

AMENDED

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. January 21, 2020 at the Double Oak Town Hall, located at 320 Waketon Road 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, Administration Town Clerk Brian Shults and Police Chief Derrick Watson.

Mayor Donnelly called the meeting to order at 7:01 p.m.

Mayor Pro-Tem Whisenhunt gave the invocation and Council member Nelson led the pledge of allegiance to the American and Texas flags.

II. Citizens comments

None

III. Consent Agenda

1. Consideration and action on an invoice from ASC in the amount of \$7,252.38 for the balance on the outdoor weather siren located at DOVFD.

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

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

MOTION PASSED

IV. Mayor, Council Members and Staff reports:

2. Mayor and Council

Mayor Donnelly recognized Council member Von Beougher and his company, McAdams, for being featured in the *Cross Timbers Gazette*.

Council member Beougher gave a brief history of G&A Consultants and how the McAdams merger with G&A came about.

3. Public Works - Code Enforcement – Animal Control

Mayor Donnelly reported 1-2-Tree would be trimming up trees around town and some of the cost of the trimming along Waketon will be shared with Bridlewood. Mayor Donnelly thanked Gary Garrett for helping with trash pickup around town and filling some potholes.

Animal Control report was included in the agenda packet.

4. Administration

Town Secretary Eileen Kennedy reported a pre con meeting was held on the retail center and a building permit has been issued.

5. Public Safety

DOVFD-Chief Scott Whisenhunt reported a record number of calls in 2019, 198 calls.

DOPD-None

6. Road and Drainage Committee

A Roads & Drainage meeting will be held in February or March

V. New business agenda (consideration and action):

7. Discussion, consideration and action on Solid Waste Collection Agreement between the Town and Republic Services.

Jeri Harwell, Republic Services discussed the contract proposal and looking to renew on October 1, 2020. Ms. Harwell pointed out that penalty language was left out of the draft contract. Ms. Harwell also mentioned they would be increasing the number of free hauls during the year and the rate level would remain at the current level. Mayor Donnelly commented that the town attorney, David Berman, has given his approval of the contract.

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

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

MOTION PASSED

8. Discussion, consideration and action on an ordinance ordering a General Election to be held on May 2, 2020 for the purpose of electing three Town Council members and ordering a Special Election to elect one Town Council member to fill a vacancy in office and to serve a one-year term for the remainder of the unexpired term of office.

Motion Beougher, second Nelson to approve the contract with Republic Services contingent upon the town's attorney approval after adding penalty language and the senior discount and authorize the Mayor to sign.

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

MOTION PASSED

9. Discussion, consideration and action on approving revised town zoning map.

Motion Nelson, second Garrett to approve the revised town zoning map* as presented.

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

MOTION PASSED

10. Discussion, consideration and action on website design and hosting.

Administrative Town Clerk Brian Shults talked about the necessity of a new website and discussed the advantages of going with a third party instead of in-house. Brian recommended CivicPlus and noted that several of the surrounding towns used them for their websites. The general consensus of the Council is to go with Civic Plus. No action was taken, and the Mayor asked for action at the next council meeting, February 3.

11. Discussion, consideration and action on authorizing the purchase of a new police vehicle and associated equipment.

Police Chief Watson distributed quotes for a new police vehicle plus equipment*.

*copy attached and made a part of these minutes

Motion Beougher, second Nelson to approve the purchase of a new police vehicle plus equipment in an amount not to exceed \$48,000.

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

MOTION PASSED

12. Discussion, consideration and action on first quarter 2019-2020 financials

Town Secretary Eileen Kennedy and Town Treasurer Billie Garrett asked the council for questions regarding the 1st quarter financials. There were none.

Motion Dent, second Nelson to accept the 1st quarter 2019-2020 financial report as presented in the agenda packet.

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

MOTION PASSED

13. Discussion, consideration and action on an Interlocal Cooperative Agreement (ICA) between the Town of Double Oak and the Town of Flower Mound for the Waketon Road Improvement Project.

Steve Templer, Halff & Associates emailed earlier in the day an explanation of ICA* between Denton County and the Town. Mayor Donnelly commented that the Town may have to \$10-\$15K for prescriptive right of ways.

