



DOUBLE OAK

Town of Double Oak
Town Council – Public Online
Meeting

Double Oak Town Hall
320 Waketon Road, Double Oak
TX 75077
Monday, May 18, 2020
7:00 p.m.

In accordance with order of the Office of the Governor issued March 31, 2020, the Double Oak Town Council will conduct an online meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

How to Watch:

The town's online public meetings can be viewed online during the meeting.

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

How to Participate:

Residents can view, and participate in the following ways below, but must first register with the link below:

- **Online by joining the Zoom Meeting (*via phone or computer*)**
 - ZOOM ACCOUNT: Sign up for a free Zoom account: <https://zoom.us/signup> or login with an existing account.
 - TEST AUDIO IN ZOOM: Participants must enable their microphone. Please test your microphone and speaker prior to the meeting.
 - REGISTER: <https://zoom.us/j/89741186016> Participants must register for the Zoom webinar and share their full name, email address, home address, and phone number (*only your name will be visible to other attendees*).
 - RAISE YOUR HAND: During the public meeting, you must select “Raise Hand” in Zoom to indicate you are ready to speak when the Mayor offers to take comments from remote participants. Participants will be enabled to speak by the Zoom webinar host. The participant will return to listen- only mode once finished or when the three-minute time limit is reached.
- **Call the Zoom Phone Meeting line (US toll free)**
 - Call (877)853-5247 or (888)788-0099
 - The system will prompt you to enter the Webinar ID: **897 4118 6016**, followed by “#”.
 - To indicate you’d like to speak, enter “*9”. The system will enter your phone number into the speaker queue and when it’s your turn, staff will call out a portion of your phone number to identify you, and your phone will be unmuted during the designated time (public participation or public hearing).
 - Your comments should be limited to three minutes (the same amount of time given to comments during an in-person meeting)
- **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)

All meetings will be recorded and available for viewing the following day at doubleoak.texas.gov, under the “Town Council” tab.

- 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.”

***Moment of silence in honor and remembrance of
former Mayor Pro Tem Jerry Lamel***

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 April 20, 2020
2. Consideration on nominating Jim Carter to Denco 9-1-1 Board of Managers

IV. Recognition of Honored Guests

V. New business agenda (consideration and action):

3. Administer Oath of Office to Council Member-Elect Anita Nelson
4. Administer Oath of Office to Council Member-Elect Joe Dent
5. Administer Oath of Office to Council Member-Elect Billie Garrett
6. Administer Oath of Office to Council Member-Elect Von Beougher
7. Discussion, consideration, and action on selection of Mayor Pro-Tem

Presentation: Mayor Donnelly

8. Discussion, consideration, and action on selection of Deputy Mayor Pro-Tem

Presentation: Mayor Donnelly

9. Citizens comments
10. Council – staff announcements and comments:
11. 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, May 15, 2020 by 4:00 p.m. on:

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

_____

Town Secretary

**UNAPPROVED-NOT FOR
PUBLICATION**

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

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

Mike Donnelly	Mayor
Scott Whisenhunt	Mayor Pro-Tem
Joe Dent	Deputy Mayor Pro-Tem
Anita Nelson	Council Member
Billie Garrett	Council Member
Von Beougher	Council Member

Also, in attendance were Town Secretary Eileen Kennedy, Assistant Town Secretary Lynn Jones, Administration Town Clerk Brian Shults and Police Chief Derrick Watson.

Mayor Donnelly called the meeting to order at 7:02 p.m.

Rev. Charlie Ridenour, pastor of Crossroads Bible Church gave the invocation. Mayor Donnelly led the pledge of allegiance to the American and Texas flags.

II. Citizens comments

None

III. Consent Agenda

1. Consideration on amendment to the minutes of January 21, 2020
2. Consideration on minutes of February 3, 2020
3. Consideration on minutes of March 23, 2020
4. Consideration on work order authorization agreement with Halff & Associates to prepare the TCEQ MS4 Annual Report (Year 1) FY 2020
5. Consideration on quote from Comen Enterprise to repair two damaged guardrails on Kings Road in the amount of \$1,500.00.

Motion Nelson, second Whisenhunt to approve the consent agenda as presented.

