



DOUBLE OAK

Town of Double Oak
Town Council –Public Meeting

Double Oak Town Hall
320 Waketon Road, Double Oak
TX 75077

Monday, October 4, 2021
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.”

- II. Citizen 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, and action on minutes of September 20, 2021.

- 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. **Public Hearing** on a request to change the zoning from Agriculture 1 to Agriculture 2 on a tract of land located at Kings Manor Lot 1 Block A or more generally known as 200 Kings Road, Double Oak Texas.

Presentation: Assistant Town Secretary Lynn Jones

8. Discussion, consideration, and action on a recommendation from the Planning & Zoning Commission to change the zoning from Agriculture 1 to Agriculture 2 on a tract of land located at Kings Manor Lot 1 Block A or more generally known as 200 Kings Road, Double Oak Texas.
Presentation: Assistant Town Secretary Lynn Jones
9. Discussion, consideration, and action on a request from The Old Town Meat Market to allow an exception under the Sign Regulations, Section 3.1302(6)(C)(vi) for the number of building wall mounted signs allowed.
Presentation: Assistant Town Secretary Lynn Jones
10. Discussion, consideration, and action on awarding the Double Oaks Drive mill and overlay project.
Presentation: Mayor Von Beougher
11. Discussion, consideration, and action on the nomination of up to five individuals to serve as the DCAD Board of Directors.
Presentation: Town Secretary Eileen Kennedy
12. Discussion, consideration, and action on Halff Associates preparing 2 new wall maps.
Presentation: Town Secretary Eileen Kennedy
13. Discussion, consideration, and action on adding to Section 5.3 – Sick Leave of the employee policy manual 5.3.5-Quarantine Leave.
Presentation: Town Secretary Eileen Kennedy
14. Council – staff announcements and comments:
 - Congratulations to Cody Leinweber on his 7-year anniversary with the Double Oak Police Department
 - Congratulations to Rosie Riojas on her 2-year anniversary with the Double Oak Police Department
 - Town Hall will be closed Monday, October 11, 2021, for Columbus Day
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, October 1, 2021, by 4:00 p.m. on:

- 1) Bulletin boards located in the Town Hall Parking Lot at 320 Waketon Road, Double Oak, Texas
- 2) On the Town's website (<https://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 accommodations 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 for additional information.

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. September 20, 2021, at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

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

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

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

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

II. Citizen Comments

None

III. New business agenda (consideration and action):

1. **Public Hearing** on the proposed budget for fiscal year 2021-2022

Mayor Beougher opened the Public Hearing at 7:06 p.m.

The following citizens spoke on the proposed 2021-2022 budget:

Curtis Glover	170 Double Oaks Dr.
David Graham	411 Simmons Road
Jonathan Pulaski	175 Double Oaks Drive
Rachelle Loconte	321 Oakview Drive
Jill Glover	170 Double Oaks Drive
Larry Shaw	5005 Lusk Lane
Bill Izor	107 W. Carruth Lane
Janet Robertson	135 N. Woodland Trail
Connie Schoenrade	203 Colonial Court
Marilyn Janke	145 S. Forest Lane
Russell Fisher	760 Simmons Road
Phyllis Meyerson	130 East View Court

Mayor Beougher closed the Public Hearing at 7:41 p.m.

Mayor Beougher received some emails regarding the proposed budget and tax rate and asked for them to be entered into the minutes. *

2. Discussion, consideration, and action on an ordinance adopting the 2021-2022 fiscal year budget.

Motion Nelson, second Dent to approve the 2021-2022 fiscal year budget.

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

Motion Failed 3-2

Treasurer Billie Garrett projected the proposed budget for the council and audience. Line items of concern were discussed and after much discussion, motion Whisenhunt, second Dent to adopt the revised budget.

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

Motion Carried 4-1

3. Discussion, consideration, and action on ratification of the vote on the fiscal year 2021-2022 annual budget which results in more revenues from ad valorem taxes than the previous year.

Motion Whisenhunt, second Nelson to ratify the fiscal year 2021-2022 annual budget which results in more revenues from ad valorem taxes than the previous year.

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

Motion Carried

4. **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 \$0.229210 per \$100 assessed valuation.

Mayor Beougher opened the Public Hearing at 9:34 p.m.
Mayor Beougher closed the Public Hearing at 9:35 p.m.

* copy attached and made a part of these minutes

5. Discussion, consideration, and action on an ordinance levying ad valorem taxes at the tax rate of \$0.229210 per \$100 for tax year 2021-2022.

Motion Whisenhunt, second Dent that the property tax rate be increased by the adoption of a tax rate of \$0.220000 which is effectively a 4.5653% increase in the tax rate.

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

Motion Carried 4-1

At this time, Mayor Beougher called a brief recess at 9:37 p.m.
Mayor Beougher reconvened the meeting at 9:45 p.m.

6. Discussion, consideration, and action on an ordinance designating an official newspaper of record for the fiscal year 2021-2022.

Motion Garrett, Nelson second to approve an ordinance designating the Denton Record Chronicle as the official newspaper of record for the fiscal year 2021-2022.

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

Motion Carried

7. Discussion, consideration, and action on authorizing the town treasurer and staff to make year-end budget amendments.

Motion Dent, Parsons second to authorize the town treasurer and staff to make year-end budget amendments.

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

Motion Carried

8. Discussion, consideration, and action on appointments to Board of Adjustment.

Motion Whisenhunt, Dent second to reappoint Jeff Hardgrave to a full member of the Board of Adjustment and reappoint Jeff Graves and Dirk Meilinger as alternates.

