



**DOUBLE OAK**

Town of Double Oak  
Town Council –Public Meeting  
Double Oak Town Hall  
320 Waketon Road, Double Oak  
TX 75077  
Monday, August 7, 2023  
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 AND SILENCE CELL PHONES.*

- 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. Citizen Comments-Non-Agenda Subjects**

**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 July 17, 2023.\*
2. Consideration and action on establishing a Special Revenue Fund account on the Balance Sheet under Other Current Liabilities for the 50th anniversary.
3. Consideration and action on a Resolution appointing Dave Nelson to the Upper Trinity Board of Directors.\*
4. Proclamation in support of United Way of Denton County. \*

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

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

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

10. Discussion, consideration, and action on the fiscal year 2023-2024 health insurance plan.

Presentation: Rodney Dryden, HUB International

11. Discussion, Consideration and Action to replace the town council members, mayor, town treasurer, and police chief tablets with replacement laptops with 5-year warranties through the Texas Department of Information Resources Cooperative Purchasing Contract and include Datamax implementation services in an amount not to exceed \$10,600.00.

Presentation: Mayor Johnson and  
Technology Administrator Brian Shults

12. Discussion, consideration, and action on appointing Council Members as liaisons to town Commissions, Committees, Departments, and Organizations.

Presentation: Council Person Pat Wellen

13. Presentation and discussion on findings from an inquiry into the disruption of Active 911 ambulance/EMS alerts to Flower Mound.

Presentation: Council Persons Pat Wellen and  
Deputy Mayor Pro Tem Mike Gwartney

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

14. Council - staff announcements and comments:
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, August 4, 2023, by 4:00 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://www.doubleoak.texas.gov>)

*Eileen Kennedy*

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 accommodation 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](mailto:eileen.kennedy@doubleoak.texas.gov) for additional information.

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

**UNAPPROVED-NOT FOR  
PUBLICATION**

The Double Oak Town Council met in regular session at 7:00 p.m. Monday, July 17, 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
Jean Hillyer	Council Member
Pat Wellen	Council Member
Mark Dieterich	Council Member

Also in attendance were Town Secretary Eileen Kennedy, and Police Chief Ruben Rivas.

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

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

**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 June 19, 2023.
2. Consideration, and action on adopting a town organization chart and posting it on the town's website.

Motion Hillyer, seconded by Gwartney to approve the consent agenda.

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

Motion carried 5-0-0

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

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

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

8. Discussion, Consideration and Action on the purchase of a video distribution amplifier and a video capture device for adding the council chamber's presentation screens directly into the town's video streams in an amount not to exceed \$1,900.

Motion Hillyer, second Schoenrade to the purchase of a video distribution amplifier and a video capture device for adding the council chamber's presentation screens directly into the town's video streams in an amount not to exceed \$1,900.

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

Motion carried 4-0-1

9. Discussion and consideration on Double Oak traffic control sign.

Mayor Pro Tem Schoenrade showed a PowerPoint presentation and is attached to these minutes.

No action was taken.

10. Discussion, and consideration, and action on activation of the Double Oak Citizens Commission which is contained in our ordinances Article 1.1100.

Motion Wellen, seconded by Hillyer to postpone this item.

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

Motion carried 5-0-0

11. Discussion, consideration, and action on eliminating the Conservation/Tree committee.

Motion Wellen, seconded by Schoenrade to eliminate the Conservation/Tree committee.

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

Motion carried 5-0-0

12. Discussion, consideration, and action on combining the Town Hall Renovations Committee and the Town Beautification Committee into the Town Buildings and Ground Committee.

Motion Wellen, seconded by Hillyer to amend, sunset, or eliminate the Town Hall Renovations Committee and the Town Beautification Committee.

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

Motion carried 5-0-0

Motion Wellen, seconded by Hillyer to combine the Town Hall Renovations Committee and the Town Beautification Committee into the Town Buildings and Ground Committee.

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

Motion failed 5-0-0

13. Discussion, consideration, and action to establish a Drainage Committee separate from the Roads Committee and renaming the Roads and Drainage Committee the Roads Committee.

Motion Wellen, seconded by Schoenrade to establish a Drainage Committee separate from the Roads Committee and renaming the Roads and Drainage Committee the Roads Committee.

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

Motion carried 5-1-0

14. Discussion, consideration, and action on the appointment of Council Members as liaisons to town Commissions, Committees, Departments, and Organizations.

Motion Hillyer, seconded by Schoenrade to postpone this item until a future meeting and have each Council Member to submit their request to the Town Secretary.