No action taken.

14. Discussion, consideration and action on audio and visual improvements for Double Oak Town Hall.

Administrative Town Clerk Brian Shults went over the information that was included in the agenda packet.

No action taken.

15. Citizens comments

None

*copy attached and made a part of these minutes

16. Council – staff announcements and comments:

- Lynn Jones celebrated her 6-year anniversary with Double Oak on January 20
- May 2, 2020 municipal election day

Terms expiring are: Council Members Anita Nelson, Joe Dent, Billie Garrett and Von Beougher

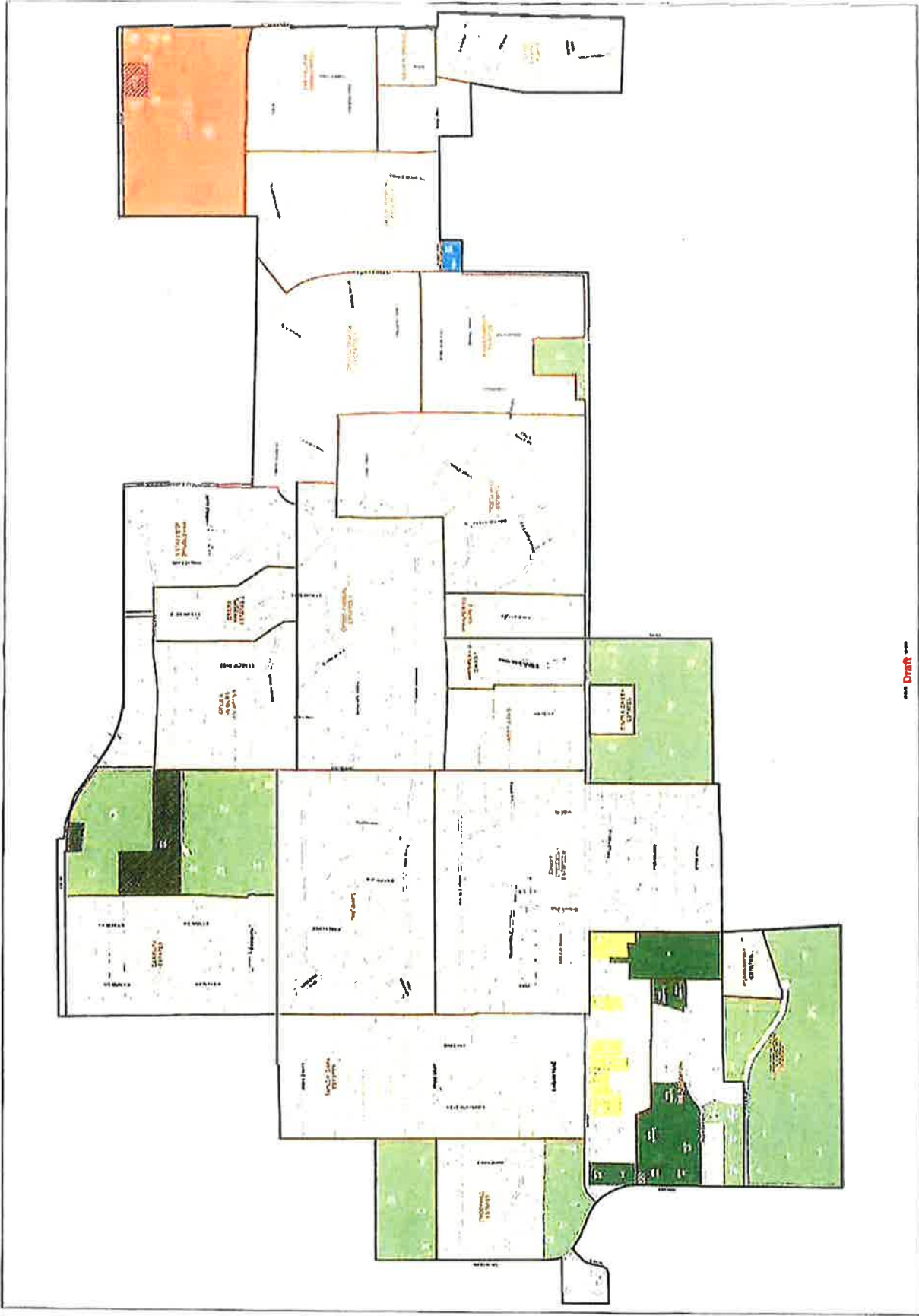
First day to file for a place on the ballot was January 15, 2020
Last day to file is February 14, 2020

16. Adjournment

With no further business to come before Council, Whisenhunt motion, Beougher second, the meeting adjourned at 8:54 p.m.

