



DOUBLE OAK

Town of Double Oak
Town Council – Public Meeting in
person

Double Oak Town Hall
320 Waketon Road, Double Oak TX
75077

Monday, August 3, 2020
7:00 p.m.

In response to the coronavirus pandemic, effective March 16, 2020, Texas Governor Abbott suspended certain Open Meeting rules to allow meetings of government bodies that are accessible to the public to decrease large groups of people from assembling. The suspension temporarily removes the requirement that government officials and members of the public be physically present at a meeting location. The town's online public meetings can be viewed online during the meeting.

There will be limited seating in the Mayor Bill Wilkinson Community-Government Room to allow for social distancing. Meeting participants may be asked to wait in the lobby until their name is called.

● **Facebook Live** on the facebook.com/doubleoaktx/ (*Anonymous viewing*)

● **Email Town Secretary Eileen Kennedy** (eileen.kennedy@doubleoak.texas.gov)

- Residents can participate by emailing their questions/comments for the meeting.
- Emails must be received by 5:00 p.m. the day of the meeting.
- Please state whether your emailed comment is regarding a specific agenda item or a non-agenda item. Your comment will be read into the record during the meeting. (must be within the 3-minute time limit)

- I. Opening:
- Call to Order
 - Roll Call
 - Invocation
 - Pledge of Allegiance – American Flag
 - Pledge of Allegiance – Texas Flag

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

II. Citizens comments

- III. Consent Agenda - All consent agenda items listed are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

1. Consideration on minutes of July 20, 2020

IV. Mayor, Council Members and Staff reports:

2. Mayor and Council
3. Public Works - Code Enforcement – Animal Control
4. Administration
5. Public Safety
6. Roads and Drainage Committee

V. New business agenda (consideration and action):

7. Discussion, consideration and action on awarding a bid to mill and overlay Timberleaf Drive.

Presentation: Mayor Pro-Tem Joe Dent

8. Discussion, consideration and action directing the town engineer to continue developing the town's storm water management drainage plan, and all matters related.

Presentation: Mayor Pro-Tem Joe Dent

9. Discussion, consideration and action on setting the maximum tax rate for fiscal year 2020-2021

Presentation: Treasurer Billie Garrett

10. Discussion, consideration and action on setting the date and time for a Public Hearing on 2020-2021 fiscal year proposed budget and tax rate.

Presentation: Treasurer Billie Garrett

11. Discussion, consideration and action on Employee Benefits Renewal and Recommendation from Rodney Dryden, Wellspring Insurance Agency.

Presentation: Staff

12. Discussion on 2020-2021 fiscal year budget and tax rate.

Presentation: Town Treasurer Billie Garrett

13. Citizens comments

14. Council – staff announcements and comments:

- Deborah Schmidt will have her 18-year anniversary with Double Oak on August 8th
- Lonnie Sneed will have his 4-year anniversary with Double Oak on August 8th
- Michael Wyman will have his 14-year anniversary with Double Oak on August 21st

15. Adjournment

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney, or on any other item covered under the code, on any agenda item listed herein.

The Town of Double Oak reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

I certify that the above notice of meeting was posted by Friday, July 31, 2020 by 4:00 p.m. on:

- 1) Bulletin boards located in the Town Hall Parking Lot at 320 Waketon Road, Double Oak, Texas
- 2) On the Town's website (<https://doubleoak.texas.gov>)



Town Secretary

PUBLIC PARTICIPATION

If you wish to address the Council, please sign the "CITIZENS WHO WISH TO SPEAK TO THE TOWN COUNCIL" sheet before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Council for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Council during the Citizen Comments portion of the meeting or when the item is considered by the Town Council.

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 the Town Secretary's office at 972.539.9464, fax 972.539.9613 or email to eileen.kennedy@doubleoak.texas.gov for additional information.

UNAPPROVED-NOT FOR PUBLICATION

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in a regular session at 7:00 p.m. July 20, 2020 with the following members present to-wit:

Mike Donnelly	Mayor
Joe Dent	Mayor Pro-Tem
Billie Garrett	Deputy Mayor Pro-Tem
Von Beougher	Council Member

Council Members Anita Nelson and Scott Whisenhunt were absent. Also, in attendance were Town Secretary Eileen Kennedy, Assistant Town Secretary Lynn Jones, Police Chief Derrick Watson, and Municipal Clerk Brian Shults.

Mayor Donnelly called the meeting to order at 7:00 p.m.

Mayor Pro-Tem Dent gave the invocation. Deputy Mayor Pro-Tem Garrett, led the pledge of allegiance to the American and Texas flags.

II. Citizens comments

None

III. Consent Agenda

1. Consideration on minutes of July 6, 2020
2. Consideration and action on interlocal agreement for shared governance communications & dispatch services with Denton County.

