

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 December 5, 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
Tracy Miller	Council Member

constituting a quorum. Also in attendance were Police Chief Derrick Watson, Director of Public Works Charlie Wright, Assistant Town Secretary Eileen Kennedy and Town Secretary Charlotte Allen.

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

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

II. CITIZENS COMMENTS: NON-AGENDA SUBJECTS:

No citizens came forward.

1. MAYOR, COUNCIL MEMBERS AND STAFF REPORTS

- Status report on Public Works projects

Director of Public Works Charlie Wright reported:

- Simmons Road opening was about 2 weeks away
- Simmons would not open until the stop signs were up
- He showed the street signs with the new logos on them
- Status report on economic development

Mayor Pro-Tem Gary Garrett reported:

- He had contacted towns around Double Oak
- No money had been spent has he had used the economic development reports and information shared by these surrounding towns

- There was retail and commercial development around Double Oak
- The P&Z would be reviewing the land use map
- An economic development committee was not necessary at this time
- The Town could need a consultant in the future to let people know Double Oak was here and open for business

III. NEW BUSINESS AGENDA (CONSIDERATION AND ACTION):

2. DISCUSSION, CONSIDERATION AND ACTION ON CHANGE ORDER #4 FOR THE SIMMONS ROAD RECONSTRUCTION PROJECT IN THE AMOUNT OF \$5,419.00

Miller motion, Minassian second to approve the change order

AYE: Dondrea, Garrett, Miller, Durbin, Minassian

NAY: None

MOTION CARRIED UNANIMOUSLY

3. DISCUSSION, CONSIDERATION AND ACTION ON THE STORM WATER PUBLIC EDUCATION PRESENTATION

Mr. Brian Haynes, Halff & Associates showed a power point presentation of the storm water public education program as mandated by TCEQ

NO COUNCIL ACTION WAS REQUIRED

4. DISCUSSION, CONSIDERATION AND ACTION ON THE YEAR 4 REPORT FOR THE PHASE II SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) PROGRAM

Mr. Brian Haynes, Halff & Associates distributed a copy of the year 4 report for the Phase II Small Municipal Separate Storm Sewer System (MS4) program

Dondrea motion, Minassian second to accept the report

AYE: Durbin, Minassian, Garrett, Dondrea, Miller

NAY: None

MOTION CARRIED UNANIMOUSLY

5. DISCUSSION, CONSIDERATION AND ACTION ON AN ORDINANCE GRANTING A SPECIFIC USE PERMIT FOR PART OF LOT 5, BLOCK A, CROSSROADS BIBLE CHURCH ADDITION, BEING LOCATED AT 8301 JUSTIN ROAD, LOCATED WITHIN THE CORPORATE LIMITS OF THE TOWN OF DOUBLE OAK, TEXAS AND BEING PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF; ALLOWING THE USE OF THE PROPERTY FOR SEASONAL RETAIL SALES

Dondrea motion, Durbin second to approve the ordinance as presented with the exception of removing Section 3 in its entirety

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

MOTION CARRIED UNANIMOUSLY

6. DISCUSSION, CONSIDERATION AND ACTION ON AN ORDINANCE AMENDING THE TOWN'S FRANCHISE AND RIGHT-OF-WAY USE AGREEMENT WITH TEXAS WASTE MANAGEMENT, A DIVISION OF WASTE MANAGEMENT OF TEXAS, INC., TO PROVIDE FOR A RATE INCREASE IN COLLECTION RATES

Mr. John Klaiber, Waste Management, stated according to the Consumer Price Index, the rates had risen 4.5%. He was asking for that adjustment in the customer rates.

Miller motion, Durbin second to approve the proposal from Waste Management

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

MOTION CARRIED UNANIMOUSLY

7. DISCUSSION, CONSIDERATION AND ACTION ON THE YEAR END UNAUDITED FINANCIAL REPORT

Town Treasurer Dick Cook reported:

- The auditor had no major issues during his audit but commented that deposits should be made more frequently
- Revenue from citations were down which meant compliance was up
- Insurance money for roof repair had been collected in the last fiscal year but would be spent in the current fiscal year
- The auditor's concern was about the account where the repair money had been placed, which was no problem
- A budget amendment could be made in April 2012
- The investment policy needed to be revised

- The investment committee would meet and bring revisions to the policy back to Council for consideration
- The chief financial officer was required to attend training on the public funds investment act every 2 years

NO COUNCIL ACTION WAS REQUIRED

8. DISCUSSION, CONSIDERATION AND ACTION ON THE YEAR END UNAUDITED INVESTMENT REPORT

Assistant Town Secretary Eileen Kennedy was available to answer questions regarding the investment information provided in the agenda packets.

