



DOUBLE OAK

Town of Double Oak
Town Council –Public Meeting

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

Monday, July 19, 2021
7:00 p.m.

*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. Citizen 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, and action on minutes of July 6, 2021. *
2. Consideration, and action on an Interlocal Cooperation Agreement for Property Tax Assessment and Collection with Denton County. *

Mayor, Council Members and Staff reports:

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

V. New business agenda (consideration and action):

8. Discussion, consideration, and action on fiscal year 2019-2020 health insurance plan. *

Presentation:

Rodney Dryden
Wellspring Insurance Agency

9. Discussion, consideration, and action on replacement of guardrail on Kings Road west of Lake Trail Drive.

Presentation: Mayor Beougher

10. Discussion, consideration, and action on Work Order Authorization Agreement with Halff Associates for Double Oaks Drive Paving Project. *

Presentation: Staff

11. Discussion, consideration, and action on Social Media Archiving. *

Presentation: Administrative Clerk Brian Shults

12. Discussion, consideration, and action on participating in the Texas SmartBuy Program. *

Presentation: Police Chief Ruben Rivas

13. Discussion on 2021-2022 fiscal year budget and tax rate. *

Presentation: Town Treasurer Billie Garrett

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 Friday, July 16, 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>)
- 3)

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

* Backup attached

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. July 6, 2021, with the following members present to-wit:

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

Town Secretary Eileen Kennedy, Police Chief Ruben Rivas, and Assistant Police Chief Cassandra Gaines were also in attendance.

The Mayor called the meeting to order at 7:03 p.m.

Council Member Dent gave the invocation and Council Member Whisenhunt lead the Pledge of Allegiance to the American and Texas flags.

II. Citizens comments

Dianne Beck with SPAN addressed the council asking if the Town would participate in subsidizing fares for Double Oak residents that use SPAN transportation. Ms. Beck will provide information from surrounding towns that subsidize funding.

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 21, 2021.

Motion Whisenhunt, second Dent to approve the minutes from June 21, 2021.

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

Motion carried

2. Discussion, consideration, and action on payment to Double Oak Concrete to repair the road, install concrete culvert pipe, and headwalls at 168 Meadow Knoll.

Motion Whisenhunt, second Garrett to approve payment to Double Oak Concrete to repair the road, install concrete culvert pipe, and headwalls at 168 Meadow Knoll in an amount not to exceed \$35,000

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

Motion carried

IV. Mayor, Council Members and Staff reports:

3. Mayor and Council

Mayor Beougher commented on the great DOVFD parade and picnic. The Mayor mentioned the pond on Woodland Trail south of Creekside will be pumped out on the 7th and filled.

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

5. Administration

Town Secretary Eileen Kennedy reported that Sherwin Williams and Small Cakes in the Town Center is actively working on tenant build outs. Braum's will be sending building plans soon but still needs approval of their site plan. Ms. Kennedy also mentioned the CLFRF funds application is due to the State by August 2nd. Nancy Tam with Upper Trinity called regarding the Lakeview Customer Advisory Council meeting on July 22nd and needs RSVPs by Wednesday, July 21st. Ms. Tam also mentioned the Town needs to appoint someone to the Board of Directors.

6. Public Safety

DOVFD Fire Chief Whisenhunt said the 4th of July parade and picnic was a big success with no incidents.

DOPD Police Chief Rivas reported no fireworks incidents over the 4th holiday.

7. Road and Drainage Committee

Mayor Beougher mentioned the engineering estimates for Double Oaks Drive should be around \$200,000 and will be on the next agenda. Still waiting on the crack seal estimates. The guardrail damage on Kings Road will be on the next agenda. Staff is gathering information on adopting the 2018 IBC and 2017 NEC.

V. New business agenda (consideration and action):

8. Discussion, consideration, and action on the purchase of DSR 2X Radar from Stalker radar in the amount of \$3,491.75.

Police Chief Rivas explained the need for the purchase of the radar.

Motion Dent, second Parsons to approve the purchase of the DSR 2X Radar from Stalker radar in an amount not to exceed \$4,000.

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

Motion carried

9. Discussion on 2021-2022 fiscal year budget and tax rate.

Town Treasurer Billie Garrett walked the Council through each line on the proposed budget with more discussion to follow in future meetings.

No action taken.

10. Council – staff announcements and comments:

Deputy Mayor Pro Tem Nelson thanked the DOVFD for the 4th of July parade and picnic and said they are really making a difference in the community.

11. Adjournment

With no further business to come before the Council, motion Whisenhunt, Dent second, the meeting was adjourned at 7:53 p.m.

Eileen Kennedy, Town Secretary

Von Beougher, Mayor



THE STATE OF TEXAS §

COUNTY OF DENTON §

INTERLOCAL COOPERATION AGREEMENT FOR PROPERTY TAX

ASSESSMENT AND COLLECTION BETWEEN

DENTON COUNTY, TEXAS AND CITY/TOWN OF
Double Oak, TEXAS

INTERLOCAL COOPERATION AGREEMENT –TAX COLLECTION

THIS AGREEMENT is made and entered into by and between **DENTON COUNTY**, a political subdivision of the State of Texas, hereinafter referred to as "**COUNTY**," and **Double Oak**, Denton County, Texas, also a political subdivision of the State of Texas, hereinafter referred to as "**MUNICIPALITY**."

WHEREAS, COUNTY and **MUNICIPALITY** mutually desire to be subject to the provisions of Texas Government Code, Chapter 791 (the Interlocal Cooperation Act), and Section 6.24 of the Texas Tax Code; and;

WHEREAS, MUNICIPALITY has the authority to contract with the **COUNTY** for the **COUNTY** to act as tax assessor and collector for **MUNICIPALITY** and **COUNTY** has the authority to so act.

NOW THEREFORE, COUNTY and **MUNICIPALITY**, for and in consideration of the mutual promises, covenants, and agreements herein contained, do agree as follows:

Throughout this Agreement, the term "Property Tax Code" means Title 1 of the Texas Tax Code. Throughout this Agreement, the term "tax year" means the calendar year in which the applicable tax lien attaches to the taxable property. The term "collection year" refers to the period commencing on October 1st of the applicable tax year and continuing through the end of the applicable term (September 30th of the following year), in which collection and billing services are to be performed under this Agreement.