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

Motion Carried

9. Discussion, consideration, and action on appointments to the Planning & Zoning Commission

Motion Whisenhunt, Nelson second to reappoint Georgette Cook, Gary Goodman, Andrew Weaver, Bonnie Morrow, and Kristin Harris to the Planning and Zoning Commission. Bonnie Morrow and Kristin Harris will move from the alternate position to a full member.

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

Motion Carried

- IV. 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.

Council member Dent asked that items 10 and 11 be voted on separately.

10. Consideration, and action on minutes of September 7, 2021.

Motion Garrett, Parsons second to approve the minutes of September 7, 2021, as presented.

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

Motion Carried

11. Consideration on fiscal year 2021-2022 contract with Cox Cleaning for cleaning services at Town Hall.

Motion Whisenhunt, second Nelson to approve the fiscal year 2021-2022 contract with Cox Cleaning for cleaning services at Town Hall.

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

Motion Carried

IV. Mayor, Council Members and Staff reports:

12. Mayor and Council – Council member Dent asked the Mayor to inform Double Oak residents in his monthly newspaper column of the E-Alerts they can subscribe to on our website.

13. Public Works - Code Enforcement – Animal Control – Animal Control reports in the agenda packet.

14. Administration – None

15. Public Safety – DOVFD, none; DOPD, National Night out October 5, 2021.

16. Road and Drainage Committee – Mayor Beougher met with Jeff Stephens, Double Oak Concrete, to get a recommendation on the washed-out inlet in Taylor Oaks.

17. Council – staff announcements and comments:

- National Night Out, Tuesday October 5, 2021, from 5:30 p.m. – 7:30 p.m.

18. Adjournment

With no further business to come before the Council, motion Whisenhunt, Dent second, the meeting was adjourned at 10:05 p.m.

Eileen Kennedy, Town Secretary

Von Beougher, Mayor

Eileen Kennedy

From: Edward Mehlhaff

Sent: Saturday, September 18, 2021 4:22 PM

To: Von Beougher; Billie Garrett; Anita Nelson; Casey Parsons; Scott Whisenhunt; Joe Dent

Cc: Connie Schoenrade

Subject: Property Tax Increase

Mayor and Members of the Town of Double Oak Town council:

I am writing in opposition to your proposed property tax increase. The first question that I have is, why do you need such a high increase in the property tax? What are you planning on spending the additional revenue on? The increase in the valuation of property in the town will generate additional revenue. I wrote to Mayor Beougher almost 6 weeks ago asking if the resolution that Mayor Donnelly brought before the previous council had been acted on. I never received even an acknowledgement of my email. The resolution was to freeze property taxes for all town residents over the age of 65. LISD and Denton county have already done this. My second request to the mayor was that you consider raising the homestead exemption for all residents. Again, no response. Flower Mound has done this for their citizens.

The rise in property valuations in Texas has been unrepresented. In effect, all taxing jurisdictions are receiving a windfall on the backs of its residents.

Respectfully,

Edward C Mehlhaff
201 Colonial Ct

***** Confidentiality Notice *****

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Eileen Kennedy

Subject: RE: Tax increases

From:
Sent: Sunday, September 19, 2021 9:59 AM
To: Eileen Kennedy <eileen.kennedy@doubleoak.texas.gov>
Subject: Tax increases

I am unable to attend the meeting tomorrow night because I tend to grandchildren in the evenings. But I would like to express that has become increasingly hard, on fixed income, to keep up with tax increases on top of all the other cost of living increases. My fixed income certainly hasn't increased by even 3.5% over the 14 years that I've lived in Double Oak. I certainly don't want to give up my home and my ability to be close to my two nearby families and grandkids.

Has the council ever considered freezing taxes on the elderly as does the county and school district? I would certainly like to recommend that this be considered before property value appraisals shoot up even more.

I appreciate your attention to this matter. Respectfully,
Paula Miller
5300 Chinn Chapel Rd

Sent from [Mail](#) for Windows

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Eileen Kennedy

Subject: RE: New budget

-----Original Message-----

From: Dawn Mourning
Sent: Sunday, September 19, 2021 4:44 PM
To: Eileen Kennedy <eileen.kennedy@doubleoak.texas.gov>
Subject: New budget

I vote no to an additional property tax especially after this horrendous year with Covid. Please. We've had a rough year why make it worse with an added burden of higher taxes Resident for 28 years, the Mourning's

Sent from my iPhone

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Eileen Kennedy

From: Sherri Clifford **Sent:** Monday, September 20, 2021 11:26 AM
To: Eileen Kennedy <eileen.kennedy@doubleoak.texas.gov>
Subject: Proposed Budget

Hi,

I don't get off work until 9 pm, so I am unable to attend the meeting tonight. I just want to say thank you to the mayor and council members for volunteering their time. I am fine with the proposed budget as the tax rate will remain the same as last year. Citizens are upset because they think the tax rate is increasing and it's not. Their taxes may go up due to the value of their homes going up. They don't think we should be giving employees a 9% increase. If we have the money to do it, great. Anywhere you go you see signs saying "Now Hiring". If we don't pay our employees a decent wage, they will go elsewhere. I work for the State of Texas and my salary increase this year will be 0.

2020 Tax rate for Double Oak .22921
2020 Tax rate for Flower Mound .4365
2020 Tax rate for Highland Village .56302

Proud to live in Double Oak,
Sherri Clifford

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**TOWN COUNCIL MEETING
AGENDA ITEM #
October 4, 2021**

THIS AGENDA ITEM WILL NEED TO HAVE A PUBLIC HEARING

AGENDA ITEM: Consider and act: on a request to change the zoning from Agriculture 1 to Agriculture 2 on a tract of land located at Kings Manor Lot 1 Block A or more generally known as 200 Kings Road, Double Oak Texas.

