



DOUBLE OAK

Town of Double Oak
Town Council – Public Meeting

Double Oak Town Hall
320 Waketon Road, Double Oak
TX 75077

Monday, March 1, 2021
7:00 p.m.

In accordance with order of the Office of the Governor issued March 31, 2020, the Double Oak Town Council will conduct an online meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

How to Watch:

The town's online public meetings can be viewed online during the meeting.

- Facebook Live on the facebook.com/doubleoaktx/ (Anonymous viewing)

How to Participate:

Residents can view, and participate in the following ways below, but must first register with the link below:

- **Online by joining the Zoom Meeting (via phone or computer)**
 - ZOOM ACCOUNT: Sign up for a free Zoom account: <https://zoom.us/signup> or login with an existing account.
 - TEST AUDIO IN ZOOM: Participants must enable their microphone. Please test your microphone and speaker prior to the meeting.
 - REGISTER: <https://zoom.us/j/89104300903> Participants must register for the Zoom webinar and share their full name, email address, home address, and phone number (*only your name will be visible to other attendees*).
 - RAISE YOUR HAND: During the public meeting, you must select “Raise Hand” in Zoom to indicate you are ready to speak when the Mayor offers to take comments from remote participants. Participants will be enabled to speak by the Zoom webinar host. The participant will return to listen- only mode once finished or when the three-minute time limit is reached.
- **Call the Zoom Phone Meeting line (US toll free)**
 - Call (877)853-5247 or (888)788-0099
 - The system will prompt you to enter the Webinar ID: **891 0430 0903**, followed by “#”.
 - To indicate you’d like to speak, enter “*9”. The system will enter your phone number into the speaker queue and when it’s your turn, staff will call out a portion of your phone number to identify you, and your phone will be unmuted during the designated time (public participation or public hearing).
 - Your comments should be limited to three minutes (the same amount of time given to comments during an in-person meeting)
- **Email Town Secretary Eileen Kennedy (eileen.kennedy@doubleoak.texas.gov)**
 - Residents can participate by emailing their questions/comments for the meeting.
 - Emails must be received by 5:00 p.m. the day of the meeting.
 - Please state whether your emailed comment is regarding a specific agenda item or a non-agenda item. Your comment will be read into the record during the meeting. (must be within the 3-minute time limit)

*OUT OF RESPECT FOR ALL THOSE IN ATTENDANCE, PLEASE REFRAIN FROM TALKING TO
OTHER MEMBERS OF THE AUDIENCE DURING THE MEETING*

- 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 from the February 10, 2021 meeting.

IV. Mayor, Council Members and Staff reports:

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

V. New business agenda (consideration and action):

8. Discussion, consideration, and action on February 2021 Winter storm event

Presentation: Mayor Donnelly

9. Discussion, consideration, and action on a resolution supporting the State of Texas Legislature to conduct hearings and investigations into the February 2021 Winter storm event statewide electrical blackouts

Presentation: Mayor Donnelly

10. Discussion, consideration, and action on waiving certain fees for permits due to the winter storm event occurring in February of 2021

Presentation: Mayor Donnelly

11. Discussion, consideration, and action on the Waketon Road Improvement Project

Presentation: Town Engineer Steve Templer

12. Citizens comments

13. Council – staff announcements and comments:

- May 1, 2021 municipal election day

The following candidates have filed for a place on the ballot:

MAYOR

Von Beougher

COUNCIL MEMBER (2 SEATS)

Patrick Johnson

Scott Whisenhunt

Casey Parsons

- Town Secretary Eileen Kennedy will celebrate her 15th anniversary with the town on March 15th.

14. 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 Friday, February 26, 2021 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 (<https://doubleoak.texas.gov>)



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 eileen.kennedy@doubleoak.texas.gov for additional information.

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**UNAPPROVED-NOT FOR
PUBLICATION**

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session via Zoom at 7:00 p.m. February 1, 2021 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, Administrative Town Clerk Brian Shults, and Police Chief Ruben Rivas.

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

Mayor Pro-Tem Dent gave the invocation and Mayor Donnelly lead the Pledge of Allegiance to the American and Texas flags.

II. Citizens comments

None

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 from the January 19, 2021 meeting.

