

#### Town of Double Oak Town Council – Public Online Meeting

Double Oak Town Hall 320 Waketon Road, Double Oak TX 75077 Monday, July 5, 2022 7:00 p.m.

Out of respect for all those in attendance, please refrain from talking to other members of the audience during the meeting. Please do not engage in disruptive behavior. For public input during Citizen Comment or public hearings, all speakers will be limited to three minutes each. The Council does not accept public comment by mail or e-mail; speakers must be present, or a written statement must be read into the council's record by a speaker who is present at the meeting, subject to the three-minute 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."

### Recognize Brian Shults on receiving his Master Peace Officer Certification

- 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 June 20, 2022 \*
- IV. Mayor, Council Members and Staff reports:
  - 2. Mayor and Council
  - 3. Public Works Code Enforcement Animal Control
  - 4. Administration
  - 5. Public Safety
  - 6. Road and Drainage Committee
- V. New business agenda (consideration and action):
  - 7. Discussion on Traffic Control Devices \*

Presentation:

Randall Anglin Building Inspections/Public Services Double Oak Town Council Regular Meeting - Online July 5, 2022 Page 2

8. Discussion and review of SLFRF funds.

Presentation: Mayor Pro-Tem Johnson and Deputy Mayor

Pro-Tem Schoenrade

9. Discussion, consideration, and action on ratifying Town Treasurer and appointing a Deputy Town Treasurer

Presentation: Mayor Beougher

10. Discussion on forming a committee to work on Double Oak's 50th birthday in 2024.

Presentation: Deputy Mayor Pro-Tem Schoenrade

11. Discussion on 2022-2023 fiscal year budget and tax rate.

Presentation: Town Treasurer Billie Garrett

12. Council – staff announcements and comments:

13. 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 1, 2022, by 4:30 p.m. on:

- 1) Bulletin board located to the right of the front door at Town Hall, 320 Waketon Road, Double Oak, Texas
- 2) On the Town's website (https://doubleoak.texas.gov)

Town Secretary

Eileen Kennedy

<u>PUBLIC PARTICIPATION</u> 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 Town Council considers the item.

<sup>\*</sup>Backup attached

# UNAPPROVED-NOT FOR PUBLICATION

STATE OF TEXAS COUNTY OF DENTON TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session at 7:00 p.m. June 20, 2022, at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Von Beougher

Mayor

Patrick Johnson

Mayor Pro-Tem

Connie Schoenrade

Deputy Mayor Pro-Tem

Scott Whisenhunt

Council Member

Casey Parsons

Council Member

Jean Hillyer

Council Member

Also in attendance were Town Secretary Eileen Kennedy, Assistant Town Secretary Lynn Jones, Administrative Town Clerk/IT Brian Shults, and Assistant Police Chief Cassandra Gaines.

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

Mayor Beougher gave the invocation and Council Member Parsons lead the pledge of allegiance to the American and Texas flags.

#### II. Citizen Comments

Bonnie Morrow, 105 N. Forest, inquired about the town logo on the water tower.

- 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, and action on minutes of June 6, 2022.

Deputy Mayor Pro-Tem Schoenrade as for the following to be added to item 12; . Mr. Howell also stated that silt is not a major concern, and they appreciate the water flow that helps fill the pond. Mayor Von will follow up with the developer on the survey when the project is completed.

Motion Hillyer, second Johnson to approve the minutes of June 6, 2022, as amended.

AYE:

Hillyer, Johnson, Schoenrade, Parsons, Whisenhunt

NAY:

None

ABSTAIN:

None

**Motion Carried** 

Mayor Beougher moved to item 7 in the agenda.

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7. Discussion, consideration, and action on agreement for demand response transit service (SPAN)

Diane Beck, Mobility Manager with SPAN Inc., had a PowerPoint presentation\* for Council and residents how SPAN/Meals on Wheels help and service Denton County. Ms. Beck explained due to CARES Act funding, they will not be asking for a match in the cost of service.

