



Town of Double Oak
Town Council – Public Meeting

Double Oak Town Hall
320 Waketon Road, Double Oak
TX 75077
Monday, July 6, 2020
7:00 p.m.

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

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

II. Citizens comments

- 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 so 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 on minutes of June 15, 2020
2. Approval of payment for emergency street repairs located at Meadowknoll Drive and Waketon Road intersection.

IV. Mayor, Council Members and Staff reports:

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

V. New business agenda (consideration and action):

8. Discussion, consideration, action on quote from Franklin Digital to move Laserfiche from the current server to the cloud annual cost of \$3,244 and purchase new scanners.

Presentation:

Staff

9. Discussion, consideration, and action on applications for appointment to the Board of Adjustment.

Presentation: Town Secretary Eileen Kennedy

10. Discussion, consideration, and action on audio, video, and technology improvements for Town Hall

Presentation: Staff

11. Discussion on 2020-2021 fiscal year budget and tax rate.

Presentation: Staff

12. Discussion, consideration, and action on quote from Double Oak Concrete to patch Timberleaf Drive and install concrete headwalls.

Presentation: Mayor Donnelly

13. Citizens comments

14. Council – staff announcements and comments:

15. Adjournment

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney, or on any other item covered under the code, on any agenda item listed herein.

The Town of Double Oak reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

I certify that the above notice of meeting was posted by Thursday, July 2, 2020 by 4:00 p.m. on:

- 1) Bulletin boards located in the Town Hall Parking Lot at 320 Waketon Road, Double Oak, Texas
- 2) On the Town's website (<http://doubleoak.texas.gov>)

— Eileen Kennedy —

Town Secretary

PUBLIC PARTICIPATION

If you wish to address the Council, please sign the “CITIZENS WHO WISH TO SPEAK TO THE TOWN COUNCIL” sheet before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Council for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Council during the Citizen Comments portion of the meeting or when the item is considered by the Town Council.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Town Secretary's office at 972.539.9464, fax 972.539.9613 or email to ekennedy@double-oak.com for additional information.

UNAPPROVED-NOT FOR PUBLICATION

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in a regular session at 7:00 p.m. June 15, 2020 with the following members present to-wit:

Mike Donnelly	Mayor
Joe Dent	Mayor Pro-Tem
Billie Garrett	Deputy Mayor Pro-Tem
Anita Nelson	Council Member
Scott Whisenhunt	Council Member
Von Beougher	Council Member

Also, in attendance were Town Secretary Eileen Kennedy, Assistant Town Secretary Lynn Jones, Police Chief Derrick Watson and Municipal Clerk Brian Shults.

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

Joe Dent, Mayor Pro-Tem, gave the invocation. Billie Garrett, Deputy Mayor Pro-Tem, led the pledge of allegiance to the American and Texas flags.

II. Citizens comments

None

III. Consent Agenda

1. Consideration on minutes of June 2, 2020

Motion Beougher, second Nelson to approve the consent agenda as presented.

AYE: Garrett, Dent, Nelson, Beougher, Whisenhunt

ABSTAIN: None

NAY: None

MOTION PASSED

IV. Mayor, Council Members and Staff reports:

2. Mayor and Council

Council Member Beougher thanked Chief Watson for his years of service to the Town.

3. Public Works - Code Enforcement – Animal Control

The Mayor reported signs have been ordered for the Villa Creek re-grading and letters have been mailed to residents in that area of the construction.

Mayor Donnelly said that a couple of Code Enforcement letters have gone out. The DOVFD parade route was driven to identify trees that need to be trimmed.

4. Administration

Town Secretary Eileen Kennedy passed out a report from the Comptroller listing the history of Sales & Use Tax Allocations the Town has received. *

5. Public Safety

Council member and Fire Department Chief Scott Whisenhunt reported the DOVFD 4th of July parades route will be posted on the fire departments and towns websites. Only motorized vehicles will be allowed, no horses or walkers.

Police Chief Watson said crime alert signs have been posted around town.

6. Road and Drainage Committee

None

IV. New business agenda (consideration and action):

Mayor Donnelly skipped to item 9 in the agenda.

9. Discussion, consideration, and action on request to hold the 10th Annual Thanksgiving Day Turkey Trot.

Mr. Mark Smith, 303 Highland Court, reported this will be the 10th Turkey Trot to be held on November 26, 2020. He stated the entrees will stay at the same amount as last year, 1050. There will be approximately 30 volunteers. Four police officers will be needed for 3 hours and will be paid at \$50.00 per hour and \$300 will be contributed to the DOVFD. Packet pickup will be the week before and Geoff Reese will have the hold harmless agreement and insurance documents to Town Hall prior to the event.