Motion Whisenhunt, second Nelson to approve the minutes as presented

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

Motion carried

IV. Mayor, Council Members and Staff reports:

2. Mayor and Council – None

3. Public Works - Code Enforcement – Animal Control – None
4. Engineering

Mayor Donnelly noted the continued work with Denton County and Flower Mound on the Waketon Road project. Bids will go out the first week of March with bid opening at the end of March. The Mayor also mentioned Flower Mound is currently conducting a study on the flooding problem on Kings Road and Lusk Lane. Flower Mound would like to discuss with the town options to remedy the ongoing problem.

5. Administration

Town Secretary Eileen Kennedy mentioned the May 1, 2021 General Election filing will end on February 12, 2021 at 5:00 p.m. Ms. Kennedy also announced one candidate had filed for town council, Incumbent Scott Whisenhunt.

6. Public Safety

DOVFD Chief Whisenhunt reported all quiet.

DOPD Police Chief Ruben Rivas stated the CARES compliance certification was filed with Denton County on February 1, 2021.

7. Roads and Drainage Committee - None
- V. New business agenda (consideration and action):
8. Discussion, consideration, and action on 2019-2020 audit report

Town auditor, Carl Deaton, gave an in-depth report on the 2019-2020 fiscal year audit. Mr. Deaton stated the town is in a favorable financial position.

Motion Dent, second Beougher to accept the 2019-2020 audit report as presented.

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

Motion carried

9. Citizens comments - None
10. Council – staff announcements and comments:

- May 1, 2021 municipal election day

First day to file for a place on the ballot was January 13, 2021
Last day to file is February 12, 2021 by 5:00 p.m.

11. Adjournment

With no further business to come before the Council, motion Garrett, Beougher second, the meeting was adjourned at 7:29 p.m.

Eileen Kennedy, Town Secretary

Mike Donnelly, Mayor

MONTHLY REPORT DECEMBER 2020

12/02: Patrol from 09:00 until 11:00 with no activity.

12/03: Patrol from 12:00 until 14:00 with no activity.

12/07: Patrol from 10:00 until 12:00.
 Stray dog complaint 5301 Chinn Chapel Road. Written Warning.
 Private trap service 250 Oak Trail Drive. Impounded.

12/08: Patrol from 12:15 until 14:15 with no activity.

12/11: Patrol from 13:00 until 15:00 with no activity.

12/14: Patrol from 13:00 until 15:00.
 Welfare concern reported at 250 Whispering Oaks. Unfounded.

12/16: Animal bite reported at 175 N. Woodland Drive. Report taken.

12/17: Patrol from 14:00 until 16:00 with no activity.

12/18: Patrol from 09:30 until 11:30 with no activity.

12/20: Dead wildlife reported 300 blk Kings Road. Removed.

12/21: Patrol from 12:00 until 14:00 with no activity.

12/24: Patrol from 08:45 until 10:45 with no activity.

12/30: Patrol from 13:00 until 15:00 with no activity.

SUMMARY

Total calls received: 5	By Double Oak residents: 5	Initiated by NTACA: 0
Animals impounded: Dogs: 0	Puppies: 0	Cats: 0 Kittens: 0 Other: 1 Deceased: 1
Verbal Warnings issued: 0	Written Warnings issued: 1	Citations: 0

MONTHLY REPORT JANUARY 2021

01/01: Patrol from 11:30 until 13:30 with no activity.

01/02: Patrol from 12:30 until 14:30 with no activity.

01/04: Patrol from 12:00 until 14:00.
Odor investigation 7761 Justin Road. CSO.

01/05: Patrol from 14:00 until 16:00 with no activity.

01/09: Patrol from 12:30 until 14:30 with no activity.

01/13: Patrol from 13:30 until 15:30 with no activity.

01/14: Patrol from 10:00 until 12:00 with no activity.

01/15: Found Dog reported at 160 Forest Park Drive. Owner Located.

01/16: Patrol from 14:10 until 16:10 with no activity.

01/19: Patrol from 11:30 until 13:30 with no activity.

01/20: Patrol from 11:30 until 13:30 with no activity.

01/21: Patrol from 14:30 until 16:30 with no activity.

01/24: Patrol from 09:30 until 11:30.
Stray dog initiated 120 McMakin Road. V/W.
Dead wildlife initiated 500 blk Kings Road. Removed.

01/26: Patrol from 11:00 until 13:00.
Trap request at 240 McMakin Road. CSO.

01/28: Patrol from 12:15 until 14:15 with no activity.