Motion Parsons, second Schoenrade to approve a contract with SPAN beginning October 1, 2022, contingent on approval from the Town Attorney and the Town is provided monthly reports.

AYE:

Parsons, Hillyer, Johnson, Whisenhunt, Schoenrade,

NAY:

None

ABSTAIN: None

Motion Carried

Mayor Beougher returned to agenda order

- IV. Mayor, Council Members and Staff reports:
  - 2. Mayor and Council-Council Member Hillyer complimented the DOPD on the "Coffee with a Cop" event. Town Secretary was asked to post the Council Liaison Appointment list on the website.
  - 3. Public Works Code Enforcement Animal Control-None
  - 4. Administration None
  - 5. Public Safety Assistant Police Chief Gaines reported the department is still down two officers and continuing with the salary survey. Fire Chief Whisenhunt said the annual Fourth of July parade and picnic route is posted on their website as well as the town's.
  - 6. Road and Drainage Committee Mayor Beougher reported on the progress of the Waketon project and concrete pour should start any day. Hopefully, will have the north side opened by the start of school. Mayor Beougher also commented on the Double Oaks Drive project. He said there were some failures and the contractor tried to fog seal the road, but the process failed. Contractor has provided a 2-year maintenance bond. The work on Meadow Knoll is complete. SLFRF money was used for the Double Oaks Drive culverts. The town's engineer is working on future road repairs. Mayor Beougher also spoke on the Denton County bond for roads with Shiloh/McMakin on the list and perhaps Kings Road. Council Member Whisenhunt expressed he was not interested in putting Kings Road on the list.

<sup>\*</sup>a copy attached and made a part of these minutes

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- V. New business agenda (consideration and action):
  - 8. Consideration and action on an ordinance of the Town of Double Oak amending the comprehensive zoning ordinance, plan and official zoning map for the Town by changing the zoning from Agriculture 1 (Ag-1) to Agriculture 2 (Ag-2) on a tract of land located at 5807 Pepperport Lane and described as block 3 (NE corner) of the North Shiloh Addition, Town of Double Oak, Denton County, Texas, and being more specifically described in Exhibit "A"; directing The Town Secretary to change the zoning map accordingly; providing a repealing clause; providing a savings clause; providing a severability clause; providing for a penalty of fine not to exceed the sum of two thousand (\$2,000.00) dollars for each offense; and, providing for an effective date.

Mayor Beougher commented that this ordinance is a housekeeping item.

Motion Schoenrade, seconded by Hillyer to approve the ordinance.

AYE: Johnson, Whisenhunt, Schoenrade, Hillyer, Parsons,

NAY: None ABSTAIN: None

Motion Carried

9. Discussion, consideration, and action on a service agreement with Smarsh - Connected Capture for archiving text messages and social media.

Administrative Clerk/IT Brian Shults commented the Council change from ArchiveSocial to Smarsh to allow for social media archiving & text message capturing from Verizon for record retention purposes per state law. One month overlap with current product will enable smooth transition without loss of data.

Motion Parsons, second Hillyer to approve a service agreement with Smarsh-Connected Capture for archiving text messages and social media.

AYE: Whisenhunt, Schoenrade, Hillyer, Parsons, Johnson

NAY: None ABSTAIN: None

Motion Carried

10. Review and discussion of current active or recently completed 2021/2022 Road Projects.

Mayor Beougher gave a brief overview of the roads that were completed in 2021 and 2022 with projections for the remainder of the year and beyond.

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11. Discussion and review of SLFRF funds.

David Graham, 411 Simmons, voiced concerns about how some of the COVID money was used.

Mayor Pro-Tem Johnson wants an audit of the SLFRF expenditures and the towns attorney review. Deputy Mayor Pro-Tem Schoenrade would like to have CARES report.

12. Discussion on the position of current Town Treasurer and the new Town Council prior to work on 2022-2023 budget process.

Discussion on the process of selecting a Town Treasurer in the past. Deputy Mayor Pro-Tem Schoenrade would like this item on the next agenda for action.