STAFF CONTACT: Lynn

DESCRIPTION: David McKenzie acting as an agent for Andrew and Amanda Bruce, the owners of the property at 200 Kings Road, has requested a zoning change from AG1 to AG2 so that a house can be built on the property.

ATTACHMENTS: Application to rezone
Authorized agent affidavit
Map showing location of property
AG1 zoning
AG2 zoning
Ordinance

**RECOMMENDED
ACTION:** **Approval as recommended by the Planning and Zoning
Commission.
7 ayes
0 nays**



TOWN OF DOUBLE OAK
 320 Waketon Road
 Double Oak, Texas 75077
 P: 972-539-9464 F: 972-539-9613
 permits@doubleoak.texas.gov

Zoning Application

Type of Application (check the appropriate box)
 Rezoning / Initial Zoning Specific Use Permit

Property Owner and Authorization (sign and notarize)

McKenzie Design Build <small>(Company Name)</small>		david@mckenzieidb.com <small>(Email)</small>	
605 W LD Lockett <small>(Physical Address)</small>	Colleyville <small>(City)</small>	TX <small>(State)</small>	76034 <small>(Zip Code)</small>
<small>(Mailing Address)</small>	<small>(City)</small>	<small>(State)</small>	<small>(Zip Code)</small>
Andrew and Amanda Bruce <small>(Property Owner Name)</small>	(832) 946-2771 <small>(Phone)</small>		<small>(Fax)</small>

General Description of Request (complete the following)
 Request for rezoning from AG1 to AG 2 to allow home construction on a 3.38 ac tract.

(Existing Z) Subject Property Information: (complete the following)

200 Kings Road , Double Oak , TX


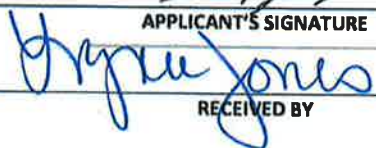
(General location, street address if known; if not known, provide name of street fronting property and name and distance to nearest cross street)

Kings Manor <small>(Subdivision Name)</small>	1 and part of lot 2 <small>(Lot #)</small>	A <small>(Block #)</small>
AG 1 <small>(Existing Zoning)</small>	AG 2 <small>(Proposed Zoning)</small>	

- Items Required with Submittal (please check the boxes to indicate items submitted with the application)
- 1) Attach a site plan, maps, designs or any other documents deemed necessary.
(Please include 10 copies of any information that is submitted, any digital versions can be sent to permits@doubleoak.texas.gov)
 - 2) Submit Application Fee (\$150)

Engineering fees will be billed separate from the application fee.
Applicant or their designated representative will be responsible for all engineering fees.

I certify that I am the legal owner or record of the property or that I have secured the property owner's permission as shown on the attached affidavit and that the information concerning this request for variance is true and correct.

 APPLICANT'S SIGNATURE	9/9/21 DATE
 RECEIVED BY	9/13/21 DATE RECEIVED

***** For Office Use Only *****			
Paid: \$ 150.00	Receipt #: TP. Com	Date: Sept 13 2021	
Application Complete: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N			
Date to appear before:	P&Z: Sept 30, 21	TC: Oct 4, 2021	BOA:



Town of Double Oak
 320 Waketon Road
 Double Oak, Texas 75077
 Phone 972-539-9464
 Fax 972-539-9613

PROPERTY OWNER AFFIDAVIT

I, Andrew Bruce, owner of 200 Kings Rd , Double Oak TX
(Property Owner) (Property Address)
 give Mckenzie Design Build permission to Rezone
(Company Name or Agent) (Service to be used)
 my property.

