



DOUBLE OAK

Town of Double Oak  
Town Council –Public Meeting

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

Monday, October 18, 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 October 4, 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. Discussion, consideration, and action on a request from Goodonuts located at 8401 Justin Road Suite 102 to allow an exception under the Sign Regulations to allow a temporary freestanding staked wooden sign sized 48x36 advertising Goodonuts on the property near Justin Road. \*

Presentation:

Assistant Town Secretary Lynn Jones

8. Discussion, consideration, and action on an estimate from Double Oak Concrete to install new concrete culverts at Park Lane, North Woodland, and North Forest as part of the Double Oaks Drive project.\*

Presentation: Mayor Von Beougher

9. Discussion, consideration, and action on the purchase of a 2022 Tahoe in the amount of \$36,680.\*

Presentation: Chief Ruben Rivas

10. Discussion, consideration, and action on the purchase of a Motorola radio in the amount of \$5,141.37.\*

Presentation: Chief Ruben Rivas

11. Discussion, consideration, and action on Halff Associates preparing 2 new wall maps.

Presentation: Town Secretary Eileen Kennedy

11. 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

12. Discussion, consideration, and action on a proposal from DFW AV PROS to install all weather speakers in the Pavilion.\*

Presentation: Administrative Clerk Brian Shults

13. Discussion, consideration, and action on a contract with Steve Koehler.

Presentation: Mayor Von Beougher

14. Council – staff announcements and comments:

- Town Hall will be a voting site for the November 2, 2021, General and Special Election.

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

\* 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. October 4, 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
Scott Whisenhunt	Council Member
Joe Dent	Council Member
Casey Parsons	Council Member

Deputy Mayor Pro-Tem Anita Nelson was absent. 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 Dent gave the invocation and Council Member Whisenhunt lead the pledge of allegiance to the American and Texas flags.

II. Citizen Comments

Phyllis Meyerson, 133 East View Court, briefed the council on the BoA meeting held September 21, 2021.

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.

Motion Whisenhunt, second Dent to approve the minutes of September 20, 2021, as written.

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

Motion Carried

IV. Mayor, Council Members and Staff reports:

2. Mayor and Council – Council member Parsons reported a pothole at Kings Road and Eagle Parkway. Mayor Pro Tem Garrett asked to review the animal control contract.

3. Public Works - Code Enforcement – Animal Control – None
4. Administration – None
5. Public Safety – DOVFD, none; DOPD, National Night out October 5, 2021. Congratulations to Cody Leinweber and Rosie Riojas on their anniversaries with the Town.
6. Road and Drainage Committee – None

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.

The Mayor opened the public hearing at 7:12 p.m.

The Mayor closed the public hearing at 7:14 p.m.

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.

Motion Dent, second Parsons to approve 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.

AYE: Garrett, Dent, Parsons, Whisenhunt

NAY: None

ABSTAIN: None

Motion Carried

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.

Motion Parsons, second Garrett to allow an exception under the Sign Regulations, Section 3.1302(6)(C)(vi) for the number of building wall mounted signs allowed as requested by The Old Town Meat Market.

AYE: Dent, Whisenhunt, Garrett, Parsons,

NAY: None

ABSTAIN: None

Motion Carried

10. Discussion, consideration, and action on awarding the Double Oaks Drive mill and overlay project.

Curtis Glover, 170 Double Oaks Drive, asked how the culverts were being addressed. Double Oak Concrete will be taking care of the culverts on Double Oaks Drive.

Motion Garrett, second Parsons to award the Double Oaks Drive mill and overlay project to TexasBit in an amount not to exceed \$165,000.

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

Motion Carried

11. Discussion, consideration, and action on the nomination of up to five individuals to serve as the DCAD Board of Directors.

Curtis Glover, 170 Double Oaks Drive, and Jean Hillyer, 170 Trailing Oaks, asked to be on the nomination list.

No action

12. Discussion, consideration, and action on Halff Associates preparing 2 new wall maps.

This item was asked to move to the October 18, 2021, meeting in order to receive more information from the engineer.

13. Discussion, consideration, and action on adding to Section 5.3 – Sick Leave of the employee policy manual 5.3.5-Quarantine Leave.

This item was tabled to get verification and clarification from the town's attorney

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

Billie Garrett, DOWC, announced the date for a movie day, October 23, and November 16 for their annual auction.

15. Adjournment

With no further business to come before the Council, motion Whisenhunt, Garrett second, the meeting was adjourned at 7:55 p.m.