AYE: Hillyer  
NAY: Gwartney  
ABSTAIN: Dieterich, Wellen, Schoenrade

Motion tied 1-1-3

Mayor Johnson voted AYE to break the tie.

15. Discussion, consideration, and action on applications to Boards/Commissions/Committees.  
Motion Wellen, seconded by Schoenrade to appoint Sam Rogers to the Board of Adjustments and the Ordinance Review Committee.

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

Motion carried 5-0-0

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

16. Council - staff announcements and comments:  
17. Adjournment

With no further business to come before the Council, motion Wellen, second Schoenrade, the meeting was adjourned at 9:08 p.m.

Approved:

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Patrick Johnson, Mayor

Attest:

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Eileen Kennedy, Town Secretary





# Double Oak Speedway Initiative 2023



Chief Rivas

Mayor Pro Tem Schoenrade





# Speedways in Double Oak

- Kings Road
- Simmons Road
- Waketon Road
- Cedar Crest Road

# Speed Control Measure Options

DOPD Traffic study and recommendations:

- **Stationary Post Speed Limit Signs:**
  - Kings East and West ends and midway – 2 additional signs
  - Simmons North and South Ends – 2 additional signs
  - Waketon West of Chinn Chapel – 1 additional sign
  - Cedar Crest, South of 407 – 1 additional sign
  - Points of entrance to town (City Wide Speed Limit) -10 supplemental signs
- **Speed Limit Trailer Sign:**
  - Mobility allows it to be moved and parked in different areas of time (respectful of homeowners and mindful of terrain/visibility)
  - Versatility allows for targeted time frames and length of time in an area
  - Can produce traffic analysis reports
- **Supplemental City-wide Signs:**
  - Add to current posted speed limits at entrances to town for remainder of city-wide speed limit



# Supplemental City-wide Sign



# Alternative Solutions

Speeding is a problem and will continue to be a problem as our area continues to grow and Double Oak is used as a cut-through for traffic.

None of these options are inexpensive.

Signs can be permanent or versatile, readily available and effective.

Signs are less expensive than personnel, vehicles and equipment.

RESOLUTION NO. 23-06

**A RESOLUTION FOR THE APPOINTMENT OF ONE MEMBER AS THE TOWN'S REPRESENTATIVE ON THE UPPER TRINITY REGIONAL WATER DISTRICT (UTRWD) BOARD OF DIRECTORS FOR A FOUR-YEAR TERM ENDING MAY 31, 2027; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Upper Trinity Regional Water District (UTRWD) is a conservation and reclamation district created pursuant to Article XVI, Section 59 of the Constitution of the State of Texas and is governed by a board of directors; and,

WHEREAS a director may not be an official of any governmental entity that has authority to appoint a member of the board, and a director shall serve four years; and,

WHEREAS directors shall be appointed by the governing bodies of the participants and contract members; and,

WHEREAS, the Town of Double Oak, as a participating member of the UTRWD, is eligible to have a representative to serve on the UTRWD Board of Directors; and,

WHEREAS the Town Council recognizes the need to make an appointment for a representative to serve on the UTRWD Board of Directors for a four-year term ending May 31, 2027.

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

Section 1

The Town Council of the Town of Double Oak, Texas, hereby appoints **Dave Nelson** to serve as the Town's representative on the UTRWD Board of Directors for a four-year term ending May 31, 2027.

Section 2

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

PASSED AND APPROVED this the 7th day of August 2023.

\_\_\_\_\_  
Patrick Johnson, Mayor

Attest:

\_\_\_\_\_  
Eileen Kennedy, Town Secretary

# *Proclamation*

## *United Way of Denton County*

**WHEREAS** United Way of Denton County celebrates 70 years of impact across Denton County in 2023; and

**WHEREAS**, by working together with supporters and collaborators across Denton County, United Way of Denton County improves access to education, economic mobility, and health & mental health for over 42,000 residents annually.

**WHEREAS** United Way of Denton County leads the effort to close gaps and open opportunities for every person in Denton County and works with a network of nonprofits, governments, businesses, and donors to respond to our neighbor’s immediate needs and seek out better solutions for larger community-wide issues.

**NOW, THEREFORE**, we declare **September 2023 LIVE UNITED Month** and proudly join United Way of Denton County in calling on all residents of Double Oak to Give, Advocate, and Volunteer as we LIVE UNITED to build a better Denton County for all of us.

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Patrick Johnson  
Mayor, Double Oak, Texas

ATTEST:

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Eileen Kennedy  
Town Secretary

# MONTHLY REPORT JUNE 2023

06/06: Patrol from 15:00 until 17:00.  
Dead wildlife initiated 171 S. Woodland Trail. Removed.

06/10: Patrol from 08:00 until 10:00. No activity.

