

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session at 7:00 p.m. on September 19, 2011, at Double Oak Town Hall, located at 320 Waketon Road with the following members' present to-wit:

Tom Pidcock	Mayor
Gary Garrett	Mayor Pro-Tem
Ara Minassian	Deputy Mayor Pro-Tem
John Dondrea	Council Member
Steve Durbin	Council Member

constituting a quorum. Council Member Tracy Miller was absent. Also in attendance were Halff & Associates engineer James Gaertner, Town Auditor Carl Deaton, Police Chief Derrick Watson, Public Works Director Charlie Wright, Assistant Town Secretary Eileen Kennedy and Town Secretary Charlotte Allen.

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

Mayor Pro-Tem Gary Garrett gave the invocation and Council Member John Dondrea lead the pledge of allegiance to the American and Texas flags.

III. CITIZENS COMMENTS

No citizens came forward.

II. CONSENT AGENDA

1. CONSIDERATION AND ACTION ON FISCAL YEAR 2011-2012 CONTRACT FOR ANIMAL CONTROL SERVICES WITH BRIAN HALL
2. CONSIDERATION AND ACTION ON FISCAL YEAR 2011-2012 CONTRACT FOR SANITARIAN SERVICES WITH TOM BAILEY
3. CONSIDERATION AND ACTION ON PAYMENT OF VISA ACCOUNT IN THE AMOUNT OF \$1,170.56
4. CONSIDERATION AND ACTION ON A RESOLUTION ELECTING NOT TO REQUIRE THE REMITTANCE OF A PEG FEE BY HOLDERS OF A STATE ISSUED CERTIFICATE OF FRANCHISE AUTHORITY

Dondrea motion, Minassian second to approve the Consent Agenda

AYE: Dondrea, Garrett, Durbin, Minassian
NA&: None

MOTION CARRIED UNANIMOUSLY

5. MAYOR, COUNCIL MEMBERS AND STAFF REPORTS

- Status report on Public Works projects

Public Works Director Charlie Wright reported:

- preparations were proceeding to pour driveway approaches from LaVista to Rancho Vista on the Simmons Road reconstruction project
- the project was close to 90-days ahead of schedule
- Update on economic development

Mayor Pro-Tem Gary Garrett stated:

- contact had been made with Retail Coach representatives
- he had visited with Copper Canyon, Bartonville and other communities who had agreements with Retail Coach
- it did not seem feasible at this time for Double Oak to pay for this service when the other towns were willing to share their information at no cost
- non-residential growth was moving toward Double Oak
- the economic development effort was still in a “fact finding” mode

IV. NEW BUSINESS AGENDA (CONSIDERATION AND ACTION):

6. DISCUSSION, CONSIDERATION AND ACTION ON APPROVING A RESOLUTION ESTABLISHING FUND BALANCE POLICIES AS REQUIRED BY GASB 54

Mr. Carl Deaton, Town auditor, reported:

- the new GASB 54 policies were changes in terminology in the audit report
- it was a new method to show ear-marked funds (contingency equaled commitment or designation)
- the dollars could be changed at any time
- the old audit showed “special revenue funds” such as park funds, grant funds
- the Council could “commit” those funds
- spending order of committed funds must be specified (streets/drainage funds, roll-over funds)
- gifted money for specific funds (park, for example) must and should be spent first prior to money from other funds being spent for the same use

Dondrea motion, Minassian second to adopt the resolution for Double Oak to establish fund balances as presented in the agenda packet

AYE: Durbin, Garrett, Minassian, Dondrea
NAY: None

MOTION CARRIED UNANIMOUSLY

7. HOLD A PUBLIC HEARING ON THE CONSIDERATION FOR ADOPTION OF A BUDGET AND A TAX RATE FOR FISCAL YEAR 2011-2012

Mayor Pidcock opened the public hearing at 7:24 p.m.

No one spoke in favor.

No one spoke in opposition.

Mayor Pidcock closed the public hearing at 7:25 p.m.