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Eileen Kennedy, Town Secretary

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Von Beougher, Mayor



TOWN OF DOUBLE OAK  
 320 Waketon Road  
 Double Oak, Texas 79077  
 P: 872-559-9464 F: 872-559-9619  
 permits@doubleoak.texas.gov

Building Permit Application  
 Sign

PERMIT #

DATE / /

Location & Description of Work

Coordinates 8401 Justin Rd Ste #102  
(Location of Work)

(Subdivision Name)

Parkway wood sign for advertising  
(Name/Address of Work)

(Phone #)

(Fax #)

(Homeowner's Name)

(Homeowner's Phone #)

jerinnal9@gmail.com  
(Email)

Sign Company Information

FAST SIGNS  
(Company Name)

1306 W Main St  
(Address)

Louisville  
(City)

75467  
(Zip)

Kelly Hebert  
(Contact Name)

972 420 8770  
(Phone)

(Fax #)

9@fastsigns.com  
(Email)

(License #)

Electrical Contractor Information

(Company Name)

(Address)

(Phone)

(Fax #)

(Contact Name)

(Phone)

(Fax #)

(Email)

(License #)

Project Information

Number of signs:

Type of Sign:

Temporary

Attached Permanently

Freestanding Permanently

Other (Explain below)

Will the sign be illuminated?

Yes

No

Size of sign:

Dimension:

48X36

Description of work:

Parkway wood sign for advertise

AcM 3mm white 48X36 two sides w/ stake

Framed (angle iron)

Application Checklist (please check the boxes to indicate items submitted with the application)

- 1) Application completed and signed.
- 2) Fee varies per sign (will be calculated prior to permit being issued)
- 3) Diagram of sign (with dimensions)
- 4) Site plan location of sign with setbacks

PLEASE COMPLETE THE INFORMATION AT

Visit <https://www.doubleoak.texas.gov>





TOWN OF DOUBLE OAK  
 320 Waketon Road  
 Double Oak, Texas 75077  
 P: 972-539-8464 F: 972-539-9613  
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Building Permit Application  
 Sign

PERMIT #

DATE / /

The applicant certifies that he/she is qualified to supervise the work of contractors with the permit attached to this application and agrees to abide by the building codes and ordinances of the Town of Double Oak. These plans substantially meet the minimum code requirements of the Town of Double Oak. The applicant is responsible for providing all engineering and other permits required for the project. Double Oak does not warrant that the information provided on these plans and drawings is correct or that the applicant will be held liable for any errors or omissions on these plans and drawings. The applicant is responsible for complying with all applicable codes and ordinances of the Town of Double Oak.

W KH 26

9/27/21

APPLICANT SIGNATURE

DATE

APPROVED BY BUILDING INSPECTOR

DATE APPROVED



*Proposed sign*



10:35 ↙

◀ KakaoTalk



9-110130.pdf



**FASTSIGNS**

More than fast. More than signs.®

**FASTSIGNS 10501**

More than fast. More than signs.®  
fastsigns.com/9

1306 W Main St  
Lewisville, TX 75067  
(972) 420-8770

**INV**

**9-1**

Payment Terms: Cash

Created Date: 9/21/2021

**DESCRIPTION: Wayfinding sign**

**Bill To:** Goodonuts  
8401 Justin Rd.  
Suite 102  
Double Oak, TX 75077  
US

**Pickup At:** FASTSIGNS 10501  
1306 W Main St  
Lewisville, TX 75067  
US

**Ordered By:** Yejin Na  
Email: yejinna15@gmail.com  
Work Phone: (405) 888-1335  
Cell Phone: (405) 888-1335

**Salesperson:** Kelly Hebert  
Entered By: Kelly Hebert

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE
1	ACM	1	\$251.34	\$251.34
1.1	ACM 3mm White - Part Qty: 1 Width: 48.00" Height: 36.00" Sides: 2 Text: [ customer artwork ]			
				Include stakes - Include Stake
2	Frame	1	\$570.24	\$570.24
2.1	Frame - Custom (angle iron) - Part Qty: 1			
3	Installation	1	\$150.70	\$150.70
3.1	Installation - - # of Installers: 1			

**Subtotal:**



Proposed  
location  
of  
sign



Similar Sign to what Goodonuts is requesting

## ARTICLE 3.1300 SIGN REGULATIONS\*

### Sec. 3.1301 Definition of a Sign

For the purpose of this article, a “sign” shall mean a lettered and/or a combination of lettering, pictures and symbology applied to a rigid surface/fixture, for public display and for the purpose of communicating by reading a message and/or identity of a particular property, location, person, firm, activity or event.

### Sec. 3.1302 Classification of Signs

(a) All signs will be classified as temporary or permanent, and further categorized as follows:

(1) Temporary.

(A) Class I - Private use.

(B) Class II - Off-premises public and private use.

(Ordinance 42 adopted 8/20/98)

(C) Class III - New construction, subdivision development and retail. (Ordinance 07-03, sec. 1, adopted 6/18/07)

(2) Permanent.

(A) Class I - Municipal official use.

(B) Class II - Subdivision identification.

(C) Class III – Commercial.

(D) Class IV - Private advisory.

(b) Permitted purposes for each category is as follows:

(1) Temporary Class I. Intended primarily for the direct benefit and use of private citizens for noncommercial purposes. Such signs may only be posted upon the premises of the location of the property or event. Permitted uses are:

(A) The sale, lease or rental of privately owned real property.

(B) Garage, yard or estate sales.

(C) The sale of a motor vehicle, boat, lawn tractor or trailer or similar private property.

(D) The identification of a privately owned residence for family reunions, birthdays, weddings and similar private social events.