Motion Nelson, second Garrett to approve the 10th Annual Turkey Trot in Double Oak.

AYE: Beougher, Garrett, Dent, Whisenhunt, Nelson
ABSTAIN: None
NAY: None

MOTION PASSED

* a copy is attached and made a part of these minutes

The Mayor opened agenda item 13.

13. Presentation on audio and video improvements for Town Hall

Municipal Clerk Brian Shults introduced Tony Polanco, owner of DFW AV Pros, who he has been working with on new audio and video improvements at Town Hall. Council Member Beougher said his company has used DFW AV Pros and they are a reliable and dependable company and highly recommends them.

Mr. Polanco was available for questions.

No action taken.

Mayor Donnelly returned to the regular agenda order.

7. Discussion, consideration, and action on an Interlocal Cooperation Agreement between Denton County and the Town of Double Oak to address the impact of public health emergency with respect to the Coronavirus pandemic (COVID-19).

Motion Dent, second Beougher to enter into an ICA between Denton County and the Town of Double Oak to address the impact of public health emergency with respect to the Coronavirus pandemic (COVID-19), follow requirements set forth in the agreement and authorize the Mayor to sign the agreement.

AYE: Dent, Whisenhunt, Nelson, Garrett, Beougher

ABSTAIN: None

NAY: None

MOTION PASSED

8. Discussion, consideration, and action on a resolution appointing one member to the Board of Managers of the DENCO Area 9-1-1 District

Motion Whisenhunt, second Nelson for the Town of Double Oak cast one vote for Jim Carter to the Board of Managers of the DENCO Area 9-1-1 District.

AYE: Whisenhunt, Nelson, Garrett, Beougher, Dent

ABSTAIN: None

NAY: None

MOTION PASSED

10. Discussion, consideration, and action on applications for appointment to the Board of Adjustment.

Motion Nelson, second Whisenhunt to appoint Dirk Meilinger as an alternate to the Board of Adjustment.

AYE: Nelson, Dent, Whisenhunt, Garrett, Beougher
ABSTAIN: None
NAY: None

MOTION PASSED

11. Discussion, consideration, and action on new town zoning map.

Assistant Town Secretary Lynn Jones said the zoning map was basically taken from one done years ago. Ms. Jones took the old map and compared it with our Code of Ordinances and made the necessary changes and added new subdivisions, streets, etc. Staff recommended approval.

Motion Nelson, second Garrett to accept the zoning map as presented.

AYE: Garrett, Nelson, Beougher, Whisenhunt, Dent
ABSTAIN: None
NAY: None

MOTION PASSED

12. Discussion on 2020-2021 fiscal year budget and tax rate.

Deputy Mayor Pro Tem and Town Treasurer Billie Garrett displayed the current P & L and discussed each line item. The Mayor asked Treasurer Garrett to continue working with department heads on their budgets.

14. Citizens comments-None

15. Council – staff announcements and comments:

- DOVFD will be host annual July 4th parade

Mayor Donnelly asked that Council members arrive at 6:50 p.m. on July 6th for group pictures.

16. Adjournment

With no further business to come before Council, Whisenhunt motion, Dent second, the meeting adjourned at 8:55 p.m.