Eileen Kennedy
Town Secretary

Mike Donnelly
Mayor



Draft



HALFF
Engineering, Planning, Architecture, Surveying
1000 West 10th Street, Suite 200
Bismarck, ND 58102
701.223.4400
www.halff.com



DOUBLE OAK

TOWN OF DOUBLE OAK
Zoning
January 2020

Legend

☒ City Limit
☒ Subdivision
☒ Address
☒ Lot Number
☒ Specific Use Permit

AG-1 - Agriculture 1
 AG-2 - Agriculture 2
 F - Forest
 SF - Single Family
 MD - Medium Density
 BD - Business District
 SU - Specific Use
 O - Other

Scale = 300 Feet

0 200 400 600 800 1000 Feet

DODGE CITY

GRAB LIFE!!

321 NORTH CENTRAL SUITE# 240
MCKINNEY, TX. 75070
PHONE : 972-569-9650



QUOTE

DATE: 10/21/2019

INVOICE #

Bill To:

DOUBLE OAK

Ship To:

Comments or Special Instructions:

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	STATE ORDER #	TERMS
JEFF Y			Best Way		
QUANTITY	DESCRIPTION			UNIT PRICE	AMOUNT
1	2020 DODGE DURANGO PURSUIT			\$30,886.00	\$30,886.00
1	BLACK LEFT SPOT LIGHT			\$550.00	\$550.00
1	SPARE TIRE			\$0.00	\$0.00
1	BLACK VINYL FLOOR COVERING			\$675.00	\$675.00
1	HEAVY DUTY CLOTH SEATS			\$0.00	\$0.00
				SUBTOTAL	\$ 32,111.00
				TAX RATE	0.00%
				SALES TAX	-
				SHIPPING AND HANDLING	150.00
				TOTAL	\$ 32,261.00

DODGE CITY

GRAB LIFE!!

321 NORTH CENTRAL SUITE# 240
MCKINNEY, TX. 75070
PHONE : 972-569-9650



QUOTE

DATE: 9/26/2019
INVOICE #

Bill To:

Ship To:

SCOTT BEAL

Dana Safety Supply, Inc.
4809 Koger Blvd.
Greensboro, NC 27407

Comments or Special Instructions:

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	STATE ORDER #	TERMS
JEFF Y			Best Way		
QUANTITY	DESCRIPTION			UNIT PRICE	AMOUNT
1	2020 DODGE DURANGO AWD PURSUIT V-8			\$31,009.00	\$31,009.00
1	BLACK LEFT SPOT LIGHT			\$550.00	\$550.00
1	SPARE TIRE			\$0.00	\$0.00
1	VIYNL FLOOR COVERING			\$725.00	\$725.00
1	HEAVY DUTY CLOTH FRONT AND REAR SEATS			\$0.00	\$0.00
				SUBTOTAL	\$ 32,284.00
				TAX RATE	0.00%
				SALES TAX	-
				SHIPPING AND HANDLING	250.00
				TOTAL	\$ 32,534.00