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

MOTION PASSED

IV. Mayor, Council Members and Staff reports:

6. Mayor and Council-Mayor Donnelly thanked Double Oak's first responders for putting in place protocols necessary during this time. He also thanked the town's staff and especially Brian Shults for his tremendous job setting up the Zoom meeting. The Mayor thanked all Double Oak residents, state and county officials, and the surrounding cities for all their efforts during the pandemic.
7. Administration-Assistant Town Secretary Lynn Jones commented that building permits have been active as ever during the shutdown.
8. Public Safety-None

V. New business agenda (consideration and action):

9. Discussion, consideration and action on the certification of unopposed candidates by the Town Secretary

Motion Whisenhunt, second Beougher to approve the certification of unopposed candidates.

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

MOTION PASSED

10. Discussion, consideration and action on an ordinance canceling a general election to be held on May 2, 2020 for the purpose of electing three town council members, and canceling a special election to elect one council member to fill a vacancy in office to serve for the remainder of the unexpired term of office.

Motion Whisenhunt, second Dent to approve an ordinance canceling a general election to be held on May 2, 2020 for the purpose of electing three town council members, and canceling a special election to elect one council member to fill a vacancy in office to serve for the remainder of the unexpired term of office.

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

MOTION PASSED

11. Citizens comments-None

12. Council – staff announcements and comments:

- Town Secretary Eileen Kennedy celebrated her 14th anniversary with the town on March 15th.

Mr. Dent gave a special thanks to Brian Shults for his work getting all council members tablets up and running for the Zoom meeting. Mr. Beougher echoed kudos for Brian Shults and also thanked staff.

17. Adjournment

With no further business to come before Council, Beougher motion, Nelson second, the meeting adjourned at 7:27 p.m.

Town Secretary

Mayor



Denco Area 9-1-1 District

1075 Princeton Street ▪ Lewisville, TX 75067

Phone: 972-221-0911 ▪ Fax: 972-420-0709 ▪ DENCO.ORG

TO: Denco Area 9-1-1 District Participating Municipal Jurisdictions

FROM: Gregory S. Ballentine, Executive Director

DATE: March 31, 2020

RE: Nomination for the Denco Area 9-1-1 District Board of Managers

Chapter 772, Texas Health and Safety Code, provides for the Denco Area 9-1-1 District Board of Managers to have "two members appointed jointly by all the participating municipalities located in whole or part of the district." The enclosed resolution describes the appointment process of a municipal representative.

Each year on September 30th, the term of one of the two members appointed by participating municipalities expires. This year it is the term of Jim Carter. Members are eligible for consecutive terms and Mr. Carter has expressed his desire to serve another term.

Denco requests the following actions by the governing bodies of each of the 32 municipalities in the district:

- 1. Immediate Action (Nominate):** If your city/town would like to nominate a candidate to represent the municipalities on the Denco Board of Managers, please send a letter of nomination, by way of council action, and résumé of the candidate to the Denco Area 9-1-1 District office. Nominees are historically current or formal elected officials in the district; however, there are no official prerequisites. **For a nomination to be considered, written notification of council action must reach the Denco Area 9-1-1 District by 5:00 p.m. May 31, 2020.** No nominations shall be considered after that time.
- 2. Future Action (Vote):** On June 1, 2020, Denco staff will send the slate of nominees to each city/town for consideration, requesting the city/town council vote by resolution for one of the nominees. **Written notice of the council's selection must reach the Denco Area 9-1-1 District by 5:00 p.m. on July 31, 2020.** No votes will be accepted after that time. However, if a nominating municipality does not thereafter formally vote, its nomination will automatically count as a vote for its nominee.
- 3. Process Closure (Results):** The candidate with the most votes will be the municipalities' representative to the Denco Area 9-1-1 District Board of Managers for the two-year term beginning October 1, 2020.

Please send a copy of your council's official action and candidate résumé to the Denco Area 9-1-1 District, **1075 Princeton Street, Lewisville, TX 75067** or to Melinda Camp at melinda.camp@denco.org. Denco staff will acknowledge receipt and sufficiency of the submitted documents. **If that acknowledgement is not received within one (1) business day, or you have any other questions, please contact Ms. Camp at 972-221-0911.** As a courtesy, Denco will provide notification of your council's action to the nominee.