Town Secretary

Mayor

3:58 PM
06/17/20
Accrual Basis

Town of Double Oak
March 1 through June 17, 2020

Date	Num	Name	Memo	Amount
520000 · Administrative				
521150 · Office Supplies				
03/05/2020	17237	Office Depot	Inv#423638573001-stapler & staples	27.70
03/05/2020	17237	Office Depot	Inv#447838763001-toilet paper, paper towels, post-it notes	50.77
03/05/2020	17237	Office Depot	Inv#449076235001-bookends, coffee	22.54
03/05/2020	17238	Nestle Pure Lif...	water-Feb 2019	31.19
03/05/2020	17239	Quill	Inv#4981384-toner	45.89
03/12/2020	17250	Office Depot	Inv#452595645001-copy paper,toilet paper,folders,hand sanitizr	99.67
03/12/2020	17250	Office Depot	Inv#454208343001-disinfct wipes,spray	68.42
03/19/2020	17265	Office Depot	Inv#456733534001-disinfct wipes,spray,coffee,sweetner,hand soap	172.42
03/25/2020	17271	Office Depot	Inv#461821322001-toilet tissue	32.26
03/25/2020	17271	Office Depot	Inv#461815755001-copy paper, batteries, paper towel, trash bags	103.52
03/25/2020	17271	Office Depot	Inv#460159953001-laminating pouches	12.53
04/02/2020	17290	Office Depot	Inv#465778872001-coffee,napkins,creamer,post-it,toner	103.85
05/04/2020	17329	Nestle Pure Lif...	water-Apr 2019	28.45
05/04/2020	17339	Quill	Inv#6398459-k-cups and stevia	42.96
05/20/2020	17351	Quill	Inv#6580564-Tilex COVID-19	37.95
05/20/2020	17351	Quill	Inv#6562147-Handsantizer COVID-19	59.96
05/20/2020	17351	Quill	Inv#6568555-toner	179.06
05/20/2020	17351	Quill	Inv#645710-Multi surface cleaner COVID-19	7.79
05/20/2020	17352	Office Depot	Inv#491716611001-paper, coffee	48.39
05/20/2020	17353	Card Service C...	Drug Emporium-hand sanitizer	309.86
05/20/2020	17364	Lynn Jones	reimburse for COVIE-19 masks, gloves, hand sanitizer	120.90
06/04/2020	17382	Quill	Inv#7060037-Fantastik cleaner COVID-19	32.45
06/04/2020	17382	Quill	Inv#6873469-Handsantizer COVID-19	59.96
06/16/2020	17386	Amazon Capital...	Inv#1NRD-97RM-GFML-Texas and US flags	55.95
06/16/2020	17386	Amazon Capital...	Inv#1JDX-1PJK-DHCJ-toner cartridge	40.69
06/16/2020	17386	Amazon Capital...	Inv#1JDX-1PJK-DHCJ-sanitizing wipes COVID-19	37.72
06/16/2020	17386	Amazon Capital...	Inv#1JDX-1PJK-DHCJ-USB flash drives	30.89
06/16/2020	17387	Office Depot	Inv#507715639001-receipt book,pens,copy paper	50.76
06/16/2020	17387	Office Depot	Inv#509887105001-correction tape	9.35
06/16/2020	17388	Quill	Inv#7305553-handsantizer-COVID-19	59.96
06/16/2020	17388	Quill	Inv#7325768-coffee,pens,rubber bands	61.29
06/16/2020	17388	Quill	Inv#7553041-face masks COVID-19	57.74
06/16/2020	17388	Quill	Inv#7451247-hand sanitizer,kleenex,disinf. cleaner,face masks,sanitizing wipes,gloves CO...	32.93
06/16/2020	17388	Quill	Inv#7451369-disinf. cleaner COVID-19	52.40
06/16/2020	17389	THE MOUSE F...	Inv#49320120-envelopes	284.75

