks is amended, and the City Secretary is directed to revise the official zoning map to reflect the approved Specific Use Permit as set forth above.

SECTION 5.

The use of the property described above shall be subject to all restrictions, terms and conditions contained in this ordinance including the attached exhibits, as well as the applicable regulations contained in the Zoning Ordinance of the City of Hudson Oaks, and all other applicable and pertinent ordinances of the City of Hudson Oaks regulating Drive-Thru Uses.

SECTION 6.

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

SECTION 7.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase 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 sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

SECTION 8.

Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00). Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 9.

All rights and remedies of the City of Hudson Oaks are expressly saved as to any and all violations of the provisions of the Zoning Ordinance that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 10.

The City Secretary of the City of Hudson Oaks is hereby directed to publish the caption, penalty clause, and effective date of this ordinance one time in the official newspaper of the City, as authorized by Section 52.011 of the Local Government Code. The City Secretary shall file or cause to be filed a true and correct copy of this Ordinance, and any amendments thereto, in the office of the County Clerk of Parker County, Texas.

SECTION 11.

This Ordinance shall be in full force and effect from and after the date of its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED on this 22nd day of August, 2024.

Tom Fitzpatrick, Mayor

Attest:

Shelley Scazzero, City Secretary

DRAFT

EXHIBIT "A"

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DRAFT

SPECIFIC USE PERMIT APPLICATION



HUDSON OAKS

I, THE UNDERSIGNED OWNER OF THE FOLLOWING DESCRIBED PROPERTY LOCATED IN THE CITY OF HUDSON OAKS, HEREBY MAKE APPLICATION FOR A SPECIFIC USE PERMIT ON THE PROPERTY AS DESCRIBED BELOW WHICH IS LOCATED IN THE GC ZONING DISTRICT

LEGAL DESCRIPTION:

LOT 6R3, BLOCK 3, A.B. CINEMA DEVELOPMENT ADDITION AS PLATTED IN THE CITY OF HUDSON OAKS.

or TRACT _____ OF THE _____ SURVEY AS PER METES AND BOUNDS. (FIELD NOTES ATTACHED)

or A PORTION OF LOT OR TRACT _____, BLOCK _____, OF THE _____ ADDITION OR SURVEY AS PER METES AND BOUNDS. (FIELD NOTES ATTACHED)

ADDRESS OF PROPERTY: 2761 I-20, HUDSON OAKS, TX 76087

TOTAL ACREAGE OF SITE(S): 0.897 AC (39,080 SF)

REASON FOR REQUEST: WE ARE REQUESTING A SPECIFIC USE PERMIT TO CONSTRUCT A SINGLE STORY FINANCIAL CENTER WITH A COVERED DRIVE-UP ATM CANOPY LOCATED ON THE EAST SIDE OF THE BUILDING. THE CANOPY WILL COVER (1) LANE FOR ATM SERVICE AND (1) LANE FOR VEHICULAR BYPASS.

OWNER SIGNATURE:

PRINTED NAME: Sean Liggett (JLL)

ADDRESS: 7105 Corporate Dr.

CITY, STATE, ZIP: Plano, TX 75024

PHONE NUMBER: 469-588-7610

APPLICATION FEES	
0-1 ACRE	\$125.00
OVER 1 TO 5 ACRES	\$250.00
OVER 5 TO 25 ACRES	\$500.00
OVER 25 ACRES	\$500.00 plus \$10.00/ACRE OVER 25 ACRES

(OFFICE USE ONLY)			
RECEIVED BY:	DATE:	TIME:	
FEE: \$	DATE PAID:	RECEIPT #:	



Crestview Real Estate, LLC
12720 Hillcrest Rd, Suite 650
Dallas, TX 75230
P: 214.343.4477 | F: 214.340.2029
www.crestviewcompanies.com

LETTER OF AUTHORIZATION

I, Tim Thompson, hereby designate the individual and their described position below, authorization to sign for any and all documents necessary to secure permits in Hudson Oaks, Texas, regarding the property located at Lot 6R3, Block 3, A.B. Cinema Development Addition as platted in the City of Hudson Oaks.

Authorized Representative & Position: Sean Liggett, Senior Director

Company: Jones Lang LaSalle Americas, Inc.

Contact Number: (469) 588-7610

Effective Date of Authorization: 07/16/2024

This authorization includes signatory authority for the aforementioned property, on behalf of TCG Hudson Oaks Investors, LLC, to secure specific use permits (S.U.P), building permit applications, and any other documents relating to the permitted development and construction of the site.

Responsible Official & Title: Tim Thompson, Member

Company: TCG Hudson Oaks Investors, LLC

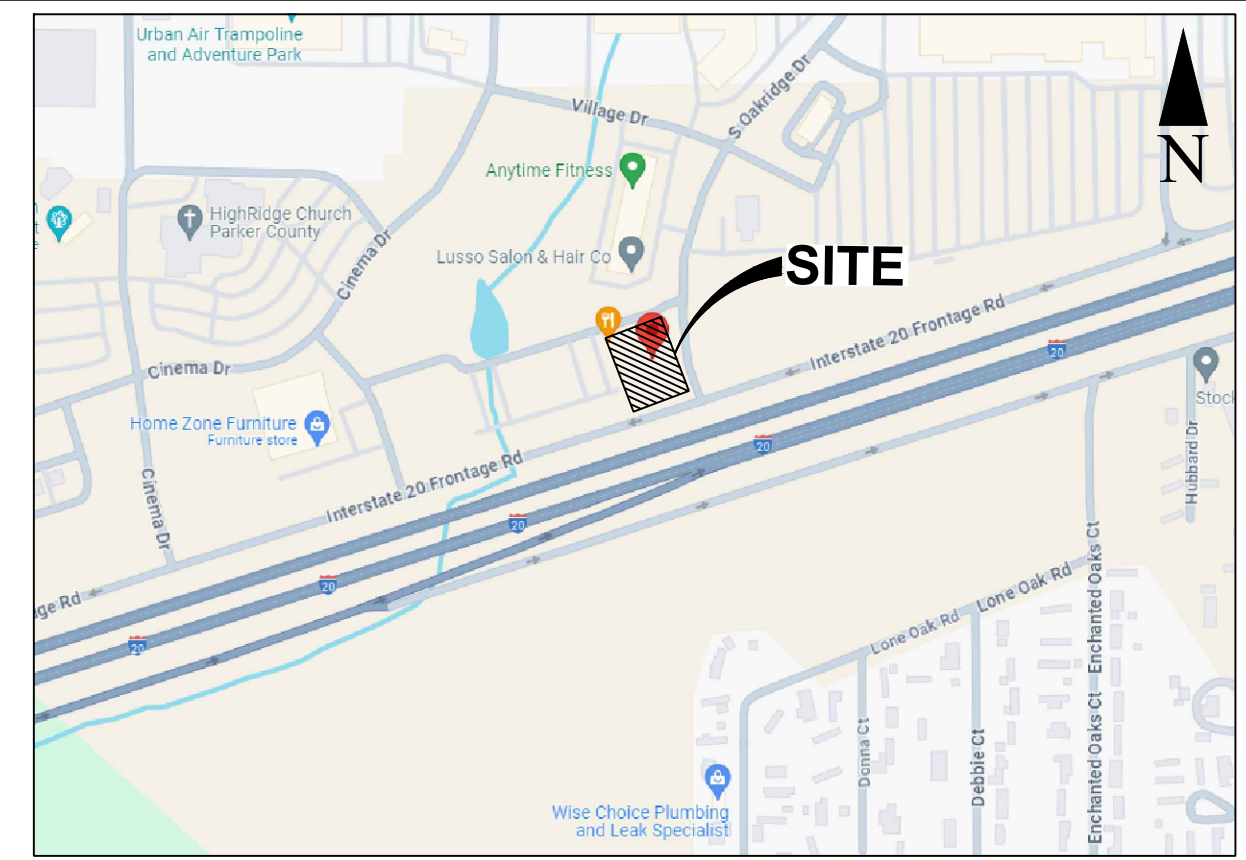
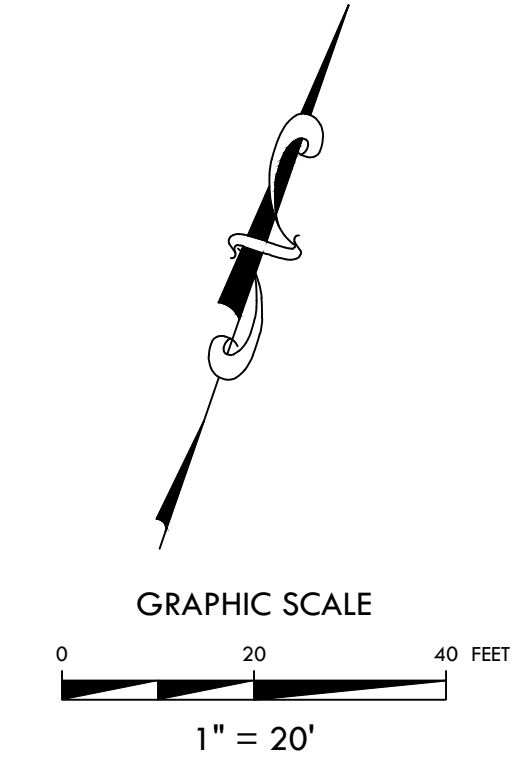
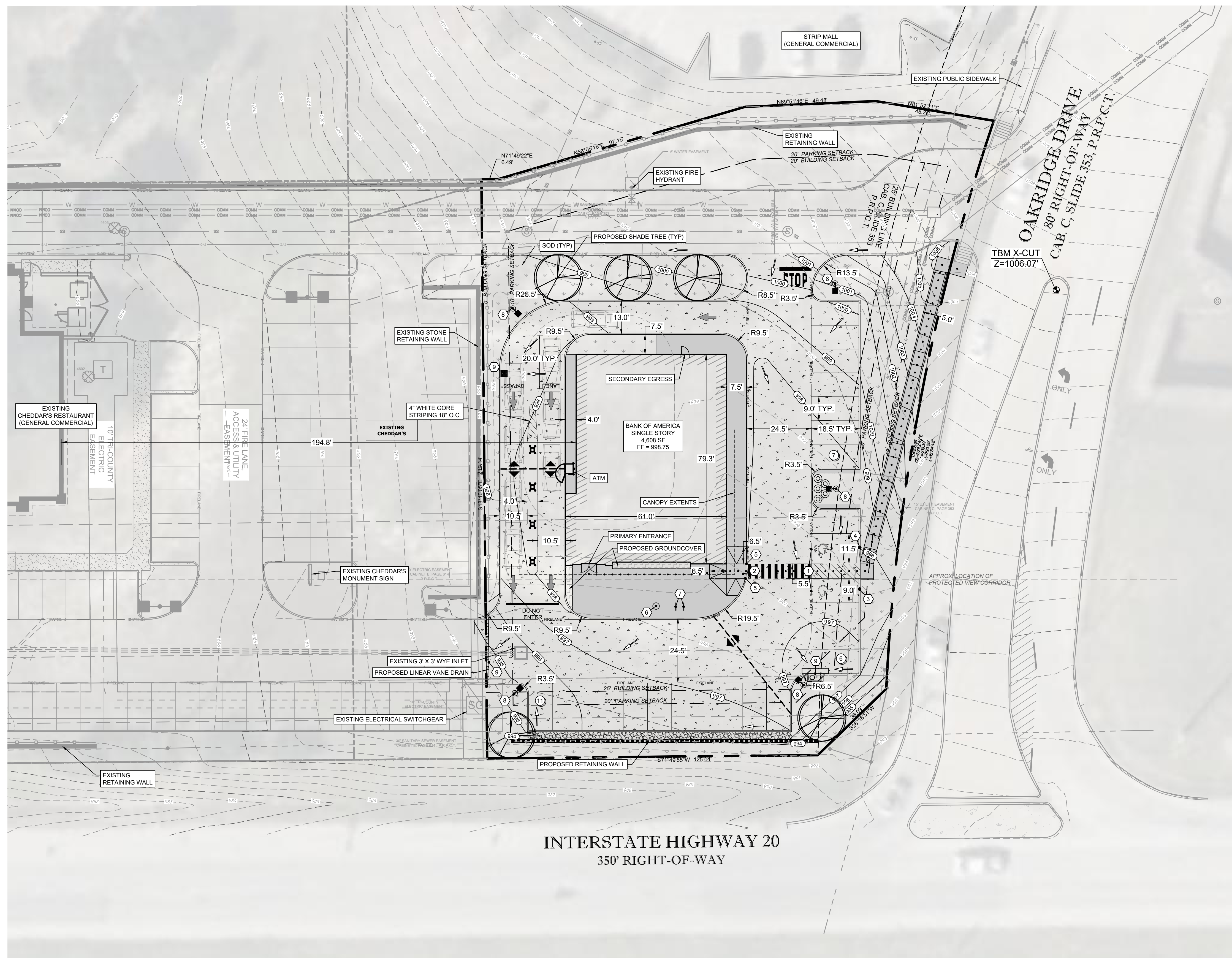
Contact Number: (214) 365-4632

Signature of Responsible Official:

A handwritten signature in blue ink, appearing to be "TTP", is written over a horizontal line.

Date:

7/15/24



SITE INFORMATION

- 2761 L20, WEATHERFORD, TX 76087
- PARCEL ID: R120506
- LOT 6R3, BLOCK 3, A.B. CINEMA DEVELOPMENT ADDITION, RECORDED IN CAB. E. PG. 619, P.R.P.C.T.
- SITE AREA: 0.897 AC (39,080 SF)
- EXISTING/PROPOSED ZONING: GC (GENERAL COMMERCIAL)
- PRESENT USE: UNDEVELOPED LAND
- PROPOSED USE: FINANCIAL INSTITUTION

OFF-STREET PARKING SUMMARY

PARKING REQUIRED MINIMUM: 1 SPACE PER 300 SF GFA
±4608/300 = 15 SPACES

MAXIMUM: N/A

PARKING PROVIDED: 24 SPACES

ADA PARKING STALLS REQUIRED: 1
ADA PARKING STALLS PROVIDED: 2 (1 VAN ACCESSIBLE)

SYMBOL KEY

- ① TYPICAL ACCESSIBLE PARKING SPACES SEE PAVING DETAILS (TYP)
- ② INSTALL BARRIER FREE RAMP (BFR) REFER TO PAVING DETAILS (TYP)
- ③ ACCESSIBLE PARKING SIGNAGE IN BOLLARD PER DETAIL
- ④ VAN ACCESSIBLE PARKING SIGNAGE IN BOLLARD PER DETAIL
- ⑤ TRANSITION CURB
- ⑥ FLAGPOLE PER BANK STANDARD (REF ARCH)
- ⑦ BIKE RACK PER BANK STANDARD (REF ARCH)
- ⑧ LIGHT POLE (REF. GMR PLANS)
- ⑨ PROPOSED DRAINAGE STRUCTURE

LEGEND

- PROPERTY LINE
- PROPOSED FACE AND BACK OF CURB
- RETAINING WALL
- PROPOSED REINFORCED CONCRETE PAVEMENT
- PROPOSED REINFORCED CONCRETE SIDEWALK
- LANDSCAPE AREA
- DECOMPOSED GRANITE
- PROPOSED ACCESSIBLE ROUTE
- PROPOSED SIGN
- PARKING COUNT
- PAINTED TRAFFIC ARROW
- PROPOSED CONTOUR
- EXISTING CONTOUR
- GRADE BREAK
- PROPOSED FLOW PATH
- PROPOSED LIGHT POLE (REF GMR PLANS)

FEMA NOTE

THE SUBJECT PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA ZONE "X" (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) AS PER FLOOD LINES ESTABLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY AS SHOWN ON FLOOD INSURANCE RATE MAP NUMBER 48367C0300E, DATED SEPTEMBER 26, 2008.