A sample nomination resolution has been enclosed for your convenience. Thank you for your support of the Denco Area 9-1-1 District.

Enclosures

Eileen Kennedy

From: Carter, Jim <JCarter@Halff.com>
Sent: Sunday, April 19, 2020 1:59 PM
To: Eileen Kennedy
Subject: DENCO 911 BOARD ELECTION - Re-Elect JIM CARTER
Attachments: Resume.docx

Eileen,

Please print the email and resume and give to the council members and mayor. I am unable to obtain their email address. If you prefer I send it, please provide their email addresses. Please include the attached resume if you print. Thank you.

Honorable Mayor and Council,

Your Secretary recently received a letter from Mr. Greg Ballentine, Executive Director Denco Area 911.. The letter explains the procedure for nominating a municipal member to the Denco Board for a two-year term. My name is Jim Carter. I was elected to the board six years ago and desire to continue to serve your municipality. I am requesting your support, nomination, and vote to continue to serve you. Attached is my resume. However, below is a simpler explanation and endorsement of my previous experiences and qualifications as noted by my friend and fellow board member Mayor Sue Tejml:

Mayor and Council Members:

During every normal day of emergencies in our County, but especially in this pandemic, we rely heavily on timely and accurate 911 responses and dispatches. The **TECHNICAL RELIABILITY** of our 911 system is crucial to its effectiveness. For years our Denco 9 11 has been recognized as the **Premier 911 Organization in our State** – and has also received national recognition. Executive Director Greg Ballentine is the former President of National Emergency Number Association.

As Vice Chairman of Denco 911's five member Board of Managers, I have served beside Board Member **JIM CARTER** for the past 6 years. Jim and I have been elected in alternate years to represent the 32 member municipalities in Denton County. Below are a few facts to consider, and why I believe he is the best qualified candidate for your support to serve another two year term. (Board members volunteer time and expertise; it is an unpaid position.)

(1) EMERGENCY SERVICES: Jim has an extensive background in Emergency Services. For 14 years he served as the first mayor of the Town of Trophy Club, Texas. He led the Emergency Team during a number of disasters: drownings, fires, floods, hazardous highway accidents, tornadoes, and other emergency situations. Jim served 8 years as Denton County Commissioner. He was a prime supporter in establishing the first Emergency Services District in Denton County and is serving a 10th year as its unpaid president. (The Commissioners Court appointed Carter to the ESD #1 Board; his 4 fellow Board Members elected Jim President.) ESD #1 funds fire and emergency medical for 76 SQUARE MILES of Denton County. It includes the towns of Argyle, Bartonville, Copper Canyon, Corral City, Northlake - and unincorporated Denton County like Lantana and Robson Ranch. Jim has been recognized in Texas by the State Association of Fire and Emergency Districts (SAFE-D) and has served on their STATE BOARD for 9 years.

(2) CORPORATE FINANCE and MANAGEMENT: Carter also brings a wealth of professional finance and business management experience. As ZONE VICE PRESIDENT of Fortune 500 corporation FRITO-LAY (PEPSICO), Carter was responsible for United States domestic development - as well as international global development. As CEO of MERCANTILE Corporation, he developed 2,000 prime commercial acres alongside I-35W in downtown Fort Worth and supervised three regional banks, along with other business interests. This incredible breadth of both emergency and business expertise is invaluable in guiding Denco 911's critical response during our current pandemic crisis.

(3) SUPPORTED by our CITIES and TOWNS: In the past two Denco 911 Board Elections, our 32 County municipalities have overwhelmingly supported Carter. In the 2016 election, 30 municipalities voted. Jim received 27 of the 30 votes. In the 2018 election, 28 municipalities voted. Jim received 25 of the 28 votes. (The other candidates received primarily only the vote of the city-town in which they resided.)

As the most qualified candidate for the Denco 911 Board of Managers, I am asking your Council to nominate and vote for **Jim Carter** again this year. Now is no time to experiment with change. Let's keep Denton County's superb 911 Service on target to keep all of us safe in these crucial times!