I.

The effective date of this Agreement shall be October 1, 2021. The initial term of this Agreement shall be for a period of one year beginning on the effective date and ending on, September 30, 2022. The initial term of the Agreement is for tax year 2021 property tax rate calculation, billing and collection services. Following the initial term, this Agreement shall automatically renew for subsequent one-year terms, unless written notice of termination is provided by **COUNTY** or **MUNICIPALITY** no later than one hundred-eighty (180) days prior to the expiration date of the then-current term of the Agreement. If said notice is provided, this Agreement shall terminate at the end of the then-current term. Each renewal term shall be for property tax rate calculation, billing and collection services for the applicable tax year (the first renewal term will be for tax year 2022, the second renewal terms for tax year 2023, etc.).

II.

For the purposes and consideration herein stated and contemplated, **COUNTY** shall provide the following necessary and appropriate services for **MUNICIPALITY** to

the maximum extent authorized by this Agreement, without regard to race, sex, religion, color, age, disability, or national origin:

1. **COUNTY**, by and through its duly qualified tax assessor/collector, shall serve as tax assessor/collector for **MUNICIPALITY** for ad valorem tax collection for the tax year. **COUNTY** agrees to perform all necessary ad valorem assessing and collecting duties for **MUNICIPALITY** and **MUNICIPALITY** does hereby expressly authorize **COUNTY** to do and perform all acts necessary and proper to assess and collect taxes for **MUNICIPALITY**. **COUNTY** agrees to collect base taxes, penalties, interest, and attorney's fees.

2. **COUNTY** agrees to prepare and mail all current and delinquent tax statements required by statute, supplemental changes for applicable property accounts, as well as prepare and mail any other mailing as deemed necessary and appropriate by **COUNTY**; provide daily, monthly and annual collection reports to **MUNICIPALITY**; prepare tax certificates; develop and maintain both current and delinquent tax rolls, disburse tax monies to **MUNICIPALITY** daily (business day) based on prior day tax postings, approve and refund overpayment or erroneous payment of taxes for **MUNICIPALITY** pursuant to Property Tax Code Chapter 31 from available current tax collections of **MUNICIPALITY**; and to meet the requirements of Section 26.04 and Chapter 42, Subchapter C and develop and maintain such other records and forms as are necessary or required by State law, rules, or regulations. If daily disbursal is to be delayed, **COUNTY** will notify **MUNICIPALITY** in the secured web entity folder the reason for the delay.

3. **COUNTY** further agrees that it will make for **MUNICIPALITY** the property tax rate calculations required by Property Code Section 26.04 (currently identified in the Section by the terms "no new revenue tax rate" and "voter-approval tax rate"), and will do so in accordance with all requirements therein. All such rate calculations will be performed using only the Texas State Comptroller's "Truth In Taxation" formulas, and at no additional cost to **MUNICIPALITY**. The information concerning the rate calculations described in this Article II.3 and publications will be provided to **MUNICIPALITY** in the form prescribed by the Comptroller of Public Accounts of the State of Texas, and as required by Property Tax Code Chapter 26. **MUNICIPALITY** shall be responsible for all publications as required by Chapter 26. In the event **MUNICIPALITY** requires early calculation based on certified estimate values, **COUNTY** will perform the tax rate calculations described in this Article II.3. and provide the required publications to **MUNICIPALITY** in the same manner as performing the tax rate calculations pursuant to the annual appraisal district reports required to be Certified on July 25 of each tax year.

4. **COUNTY** agrees, upon request, to offer guidance and the necessary forms for posting notices as required by Chapter 26 of the Property Tax Code if **MUNICIPALITY** requests such no less than 7 days in advance of the intended publication date. **MUNICIPALITY** must approve all calculations and notices, in the format required by **COUNTY** and Property Tax Code Chapter 26. The accuracy and timeliness of all required notices are the responsibility of **MUNICIPALITY**. **COUNTY** will update tax transparency databases, as required in Property Tax Code Sections 26.17(b),(5A,B),(7),(12),(13) and 26.17(e)(2) with applicable Truth In Taxation

worksheets and Notices. **MUNICIPALITY** is responsible for any other required information posted on a tax transparency database. This Agreement is subject to and the parties herein shall comply with all applicable provisions of the Property Tax Code and all other applicable Texas statutes. **COUNTY** will submit to **MUNICIPALITY** approval forms of the tax rate calculation and required notices. **MUNICIPALITY** must return executed approval forms to tax assessor/collector as required by law and this agreement.

5. Should **MUNICIPALITY** vote to increase its tax rate above the statutory voter approval limit (also known as the "rollback" or the "voter approval" rate), the required publication of notices shall be the responsibility of the **MUNICIPALITY**. Should **MUNICIPALITY** roll back the tax rate as a result of Tax Rate Election, the required publication of notices shall be the responsibility of **MUNICIPALITY**.

6. **COUNTY** agrees to develop and maintain written policies and procedures of its operation. **COUNTY** further agrees to make available full information about the operation of the County Tax Office to **MUNICIPALITY**, and to promptly furnish written reports to keep **MUNICIPALITY** informed of all financial information affecting it.

7. **MUNICIPALITY** agrees to promptly deliver to **COUNTY** all records that it has accumulated and developed in the assessment and collection of taxes, and to cooperate in furnishing or locating any other information and records needed by **COUNTY** to perform its duties under the terms and conditions of this Agreement.

8. **COUNTY** agrees to allow an audit of the tax records of **MUNICIPALITY** in **COUNTY'S** possession during normal working hours with at least 72 hours advance, written notice to **COUNTY**. The expense of any and all such audits shall be paid by **MUNICIPALITY**. A copy of any and all such audits shall be furnished to **COUNTY**.

9. If required by **MUNICIPALITY**, **COUNTY** agrees to obtain a surety bond for the County Tax Assessor/Collector. Such bond will be conditioned upon the faithful performance of the tax assessor/collector's lawful duties, will be made payable to **MUNICIPALITY** and in an amount determined by the governing body of **MUNICIPALITY**. The premium for any such bond shall be borne solely by **MUNICIPALITY**.