IMPERVIOUS COVERAGE

TOTAL LAND AREA: 0.897 AC (39,080 SF)
DISTURBED AREA: 0.693 AC (30,206 SF)
IMPERVIOUS: 0.515 AC (22,474 SF)
PERVIOUS: 0.178 AC (7,732 SF)

LANDSCAPE MATERIALS LIST

SYM.	KEY	QTY.	COMMON NAME SCIENTIFIC NAME	O.C.	ROOT	SIZE	HEIGHT	SPREAD	COMMENT
⊙	RO	5	RED OAK <i>Quercus rubra</i>	N/A	Cont.	3" cal.	12' min	5' min	Strong central leader
⊙	KA	5	KALEIDOSCOPE ABELIA <i>Abelia grandiflora</i>	N/A	Cont.	3 gal.	18" min	18" min	Rounded with full branching
⊙	LR	112 SF	LIRIOPE <i>Liriope muscari</i>	12"	Cont.	1 gal.	12" min	12" min	Full
⊙	SOD	7901 SF	BERMUDA GRASS	Full	Sod				

In Accordance to the Current Edition of The American Standard for Nursery Stock

OWNER
TCG HUDSON OAKS INVESTORS LLC
12720 HILLCREST ROAD, SUITE
DALLAS, TX 75230

ARCHITECT
NELCO ARCHITECTURE, INC.
CONTACT: ROB SULLIVAN
PHONE: (216) 830-1561
EMAIL: RSULLIVAN@NELSONWW.COM

CIVIL ENGINEERING
LANGAN
CONTACT: SHAWN HILL
PHONE: (903) 324-8400
EMAIL: SHILL@LANGAN.COM

811
Know what's below.
Call before you dig.
THESE PLANS ARE SUBJECT TO REVIEW & APPROVAL BY JURISDICTIONAL ENTITIES.

Date	Description	No.
Revisions		
THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, AGENCY APPROVAL, AND COMMENT UNDER THE AUTHORITY OF CARTER P. DELLENY, P.E. REGISTRATION No. 95239, ON 07/19/24 THIS DOCUMENT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES		
LANGAN Langan Engineering and Environmental Services, LLC 2999 Olympus Blvd Dallas, TX 75019 T: 817.328.3200 www.langan.com TBPE FIRM REG. #F-13709		

BANK OF AMERICA

CITY OF HUDSON OAKS
PARKER COUNTY TEXAS

Drawing Title

SITE PLAN

Project No. 532043101	Drawing No. SP-1
Date JULY 2024	
Drawn By CWH	
Checked By BRH	

CONSTRUCTION PLAN NOTES:

- A. ALL PARTITIONS TO BE TYPE "A1", UNLESS OTHERWISE NOTED. REFER TO SHEET A12.01 FOR PARTITION TYPES.
- B. UNLESS OTHERWISE NOTED, LOCATE HINGE SIDE OF ALL DOORS 6" FROM ADJACENT PERPENDICULAR PARTITION.
- C. CONTRACTOR SHALL PROVIDE BLOCKING FOR ALL EQUIPMENT AND ACCESSORIES MOUNTED ON WALLS.
- D. DIMENSIONS PROVIDED ARE SHOWN FROM FACE OF FINISH TO FACE OF FINISH UNLESS OTHERWISE NOTED.
- E. ALLSTEEL OFFICE FRONT SYSTEM: DFC-1A ASPECT. ORDERED BY GC. FURNISHED AND INSTALLED BY BANK VENDOR

CONSTRUCTION KEY NOTES:

1. TACTILE EXIT SIGNAGE. SEE 9/A00.41
2. APPROXIMATE LOCATION OF KNOX BOX. COORDINATE WITH LOCAL FIRE AUTHORITY FOR FINAL LOCATION.
3. LADDER TO ROOF HATCH - SEE DETAIL ON SHEET A09.30.
4. ROOF HATCH ABOVE - SEE DETAIL ON SHEET A09.30.
5. PROVIDE BLOCKING IN WALL AS REQUIRED FOR LOCKERS. COORDINATE WITH VENDOR.
6. PROVIDE FIRE RATED 3/4" PLYWOOD BACKBOARD AT WALLS AS INDICATED, INSTALLED TO 8'-0" ABOVE FINISH FLOOR. ALL WALL POWER/DATA OUTLETS SHALL BE RECESSED AND FLUSH WITH THE PLYWOOD PANELS. SEE INTERIOR ELEVATIONS SHEET A08.07
7. 85" DISPLAY MEDIA MONITOR. SEE ELECTRICAL FOR MORE INFORMATION. COORDINATE WITH ELECTRICAL DRAWINGS AND TECHNOLOGY VENDOR. REFER TO INSTALLATION INSTRUCTIONS AND PROVIDE BLOCKING IN WALL AS REQUIRED.
8. FLAGPOLE
9. NO WATER PIPING SHALL BE ROUTED THROUGH OR OVERHEAD THIS ROOM.
10. LOCATION OF ROLLING TRASH CONTAINER.
11. LOCATION OF MOP BUCKET.
12. PROVIDE MECHO-SHADES. SHADES SHALL NOT BE PERMITTED TO CLOSE MORE THAN 5'-0" ABOVE FINISH FLOOR.

CONSTRUCTION PLAN LEGEND:

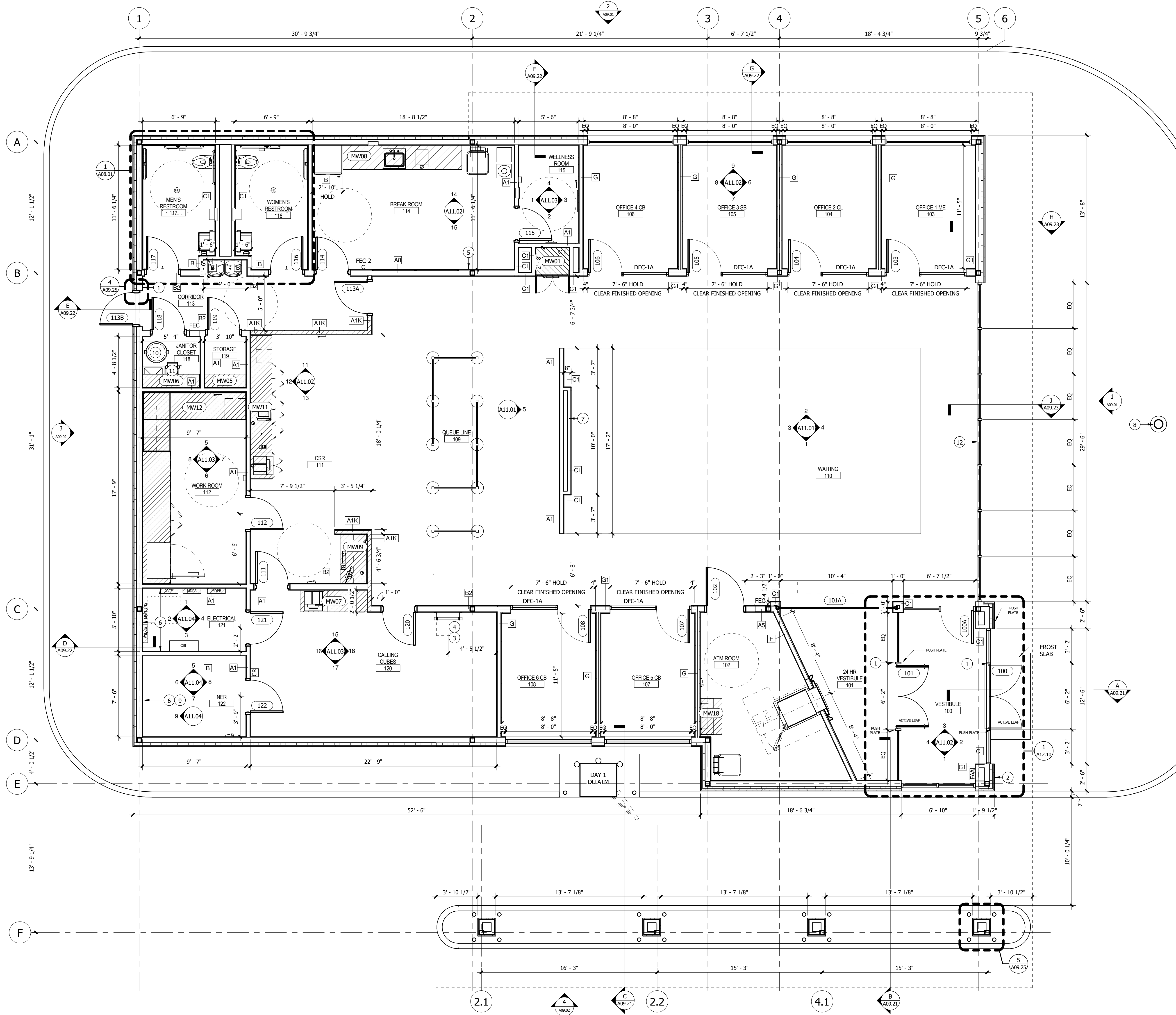
- | | |
|--------|--|
| NIC | NOT IN CONTRACT (NIC) |
| A1 | NEW PARTITION (SEE SCHEDULE) |
| --- | NEW PARTITION WITH PLY BLOCKING |
| --- | NEW PARTITION WITH KEVLAR REINFORCEMENT |
| OFFICE | ROOM NAME |
| 04F06 | ROOM NUMBER |
| XXXX | DOOR NUMBER (SEE SCHEDULE) |
| ▲ | ELEVATION DATUM POINT |
| ALIGN | ALIGN SURFACES |
| MW | MILLWORK SCHEDULE TAG |
| ■ | FIRE EXTINGUISHER CABINET |
| ↔ | NEW SWING DOOR WITH DOOR TYPE. (SEE DOOR SCHEDULE) |

EXTERIOR ELEVATION INDICATOR

- | | |
|---|--|
| ↔ | ROW ON ELEVATION SHEET WHERE SHOWN |
| ↔ | DIRECTION OF ELEVATION VIEW |
| ↔ | SHEET WHERE SHOWN |
| ↔ | DESCRIPTION OF SIMILAR OR OPPOSITE DETAIL NUMBER |
| ↔ | AREA TO BE DETAILED |

INTERIOR ELEVATION INDICATION

- | | |
|---|------------------------------------|
| ↔ | LOCATION ON ROW WHERE SHOWN |
| ↔ | ROW ON ELEVATION SHEET WHERE SHOWN |
| ↔ | DIRECTION OF ELEVATION |
| ↔ | SHEET WHERE SHOWN |
| ↔ | DIRECTION OF SECTION/ELEVATION |
| ↔ | SHEET WHERE SHOWN |



CONSTRUCTION PLAN
1/4" = 1'-0"

7/19/2024 1:29:14 PM C:\Users\swahler\OneDrive\Local\2023\BANK OF AMERICA\TX2-435_Hudson Oaks\TX2-435_CD_A02.01.dwg

Issue:	No:	Date:
IF Schematic Design Final	03/12/2024	
IF CODE Package	04/09/2024	
IF DD Review	05/17/2024	
IF DD Final	05/31/2024	
IF CD 90	07/19/2024	
IF SUP Application	07/19/2024	

EXTERIOR FINISH SCHEDULE:

STUCCO/PLASTER

PT-3 7/8" PAREX ARMOURWALL 300 STUCCO ASSEMBLY; BENJAMIN MOORE: CHARCOAL SLATE FLAT
PT-4 5/8" PAREX ARMOURWALL 300 STUCCO ASSEMBLY; BENJAMIN MOORE: STORM MONDAY 2112-50

STUCCO ACCESSORIES

SA-2 NARROW CHANNEL SCREED AS SPECIFIED; PAINT TO MATCH STUCCO FINISH COLOR
SA-4 SOFFIT VENT CHANNEL SCREED AS SPECIFIED; COLOR TO MATCH STUCCO FINISH
CJ CONTROL JOINT; PAINT TO MATCH STUCCO FINISH COLOR

ALUMINUM COMPOSITE METAL PANEL (B.O.D. - CITADEL)

EPS-1 CITADEL ENVELOPE 2000 RAINSCREEN (RS); CLEAR ANODIZED SATIN

APPROVED ACM ALTERNATE:

EPS-1A ARCONIC, REYNOBOND EC-200 DRY JOINT SYSTEM; CLEAR ANODIZED SATIN

EXTERIOR WALL TILE (CROSSVILLE, INC.)