06/16: Patrol from 10:30 until 12:30.  
Dead wildlife initiated E. Kings Road. Removed.

06/17: Patrol from 08:30 until 10:30. No activity.

06/22: Patrol from 10:00 until 12:00. No activity.

06/24: Patrol from 17:00 until 19:00. No activity.

06/26: Livestock related 205 Colonial Ct. CSO.

06/29: Patrol from 10:45 until 12:45. No activity.

06/30: Patrol from 15:30 until 17:30. No activity.

## SUMMARY

Total calls received:	3	By Double Oak residents:	1	Initiated by NTACA:	2
Animals impounded:	Dogs: 0	Puppies:	0	Cats:	0
	Kittens:	0	Other:	0	Deceased:
Verbal Warnings issued:	0	Written Warnings issued:	0	Citations:	0





# DEPARTMENT ACTIVITY THRU JULY 2023



**TOTAL  
CALLS:**  
139



**FIRE  
CALLS:**  
55



**MEDICAL  
CALLS:**  
84



**TRAINING  
HOURS:**  
1399



**VOLUNTEER  
HOURS\*:**  
2496



## MONTHLY TEAM ACHIEVEMENTS:

- The department sent Captain Grau and Lieutenant Apfel to McGregor for wildland deployment
- Three team members attended Community Safety and Security Training provided by the Director of Safety & Security, International Association of Venue Managers (IAVM)
- Welcomed Emily Lewis and Ryan Furrow as new members

\* excludes calls and training



Revised: 8/4/2023

### Council Liaison Appointments

Liaison is defined as to perform as neither an advocate nor an opponent but rather to act as a conduit for organizations, staff, boards, commissions, committee, etc. To facilitate communication between Council and entity without prejudice.

#### DEPARTMENTS/ORGANIZATION

#### LIAISON

Double Oak Volunteer Fire Department	Johnson/Hillyer/Dieterich
Double Oak Police Department	Gwartney/Schoenrade/Wellen
Upper Trinity Regional Water District	Dave Nelson
Cross Timers Water Supply Corporation	Glover
School Districts/Denton County/Neighboring Towns	Johnson
Double Oak Women’s Club	Hillyer/Wellen

#### TOWN COMMISSIONS AND BOARDS

#### COUNCIL LIAISON

#### TOWN MEMBERS/STAFF

Planning & Zoning Commission	Hillyer/Gwartney	Andrew Weaver Wayne Atkins Gary Goodman Donna Gilliam Bonnie Morrow Laura Meilinger Ed Mehlhaff Dan McCormick Cassandra Shrimp Thomas Meyer
Board of Adjustment	Wellen/Dieterich	Phyllis Meyerson Candy Lamel Marty Robbins Karen Smith Jeff Graves Dirk Meilinger Richard (Dick) Ulrich Sam Rogers

**STANDING COMMITTEES**

<b><u>COMMITTEE</u></b>	<b><u>COUNCIL LIAISON</u></b>	<b><u>TOWN MEMBERS/STAFF</u></b>
Investment Committee	Johnson/Gwartney	Eileen Kennedy Town Treasurer Garry Garrett
Master Plan Committee	Hillyer/Schoenrade	Gary Garrett Karen Smith
Development Review Committee	Johnson	Joe Dent Jack Smith Brandon Miller
Ordinance Review Committee	Schoenrade/Wellen	Karen Smith Sam Rogers
Information Technology Committee	Dietrich/Hillyer	Brian Shults
Roads Committee	Hillyer/Schoenrade	Nan Bowen Jeff Crannell Gary Garrett Gary Goodman Kathy Heimerdinger Anita Nelson Randall Anglin Chris Ernst
Drainage Committee	Gwartney/Wellen	Randall Anglin Chris Ernst
50 <sup>th</sup> Birthday Committee	Schoenrade/Wellen	Stephanie Gorman Mary Johnson Laura Meilinger Bonnie Morrow

**POSSIBLE NEW/REVISED COMMISSIONS/COMMITTEES**

<b><u>COMMITTEE/COMMISSION</u></b>	<b><u>COUNCIL LIAISON</u></b>	<b><u>TOWN MEMBERS/STAFF</u></b>
Town Buildings & Grounds Committee	Wellen	Randall Anglin
Double Oak Citizens Commission	Johnson	



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Council Member Pat Wellen  
Deputy Mayor Pro-Tem Mike Gwartney

# What is Active 911?

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Communication and tracking software used by fire departments to receive alerts from dispatch.

Smart Phone App allows fire departments and personnel who have been granted access to:

- Receive alerts on their phone or other device
- Individuals can set their own filters so that when they are off-duty they do not receive alerts.