SUMMARY

Total calls received: 5 By Double Oak residents: 3 Initiated by NTACA: 2
Animals impounded: Dogs: 0 Puppies: 0 Cats: 0 Kittens: 0 Other: 0 Deceased: 1
Verbal Warnings issued: 1 Written Warnings issued: 0 Citations: 0

Town of Double Oak
Profit & Loss Budget vs. Actual
October 2020 through September 2021

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	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
400000 · Tax Revenue				
401101 · Current Property Taxes-M & O	1,102,885.29	1,166,167.00	-63,281.71	94.6%
401201 · Penalty & Interest	1,492.23	2,500.00	-1,007.77	59.7%
401301 · Prior Year Property Taxes	4,132.61	2,000.00	2,132.61	206.6%
401315 · Sales Taxes	208,872.84	430,000.00	-221,127.16	48.6%
401601 · Franchise-Cross Timbers Water	15,600.22	20,000.00	-4,399.78	78.0%
401701 · Franchise-Cable TV	19,883.85	35,000.00	-15,116.15	56.8%
401801 · Franchise-Electric	90,904.53	95,000.00	-4,095.47	95.7%
401805 · Franchise-Garbage	7,493.45	13,000.00	-5,506.55	57.6%
401811 · Franchise-Gas	1,091.63	14,000.00	-12,908.37	7.8%
401901 · Franchise-Telephone	895.00	6,000.00	-5,105.00	14.9%
401912 · Prior Year Carry Over	0.00	0.00	0.00	0.0%
400000 · Tax Revenue - Other	0.00	0.00	0.00	0.0%
Total 400000 · Tax Revenue	1,453,251.65	1,783,667.00	-330,415.35	81.5%
420000 · Fines and Forfeitures				
420101 · Court Fines	25,074.65	68,000.00	-42,925.35	36.9%
420113 · Court Forfeitures	0.00	0.00	0.00	0.0%
420000 · Fines and Forfeitures - Other	0.00	0.00	0.00	0.0%
Total 420000 · Fines and Forfeitures	25,074.65	68,000.00	-42,925.35	36.9%
430000 · Licenses and Permits				
430101 · Fences	255.00	1,275.00	-1,020.00	20.0%
430102 · Commercial Buildings	2,540.00	3,000.00	-460.00	84.7%
430103 · Oil and Gas Drilling	0.00	0.00	0.00	0.0%
430201 · New Homes	14,326.00	4,000.00	10,326.00	358.2%
430202 · Erosion Control	0.00	1,650.00	-1,650.00	0.0%
430301 · Misc Construction	15,416.14	12,000.00	3,416.14	128.5%
430401 · Roofs	595.00	850.00	-255.00	70.0%
430501 · Septic Systems	4,050.00	3,500.00	550.00	115.7%
430601 · Sprinkler Systems	620.00	600.00	20.00	103.3%
430701 · Swimming Pools	1,309.75	1,625.00	-315.25	80.6%
430801 · Water Wells	0.00	0.00	0.00	0.0%
430901 · Plats and Subdivision Fees	300.00	0.00	300.00	100.0%
Total 430000 · Licenses and Permits	39,411.89	28,500.00	10,911.89	138.3%
440000 · Other Revenue				
440101 · Administration Fees	503.66	1,500.00	-996.34	33.6%
440102 · Animal Control Fees	0.00	50.00	-50.00	0.0%
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	6,130.67	7,000.00	-869.33	87.6%
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%
Total 440000 · Other Revenue	6,634.33	8,550.00	-1,915.67	77.6%