TL-1 PORCELAIN STONE TILE, SPEAKEASY - 6"X36"; BANK ROLL
GROUT TO MATCH TILE FOR MONOLITHIC LOOK - SUBMIT SAMPLES TO ARCHITECT FROM MANUFACTURER'S FULL COLOR LINE

MANUFACTURED STONE VENEER (B.O.D. - CORONADO STONE)

ST-1 CORONADO CLASSIC SERIES SMOOTH LIMESTONE; COLOR - WHITE SANDS
GROUT COLOR TO MATCH LIMESTONE PANEL FOR A MONOLITHIC LOOK - SUBMIT SAMPLES TO ARCHITECT FROM MANUFACTURER'S FULL COLOR LINE

METAL COPING CAP

MC-1 PRE-FINISHED METAL COPING CAP; COLOR TO MATCH ST-1

EXTERIOR GLAZING

GL-2 1" TEMPERED INSULATED GLAZING AS SPECIFIED

ALUMINUM GLAZING FRAME

AF-2 ALUMINUM STOREFRONT SYSTEM; CLEAR ANODIZED ALUMINUM FINISH

EXTERIOR PAINT

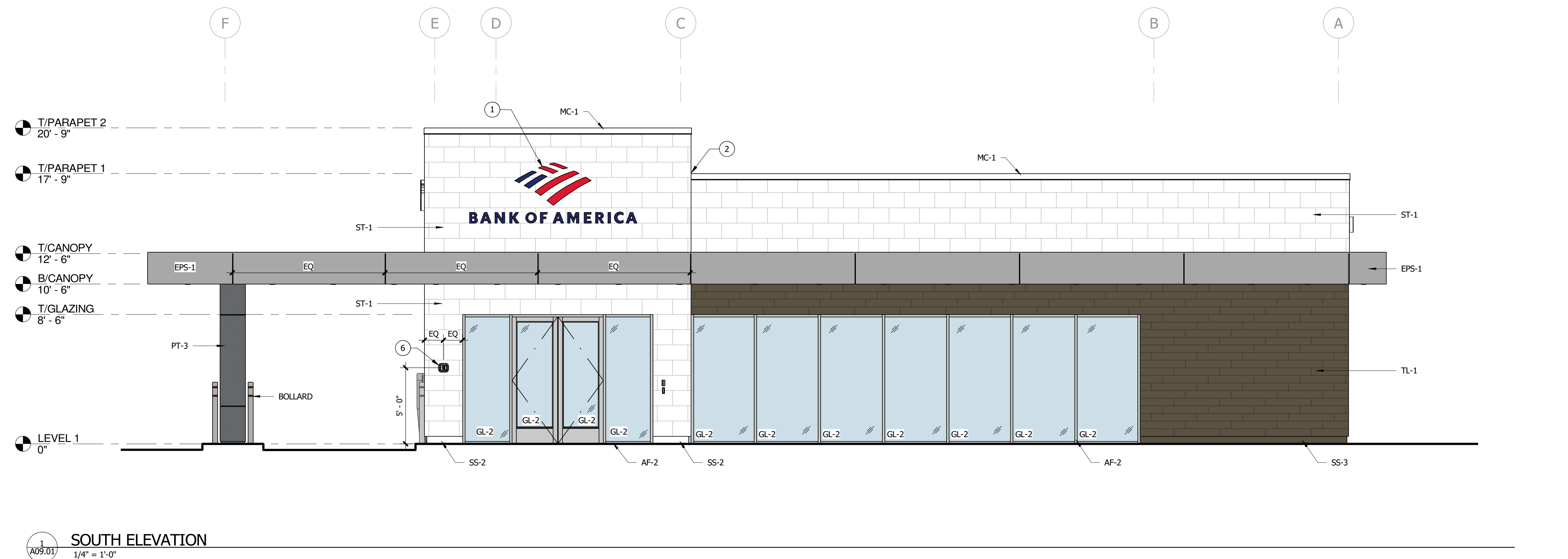
EXPT-1 EXTERIOR PAINT; BENJAMIN MOORE: CHARCOAL SLATE FLAT

EXTERIOR SEALANT COLOR

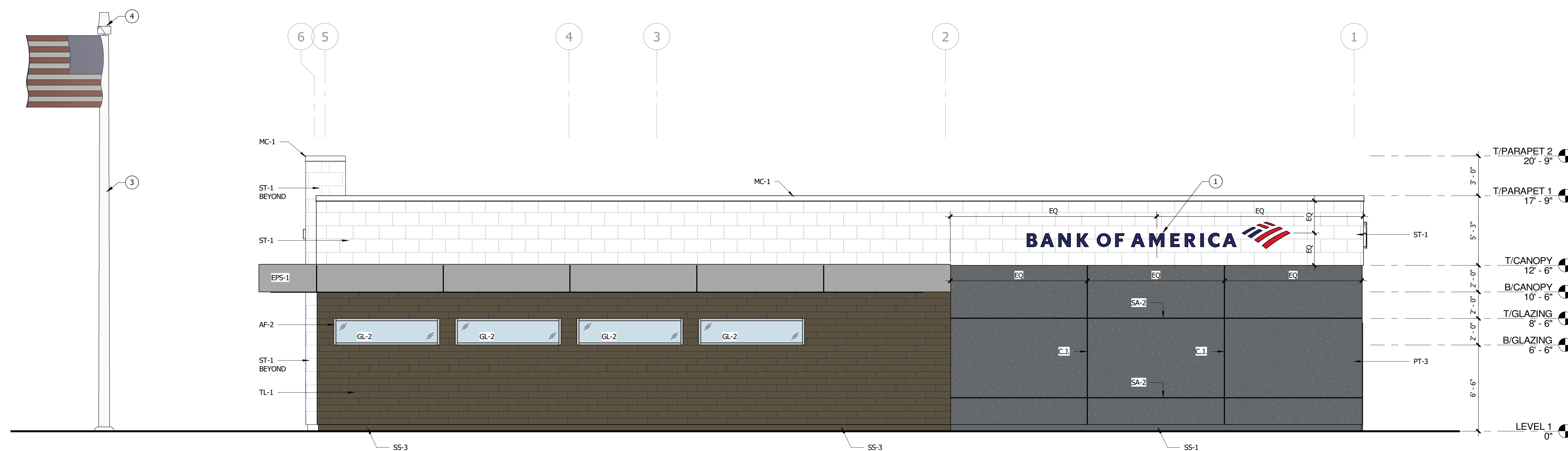
GLAZING AT EXTERIOR STOREFRONT	BLACK
METAL PANEL TO METAL PANEL	MATCH CLIP
WINDOW FRAME/STOREFRONT TO STUCCO	MATCH FRAME
WINDOW FRAME/STOREFRONT TO METAL PANEL	MATCH FRAME
METAL PANEL TO STUCCO	MATCH STUCCO

FLASHING BASE

SS-1 BRAKE METAL BASE AT PT-3 - COLOR TO MATCH PT-3
SS-2 BRAKE METAL BASE AT ST-1 - COLOR TO MATCH ST-1
SS-3 BRAKE METAL BASE AT TL-1 - COLOR TO MATCH TL-1



1 A09.01 SOUTH ELEVATION
1/4" = 1'-0"



2 A09.01 EAST ELEVATION
1/4" = 1'-0"

Issue:	No:	Date:
IF Schematic Design Final	03/12/2024	
IF CODE Package	04/09/2024	
IF DD Review	05/17/2024	
IF DD Final	05/31/2024	
IF CD 90	07/19/2024	
IF SUP Application	07/19/2024	

EXTERIOR FINISH SCHEDULE:

STUCCO/PLASTER

PT-3 7/8" PAREX ARMOURWALL 300 STUCCO ASSEMBLY; BENJAMIN MOORE: CHARCOAL SLATE FLAT
PT-4 5/8" PAREX ARMOURWALL 300 STUCCO ASSEMBLY; BENJAMIN MOORE: STORM MONDAY 2112-50

STUCCO ACCESSORIES

SA-2 NARROW CHANNEL SCREED AS SPECIFIED; PAINT TO MATCH STUCCO FINISH COLOR
SA-4 SOFFIT VENT CHANNEL SCREED AS SPECIFIED; COLOR TO MATCH STUCCO FINISH
CJ CONTROL JOINT; PAINT TO MATCH STUCCO FINISH COLOR

ALUMINUM COMPOSITE METAL PANEL (B.O.D. - CITADEL)

EPS-1 CITADEL ENVELOPE 2000 RAINSCREEN (RS); CLEAR ANODIZED SATIN

APPROVED ACM ALTERNATE:

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MANUFACTURED STONE VENEER (B.O.D. - CORONADO STONE)

SS-1 CORONADO CLASSIC SERIES SMOOTH LIMESTONE; COLOR - WHITE SANDS
GROUT COLOR TO MATCH LIMESTONE PANEL FOR A MONOLITHIC LOOK - SUBMIT SAMPLES TO ARCHITECT FROM MANUFACTURER'S FULL COLOR LINE

METAL COPING CAP

MC-1 PRE-FINISHED METAL COPING CAP; COLOR TO MATCH ST-1

EXTERIOR GLAZING

GL-2 1" TEMPERED INSULATED GLAZING AS SPECIFIED

ALUMINUM GLAZING FRAME

AF-2 ALUMINUM STOREFRONT SYSTEM; CLEAR ANODIZED ALUMINUM FINISH

EXTERIOR PAINT

EXPT-1 EXTERIOR PAINT; BENJAMIN MOORE: CHARCOAL SLATE FLAT

EXTERIOR SEALANT COLOR

GLAZING AT EXTERIOR STOREFRONT	BLACK
METAL PANEL TO METAL PANEL	MATCH CLIP
WINDOW FRAME/STOREFRONT TO STUCCO	MATCH FRAME
WINDOW FRAME/STOREFRONT TO METAL PANEL	MATCH FRAME
METAL PANEL TO STUCCO	MATCH STUCCO

FLASHING BASE

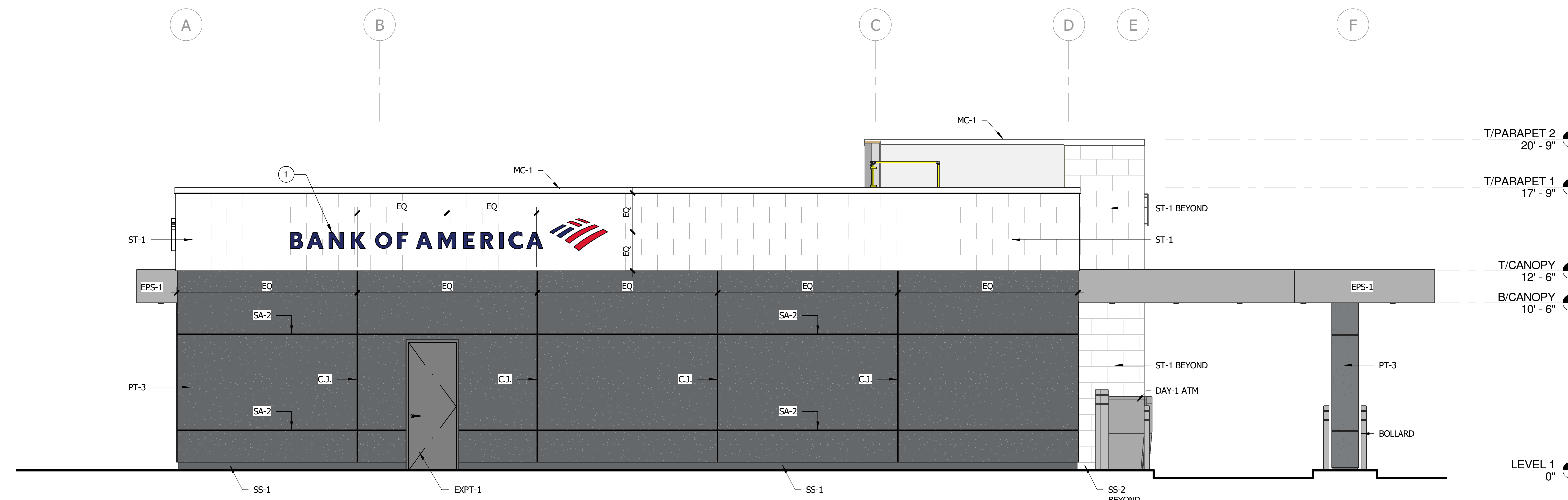
SS-1 BRAKE METAL BASE AT PT-3 - COLOR TO MATCH PT-3
SS-2 BRAKE METAL BASE AT ST-1 - COLOR TO MATCH ST-1
SS-3 BRAKE METAL BASE AT TL-1 - COLOR TO MATCH TL-1

EXTERIOR GENERAL NOTES:

- CONTRACTOR TO COORDINATE ELECTRICAL SERVICE FOR WALL MOUNTED SIGNS WITH OWNER. SIGN VENDOR TO DETERMINE EXACT MOUNTING LOCATION(S).
- SIGNAGE SHOWN FOR REFERENCE ONLY - TO BE COVERED UNDER SEPARATE DESIGN AND PERMIT BY OWNER VENDOR.
- REFER TO A12.1.1 FOR ENTRANCE DOOR HARDWARE WIRING DIAGRAM.
- REFER TO DETAIL SHEETS FOR TYPICAL WINDOW FLASHING DETAILS.

EXTERIOR KEY NOTES:

- BANK OF AMERICA SIGN BY OWNER. COORDINATE SIGNAGE LOCATIONS AND POWER REQUIREMENTS WITH VENDOR. SIGN SHALL BE PERMITTED UNDER SEPARATE COVER.
- PROVIDE END FLASHING AND SEALANT AT PARAPET FACE AND ADJACENT CAP.
- 30' GROUND MOUNTED FLAG POLE - PROVIDED BY CONTRACTOR. FLAG IS FURNISHED BY OWNER AND INSTALLED BY CONTRACTOR.
- LIGHT FIXTURE MOUNTED ON TOP OF FLAG POLE. SEE ELECTRICAL DRAWINGS FOR MORE INFORMATION.
- EXTERIOR SECURITY CAMERA. COORDINATE LOCATIONS AND TYPE WITH SECURITY VENDOR.
- GC TO COORDINATE WITH LOCAL FIRE AUTHORITY FOR MOUNTING HEIGHT AND LOCATION OF THE KNOX BOX.



3 NORTH ELEVATION
1/4" = 1'-0"



4 WEST ELEVATION
1/4" = 1'-0"

Bank of America



EXTERIOR LIGHTING DESIGN

TX2-435
E Interstate 20,
Hudson Oaks, TX 76087

DRAWING INDEX:

- COVER SHEET
- LU-1 GENERAL NOTES
- LU-2 LUMINAIRE SCHEDULE
- LU-3 OVERALL SITE PLAN
- LU-4 FULL SITE PHOTOMETRICS PLAN AT GRADE
- LU-5 FIXTURE REMOVAL PLAN
- LU-6 DIMENSIONING PLAN
- LU-7 LANDSCAPING PLAN
- LU-8 ATM COMPLIANCE AREA PHOTOMETRICS PLAN - FOR BANK USE ONLY
- LU-9 ELEVATIONS



VICINITY MAP

V1 240627



Office: (972) 771-6038
 1629 Smirl Drive, Suite 200, Heath, Texas 75032
www.gmr1.com

SCOPE OF WORK

FIXTURE COUNT	NOTES	TOTAL NEW POLE COUNT
88	ADD NEW FIXTURE	6



CONTRACTOR RESPONSIBILITY NOTES:

- CONTRACTOR SHALL BE RESPONSIBLE FOR PERMITTING, INCLUDING COORDINATION WITH THE LOCAL JURISDICTION AND ANY ASSOCIATED PERMIT FEES OR PROCESSING. CONTRACTOR SHALL NOTIFY GMR UPON RECEIPT OF PERMIT.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL PERMITTING DOCUMENTS THAT ARE NOT INCLUDED IN THE LIGHTING DESIGN PACKAGE. THESE INCLUDE, BUT ARE NOT LIMITED TO, STAMPED ELECTRICAL DRAWINGS, STAMPED POLE BASE DRAWINGS, AND PROFESSIONAL SURVEYS.
- SHOULD STAMPED PHOTOMETRIC DRAWINGS BE REQUIRED, CONTRACTOR SHALL ENGAGE LOCAL ENGINEER OR LIGHTING DESIGNER AS REQUIRED TO PROVIDE STAMP ON GMR PHOTOMETRIC DESIGN DOCUMENTS.
- CONTRACTOR SHALL PROVIDE THE BANKING CENTER NOTIFICATION AT LEAST ONE WEEK IN ADVANCE OF VISITING SITES OR STARTING WORK.
- CONTRACTOR SHALL VERIFY VOLTAGE REQUIREMENTS FOR FIXTURES PRIOR TO PLACEMENT OF FIXTURE ORDERS.
- CONTRACTOR TO VERIFY LIGHTING CONTROLS PRIOR TO BEGINNING CONSTRUCTION. SEE LIGHTING CONTROL NOTES.
- CONTRACTOR SHALL RECEIVE FORMAL APPROVAL FROM GMR ON ANY FIXTURE MODIFICATIONS OR VARIATIONS FROM THE LUMINAIRE SCHEDULE.
- CONTRACTOR SHALL VERIFY EXISTING AND PROPOSED FIXTURE MOUNTING CONDITIONS IN FIELD. ANY SPECIAL MOUNTING HARDWARE NEEDED FOR PROPOSED FIXTURES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- CONTRACTOR SHALL SUPPLY ALL NEW LIGHT POLES. NEW LIGHT POLES SHALL MATCH EXISTING CONDITIONS ON SITE FOR POLE TYPE AND PAINT COLOR.
- CONTRACTOR SHALL ORDER ALL FIXTURES FROM BORDER STATES IN ACCORDANCE WITH BANK OF AMERICA NATIONAL ACCOUNT. CONTACT NATIONAL ACCOUNT QUOTES DEPARTMENT AT BOA@BORDERSTATES.COM OR 704-372-3040.
- CONTRACTOR SHALL PERFORM ALL NECESSARY PATCHING OR REPAINTING FOR ADDED, REMOVED, OR REPLACED FIXTURES.
- CONTRACTOR SHALL REPAIR ANY DISTURBED AREAS BACK TO EXISTING CONDITION INCLUDING PAVED AREAS, LANDSCAPED AREAS, ETC.
- CONTRACTOR SHALL VERIFY AND DOCUMENT COMPLETED WORK DURING NIGHT HOURS. ALL FIXTURES MUST BE FUNCTIONAL DURING NIGHT HOURS PRIOR TO SCHEDULING A FINAL SURVEY WITH GMR.
- CONTRACTOR SHALL PROVIDE BEFORE AND AFTER NIGHT TIME PHOTOS OF THE SITE.
- CONTRACTOR SHALL RECEIVE A PUNCHLIST FROM GMR UPON FINAL SURVEY FOR ANY REMAINING ITEMS TO BE COMPLETED.

CONTROLS & ADDITIONAL NOTES:

LIGHTING CONTROL NOTES:

THE CONTRACTOR SHALL VERIFY THE CONTROLS FOR ALL EXTERIOR LIGHTING AND ATM/AHD INTERIOR LOBBIES ON THE SITE (EXCLUDING SIGNAGE) AND ADJUST ACCORDING TO THE FOLLOWING:

- IC3 CONTROL:**
CONTRACTOR SHALL VERIFY THAT EXTERIOR LIGHTING CIRCUITS ARE CONTROLLED BY THE CORRECT IC3 CIRCUIT. WHERE EXTERIOR LIGHTING IS INCLUDED ON CONTROL CIRCUITS FOR INTERIOR SYSTEMS, INTERIOR LIGHTING, OR EXTERIOR SIGNAGE, CONTRACTOR SHALL ADJUST EXTERIOR LIGHTING TO THE CORRECT CONTROL CIRCUIT AS REQUIRED.
- PHOTOCELL CONTROL:**
CONTRACTOR SHALL REPLACE EXISTING PHOTOCELLS WITH NEW AND INSTALL IN A LOCATION BEST SUITED TO PROVIDE APPROPRIATE LIGHT EXPOSURE SUCH THAT EXTERIOR LIGHTS ARE ON DURING DARKNESS.
- TIME CLOCK CONTROL:**
CONTRACTOR SHALL VERIFY LOCATION OF TIME CLOCK. IF TIME CLOCK IS IN ELECTRICAL ROOM ALONG WITH IC3 CONTROLS, CONTRACTOR SHALL ADJUST CIRCUIT TO BE CONTROLLED BY IC3 EXTERIOR LIGHTING CONTROLS. IF TIME CLOCK IS IN A REMOTE LOCATION NOT IN CLOSE PROXIMITY TO THE IC3 CONTROLS, CONTRACTOR SHALL VERIFY TIME CLOCK IS SET PROPERLY AND LEAVE CIRCUIT ON TIME CLOCK CONTROL.
- MANUAL CONTROL:**
CONTRACTOR SHALL VERIFY THAT NO EXTERIOR LIGHTING IS CONTROLLED MANUALLY. IF ANY EXTERIOR LIGHTING IS ON A MANUALLY CONTROLLED CIRCUIT, CONTRACTOR SHALL ADJUST TO BE CONTROLLED BY PHOTOCELL OR IC3, WHICHEVER IS MOST ECONOMICALLY ACCOMPLISHED.

ADDITIONAL CONTRACTOR NOTES:

CONSTRUCTION COMPLETION VERIFICATION

UPON COMPLETION OF THE WORK, THE CONTRACTOR SHALL PROVIDE VERIFICATION IN WRITING TO THE BANK OF AMERICA PJM THAT ALL WORK IS COMPLETE ACCORDING TO THE CONSTRUCTION DOCUMENTS, AND THAT ALL EXTERIOR LIGHTING IS FUNCTIONING DURING NIGHTTIME HOURS. COMPLETION PHOTOS, TAKEN AT NIGHT, SHALL BE PROVIDED IN THE FOLLOWING FORMAT:

- PROVIDE A SINGLE DOCUMENT CONTAINING THE FOLLOWING:
- SITE PHOTOS FROM ALL SIDES OF BUILDING
 - MINIMUM OF 3 PHOTOS OF EACH COMPLIANCE AREA (ATM(S), AFTER-HOUR DEPOSITORIES, ASSOCIATE ENTRY) FROM DIFFERENT ANGLES
 - MINIMUM OF 2 PHOTOS OF ALL NON-COMPLIANCE AREAS FROM DIFFERENT ANGLES

FIXTURE CLARIFICATION NOTES:

- OUT OF SCOPE** - EXISTING FIXTURES TO REMAIN ON SITE WITHOUT MODIFICATION. NO ACTION REQUIRED UNLESS NOTED OTHERWISE.
- REMOVE AND PATCH** - EXISTING FIXTURES TO BE FULLY REMOVED AND ANY PAINTING, PATCHING OR ELECTRICAL WORK NEEDED IS TO BE ASSESSED AND PERFORMED BY CONTRACTOR.
- REPLACE EXISTING FIXTURE** - EXISTING FIXTURE TO BE FULLY REMOVED AND REPLACED IN THE SAME LOCATION WITH A NEW FIXTURE. CONTRACTOR TO VERIFY IF POLE AND/OR POLE BASE IS SUFFICIENT FOR THE NEW FIXTURES. ANY PAINTING, PATCHING OR ELECTRICAL WORK NEEDED IS TO BE ASSESSED AND PERFORMED BY CONTRACTOR.
- ADD NEW FIXTURE** - NEW FIXTURES TO BE ADDED. ANY PAINTING, PATCHING OR ELECTRICAL WORK NEEDED TO BE ASSESSED AND PERFORMED BY CONTRACTOR.
- ADD NEW POLE & FIXTURE** - A NEW POLE AND FIXTURE TO BE ADDED. CONTRACTOR TO SPECIFY POLE TO MATCH EXISTING STYLE AND COLOR AND, IF NOT PROVIDED, POLE BASE DATA FOR NEW POLE LOCATIONS. CONTRACTOR TO VERIFY IF POLE AND POLE BASE IS SUFFICIENT FOR THE HEIGHT, LOCATION AND FIXTURE SPECIFIED.
- GMR DOES NOT SPECIFY MOUNTING HARDWARE FOR ANY SPECIFIED FIXTURES. CONTRACTOR IS TO WORK WITH DISTRIBUTOR AND/OR MANUFACTURER ON A CASE BY CASE BASIS TO IDENTIFY AND ORDER REQUIRED MOUNTING HARDWARE.
- CONTRACTOR TO VERIFY WHETHER EXISTING WIRING LOCATIONS OR THE ADDITION OF WIRING FOR NEW FIXTURE LOCATIONS IS SUFFICIENT FOR THE DESIGNATED FIXTURE LOCATION.
- CONTRACTOR TO SPECIFY POLE COLOR AND TYPE PRIOR TO ORDERING.
- ALL FIXTURES ARE ASSUMED BRONZE IN COLOR UNLESS NOTED OTHERWISE IN THE LUMINAIRE SCHEDULE. CONTRACTOR TO CONFIRM PRIOR TO ORDERING.

GENERAL NOTES:

- EXISTING CONDITIONS SHOWN ON THE DRAWINGS ARE BASED ON A LIMITED AMOUNT OF INFORMATION AVAILABLE TO THE ENGINEER. ALL SUCH CONDITIONS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO SUBMITTING THE BID AND ADJUSTED IF NECESSARY. NO ADDITIONAL COMPENSATION SHALL BE GRANTED AFTER AWARDED A BID FOR ANY EQUIPMENT, MATERIAL OR LABOR REQUIRED TO REWORK OR OTHERWISE MODIFY EXISTING CONDITIONS.
- THIS LIGHTING DESIGN IS BASED ON A COMBINATION OF STATE STANDARDS, THE BANK'S CURRENT SECURITY POLICY FOR EXTERIOR ATM AND AFTER-HOUR DEPOSITORIES AND BANK GUIDELINES FOR NON-SECURITY COMPLIANCE ZONES.
- TRIM ALL TREES/LANDSCAPING TO MINIMIZE IMPEDING LIGHT FROM ANY LIGHT FIXTURES THAT IMPACT THE 60' RADIUS AROUND ALL ATMS AND A RADIUS OF 50' AROUND ALL AFTER-HOUR DEPOSITORIES. CONSIDERATION MUST BE GIVEN TO TREES/LANDSCAPING IN A STATE OF FULL FOLIAGE/BLOOM AND FUTURE GROWTH. ALL LANDSCAPING WORK WILL BE PERFORMED BY OTHERS WITH A SEPARATE PERMIT (IF REQUIRED).
- ALL MOUNTING HEIGHTS ARE INTENDED TO THE BOTTOM OF THE FIXTURE.
- CONTRACTOR TO FIELD VERIFY FIXTURE PLACEMENT DIMENSIONS PRIOR TO CONSTRUCTION.
- DIMENSIONING PROVIDED IS FOR PROPOSED FIXTURE LOCATIONS ONLY, UNLESS OTHERWISE NOTED ON THE DRAWING.
- THE CONTRACTOR SHALL ATTEMPT TO ELIMINATE THE USE OF EXPOSED CONDUIT WHERE POSSIBLE. IF EXPOSED CONDUIT IS NECESSARY, THE CONTRACTOR SHALL VERIFY USE WITH PROJECT MANAGER.
- ALL EXISTING LIGHTS WILL BE REPLACED WITH LED LIGHTS AND ALL PROPOSED LIGHTS WILL ALSO BE LED, UNLESS OTHERWISE NOTED.
- ALL FIXTURES ARE TO BE MOUNTED ABOVE FINISH GRADE. UNLESS OTHERWISE NOTED, MATCH EXISTING POLE BASES.

SITE ABBREVIATIONS:

- PL = PROPERTY LINE
- AFG = ABOVE FINISHED GRADE
- FC = FOOTCANDLE
- CBO = CONTROLLED BY OTHERS
- AHD = AFTER HOUR DEPOSITORY

V1 240627

△1		
△2		
△3		

REVISION NO.	DESCRIPTION	REVISED BY
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Hudson Oaks
TX2-435
E Interstate 20,
Hudson Oaks, TX 76087

GENERAL NOTES

DESIGNED BY:	CAS	DRAWN BY:	CAS
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REVIEWED BY:	AWD	APPROVED BY:	KRM
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SHEET NO.	LU-1
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THIS LIGHTING PLAN ILLUSTRATES ILLUMINATE LEVELS CALCULATED FROM LABORATORY DATA UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY OF NORTH AMERICAN (IESNA) APPROVED METHODS. ACTUAL SITE ILLUMINATION LEVELS AND PERFORMANCE OF LUMINAIRES MAY VARY DUE TO VARIATIONS IN WEATHER, ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS AND OTHER RELATED VARIABLE FIELD CONDITIONS.



SEE FIXTURE CLARIFICATION NOTE #9

LUMINAIRE SCHEDULE

CONTRACTOR TO VERIFY MOUNTING ACCESSORIES BEFORE ORDERING

SYMBOL	TOTAL FIXTURE COUNT	TYPE	NEW POLE COUNT	MANUFACTURER	MODEL	MODEL NUMBER	NOTES	MOUNTING HEIGHT	MOUNTING ACCESSORY	BUG RATING	MOUNTING	KILOWATT PER HOUR	TOTAL WATTAGE
	2	OQ1	2	CREE	OSQ	OSQL-C-40L-40K7-4B-UL-NM-BZ	ADD NEW POLE AND FIXTURE	25' - 0" AFG	OSQ-ML-C-DA-BZ	B3-U0-G3	POLE MOUNT	0.236	472 W
	4	OZ1	4	CREE	OSQ	OSQL-C-40L-40K7-3B-UL-NM-BZ	ADD NEW POLE AND FIXTURE	25' - 0" AFG	OSQ-ML-C-DA-BZ	B3-U0-G3	POLE MOUNT	0.236	944 W
	3	SE1	-	CREE	SECURITY EDGE	SEC-EDG-3M-WM-02-E-UL-SV-350-40K	ADD NEW FIXTURE	11' AFG	-	B1-U0-G1	WALL MOUNT	0.025	75 W
	4	UU1	-	CORONET	LSR WET 2.5	LSR WET 2.5-17'-40-MED-UNV-DB-W-F-SD-NA-NA-NA	ADD NEW FIXTURE	MATCH EXISTING CANOPY HEIGHT	-	B1-U0-G1	RECESSED CANOPY MOUNT	0.028	112 W
	5	UU2	-	CORONET	LSR WET 2.5	LSR WET 2.5-2'-40-MED-UNV-DB-W-F-SD-NA-NA-NA	ADD NEW FIXTURE	MATCH EXISTING CANOPY HEIGHT	-	B1-U0-G1	RECESSED CANOPY MOUNT	0.014	70 W
	10	UU3	-	CORONET	LSR WET 2.5	LSR WET 2.5-3'-40-MED-UNV-DB-W-F-SD-NA-NA-NA	ADD NEW FIXTURE	MATCH EXISTING CANOPY HEIGHT	-	B1-U0-G1	RECESSED CANOPY MOUNT	0.021	210 W
	60	UU4	-	CORONET	LSR WET 2.5	LSR WET 2.5-49'-40-MED-UNV-DB-W-F-SD-NA-NA-NA	ADD NEW FIXTURE	MATCH EXISTING CANOPY HEIGHT	-	B1-U0-G1	RECESSED CANOPY MOUNT	0.028	1680 W
GRAND TOTAL WATTAGE												3563 W	