(E) A building contractor’s sign while engaged in work for the property owner, for repair, renovation or remodeling, and for which a building permit is required.

(F) Political signs promoting a particular candidate or party.

(2) Temporary Class II. For off-premises display, and for specific short term noncommercial private and public events such as:

(Ordinance 42 adopted 8/20/98)

(A) Directional signs and/or “arrows” which guide motorists to the site of a for sale “open house,” a garage, yard or estate sale, private social event, and similar activity, and which supports the activities authorized under temporary Class I signs. Temporary Class II signage includes signs posted by private organizations such as clubs, teams, and municipal departments whose membership is made up of town residents. The purpose of such signs is to direct and/or invite the citizenry-at-large to participate in or attend a specific shortterm public event. Examples include: DOVFD aluminum pickup, DOWC benefit breakfast or similar events, and the mayor’s “Pot Hole Day.” (Ordinance 07-03, sec. 2, adopted 6/18/07)

(3) Temporary Class III.

(A) Applicable to subdivision developers, new construction, building contractors, representative real

estate agents, lending institutions and other persons, firms or activity associated directly or indirectly with a new development or construction, and where a sign is displayed upon such sites identifying such persons or firms, and where the purpose of such signage is to sell the property.

(B) For the owners and/or their agents of undeveloped land with an area of one or more acres, when a sign is displayed upon the property which announces that the property is for sale, lease or rent.

(Ordinance 42 adopted 8/20/98)

(C) Banner Signs. A permit for a temporary banner sign for commercial advertisements is required and will be valid for a maximum of 14 days. Temporary banner sign permits may be issued a maximum of 12 times per year with at least a 14-day gap between permits for the same business or location. Allowed temporary banner sign materials are either cloth or canvas, may have a maximum square footage of 40 feet, and shall be professionally constructed and designed. Signs must be firmly attached to the building in such a way so as to prevent the sign from moving freely in the wind or detaching under adverse weather conditions. Banners shall not be attached to trees or utility poles. A permit application containing the language as stated on the banner, general design, location and date to be erected and removed shall be required. A permit fee is required. (Ordinance 07-03, sec. 3, adopted 6/18/07)

(4) Permanent - Municipal Class I. For official municipal use to aid in identification and to promote public safety. Such uses are:

(A) Town boundary/location identification.

(B) Town building/facility identity and location.

(C) Street identification.

(D) Motor vehicle traffic control.

(E) And such other signage as the town council may direct to promote the public safety, welfare and convenience.

(5) Permanent - Subdivision Class II. For the identification of fully developed and/or established developing residential subdivisions within the corporate limits of the town.

(Ordinance 42 adopted 8/20/98)

(6) Permanent - Commercial Class III. Outdoor signs of all types are to be regulated to protect property values, create a more attractive economic and business climate, enhance and protect the physical appearance of the town and preserve the scenic and natural beauty of the town. It is further intended to reduce visual clutter, distractions, and obstructions that may contribute to traffic accidents, to reduce hazards that may be caused by signs overhanging or projecting over public rights-of-way, and to provide more open space.

Government signs (signs erected and/or maintained by the state or federal government or an instrumentality or political subdivision thereof) are exempt. For the purposes of this article, "sign" does not include signs erected and maintained pursuant to and in discharge of any governmental function or required by law, ordinance, or governmental regulation. All other signs and outdoor advertising are hereby regulated.

No commercial Class III sign shall be erected, placed, or located except in accordance with the following standards:

(A) Zoning Districts. Commercial signs are allowed only in the following zoning districts:

(i) Business (B).

(ii) Office (O).

(iii) Retail (R).

(iv) Planned Development (PD).

(v) Specific Use Permit (SUP) (nonresidential areas only).

(B) Sign Permits. No sign shall be constructed, erected, remodeled, relocated, or expanded until a sign permit for such sign has been issued by the town. No sign permit shall be issued unless the sign complies with the provisions of this article. Fees for commercial signs are contained in the town's fee schedule and may be updated from time to time as deemed necessary or appropriate by the town.

(C) Structural Types of Signs.

(i) Awning, Canopy and Marquee Signs. A sign that is mounted, printed, or painted on, or attached to, an awning, canopy or marquee that is otherwise permitted by this article. No such sign shall project above, below, or beyond the physical dimensions of the awning, canopy or marquee.

(ii) Monument or Ground Signs. A sign permanently erected on or supported by the ground independent of the principal building or structure on the property. The height of the sign, including the base, shall be measured from ground level (average grade). A monument sign shall be solid from the ground up; pole(s) or support(s) shall be concealed. A monument sign within a business development or retail area must be of a uniform appearance in nature and be complementary to the exterior composition of the buildings or structures within the property, area or development. All monument signs must conform to the following regulations:

1. Construction. Monument signs shall be constructed of 100% masonry material or a combination of masonry and translucent materials. Monument signs shall not have moveable lettering.
2. Illumination. One hundred percent masonry signs may be illuminated by external, shielded florescent lights located at ground level. Signs constructed of masonry perimeters and translucent central sections may be internally illuminated. Monument signs may be illuminated up to 24 hours per day. No other lighting other than that provided by this section will be allowed for monument signs.
3. Maximum Size (Including Foundation and Edging). One monument sign per building (excluding accessory buildings) will be allowed with a maximum height of 5 feet and maximum length of 8 feet with a maximum interior sign size of 3 feet high by 6 feet wide.
4. Setback. Monument signs shall be at least 10 feet from the property line.

