

STATE OF TEXAS  
COUNTY OF DENTON  
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session at 7:00 p.m. November 7, 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
Anita Nelson	Council Member
Andrew Wills	Council Member

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

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

Mayor Pro-Tem Durbin gave the invocation.

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

Ms. Jan Rugg, representing Atmos Energy, presented a donation to Chief Ayers of the Double Oak Volunteer Fire Department to purchase carbon monoxide detectors.

#### RESOLUTION

A Resolution Recognizing the Importance of Municipal Courts, the Rule of Law, and the Fair and Impartial Administration of Justice

Durbin motion, Wills second to approve the resolution

AYE: Nelson, Wills, Durbin  
NAY: None

MOTION CARRIED UNANIMOUSLY

#### II. CONSENT AGENDA

##### 1. CONSIDERATION AND ACTION ON THE MINUTES OF OCTOBER 17, 2016

Nelson motion, Wills second to approve the Consent Agenda

AYE: Durbin, Wills, Nelson  
NAY: None

MOTION CARRIED UNANIMOUSLY

### III. CITIZENS COMMENTS

No citizens came forward.

### IV. MAYOR, COUNCIL MEMBERS AND STAFF REPORTS

#### 1. Mayor and Council

No reports were given

#### 2. Public Works and Code Enforcement

Director of Public Works Charlie Wright reported:

- Plans for the proposed retail center had been received and were in the preliminary review process

#### 3. Administration

Town Secretary Charlotte Allen reported:

- Election day voting for Double Oak precinct 4022 would be held at Town Hall from 7:00a until 7:00p on November 8, 2016

#### 4. Public Safety

Police Chief Derrick Watson delivered his 3<sup>rd</sup> quarter report

### IV. NEW BUSINESS AGENDA (CONSIDERATION AND ACTION):

#### 5. PUBLIC HEARING TO CONSIDER AND ACT UPON A REQUEST FROM MATTHEW NELSON TO REPLAT LOT 1 BLK A OUT OF THE SIMON C. WHITE SURVEY, ABSTRACT NO. 1334 IN CROSS TIMBERS ESTATES, FIFTH SECTION TO ONE 1.0 AND ONE 1.50 ACRE LOTS. THE PROPERTY IS LOCATED AT 260 SIMMONS ROAD

Mayor Donnelly opened the public hearing at 7:20 p.m.

Mr. Matt Nelson, the petitioner, spoke in favor

Director of Public Works Charlie Wright reported the Planning and Zoning Commission had recommended approval of the replat and staff had no issues with the item

Mayor Donnelly closed the public hearing at 7:22 p. m.

6. DISCUSSION, CONSIDERATION AND ACTION ON A REQUEST FROM MATTHEW NELSON TO REPLAT LOT 1 BLK A OUT OF THE SIMON C. WHITE SURVEY, ABSTRACT NO. 1334 IN CROSS TIMBERS ESTATES, FIFTH SECTION TO ONE\_1.0 AND ONE 1.50 ACRE LOTS. THE PROPERTY IS LOCATED AT 260 SIMMONS ROAD

Director of Public Works Charlie Wright stated the request met all of the Town's requirements.

Wills motion, Nelson second to approve the replat

AYE: Nelson, Wills, Durbin

NAY: None

MOTION CARRIED UNANIMOUSLY

7. RECEIVE A REPORT FROM THE INVESTMENT COMMITTEE

Town Treasurer Steve Durbin reported:

- Members of the Investment Committee were himself, Judah Fertig, Dick Cook, Gary Garrett, Mayor Donnelly, Eileen Kennedy and Charlotte Allen
- It was approved to add a Broker/Dealer Questionnaire and Certification form as an exhibit
- No revisions to the investment policy document had been made
- A recommendation was discussed to keep a reserve amount between \$1,000,000 and \$1,250,000

NO ACTION WAS REQUIRED ON AGENDA ITEM #7

8. DISCUSSION, CONSIDERATION AND ACTION ON APPOINTMENT OF ALTERNATES TO THE BOARD OF ADJUSTMENT

Nelson motion, Durbin second to appoint Karen Smith and Jo Ann Jenkins as alternates to the Board of Adjustment

AYE: Nelson, Wills, Durbin

NAY: None

MOTION CARRIED UNANIMOUSLY

9. DISCUSSION, CONSIDERATION AND ACTION ON AN ORDINANCE AMENDING THE COMPREHENSIVE ZONING ORDINANCE TO RENEW AND EXTEND A SPECIFIC USE PERMIT FOR PART OF LOT 5, BLOCK A, CROSSROADS BIBLE CHURCH ADDITION, BEING LOCATED AT 8301 JUSTIN ROAD, ALLOWING THE USE OF THE PROPERTY FOR SEASONAL RETAIL SALES

THIS ITEM WAS TABLED TO THE NOVEMBER 21, 2016 COUNCIL MEETING

10. DISCUSSION, CONSIDERATION AND ACTION TO EXPEND \$14,413, OF DONATED FUNDS TO PURCHASE UPGRADED EXTERNAL BODY ARMOR, BALLISTIC HELMETS AND A BALLISTIC SHIELD FOR ASSIGNED POLICE DEPARTMENT PERSONNEL

Durbin motion, Nelson second to approve the expenditure of the donated funds

AYE: Durbin, Wills, Nelson  
NAY: None

MOTION CARRIED UNANIMOUSLY

11. CITIZENS COMMENTS

No citizens came forward.

12. COUNCIL – STAFF ANNOUNCEMENTS AND COMMENTS

Mayor Donnelly announced:

- Public Works Director Charlie Wright will have his 13th anniversary with the Town of Double Oak on November 4
- Officer Brian Shults will have his 9th anniversary with the Town of Double Oak on November 12
- Detective Clint Murphy will have his 2nd anniversary with the Town of Double Oak on November 25
- Tuesday, November 8 is Election Day – polls are open from 7:00a until 7:00p

13. ADJOURNMENT

Durbin motion, Nelson second to adjourn

With no further business to come before the Council, the meeting was adjourned at 7:48 p.m.

Charlotte Allen

Town Secretary

Mike Donnelly

Mayor