V1 240627

REVISION NO.	DESCRIPTION	REVISED BY



Hudson Oaks
TX2-435
E Interstate 20,
Hudson Oaks, TX 76087

LUMINAIRE SCHEDULE

DESIGNED BY:	CAS	DRAWN BY:	CAS
REVIEWED BY:	AWD	APPROVED BY:	KRM

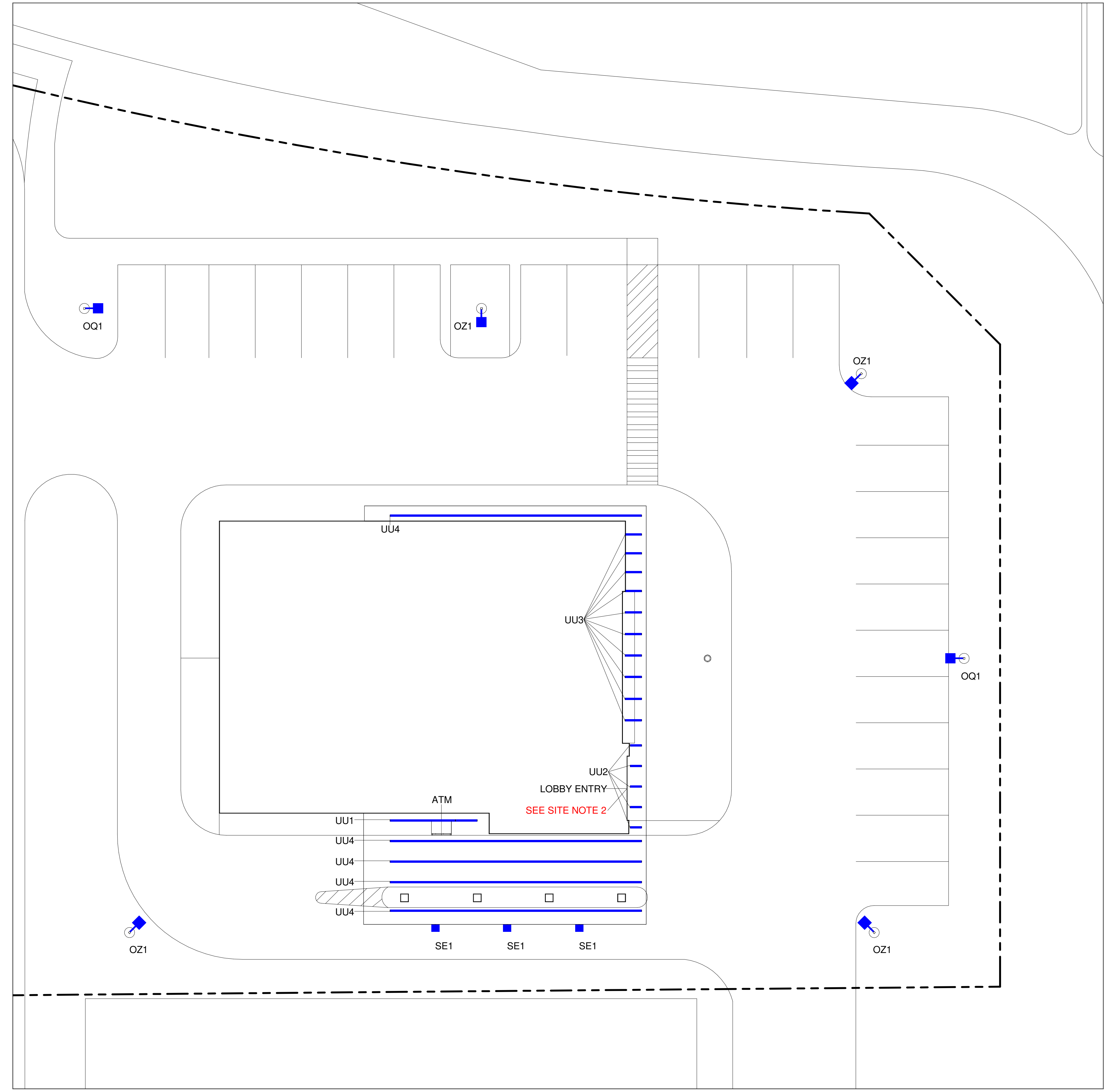
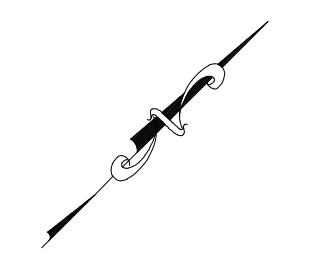
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LU-2

TOTAL FIXTURE COUNT	TYPE	NOTES	MOUNTING HEIGHT
2	OQ1	ADD NEW POLE AND FIXTURE	25' - 0" AFG
4	OZ1	ADD NEW POLE AND FIXTURE	25' - 0" AFG
3	SE1	ADD NEW FIXTURE	11' AFG
4	UU1	ADD NEW FIXTURE	MATCH EXISTING CANOPY HEIGHT
5	UU2	ADD NEW FIXTURE	MATCH EXISTING CANOPY HEIGHT
10	UU3	ADD NEW FIXTURE	MATCH EXISTING CANOPY HEIGHT
60	UU4	ADD NEW FIXTURE	MATCH EXISTING CANOPY HEIGHT



BLUE = NEW FIXTURE
 GREEN = EXISTING FIXTURE LOCATION TO BE REPLACED
 ORANGE = EXISTING FIXTURE TO REMAIN
 TURQUOISE = FIXTURE TO BE REMOVED
 PINK = REPLACE WITH NEW POLE AT NEW HEIGHT
 --- = PROPERTY LINE BASED ON COUNTY APPRAISAL INFORMATION
 --- = INDICATES NEW SECURITY FENCE
 - - - = BURIED ELECTRICAL CIRCUIT



S Oakridge Dr

Interstate 20 Frontage Rd

SCALE: 3/32" = 1'-0"
V1 240627

REVISION NO.	DESCRIPTION	REVISED BY



Hudson Oaks
TX2-435
E Interstate 20,
Hudson Oaks, TX 76087

OVERALL SITE PLAN

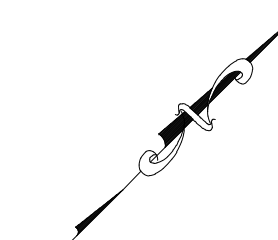
DESIGNED BY:	CAS	DRAWN BY:	CAS
REVIEWED BY:	AWD	APPROVED BY:	KRM
SHEET NO.	LU-3		

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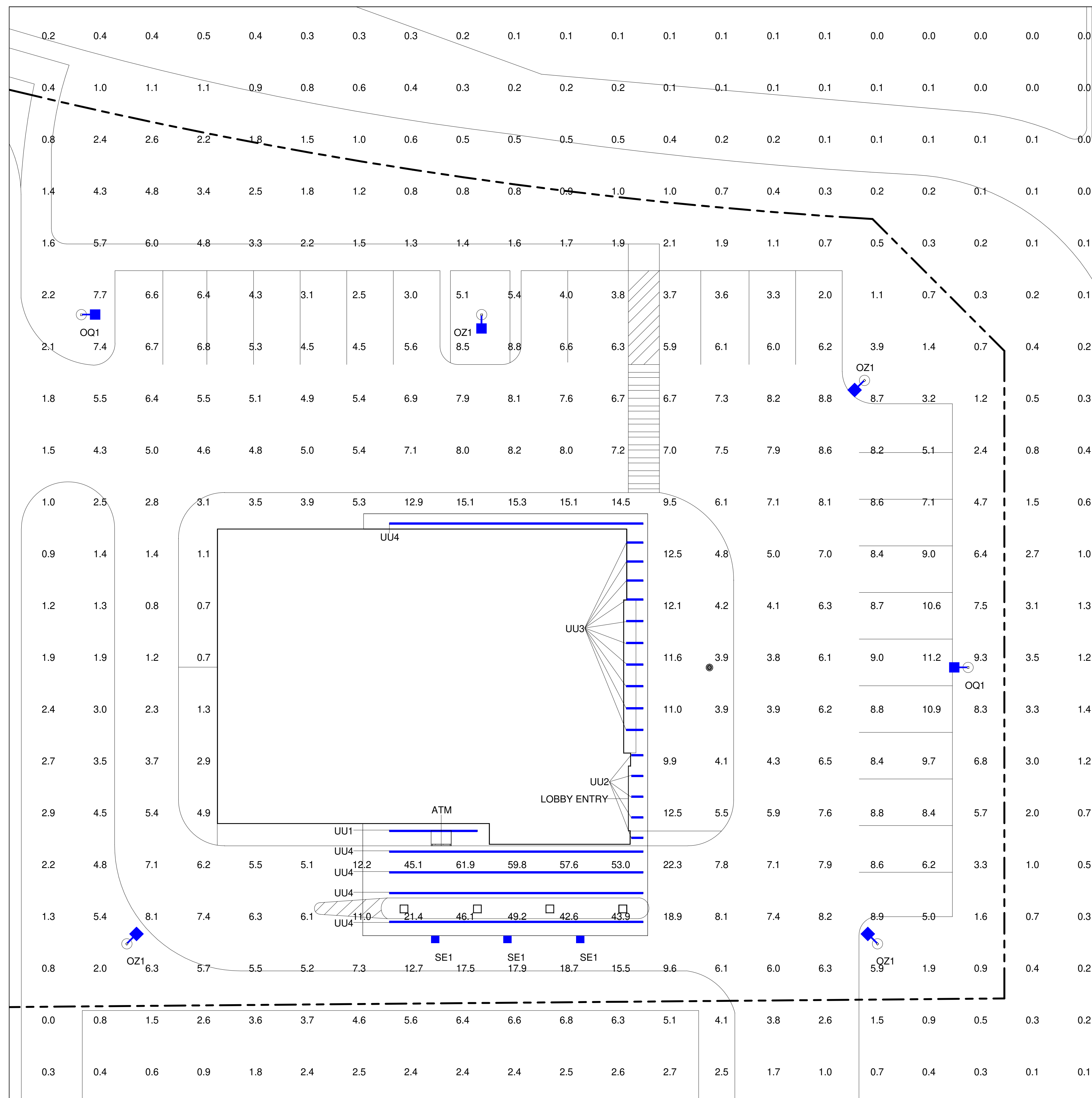
SITE NOTES:	EXISTING SITE CONDITIONS:
1. LIGHTING IS REQUIRED FOR COMPLIANCE AND WILL REQUIRE LANDLORD APPROVAL PRIOR TO INSTALLATION. BANK MUST HAVE LANDLORD AGREE TO LEAVE FIXTURES ON ALL HOURS OF DARKNESS. 2. INTERIOR LIGHTING TO BE DESIGNED BY OTHERS TO MEET BOA LOBBY LIGHTING STANDARDS.	1. EXISTING POLES - N/A 2. EXISTING POLE BASES - N/A 3. EXISTING DRIVE THRU CEILING - N/A



BLUE = NEW FIXTURE
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 - - - = INDICATES NEW SECURITY FENCE
 - - - = BURIED ELECTRICAL CIRCUIT



- NOTES:
1. THE SCOPE OF WORK FOR THIS PROJECT IS LIMITED TO EXTERIOR LIGHTING RENOVATIONS AS SHOWN ON THE PLANS.
 2. ALL PROPOSED LIGHTS WILL BE FULL CUTOFF LED LIGHT FIXTURES.
 3. ALL EXISTING LIGHTS WILL BE REPLACED WITH FULL CUT OFF LED LIGHT FIXTURES.
 4. REFERENCE THE LUMINAIRE SCHEDULE (SHEET LU-2) FOR ADDITIONAL LIGHT FIXTURE INFORMATION.



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Interstate 20 Frontage Rd

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FULL SITE PHOTOMETRICS PLAN

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REVIEWED BY:	AWD	APPROVED BY:	KRM
SHEET NO.:	LU-4		

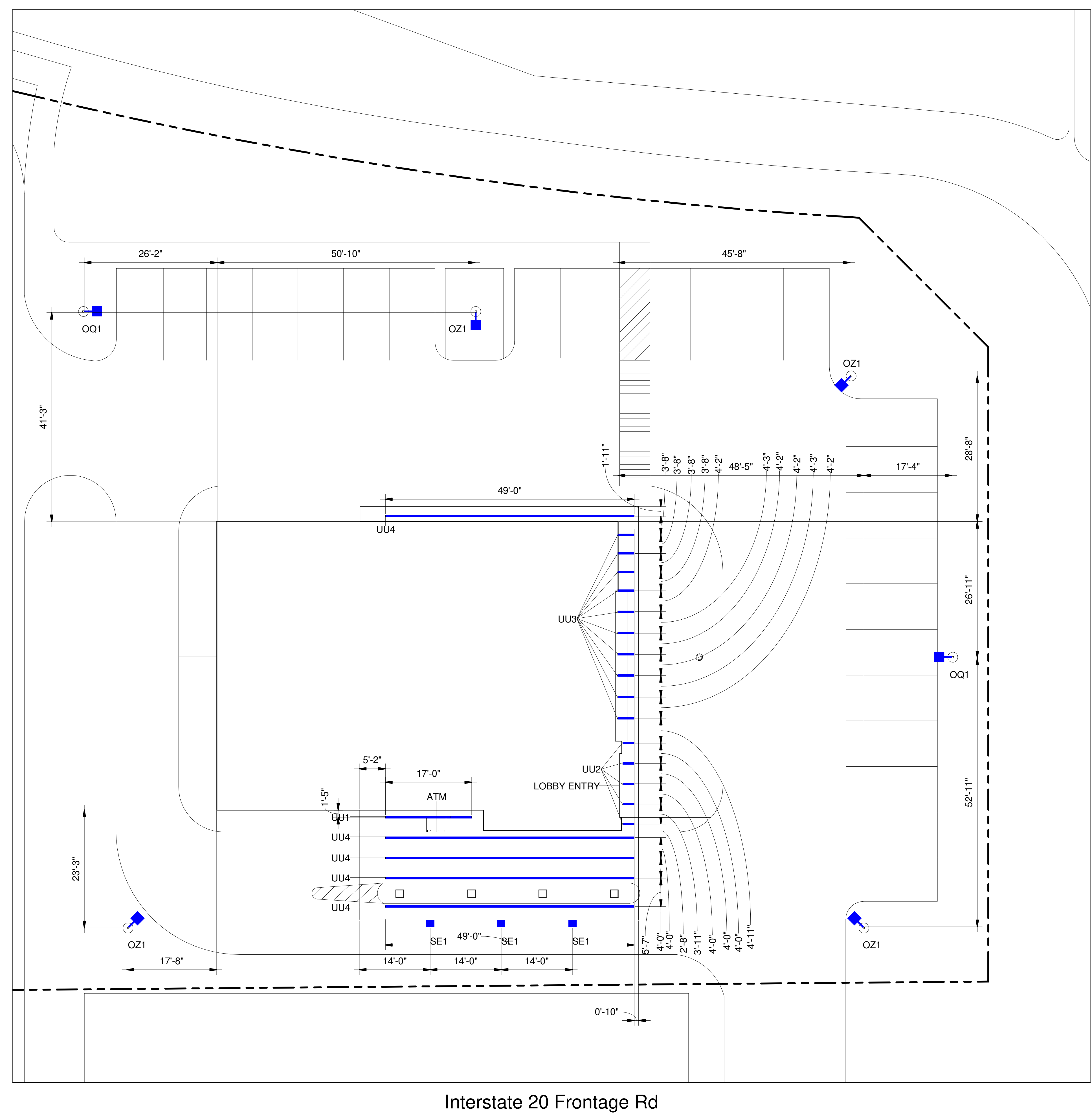
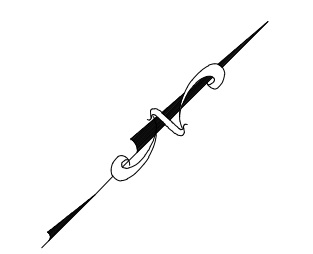
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CALCULATION SUMMARY FULL SITE					
Calculation Points Name	Average	Maximum	Minimum	Ave/Min	Max/Min
FULL SITE @ GRADE	5.1 fc	61.9 fc	0.0 fc	0.0 fc	0.0 fc
PARKING LOT @ GRADE	6.2 fc	11.6 fc	1.9 fc	3.2 fc	6.0 fc