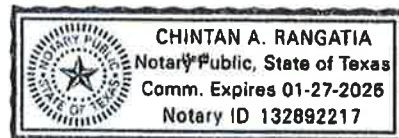
State of Texas
 County of Fort Bend

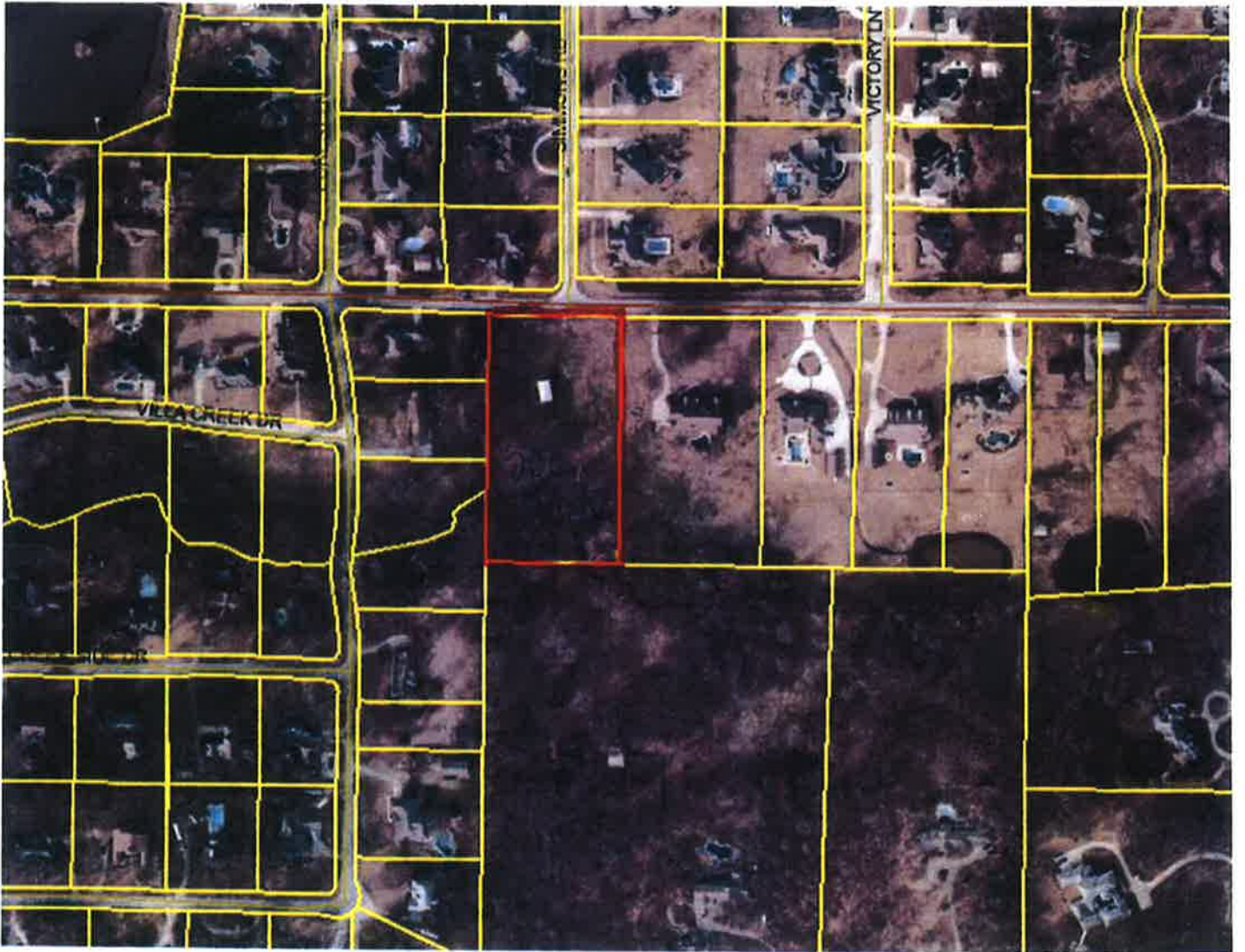
On this, the 9th day of September, 2021 before me a notary public, the
(day) (month) (year)
 undersigned officer, personally appeared ANDREW BRUCE, known to me to
(Property Owner)

be the person whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(Signature of Notary Public)







SECTION 8
"AG-1" AGRICULTURAL DISTRICT

8-1 General Purpose and Description: This district classification serves as a temporary classification for areas of undeveloped land of less than 3 acres on which farming and raising of cows and/or horses may be conducted until given a permanent classification.

8-2 Use Regulations: The land or premise shall be used only for the following purposes:

(1) Agricultural Use:

Temporary farming and raising of cows and/or horses. Upon compliance with all other ordinances and laws, one animal may be kept on the first acre. For each additional adjoining half-acre, one additional such animal may be kept.

- a. The agricultural use must not cause a hazard to health by reason of unsanitary conditions; must not be offensive by reason of odors, dust, fumes, or noise; and must not otherwise be detrimental to the public welfare.
- b. The agricultural use may include the construction and use of barns, private stables and loafing sheds as accessory buildings meeting the requirements of this Section.
- c. A permanent classification must be obtained before any structure other than barns, private stables or loafing sheds may be constructed. All existing structures are grandfathered.

(2) Other Uses:

- a. Any other use as may be permitted with a Specific Use Permit.
- b. Temporary buildings require a Specific Use Permit, with a one (1) year maximum with no option for renewal.
- c. No person shall construct or occupy any dwelling or use any structure within the AG-1 Agricultural District as a permanent residence.

(3) Accessory Building Regulations:

Type: Barns, private stables and/or loafing sheds.

Maximum Number: Barn: one.

Stable: one.

Loafing shed: one.

Maximum Height: One Story.

Location: Located at least 30 feet from any property line of an adjacent owner, at least 40 feet from any dwelling on any adjacent property, and at least 40 feet from any road.

NOTICE: Barns, stables or loafing sheds shall not be permitted to remain as nonconforming structures if after construction of a dwelling they will not conform to all regulations of the particular zoning district. Therefore, if barns, stables, or loafing sheds are to be used on property that may later be considered for any other zoning classification which would permit a single-family dwelling, careful consideration of the location of these structures on the property in relation to the possible future location of a dwelling should be made. For example, barns are not permitted in other residential classifications, and stables and loafing sheds are permitted only behind the rear line of the dwelling, with specific side and rear yard setbacks.

SECTION 9
"AG-2" AGRICULTURAL DISTRICT

9-1 General Purpose and Description: This district classification serves as a permanent classification for areas of undeveloped or developed land containing 3 acres or more on which farming and raising of cows and/or horses may be conducted and on which a single family dwelling of at least 2,300 square feet may be constructed.

9-2 Use Regulations: The land or premise shall be used only for the following purposes:

(1) Agricultural Use:

Agriculture, including any customary agricultural building and structure, and such uses as livestock ranges, general ranching, farming, the raising of crops, fruit, and vegetables, horses, cattle, or poultry, on a commercial or business basis and upon compliance with all other ordinances and laws. One cow or horse may be kept on the first acre. For each additional adjoining half-acre, one additional such animal may be kept. For any other animal, a permit must be approved by the Town Council.

- a. The agricultural use must not cause a hazard to health by reason of unsanitary conditions; must not be offensive by reason of odors, dust, fumes, or noise; and must not otherwise be detrimental to the public welfare.
- b. The agricultural use may include the construction and use of barns, private stables and loafing sheds as accessory buildings meeting the requirements of this Section.
- c. All existing structures are grandfathered.

