

**STATE OF TEXAS  
COUNTY OF DENTON  
TOWN OF DOUBLE OAK**

The Double Oak Town Council met in regular session at 7:00 p.m. Monday, January 16, 2024, at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Patrick Johnson	Mayor
Mike Gwartney	Mayor Pro Tem
Pat Wellen	Deputy Mayor Pro Tem
Jean Hillyer	Council Member
Mark Dieterich	Council Member
Khourschid Favero	Council Member

Also in attendance were Town Secretary Eileen Kennedy, Assistant Town Secretary Lynn Jones, and Police Chief Ruben Rivas.

- I. Opening:** Call to Order  
Roll Call  
Invocation  
Pledge of Allegiance – American Flag  
Pledge of Allegiance – Texas Flag

**II. Citizen Comments Non-Agenda Subjects**

Ed Chavez, 410 Simmons Road, had comments regarding the left turn signal at Simmons Road and Animal Control Officer.

- III. Consent Agenda** - All consent agenda items listed are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

1. Consideration and action on minutes of December 12, 2023.

Motion Gwartney, seconded by Wellen to approve the minutes as corrected.

AYE: Hillyer, Wellen, Favero, Gwartney, Dieterich  
NAY: None  
ABSTAIN: None

Motion carried 5-0-0

**IV. Mayor, Council Members, and Staff reports:**

2. Mayor and Council
3. Public Works - Code Enforcement – Animal Control
4. Administration
5. Public Safety
6. Roads Committee
7. Drainage Committee

**V. New business agenda (consideration and action):**

8. Presentation from Wing, drone delivery service.

Kendal Prosack, Policy & Community Affairs Lead / Wing gave a PowerPoint presentation on Wing's service and service area.

No action taken.

9. Discussion and consideration, and action on purchasing cell phones for the town council and fulltime police officers.

Motion Gwartney, seconded by Wellen to purchase up to 20 cell phones for town staff, mayor, treasurer, police officers, and reserves.

AYE: Gwartney Dieterich, Wellen, Favero  
NAY: Hillyer  
ABSTAIN: None

Motion carried 4-1-0

10. Discussion, consideration, and action regarding the 50th Anniversary Committee request for additional funding for the town celebration.

Motion Gwartney, seconded by Favero to approve additional funding for the town celebration in an amount not to exceed \$72,000. The additional funds to be moved from 3000-Fund Balances to 3125-Town 50<sup>th</sup> Anniversary Fund.

AYE: Dieterich, Wellen, Gwartney, Favero  
NAY: Hillyer  
ABSTAIN: None

Motion carried 4-1-0

11. Discussion, consideration, and action on accepting the Investment Report of December 31, 2023, including expiring certificates of deposit reallocation.

Motion Hillyer, seconded by Dieterich to accept the Investment Report of December 31, 2023, including expiring certificates of deposit reallocation with the maturity date correction on the DATCU certificate of deposit.

AYE: Hillyer, Dieterich, Gwartney, Favero, Wellen  
NAY: None  
ABSTAIN: None

Motion carried 5-0-0

12. Discussion, consideration, and action on the 2023-2024 first quarter financial report.

Motion Hillyer, seconded by Wellen to postpone any action on the 2023-2024 first quarter financial report.

AYE: Hillyer, Favero, Wellen, Dieterich, Gwartney  
NAY: None  
ABSTAIN: None

Motion carried 5-0-0

#### **VI. Old business agenda (consideration and action):**

13. Council - staff announcements and comments:

- Assistant Police Chief Cassandra Gaines celebrated her 3<sup>rd</sup> anniversary with the town on January 4.
- Police Chief Ruben Rivas celebrated his 18<sup>th</sup> anniversary with the town on January 6.
- Assistant Town Secretary Lynn Jones will celebrate her 10<sup>th</sup> anniversary with the town on January 20.
- Saturday, May 4, 2024, is the General Election for Double Oak. Filing starts on January 17, 2024, and ends on February 16, 2024, at 5:00pm.

Terms expiring are:

##### **2-Year Term:**

- Council Member - Jean Hillyer (Incumbent)

##### **1-Year Term:**

- Council Member - Mark Dieterich (Incumbent)
- Council Member - Khourschid Favero Dr. "K" (Incumbent)

13. Adjournment

With no further business to come before the Council the meeting was adjourned at 8:54p.m.

Approved: **02/05/2024**

*Patrick Johnson*

Patrick Johnson, Mayor

Attest:

*Eileen Kennedy*

Eileen Kennedy, Town Secretary