Town of Double Oak
Profit & Loss Budget vs. Actual
October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
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	15.00	500.00	-485.00	3.0%
440601 · Sewage Service	8,204.95	25,000.00	-16,795.05	32.8%
440701 · Town Hall Rental Fees	0.00	0.00	0.00	0.0%
Total 440300 · Charges for Services	8,219.95	25,500.00	-17,280.05	32.2%
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%
440500 · Carry Over from previous year	0.00	0.00	0.00	0.0%
Total Income	1,532,592.47	1,914,217.00	-381,624.53	80.1%
Gross Profit	1,532,592.47	1,914,217.00	-381,624.53	80.1%
Expense				
510000 · Town Administration				
521000 · Town Salary Adjustments	0.00	0.00	0.00	0.0%
521012 · Attorney Fees	6,810.60	30,000.00	-23,189.40	22.7%
521033 · Custodial Services	3,041.65	8,000.00	-4,958.35	38.0%
521041 · Denton Central Appraisal Dist	1,703.05	7,100.00	-5,396.95	24.0%
521050 · Election Expense	0.00	5,500.00	-5,500.00	0.0%
521051 · Electricity	1,418.35	5,500.00	-4,081.65	25.8%
521060 · Financial Auditors	9,500.00	10,000.00	-500.00	95.0%
521070 · Natural Gas	529.22	1,000.00	-470.78	52.9%
521073 · Printer Copier	2,255.67	5,000.00	-2,744.33	45.1%
521133 · Ordinance Codification	395.00	3,000.00	-2,605.00	13.2%
521160 · Postage	1,097.61	2,000.00	-902.39	54.9%
521200 · Tax Billing Expense	1,197.00	1,300.00	-103.00	92.1%
521201 · Communications	3,981.29	10,500.00	-6,518.71	37.9%
521220 · Water	1,377.90	2,500.00	-1,122.10	55.1%
521230 · Archive System	0.00	5,000.00	-5,000.00	0.0%
530050 · Ambulance Service	29,075.00	29,075.00	0.00	100.0%
Total 510000 · Town Administration	62,382.34	125,475.00	-63,092.66	49.7%
520000 · Administrative				
521010 · Advertising	107.30	1,200.00	-1,092.70	8.9%
521020 · Bank Charges	0.00	100.00	-100.00	0.0%
521030 · Cleaning Supplies	0.00	0.00	0.00	0.0%
521031 · Computer Supplies/Software	9,265.16	13,000.00	-3,734.84	71.3%
521032 · Council Contingency	300.00	25,517.20	-25,217.20	1.2%
521034 · Technology Fund	0.00	4,000.00	-4,000.00	0.0%
521074 · Meetings	0.00	300.00	-300.00	0.0%
521075 · Goodwill	0.00	800.00	-800.00	0.0%
521076 · Incentive Pay	634.59	1,500.00	-865.41	42.3%
521090 · General Liability Insurance	1,586.56	3,100.00	-1,513.44	51.2%
521091 · Health/Dental/Life Insurance	6,515.10	16,500.00	-9,984.90	39.5%
521130 · Membership & Dues	914.00	1,500.00	-586.00	60.9%
521131 · Car Maintenance-Fuel-Travel	0.00	0.00	0.00	0.0%
521150 · Office Supplies	2,314.70	6,000.00	-3,685.30	38.6%
521151 · Other Professional Services	687.95	10,000.00	-9,312.05	6.9%
521153 · Other Supplies	0.00	1,000.00	-1,000.00	0.0%
521161 · Publications & Subscriptions	0.00	300.00	-300.00	0.0%
521162 · Printing and Copying	0.00	600.00	-600.00	0.0%

Town of Double Oak
Profit & Loss Budget vs. Actual
October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
521170 · Payroll Taxes - FICA	8,235.95	11,400.00	-3,164.05	72.2%
521172 · TWC Unemployment Insurance	1,633.15	2,000.00	-366.85	81.7%
521190 · Town Secretary Salary	31,418.97	74,263.00	-42,844.03	42.3%
521191 · Longevity Pay-Administration	1,300.00	1,300.00	0.00	100.0%
521192 · Worker's Compensation Ins.	417.66	700.00	-282.34	59.7%
521194 · Asst Town Secretary Salary	28,082.92	65,775.80	-37,692.88	42.7%
521195 · Overtime	1,390.92	5,000.00	-3,609.08	27.8%
521196 · TMRS-Retirement	4,415.53	12,500.00	-8,084.47	35.3%
521202 · Training Seminars	100.00	2,000.00	-1,900.00	5.0%
Total 520000 · Administrative	99,320.46	260,356.00	-161,035.54	38.1%
530000 · Public Works				
521021 · Building Repair/Remodeling	1,598.20	8,000.00	-6,401.80	20.0%
521025 · Building Expenditures	1,300.00	2,000.00	-700.00	65.0%
521120 · Lien Filing Expense	36.50	100.00	-63.50	36.5%
530025 · Mosquito Control Program	0.00	150.00	-150.00	0.0%
530100 · Animal Control Officer	9,377.50	17,050.00	-7,672.50	55.0%
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	15,000.00	36,000.00	-21,000.00	41.7%
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	339.98	700.00	-360.02	48.6%
530125 · Council Discretionary Fund	0.00	0.00	0.00	0.0%
530150 · Grounds Maintenance	2,812.50	9,000.00	-6,187.50	31.3%
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	1,055.00	13,000.00	-11,945.00	8.1%
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	0.00	500.00	-500.00	0.0%
530205 · Vehicle Fuel	600.00	1,800.00	-1,200.00	33.3%
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	655.59	2,000.00	-1,344.41	32.8%
530231 · Other Supplies	0.00	1,000.00	-1,000.00	0.0%
530235 · Printing	0.00	100.00	-100.00	0.0%
530240 · Postage	0.00	0.00	0.00	0.0%
530245 · Computer Support	1,500.00	3,000.00	-1,500.00	50.0%
530260 · Septic Inspections	600.00	5,000.00	-4,400.00	12.0%
530270 · Sewage Services	9,505.93	25,000.00	-15,494.07	38.0%
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	0.00	0.00	0.00	0.0%
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 · Weather Siren	0.00	1,000.00	-1,000.00	0.0%
Total 530000 · Public Works	44,381.20	126,400.00	-82,018.80	35.1%