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	302373-C
Customer No.	MISC

Bill To

DOUBLE OAK POLICE DEPT,
 320 WAKETON RD
 DOUBLE OAK, TX 75077
 USA

Ship To

Contact: LT. RUBEN RIVAS
Telephone: 972-434-5500

E-mail: RUBEN.RIVAS@DOUBLE-OAK.COM

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/26/19	GROUND	QUOTED FREIGHT		NET30	
Entered By		Salesperson	Ordered By	Resale Number	
Scott Beal		Scott Beal Forth Worth	Lt. Ruben Rivas		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	INFO BUYBOARD CONTRACT 524-17 Warehouse: DROP Vin #:	0.0000	0.00
1	1	Y	TINT Vehicle Window Tint Per Customers Specs - TWO FRONT Warehouse: DROP Vin #:	85.0000	85.00
1	1	Y	CCSRN3 WHELEN REMOTE SIREN & 18-BUTTON CONTROL SYSTEM Warehouse: DROP Vin #: REPLACES CCSRN2 CENCOM GOLD SIREN/SWITCH (DISCONTINUED) INCLUDES: AMP/RELAY MODULE, CONTROL HEAD, MIC, 20' MICROPHONE EXTENSION AND CABLES *****	872.5000	872.50
1	1	Y	SAK54 WEC SA315P SPEAKER BRACKET - 2013+ DURANGO Warehouse: DROP Vin #:	25.6300	25.63
10	10	Y	TLI2J WEC ION T-SERIES LINEAR DUO R/B Warehouse: DROP Vin #: MOUNTED TO UPPER CENTER GRILL, IN SMALL GRILL OPENING ABOVE FOG LAMP, CARGO WINDOWS, LICENSE PLATE, REAR HATCH EDGES- TWO FACING REAR AND TWO FACING SIDES	103.6200	1,036.20

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Contact: LT. RUBEN RIVAS
Telephone: 972-434-5500

E-mail: RUBEN.RIVAS@DOUBLE-OAK.COM

Contact:
Telephone:
E-mail:

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
08/26/19	GROUND		QUOTED FREIGHT		NET30	
Entered By		Salesperson		Ordered By	Resale Number	
Scott Beal		Scott Beal Forth Worth		Lt. Ruben Rivas		
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	Y	TIONBKT1 WEC ION T-SERIES UNIVERSAL MOUNTING BRACKET Warehouse: DROP Vin #:		14.0000	28.00
1	1	Y	CARGO WINDOW T-IONS TIONBKT2 WEC UNIVERSAL ADJUSTABLE T-ION LICENSE PLATE BRACKET Warehouse: FTWO Vin #:		23.9400	23.94
1	1	Y	BRACKET WILL MOUNT 2 T-ION HEADS ***** 425-6655 JOTTO, Dodge Durango PPV (2019+) 12" Console Warehouse: DROP Vin #:		373.1200	373.12
1	1	Y	425-3704 JOTTO DUAL INTERNAL CUP HOLDER Warehouse: DROP Vin #:		36.3700	36.37
1	1	Y	425-6260 JOTTO SIDE MOUNTED CONSOLE ARM REST Warehouse: DROP Vin #:		44.8800	44.88
1	1	Y	425-6164 JOTTO DOUBLE CIGAR OUTLET W/ USB OUTLETS Warehouse: DROP Vin #:		67.6700	67.67

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E-mail: RUBEN.RIVAS@DOUBLE-OAK.COM

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Telephone:
E-mail:

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
08/26/19	GROUND		QUOTED FREIGHT		NET30	
Entered By			Salesperson	Ordered By	Resale Number	
Scott Beal			Scott Beal Forth Worth	Lt. Ruben Rivas		
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
1	1	Y	425-6295 JD EQUIPMENT BRACKET FOR CONSOLE Warehouse: DROP Vin #:		0.0000	0.00
1	1	Y	425-6101 JOTTO FACEPLATE WEC CENCOM Warehouse: DROP Vin #:		0.0000	0.00
2	2	Y	C-MCB HAV CONSOLE MICROPHONE CLIP BRACKET Warehouse: DROP Vin #:		24.9500	49.90
2	2	Y	EM001 PG EASY MIC MAGNETIC SYSTEM Warehouse: DROP Vin #:		34.9500	69.90
1	1	Y	MISC PRO-GARD PVS4714UIN20A VIPER SHIELD PARTITION Warehouse: DROP Vin #:		2,950.5000	2,950.50
1	1	Y	MISC PRO-GARD S4702UIN20OSB SEAT W/ OUTBOARD BELTS Warehouse: DROP Vin #:		1,276.5000	1,276.50
1	1	Y	GVPM4713D-H PRO GARD Vertical Partition Mount Dual Weapon Tri-Lock Warehouse: DROP Vin #:		401.2500	401.25