(2) Other Uses:

- a. Parks, playgrounds, community buildings, museums and other public recreational facilities, owned and/or operated by the municipality or other public agency; and privately owned and maintained playgrounds and like recreation areas.
- b. Public buildings, including libraries, museums, police and fire stations, and similar public uses or facilities.
- c. Temporary buildings for uses incidental to construction work on the premises, which said buildings shall be removed upon the completion or abandonment of construction work, one year maximum with no option for renewal. A permit shall be required.
- d. Churches and Public Schools (kindergarten through high school), shall be considered a permitted use, however, a specific use permit zoning change must be applied for and granted pursuant to the Specific Use Section of this ordinance in order to provide conditions to protect health, provide safety and regulate traffic as related to these uses.
- e. Such other uses as may be permitted with a Specific Use Permit.

9-3 Principal Building (Dwelling or Structure): All single family dwellings must meet the following requirements:

Minimum Building Size: 2,300 square feet, exclusive of garages, breezeways and porches.

Maximum Height: 30 feet or not more than two and one-half (2-1/2) stories.

Maximum Lot Coverage: Principal Building not to exceed 10% of total area.

Exterior Construction: At least 70% of the exterior walls of the first floor of all structures, including frame work surrounding all doors and windows, shall be of masonry construction, exclusive of doors, windows, the area above the top plate line, gables and roofs. The 70% masonry requirement shall also apply to all additions or modifications to the Principal Building and to all attached garages.

Front Yard: Minimum depth from edge of road easement to front of principal building shall be at least 45 feet.

Side Yard: Setback of at least 20 feet from any property line or road easement, whichever is closer.

Rear Yard: Setback of at least 35 feet from the rear property line.

9-4 Accessory Building Regulations

(1) Classifications. All accessory buildings must be of one of the following types.

a. Type 1: This type or class of accessory building consists of accessory buildings that support the agricultural use of the property as defined or permitted in Section 9-2(1), such as barns, loafing sheds, private stables or tool/equipment sheds. Electricity and water connections are permitted. Use as additional living quarters is prohibited.

b. Type 2: This type or class of accessory building consists of accessory buildings that are not used for the support of livestock or crops or other agricultural use. Shop or recreation building, swimming pool cabana, boat storage, detached garage for boat, recreational vehicle and motor vehicle storage, home office, or stable are permissible. Major accessory buildings shall not be used as rental property, guest houses or servant's quarters. If toilet and/or shower facilities are provided, adequate wastewater disposal must be provided and approved by the appropriate Town representative. Major accessory buildings may not be used for commercial purposes and may not be used as rental property. No Type 2 accessory building will be permitted unless there is a principal residential dwelling on the property. No carports or other exterior structures designed or intended for the storage of vehicles or boats, whether attached or free-standing, shall be allowed and are expressly prohibited; provided, however, that a porte-cochere for the main entrance of the residential dwelling may be permitted.

(2) Major Accessory Buildings: A building permit is required for all major accessory buildings prior to the commencement of construction.

a. Type 1 Major Accessory Buildings

Location: Located at least 30 feet from any property line of an adjacent owner, at least 40 feet from any dwelling on any adjacent property and at least 40 feet from any road.

Type of Exterior

Construction: The building's construction materials may be of wood, brick, simulated wood, vinyl, painted aluminum, or corrugated, galvanized sheet metal.

b. Type 2 Major Accessory Buildings

Maximum Size: 1,000 square feet of usable enclosed area. As an exception to the foregoing maximum size requirement, a Type 2 major accessory building may not exceed 1,200 square feet of usable enclosed area if there is no minor accessory building. If two (2) stories the footprint of the accessory building is to be reduced in proportion, so that the total usable space does not exceed the maximum size requirement. Porch areas may not exceed an additional 20% of the total usable enclosed area.

Maximum Height: Two (2) stories or 30 feet to roof peak. Total height may not exceed that of the principal dwelling.

Location: Must be located completely behind the rear line of the residential building. Setback shall be at least 15 feet from any property line or road easement, whichever is closer.

Door: One (1) 12 feet wide by 14 feet high maximum size door which may face the front and one (1) entry type door which may not exceed 48 inches in width. For safety purposes, a minimum of two (2) openings is required.

Exception: It shall be an exception to the foregoing requirement if the structure has one (1) 16 foot by 10 foot door or two (2) 9 foot by 10 foot doors, provided that they may not face the front of the structure or any public street and that the construction of the building must be 70% brick or masonry construction substantially similar in color, composition and design as the main residential building. At least two (2) openings shall be required.

Type of Exterior

Construction: The building's construction materials must be substantially similar in color, composition and design as that of the residential building, and at least 70% of the structure must be brick or masonry and generally meet the requirements for the principal residential building. Sheet metal siding is expressly prohibited. Roofing material must also be substantially similar in color, composition and design as that of the residential building and comply with the Town's Roofing ordinance. A major accessory building which is 500 square feet or less of usable space is exempted from the foregoing 70% brick or masonry requirement but must be substantially similar in color, composition and design of the principal dwelling and generally meet the requirements for the principal residential building.

Foundation: A concrete foundation is required for all Type 2 major accessory buildings.

(3) Minor Accessory Building (including pre-fabricated buildings and buildings on skids).

a. Type 2 Minor Accessory Building: Storage for tools, lawn care equipment etc., will be permitted only in connection with the residential dwelling on the property.

Maximum Size: 200 square feet footprint.

Maximum Height: One story, not to exceed 18 feet to roof peak.

Location: Must be located behind the rear line of the residential dwelling and at least 8 feet from the property line or road easement, whichever is closer.

Type of Exterior

Construction: The building's construction material must be substantially similar in color, composition and design as that of the residential building, be of wood, brick, simulated wood, vinyl or factory painted aluminum. Sheet metal siding is expressly prohibited. Roofing materials must also be substantially similar in color, composition and design as that of the residential building and comply with the Town's Roofing ordinance. Greenhouses may be made of glass or like products.

