

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session at 7:00 p.m. August 1, 2016 at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Mike Donnelly	Mayor
Steve Durbin	Mayor Pro-Tem
Andrew Wills	Council Member
Dr. Ara Minassian	Council Member

Council Member Nelson and Deputy Mayor Pro-Tem Gruenloh were absent. Also in attendance were Police Chief Derrick Watson, Town Secretary Charlotte Allen and Assistant Town Secretary Eileen Kennedy

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

Mayor Pro-Tem Durbin gave the invocation.

Council Member Wills led the pledge of allegiance to the American and Texas flags

II. CONSENT AGENDA

1. CONSIDERATION AND ACTION ON THE MINUTES OF JULY 18, 2016

Wills motion, Durbin second to approve the Consent Agenda

AYE: Wills, Durbin
NAY: None
ABSTAIN: Minassian

MOTION CARRIED UNANIMOUSLY

Police Chief Derrick Watson asked Officer Michael Wyman to come forward and presented him with a trophy in recognition of his 10-year anniversary with the Double Oak Police Department.

2. PRESENTATION ON THE *STEAKS AND STETSONS* PROGRAM BY CHIEF DOUG REIM,
HIGHLAND VILLAGE POLICE DEPARTMENT

Chief Reim provided a video presentation for the Steaks and Stetsons program which benefits Special Olympics.

Mayor Donnelly moved item 14 ahead in the agenda order.

14. DISCUSSION, CONSIDERATION AND ACTION ON ALL MATTERS RELATING TO U.S.
POSTAL SERVICE IN DOUBLE OAK

Mayor Donnelly stated:

- A Double Oak resident had posted a poll on Next Door-Double Oak regarding pursuing a zip code for Double Oak
- There were currently 3 zip codes in Double Oak (75077, 75022 and 75028) determined by which Post Office processed the mail
- The Lewisville Postmaster was attending this meeting and would speak to the issues of mail service and criteria for assigning a zip code

Mr. Thomas Alonzo, Postmaster for Lewisville, Flower Mound and The Colony reported:

- Ms. Sanchez, Ms. Wilson, and Ms. Branch from the US Postal Service were also present
- If replacement carriers were not suitable, they were re-trained and/or terminated
- Changes in zip codes would not help delivery issues

Ms. Jo Ann Jenkins, 120 Tanglewood Lane, stated:

- She has spoken with Mr. Alonzo asking that packages not be left on her front porch but it had happened again
- Mail incorrectly delivered to her house did not get picked up
- Her mail was not being held when she was out of town

Mr. Bob Carty, 140 High Oaks Drive:

- Listed a series of instances of past issues with the Post Office
- A statistical analysis was needed for these issues
- Residents were not getting any relief from the problems

Mr. Alonzo asked to have delivery issue information be sent to him as soon as possible.

Mr. Carty responded he had no obligation to Mr. Alonzo or his service to handle complaints.

Ms. Margaret Branch, U.S. Postal Service reported:

- Zip codes were set by Post Office boundaries
- Only approximately 25% of Double Oak utilized the “plus-4” zip codes

Mr. Bob Carty asked if Ms. Branch could get back to the residents on the zip code process

Ms. Branch replied there were guidelines for mail delivery.

NO ACTION WAS TAKEN ON THIS AGENDA ITEM

Mayor Donnelly moved item 9 ahead in the agenda order.

9. DISCUSSION, CONSIDERATION AND ACTION ON A REQUEST FROM DR. GOMEZ FOR ADDITIONAL SIGNAGE FOR RAPID-MED

Dr. John Gomez, Rapid-Med Urgent Care Center, 8501 FM-407, Double Oak, stated:

- He was petitioning for a waiver for additional signage
- He currently had 3-building signs
- Due to the shape of the building and being located on a corner lot, there currently was no sign that could be seen by traffic east-bound on FM-407

Mr. Chuck Mefford, advertising consultant, reported:

- the problem with the current signage on FM-407 and Chinn Chapel was that it was undersized relative to the building
- there was a sign on the north but anyone coming down FM-407 heading east could not see the sign
- he was also recommending an additional sign on the south of the building facing the northbound traffic on Chinn Chapel.

Durbin motion, Minassian second to approve the replacement of the existing sign with a larger sign and also the addition of 2 additional signs

AYE: Durbin, Wills, Minassian
NAY: None

MOTION CARRIED UNANIMOUSLY

The Council recessed at 8:30 p.m.

The Council reconvened at 8:37 p.m.

III. CITIZENS COMMENTS

No citizens came forward.