TOTAL FIXTURE COUNT	TYPE	NOTES	MOUNTING HEIGHT
2	OQ1	ADD NEW POLE AND FIXTURE	25' - 0" AFG
4	OZ1	ADD NEW POLE AND FIXTURE	25' - 0" AFG
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Hudson Oaks
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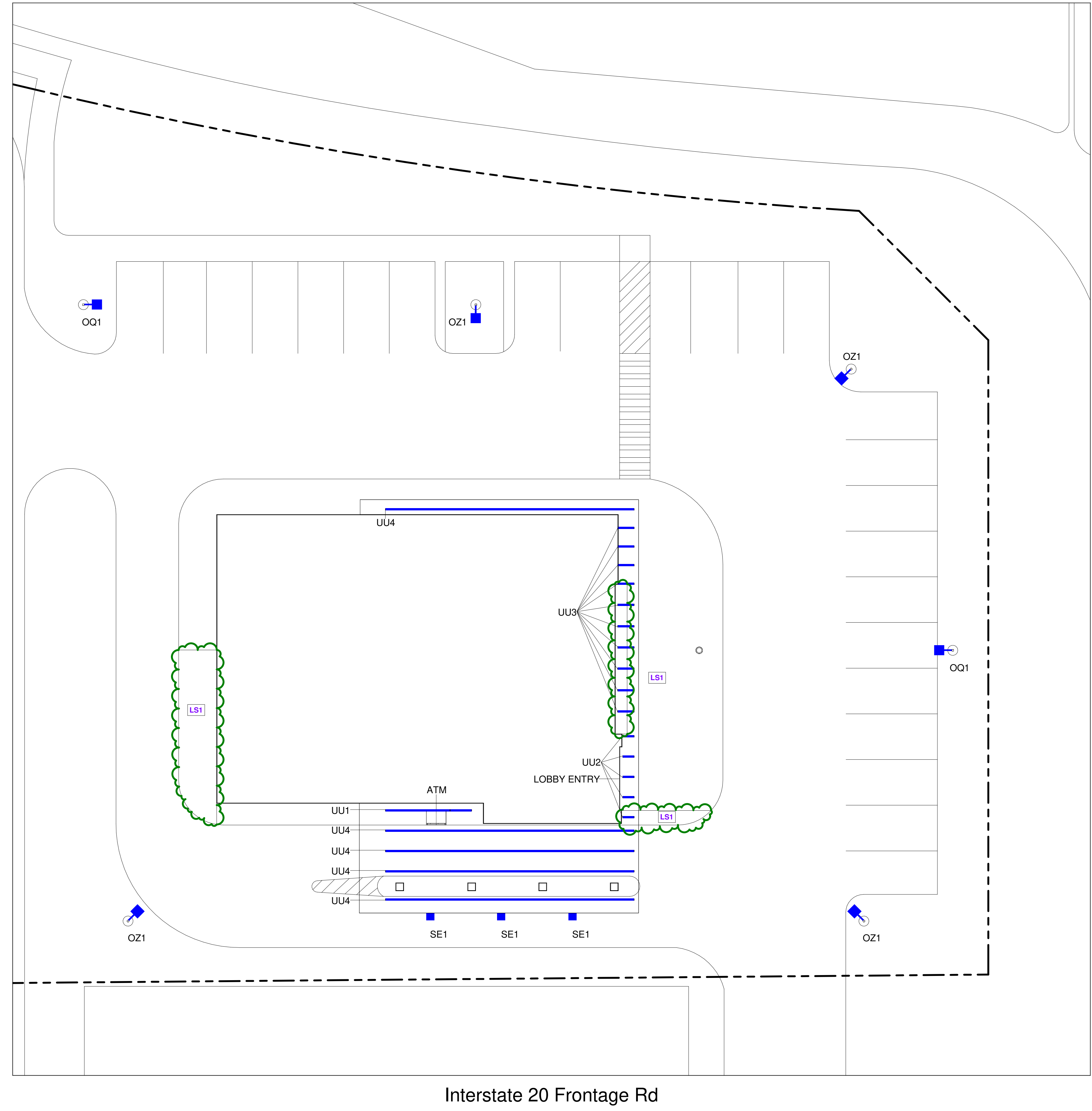
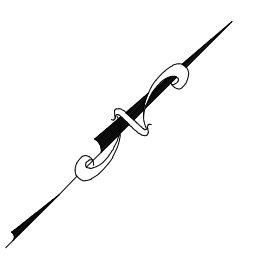
DIMENSIONING PLAN

DESIGNED BY:	CAS	DRAWN BY:	CAS
REVIEWED BY:	AWD	APPROVED BY:	KRM
SHEET NO.	LU-6		

THIS LIGHTING PLAN ILLUSTRATES ILLUMINATE LEVELS CALCULATED FROM LABORATORY DATA UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY OF NORTH AMERICAN (IESNA) APPROVED METHODS. ACTUAL SITE ILLUMINATION LEVELS AND PERFORMANCE OF LUMINAIRES MAY VARY DUE TO VARIATIONS IN WEATHER, ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS AND OTHER RELATED VARIABLE FIELD CONDITIONS.



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TX2-435
E Interstate 20,
Hudson Oaks, TX 76087

LANDSCAPING PLAN

DESIGNED BY:	CAS	DRAWN BY:	CAS
REVIEWED BY:	AWD	APPROVED BY:	KRM

SHEET NO. LU-7

LANDSCAPING SCHEDULE

SYMBOL	QTY	NOTE
LS1	3	TRIM LANDSCAPING DOWN TO 36"

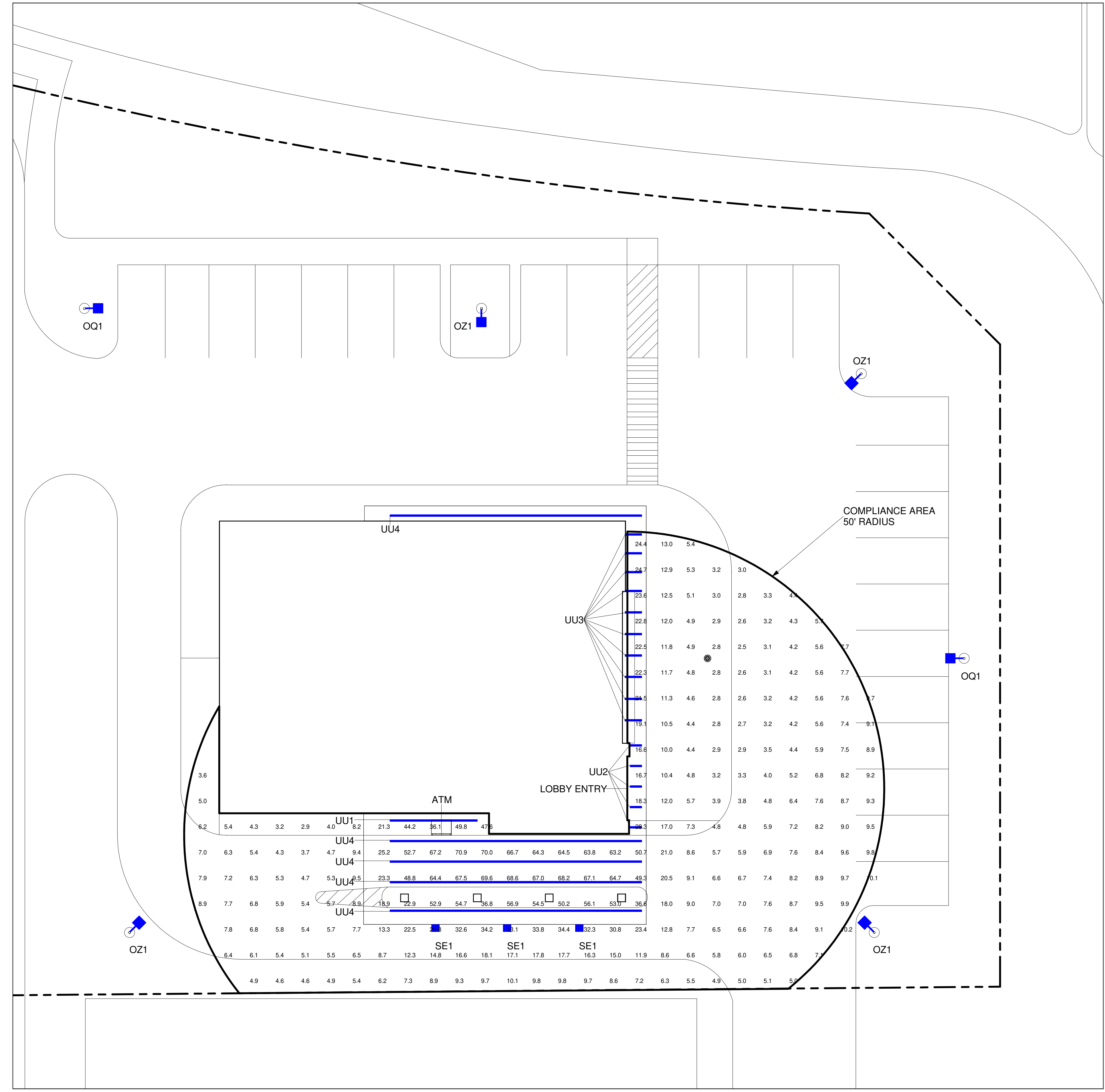
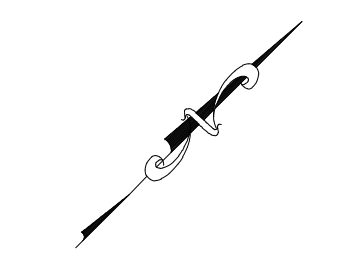
NOTE

GC TO VERIFY WITH LOCAL AUTHORITY HAVING JURISDICTION ON TREE TRIMMING AND/OR REMOVAL PRIOR TO COMMENCING WORK

THIS LIGHTING PLAN ILLUSTRATES ILLUMINATE LEVELS CALCULATED FROM LABORATORY DATA UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY OF NORTH AMERICAN (IESNA) APPROVED METHODS. ACTUAL SITE ILLUMINATION LEVELS AND PERFORMANCE OF LUMINAIRES MAY VARY DUE TO VARIATIONS IN WEATHER, ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS AND OTHER RELATED VARIABLE FIELD CONDITIONS.



BLUE = NEW FIXTURE
 GREEN = EXISTING FIXTURE LOCATION TO BE REPLACED
 ORANGE = EXISTING FIXTURE TO REMAIN
 TURQUOISE = FIXTURE TO BE REMOVED
 PINK = REPLACE WITH NEW POLE AT NEW HEIGHT
 --- = PROPERTY LINE BASED ON COUNTY APPRAISAL INFORMATION
 --- = INDICATES NEW SECURITY FENCE
 --- = BURIED ELECTRICAL CIRCUIT



S Oakridge Dr

SCALE: 3/32" = 1'-0"
V1 240627

REVISION NO.	DESCRIPTION	REVISED BY



Hudson Oaks
 TX2-435
 E Interstate 20,
 Hudson Oaks, TX 76087
**ATM COMPLIANCE AREA
 PHOTOMETRICS PLAN**