Town of Double Oak
Profit & Loss Budget vs. Actual
October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
540000 · Streets and Drainage				
540019 · Engineering General	10,974.56	40,000.00	-29,025.44	27.4%
540060 · Crack Seal & Potholes	0.00	30,000.00	-30,000.00	0.0%
540110 · Current Year Road Repairs	4,000.00	200,000.00	-196,000.00	2.0%
540111 · Prior Year Road Repairs	0.00	0.00	0.00	0.0%
540155 · MS4 Stormwater	0.00	7,500.00	-7,500.00	0.0%
540177 · Public Works Projects Costs	0.00	0.00	0.00	0.0%
540200 · Sign Repair and Replacement	0.00	3,000.00	-3,000.00	0.0%
Total 540000 · Streets and Drainage	14,974.56	280,500.00	-265,525.44	5.3%
550000 · Police Department				
550120 · Capital Equipment (Auto)	-5,400.00	0.00	-5,400.00	100.0%
550135 · Computer Equip/Supplies/SW ...	9,910.19	33,031.00	-23,120.81	30.0%
550140 · Equipment Repair & Maintena...	200.00	1,200.00	-1,000.00	16.7%
550145 · Health/Dental/Life Insurance	46,162.34	130,682.00	-84,519.66	35.3%
550219 · Membership Dues	130.00	900.00	-770.00	14.4%
550220 · Minor Equipment	109.72	1,600.00	-1,490.28	6.9%
550230 · Other Professional Services	0.00	0.00	0.00	0.0%
550240 · Office Supplies	628.50	500.00	128.50	125.7%
550248 · Publications	0.00	400.00	-400.00	0.0%
550249 · External Contracts	2,339.00	6,000.00	-3,661.00	39.0%
550250 · Postage	0.00	0.00	0.00	0.0%
550251 · Printing	182.72	350.00	-167.28	52.2%
550252 · Police Chief Salary	44,631.45	90,033.00	-45,401.55	49.6%
550253 · Police Asst. Chief Salary	23,082.97	80,021.00	-56,938.03	28.8%
550254 · Police Officers' Salary	80,284.04	344,429.00	-264,144.96	23.3%
550255 · Administrative Assistant PD	0.00	0.00	0.00	0.0%
550256 · Crossing Guard	2,552.08	7,000.00	-4,447.92	36.5%
550257 · Police Department Overtime	701.81	5,000.00	-4,298.19	14.0%
550261 · Criminal Investigations	56.88	2,000.00	-1,943.12	2.8%
550262 · General Liability Insurance	5,552.90	10,148.00	-4,595.10	54.7%
550263 · TWC Unemployment Ins	0.00	0.00	0.00	0.0%
550264 · Incentive Pay	4,078.78	8,700.00	-4,621.22	46.9%
550271 · Salaries Benefits - FICA	13,988.07	41,060.00	-27,071.93	34.1%
550275 · Salaries Benefits - TMRS	15,852.23	43,666.00	-27,813.77	36.3%
550276 · Human Resources	41.13	1,500.00	-1,458.87	2.7%
550277 · Longevity Pay	3,575.00	3,575.00	0.00	100.0%
550278 · Worker's Compensation Ins	5,568.80	22,823.00	-17,254.20	24.4%
550280 · Communications	5,994.77	14,000.00	-8,005.23	42.8%
550281 · Training	1,992.39	6,000.00	-4,007.61	33.2%
550286 · Training Ammo	304.40	2,500.00	-2,195.60	12.2%
550290 · Uniforms	6,756.56	8,000.00	-1,243.44	84.5%
550291 · Patrol Equipment	4,051.31	5,000.00	-948.69	81.0%
550292 · Community Programs	0.00	1,000.00	-1,000.00	0.0%
550293 · Traffic Management	0.00	500.00	-500.00	0.0%
550294 · Evidence Room Supplies	0.00	500.00	-500.00	0.0%
550295 · Goodwill	507.45	1,000.00	-492.55	50.7%
550300 · Vehicle Fuel	4,382.68	17,200.00	-12,817.32	25.5%
550400 · Vehicle Repair & Maintenance	1,264.45	13,500.00	-12,235.55	9.4%
Total 550000 · Police Department	279,482.62	903,818.00	-624,335.38	30.9%