Motion Dent, second Beougher to approve the consent agenda as presented.

AYE: Garrett, Dent, Beougher
ABSTAIN: None
NAY: None

MOTION PASSED

IV. Mayor, Council Members and Staff reports:

3. Mayor and Council

Mayor Donnelly reported on some drainage issues. This will come back to council in the future.

4. Public Works - Code Enforcement – Animal Control

Mayor Donnelly stated three more Code Enforcement letters have been mailed out.

5. Administration

Assistant Town Secretary Lynn Jones reported court is still virtual and in accordance with the Office of Court Administration (OCA).

6. Public Safety

Police Chief Watson reported the delivery of the new patrol vehicle is still in process. DOVFD responded to a couple of calls.

7. Road and Drainage Committee

None

IV. New business agenda (consideration and action):

Mayor Donnelly skipped to item 9 in the agenda.

9. Discussion, consideration, and action on audio, video, and technology improvements for Town Hall

Tony Polanco, DFW AV Pros, presented an updated proposal * to the council. Motion Dent, second Beougher to approve the updated proposal for audio/video equipment for Town Hall in an amount not to exceed \$45,000.

AYE: Dent, Garrett, Beougher

ABSTAIN: None

NAY: None

MOTION PASSED

The Mayor returned to the agenda order.

8. Discussion, consideration, and action on revisions to the Personnel Policy Manual Section 5.4-Holidays.

Motion Beougher, Dent second the changes to the Personnel Policy Manual Section 5.4-Holidays.

* a copy is attached and made a part of these minutes

AYE: Dent, Garrett, Beougher
ABSTAIN: None
NAY: None

MOTION PASSED

10. Discussion, consideration, and action on authorization of funds for Timbercreek clean-up.

Motion Garrett, Dent second to have 1-2 Tree do the clean-up at Timbercreek in an amount not to exceed \$4,000.

AYE: Garrett, Beougher, Dent
ABSTAIN: None
NAY: None

MOTION PASSED

11. Discussion on preparation of 2020-2021 Fiscal Year Budget

The Town Treasure, Billie Garrett, presented an overview of the 2020-2021 budget. Discussion followed. No action taken.

12. Citizens comments-None

13. Council – staff announcements and comments: None

14. Adjournment

With no further business to come before Council, Dent motion, Garrett second, the meeting adjourned at 9:01 p.m.

Town Secretary

Mayor



5616 Somerville Dr.
Frisco, TX 75034
contact@dfwavpros.com
dfwavpros.com
469-774-5945

Estimate

For: Double Oak Town Hall
brian.shults@doubleoak.texas.gov
320 Waketon Rd,
Double Oak, TX 75077

Estimate No: 596
Date: 06/29/2020

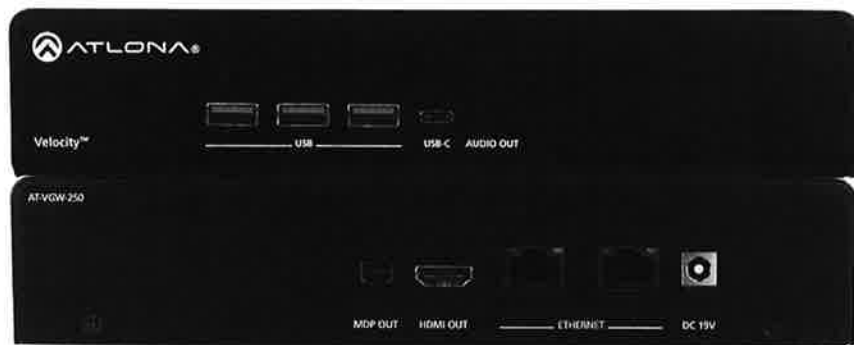
Description	Quantity	Rate	Amount
Atlona AT-UHD-SW-510W Universal Switcher with Wireless Link	1	\$1,974.99	\$1,974.99
Velocity System 8" Touch Panel AT-VTP-800-BL W/Table Stand	1	\$1,449.99	\$1,449.99
Atlona AT-VGW-HW3 Control Processor for Velocity Control System	1	\$959.99	\$959.99
Atlona AT-HDVS-210H-TX-WP-KIT 4K HDMI over HDBaseT 2x1 Switch Wall Plate Extender Kit	1	\$1,099.99	\$1,099.99
Episode® 70V IP-Enabled Amplifier 150W x 2 Channels ESA-70V2CH-150W	1	\$1,099.99	\$1,099.99
Atlona AT-UHD-EX-70C-RX 4K Ultra HD HDBaseT Receiver - 230 ft	1	\$249.99	\$249.99
Atlona AT-UHD-EX-70C-KIT 4K/UHD HDMI over HDBaseT TX/RX with Control and PoE	2	\$499.99	\$999.98
Epson PowerLite L615U - Laser Light Engine	2	\$3,499.99	\$6,999.98
Dragonfly Motorized 16:9 Matte White Projection Screen DFM-NTT-120-MW	2	\$1,799.99	\$3,599.98
Episode 800 Commercial Series 70-Volt In-Ceiling Speaker with Tile Bridge & 6" Woofer ECS-800-IC-6	8	\$199.99	\$1,599.92
Strong™ Universal Fine Adjust Projector Mount 50 lbs. Weight Capacity - Black SM-PROJ-XL-BLK	2	\$249.99	\$499.98
Binary B4 Series 4K Ultra HD High Speed HDMI® Cable with Ethernet - 1.5m (5 ft) B4-HD-1.5	7	\$29.99	\$209.93

