

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session at 7:00 p.m. February 20, 2018 at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Mike Donnelly	Mayor
Ted Gruenloh	Mayor Pro-Tem
Anita Nelson	Council Member
Andrew Wills	Deputy Mayor Pro-Tem
Scott Whisenhunt	Council Member
Stacie Stoechner	Council Member

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

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

Deputy Mayor Pro-Tem Wills gave the invocation.

Council Member Nelson lead the pledge of allegiance to the American and Texas flags.

II. CONSENT AGENDA

1. CONSIDERATION AND ACTION ON THE MINUTES OF FEBRUARY 5, 2018

Wills motion, Nelson second to approve the Consent Agenda

AYE: Whisenhunt, Nelson, Wills, Stoechner, Gruenloh
NAY: None

MOTION CARRIED UNANIMOUSLY

III. CITIZENS COMMENTS

No citizens came forward

IV. MAYOR, COUNCIL MEMBERS AND STAFF REPORTS:

2. Mayor and Council

No reports were given

3. Public Works and Code Enforcement

No report was given

4. Administration

Assistant Town Secretary Eileen Kennedy reported:

- The sales tax report for the month of January was approximately \$37,000.00
- The Board of Adjustment had a vacancy due to the resignation of one of the members

5. Public Safety

Police Chief Derrick Watson reported:

- The transfer to the new servers had been made on February 10 and 11
- All had gone well and offered thanks to the Datamax representatives and to Police Officer Brian Shults for their work

6. Road and Drainage Committee

Director of Public Works Charlie Wright reported the Road and Drainage Committee would bring their report to Council in September

V. NEW BUSINESS AGENDA

7. DISCUSSION, CONSIDERATION AND ACTION ON RESOLUTION OF THE TOWN OF DOUBLE OAK TOWN COUNCIL ESTABLISHING FUND BALANCE POLICIES AS REQUIRED BY GASB 54

Town Treasurer Ted Gruenloh reported:

- The resolution was required due to the fund balance addition of a \$50,000 commitment for town hall renovations in the budget
- The last paragraph states "The Town shall strive to maintain a yearly assigned and unassigned fund balance in the general fund of 60 percent to 75 percent of the total operating expenditures."

Wills motion, Nelson second to approve the resolution

AYE: Whisenhunt, Wills, Gruenloh, Nelson, Stoechner
NAY: None

MOTION CARRIED UNANIMOUSLY

Mayor Donnelly moved back in the agenda order to Public Safety Staff Reports and recognized Kathy Heimerdinger from the Double Oak Volunteer Fire Department.

Assistant Chief Kathy Heimerdinger presented the quarterly DOVFD report.*

8. **CONSIDERATION AND ACTION ON ALL MATTERS RELATED TO TXDOT'S GREEN RIBBON PROJECT, INCLUDING AN AGREEMENT BETWEEN THE TOWN AND TXDOT; AND, AN AGREEMENT BETWEEN THE TOWN AND THE CARRUTH ESTATES HOMEOWNERS ASSOCIATION**

Mayor Donnelly stated:

- TxDOT legally cannot enter into an agreement with an HOA
- The first document was between TxDOT and the Town of Double Oak doing business as an HOA
- This agreement would allow the Town to participate in the Green Ribbon Fund Program
- The second agreement was the Landscaping Maintenance Agreement between the Town and TxDOT

Nelson motion, Gruenloh second to approve the agreement between the Town of Double Oak, Texas, doing business as an HOA with TxDOT

AYE: Gruenloh, Whisenhunt, Nelson, Stoechner
NAY: Wills

MOTION CARRIED 4 to 1

Wills motion, Whisenhunt second to approve the Landscape Maintenance Agreement between the Town of Double Oak and the Texas Department of Transportation

AYE: Whisenhunt, Nelson, Wills, Gruenloh, Stoechner
NAY: None

MOTION CARRIED UNANIMOUSLY

*This report is attached to and made a part of these minutes

9. CITIZENS COMMENTS

No citizens came forward

10. COUNCIL – STAFF ANNOUNCEMENTS AND COMMENTS

Mayor Donnelly announced:

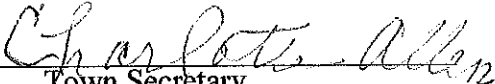
- Early voting began February 20 for the March 6 primary election
- A general election will be held on May 5, 2018 to elect three (3) council members to serve 2-year terms and a special election to elect one (1) council member to serve the remaining 1 year of an unexpired term of office


11. ADJOURNMENT

Wills motion, Gruenloh second to adjourn

MOTION CARRIED UNANIMOUSLY

With no further business to come before the Council, the meeting was adjourned at 7:50 p.m.


Town Secretary


Mayor

Double Oak Volunteer Fire Department

1110 Cross Timbers Drive

Double Oak, Texas 75077

972.539.7683

February 2018

RE: Quarterly Report to the Double Oak Town Council

The following is a brief summary of the operations of the Double Oak VFD for the Fourth Fiscal Quarter of 2017

Santa made his rounds through Double Oak in December. It was a long day, but a great day for our department and our town.

We received our donation from the Double Oak Women's Club for \$7000 from their annual auction.

Our annual solicitation letter was sent out in December. We are still receiving donations at this time.

For Q4 2017 we ran 137 calls, 53% Medical and 47% Fire.

Submitted By,

Fire Chief Scott Whisenhunt