Town of Double Oak
Profit & Loss Budget vs. Actual
October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
560000 · Municipal Court				
560010 · Judges Services	2,625.00	10,000.00	-7,375.00	26.3%
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	2,125.00	10,000.00	-7,875.00	21.3%
560025 · Other Professional Services	0.00	0.00	0.00	0.0%
560026 · Court Clerk - Salary	24,882.78	58,323.00	-33,440.22	42.7%
560027 · Court Clerk- FICA	1,711.54	5,400.00	-3,688.46	31.7%
560028 · Court Clerk - TMRS	1,918.36	5,600.00	-3,681.64	34.3%
560029 · Court Clerk Ins (H/D/L)	3,251.82	8,400.00	-5,148.18	38.7%
560030 · Court Clerk - Longevity	785.00	785.00	0.00	100.0%
560031 · Overtime	1,467.27	5,000.00	-3,532.73	29.3%
560035 · Court Supplies, Equip & S/W M...	471.71	3,500.00	-3,028.29	13.5%
560055 · Membership Dues	0.00	120.00	-120.00	0.0%
560076 · Incentive Pay	253.88	600.00	-346.12	42.3%
Total 560000 · Municipal Court	39,492.36	107,968.00	-68,475.64	36.6%
570000 · Double Oak Vol. Fire Department				
570020 · DOVFD Operations Contribution	25,000.00	100,000.00	-75,000.00	25.0%
570021 · General Liability Insurance	3,853.06	7,200.00	-3,346.94	53.5%
570022 · Worker's Compensation Ins	974.54	2,500.00	-1,525.46	39.0%
Total 570000 · Double Oak Vol. Fire Depa...	29,827.60	109,700.00	-79,872.40	27.2%
Total Expense	569,861.14	1,914,217.00	-1,344,355.86	29.8%
Net Ordinary Income	962,731.33	0.00	962,731.33	100.0%
Net Income	962,731.33	0.00	962,731.33	100.0%

Town of Double Oak
Balance Sheet
As of February 26, 2021

	Feb 26, 21
ASSETS	
Current Assets	
Checking/Savings	
102302 · Independent Bank Money Market	1,803,236.53
102303 · Independent Bank Checking	298,273.03
102304 · Police Leose Training Fund	194.69
102306 · John B. Wright Memorial Fund	556.46
102307 · DO Police Dept Chapter 59	8.62
102400 · Petty Cash	499.21
102450 · DATCU	3,269.12
106101 · Certificate of Deposit	449,689.93
Total Checking/Savings	2,555,727.59
Accounts Receivable	
106100 · Accounts Receivable	26,923.66
Total Accounts Receivable	26,923.66
Other Current Assets	
104100 · Bartonville Water Certificate	2,000.00
106150 · Interest Receivable	783.28
106400 · Employee Receivables	288.67
106700 · Property Taxes Receivable	9,483.45
106900 · Prepaid Costs	13,519.29
Total Other Current Assets	26,074.69
Total Current Assets	2,608,725.94
TOTAL ASSETS	2,608,725.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202000 · Accounts Payable	4,216.91
Total Accounts Payable	4,216.91
Other Current Liabilities	
106300 · Allowance for Uncoll Taxes	9,483.45