Profit & Loss Budget vs. Actual

Accrual Basis

October 2019 through September 2020

	Oct '19 - Se...	Budget	\$ Over Bu...	% of Budget
Ordinary Income/Expense				
Income				
400000 · Tax Revenue				
401101 · Current Property Taxes-M & O	1,156,857.99	1,154,156.52	2,701.47	100.2%
401201 · Penalty & Interest	3,427.33	2,500.00	927.33	137.1%
401301 · Prior Year Property Taxes	1,704.25	2,000.00	-295.75	85.2%
401315 · Sales Taxes	325,277.96	355,000.00	-29,722.04	91.6%
401601 · Franchise-Cross Timbers Water	14,352.84	15,000.00	-647.16	95.7%
401701 · Franchise-Cable TV	33,302.27	49,000.00	-15,697.73	68.0%
401801 · Franchise-Electric	99,282.36	93,000.00	6,282.36	106.8%
401805 · Franchise-Garbage	9,711.82	12,000.00	-2,288.18	80.9%
401811 · Franchise-Gas	15,875.55	12,000.00	3,875.55	132.3%
401901 · Franchise-Telephone	8,190.22	5,000.00	3,190.22	163.8%
Total 400000 · Tax Revenue	1,667,982.59	1,699,656.52	-31,673.93	98.1%
420000 · Fines and Forfeitures				
420101 · Court Fines	66,533.17	110,000.00	-43,466.83	60.5%
420112 · Court Fees	7,919.57	10,000.00	-2,080.43	79.2%
Total 420000 · Fines and Forfeitures	74,452.74	120,000.00	-45,547.26	62.0%
430000 · Licenses and Permits				
430101 · Fences	680.00	1,275.00	-595.00	53.3%
430102 · Commercial Buildings	3,672.00	0.00	3,672.00	100.0%
430103 · Oil and Gas Drilling	0.00	0.00	0.00	0.0%
430201 · New Homes	7,304.50	4,000.00	3,304.50	182.6%
430202 · Erosion Control	0.00	825.00	-825.00	0.0%
430301 · Misc Construction	15,750.00	12,000.00	3,750.00	131.3%
430401 · Roofs	680.00	850.00	-170.00	80.0%
430501 · Septic Systems	8,105.00	3,500.00	4,605.00	231.6%
430601 · Sprinkler Systems	340.00	600.00	-260.00	56.7%
430701 · Swimming Pools	1,950.00	1,625.00	325.00	120.0%
430801 · Water Wells	0.00	0.00	0.00	0.0%
430901 · Plats and Subdivision Fees	2,150.00	0.00	2,150.00	100.0%
Total 430000 · Licenses and Permits	40,746.50	24,675.00	16,071.50	165.1%
440000 · Other Revenue				
440101 · Administration Fees	1,904.04	1,500.00	404.04	126.9%
440102 · Animal Control Fees	10.00	50.00	-40.00	20.0%
440103 · Building Contributions	0.00	0.00	0.00	0.0%
440150 · FEMA Revenue	0.00	0.00	0.00	0.0%
440160 · Capital Lease Proceeds	0.00	0.00	0.00	0.0%
440201 · Interest Income	9,503.92	5,100.00	4,403.92	186.4%
440203 · Police Dept. Contracts	0.00	0.00	0.00	0.0%
440205 · Police Dept. Contributions	0.00	0.00	0.00	0.0%
440206 · Police Training Grants	0.00	0.00	0.00	0.0%
440210 · Police State Training Funds	0.00	0.00	0.00	0.0%
440700 · Insurance Proceeds	0.00	0.00	0.00	0.0%
Total 440000 · Other Revenue	11,417.96	6,650.00	4,767.96	171.7%
440300 · Charges for Services				
440301 · Lien Release	0.00	0.00	0.00	0.0%
440401 · Lot Mowing Fees	0.00	0.00	0.00	0.0%
440501 · Misc. Income	104.16	500.00	-395.84	20.8%
440601 · Sewage Service	14,701.69	24,000.00	-9,298.31	61.3%
440701 · Town Hall Rental Fees	0.00	0.00	0.00	0.0%
Total 440300 · Charges for Services	14,828.85	24,500.00	-9,671.15	60.5%
440400 · Park Funds				
440401A · Gazebo Funds	0.00	0.00	0.00	0.0%
Total 440400 · Park Funds	0.00	0.00	0.00	0.0%