Mike Donnelly, 302 E. Carruth, commented that the treasurer's position is not necessarily an agenda item and an ordinance to clean up the duties and responsibilities of the Town Treasurer.

13. Discussion on forming a committee to work on Double Oak's 50<sup>th</sup> birthday in 2024.

Deputy Mayor Pro-Tem Schoenrade voiced the significance of the towns 50<sup>th</sup> birthday and stated it is not too soon the form a planning committee for the event and suggested the committee be listed on the Council Liaison Appointments. Ms. Schoenrade also asked for advertising and solicitation of members.

14. Discussion on 2022-2023 fiscal year budget and tax rate.

Town Treasurer Billie Garrett projected a spreadsheet of the five-year budge comparisons with actuals.

This process will be ongoing through August.

- 15. Council staff announcements and comments:
  - DOVFD will be host annual July 4<sup>th</sup> parade and picnic on Monday, July 4th from 9:30 a.m. to 2:00 p.m.
- 16. Adjournment

With no further business to come before the Council, motion Schoenrade, second Johnson	on.
the meeting was adjourned at 10:03 p.m.	

YTTT YY I W	
Eileen Kennedy, Town Secretary	Von Beougher, Mayor



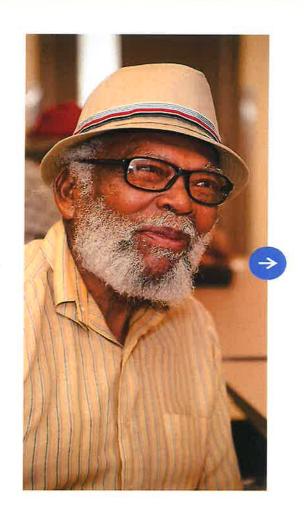


Helping those in Denton County to live as fully and independently as possible by providing **nutrition**, **transportation**, and **social services** to seniors, people with disabilities, veterans, and the general public.



### Who We Are

Span, Inc. is a nonprofit established in 1974 that enables people in Denton County to live as fully and independently as possible by providing nutrition and transportation to seniors, people with disabilities, veterans, and other members of the public.





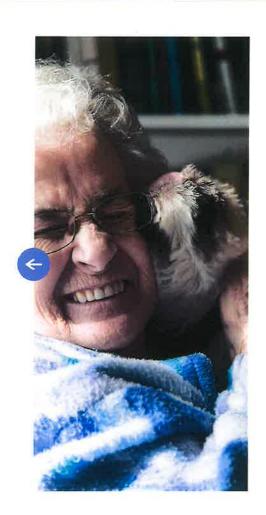
Last year, Meals on Wheels delivered over **109,000** meals to **1,095** clients throughout Denton County.

During the pandemic, our clients received 5 frozen meals per week. Since August of 2021, all clients are back to 5 hot meals per week and congregate meal services at various senior centers and senior living apartments have been reinstated. During the pandemic, the need for home delivered meals has dramatically increased. We added over **300** new clients to the program and trained over **100** new volunteers to meet the demand.

### **Senior Paws**

Through our Senior Paws program, we deliver pet food once a month to homebound clients might otherwise share their home-delivered meals with their pets.

Senior Paws depends 100% on donations from the community.







Span Transportation is a demand response (scheduled) program that provides shared ride services to Denton County residents. All Span vehicles (either bus or van) are wheelchair accessible.

Passenger Fare: \$3.00 each way



### **Approved Trip Purposes:**

Medical Trips
Shopping for necessities
Public Libraries
Seniors Program
Employment
Education
Nutrition
Recreation
Workshop trips



# Sanitation and Safety Measures

All Span vehicles are cleaned and "fogged" for full sanitation daily.

Hand sanitizer is available on all vehicles.

Passengers are asked to social distance and sit further apart to limit close contact.

All drivers and riders are asked to stay home if feeling ill.



# **City Support**

We are a nonprofit 501(c) (3) corporation. Our state and federal funding for programs does not cover the entire cost of service provision. This year we are not requesting a match for transportation due to **CARES Act funding**.