Town of Double Oak
Balance Sheet
As of February 26, 2021

	Feb 26, 21
200000 · Payroll Liabilities	
201200 · FICA/Medicare Withholding	810.38
201500 · TMRS Payable	3,964.98
202507 · Dependant Health Care Covera...	58.50
202508 · AFLAC Deduction	177.30
202509 · Child Support Withholding Order	111.85
202513 · Vision Insurance	151.07
202516 · Dependent Life Insurance	-20.68
200000 · Payroll Liabilities - Other	7,671.61
Total 200000 · Payroll Liabilities	12,925.01
200504 · Town Hall Reservation Deposits	650.00
201250 · Cr Card Fees/Collection Charges	-619.41
202250 · Town Hall Renovations	100.00
202501 · Court Fees & Fines Due State	9,681.08
202502 · Technology Fees	5,876.40
202503 · Court Security Fees	19,891.99
202504 · Police LEOSE Training Account	194.69
202506 · Child Safety Fund	3,602.18
202511 · Omnibase Fees Due	191.91
202512 · Court Collections	7,600.30
202760 · Time Payment Reimbursement Fee	49.46
203002 · Park Fund Account	205.49
2050000 · Accured Payroll	21,589.95
205555 · Police Grants	347.25
206250 · Sewer System Maintenance	8,413.87
206500 · Police-Chapter 59	8.62
208000 · Golf Tournament	44.85
Total Other Current Liabilities	100,237.09
Total Current Liabilities	104,454.00
Total Liabilities	104,454.00
Equity	
3000 · Fund Balances	560,032.45
3100 · Town Contingency	100,000.00
3150 · Stormwater Structures Fund	100,000.00
3200 · Road Contingency	150,000.00
3250 · Waketon Road Town Project Fund	100,000.00
3450 · Town Hall IT Server Fund	10,000.00
3550 · TCEQ MS4 (5-year) Fund	10,000.00
3600 · Street and Drainage Fund	200,000.00
3650 · Cross Timbers Drainage Project	20,000.00

Town of Double Oak
Balance Sheet
As of February 26, 2021

	Feb 26, 21
3800 · Police Vehicle Fund	20,000.00
3850 · Police Body Camera Project Fund	40,000.00
3900 · Retained Earnings	231,508.16
et Income	962,731.33
Total Equity	2,504,271.94
TOTAL LIABILITIES & EQUITY	2,608,725.94

DOUBLE OAK POLICE DEPARTMENT 2020 ANNUAL RACIAL PROFILING REPORT



RACIAL PROFILING

The Double Oak Police Department (DOPD) prohibits the practice of racial profiling and has established policies, provided training to its officers, and instituted a process to monitor traffic stops. Discrimination in any form, including racial profiling, is strictly prohibited and the department will take immediate and appropriate action to investigate allegations of discrimination.

STATISTICS SUMMARY

DOPD conducted 1664 traffic stops in 2020, 46.87% fewer stops than the previous year. Traffic stops were most often a result of moving traffic violations (1445) and searches (24) were conducted in 1.17% of all stops. Contraband (14) was found .85% of the time. In all, DOPD effected 0 arrests, issued 1109 tickets, and 555 warnings as a result of traffic stops in 2020. Zero (0) racial profiling complaint was filed against DOPD during the reporting period.

DOPD DEMOGRAPHICS COMPARISON

Comparison is based on 2019 census bureau data for the entire Denton County.

	Denton County	2020 Racial Profiling
Population	2,325,502	1664
Asian/Pacific Islander	9.80%	.06%
Black	11.00%	7.93%
Hispanic/Latino	18.00%	9.79%
White	57.60%	77.16%
Other	3.60%	.06%
TOTAL PERCENTAGE	100%	100%

TRAFFIC STOPS BY RACE & GENDER

	Female	Male	Total	% of Total
Alaskan/Native American	0	1	1	.06%
Asian/Pacific Islander	30	54	84	5.48%
Black	42	90	132	7.93%
Hispanic/Latino	48	115	163	9.79%
White	554	730	1284	77.16%
TOTAL	674	990	1664	100.0%

Filing Complaints

Any person who believes he or she has been stopped, searched, or inappropriately ticketed or arrested based on racial, ethnic, or national origin profiling should file a complaint.