(iii) Pole Signs. A sign mounted on a freestanding pole or tree. Pole signs are not allowed.

(iv) Roof Signs. A sign fastened to or resting on the roof of a structure. Roof signs are not allowed.

(v) Sandwich Board Signs. A fold-out freestanding, portable sign, which is hinged at the top and placed on the ground or pavement so as to be self supporting, located at the exterior of a building. Sandwich board signs are not allowed.

(vi) Building Wall-Mounted Signs. A sign fastened to or painted on a wall of a building or structure such that the wall becomes merely the supporting structure or forms the background surface. Building wall-mounted signs shall not project more than 12 inches from the wall of such building. One wall-mounted building sign per business may be permitted. For a condominium-style office building, if constructed with an entrance or entrances into a common lobby for all businesses, one building-mounted sign may be permitted. If the condominium-style office building is constructed with individual external entrances with each business having a separate entrance and exit to the exterior of the building, then one individual building wall-mounted sign per business may be permitted, limited to a maximum size of 5 square feet. All building wall-mounted signs shall conform to the following regulations:

(Ordinance 07-03, sec. 4, adopted 6/18/07)

1. Illumination. Building signs may be internally or externally lit. No flashing, intermittent, or moving lights will be permitted. (Ordinance 19-08 adopted 10/7/19)

2. Maximum size. All signs shall be limited to two-thirds (2/3's) of the width of the building (or leased space) frontage or face. A building wall-mounted sign can be no more than 3 feet in height at any point. Building wall-mounted signs shall be limited to a maximum of 40 square feet of building signage as measured by the area of the smallest rectangle that encloses the sign. (Canopies, awnings, or marquees will be included in the maximum 40 square feet allowed.) The building wall-mounted sign may not protrude above the roofline or parapet at any point along the building exterior or project more than 12 inches from the building.

(vii) Portable Commercial Billboards or On-Site Business Signs. Any sign which is supported by the ground but not attached to the ground or a permanent structure, which is used primarily to advertise to the general public for commercial purposes, is not allowed.

(viii) Window Signs. All window signage shall be limited to no more than 10% of the aggregate size of the window excluding informational (e.g., hours of operation) and/or enforcement (e.g., no weapons allowed) signs. Window signs may be lit during posted business hours or 10:00 p.m., whichever is later.



(D) General Standards.

(i) Obsolete and Abandoned Signs, and Signs in Disrepair. All signs, including all awnings, canopies, and marquees, that are considered to be obsolete or to be abandoned, including but not limited to signs identifying or advertising businesses, services, or products no longer available at the location where the sign is erected, shall be removed within 30 days of notice by the town, at the owner's or occupant's expense or at the expense of the individual or company to whom the last sign permit was issued. Signs that are in disrepair or that have not been maintained so as to be unsafe or in disrepair shall be immediately repaired or removed. If such sign is not repaired or removed after notice thereof has been issued by the town, the town may, at the owner's or occupant's expense, cause the removal of the sign.

(ii) Miscellaneous Construction. No permanent sign or part thereof shall contain or consist of banners, strings of lights, pennants, ribbons, streamers, spinners or other similar moving objects. Inflated or floating objects or temporary portable signs of a commercial or advertising nature are likewise prohibited. Commercial signs of a temporary nature shall be allowed only as permitted by Temporary Class III sign regulations.

(iii) Illuminated Signs. Any illuminated sign or lighting device shall be of constant intensity and no sign shall be illuminated by or contain flashing, intermittent, rotating, moving, or scrolling lights. In no event shall an illuminated sign or lighting device be directed on or illuminate a public street, highway, sidewalk, or adjacent premises so as to cause glare or reflection that may constitute a traffic hazard or nuisance as determined by the building official. All sign lighting shall be screened from residential structures and premises.

(iv) Exceptions. Exceptions from the requirements of this article may be approved by the town council after a specific finding that the exception is reasonable and necessary under special circumstances for which the exception is requested and that such exception will not violate the intent of this article. The town council may stipulate conditions it deems necessary to protect the public health, safety and welfare.

Minor deviations from the original permitted sign may be approved by the design review committee.

(v) Holiday Lights and Decoration. Temporary lights and holiday decorations shall be exempt from the provisions of this article provided that they are installed no sooner than mid-November and removed no later than January 5th of the next calendar year.

(Ordinance 07-03, sec. 4, adopted 6/18/07)

(7) Permanent Private Class IV. For private residential use and or public advisory/warning purposes only, such as signs indicating "Beware of Dog," "No Trespassing," "Protected by ABC Security," etc. No time limit nor permit required.