Subtotal	\$39,104.31
TAX 0%	\$0.00
Total	\$39,104.31

Total	\$39,104.31
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Atlona AT-VGW-250.jpg



Epson Powerlite L6165U.jpg



Listen Tech LCS-120-01-WiFi-RF-base.png





July 30, 2020
AVO 37946.120

Ms. Eileen Kennedy
Town Secretary
Town of Double Oak
320 Waketon Road
Double Oak, Texas 75077

RE: Timberleaf Drive – Letter of Recommendation

Dear Ms. Kennedy,

Bids were opened for the above referenced project on Wednesday, July 29, 2020 at 10:00 a.m. at Double Oak Town Hall. Six (6) bids were received for the project. Halff Associates has verified the bid tabulations and the overall low bidder is **Peachtree Construction**. Please see a summary of the Timberleaf Drive bids below. The low bidder and bid amount are highlighted.

Whispering Oaks Drive Bid Summary	
Contractor	Base Bid
Peachtree Construction, Ltd.	\$57,520.00
Pavecon Public Works	\$61,235.00
Advanced Paving Company	\$64,610.00
Reliable Paving, Inc.	\$67,700.00
Texas Materials Group dba Texas Bit	\$74,078.00
FNH Construction, LLC	\$150,700.00

Peachtree Construction's bid bonds, qualifications, and experience are attached to this letter. Peachtree listed the following referenced projects:

1. Town of Prosper – Prosper Trail from Coit Road to Custer Road. This was a base repair and overlay in October 2018 in the amount of \$81,611.00
2. City of Keller – 2014 Residential Reconstruction Project. Asphalt reconstruction in January 2016 for \$938,048.00.
3. City of Bedford – 2019 Street Mill & Overlay. This was a 2" mill and overlay project in October 2019 in the amount of \$782,445.87.

In 2010 Peachtree Construction did an asphalt overlay for Knob Hill Drive, Creekside Drive, Oakview Drive and Rancho Vista for the Town of Double Oak.

HALFF ASSOCIATES, INC.

4000 FOSSIL CREEK BOULEVARD
FORT WORTH, TX 76137-2720

TEL (817) 847-1422
FAX (817) 232-9784

WWW.HALFF.COM



Eileen Kennedy
Town of Double Oak
July 30, 2020
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Halff recommends awarding the Timberleaf Drive mill and overlay project to **Peachtree Construction, Ltd.** in the amount of **\$57,520.00**.

If you have any questions, please contact me at (817) 847-1422.

Sincerely,

HALFF ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "B. Haynes", is written over the company name.

Brian C. Haynes, PE, CFM
Vice President



July 30, 2020

Ms. Eileen Kennedy
Town Secretary
Town of Double Oak
320 Waketon
Double Oak, Texas 75067

Re: Employee Benefits Renewal and Recommendation

Dear Ms. Kennedy:

The renewals have been received for medical, dental, life and disability for the October 1, 2020 renewal cycle. The renewal rates for the benefits provided by the Town of Double Oak are mostly unchanged.

The medical renewal presented by TML represents an increase of 5% or \$6,617 annually, if the Town elects to renew with TML a "re-rate" credit will be applied in the amount of \$6,224 divided evenly over 12 months. Once the re-rate credit is applied the net increase is \$393 annually. The TML pool has run well over the past 12 months which has produced this re-rate credit 2 years in a row. TML is the best option for the Town.

Principal currently provides dental coverage to the Town and they have provided a renewal with a 0% increase, however Dental Select has offered a plan that reduces the cost to the Town by \$1731 annually. My recommendation is to transition to Dental Select.

MetLife currently provides life, STD and LTD coverage and they have requested an increase of \$405 annually increasing cost from \$5,035 to \$5440. Because of the percentage of first responders we were unable to secure a more competitive option for the Town.

The overall cost to the Town for all benefits provided represent an overall reduction in cost of \$933 annually.

Thank you for the opportunity to represent the Town of Double Oak.

Sincerely,

Rodney K. Dryden