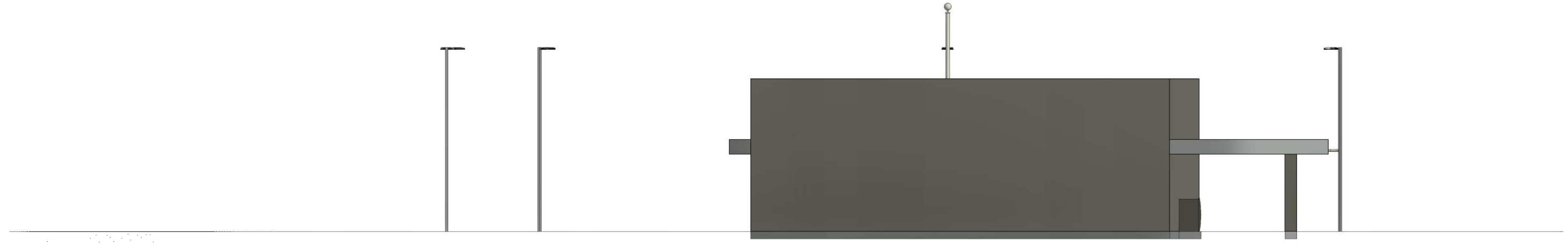
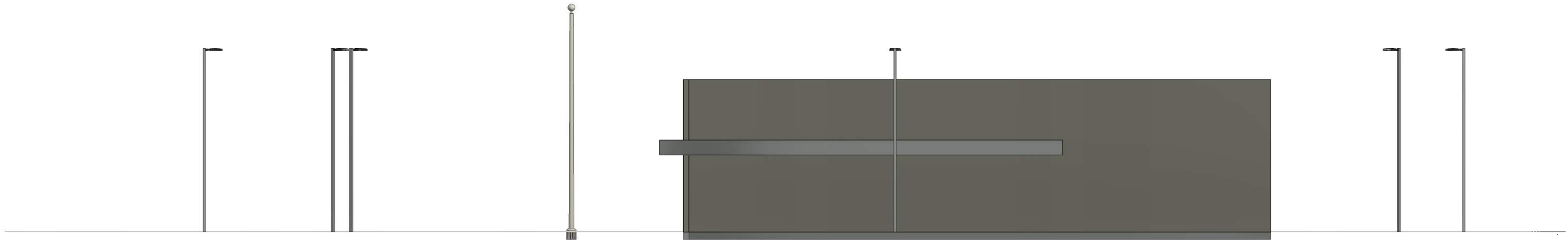
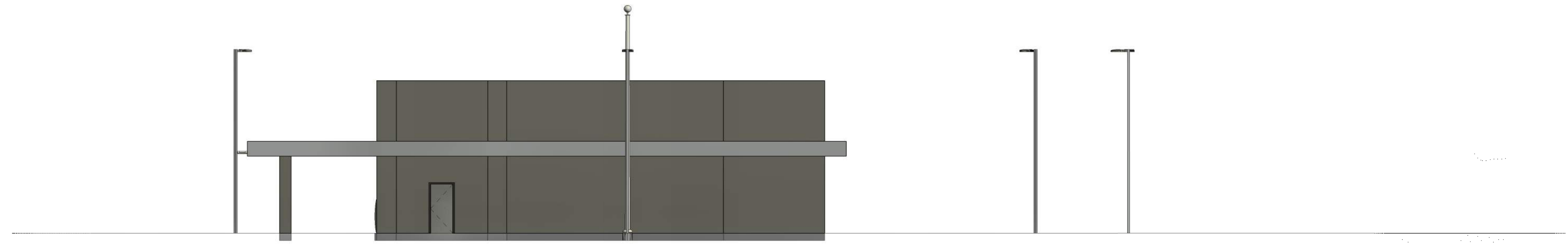
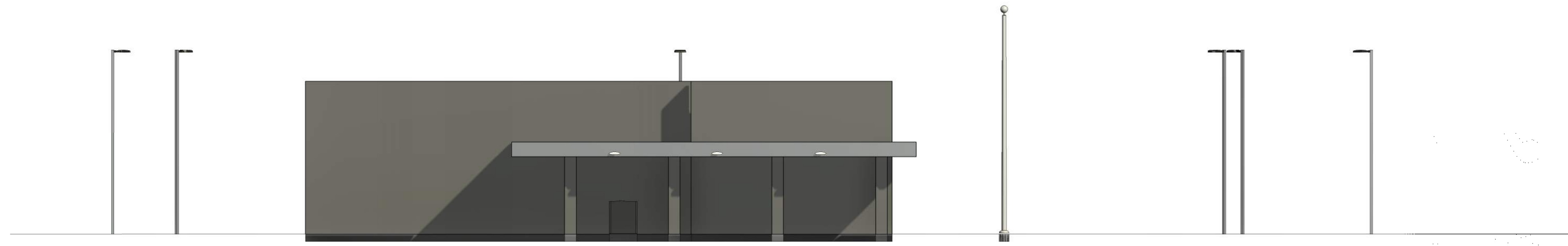
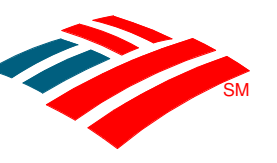
DESIGNED BY:	CAS	DRAWN BY:	CAS
REVIEWED BY:	AWD	APPROVED BY:	KRM

SHEET NO. **LU-8**

CALCULATION SUMMARY COMPLIANCE					
Calculation Points Name	Average	Maximum	Minimum	Ave/Min	Max/Min
ALL UNITS 50' @ 36"	15.3 fc	70.9 fc	2.5 fc	6.0 fc	27.8 fc

NOTES:
 1. READINGS ARE MEASURED AT 36" (3') ABOVE GRADE.
 2. THE SCOPE OF WORK FOR THIS PROJECT IS LIMITED TO EXTERIOR LIGHTING RENOVATIONS AS SHOWN ON THE PLANS.
 3. REFERENCE THE LUMINAIRE SCHEDULE FOR ADDITIONAL LIGHT FIXTURE INFORMATION.
 4. GC TO VERIFY WITH LOCAL AUTHORITY HAVING JURISDICTION ON TREE TRIMMING AND/OR REMOVAL PRIOR TO COMMENCING WORK.

THIS LIGHTING PLAN ILLUSTRATES ILLUMINATE LEVELS CALCULATED FROM LABORATORY DATA UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY OF NORTH AMERICAN (IESNA) APPROVED METHODS. ACTUAL SITE ILLUMINATION LEVELS AND PERFORMANCE OF LUMINAIRES MAY VARY DUE TO VARIATIONS IN WEATHER, ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS AND OTHER RELATED VARIABLE FIELD CONDITIONS.



V1 240627

REVISION NO.	DESCRIPTION	REVISED BY



Hudson Oaks
TX2-435
E Interstate 20,
Hudson Oaks, TX 76087

ELEVATIONS

DESIGNED BY:	CAS	DRAWN BY:	CAS
REVIEWED BY:	AWD	APPROVED BY:	KRM

SHEET NO.
LU-9

City Council Meeting Staff Agenda Report



Police Department monthly report		
Meeting date: August 22, 2024	Agenda Item #: F1	Action being considered: None

Staff Recommendation:

None.

Prior Board or Council Action:

None.

Background Information/Analysis:

None

Financial Consideration:

None

Attachments:

Monthly Activity Reports for June - July 2024

Staff Contact:

Michael R. Baldwin, Chief of Police
682-229-2421
michael.baldwin@hudsonoaks.com

Sterling Naron, City Administrator
682-229-2408
sterling.naron@hudsonoaks.com

Hudson Oaks Police Department
Monthly Activity Report
June - July 2024

Calls Dispatched	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Total
FY 18-19	183	142	146	135	124	157	159	153	162	176	156	145	1,838
FY 19-20	171	167	157	133	120	138	102	144	159	151	117	140	1,699
FY 20-21	NA	NA	NA	NA	NA	NA	109	169	208	180	190	182	1,038
FY 21-22	161	168	144	126	141	132	144	179	153	170	172	191	1,881
FY 22-23	186	145	186	154	154	161	168	190	188	148	125	116	1,921
FY 23-24	154	145	145	131	137	145	141	143	147	152			1,440

Self-Initiated Calls	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Total
FY 18-19	308	360	394	440	407	366	372	413	389	411	526	535	4,921
FY 19-20	488	490	508	438	398	327	215	252	197	173	340	395	4,221
FY 20-21	NA	NA	NA	NA	NA	NA	265	134	244	150	314	211	1,318
FY 21-22	146	140	213	193	119	213	247	156	145	84	93	185	1,934
FY 22-23	119	74	78	73	97	115	152	138	199	204	182	147	1,578
FY 23-24	94	93	100	215	181	186	178	150	121	147			1,465

Incidents Reported	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Total
FY 18-19	26	14	20	17	11	23	11	13	13	22	9	15	194
FY 19-20	9	9	16	17	6	8	16	6	13	13	20	10	143
FY 20-21	25	26	29	19	26	51	62	36	58	35	41	29	437
FY 21-22	37	51	47	29	29	44	72	63	68	53	59	54	606
FY 22-23	66	39	56	38	30	64	54	48	51	62	55	48	611
FY 23-24	43	46	46	41	48	50	44	53	45	66			482

Arrests Made	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Total
FY 18-19	7	4	4	8	3	9	7	6	3	3	1	6	61
FY 19-20	7	3	3	3	1	3	4	1	2	1	4	3	35
FY 20-21	13	4	9	1	4	10	12	5	6	3	5	1	73
FY 21-22	10	5	3	3	1	6	6	4	4	3	6	1	52
FY 22-23	5	3	2	2	1	6	4	6	7	6	6	5	53
FY 23-24	2	5	5	6	6	9	2	7	1	9			52

Accidents Worked	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Total
FY 18-19	20	16	18	10	12	12	13	27	12	10	25	12	187
FY 19-20	18	26	12	7	18	10	9	24	18	21	10	12	185
FY 20-21	21	20	19	12	13	21	15	20	29	21	19	16	226
FY 21-22	9	11	17	13	12	17	13	30	26	22	18	25	213
FY 22-23	21	28	21	23	10	20	26	26	20	29	23	17	264
FY 23-24	31	29	25	18	22	15	17	23	18	26			224

Code Enforcement	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Total
FY 18-19	1	0	0	1	2	0	0	2	3	2	3	1	15
FY 19-20	0	0	0	0	0	2	2	0	2	1	1	0	8
FY 20-21	0	1	1	0	0	2	2	2	2	1	1	2	14
FY 21-22	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 22-23	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 23-24	0	0	0	0	0	0	0	0	0	0			0

Monthly Call/Incident Frequency			
Call Type	May	Jun	Jul
Alarms	13	13	9
Animals	2	2	6
Disturbances	15	15	19
DWI	0	0	2
Assault	3	0	0
Burglary	0	0	2
Drug Offense	0	0	0
Agency Assist	48	47	57
Animal Shelter	15	8	11

Community Outreach/Public Education Programs Held

NA = Not Available as Parker County Communications data was corrupted.

	Jun	Jul
Business Checks:	653	711
Residential Checks:	332	349

City Council Meeting Staff Agenda Report



Staff report on the City's Financial Dashboards		
Meeting date: August 22, 2024	Agenda Item #: F2	Action being considered: None

Attachments:

Financial Dashboard for the months of June and July 2024.

Staff Contact:

Sterling Naron, City Administrator

682-229-2408

sterling.naron@hudsonoaks.com



City of Hudson Oaks FY24 Dashboard

Financial Overview: General Fund
 Period Ending: June 30, 2024

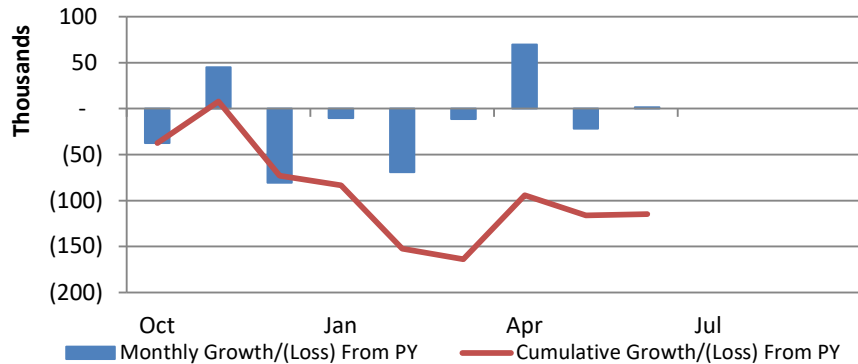
Revenue Summary

Past 12 Months	Budget	YTD	% of budget
Administration	\$ 5,545,754	\$ 4,204,914	76%
Municipal Court	\$ 7,500	3,283	44%
Parks & Recreation	\$ -	-	0%
Planning & Development	\$ 277,875	287,462	103%
Public Safety	\$ 67,100	51,625	77%
Total Revenue	5,898,229	4,547,284	77%

Expenditure Summary

Past 12 Months	Budget	YTD	% of budget
Administration	\$ 1,776,603	\$ 1,288,050	73%
Mayor & Council	\$ 30,500	5,214	17%
Municipal Court	\$ 3,100	5,077	164%
Parks & Recreation	\$ 200,663	114,540	57%
Planning & Development	\$ 193,000	78,259	41%
Public Safety	\$ 2,021,222	1,595,326	79%
Public Works	\$ 1,665,641	1,150,585	69%
Total Expenditures	5,890,729	4,237,051	72%

Sales Tax Summary



Key Revenue Sources

Past 12 Months	YTD	Budget	% of budget
Local Sales & Use Tax	\$ 3,359,117	\$ 4,715,901	71%
Franchise Fees	219,294	200,000	110%
Court Fines & Fees	3,283	7,500	44%
Licenses & Permits	284,989	270,125	106%

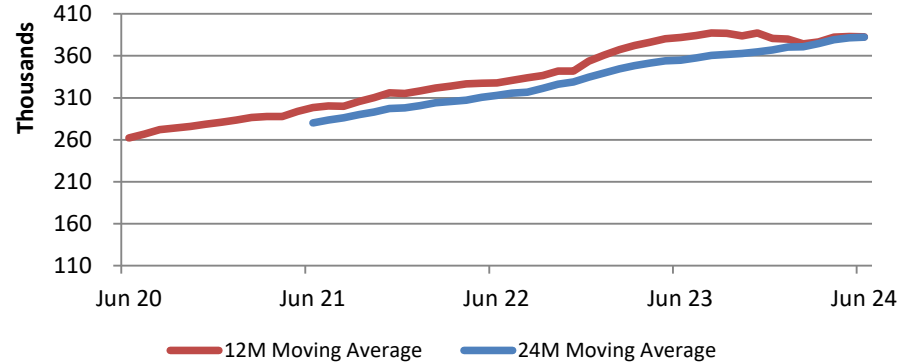
Moving Average Comparisons

12 Month Moving Average	Jun 2024	Jun 2023	% Change
Local Sales & Use Tax	\$ 377,236	\$ 381,911	-1.2%
Franchise Fees	20,459	18,464	10.8%
Court Fines & Fees	502	561	-10.6%
Licenses & Permits	43,326	52,694	-17.8%

Permit Summary

Past 12 Months	FY24	FY23	Five Year Average
Residential	1	0	1
Commercial	3	5	6

Sales Tax Historical Moving Averages





City of Hudson Oaks FY24 Dashboard

Financial Overview: Enterprise Fund
 Period Ending: June 30, 2024

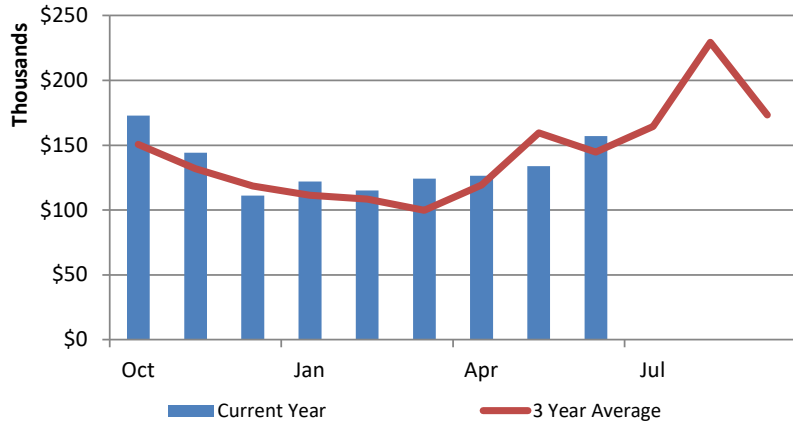
Revenue Summary

Past 12 Months	Budget	YTD	% of budget
Water Sales	\$ 1,625,000	\$ 1,206,568	74%
Charges for Services	\$ 224,500	37,106	17%
Wastewater Charges	\$ 500,000	444,472	89%
Other Wastewater	\$ -	54,938	0%
Transfers In/Misc	\$ 156,900	-	0%
Total Revenue	2,349,500	1,743,084	74%

Expenses Summary

Past 12 Months	Budget	YTD	% of budget
Personal & Professional	\$ 427,071	\$ 271,147	63%
Supplies	\$ 109,692	117,836	107%
Operations	\$ 725,100	529,496	73%
Maintenance & Repairs	\$ 123,500	73,029	59%
Debt Service/Capital	\$ 996,427	646,070	65%
Total Expenditures	2,381,790	1,637,578	69%