**Sec. 3.1303 Sign Sizes; Time Limitations**

(a) Temporary - Class I Private.

- (1) No permit or fee required.
- (2) Maximum sign size is six (6) square feet in area and 60" in height.
- (3) One sign for each authorized purpose is permitted for a maximum of two signs at any one time.
- (4) Sign display time limits are as follows:

<u>Purpose</u>	<u>Maximum Time</u>
Sale of real property	Until property is sold
Garage sale	2 days
Private social	2 days

Private property sale days	Until property is sold or 30 [days]
Political	Until day after election day
Private contractor (Renovation & repair)	Until work is completed or maximum of 30 days thereafter

- (5) No temporary Class I private signage may be tacked to municipal sign posts or upon utility poles.
  - (6) Under penalty of fine, all off-premises directional signage under this category must be removed within 24 hours after the event.
  - (b) Temporary Class II - Off-Premises Public and Private Events.
    - (1) No permit or fee required.
    - (2) Maximum sign size is six (6) square feet in area and 60" in height.
    - (3) Maximum of six directional (arrow) signs permitted for private events, not to exceed two days of display.
    - (4) Public event signs may be posted at all public roadway entrances/exits to the town for a maximum of seven (7) days prior to the event.
    - (5) All signs in this category must be removed within 24 hours after the specific event.
  - (c) Temporary Class III - Subdivision Development and New Construction.
    - (1) Permits and fees are required (see [Section 3.1304](#)).
    - (2) The time limit for this category of sign is one (1) year, renewable upon payment of an additional annual fee.
    - (3) Only one sign per new residential building site is permitted, and shall not exceed six (6) square feet in area nor be greater than 60" in height.
    - (4) Subdivision development signs are permitted which do not exceed thirty-two (32) square feet in area and ten (10) ft. in height. A maximum of one sign per public roadway entrance to the subdivision is permitted.
    - (5) Signs for the sale of undeveloped land located near private residences are restricted in size to six (6) square feet of area, and not higher than 60".
  - (d) Permanent Class I – Municipal. Exempt from permits and fliers. Sign sizes and time limitations are in compliance with state and county laws.
  - (e) Permanent Class II - Established Subdivision.
    - (1) One-time permit and fee. See [Section 3.1304](#).
    - (2) Indefinite time limit.
    - (3) Maximum twenty (20) square feet of sign area (each sign) not to exceed 72" in height.
    - (4) One sign permitted per each direct physical entrance/exit to subdivision.
- (Ordinance 42 adopted 8/20/98)
- (f) Permanent Class III - Commercial. Same as permanent Class II. (Ordinance 07-03, sec. 5, adopted 6/18/07)
  - (g) Permanent Class IV - Private Advisory.
    - (1) Maximum 4 square feet of each sign area.
    - (2) No permit.
    - (3) No time limit.

**Sec. 3.1304 Permits and Fees**

- (a) A sign permit is required for the following classifications of sign:
- (1) Temporary Class III - New subdivision and/or construction.
  - (2) Permanent Class II - Established subdivision.
  - (3) Permanent Class III - Commercial.
- (b) Requests for sign permits will be submitted to the town secretary in the form of a drawing of the proposed sign showing its dimensions, wording, color scheme, design and its exact proposed location on the new construction site or subdivision development. (Except for Class III - Commercial)
- (c) Upon approval and payment of a sign fee at the rate as set forth in the fee schedule in the appendix of this code, a permit will be issued for each sign.
- (d) Sign permits for temporary Class III signs are valid for 1 year from the date of issue. Renewal for an additional year is permitted upon payment of the annual fee. Further renewals of temporary Class III signs will require town council approval.
- (e) Permits for permanent Class II (Subdivision) and Class III (Commercial) signs are issued for an indefinite period. Payment of a one-time fee as set forth in the fee schedule in the appendix of this code for each sign is required.
- (Ordinance 42 adopted 8/20/98)
- (f) Owners of Class II and Class III signs must certify in writing, at the time of permit issuance, that such signs will be maintained in a clean, neat, [and] attractive manner. (Ordinance 07-03, sec. 6, adopted 6/18/07)
- (g) Permits issued and fees paid for signs posted prior to the effective date of this article are exempt from the provisions of this section. (Ordinance 42 adopted 8/20/98)