Thank Mou!

### Double Oak Police Department Activity Log

#### Date Range: 6/1/2022 - 6/30/2022 Times: All Times

CALL TYPE	#
ADMINISTRATIVE DUTY	0
AGENCY ASSIST	15
ALARM	4
ALARM COMMERCIAL FIRE	0
ALARM HOLDUP PANIC SILENT	0
ALARM MEDICAL	0
ANIMAL BITE REPORT	0
ANIMAL COMPLAINT	5
ASSAULT	1
ASSAULT SEXUAL	0
BUILDING CHECK	253
BREATHING PROBLEMS	1
BURGLARY	0
CARDIAC OR RESP ARREST	1
CHEST PAIN	0
CHILD CUSTODY	0
CLOSE PATROL	23
CRIMINAL MISCHIEF	1
CRIMINAL TRESPASS	1
DEADLY CONDUCT	0
DISTURBANCE	1
DISTURBANCE DOMESTIC	0
EMERGENCY MESSAGE	0
ENTRAPMENTS	1
ESCORT COURTESY	0
FALLS	0
FIRE ILLEGAL BURN	0
FIRE UNKNOWN	0
FOLLOW UP INVESTIGATION	9
FORGERY FRAUD	0
FOUND PROPERTY	0
GUN SHOTS HEARD	0
HANG UP 911	1 -

CALL TYPE	#
HARASSMENT	2
ILLEGAL DUMPING	0
INTOXICATED PERSON	0
LOOSE LIVESTOCK	0
MEET COMPLAINANT	7
MOTOR/BOATER ASSIST	4
NEAR DROWNING	1
NOISE COMPLAINT	0
OPEN DOOR	11
ORDINANCE VIOLATION	4
OVERDOSE POISONING	0
PERSON WITH A GUN	0
PSYCH OR SUICIDE ATTEMPT	0
PRISONER TRANSFER	0
RECKLESS DRIVER/BOATER	0
ROAD BLOCKAGE HAZARD	3
ROBBERY	1
SEARCH AND RESCUE	0
SPECIAL PATROL	0
SUSP PERSON/VEHICLE/ACTIVITY	3
TERRORISTIC THREAT	0
THEFT	1
TRAFFIC	251
TRAFFIC COMPLAINT	
TRAFFIC TRANSPORT INCIDENT	3
UNCONSCIOUS FAINTING	0
VEHICLE CHECK	0
VEHICLE COMPLAINT	0
VACATION WATCH	109
WALK THRU	0
WARRANT SERVICE	0
WELFARE CONCERN	2
TOTAL CALLS FOR SERVICE:	720



TRAFFIC STOPS	#
WRITTEN CITATIONS	111
WRITTEN WARNINGS	135
CITATION W/REPORT	6
TOTAL STOPS:	252

#### **DOVFD Report year 2022**

	Jan	Feb	Mar	Apr	May
Fire Emergencies	2	1	2	0	1
Medical Emergencies	9	3	3	13	9
Citizen Assist	5	6	18	7	9