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08/26/19	GROUND		QUOTED FREIGHT		NET30	
Entered By			Salesperson	Ordered By	Resale Number	
Scott Beal			Scott Beal Forth Worth	Lt. Ruben Rivas		
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
1	1	Y	FEN-H-2209 FENIEX 12 DIODE HID-A-WAY LED HEAD W/FLSHR Blue/White Warehouse: DROP Vin #:		75.0000	75.00
1	1	Y	PASS. REVERSE LIGHT FEN-H-2209 FENIEX 12 DIODE HID-A-WAY LED HEAD W/FLSHR Red/White Warehouse: DROP Vin #:		75.0000	75.00
1	1	Y	DRIVER REVERSE LIGHT MISC CUSTOMER SUPPLIED EQUIPMENT FOR INSTALLATION Warehouse: DROP Vin #:		0.0000	0.00
1	1	Y	RADAR RADIO WATCHGUARD CAMERA SYSTEM COMPUTER STAND AND DOCK 5025 BLUE SEA 6-CIRCUIT ST BLADE FUSE BLOCK WITH COVER Warehouse: DROP Vin #:		40.0000	40.00
1	1	Y	5026 BLUESEA BLUE SEA 12-CIRCUIT ST BLADE FUSE BLOCK WITH COVER Warehouse: DROP Vin #:		45.0000	45.00

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Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
08/26/19	GROUND		QUOTED FREIGHT		NET30	
Entered By			Salesperson	Ordered By	Resale Number	
Scott Beal			Scott Beal Forth Worth	Lt. Ruben Rivas		
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
1	1	Y	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: DROP Vin #: LOOM, WIRE, HARDWARE, CONNECTORS, ETC		125.0000	125.00
1	1	Y	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: DROP Vin #: Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities Quote Good for 30 Days		2,240.0000	2,240.00

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Subtotal	9,941.36
Freight	400.00
Order Total	10,341.36

Interlocal Cooperation Agreement (ICA) between Denton County and Town of Double Oak

December 29, 2009

Denton County Commissioners Court approved an ICA between Denton County and the Town of Double Oak in the amount of \$192,237.40 for Professional Design Services related to Waketon Road.

April 4, 2017

Denton County Commissioners Court approved an amendment to the original ICA for Waketon Road. This amendment provides contributions from Denton County which shall not exceed \$2,966, 904.87 for the construction of Waketon Road.

Interlocal Cooperation Agreement (ICA) between Town of Double Oak and Town of Flower Mound

Background:

The Town of Double Oak and Flower Mound agreed to bid their Waketon Road improvements together as one package. This will improve the overall mobility of Waketon Road and provide opportunity for lower bids due to economy of scale.

Reason for ICA between the two Towns:

There needs to be an agreement between the Towns since these projects are being bid together as one project. The ICA between the two towns defines the following:

- Flower Mound will manage the construction of the project.
- Each entity will be responsible for the cost in their portion of the project. This means:
 - o Flower Mound will be responsible for decisions and paying for all items within their project limits.
 - o Double Oak, through Denton County, will be responsible for decisions and paying for all items within their project limits.
 - o Common bid items such as mobilization and traffic control will be split proportionately between the two towns. The ICA states that Double Oak is responsible for 61% of these shared costs. This is based on the ratio of the individual towns cost estimates in respect to the overall project cost.
 - o Neither town will be responsible for the other towns cost.

Next Steps:

The ICA between Double Oak and Flower Mound needs to be executed. Steps to complete this task:

- The Town of Flower Mound has provided comments regarding the ICA. The Town of Flower Mound is in the process of reviewing these comments.
- Halff Associates Inc will set a meeting between the two entities and their legal advisors to further discuss the language in the ICA.
- Once the language has been agreed upon then the ICA is to be brought before Council and voted on.

Anticipated Project Schedule

- **Advertisement: March 2020**
- **Bid: April 2020**
- **Award: May 2020**
- **Begin Construction: June 2020**