Respectfully, SUE

SUE ROSSON TEJML

Vice Chairman, Denco 911 Board of Manager

Mayor of Copper Canyon, Texas for 14 years (2005-2019)

Retired attorney, Texas State Board Certified in Family Law

Past President, Matagorda County Bar Association

Past City Attorney and Police Advisor, Bay City, Texas

Past Denton County volunteer CASA ADVOCATE ("Court Appointed Special Advocate" for physically and sexually abused children)

Please feel free to contact Sue or Jim with any comments, criticisms, or suggestions.

Contact information: Sue's: Stejml@aol.com, Cell: 940-368-1085, Jim's: jcarter@halff.com, Cell: 817 239 7791.

In order to simplify the board's nomination and election procedure the board has made a change to decrease the amount of administrative process by municipalities. This year if you nominate a individual that will count as your vote unless you send in a vote for a different candidate.. No attorney approval is required by Denco 911.

Jim Carter

O: (972) 829-8958

Halff Associates, Inc.

1001 Cross Timbers Rd. Suite 2000
Flower Mound, TX 75028-8829

JIM CARTER

6101 Long Prairie Road
Ste 744-110
Flower Mound, Texas 75028

(817) 239-7791
jim.carter1@icloud.com

EDUCATION

College Degree:	University of Georgia, B.B.A. Finance
Post Graduate:	Georgia Tech, University of Tennessee, University of Michigan, Texas Women's University, American Management Association

PROFESSIONAL EXPERIENCE

Department Head, Finance	General Motors Corporation
Zone Vice-President	Frito-Lay, Inc., International and Domestic Development
President, C.E.O.	Mercantile Corporation Responsible for 3 Banks, developed 2,000 prime commercial acres in Fort Worth adjacent to I-35W,
Current: Principal	James P. Carter & Associates – Consultant & Mediator To business and governmental entities
Professional Licenses	Texas Real Estate License, Certified Mediator

PUBLIC SERVICE EXPERIENCE

Mayor	Trophy Club, Texas – 14 years
Municipal Court Judge	Trophy Club, Texas – 12 years
Emergency Manager	Trophy Club, Texas – 14 years
County Commissioner	Denton County, Texas – 8 years
Vice President	Texas Association of Counties
President-Current	Denton County Emergency Services District #1 Fire and Emergency Medical over 65 square miles Serving 5 municipalities: (Argyle, Bartonville, Copper Canyon, Draper, and Northlake); Lantana Freshwater Supply Districts #6 and #7 and unincorporated areas of Denton County
Texas State Board Member- Current	State Association Fire and Emergency Service Districts – Trains Emergency Services District Commissioners

Board Member Denco 911-Current	Emergency telecommunications system that assists its member jurisdictions in managing police, fire and medical emergency calls.
Mission Leader – Guatemala	Constructed purified water system in remote villages, shared the “Good News” of Jesus’s love.
Team Leader	Provide housing and food to victims of Hurricane Katrina.
Team Leader	Made several trips to Sabine Pass to aid victims of Hurricane Rita.

COMMUNITY AND CHARITY SERVICES

Baylor Healthcare System	Trustee – 10 Years
University of North Texas	President’s Council
Texas Student Housing Corp	Chairman – 20 Years, providing Residential Scholarships at UNT, A&M, UT Austin
Boy Scouts of America	Longhorn Council, District Chairman
First Baptist Church, Trophy Club	Chairman, Stewardship Committee and Senior Bible Teacher

US MILITARY

US Navy	11 years – active and reserve service
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Honors: Who’s Who in the South and Southwest, Who’s Who in U.S. Executives, Honorary Fire Chief Argyle Fire District

Resolution No. 20-02

A RESOLUTION NOMINATING ONE MEMBER TO THE BOARD OF MANAGERS OF THE Denco AREA 9-1-1 DISTRICT.

WHEREAS, Section 772, Health and Safety Code, provides that two voting members of the Board of Managers of an Emergency Communications District shall be appointed jointly by all cities and towns lying wholly or partly within the District;

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF DOUBLE OAK, TEXAS:

Section 1

The Town of Double Oak hereby nominates JIM CARTER
as a member of the Board of Managers for the Denco Area 9-1-1 Emergency Communication District.

Section 2

That this resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED this the 18th day of May 2020.

Mayor
Town of Double Oak

ATTEST:

Town Secretary