Historical Water Sales



Key Indicators Summary

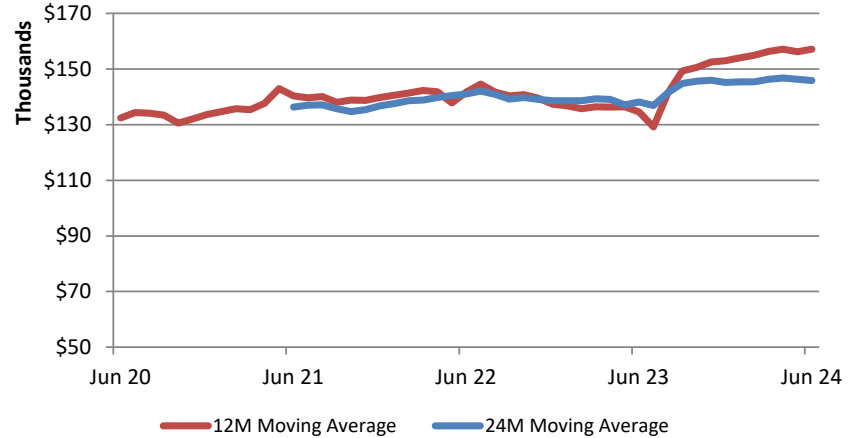
Past 12 Months	YTD	Three Year Hist Average	% Change
Water Sales	\$ 1,206,568	\$ 1,143,628	6%
Wastewater Charges	\$ 444,499	\$ 384,531	16%
Gallons Pumped*	100,857,500	118,674,133	-15%
Gallons Sold	109,564,360	107,058,270	2%

**The gallons pumped YTD will be affected by the ability to purchase off Fort Worth*

Moving Average Comparisons

12 Month Moving Average	Jun 2024	Jun 2023	% Change
Water Sales	\$ 157,131	\$ 134,584	17%
Sewer Sales	\$ 42,887	\$ 46,585	-8%
Gallons Pumped*	12,038,617	13,240,321	-9%
Gallons Sold	14,673,125	12,842,369	14%
Water Loss	22%	-3%	

Water Sales Historical Moving Averages





City of Hudson Oaks FY24 Dashboard

Financial Overview: Dyegard Fund & Stormwater Fund

Period Ending: June 30, 2024

Dyegard Fund

Revenue Summary

Past 12 Months	Budget	YTD	% of budget
Water Sales	\$ 270,000	\$ 209,056	77%
Charges for Services	\$ 3,000	1,917	64%
Total Revenue	273,000	210,973	77%

Expenditure Summary

Past 12 Months	Budget	YTD	% of budget
Professional Services	\$ 9,000	\$ 4,063	45%
Supplies	\$ 4,000	-	0%
Operations	\$ 13,100	31,738	242%
Maintenance & Repairs	\$ 21,000	220	1%
Debt Service	\$ 146,363	109,772	75%
Total Expenditures	193,463	145,793	75%

Stormwater Fund

Revenue Summary

Past 12 Months	Budget	YTD	% of budget
Stormwater Sales	\$ 200,000	\$ 161,632	81%
Charges for Services	-	-	0%
Grant Revenue	-	-	0%
Total Revenue	200,000	161,632	81%

Expenditure Summary

Past 12 Months	Budget	YTD	% of budget
Professional Services	\$ -	\$ -	-
Supplies	-	-	-
Operations	-	-	-
Maintenance & Repairs	140,000	18,300	13%
Debt Service	83,875	-	0%
Total Expenditures	223,875	18,300	8%



HUDSON OAKS

City of Hudson Oaks FY24 Dashboard

Financial Overview: Investment Report

Period Ending: June 30, 2024

Investment Report

Reserve Funds	Beginning	Interest	Ending
Reserve	Balance	Earned	Balance
TexPool General Reserve	\$ -	\$ -	\$ -
TexPool Sales Tax Reserve	-	-	-
TexPool Enterprise Reserve	-	-	-
TexStar General Reserve	3,122,725	13,631	3,136,356
TexStar Capital Projects Reserve	31	0	31
TexStar 2023 General Cap CO	1,600,913	6,988	1,607,902
TexStar Water Projects Reserve	7,724	2,055	9,779
TexStar Wastewater Reserve	184,826	807	185,633
<i>Total</i>	<i>4,916,219</i>	<i>23,481</i>	<i>4,939,700</i>

Investments

Vehicle	Principle	Rate	Balance
Plains Capital CD	\$ 232,505	1.20%	\$ 232,505
<i>Total</i>	<i>232,505</i>		<i>232,505</i>



City of Hudson Oaks FY24 Dashboard

Financial Overview: General Fund
 Period Ending: July 31, 2024

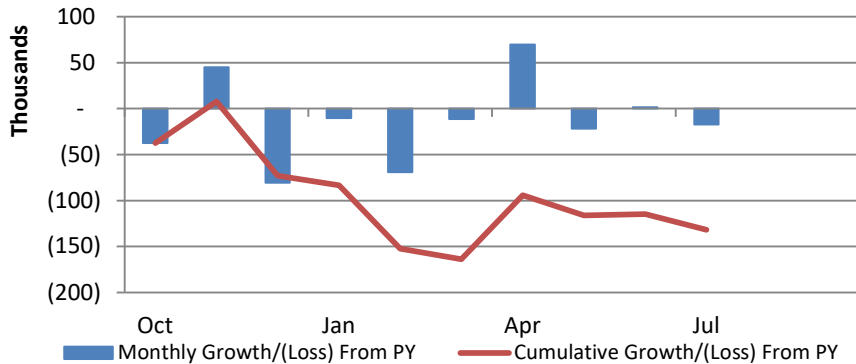
Revenue Summary

Past 12 Months	Budget	YTD	% of budget
Administration	\$ 5,545,754	\$ 4,657,031	84%
Municipal Court	\$ 7,500	3,825	51%
Parks & Recreation	\$ -	-	0%
Planning & Development	\$ 277,875	297,245	107%
Public Safety	\$ 67,100	62,625	93%
Total Revenue	5,898,229	5,020,726	85%

Expenditure Summary

Past 12 Months	Budget	YTD	% of budget
Administration	\$ 1,776,603	\$ 1,503,556	85%
Mayor & Council	\$ 30,500	5,214	17%
Municipal Court	\$ 3,100	5,466	176%
Parks & Recreation	\$ 200,663	142,341	71%
Planning & Development	\$ 193,000	92,254	48%
Public Safety	\$ 2,021,222	1,785,194	88%
Public Works	\$ 1,665,641	1,234,378	74%
Total Expenditures	5,890,729	4,768,403	81%

Sales Tax Summary



Key Revenue Sources

Past 12 Months	YTD	Budget	% of budget
Local Sales & Use Tax	\$ 3,737,761	\$ 4,715,901	79%
Franchise Fees	226,887	\$ 200,000	113%
Court Fines & Fees	3,826	\$ 7,500	51%
Licenses & Permits	294,371	\$ 270,125	109%

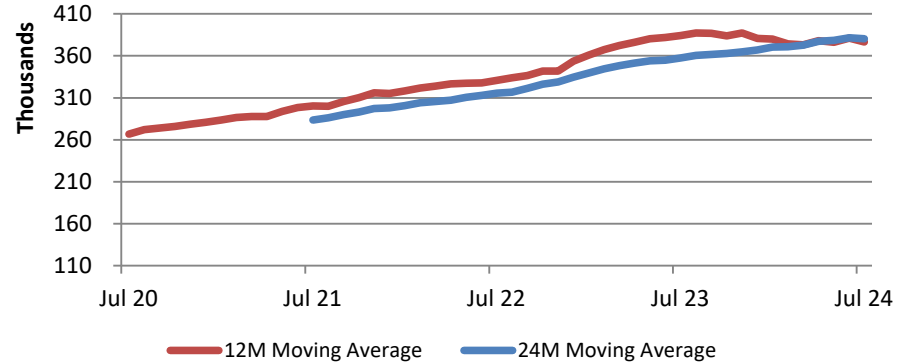
Moving Average Comparisons

12 Month Moving Average	Jul 2024	Jul 2023	% Change
Local Sales & Use Tax	\$ 375,803	\$ 384,098	-2.2%
Franchise Fees	20,698	17,911	15.6%
Court Fines & Fees	415	636	-34.7%
Licenses & Permits	43,733	48,085	-9.1%

Permit Summary

Past 12 Months	FY24	FY23	Five Year Average
Residential	1	0	2
Commercial	4	5	7

Sales Tax Historical Moving Averages





City of Hudson Oaks FY24 Dashboard

Financial Overview: Enterprise Fund
 Period Ending: July 31, 2024

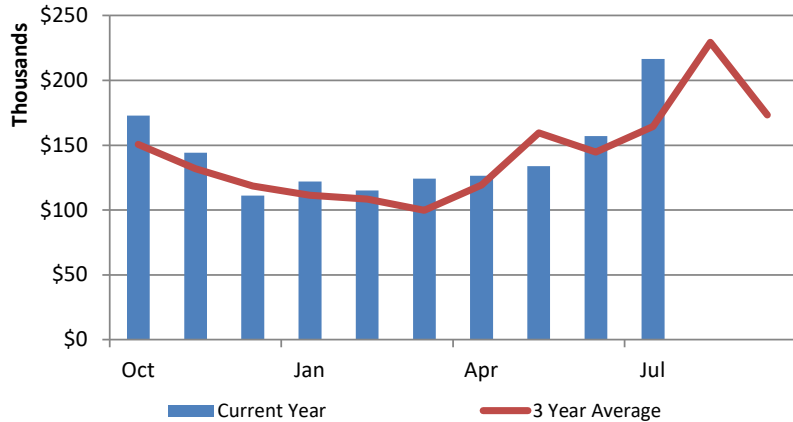
Revenue Summary

Past 12 Months	Budget	YTD	% of budget
Water Sales	\$ 1,625,000	\$ 1,423,086	88%
Charges for Services	\$ 224,500	44,328	20%
Wastewater Charges	\$ 500,000	530,042	106%
Other Wastewater	\$ -	58,848	0%
Transfers In/Misc	\$ 156,900	-	0%
Total Revenue	2,349,500	2,056,304	88%

Expenses Summary

Past 12 Months	Budget	YTD	% of budget
Personal & Professional	\$ 427,071	\$ 295,733	69%
Supplies	\$ 109,692	142,436	130%
Operations	\$ 725,100	597,963	82%
Maintenance & Repairs	\$ 123,500	75,832	61%
Debt Service/Capital	\$ 996,427	717,856	72%
Total Expenditures	2,381,790	1,829,820	77%

Historical Water Sales



Key Indicators Summary

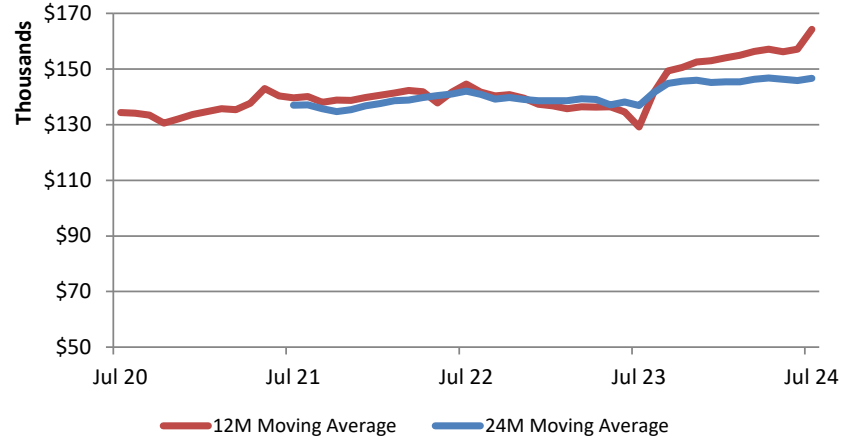
Past 12 Months	YTD	Three Year Hist Average	% Change
Water Sales	\$ 1,423,086	\$ 1,307,991	9%
Wastewater Charges	\$ 530,069	\$ 427,958	24%
Gallons Pumped*	130,854,000	135,259,800	-3%
Gallons Sold	137,682,460	128,299,537	7%

**The gallons pumped YTD will be affected by the ability to purchase off Fort Worth*

Moving Average Comparisons

12 Month Moving Average	Jul 2024	Jul 2023	% Change
Water Sales	\$ 164,181	\$ 129,120	27%
Sewer Sales	\$ 46,323	\$ 46,284	0%
Gallons Pumped*	13,385,733	12,873,013	4%
Gallons Sold	15,184,555	12,842,369	18%
Water Loss	13%	0%	

Water Sales Historical Moving Averages





City of Hudson Oaks FY24 Dashboard

Financial Overview: Dyegard Fund & Stormwater Fund

Period Ending: July 31, 2024

Dyegard Fund

Revenue Summary

Past 12 Months	Budget	YTD	% of budget
Water Sales	\$ 270,000	\$ 245,412	91%
Charges for Services	\$ 3,000	1,997	67%
Total Revenue	273,000	247,409	91%

Expenditure Summary

Past 12 Months	Budget	YTD	% of budget
Professional Services	\$ 9,000	\$ 4,733	53%
Supplies	\$ 4,000	-	0%
Operations	\$ 13,100	36,251	277%
Maintenance & Repairs	\$ 21,000	220	1%
Debt Service	\$ 146,363	121,969	83%
Total Expenditures	193,463	163,173	84%

Stormwater Fund

Revenue Summary

Past 12 Months	Budget	YTD	% of budget
Stormwater Sales	\$ 200,000	\$ 179,307	90%
Charges for Services	-	-	0%
Grant Revenue	-	-	0%
Total Revenue	200,000	179,307	90%

Expenditure Summary

Past 12 Months	Budget	YTD	% of budget
Professional Services	\$ -	\$ -	-
Supplies	-	-	-
Operations	-	-	-
Maintenance & Repairs	140,000	18,300	13%
Debt Service	83,875	-	0%
Total Expenditures	223,875	18,300	8%



HUDSON OAKS

City of Hudson Oaks FY24 Dashboard

Financial Overview: Investment Report

Period Ending: July 31, 2024

Investment Report

Reserve Funds	Beginning	Interest	Ending
Reserve	Balance	Earned	Balance
TexPool General Reserve	\$ -	\$ -	\$ -
TexPool Sales Tax Reserve	-	-	-
TexPool Enterprise Reserve	-	-	-
TexStar General Reserve	3,136,356	14,153	3,150,509
TexStar Capital Projects Reserve	31	0	31
TexStar 2023 General Cap CO	1,607,902	7,256	1,615,157
TexStar Water Projects Reserve	9,779	44	9,823
TexStar Wastewater Reserve	185,633	838	186,470
<i>Total</i>	<i>4,939,700</i>	<i>22,290</i>	<i>4,961,991</i>

Investments

Vehicle	Principle	Rate	Balance
Plains Capital CD	\$ 232,505	1.20%	\$ 232,505
<i>Total</i>	<i>232,505</i>		<i>232,505</i>