Profit & Loss Budget vs. Actual

Accrual Basis

October 2019 through September 2020

	Oct '19 - Se...	Budget	\$ Over Bu...	% of Budget
440500 · Carry Over from previous year	0.00	0.00	0.00	0.0%
Total Income	1,809,428.64	1,875,481.52	-66,052.88	96.5%
Gross Profit	1,809,428.64	1,875,481.52	-66,052.88	96.5%
Expense				
510000 · Town Administration				
521000 · Town Salary Adjustments	0.00	0.00	0.00	0.0%
521012 · Attorney Fees	10,611.20	30,000.00	-19,388.80	35.4%
521033 · Custodial Services	5,378.30	5,500.00	-121.70	97.8%
521041 · Denton Central Appraisal Dist	5,317.08	6,700.00	-1,382.92	79.4%
521050 · Election Expense	0.00	3,500.00	-3,500.00	0.0%
521051 · Electricity	2,652.53	5,500.00	-2,847.47	48.2%
521060 · Financial Auditors	9,500.00	9,500.00	0.00	100.0%
521070 · Natural Gas	761.29	1,000.00	-238.71	76.1%
521073 · Printer Copier	3,927.19	5,000.00	-1,072.81	78.5%
521133 · Ordinance Codification	795.00	3,000.00	-2,205.00	26.5%
521160 · Postage	1,172.26	2,000.00	-827.74	58.6%
521200 · Tax Billing Expense	1,193.00	1,300.00	-107.00	91.8%
521201 · Communications	7,605.74	10,500.00	-2,894.26	72.4%
521220 · Water	869.51	2,500.00	-1,630.49	34.8%
521230 · Archive System	1,745.58	5,000.00	-3,254.42	34.9%
530050 · Ambulance Service	29,075.00	29,075.00	0.00	100.0%
Total 510000 · Town Administration	80,603.68	120,075.00	-39,471.32	67.1%
520000 · Administrative				
521010 · Advertising	34.60	1,200.00	-1,165.40	2.9%
521020 · Bank Charges	325.73	100.00	225.73	325.7%
521030 · Cleaning Supplies	0.00	0.00	0.00	0.0%
521031 · Computer Supplies/Software	20,851.08	13,000.00	7,851.08	160.4%
521032 · Council Contingency	27,477.13	40,920.52	-13,443.39	67.1%
521034 · Technology Fund	1,433.81	4,000.00	-2,566.19	35.8%
521074 · Meetings	0.00	300.00	-300.00	0.0%
521075 · Goodwill	202.36	800.00	-597.64	25.3%
521076 · Incentive Pay	1,153.80	1,500.00	-346.20	76.9%
521090 · General Liability Insurance	2,321.88	2,164.00	157.88	107.3%
521091 · Health/Dental/Life Insurance	12,636.26	15,650.00	-3,013.74	80.7%
521130 · Membership & Dues	1,284.00	1,500.00	-216.00	85.6%
521131 · Car Maintenance-Fuel-Travel	0.00	0.00	0.00	0.0%
521150 · Office Supplies	6,311.31	6,000.00	311.31	105.2%
521151 · Other Professional Services	2,545.80	10,000.00	-7,454.20	25.5%
521153 · Other Supplies	434.05	1,000.00	-565.95	43.4%
521161 · Publications & Subscriptions	180.00	300.00	-120.00	60.0%
521162 · Printing and Copying	480.12	500.00	-19.88	96.0%
521170 · Payroll Taxes - FICA	13,281.29	11,000.00	2,281.29	120.7%
521172 · TWC Unemployment Insurance	133.09	2,000.00	-1,866.91	6.7%
521190 · Town Secretary Salary	55,420.92	72,100.00	-16,679.08	76.9%
521191 · Longevity Pay-Administration	1,180.00	1,180.00	0.00	100.0%
521192 · Worker's Compensation Ins.	529.38	1,644.00	-1,114.62	32.2%
521194 · Asst Town Secretary Salary	48,971.47	63,860.00	-14,888.53	76.7%
521195 · Overtime	1,611.77	5,000.00	-3,388.23	32.2%
521196 · TMRS-Retirement	8,414.97	12,500.00	-4,085.03	67.3%
521202 · Training Seminars	435.34	7,000.00	-6,564.66	6.2%
Total 520000 · Administrative	207,650.16	275,218.52	-67,568.36	75.4%