### **Sec. 3.1305 Specific Requirements and Prohibitions**

- (a) All signs erected and maintained within the town limits and extraterritorial jurisdiction of the town may only relate to a current activity or persons who occupy or own the property at the sign location. Unless specifically allowed in this article, off-premises signs are prohibited. (Ordinance 07-03, sec. 7, adopted 6/18/07)
- (b) When temporary Class II (off-premises) signs are posted in accordance with the provisions of this article and such signs are erected upon private property, the permission of the property owner must be obtained. (Ordinance 42 adopted 8/20/98)
- (c) All signs within the town limits or extraterritorial jurisdiction of the town will be freestanding upon their own structure. Exceptions are certain permanent commercial Class III signs. (Ordinance 07-03, sec. 7, adopted 6/18/07)
- (d) No sign shall be erected that will interfere with the visibility of a motorist, nor may it obstruct the view of any traffic sign.
- (e) All signs must be posted at least eight (8) feet from the edge of a public roadway.  
(Ordinance 42 adopted 8/20/98)
- (f) No animated, illuminated, or flexible banner-type signs will be permitted within the town limits or extraterritorial jurisdiction of the town, unless specifically allowed in this article.
- (g) No commercial signage of any type may be erected or maintained in a residential zoned district or area predominantly used for single-family residential purposes.  
(Ordinance 07-03, sec. 7, adopted 6/18/07)
- (h) The owner of any sign displayed in accordance with the provisions of this article, shall maintain such sign in a clean, legible, [and] attractive condition.
- (i) No person shall place, erect or maintain a sign without first having obtained a permit as required by this article. No person shall place, erect or maintain a sign that does not comply with any of the terms or provisions of this article. In the event that any person fails to remove such sign or take appropriate corrective measures to comply with this article within ten (10) days after receipt of notice of such

violation, the offending sign may be removed by the town.

(Ordinance 42 adopted 8/20/98)

(j) The provisions of this article shall be applicable within the limits of the town and within the town's extraterritorial jurisdiction. To the extent that any specific regulation relates, applies to, or references a zoning category, a sign erected or maintained within the town's extraterritorial jurisdiction shall be subject to the same regulations applicable to the most similar zoning category use to which the property on which the sign is erected is put. (Ordinance 07-03, sec. 8, adopted 6/18/07)

### **Sec. 3.1306 Penalty**

Any person in violation of any provision of this article relating to the placement or maintenance of signs shall be guilty of a misdemeanor and subject to a penalty of fine in accordance with the general penalty provision set forth in Section 1.109 of this code, and each day or part thereof that such violation continues shall be a separate offense. (Ordinance 42 adopted 8/20/98)

**DOUBLE OAK CONCRETE LLC**

205 Thornhill Circle  
 Double Oak, Texas 75077



Commercial · Residential  
 All types of concrete work

**Estimate**

Date	Estimate #
7/25/2021	1806

<b>Name / Address</b>
Town of Double Oak 120 Waketon Road Double Oak, Texas 75077

<b>Ship To</b>
New Concrete culvert Park Lane/North Woodland/ North Forest Double Oak, Texas 75077

Description	Qty	Total
PLEASE NOTE: intersection of Double Oaks Drive, North Woodland and Park Lane for approximately ONE WEEK. The Town of Double Oak needs to notify Police and Fire Departments. Double Oak Concrete will notify Dig Tess to locate utilities.		0.00

ESTIMATES GOOD FOR 30 DAYS	<b>Total</b>	\$49,875.00
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<b>Phone #</b>	<b>E-mail</b>
817-430-8282	doubleoak_concrete@yahoo.com



<b>SHERIFFS ASSOCIATION OF TEXAS</b>	<b>CONTRACT PRICING WORKSHEET</b> For MOTOR VEHICLES Only	Contract No.:	<b>21-02-1016</b>	Date Prepared:	<b>10/15/2021</b>
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**This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be emailed to Reliable Chevrolet @ [dadams@reliablechevrolet.com](mailto:dadams@reliablechevrolet.com) or faxed to 972-952-8172. Therefore please type or print legibly.**

Buying Agency:	TOWN OF DOUBLE OAK	Contractor:	RELIABLE CHEVROLET
Contact Person:	CHIEF RIVAS	Prepared By:	DOUG ADAMS
Phone:		Phone:	972-952-1561
Fax:		Fax:	972-952-8172
Email:		Email:	<a href="mailto:dadams@reliablechevrolet.com">dadams@reliablechevrolet.com</a>

Spec #:	92	Description:	2022 TAHOE PPV 9C1 (ADDING 4WHDR)
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**A. Product Item Base Unit Price Per SAT Contract: LONGHORN DISTRICT 32401**

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.**  
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
7X3 - LH SPOT W/ LED BULB (INCL IN BASE)	INCL	PPV - POLICE PURSUIT VEHICLE - REQUIRED	INCL
5J1 - PANIC REMOTE DISABLE	0	5Y1 - DELETE 20% CENTER - REQUIRED	INCL
AZ3 - 40/20/40 FRONT SEAT	0	AG2 - POWER PASSENGER SEAT - REQUIRED	INCL
6E2 - KEYED ALIKE	23	7X3 - LH SPOT - REQUIRED	INCL
AMF - 4 EXTRA FOBS	68	5T5 - VINYL REAR SEAT - REQUIRED	INCL
BTV - REMOTE START	273	ZAK - POLICE RATED SPARE - REQUIRED	INCL
DRZ - REAR CAMERA MIRROR	432	VK3 - FRONT LICENSE PLANT BRACKET - REQ'D	INCL
V76 - FRONT TOW HOOKS	46	2 KEYS AT DELIVERY	INCL
6J7 - HEADLAMP/TAILLAMP FLASHER	46	5YR/100,000 POWERTRAIN WARRANTY	INCL
R9Y - FLEET MAINTENANCE CREDIT	-31	VPV - SHIP THRU TO KERR INDUSTRIES (NEW)	125
5T5 - REAR VINYL SEAT	0	Subtotal From Additional Sheet(s):	
AU7 - FLEET KEYED ALIKE	23	Subtotal B:	1005