#### Total for 2022

Training Total For 2022

1642.37 hrs

88

33 Active Members

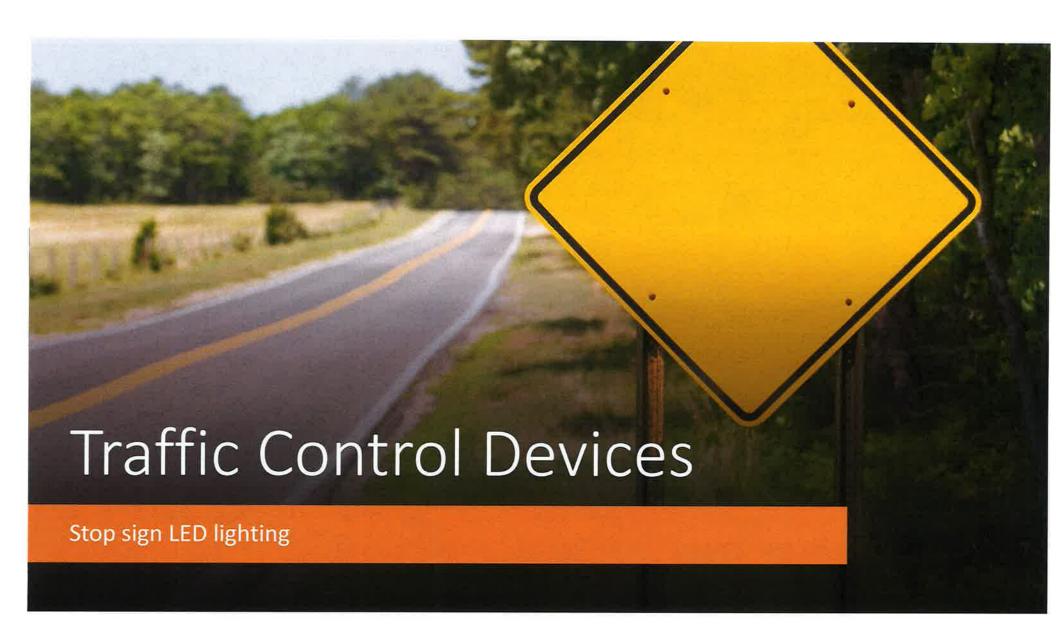
<sup>2</sup> eight hour Training sessions at TCC - Live Fire and Vertical Ventilation completed in May