10. **COUNTY** agrees that it will post a notice on its website, as a reminder that delinquent tax penalties will apply to all assessed taxes that are not paid by January 31st of the collection year.

11. **COUNTY** agrees that it will post to a secure website collection reports for **MUNICIPALITY** listing current taxes, delinquent taxes, penalties and interest on a daily basis through September 30th of the collection year. **COUNTY** will provide monthly Maintenance and Operation (hereinafter referred to as "MO"), and Interest and Sinking (hereinafter referred to as "IS") collection reports; provide monthly recap reports; and provide monthly attorney fee collection reports.

12. **MUNICIPALITY** retains its right to select its own delinquent tax collection attorney and **COUNTY** agrees to reasonably cooperate with the attorney selected by **MUNICIPALITY** in the collection of delinquent taxes and related activities.

13. **MUNICIPALITY** will provide **COUNTY** with notice of any change in collection attorney at least 7 days before the effective date of the new collection attorney contract.

III.

COUNTY hereby designates the Denton County Tax Assessor/ Collector to act on behalf of the County Tax Office and to serve as Liaison for **COUNTY** with **MUNICIPALITY**. The County Tax Assessor/Collector, and/or his/her designated substitute, shall ensure the performance of all duties and obligations of **COUNTY**; shall devote sufficient time and attention to the execution of said duties on behalf of **COUNTY** in full compliance with the terms and conditions of this Agreement; and shall provide immediate and direct supervision of the County Tax Office employees, agents, contractors, subcontractors, and/or laborers, if any, in the furtherance of the purposes, terms and conditions of this Agreement for the mutual benefit of **COUNTY** and **MUNICIPALITY**.

IV.

COUNTY accepts responsibility for the acts, negligence, and/or omissions related to property tax service of all **COUNTY** employees and agents, sub-contractors and/or contract laborers, and for those actions of other persons doing work under a contract or agreement with **COUNTY** to the extent allowed by law.

V.

MUNICIPALITY accepts responsibility for the acts, negligence, and/or omissions of all **MUNICIPALITY** employees and agents, sub-contractors and/or contract laborers, and for those of all other persons doing work under a contract or agreement with **MUNICIPALITY** to the extent allowed by law.

VI.

MUNICIPALITY understands and agrees that **MUNICIPALITY**, its employees, servants, agents, and representatives shall at no time represent themselves to be employees, servants, agents, and/or representatives of **COUNTY**. **COUNTY** understands and agrees that **COUNTY**, its employees, servants, agents, and representatives shall at no time represent themselves to be employees, servants, agents, and/or representatives of **MUNICIPALITY**.

VII.

For the services rendered during the tax year, **MUNICIPALITY** agrees to pay **COUNTY** for the receipting, bookkeeping, issuing, and mailing of tax statements as follows:

1. The current tax statements will be mailed by October 10th of the tax year or as soon thereafter as practical. The **MUNICIPALITY** must adopt its tax year tax rate on or before September 30th of the applicable tax year, if that rate does not exceed the voter-approval tax rate. **MUNICIPALITY** must adopt a tax rate that exceeds the voter-approval tax rate not later than the deadline set forth in Property Tax Code Section 26.05(a) and Election Code 3.005 and 41.001. In order to expedite mailing of tax statements, **MUNICIPALITY** shall adopt and then deliver its adopted tax rate to **COUNTY** no later than the applicable adoption deadline described herein. Failure by **MUNICIPALITY** to adopt and then deliver the adopted tax rate to **COUNTY** by said applicable adoption deadline may result in delay of processing and mailing **MUNICIPALITY** tax statements. **MUNICIPALITY** agrees to assume the costs for additional delayed tax statements, processing and mailing as determined by **COUNTY**. An additional notice will be sent

during the month of March following the initial mailing provided that **MUNICIPALITY** has requested such a notice on or before February 28th of the collection year. During the initial term of this Agreement, the fee for this service will be **\$1.00** per statement. During the first and second renewal terms of this Agreement, the fee for this service will be the per statement rate approved by Commissioners Court for the applicable tax year, provided notice of that rate is provided to **MUNICIPALITY** as described in Section 8 of this Article VII. In the event **COUNTY** does not provide **MUNICIPALITY** with said notice, the rate charged during the preceding term will apply.

2. At least 30 days, but no more than 60 days prior to April 1st of the collection year and following the initial mailing, a delinquent tax statement meeting the requirements of Section 33.11 of the Property Tax Code will be mailed to the owner of each parcel having delinquent taxes.

3. At least 30 days, but no more than 60 days prior to July 1st of the collection year and following the initial mailing, a delinquent tax statement meeting the requirements of Section 33.07 of the Property Tax Code will be mailed to the owner of each parcel having delinquent taxes.

4. For accounts that become delinquent on or after June 1st of the collection year, **COUNTY** shall mail a delinquent tax statement meeting the requirements of Section 33.08 of the Property Tax Code to the owner of each parcel having delinquent taxes.

5. For accounts that become delinquent on February 1st of the tax year, **COUNTY**, in its sole discretion, may mail a reminder notice to the owner of each parcel having delinquent taxes not including February 33.11 notices.

6. In event of a tax rate change resulting from a rollback or tax approval election that takes place after tax bills for **MUNICIPALITY** have been mailed, **MUNICIPALITY** agrees to pay **COUNTY** a programming charge of \$5,000.00. **COUNTY**, pursuant to Property Tax Code Section 26.07(f) or 26.075(j) will mail corrected statements to the owner of each property. The fee for this service will be the same per statement rate described in Section 1 of this Article VII. When a refund is required per Property Tax Code Section 26.07(g) or 26.075(k) **COUNTY** will charge a \$.25 processing fee per check, in addition to the corrected statement mailing costs. Issuance of refunds, in the event of a successful rollback election, will be the responsibility of the **COUNTY**. **MUNICIPALITY** will be billed for the refunds, postage and processing fees.