Profit & Loss Budget vs. Actual

Accrual Basis

October 2019 through September 2020

	Oct '19 - Se...	Budget	\$ Over Bu...	% of Budget
530000 · Public Works				
521021 · Building Repair/Remodeling	2,523.91	10,000.00	-7,476.09	25.2%
521025 · Building Expenditures	1,997.82	2,000.00	-2.18	99.9%
521120 · Lien Filing Expense	126.00	100.00	26.00	126.0%
530025 · Mosquito Control Program	0.00	150.00	-150.00	0.0%
530100 · Animal Control Officer	13,213.75	17,050.00	-3,836.25	77.5%
530101 · Public Works Director Salary	0.00	0.00	0.00	0.0%
530102 · Public Works Director TMRS	0.00	0.00	0.00	0.0%
530103 · Public Works Director FICA	0.00	0.00	0.00	0.0%
530104 · Public Works Director (H/D/L)	0.00	0.00	0.00	0.0%
530105 · PW Director (TWC/Unempl Ins)	0.00	0.00	0.00	0.0%
530106 · Building Official Overtime	0.00	0.00	0.00	0.0%
530110 · Building Inspectors	30,000.00	36,000.00	-6,000.00	83.3%
530111 · Building Inspectors Phone	0.00	0.00	0.00	0.0%
530115 · Code Enforcement	0.00	0.00	0.00	0.0%
530116 · Code Enforcement Liab Ins-TML	497.55	700.00	-202.45	71.1%
530125 · Council Discretionary Fund	0.00	0.00	0.00	0.0%
530150 · Grounds Maintenance	6,120.00	8,000.00	-1,880.00	76.5%
530151 · Grounds Equipment	0.00	0.00	0.00	0.0%
530175 · Equipment Repair/Maintenance	0.00	0.00	0.00	0.0%
530180 · Minor Equipment	0.00	0.00	0.00	0.0%
530200 · Lot Mowing/Tree Trim Service	9,825.00	11,000.00	-1,175.00	89.3%
530201 · Public Works Training	0.00	1,000.00	-1,000.00	0.0%
530202 · Longevity Pay- Public Works	0.00	0.00	0.00	0.0%
530203 · Vehicle Payment	0.00	0.00	0.00	0.0%
530204 · Vehicle Maintenance	2,207.89	500.00	1,707.89	441.6%
530205 · Vehicle Fuel	1,324.67	250.00	1,074.67	529.9%
530206 · Uniforms	0.00	0.00	0.00	0.0%
530210 · Membership Dues/Licensing	0.00	0.00	0.00	0.0%
530230 · Other Professional Services	740.02	2,000.00	-1,259.98	37.0%
530231 · Other Supplies	0.00	1,000.00	-1,000.00	0.0%
530235 · Printing	50.08	100.00	-49.92	50.1%
530240 · Postage	0.00	0.00	0.00	0.0%
530245 · Computer Support	2,917.43	3,000.00	-82.57	97.2%
530260 · Septic Inspections	1,760.00	5,000.00	-3,240.00	35.2%
530270 · Sewage Services	16,256.23	24,000.00	-7,743.77	67.7%
530271 · Vehicle Reimbursement	0.00	0.00	0.00	0.0%
530272 · Incentive Pay	0.00	0.00	0.00	0.0%
530273 · Worker's Compensation Ins	264.69	0.00	264.69	100.0%
530277 · General Liability Insurance	0.00	0.00	0.00	0.0%
530280 · Hazardous Waste Disposal	0.00	0.00	0.00	0.0%
531020 · Credit Card Convenience Fee	0.00	0.00	0.00	0.0%
531201 · Communications-Cell phone	0.00	0.00	0.00	0.0%
Total 530000 · Public Works	89,825.04	121,850.00	-32,024.96	73.7%
540000 · Streets and Drainage				
540019 · Engineering General	9,144.00	35,000.00	-25,856.00	26.1%
540060 · Crack Seal & Potholes	38,817.88	35,000.00	3,817.88	110.9%
540110 · Current Year Road Repairs	17,578.70	140,000.00	-122,421.30	12.6%
540111 · Prior Year Road Repairs	0.00	0.00	0.00	0.0%
540155 · MS4 Stormwater	5,000.00	5,000.00	0.00	100.0%
540177 · Public Works Projects Costs	0.00	0.00	0.00	0.0%
540200 · Sign Repair and Replacement	2,384.99	3,000.00	-615.01	79.5%
Total 540000 · Streets and Drainage	72,925.57	218,000.00	-145,074.43	33.5%