REASON FOR TRAFFIC STOP

	Moving Traffic Violation	Pre-Existing Knowledge	Vehicle Traffic Violation	Violation of Law (non-traffic)	Total	% of Total
Alaskan/Native American	0	0	1	0	1	.06%
Asian/Pacific Islander	66	0	18	0	84	5.48%
Black	113	1	18	0	132	7.93%
Hispanic	144	4	14	1	163	9.79%
White	1122	7	148	7	1284	77.16%
TOTAL	1445	12	199	8	1664	100.0%

REASON FOR SEARCH

	Probable Cause	Incident to Arrest	Consent	Inventory	Contraband in Plain View	Total
Alaskan/Native American	0	0	0	0	0	0
Asian/Pacific Islander	0	0	0	0	0	0
Black	2	0	1	0	0	0
Hispanic	2	0	1	0	0	0
White	8	1	2	0	2	0
TOTAL	12	1	4	0	2	19

STOPS IN WHICH PHYSICAL FORCE RESULTED IN BODILY INJURY: None (0.0%)

For more information and statistics, please visit www.tcole.texas.gov

Racial Profiling Report | Full

Agency Name: DOUBLE OAK POLICE DEPT.
Reporting Date: 02/09/2021
TCOLE Agency Number: 121225

Chief Administrator: DERRICK W. WATSON

Agency Contact Information:
Phone: (972) 355-5995
Email: police@double-oak.com

Mailing Address:
320 WAKETON RD
DOUBLE OAK, TX 75077

This Agency filed a full report

DOUBLE OAK POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the DOUBLE OAK POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the DOUBLE OAK POLICE DEPT. if the individual believes that a peace officer employed by the DOUBLE OAK POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the DOUBLE OAK POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the DOUBLE OAK POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
 - a. the race or ethnicity of the individual detained;
 - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
 - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - a. the Commission on Law Enforcement; and
 - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The DOUBLE OAK POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133

(c), Code of Criminal Procedure during the reporting period.

Executed by: Ruben Rivas
Chief of Police

Date: 02/09/2021

Total stops: 1664

Street address or approximate location of the stop

City street	1658
US highway	0
County road	2
State highway	0
Private property or other	4

Was race or ethnicity known prior to stop?

Yes	154
No	1510

Race / Ethnicity

Alaska Native / American Indian	1
Asian / Pacific Islander	84
Black	132
White	1284
Hispanic / Latino	163

Gender

Female 674

Alaska Native / American Indian	0
Asian / Pacific Islander	30
Black	42
White	554
Hispanic / Latino	48

Male 990

Alaska Native / American Indian	1
Asian / Pacific Islander	54
Black	90
White	730
Hispanic / Latino	115

Reason for stop?

Violation of law 8

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	7

Hispanic / Latino	1
Preexisting knowledge	12
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	7
Hispanic / Latino	4
Moving traffic violation	1445
Alaska Native / American Indian	0
Asian / Pacific Islander	66
Black	113
White	1122
Hispanic / Latino	144
Vehicle traffic violation	199
Alaska Native / American Indian	1
Asian / Pacific Islander	18
Black	18
White	148
Hispanic / Latino	14
Was a search conducted?	
Yes	19
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	13
Hispanic / Latino	3
No	1645
Alaska Native / American Indian	1
Asian / Pacific Islander	84
Black	129
White	1271
Hispanic / Latino	160
Reason for Search?	
Consent	4
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	2

Hispanic / Latino	1
Contraband	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	0
Probable	12
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	8
Hispanic / Latino	2
Inventory	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Incident to arrest	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0

Was Contraband discovered?

Yes	14
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	9
Hispanic / Latino	3
No	5
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	4
Hispanic / Latino	0

Did the finding result in arrest?

(total should equal previous column)

Yes	0	No	0
Yes	0	No	0
Yes	0	No	2
Yes	0	No	9
Yes	0	No	3

Description of contraband

Drugs	10
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	5
Hispanic / Latino	3
Weapons	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	0
Hispanic / Latino	1
Currency	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Alcohol	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	0
Stolen property	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Other	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	0

Result of the stop

Verbal warning	0
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Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Written warning	1109
Alaska Native / American Indian	1
Asian / Pacific Islander	47
Black	94
White	874
Hispanic / Latino	93
Citation	555
Alaska Native / American Indian	0
Asian / Pacific Islander	37
Black	38
White	410
Hispanic / Latino	70
Written warning and arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Citation and arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest based on	
Violation of Penal Code	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	0
White	0
Hispanic / Latino	0
Violation of Traffic Law	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Violation of City Ordinance	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0

Was physical force resulting in bodily injury used during stop?

Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
No	1664
Alaska Native / American Indian	1
Asian / Pacific Islander	84
Black	132
White	1284
Hispanic / Latino	1630

Number of complaints of racial profiling

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

Submitted electronically to the



The Texas Commission on Law Enforcement