NO COUNCIL ACTION WAS REQUIRED

9. DISCUSSION, CONSIDERATION AND ACTION ON A QUOTE FROM QUALITY EXCAVATION, L.P. IN THE AMOUNT OF \$3,960 FOR ADDITIONAL STOP SIGNS TO BE INSTALLED ON THE SIMMONS ROAD RECONSTRUCTION PROJECT

Director of Public Works Charlie Wright reported:

- He, Brian Haynes from the Town engineering firm, the Council liaisons for the Police Department and the Police Department had looked at adding three 3-way stop signs
- The installation of the signs, the street stripping, labor and hardware would not be paid by Denton County
- The locations were Timberleaf, north Oak Trail and LaVista

Miller motion, Minassian second to approve the quote from Quality Excavation for additional stop signs for Simmons Road

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

MOTION CARRIED UNANIMOUSLY

10. DISCUSSION, CONSIDERATION AND ACTION ON AN INTERLOCAL COOPERATIVE AGREEMENT FOR SHARED GOVERNANCE COMMUNICATIONS & DISPATCH SERVICES SYSTEM

Police Chief Derrick Watson gave a history of the agreement and the rationale behind the amount assigned to Double Oak

Durbin motion, Miller second to sign the contract with the Sheriff's department for shared communications with the stipulated amount with a letter listing Double Oak's concerns

AYE: Garrett, Miller, Durbin
NAY: Dondrea, Minassian

MOTION CARRIED 3 TO 2

11. DISCUSSION, CONSIDERATION AND ACTION REQUESTED FOR A SECOND NEW RESIDENCE PERMIT EXTENSION FOR 2 CAMPBELL COURT (LOT 6, BLOCK A, WEST OAKS SUBDIVISION)

Director of Public Works Charlie Wright reported:

- This residence was located in the West Oaks subdivision
- An extension to the original permit had been issued to the previous developer but that extension period had expired
- Due to the issues with the previous developer and that the construction was nearly complete, the new owners were requesting another extension
- Staff was recommending the extension at no cost

Minassian motion, Dondrea second to extend the building permit for 180 days at no additional cost and to waive fees

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

MOTION CARRIED UNANIMOUSLY

12. DISCUSSION, CONSIDERATION AND ACTION ON A QUOTE FOR THE PURCHASE OF 10 iPad 2 TABLETS

THIS AGENDA ITEM WAS TABLED

13. DISCUSSION, CONSIDERATION AND ACTION ON AN ORDINANCE DESIGNATING THE OFFICIAL NEWSPAPER FOR THE TOWN OF DOUBLE OAK FOR THE REMAINDER OF FISCAL YEAR 2011-2012

Minassian motion, Durbin second to designate the Lewisville Leader as the official newspaper for the Town of Double Oak for the remainder of fiscal year 2011-2012

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

MOTION CARRIED UNANIMOUSLY

14. DISCUSSION, CONSIDERATION AND ACTION ON AN ORDINANCE PROVIDING FOR THE TAXATION OF GOODS IN TRANSIT OTHERWISE EXEMPT UNDER THE TEXAS TAX CODE AND OTHERWISE EXEMPT UNDER OTHER LAW

Durbin motion, Minassian second to approve an ordinance providing for the taxation of goods in transit otherwise exempt under the Texas Tax Code and otherwise exempt under other law

AYE: Minassian, Garrett, Miller, Durbin
NAY: Dondrea

MOTION CARRIED 4 TO 1

15. DISCUSSION, CONSIDERATION AND ACTION ON AN INVOICE FROM THE TOWN ATTORNEY IN THE AMOUNT OF \$8,170.42 WHICH EXCEEDS THE SIGNATURE MATRIX

Minassian motion, Durbin second to pay the invoice

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

MOTION CARRIED UNANIMOUSLY

16. DISCUSSION, CONSIDERATION AND ACTION ON CANCELLING THE REGULAR TOWN COUNCIL MEETING ON DECEMBER 19, 2011

Durbin motion, Garrett second to cancel the Regular Town Council meeting on December 19, 2011

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

MOTION CARRIED UNANIMOUSLY

17. CITIZENS COMMENTS

No citizens came forward

18. COUNCIL – STAFF ANNOUNCEMENTS AND COMMENTS

Mayor Pidcock commented a letter of appreciation and a small check were going to be sent to the band that played at the Town Christmas tree lighting ceremony

Council Member Miller thanked Town Secretary Allen for her efforts on the tree lighting ceremony

Police Chief Watson announced that 42 applications for the investigator position had been received and 8 interviews had been held

Mayor Pidcock commented that the Thanksgiving Day Turkey Trot had a huge turn-out and he was pursuing having a similar fund-raising event in the future to benefit the Police Officers Association.

19. ADJOURNMENT

Miller motion, Minassian second to adjourn

With no further business to come before the Council the meeting was adjourned at 10:15 p.m.

Town Secretary

Mayor