Profit & Loss Budget vs. Actual

Accrual Basis

October 2019 through September 2020

	Oct '19 - Se...	Budget	\$ Over Bu...	% of Budget
550000 - Police Department				
550120 - Capital Equipment (Auto)	16,785.00	58,000.00	-41,215.00	28.9%
550135 - Computer Equip/Supplies/SW Main	28,089.16	26,509.00	1,580.16	106.0%
550140 - Equipment Repair & Maintenance	661.82	1,200.00	-538.18	55.2%
550145 - Health/Dental/Life Insurance	90,198.56	124,630.00	-34,431.44	72.4%
550219 - Membership Dues	562.23	900.00	-337.77	62.5%
550220 - Minor Equipment	682.98	1,600.00	-917.02	42.7%
550240 - Office Supplies	341.21	500.00	-158.79	68.2%
550248 - Publications	359.13	300.00	59.13	119.7%
550249 - External Contracts	2,117.43	6,000.00	-3,882.57	35.3%
550250 - Postage	0.00	0.00	0.00	0.0%
550251 - Printing	236.14	300.00	-63.86	78.7%
550252 - Police Chief Salary	67,205.28	87,410.00	-20,204.72	76.9%
550253 - Police Lt. Salary	59,703.16	77,690.00	-17,986.84	76.8%
550254 - Police Officers' Salary	264,810.53	335,338.00	-70,527.47	79.0%
550255 - Administrative Assistant PD	0.00	0.00	0.00	0.0%
550257 - Police Department Overtime	980.19	5,000.00	-4,019.81	19.6%
550261 - Criminal Investigations	974.65	1,000.00	-25.35	97.5%
550262 - General Liability Insurance	8,126.52	9,225.00	-1,098.48	88.1%
550263 - TWC Unemployment Ins	0.00	0.00	0.00	0.0%
550264 - Incentive Pay	7,200.93	8,700.00	-1,499.07	82.8%
550271 - Salaries Benefits - FICA	25,789.38	39,573.00	-13,783.62	65.2%
550275 - Salaries Benefits - TMRS	29,653.57	51,176.00	-21,522.43	57.9%
550276 - Human Resources	120.00	1,500.00	-1,380.00	8.0%
550277 - Longevity Pay	3,095.00	3,100.00	-5.00	99.8%
550278 - Worker's Compensation Ins	10,587.60	22,823.00	-12,235.40	46.4%
550280 - Communications	9,657.71	14,000.00	-4,342.29	69.0%
550281 - Training	3,075.00	6,000.00	-2,925.00	51.3%
550286 - Training Ammo	2,098.54	2,500.00	-401.46	83.9%
550290 - Uniforms	8,864.52	5,000.00	3,864.52	177.3%
550291 - Patrol Equipment	5,266.51	4,800.00	466.51	109.7%
550292 - Community Programs	1,066.95	900.00	166.95	118.6%
550293 - Traffic Management	0.00	300.00	-300.00	0.0%
550294 - Evidence Room Supplies	42.39	500.00	-457.61	8.5%
550295 - Goodwill	0.00	900.00	-900.00	0.0%
550300 - Vehicle Fuel	7,797.75	17,200.00	-9,402.25	45.3%
550400 - Vehicle Repair & Maintenance	8,441.34	13,500.00	-5,058.66	62.5%
Total 550000 - Police Department	664,591.18	928,074.00	-263,482.82	71.6%
560000 - Municipal Court				
560010 - Judges Services	2,700.00	8,500.00	-5,800.00	31.8%
560015 - Jury Services	0.00	240.00	-240.00	0.0%
560018 - Jail Services	0.00	0.00	0.00	0.0%
560020 - Prosecuting Attorney	4,155.10	10,000.00	-5,844.90	41.6%
560025 - Other Professional Services	0.00	400.00	-400.00	0.0%
560026 - Court Clerk - Salary	43,842.91	54,600.00	-10,757.09	80.3%
560027 - Court Clerk- FICA	3,049.79	4,800.00	-1,750.21	63.5%
560028 - Court Clerk - TMRS	3,596.09	5,600.00	-2,003.91	64.2%
560029 - Court Clerk Ins (H/D/L)	6,330.21	8,000.00	-1,669.79	79.1%
560030 - Court Clerk - Longevity	725.00	725.00	0.00	100.0%
560031 - Overtime	2,628.17	5,000.00	-2,371.83	52.6%
560035 - Court Supplies, Equip & S/W Main	2,511.21	3,000.00	-488.79	83.7%
560055 - Membership Dues	0.00	120.00	-120.00	0.0%
560076 - Incentive Pay	461.60	600.00	-138.40	76.9%
Total 560000 - Municipal Court	70,000.08	101,585.00	-31,584.92	68.9%

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Town of Double Oak

07/02/20

Profit & Loss Budget vs. Actual

Accrual Basis

October 2019 through September 2020

	Oct '19 - Se...	Budget	\$ Over Bu...	% of Budget
570000 · Double Oak Vol. Fire Department				
570020 · DOVFD Operations Contribution	75,000.00	100,000.00	-25,000.00	75.0%
570021 · General Liability Insurance	5,638.83	5,435.00	203.83	103.8%
570022 · Worker's Compensation Ins	1,852.80	5,244.00	-3,391.20	35.3%
Total 570000 · Double Oak Vol. Fire Department	82,491.63	110,679.00	-28,187.37	74.5%
Total Expense	1,268,087.34	1,875,481.52	-607,394.18	67.6%
Net Ordinary Income	541,341.30	0.00	541,341.30	100.0%
Net Income	541,341.30	0.00	541,341.30	100.0%