**C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.**  
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
UN9 - RADIO SUPPRESSION PACKAGE	86	UPFIT TO COME	?????????
ADD 4 WHEEL DRIVE	2838	Subtotal From Additional Sheet(s):	
MUST RECEIVE PO BY 10/31/21		EXTERIOR COLOR - BLACK	Subtotal C: 2924

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 9%

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

Quantity Ordered:	1	X Subtotal of A + B + C:	36330	=	Subtotal D:	36330
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**E. SAT Order Processing Charge (Amount Per Current Policy)**

					Subtotal E:	\$350
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Description	Cost	Description	Cost
5.3L V8, AUTO, A/C F&R, CLOTH 40/20/40 FRONT	STD	DELIVERY	INCL
KEYLESS ENTRY, TRAILER HITCH	STD	LOCK DIFF, DUAL BATT, TILT/CRUISE	STD
POWER SEAT, PW, PDL, RUN BOARD	STD	Subtotal F:	0

**Delivery Date: JAN-FEB 2022** **G. Total Purchase Price (D+E+F): 36680**



## DOUBLE OAK, TOWN OF

DOPD APX Subs

09/27/2021

09/27/2021

DOUBLE OAK, TOWN OF  
320 WAKETON RD  
DOUBLE OAK, TX 75077

RE: Motorola Quote for DOPD APX Subs  
Dear Chief Ruben Rivas,

Motorola Solutions is pleased to present DOUBLE OAK, TOWN OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide DOUBLE OAK, TOWN OF with the best products and services available in the communications industry. Please direct any questions to Cody Cross at [codycross@callmc.com](mailto:codycross@callmc.com).

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Cody Cross  
Account Executive

Motorola Solutions Manufacturer's Representative



Billing Address:  
 DOUBLE OAK, TOWN OF  
 320 WAKETON RD  
 DOUBLE OAK, TX 75077  
 US

Shipping Address:  
 DOUBLE OAK, TOWN OF  
 DOUBLE OAK, TOWN OF  
 320 WAKETON RD  
 DOUBLE OAK, TX 75077  
 US

Quote Date: 09/27/2021  
 Expiration Date: 12/26/2021  
 Quote Created By:  
 Cody Cross  
 Account Executive  
 codycross@callmc.com  
 6822299717

End Customer:  
 DOUBLE OAK, TOWN OF  
 Chief Ruben Rivas  
 ruben.rivas@doubleoak.texas.gov

Contract: 22918 - TX DIR

Line #	Item Number	APC	Description	Qty	List Price	Sale Price	Ext. Sale Price
1	H98UCF9PW6BN	0481	APX6000 700/800 MODEL 2.5 PORTABLE	1	\$6,429.00	\$4,725.84	\$4,725.84
2	NNTN8864A	0785	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 100-240VAC, EU PLUG	1	\$157.00	\$117.75	\$117.75
3	PMNN4485A	0453	BATT IMPRES 2 LIION R IP68 2550T	1	\$146.00	\$109.50	\$109.50
4	LSV00Q00202A	0461	DEVICE PROGRAMMING	1	\$100.00	\$100.00	\$100.00
5	PMMN4062AL	0372	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE, IMPRES RSM, NOISE CANC. EMERGENCY BUTTON 3.5MM JACK IP54	1	\$117.70	\$88.28	\$88.28

**Grand Total**

**\$5,141.37(USD)**

**Notes:**

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

## Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead  
**(PO will not be processed without this)**

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO )

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)

## 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.



Request  
Changes

Accept Proposal



a proposal for

## **Double Oak Town Hall**

brian.shults@doubleoak.texas.gov

320 Waketon Road  
Double Oak, TX 75077

Prepared on 10/06/2021 by



Request Changes

Accept Proposal

DFW AV PROS
5616 Somerville Drive
Frisco, TX 75034
469-774-5945
www.dfwavpros.com

About Us

Our team has over 15 years experience delivering innovative audio/video installation solutions to Dallas/Fort Worth-area homeowners and businesses. Our work is based on a passion for our craft, attention to service and customer care. What is our team's secret for success? Whether it is a modest request, an upgrade to an existing set-up, or a major project, our people LISTEN FIRST to your ideas and then suggest options that balance your desires and your budget with the capabilities and compatibilities of various audio and video components. Our installers are respectful of your home, and we take pride in collaborating smoothly with your preferred designers, architects, builders, and project managers. Best of all, our people will be there to help you get the most out of your entertainment investment long after we finish the job. If you call us, we will always be there.