7. **MUNICIPALITY** understands and agrees that **COUNTY** will, no later than January 31st of the tax year, deduct from current collections of **MUNICIPALITY** the "Total Cost" of providing all services described in Sections 1-5 above. This "Total Cost" includes any such services that have not yet been performed at the time of deduction. During the initial term of this Agreement, the "Total Cost" of providing all services described in Sections 1-5 above shall be the total of: **\$1.00** (the "per parcel rate") x the total number of parcels listed on **MUNICIPALITY's** preceding tax year Tax Roll on September 30th of the tax year. During the first and second renewal terms of this agreement, the "per parcel rate" will be the per parcel rate approved by Commissioners Court for the applicable tax year, provided notice of that rate is provided to **MUNICIPALITY** as described in Sections 1 and 8 of this Article VII. In the event **COUNTY** does not provide **MUNICIPALITY** with said notice, the per parcel rate charged during the preceding term will apply.

In the event that a rollback or tax rate approval election as described in Section 6 of this Article VII takes place, **COUNTY** shall bill **MUNICIPALITY** for the applicable programming charge, check processing fees, refunds paid, and refund postage costs. **MUNICIPALITY** shall pay **COUNTY** all billed amounts within 30 days of its receipt of said bill. In the event costs for additional delayed tax statements, processing and mailing are incurred as described in Section 1 of this Article VII, **COUNTY** shall bill **MUNICIPALITY** for such amounts. **MUNICIPALITY** shall pay **COUNTY** all such billed amounts within 30 days of its receipt of said bill.

8. The County Budget Office establishes collection rates annually based on a survey of actual annual costs incurred by the County in performing tax collection services. The collection rate for each tax year is approved by County Commissioners' Court, and all entities are assessed the same per parcel collection rate. Following approval of the collection rate for each tax year, **COUNTY** will, at least sixty (60) days prior to the expiration date of the then-current term of this Agreement, provide **MUNICIPALITY** with written notice of that rate.

VIII.

COUNTY agrees to remit all taxes, penalties, and interest collected on **MUNICIPALITY's** behalf and to deposit such funds into the **MUNICIPALITY's** depositories, as designated:

1. For deposits of tax, penalties, and interest, payment shall be by wire transfer or ACH to **MUNICIPALITY's** depository accounts only, and segregated into the appropriate MO and IS accounts, as applicable, specified on the Direct Deposit Authorization executed between the **MUNICIPALITY** and **COUNTY**. Only in the event

of failure of electronic transfer protocol will a check for deposits of tax, penalty and interest be sent by mail to **MUNICIPALITY**.

2. In anticipation of renewal of this Agreement, **COUNTY** further agrees that deposits will be made daily through September 30th of the collection year. It is expressly understood, however, that this obligation of **COUNTY** shall not survive termination of this Agreement, whether by termination by either party or by failure of the parties to renew this Agreement.

3. In event that **COUNTY** experiences shortage in collections as a result of an outstanding tax debt of **MUNICIPALITY**, the **MUNICIPALITY** agrees a payment in the amount of shortage shall be made by check or ACH to **COUNTY** within 15 days after notification of such shortage. Failure to remit payment of shortage restricts release of collected taxes until such time as payment is remitted

IX.

In the event of termination, the terminating party shall be obligated to make such payments as are required by this Agreement through the balance of the tax year in which notice is given. **COUNTY** shall be obligated to provide services pursuant to this Agreement during such period.

X.

This Agreement represents the entire agreement between **MUNICIPALITY** and **COUNTY** and supersedes all prior negotiations, representations, and/or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the

governing bodies of both **MUNICIPALITY** and **COUNTY** or those authorized to sign on behalf of those governing bodies.

XI.

Any and all written notices required to be given under this Agreement shall be delivered or mailed to the listed addresses:

COUNTY:

County Judge of Denton County
110 West Hickory
Denton, Texas 76201
Telephone: 940-349-2820

MUNICIPALITY:

Town of Double Oak	
320 Waketon Road	
Double Oak TX 75077	Telephone: 972-539-9464

XII.

MUNICIPALITY hereby designates Eileen Kennedy to act on behalf of **MUNICIPALITY**, and to serve as Liaison for **MUNICIPALITY** to ensure the performance of all duties and obligations of **MUNICIPALITY** as stated in this Agreement. **MUNICIPALITY**'s designee shall devote sufficient time and attention to the execution of said duties on behalf of **MUNICIPALITY** in full compliance with the terms and conditions of this Agreement; shall provide immediate and direct supervision of the **MUNICIPALITY** employees, agents, contractors, subcontractors, and/or laborers, if any,

in the furtherance of the purposes, terms and conditions of this Agreement for the mutual benefit of **MUNICIPALITY** and **COUNTY**.

XIII.

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties that the remaining portions shall remain valid and in full force and effect to the extent possible.

XIV.

The undersigned officers and/or agents of the parties are the properly authorized officials and have the necessary authority to execute this agreement on behalf of the parties. Each party hereby certifies to the other that any resolutions necessary for this Agreement have been duly passed and are now in full force and effect.

Executed in triplicate originals this, _____ day of _____
20____.

COUNTY

Denton County Texas
110 West Hickory
Denton, Texas 76201

MUNICIPALITY

City/Town: Double Oak
Street address: 320 Waketon Road
City, state, zip: Double Oak TX 75077
Email: eileen.kennedy@doubleoak.texas.gov
Phone: 972-539-9464

BY: _____
Honorable Andy Eads
County Judge

BY: _____
Name: Von Beougher
Title: Mayor

ATTEST:

ATTEST:

BY: _____
Juli Luke
Denton County Clerk

BY: _____
Name: Eileen Kennedy
Title: Town Secretary

APPROVED FORM AND CONTENT:

APPROVED AS TO FORM:

Michelle French

Tax Assessor/Collector

Attorney Denton County

Service Commitment and Plan Analysis

Renewal Report

Wellspring Insurance Agency, Inc

Town of Double Oak

07/19/2021

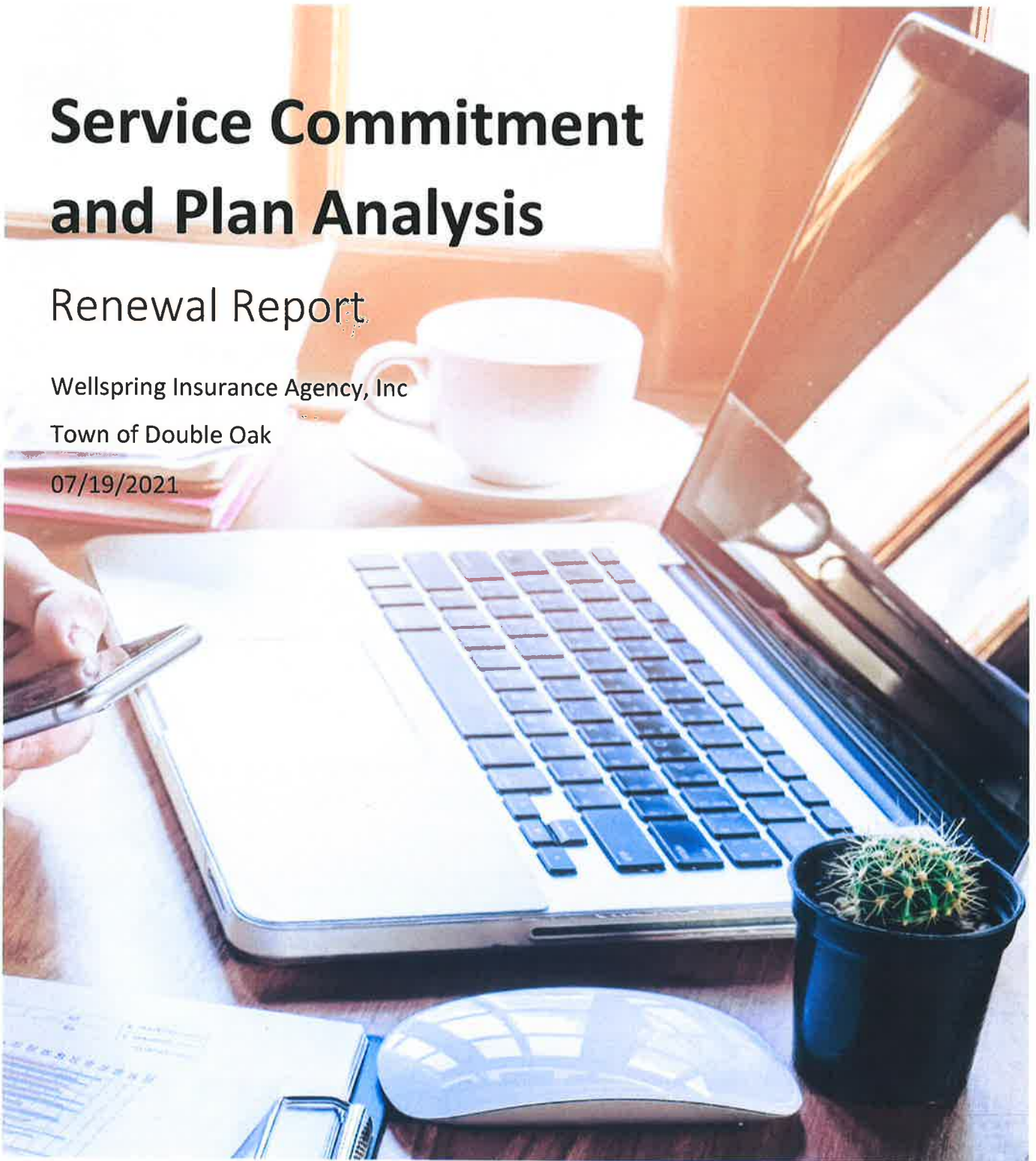


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Municipalities Responder Health Information

Tech-based Services

Tech Based Services

How We Get Paid Flyer

Achieve Your Goals

Get the HUB employee benefits team working for you to keep your programs running smoothly — today and tomorrow.

Develop and maintain high-performance benefits program and processes

- Human Resources Consulting
- Compensation Consulting
- Employee Advocacy
- Online Training Resources

Find the right solution that lightens your workload and enables you to achieve your objectives.

- Technology Practice Leaders
- HRIS analysis & system selection
- Benefit Administration evaluation
- Preferred Partner solutions



Enhance the health and productivity of your workforce.

- Certified Health and Performance Consultants
- Wellness Consulting
- Vendor Management
- Financial Wellness
- Absence Management

Manage health care costs and offer benefits that attract and retain the talent you need.

- Underwriting and Actuarial Support
- Funding & Contribution Analysis
- Actionable Data Analytics
- Claims & Eligibility Audits
- Pharmacy & Medical Cost Analysis
- Carrier Renewal Negotiation

Build a solid foundation for your overall compliance strategy and be prepared for legislative and regulatory changes that impact your business.

- In-house ERISA attorneys
- Compliance Audits
- Form 5500 Management
- Plan Documents
- Health Care Reform Guidance

Elevate year-round benefits communication so your employees understand and use their benefits.

- Communication & Design Team
- Multi-channel open enrollment support
- Employee portals
- Individual, voluntary, and executive benefits

We're HUB

5th LARGEST
INSURANCE BROKER
IN THE WORLD



9th LARGEST
EMPLOYEE BENEFITS
BROKER IN NORTH
AMERICA



1+ MILLION
CLIENTS AROUND THE GLOBE



475+ OFFICES
ACROSS NORTH AMERICA



12,000+ EMPLOYEES
ACROSS NORTH AMERICA



Let's Make a Plan

A multi-year strategy can give your organization the framework and flexibility you need to build an employee benefits program that supports your business goals and the needs of your employees.

Work with a HUB advisor today:
hubemployeebenefits.com



YOUR WELLSPRING HUB SERVICE TEAM

At Wellspring Insurance Agency, 240 Tutoring is assigned to a team of professionals who provide a wealth of resources to serve your specific needs. Our professionals' pride themselves on excellent service, and they are dedicated to using their experience and expertise to meet your benefits objectives. Your account team's goal is to provide proper implementation and management of your benefits program, and they are committed to anticipating and fulfilling your needs and concerns.