Town of Double Oak
Balance Sheet
As of July 2, 2020

	Jul 2, 20
ASSETS	
Current Assets	
Checking/Savings	
102302 · Independent Bank Money Market	1,470,352.26
102303 · Independent Bank Checking	-49,068.57
102304 · Police Lease Training Fund	194.19
102306 · John B. Wright Memorial Fund	553.00
102307 · DO Police Dept Chapter 59	8.57
102400 · Petty Cash	499.21
102450 · DATCU	3,265.02
106101 · Certificate of Deposit	443,021.38
Total Checking/Savings	1,868,825.06
Accounts Receivable	
106100 · Accounts Receivable	38,740.49
Total Accounts Receivable	38,740.49
Other Current Assets	
102500 · Returned Checks Receivable	-282.00
104100 · Bartonville Water Certificate	2,000.00
106150 · Interest Receivable	477.62
106400 · Employee Receivables	1,278.12
106700 · Property Taxes Receivable	8,896.25
106900 · Prepaid Costs	10,829.87
Total Other Current Assets	23,199.86
Total Current Assets	1,930,765.41
TOTAL ASSETS	1,930,765.41
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202000 · Accounts Payable	3,237.11
Total Accounts Payable	3,237.11
Other Current Liabilities	
106300 · Allowance for Uncoll Taxes	8,896.25
200000 · Payroll Liabilities	
201200 · FICA/Medicare Withholding	779.36
201500 · TMRS Payable	2,009.08
202507 · Dependant Health Care Cover...	-1,651.82
202508 · AFLAC Deduction	-208.68
202509 · Child Support Withholding Or...	40.00
202513 · Vision Insurance	269.25
202516 · Dependent Life Insurance	100.52
200000 · Payroll Liabilities - Other	4,664.53
Total 200000 · Payroll Liabilities	6,002.24

Town of Double Oak
Balance Sheet
As of July 2, 2020

	Jul 2, 20
200504 · Town Hall Reservation Deposits	550.00
201250 · Cr Card Fees/Collection Charges	161.97
202250 · Town Hall Renovations	150.00
202501 · Court Fees & Fines Due State	10,718.61
202502 · Technology Fees	4,415.65
202503 · Court Security Fees	12,186.44
202504 · Police LEOSE Training Account	306.78
202506 · Child Safety Fund	-892.88
202511 · Omnibase Fees Due	313.39
202512 · Court Collections	6,316.37
202760 · Time Payment Reimbursement F...	15.00
203002 · Park Fund Account	202.03
2050000 · Accured Payroll	14,620.96
205555 · Police Grants	347.25
206250 · Sewer System Maintenance	7,745.66
206500 · Police-Chapter 59	8.57
208000 · Golf Tournament	44.85
Total Other Current Liabilities	72,109.14
Total Current Liabilities	75,346.25
Total Liabilities	75,346.25
Equity	
3000 · Fund Balances	680,732.31
3100 · Town Contingency	100,000.00
3200 · Road Contingency	150,000.00
3600 · Street and Drainage Fund	200,000.00
3900 · Retained Earnings	183,345.55
et Income	541,341.30
Total Equity	1,855,419.16
TOTAL LIABILITIES & EQUITY	1,930,765.41



TOWN OF DOUBLE OAK
320 WAKETON ROAD
DOUBLE OAK, TEXAS 75077
(972) 539-9464

DATE: 6/17/20

APPLICATION FOR BOARDS/COMMISSIONS

As an applicant for a Board, Commission or Committee, your name, address and telephone number will be available to the press and the public if you elect to disclose this information. All other information will remain confidential.

NAME: Richard (Dick) ULRICH

ADDRESS: 420 Simmons Rd, Double Oak, TX, 75077

CONTACT PHONE: 469-235-8342 EMAIL: RVULRICH@VERIZON.NET

OCCUPATION: (If retired, please indicate former occupation or profession)

HUMAN RESOURCES - RETIRED

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES: _____

FORMER Councilman - 1990's, PEP - PRISON ENTREPRENEURIAL Prog
BOARD member, FORMER, Arrow Outreach, Ciudad Juarez Missi.

LIST QUALIFICATIONS YOU FEEL MAKE YOU A GOOD CANDIDATE FOR THIS POSITION AND INCLUDE PREVIOUS VOLUNTEER POSITIONS:

Long Time Resident (1981), FORMER Councilman

REFERENCES: Dave Basham - Neighbor, Pastor Alex Robinson,
FMUML

BOARDS/COMMISSIONS/COMMITTEES OF INTEREST: Check Interest

☒ Board of Adjustments

☐ Planning and Zoning

MAIL COMPLETED FORM TO:

TOWN OF DOUBLE OAK
TOWN SECRETARY
320 WAKETON ROAD
DOUBLE OAK, TEXAS 75077

OR FAX / E-MAIL TO:

FAX (972) 539-9613
EMAIL: eileen.kennedy@doubleoak.texas.gov or
lynn.jones@doubleoak.texas.gov