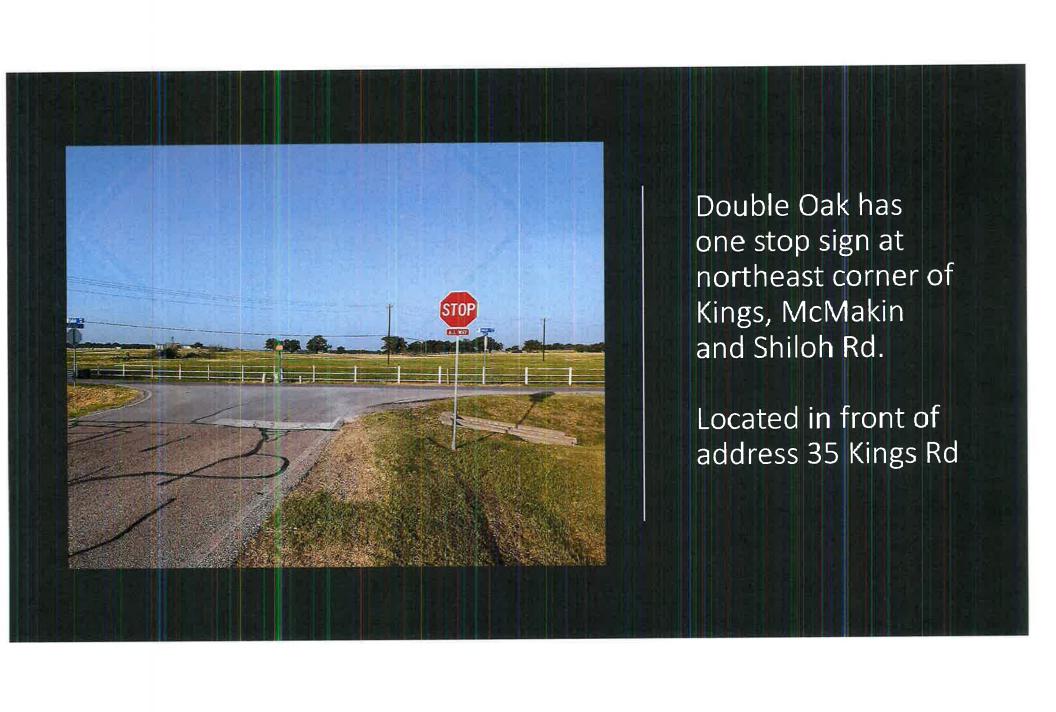
<sup>4</sup> new members

<sup>3</sup> new sets of gear purchased in May @ \$3K each

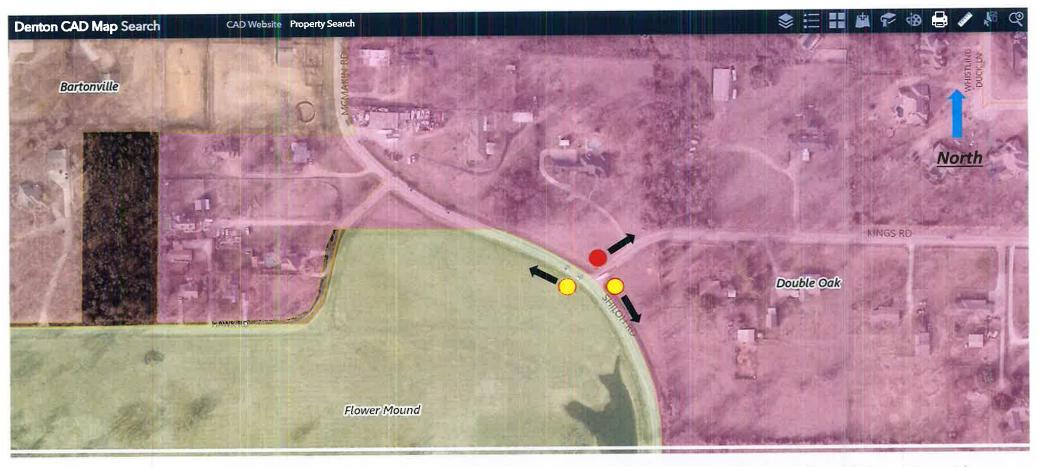
#### Double Oak Volunteer Fire Department FY 2022-2023

	Income		Budget
600	SOLICITATIONS	\$	32,000.00
601	4-Jul	\$	20,000.00
603	INTEREST	\$	500.00
604	DCOUNTY	\$	10,000.00
605 607	TOWN		100,000.00
	DOWC	\$	9,000.00
608	MISC		
609 610	Goodwill TIFMAS		
611	Grants		
011	Granis		
	Total Income	¢	171, 00. 0
	Total moonic	9	171, 00. 0
	Expenses	and the	11 .
100	Office & Fire House	1	1
101	Postage	\$	100.00
102	Printing	3	650.00
103	Office Supplies	\$	1,300.00
104	Telephones	\$	2,60 00
105	Electricity	\$	2,700.10
106	Natural Gas	\$	900.00
107	FH Maintenal ce	\$	1 ,000.00
108	Admin-A. coul "ig	1	4,500.00
109	Oni, te Cer lice	10	1,500.00
6.	11 010	\$	26,250.00
200	Insurances		
200	wsurance VFIS	æ	3 400 00
201	Medical Control	\$ \$	3,400.00 4,000.00
	medical control	\$	7,400.00
		Ψ	7,400.00
300	Equipment Maintenance		
301	Gas & Oil	\$	3,000.00
302	Vehicle Rep	\$	12,000.00
303	Other Equip Rep	\$	1,000.00
304	Communications	\$	1,500.00
306	SCBA Maintenance	\$	700.00
307	Hose Testing	\$	1,500.00
308	PPE Repair	\$	1,500.00
		\$	21,200.00
400	Equipment Purchase		
401	Engine Payment		
402	Hose & Fittings	\$	1,000.00
403A	Safety Equipment	\$	2,000.00
403	Tools/Equiptment	\$	2,000.00
404	FF Protective Clothing	\$	12,000.00
405	Radios	\$	5,000.00
406	Pager Replacement	\$	500.00
407	Medical Supplies	\$	5,000.00
408	Rehab/Auxillary	\$	2,000.00
		\$	29,500.00
500	Other Expenses		
501	Fund Raiser Exp	\$	8,000.00
502	Training	\$	12,000.00
503	Dues	\$	2,000.00
504	Uniforms	\$	9,000.00
508	Misc	\$	2,000.00
509	Incentives/Awards	\$	9,000.00
		\$	42,000.00
700			
700	Unique Expenses for 2022-2023	_	P 600
701	FH SW Conversion	\$	5,000.00
702 703	Additional Radios CAD System	\$	10,500.00
703	OND Gyatem	\$	29,650.00
705			
		\$	45,150.00
		Ψ	-0,100.00
	Total Expenses	\$	171,500.00
	Net Gain/Loss	\$	2
	n e	*	_