9-5 Driveways. The construction of a driveway shall require a separate permit.

9-6 Private Swimming Pool.

A private swimming pool will be permitted only in connection with a residential dwelling. Both in-ground and above-ground pools require a fence at least 4 feet in height with no gaps or openings larger than 4 inches and with all gates to be self-latching and self closing. Any pool must be located at least 4 feet from the property line or road easement, measured from water's edge.

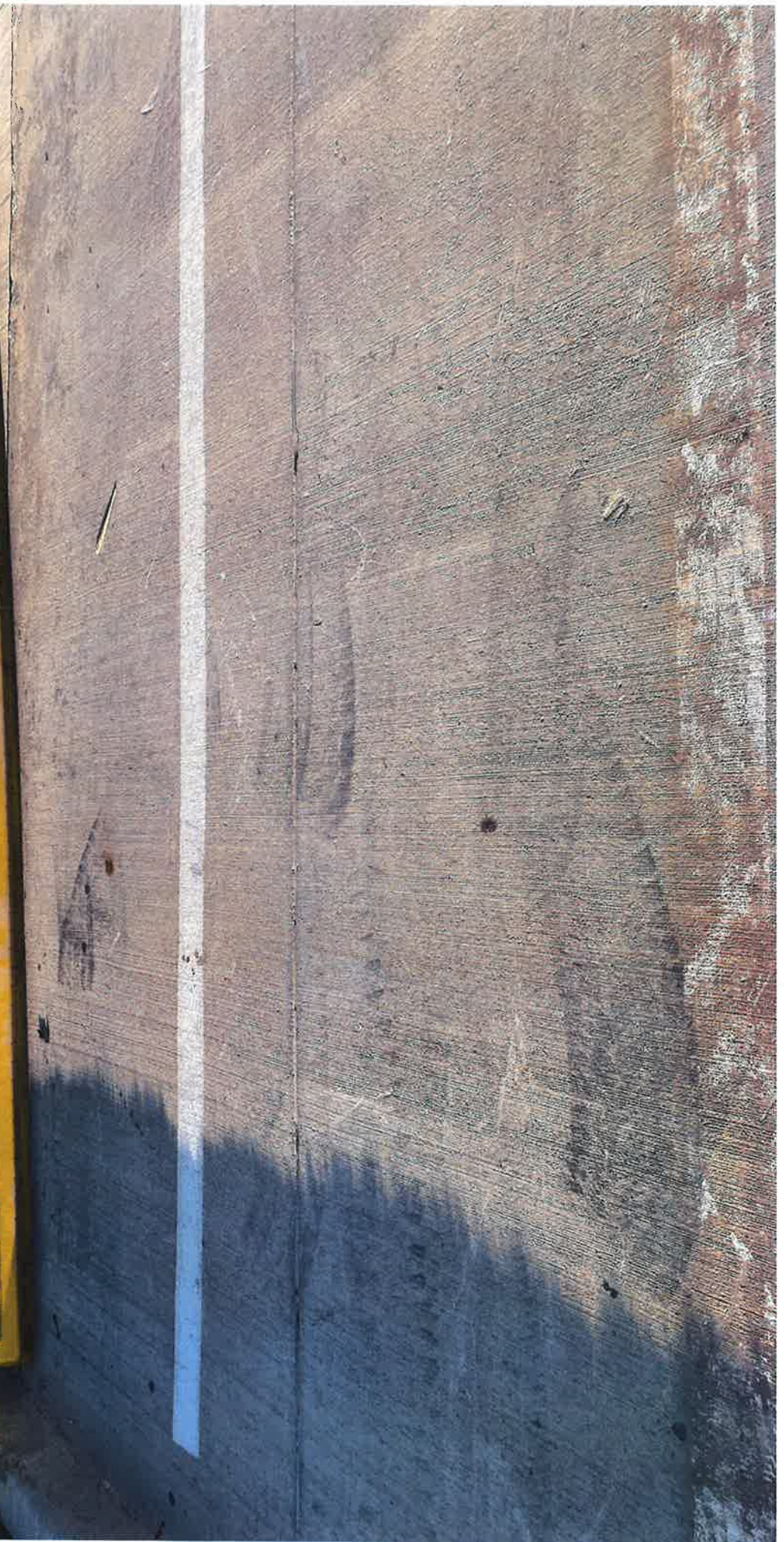
9-7 Fences.

Wood, plastic, metal or wire may be used to corral animals. Barbed wire and electric fences are permitted.

NOTICE: If a different zoning classification is later sought or imposed on the property, barns, stables or loafing sheds shall not be permitted to remain as nonconforming structures if after construction of a dwelling they will not conform to all regulations of the particular zoning district. Therefore, if barns, stables, or loafing sheds are to be used on property that may later be considered for any other zoning classification which would permit a single-family dwelling, careful consideration of the location of these structures on the property in relation to the possible future location of a dwelling should be made. For example, barns are not permitted in other residential classifications, and stables and loafing sheds are permitted only behind the rear line of a dwelling, with specific side and rear yard setbacks.

In addition to the foregoing, fences will have to conform to specifications for residential classifications where barbed wire is expressly prohibited. New driveways will have to be constructed of asphalt, concrete, paving bricks or gravel. However, driveways made of gravel will have to be paved with asphalt, concrete, paving bricks or other approved surfacing material when a new zoning classification is later sought.