Name	Title	Email	Phone
Rodney Dryden	Benefits Consultant	rdryden@wellspringagency.com	(940) 464-4400
Janet Terneus	Account Manager	jterneus@wellspringagency.com	(940) 464-4400

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Copay-1K-3K ER Plan

Plan Year: 2021-2022



This plan uses a preferred provider network. While you can use any doctor, clinic, hospital, or healthcare facility you want; you save money when you use providers in the Blue Cross and Blue Shield of Texas Blue Choice PPO network. It's important to have a relationship with a Primary Care Physician (PCP) who can be your partner in managing your care. They can help you avoid duplicating tests and services and connect you to a specialist, but you are not required to see a PCP before you see a specialist.

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BENEFIT COVERAGE	NETWORK YOU PAY	OUT-OF-NETWORK YOU PAY
Deductible <i>(per calendar year)</i>		
Individual	\$1,000	\$2,000
Family	\$2,000	\$4,000
Out of Pocket Maximum <i>(per calendar year; includes deductible, copays and coinsurance)</i>		
Individual	\$3,000	Unlimited
Family	\$6,000	Unlimited
Coinsurance	20%	50%
Office Visits		
Primary Care	\$30 copay	50% after deductible
Specialist	\$45 copay	50% after deductible
Preventive Care	No Charge	50% after deductible
Telehealth	No Charge	Not Covered
Diagnostic Lab / X-Ray <i>(when associated with an office visit)</i>	No Charge	50% after deductible
Major Imaging <i>(CT scan, PET scan, MRI, nuclear medicine)</i>	20% after deductible	50% after deductible
Inpatient Hospital <i>(Prior Authorization required)</i>		
Facility Charges	20% after deductible	50% after deductible
Physician Charges	20% after deductible	50% after deductible
Emergency Room <i>(non-emergent service the benefit will revert to \$500 copay deductible and coinsurance)</i>		
Facility Charges – true emergency only	\$500 copay	\$500 copay
Physicians Charges	20% after deductible	20% after deductible
Urgent Care	\$75 copay	50% after deductible
Outpatient Surgery	20% after deductible	50% after deductible
Prescription Drug Plan <i>(Per 30-day/60-day/90day supply Retail or Mail Order)</i>		
Disease Management Maintenance <i>(generic)</i>		
Tier 1 <i>(lower-cost generics and some brand name drugs)</i>	\$0 copay	Not Covered
Tier 2* <i>(includes most brands and some higher cost generics)</i>	\$10 copay	
Tier 3* <i>(non-preferred drugs)</i>	\$40 copay	
Tier 4 <i>(specialty drugs)</i>	\$70 copay	
Tier 5 <i>(cost share drugs)</i>	\$100 copay	
	\$150 copay	
	60-day supply	90-day supply
	\$0 copay	\$0 copay
	\$20 copay	\$30 copay
	\$80 copay	\$120 copay
	\$140 copay	\$210 copay
	N/A	N/A
	\$300 copay	\$450 copay

* If a participant obtains a brand-name drug when a preferred generic equivalent is available, they are responsible for the brand copay plus the cost difference between the brand-name drug and the preferred generic drug.

Copay-1K-4K ER Plan

Plan Year: 2021-2022



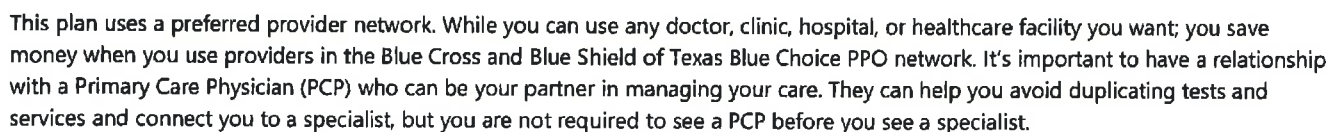
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BENEFIT COVERAGE	NETWORK YOU PAY	OUT-OF-NETWORK YOU PAY
Deductible <i>(per calendar year)</i>		
Individual	\$1,000	\$2,000
Family	\$2,000	\$4,000
Out of Pocket Maximum <i>(per calendar year; includes deductible, copays and coinsurance)</i>		
Individual	\$4,000	Unlimited
Family	\$8,000	Unlimited
Coinsurance	20%	50%
Office Visits		
Primary Care	\$30 copay	50% after deductible
Specialist	\$45 copay	50% after deductible
Preventive Care	No Charge	50% after deductible
Telehealth	No Charge	Not Covered
Diagnostic Lab / X-Ray <i>(when associated with an office visit)</i>	No Charge	50% after deductible
Major Imaging <i>(CT scan, PET scan, MRI, nuclear medicine)</i>	20% after deductible	50% after deductible
Inpatient Hospital <i>(Prior Authorization required)</i>		
Facility Charges	20% after deductible	50% after deductible
Physician Charges	20% after deductible	50% after deductible
Emergency Room <i>(non-emergent service the benefit will revert to \$500 copay deductible and coinsurance)</i>		
Facility Charges – true emergency only	\$500 copay	\$500 copay
Physicians Charges	20% after deductible	20% after deductible
Urgent Care	\$75 copay	50% after deductible
Outpatient Surgery	20% after deductible	50% after deductible
Prescription Drug Plan <i>(Per 30-day/60-day/90day supply Retail or Mail Order)</i>		
Disease Management Maintenance <i>(generic)</i>		
Tier 1 <i>(lower-cost generics and some brand name drugs)</i>	\$0 copay	Not Covered
Tier 2* <i>(includes most brands and some higher cost generics)</i>	\$10 copay	
Tier 3* <i>(non-preferred drugs)</i>	\$40 copay	
Tier 4 <i>(specialty drugs)</i>	\$70 copay	
Tier 5 <i>(cost share drugs)</i>	\$100 copay	
	\$150 copay	
	\$20 copay	
	\$80 copay	
	\$140 copay	
	N/A	
	N/A	
	\$300 copay	
	\$450 copay	

* If a participant obtains a brand-name drug when a preferred generic equivalent is available, they are responsible for the brand copay plus the cost difference between the brand-name drug and the preferred generic drug.