Denton County Map (Double Oak Stop Sign Marked in Red)

# Stop Sign Lighting Quotes

# Solar Powered

(All quotes meet MUTCD standards)

Vendor	Cost	Warranty
Dobie Supply	\$1,827.65	5 Year Limited Warranty and Unlimited Tech Support (Hardware included and radar as well)
Тарсо	\$1,728.00	3 Year Battery Warranty, 5 Year system Warranty, 10 Year Solar Panel Warranty (Hardware included)
Led Lighting Solutions	\$1,699.98	No warranty information provided, and no hardware included
Traffic Safety Zone	\$1,124.95	3 Year Manufacturers Warranty with 30 day turn around on defects, (Hardware is included)

### STOP SIGN FLASHING LED RING

FLASHING SIGN SYSTEM





STOP SIGN FLASHING LED RING'S are the next evolution in road signage. Designed to enhance existing road signage. Engineered to provide lightning-fast instellation, unmistakable visibility in any condition, and intuitive driver calming beyond that of just reflective sheeting.

TraffiCalm's\* dedication to advancing road safety is unparalleled in the industry, Our Flashing Sign Systems provice an obvious, and proven, modernization of standard traffic signs, while still being fully compliant with the Federal Highway Administration (FHWA) Manual on Uniform Traffic Control Devices (MUTCD).

Trafficalm's\* Flashing Sign Systems offers scheduled operations, consolidates setup, smart solar power, has sie free install, retrefit design and the ability to have everything work wirelessly. When it comes to budget, safety, and calming braffic, think Trafficalm\*.

#### **FEATURES**

#### HIGHLY VISIBLE LED WARNING SIGNS

TraffiCalm fully outlines the shape of the sign, with the most LEDs on the market, for a bright, visible sign in any environmental condition.

#### **RETROFITTABLE LED RINGS**

Utilize existing signage and add our LED's goirings for a more cost-effective solution.

#### **RUGGEDIZED ELECTRONICS**

All electronics, radios, and LEDs are fully patted and environmentally sealed. The entire pole with the sign, controller, solar panels and batteries can be fully submerged and still operate.

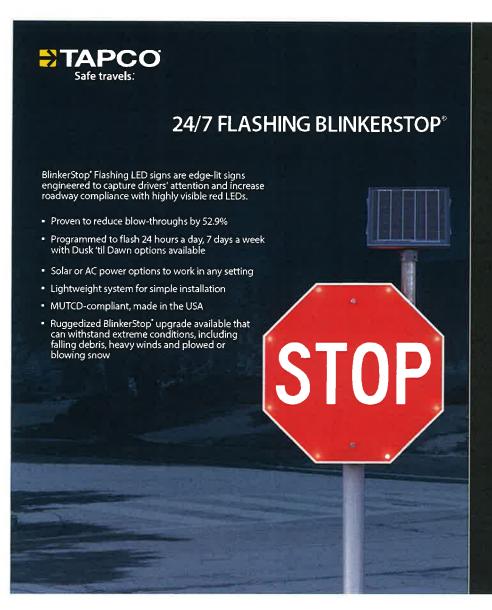
#### TRAFFICALM.COM



# Dobie Supply

- Includes the following
- LED ring that attaches to existing signage
- Radar (Detects vehicles approaching and turns on the LED's)
- Dawn to Dusk, Static Lite or Radar
- Solar Panel
- Installation Hardware
- 5 Year Limited Warranty and Unlimited Tech Support