Areas & Items

Pavilion

- Run speaker wire to 5 speaker wires to the ceiling of the pavilion and 2 to face forward.
- Mount in ceiling speakers and 2 all weather surface mount speakers.
- Mount on wall rack to house the amp and wireless mic kit.
- Run cabling to area below the rack for an aux cable.
- Install 2 volume control knobs below the rack to adjust volume on ceiling speakers and surface mount speakers individually.
- Test for proper operation.

Table with 4 columns: ITEMS, SELL PRICE, QTY, TOTAL. Row 1: Episode ES-500-AW-6-BLK, \$349.99, 2, \$699.98. Row 2: Episode All Weather 6-1/2 in. Speakers (Black | Pair)



Request Changes      Accept Proposal

**Areas/Items**

<b>Episode ES-AW350T-IC-6</b>	\$299.99	3	<b>\$899.97</b>
Episode 350 Series All-Weather In-Ceiling Thin Bezel Speakers with 6-1/2 in. Woofers (Pair)			
<b>Pavilion</b>			
<b>Episode ESA-70V2CH-150W</b>	\$1,263.95	1	<b>\$1,263.95</b>
Episode 150W per Channel, 2 Channels 70 Volt Digital Power Amplifier (IR, RS232, & IP Control)			
<b>Episode EA-MR-COMM-RVC-100</b>	\$64.95	2	<b>\$129.90</b>
Episode Commercial 70V Rotary Volume Control (100 Watt)			
<b>Episode EA-MR-COMM-SPKT-25</b>	\$29.99	5	<b>\$149.95</b>
Episode Commercial Speaker Transformer with Multiple Taps			
<b>Strong SR-WMS-6U</b>	\$518.95	1	<b>\$518.95</b>
Strong Wall Mount Rack System - 6U			
<b>Sense SE-350-WR-1CHD</b>	\$546.95	1	<b>\$546.95</b>
UHF Wireless Microphone Receiver			
<b>Sense SE-350-WT-HAND</b>	\$384.95	1	<b>\$384.95</b>
UHF Wireless Microphone Transmitter Handheld			
<b>Wattbox WB-400-8</b>	\$127.95	1	<b>\$127.95</b>
WattBox Power Conditioner, 8-Outlets, 3240J, EMI/RFI Filtration			
<b>Installation</b>	\$1,800.00	1	<b>\$1,800.00</b>
<b>Materials/Parts</b>	\$199.99	1	<b>\$199.99</b>
Misc Parts speaker wire, trim plates, rough in boxes, hardware			



Request Changes	Accept Proposal
\$1,800.00	1 \$1,800.00

### Areas & Items

#### Pavilion



##### Materials/Parts

Misc Parts

*speaker wire, trim plates, rough in boxes, hardware*

\$199.99 1 **\$199.99**



##### Electrical Services by EGK Electric

*1 outlet installation*

\$200.00 1 **\$200.00**

**Pavilion Total \$6,922.54**

### Financial Summary

Parts Total	\$4,922.54
Labor Total	\$2,000.00
<b>Subtotal</b>	<b>\$6,922.54</b>
Sales Tax	
Parts: 8.25%	\$406.11

**Proposal Total \$7,328.65**

### Payment Schedule

70% Due Upon Acceptance

30% Due Upon Completion

Payments can be made by check, direct deposit, cash, or Credit Cards (3.20% will be added)

### Project Terms

This proposal is valid for 30 days. Upon signature or receipt of deposit, this proposal will become a formal contract.

I accept this proposal and hereby authorize DFW AV PROS to proceed with the installation of the included



Request  
Changes

Accept Proposal

### Financial Summary

**Proposal Total**

**\$7,328.65**

### Payment Schedule

70% Due Upon Acceptance

30% Due Upon Completion

Payments can be made by check, direct deposit, cash, or Credit Cards (3.20% will be added)

### Project Terms

This proposal is valid for 30 days. Upon signature or receipt of deposit, this proposal will become a formal contract.

I accept this proposal and hereby authorize DFW AV PROS to proceed with the installation of the included systems at the location mentioned above as described in the totality of this document.

I further authorize DFW AV PROS to be granted the location access that will be required to complete this project in a workmanlike and timely manner and for payment to be made to DFW AV PROS.

Project cost and pricing are dependent upon a continual flow of work without interruption or delays imposed by the client or their staff, construction, other building trades or any other party, additional costs may be incurred by the client from DFW AV PROS .If such delays result in additional costs that are not covered by the pricing in this proposal.

I agree that any additions to and/or deletions from the materials and labor to be provided by my acceptance of this proposal and any resulting change(s) in cost of this project shall only be by way of written change order(s) and shall be valid only after being approved by the client and DFW AV PROS.

All client furnished products are subject to time and material billing above estimated labor amounts if equipment does not work as intended.

A 15% Restocking Fee will be assessed to any contracted item that is returned for reasons other than product defect. Special order items cannot be returned.

DFW AV PROS LLC warranties our labor and installation for 12 months. If a product purchased from DFW AV PROS LLC fails during that period, we cover removal and reinstallation costs to satisfy the relevant manufacturer's warranty.

\*\*\* Do to the Pandemic, there are not guarantees on delivery dates and/or stock availability. We are currently only scheduling projects once items have been received.