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Used by:

Double Oak Volunteer Fire Department

Flower Mound Fire Department

Highland Village Fire Department

Grapevine Fire Department



## DOVFD grants FMFD Active 911 access to Double Oak EMS and fire calls

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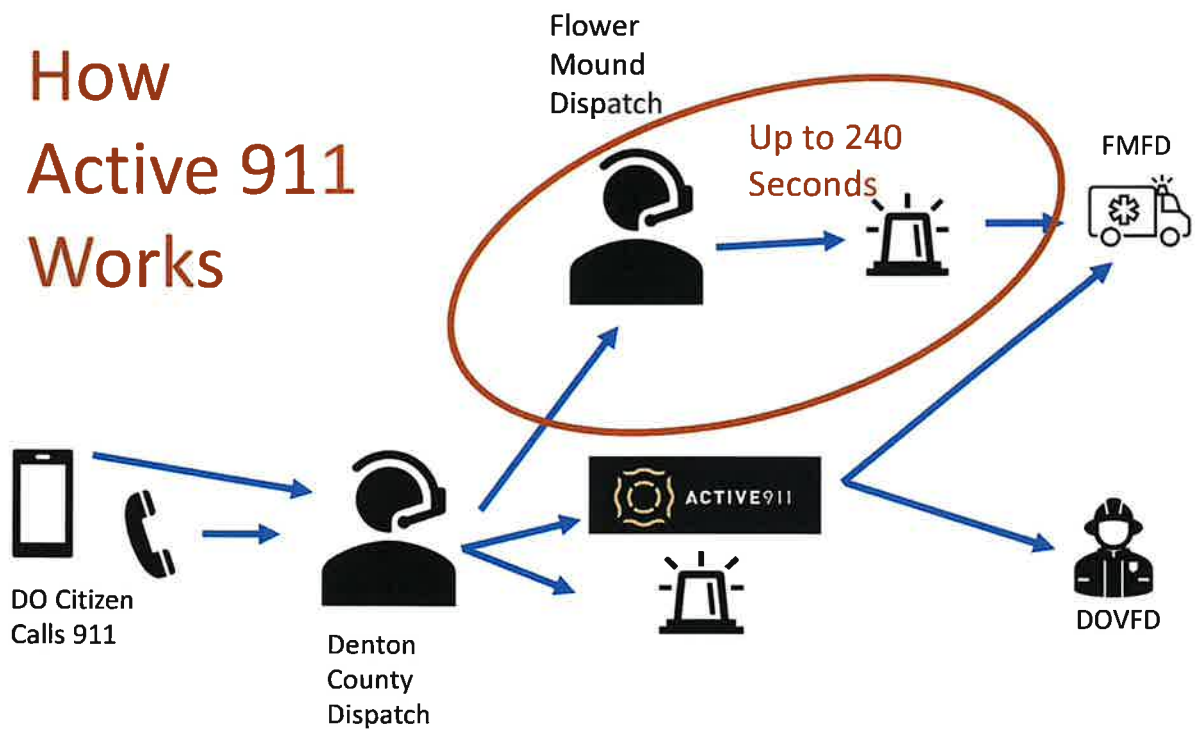
UP TO A 240 SECOND  
HEAD START ON CALLS  
(FM estimate)

Double Oak contracts ambulance service (EMS) through Flower Mound.

FMFD contract with the town allows DOVFD to run EMS under the Flower Mound Emergency Medical Physician's license.



# How Active 911 Works





# Active 911 shortens response time

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Chief Whisenhunt statement at the 6-5-23 council meeting:

“Active 911 does allow the neighboring departments when we get toned out, the Active 911 is pushed, if it's going to go to other agencies, it gets pushed then also and it can sometimes, sometimes not all the time, but sometimes beat the dispatch handoff um so they get notified a little bit quicker so that's kind of why we use it .”

Flower Mound Assistant Chief Dunffield statement:

“95% of the time it beats the dispatch that is relayed to Flower Mound.”

In late April/early  
May Flower Mound  
Fire Department lost  
access to Double  
Oak calls issued  
through Active 911



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Flower Mound Active 911 Administrator called Active 911 support to determine the cause of the outage and learned that DOVFD had put filters on that did not allow Double Oak Active 911 calls to go through to Flower Mound.

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**Chief Whisenhunt, verbatim statement at the 6/5/23 council meeting:**

“It is an aid um it does not supplant the dispatching services that everybody uses but uh it can in some instances uh get the response time down a little bit so uh we are aware of that, and we want to make sure that the citizens have the um fastest response time possible so um well we did get the thing fixed.”