Plan Year: 2021-2022



BENEFIT COVERAGE	NETWORK YOU PAY	OUT-OF-NETWORK YOU PAY
Deductible <i>(per calendar year)</i>		
Individual	\$1,000	\$2,000
Family	\$2,000	\$4,000
Out of Pocket Maximum <i>(per calendar year; includes deductible, copays and coinsurance)</i>		
Individual	\$5,000	Unlimited
Family	\$10,000	Unlimited
Coinsurance	20%	50%
Office Visits		
Primary Care	\$30 copay	50% after deductible
Specialist	\$45 copay	50% after deductible
Preventive Care	No Charge	50% after deductible
Telehealth	No Charge	Not Covered
Diagnostic Lab / X-Ray <i>(when associated with an office visit)</i>	No Charge	50% after deductible
Major Imaging <i>(CT scan, PET scan, MRI, nuclear medicine)</i>	20% after deductible	50% after deductible
Inpatient Hospital <i>(Prior Authorization required)</i>		
Facility Charges	20% after deductible	50% after deductible
Physician Charges	20% after deductible	50% after deductible
Emergency Room <i>(non-emergent service the benefit will revert to \$500 copay deductible and coinsurance)</i>		
Facility Charges – true emergency only	\$500 copay	\$500 copay
Physicians Charges	20% after deductible	20% after deductible
Urgent Care	\$75 copay	50% after deductible
Outpatient Surgery	20% after deductible	50% after deductible

Prescription Drug Plan (Per 30-day/60-day/90day supply Retail or Mail Order)	30-day supply	60-day supply	90-day supply	
Disease Management Maintenance (generic)				
Tier 1 (lower-cost generics and some brand name drugs)	\$0 copay	\$0 copay	\$0 copay	
Tier 2* (includes most brands and some higher cost generics)	\$10 copay	\$20 copay	\$30 copay	Not Covered
Tier 3* (non-preferred drugs)	\$40 copay	\$80 copay	\$120 copay	
Tier 4 (specialty drugs)	\$70 copay	\$140 copay	\$210 copay	
Tier 5 (cost share drugs)	\$100 copay	N/A	N/A	
	\$150 copay	\$300 copay	\$450 copay	

This contains proprietary and confidential information of TML Health. TML Health is a non-profit trust organization created by political subdivisions to provide group benefits services to participating political subdivisions and is not an insurance company.

Copay-1500-3K ER Plan

Plan Year: 2021-2022



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BENEFIT COVERAGE	NETWORK YOU PAY	OUT-OF-NETWORK YOU PAY
Deductible (per calendar year)		
Individual	\$1,500	\$3,000
Family	\$3,000	\$6,000
Out of Pocket Maximum (per calendar year; includes deductible, copays and coinsurance)		
Individual	\$3,000	Unlimited
Family	\$6,000	Unlimited
Coinsurance	20%	50%
Office Visits		
Primary Care	\$30 copay	50% after deductible
Specialist	\$45 copay	50% after deductible
Preventive Care	No Charge	50% after deductible
Telchcalth	No Charge	Not Covered
Diagnostic Lab / X-Ray (when associated with an office visit)	No Charge	50% after deductible
Major Imaging (CT scan, PET scan, MRI, nuclear medicine)	20% after deductible	50% after deductible
Inpatient Hospital (Prior Authorization required)		
Facility Charges	20% after deductible	50% after deductible
Physician Charges	20% after deductible	50% after deductible
Emergency Room (non-emergent service the benefit will revert to \$500 copay deductible and coinsurance)		
Facility Charges – true emergency only	\$500 copay	\$500 copay
Physicians Charges	20% after deductible	20% after deductible
Urgent Care	\$75 copay	50% after deductible
Outpatient Surgery	20% after deductible	50% after deductible
Prescription Drug Plan (Per 30-day/60-day/90day supply Retail or Mail Order)		
Disease Management Maintenance (generic)		
Tier 1 (lower-cost generics and some brand name drugs)	\$0 copay	\$0 copay
Tier 2* (includes most brands and some higher cost generics)	\$10 copay	\$20 copay
Tier 3* (non-preferred drugs)	\$40 copay	\$80 copay
Tier 4 (specialty drugs)	\$70 copay	\$140 copay
Tier 5 (cost share drugs)	\$100 copay	\$210 copay
	\$150 copay	\$300 copay
		\$450 copay

Not Covered

* If a participant obtains a brand-name drug when a preferred generic equivalent is available, they are responsible for the brand copay plus the cost difference between the brand-name drug and the preferred generic drug.