MEAT MARKET





September 30, 2020
AVO 37946.120

Ms. Eileen Kennedy
Town Secretary
Town of Double Oak
320 Waketon Road
Double Oak, Texas 75077

RE: Double Oaks Drive – Letter of Recommendation

Dear Ms. Kennedy,

Bids were opened for the above referenced project on Monday, September 27, 2021 at 11:00 a.m. at Double Oak Town Hall. Seven (7) bids were received for the project. Halff Associates has verified the bid tabulations and the overall low bidder is **Texas Materials Group Inc, dbn TexasBit**. Please see a summary of the Double Oaks Drive bids below. The low bidder and bid amount are highlighted.

Whispering Oaks Drive Bid Summary			
Contractor	Base Bid	Add Alt.	Total
Texas Materials Group Inc, dbn TexasBit	\$105,326.50	\$57,105.24	\$162,431.74
Jagoe-Public Company	\$101,795.00	\$61,430.00	\$163,225.00
Peachtree Construction, Ltd.	\$97,832.00	\$66,292.00	\$164,124.00
Reynolds Asphalt & Construction Company	\$100,243.85	\$69,753.50	\$169,997.35
GRod Construction LLC.	\$124,429.00	\$81,114.00	\$205,543.00
Pavecon Public Works, LP	\$133,583.20	\$75,136.40	\$208,719.60
Reliable Paving Inc.	\$154,740.00	\$105,649.00	\$260,389.00

TexasBit's bid bonds, qualifications, and experience are attached to this letter. We called the City of Plano and the City of Fort Worth and received positive references for TexasBit.

Halff recommends awarding the Double Oaks Drive mill and overlay project to **Texas Materials Group Inc, dbn TexasBit** in the amount of **\$162,431.74**.


If you have any questions, please contact me at (817) 764-7480.

Sincerely,

HALFF ASSOCIATES, INC.

Steven D. Templer, PE
Senior Project Manager

TOWN OF DOUBLE OAK - DOUBLE OAKS DRIVE
BID FABULATION
BID OPENING: MONDAY, SEPTEMBER 27, 2021, 11:00 A.M.

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE																																
ENGINEERS ESTIMATE:																																															
BASE BID: \$114,900																																															
ADD'AL: \$90,900																																															
TOTAL: \$205,800																																															
1-1	Mobilization (10% max), work fully performed	LS	1	\$10,075.04	\$10,075.04	\$16,000.00	\$16,000.00	\$6,500.00	\$6,500.00	\$7,000.00	\$7,000.00	\$12,000.00	\$12,000.00	\$18,475.00	\$18,475.00																																
1-2	Variable Depth Mill Of Existing Asphalt And Replace With 2-inch Asphalt Overlay	SY	3269	\$20.18	\$66,888.42	\$15.00	\$49,035.00	\$18.00	\$58,824.00	\$17.45	\$57,044.05	\$23.00	\$75,187.00	\$18.80	\$61,428.20																																
1-3A	Full Depth Repair (With Flexbase)	SY	154	\$90.28	\$13,903.12	\$0.00	\$0.00	\$0.00	\$0.00	\$145.50	\$22,561.00	\$88.00	\$13,552.00	\$0.00	\$0.00																																
1-3B	Full Depth Repair (With CTB)	SY	154	\$0.00	\$0.00	\$1,200.00	\$1,848.00	\$3,500.00	\$539.00	\$50.00	\$7,700.00	\$3,000.00	\$462.00	\$28,338.00	\$0.00	\$0.00																															
1-4	Shoek Soding (Allowance)	SY	314	\$2,380.00	\$747,320.00	\$3,000.00	\$942,000.00	\$3,500.00	\$1,107,000.00	\$950.00	\$298,300.00	\$1,000.00	\$313,400.00	\$3,650.00	\$1,158,100.00																																
1-5	Shoek Soding (Allowance)	SY	329	\$12,000.00	\$3,948,000.00	\$12,000.00	\$3,948,000.00	\$12,000.00	\$3,948,000.00	\$12,000.00	\$3,948,000.00	\$12,000.00	\$3,948,000.00	\$12,000.00	\$3,948,000.00																																
1-6	Miscellaneous Construction Contingency	LS	1	\$105,338.50	\$105,338.50	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00																																
BASE TOTAL					\$1,053,338.50	\$1,011,795.00	\$1,011,795.00	\$97,832.00	\$97,832.00	\$100,243.83	\$100,243.83	\$124,428.00	\$124,428.00	\$133,883.20	\$133,883.20																																
ADDITVE ALTERNATE																																															
1-1A	2-inch Asphalt Overlay	SY	2398	\$18.40	\$44,123.20	\$15.00	\$35,970.00	\$18.00	\$43,164.00	\$17.45	\$41,845.10	\$23.00	\$55,154.00	\$17.30	\$41,485.40																																
1-1B	Full Depth Repair (With Flexbase)	SY	186	\$90.28	\$16,812.08	\$0.00	\$0.00	\$0.00	\$0.00	\$145.50	\$27,249.00	\$88.00	\$16,552.00	\$0.00	\$0.00																																
1-2B	Full Depth Repair (With CTB)	SY	186	\$0.00	\$0.00	\$120.00	\$22,320.00	\$140.00	\$26,040.00	\$0.00	\$0.00	\$63.00	\$11,718.00	\$148.00	\$27,528.00																																
1-3	Shoek Soding (Allowance)	SY	314	\$3.14	\$985.96	\$10.00	\$3,140.00	\$5.00	\$1,570.00	\$2.10	\$659.40	\$11.00	\$3,454.00	\$18.50	\$5,809.00																																
ADD. TOTAL					\$57,169.34	\$51,430.00	\$51,430.00	\$66,892.00	\$66,892.00	\$81,134.00	\$81,134.00	\$105,543.00	\$105,543.00	\$105,543.00	\$105,543.00	\$105,543.00																															
BID TOTAL					\$1,110,507.84	\$1,063,225.00	\$1,063,225.00	\$1,124,724.00	\$1,124,724.00	\$1,189,997.35	\$1,189,997.35	\$1,295,571.00	\$1,295,571.00	\$1,401,426.20	\$1,401,426.20	\$1,401,426.20																															
<table border="0"> <tr> <td>Bid Bond</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Addendum</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>																Bid Bond	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Addendum															
Bid Bond	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes																																
Addendum																																															
<p align="right">9/30/2021 Date  Steve Templar, PE</p>																																															

