

**STATE OF TEXAS  
COUNTY OF DENTON  
TOWN OF DOUBLE OAK**

The Double Oak Town Council met in regular session at 7:30 p.m. Thursday, September 21, 2023, at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Patrick Johnson	Mayor
Connie Schoenrade	Mayor Pro-Tem
Mike Gwartney	Deputy Mayor Pro-Tem
Pat Wellen	Council Member
Mark Dieterich	Council Member

Council Member Jean Hillyer was absent. Also in attendance were Town Secretary Eileen Kennedy, Assistant Town Secretary Lynn Jones, Police Chief Ruben Rivas, and Assistant Police Chief Cassandra Gaines.

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

**II. Citizen Comments Non-Agenda Subjects**

Dave Hillyer, 170 Trailing Oaks Drive.

**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 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 and action on minutes of September 5, 2023. \*
2. Consideration and action on invoices from Halff in the amount of \$12,926.85 and \$19,182.17 for engineering services for the Comprehensive Drainage Plan. Said invoices are to be paid out the SLFRF Balance Fund.

Motion Schoenrade, seconded by Dieterich to approve the consent agenda.

AYE: Wellen, Schoenrade, Gwartney, Dieterich  
NAY: None  
ABSTAIN: None

Motion carried 4-0-0

**IV. Mayor, Council Members and Staff reports:**

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

**V. New business agenda (consideration and action):**

9. Presentation from SPAN, Inc. and discussion, consideration, and action on an Interlocal Agreement for Services with SPAN, Inc.

Max Calder, SPAN Director of Operations, gave a Power Point presentation on SPAN.

Motion Schoenrade, seconded by Wellen, to enter into an agreement with SPAN to pay a reasonable fee for trip service in an amount not to exceed \$600 for fiscal year 2023-2024.

AYE: Gwartney, Dieterich, Wellen, Schoenrade

NAY: None

ABSTAIN: None

Motion carried 4-0-0

Mayor Johnson skipped to item 11 in the agenda.

11. Discussion, consideration and action on an Addendum to the Double Oak EMS contract with Flower Mound EMS for the new contract rates.

Motion Schoenrade, seconded by Dieterich to approve an Addendum to the Double Oak EMS contract with Flower Mound EMS for the new contract rates.

AYE: Schoenrade, Dieterich, Wellen, Gwartney

NAY: None

ABSTAIN: None

Motion carried 4-0-0

Mayor Johnson went back to the agenda order.

10. Discussion, consideration, and action on moving \$256,444.77 from account 3600-Street and Drainage Fund to account 540110-Current Year Road Repairs.

Motion Wellen, seconded by Schoenrade to approve moving \$256,444.77 from account 3600-Street and Drainage Fund to account 540110-Current Year Road Repairs.

AYE: Schoenrade, Dieterich, Wellen, Gwartney  
NAY: None  
ABSTAIN: None

Motion carried 4-0-0

12. Discussion, consideration and action of an ordinance to require all salary increases awarded to the employees of the Town of Double Oak to be included in the budgetary process and to be issued on merit determined by a performance evaluation process as stated in the policies of the Personnel Handbook.

Motion Wellen, seconded by Schoenrade to an ordinance to require all salary increases awarded to the employees of the Town of Double Oak to be included in the budgetary process and to be issued on merit determined by a performance evaluation process as stated in the policies of the Personnel Handbook.

AYE: Dieterich, Gwartney, Schoenrade Wellen,  
NAY: None  
ABSTAIN: None

Motion carried 4-0-0

13. **Public Hearing** on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year and to consider a tax rate of \$0.206225 per \$100 assessed valuation.

Mayor Johnson opened the Public Hearing at 8:48 p.m.  
Mayor Johnson closed the Public Hearing at 8:49 p.m.

14. **Public Hearing** on the proposed budget for fiscal year 2023-2024.

Before the Mayor opened the Public Hearing, the following citizens spoke to the 2023-2024 budget:

Mike Donnelly, 302 E. Carruth  
Phyllis Meyerson, 133 East View Court  
Kennon Moffitt, 140 Shady Oaks Lane  
Thomas Meyer, 170 Park Lane  
Billie Garrett, 103 W. Carruth  
Christine McIntyre, 210 Twin Lakes Drive  
Jaqui Barrow, 200 Oakview Drive

Mayor Johnson recessed the meeting at 9:51 p.m. for a short break.  
The meeting reconvened at 9:58 p.m.

Mayor Johnson opened the Public Hearing at 9:59 p.m.

The following citizens spoke to the budget during the Public Hearing:

Mike Donnelly, 302 E. Carruth  
Donna Gilliam, 221 Waketon Extension  
Dave Hillyer, 170 Trailing Oaks Drive  
Cynthia Ray, 170 Whistling Duck

Mayor Johnson closed the Public Hearing at 10:09 p.m.

15. Discussion, consideration, and action on an ordinance adopting the fiscal year 2023-2024 budget.

Motion Gwartney, seconded by Schoenrade, to approve an ordinance adopting the fiscal year 2023-2024 budget.

AYE: Schoenrade, Wellen, Dieterich, Gwartney  
NAY: None  
ABSTAIN: None

Motion carried 4-0-0

16. Discussion, consideration, and action on ratification of the vote on the fiscal year 2023-2024 annual budget which results in more revenues from ad valorem taxes than the previous year.

Motion Schoenrade, seconded by Gwartney to ratify the vote on the fiscal year 2023-2024 Annual Budget which results in more revenues from Ad Valorem taxes than the previous year.

AYE: Dieterich, Gwartney, Wellen, Schoenrade  
NAY: None  
ABSTAIN: None

Motion carried 4-0-0

17. Discussion, consideration and action on the Texas Government Accountability Association Policy, along with the Transparency and Ethics Interlocal Agreement.

No action taken. Postponed to a future meeting.

18. Discussion, consideration and action applications received for reappointment to Boards/Commission/Committee's and an application to the Drainage Committee.

Motion Wellen, seconded by Gwartney to reappoint the following:

Board of Adjustment  
Marty Robbins  
Dirk Meilinger

Planning and Zoning

Gary Goodman  
Andrew Weaver  
Laura Meilinger  
Edward Mehlhaff  
Dan McCormick

Appoint Chris Ernst to the Drainage Committee.

AYE: Schoenrade, Wellen, Dieterich, Gwartney  
NAY: None  
ABSTAIN: None

Motion carried 4-0-0

**VI. Old business agenda (consideration and action):**

19. Council - staff announcements and comments:

- September 25, 2023, is the adoption of the fiscal year 2023-2024 budget and tax rate.

20. Adjournment

With no further business to come before the Council, motion Wellen, second Dieterich, the meeting was adjourned at 10:47 p.m.

Approved: 10/16/2023

*Patrick Johnson*

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Patrick Johnson, Mayor

Attest:

*Eileen Kennedy*

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Eileen Kennedy, Town Secretary