Town Treasurer Dick Cook reported:

- there had not been a lot of growth in Double Oak over the last year
- assessed property values had diminished some
- because the proposed budget was at the same tax rate, the tax collection total would go down
- the \$8,000 ambulance service savings had been placed under “contingency” and had not been spent in another account
- a 3% salary increase for Town staff was planned
- the purchase of a truck for Public Works was included in the proposed budget
- the purchase of a new patrol vehicle for the Police Department was included
- an archiving system was included

Deputy Mayor Pro-Tem Minassian stated:

- he and Council Member Miller as Council liaisons had met with the DOVFD
- they had only recently seen the DOVFD budget and they did need the money
- the \$8,000 DOVFD had received last budget year was removed due to the new \$25,000 cost added for ambulance service next fiscal year
- the DOVFD website stated that their budget was derived partly from the Town of Double Oak but more than 50% of their budget came from fundraising including citizen donations and special events
- in fact approximately 80% of their budget was funded by the Town
- money from the golf tournament donated by the Town could help fund the DOVFD “wish list”
- if the DOVFD felt they needed the \$8,000, they could have come to Council with that request

Town Treasurer Dick Cook reported:

- the \$8,000 could be given to the DOVFD for the 2011-2012 fiscal year with the understanding that it went away the next year
- the proposed budget could be modified at this meeting before consideration for approval
- the \$8,000 could be borrowed from surplus line item

8. DISCUSSION, CONSIDERATION AND ACTION ON AN ORDINANCE ADOPTING THE FISCAL YEAR 2011-2012 BUDGET

Dondrea motion, Minassian second to approve the ordinance adopting the fiscal year 2011-2012 budget with an increase in account 570020 (DOVFD Operations Contribution) to \$87,000 which would increase account 440500 (carry over from previous year) by \$8,000 to a total of \$94,984

AYE: Minassian, Garrett, Dondrea, Durbin
NAY: None

MOTION CARRIED UNANIMOUSLY

9. DISCUSSION, CONSIDERATION AND ACTION ON AN ORDINANCE ADOPTING THE FISCAL YEAR 2011-2012 TAX LEVY

Dondrea motion, Durbin second to approve the ordinance adopting the fiscal year 2011-2012 tax levy

AYE: Dondrea, Durbin, Garrett, Minassian
NAY: None

MOTION CARRIED UNANIMOUSLY

10. DISCUSSION, CONSIDERATION AND ACTION ON A CONTRACT BY AND BETWEEN ARGYLE VOLUNTEER FIRE DISTRICT AND THE TOWN OF DOUBLE OAK, TEXAS FOR EMERGENCY MEDICAL SERVICES

Mayor Pro-Tem Garrett reported:

- meetings had been held with Flower Mound and Highland Village to get comparison costs for ambulance services
- Flower Mound felt they could not service any area other than their town
- Highland Village quoted a price of \$75,000
- Argyle Volunteer Fire District quoted \$25,000
- AVFD would provide reports to Council on calls made to Double Oak

Minassian motion, Dondrea second to accept the contract as written

AYE: Durbin, Minassian, Garrett, Dondrea
NAY: None

MOTION CARRIED UNANIMOUSLY

11. DISCUSSION, CONSIDERATION AND ACTION ON CHANGE ORDER #3 FOR THE SIMMONS ROAD RECONSTRUCTION PROJECT IN THE AMOUNT OF \$5,745.70

Mr. James Gaertner, Halff & Associates, reported:

- this change order represented no additional cost to Double Oak

Durbin motion, Minassian second to accept change order #3 for the Simmons Road Reconstruction Project in the amount of \$5,745.70

AYE: Durbin, Minassian, Garrett, Dondrea
NAY: None

MOTION CARRIED UNANIMOUSLY

12. DISCUSSION, CONSIDERATION AND ACTION ON PROPOSALS FROM DDM AND QUALITY EXCAVATION FOR 2011 ROADWAY MAINTENANCE PROGRAM

Director of Public Works Charlie Wright reported:

- at the last Council meeting he had been asked to check with an additional contractor for another quote
- DDM still had the lowest quote

Durbin motion, Garrett second to approve the 2011 Roadway Maintenance Program quote from DDM in an amount not to exceed \$49,873.68

AYE: Minassian, Garrett, Dondrea, Durbin
NAY: None

MOTION CARRIED UNANIMOUSLY

13. CITIZENS COMMENTS

No citizens came forward.

14. COUNCIL – STAFF ANNOUNCEMENTS AND COMMENTS

No Council Members had comments

Town Secretary Charlotte Allen commented:

- a public hearing on a Specific Use Permit zoning application would be on an upcoming agenda
- board and commission appointments would also be on an October agenda

Mayor Pidcock announced:

- National Night Out was Tuesday, October 4th
- Double Oak Volunteer Firefighter Appreciation Dinner was on Tuesday, October 11th at the Fire Station

15. ADJOURNMENT

With no further business to come before the Council the meeting was adjourned at 8:20 p.m.

Town Secretary

Mayor