IV. MAYOR, COUNCIL MEMBERS AND STAFF REPORTS:

3. Mayor and Council

Mayor Donnelly reported:

- the Town had been approached regarding a “welcome home” at Town Hall for the brother of a Double Oak resident who was returning after 8-years in the U.S. Navy
- this would be held at Town Hall on Saturday, August 6th to show appreciation for his service

4. Public Works and Code Enforcement

Director of Public Works Charlie Wright reported that he and Mayor Donnelly were working on Code Enforcement issues

5. Administration

Town Secretary Charlotte Allen had nothing to report

6. Public Safety

Police Chief Derrick Watson had nothing to report

7. Road and Drainage Committee

No report was given

8. Fiscal Year 2015-2016 Year-to-Date

This report was included in the agenda packet

V. NEW BUSINESS AGENDA (CONSIDERATION AND ACTION):

10. DISCUSSION, CONSIDERATION AND ACTION ON ACCEPTING THE 2016 CERTIFIED TAX TOTALS AS RECEIVED FROM THE DENTON COUNTY APPRAISAL DISTRICT

Durbin motion, Minassian second to accept the certified tax rolls

AYE: Minassian, Wills, Durbin
NAY: None

MOTION CARRIED UNANIMOUSLY

Mayor Donnelly moved item 13 ahead in the agenda order

13. DISCUSSION, CONSIDERATION AND ACTION ON WASTE MANAGEMENT AND ALL RELATED MATTERS

Council Member Wills stated:

- there were continuing chronic service issues with Waste Management
- he was requesting to place this item on a future agenda for discussion

NO ACTION WAS TAKEN ON THIS AGENDA ITEM

Mayor Donnelly move item 15 ahead in the agenda order.

15. THE TOWN OF DOUBLE OAK'S PARTICIPATION IN THE TxDOT GREEN RIBBON FUND GRANT PROGRAM AND/OR LANDSCAPING, IRRIGATION ALONG FM-407 AT DOUBLE OAK AND AGREEMENTS/CONTRACTS

Mayor Pro-Tem Durbin reported:

- he had received an email from Stephen Copley regarding the possibility that Double Oak could participate in this program this fall
- he was waiting to hear from Keith Chandler with the Estates of Double Oak HOA

Council Member Minassian reported:

- a new resident in the Estates of Double Oak, an attorney, had given his opinion that the 2 documents that called for the HOA were not connected to enforcement which negated the mandatory nature of the HOA
- the Council wanted reassurance that if a group was going to take part in this, it would be a group that could maintain it; currently it did not appear that they could

Mayor Pro-Tem stated:

- TxDOT would installed irrigation, meters and plants
- an agreement with TxDOT would assume financial responsibility for water and maintenance expense on the municipality
- the Business Owners and Carruth were willing to sign an agreement with the Town that they would be responsible; the question was what would be the amount of the deposit
- he was offering a starting point: Carruth Estates - \$1500 Crossroads Bible Church - \$500
each individual Business Owner - \$1000
- this would give the Town some protection if one of the entities defaulted
- TxDOT would take care of the irrigation costs for the first year

NO ACTION WAS TAKEN ON THIS AGENDA ITEM

16. DISCUSSION, CONSIDERATION AND ACTION ON AN ORDINANCE PROHIBITING THE USE OF A HAND HELD ELECTRONIC DEVICE WHILE OPERATING A MOTOR VEHICLE

Deputy Mayor Pro-Tem Gruenloh was not present.

NO ACTION WAS TAKEN ON THIS AGENDA ITEM

17. DISCUSSION, CONSIDERATION AND ACTION ON AUTHORIZING FUNDS FOR CODE ENFORCEMENT

NO ACTION WAS TAKEN ON THIS AGENDA ITEM

18. DISCUSSION, CONSIDERATION AND ACTION ON TCEQ ENFORCEMENT ACTION AGAINST THE TOWN OF DOUBLE OAK

NO ACTION WAS TAKEN ON THIS AGENDA ITEM

11. DISCUSSION ON FISCAL YEAR 2016-2017 BUDGET

NO ACTION WAS TAKEN ON THIS AGENDA ITEM

12. DISCUSSION, CONSIDERATION AND ACTION ON PROPOSED AD VALOREM TAX RATE AND SETTING THE PUBLIC HEARINGS

Wills motion, Minassian second to propose an ad valorem tax rate of 0.2324 and set the first public hearing for Monday, August 15 and the second public hearing for Tuesday, September 6

AYE: Minassian, Wills, Durbin
NAY: None

MOTION CARRIED UNANIMOUSLY

13. CITIZENS COMMENTS

Mr. Dick Cook, 170 Oak Trail, commented:

- Changes in the zip code would cause a total upheaval

- It would be difficult to achieve

14. COUNCIL – STAFF ANNOUNCEMENTS AND COMMENTS:

Mayor Donnelly announced:

- Officer Shawn Chelf will have his 2nd anniversary with Double Oak on August 18
- Officer Michael Wyman will have his 10th anniversary with Double Oak on August 21
- School Crossing Guard Deborah Schmidt will have her 14th anniversary on August 8
- Ms. Alicia Byers will be completing her internship with Double Oak in mid-August; we have enjoyed working with Alicia and wish her well as she returns to Texas A&M

15. ADJOURNMENT

Durbin motion, Minassian second to adjourn

MOTION CARRIED UNANIMOUSLY

With no further business to come before the Council, the meeting was adjourned at 9:33 p.m.

Town Secretary

Mayor