9/30/2021
 Date

 Steve Templar, PE



Denton Central Appraisal District
3911 Morse Street
Denton, TX 76208

(940) 349-3800
 www.dentoncad.com

M E M O

TO: Denton County, School Districts and Cities that Levy a Tax

FROM: Hope McClure, Chief Appraiser

SUBJECT: Request for Nominations for DCAD Board of Directors

DATE: August 13, 2021

It is time again for the taxing jurisdictions to select five individuals to serve as the DCAD Board of Directors. Each jurisdiction may nominate by written resolution up to five people to be considered for the DCAD Board of Directors. According to Section 6.03 of the Texas Property Tax Code, it is the chief appraiser's responsibility to initiate this process, which is the purpose of this memo.

Please note that a chief appraiser does not have the authority, or the duty, to investigate or judge the qualifications of the nominees. Further, a chief appraiser cannot extend the deadline for receiving nominations.

Please return your nomination(s) by written resolution before October 15, 2021.


Please provide the name and address of the nominee(s). The District will send a questionnaire to each nominee requesting additional information to assist the entities in the voting process.

CALENDAR FOR APPOINTMENTS:

1. Before October 1st - Each jurisdiction will be advised of the number of votes they are entitled to cast in the election of the board of directors (those numbers are included in this email).
2. Before October 15th - The governing body of each jurisdiction may nominate by written resolution up to five candidate(s) to the DCAD Board of Directors. (The number of votes that each jurisdiction has is not relevant in the initial nomination phase.)
3. Before October 30th - A comprehensive list of the nominees will be compiled and this information will be sent to the taxing jurisdictions in the form of a ballot.
4. Before December 15th - The taxing jurisdictions choose by written resolution the candidate, or candidates, of their choice. The jurisdictions then submit the names of their candidates and the votes they cast for each candidate before the December 15th deadline.
5. Before December 31st - A tabulation of the votes will be forwarded to the jurisdictions. The five candidates that have received the most votes become the Board of Directors as of January 1st.



Denton Central Appraisal District
3911 Morse Street
Denton, TX 76208

 (940) 349-3800
 www.dentoncad.com

Memo, Appointing Board of Directors, August 11, 2021

Page 2

SELECTING A NOMINEE

AUTHORITATIVE GUIDELINES - The selection process is set forth in Section 6.03 of the Property Tax Code. This process is not an "election" governed by the Texas Election Code. It is an independent procedure unique to the property tax system.

ELIGIBILITY - An appraisal district director must reside in Denton County for at least two years immediately preceding the date he or she takes office. Most residents are eligible to serve as a director. An individual that is serving on the governing body of a city, county, or school district is eligible to serve as an appraisal district's director.

An employee of a taxing unit served by the appraisal district is **not** eligible to serve as a director. However, if the employee is an elected official, he or she is eligible to serve.

A statute relevant to the Board selection process prohibits nepotism and conflict of interest for appraisal district directors and chief appraisers. In summary, the law states that:

..... "a person may not serve as director if closely related to anyone in the appraisal district or if related to anyone who represents owners in the district, or if the person has an interest in a business that contracts with the district or a taxing unit. A chief appraiser may not employ someone closely related to a member of the board of directors".

TERM OF OFFICE – Those elected to the Board of Directors will serve a two year term beginning January 1, 2022.

FREQUENCY OF MEETINGS - The applicable statutes require the board of directors to meet a minimum of once each calendar quarter.

From: Templer, Steve
Sent: Friday, August 27, 2021 3:19 PM
To: Brian Shults
Cc: Stahl, Matt
Subject: RE: Town Map

Brian,

We believe the Town map will take anywhere from 4 to 16 hours depending on how much information we can utilize from previous work. If the Town can approve us for a not to exceed maximum of \$1,600 dollars, we can begin the work for you.

Thank you,

Steve

Steve Templer, PE
Public Works Senior Project Manager
Half Associates, Inc.

O: (817) 764-7480

Section 5.3 – Sick Leave

...

5.3.5 – Quarantine Leave: An employee who has, in the line of duty or in the course of employment, been exposed to a communicable disease and who has been ordered to quarantine or isolate due to a possible or known exposure to the disease will continue to receive all employment benefits and compensation, including leave accrual, pension and TMRS benefits, and health benefit plan benefits for the duration of the leave. The Town will also provide reimbursement for reasonable out-of-pocket costs related to the quarantine, which may include lodging, medical and transportation costs directly attributable to the quarantine. Documentation of reimbursable expenses must be presented in a timely manner and in no event more than 30 days after the expense is incurred. Quarantine leave is independent of other leaves provided in the Town's Personnel Handbook, and other accrued leaves that include sick leave and vacation leave will not be reduced by absences due to quarantine leave. In order to qualify for paid quarantine leave, the employee must have been exposed to a communicable disease in the line of duty or in the course of employment and the quarantine must be ordered by the employee's supervisor or by the County health authority. An employee who violates a quarantine order may be subject to disciplinary action, including but not limited to termination from employment, or forfeiture of quarantine leave benefits.