+1855.738.2772/sales@trafficalm.com



# Tapco

- Includes the following
- LED Stop sign with 8 lights throughout the sign (Sign included)
- Dawn to Dusk
- Solar Panel
- No hardware included (Must order separately)
- Limited Warranty
- 3 Year Battery
- 5 Year System
- 10 Year Solar Panel



#### **PRODUCT SPECIFICTIONS**

TYPE: 30" Solar Flashing LED Octagon Retrofit Kit for Traffic

Safety Signs

PRODUCT CODE: SRF0003-7200-030-R

SHAPE: Octagon LED COLOR: Red

FLASH PATTERN: MUTCD Single Flash

DIMENSIONS: 30"

WORKING MODE: 24/7 or Bluetooth controlled via 'TT Solar'

Android App (Timer and Dimming Function)

BATTERY LIFE SPAN: 3-5 Years

SOLAR PANEL: 15W/18V

CONTROL BOX SIZE: 15" x 13.75" x 1.75"





## LED-Lighting Solutions

- Includes the following
- LED ring that attaches to existing signage
- Radar (Detects vehicles approaching and turns on the LED's)
- Flash only with timer and dimming function
- Solar Panel
- Installation Hardware
- 5 Year Limited Warranty

LED LIGHTING SOLUTIONS | 42410 WINCHESTER DR | TEMECULA | CALIFORNIA | 92590 | 888-925-1966



Your Source for Quality, Innovative & Compliant Products

TrafficSafetyZone.com

# LED TRAFFIC SIGNS Aluminum Signs With Super Bright Solar Powered LED Lights



#### **Meets MUTCD Standards**

Make crosswalks safer, reduce accidents, and save lives!

- > Solar powered, no AC power required, can be connected to AC with DC Converter
- > Double layer aluminum and plastic sign panel with 3M DG2 reflective sheeting
- anti-graffiti protective overlay
- stainless steel fasteners
- > 3 Switches for Function Selection:
- 1. Flashing or steady light
- 2. On all day or turn on at dusk
- 3, Auto-Dim mode adjusts to surrounding brightness (lowers light output at night), saves energy
- > Visible over 0.62 miles (1000 m), 8 super bright LEDs per sign
- flash rate of 50-60 times per minute, LEDs flash simultaneously
- > Fully adjustable solar panel, lock in position at maximum sun angle
- Tamper proof, wiring is built into sign and batteries hidden in pole
   100% waterproof and maintenance free
- > Easy to install on any 2" 3" (5 -7.6 cm) round or square sign post
- > Includes installation hardware
- > Three year manufacturer warranty

# Traffic Safety Zone

- Includes the following
- LED lite stop sign
- Dusk to dawn or all-day with the option of blinking or static and auto dimming mode to adjust to the surrounding lighting
- Solar Panel
- Installation Hardware
- 3 Year Manufacturer Warranty

Rev 3 2021



The LED's from the stop sign will affect the adjacent property owners due the amount of out put from the lighting.



### Possible Solution

- Contact CoServe to install an LED light to help illuminate the intersection.
- This in turn would only affect the intersection itself sense the lighting would be pointed downwards
- Install temporary flags at the top of each sign to draw attention to the stop signs

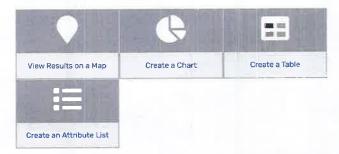


#### **Query Results Summary**

Your query returned a total of 5 Crashes containing 6 Units and 8 Persons. (
Fliter Results By Year)

All crash data available using this teol represents reportable data collected from Texas Peace Officer's Crash Reports (CR-3], received and processed by the Texas Department of Transportation (Department) as of 05/22/2022, The Department makes no warranty, representation or guaranty as to the content, accuracy, timeliness or completeness of any of the information provided as a result of your query. Any opinions and conclusions resulting from analysis performed on the crash data must be represented as your own and not those of the State of Texas or the Department.

#### Available Query Results Views:



C.R.I.S. records indicate only 1 vehicle crash has occurred in this area since 2013.