TOWN OF DOUBLE OAK



Medical Plan Analysis - October 1, 2021

Benefits	CURRENT PLAN	ALTERNATE 1	ALTERNATE 2	ALTERNATE 3	ALTERNATE 4
	TML P85-100-25-A	TML Copay 1K-3K ER	TML Copay 1K-4K ER	TML Copay 1K-5K ER	TML Copay 1500-3K ER
Annual Deductible (single/family)	\$1,000 / \$2,000	\$1,000 / \$2,000	\$1,000 / \$2,000	\$1,000 / \$2,000	\$1,500 / \$3,000
Out-of-pocket Maximum	\$2,500 / \$5,000	\$3,000 / \$6,000	\$4,000 / \$8,000	\$5,000 / \$10,000	\$3,000 / \$6,000
Coinsurance In-Network / Out of Network	80% / 50%	80% / 50%	80% / 50%	80% / 50%	80% / 50%
Copay	\$20	\$30	\$30	\$30	\$30
Specialist Copay	\$20	\$45	\$45	\$45	\$45
Preventive Care	Covered at 100%	Covered at 100%	Covered at 100%	Covered at 100%	Covered at 100%
In-Patient Hospital	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
Out-Patient Hospital	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
Emergency Room Copay	20% after Deductible	\$500 Facility Fee + 20% after Deductible	\$500 Facility Fee + 20% after Deductible	\$500 Facility Fee + 20% after Deductible	\$500 Facility Fee + 20% after Deductible
Urgent Care Copay	20% after Deductible	\$75	\$75	\$75	\$75
Diagnostic Lab/X-Ray w/ office visit	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
Pharmacy Services					
Tier 1	\$10 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay
Tier 2	\$40 Copay	\$10 Copay	\$10 Copay	\$10 Copay	\$10 Copay
Tier 3	\$70 Copay	\$40 Copay	\$40 Copay	\$40 Copay	\$40 Copay
Tier 4		\$70 Copay	\$70 Copay	\$70 Copay	\$70 Copay
Tier 5		\$100 Copay	\$100 Copay	\$100 Copay	\$100 Copay
Tier 6		\$150 Copay	\$150 Copay	\$150 Copay	\$150 Copay
EMPLOYEE COUNTS:					
Employee Only	4	4	4	4	4
Employee & Spouse	1	1	1	1	1
Employee & Child(ren)	2	2	2	2	2
Employee & Family	4	4	4	4	4
TOTAL EMPLOYEE COUNT	11	11	11	11	11
BILLED PREMIUM:					
Employee Only	\$609.43	\$632.11	\$616.01	\$603.79	\$608.35
Employee & Spouse	\$1,188.73	\$1,234.77	\$1,202.09	\$1,177.27	\$1,186.53
Employee & Child(ren)	\$1,036.87	\$1,076.77	\$1,048.45	\$1,026.93	\$1,034.97
Employee & Family	\$1,706.11	\$1,772.99	\$1,725.51	\$1,689.47	\$1,702.91
Total Monthly Premium	\$12,524.63	\$13,008.71	\$12,665.07	\$12,404.17	\$12,501.51
Total Annual Premium	\$150,295.56	\$156,104.52	\$151,980.84	\$148,850.04	\$150,018.12
PERCENT OF CHANGE		4%	1%	-1%	0%
Employer Monthly Cost Per Employee based upon current contribution *					
Employee Only	\$609.43	\$632.11	\$616.01	\$603.79	\$608.35
Employee Spouse	\$1,043.91	\$1,084.11	\$1,055.57	\$1,033.90	\$1,041.99
Employee Child(ren)	\$930.01	\$965.61	\$940.34	\$921.15	\$928.32
Employee Family	\$1,431.94	\$1,487.77	\$1,448.14	\$1,418.05	\$1,429.27
Employer Annual Premium	\$132,832.86	\$137,938.02	\$134,313.96	\$131,562.60	\$132,589.14
Employee Cost Per Month					
Employee Only	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Spouse	\$144.83	\$150.67	\$146.52	\$143.37	\$144.55
Employee Child(ren)	\$106.86	\$111.17	\$108.11	\$105.79	\$106.66
Employee Family	\$274.17	\$285.22	\$277.38	\$271.42	\$273.64
Employee Cost Per Pay Period (26pp)					
Employee Only	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Spouse	\$66.84	\$69.54	\$67.62	\$66.17	\$66.71
Employee Child(ren)	\$49.32	\$51.31	\$49.90	\$48.82	\$49.23
Employee Family	\$126.54	\$131.64	\$128.02	\$125.27	\$126.30

*100% of Employee Cost

*75% of Dependent Cost

TOWN OF DOUBLE OAK



Medical Plan Analysis - September 1, 2021**

Benefits	CURRENT PLAN	MARKET 1	MARKET 2	MARKET 3	MARKET 4
	TML P85-100-25-A	Blue Cross G9K8CHC	Humana TX PPO 21	Scott & White POS 80 1000	United Healthcare CEEF
Annual Deductible (single/family)	\$1,000 / \$2,000	\$1,000 / \$3,000	\$1500 / \$3,000	\$1,000 / \$2,000	\$1,000 / \$2,000
Out-of-pocket Maximum	\$2,500 / \$5,000	\$6,000 / \$12,000	\$5,000 / \$10,000	\$6,500 / \$13,000	\$4,500 / \$9,000
Coinsurance In-Network / Out of Network	80% / 50%	80% / 60%	80% / 50%	80% / 50%	70% / 50%
Copay	\$20	\$45	\$40	\$25	\$20
Specialist Copay	\$20	\$90	\$80	\$60	\$40
Preventive Care	Covered at 100%	Covered at 100%	Covered at 100%	Covered at 100%	Covered at 100%
In-Patient Hospital	20% after Deductible	\$150 a visit + 20% after Deductible	20% after Deductible	20% after Deductible	30% after Deductible
Out-Patient Hospital	20% after Deductible	\$150 a visit + 20% after Deductible	20% after Deductible	20% after Deductible	30% after Deductible
Emergency Room Copay	20% after Deductible	\$500 Facility Fee + 20% after Deductible	\$500 Facility Fee + 20% after Deductible	\$750 Facility Fee	\$500 Facility Fee + 30% after Deductible
Urgent Care Copay	20% after Deductible	\$100	\$100	\$60	\$50
Diagnostic Lab/X-Ray w/ office visit	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	30% after Deductible
Pharmacy Services					
Tier 1	\$10 Copay	\$0 Copay	\$5 Copay	\$15 Copay	\$10 Copay
Tier 2	\$40 Copay	\$10 Copay	\$15 Copay	\$55 Copay	\$65 Copay
Tier 3	\$70 Copay	\$50 Copay	\$75 Copay	\$150 Copay	\$125 Copay
Tier 4		\$100 Copay	\$150 Copay	\$500 Copay	\$150 Copay
Tier 5		\$150 Copay	\$120 Copay		
Tier 6		\$250 Copay			
EMPLOYEE COUNTS:					
Employee Only	4	4	4	4	4
Employee & Spouse	1	1	1	1	1
Employee & Child(ren)	2	2	2	2	2
Employee & Family	4	4	4	4	4
TOTAL EMPLOYEE COUNT	11	11	11	11	11
BILLED PREMIUM:					
Employee Only	\$609.43	\$922.19	\$1,246.91	\$796.47	\$925.89
Employee & Spouse	\$1,188.73	\$1,844.38	\$2,493.81	\$1,592.94	\$1,851.79
Employee & Child(ren)	\$1,036.87	\$1,844.38	\$2,493.81	\$1,592.94	\$1,851.79
Employee & Family	\$1,706.11	\$2,766.56	\$3,740.72	\$2,389.41	\$2,777.68
Total Monthly Premium	\$12,524.63	\$20,288.14	\$27,431.95	\$17,522.34	\$20,369.65
Total Annual Premium	\$150,295.56	\$243,457.68	\$329,183.40	\$210,268.08	\$244,435.80
PERCENT OF CHANGE		62%	119%	40%	63%
Employer Monthly Cost Per Employee based upon current contribution *					
Employee Only	\$609.43	\$922.19	\$1,246.91	\$796.47	\$925.89
Employee Spouse	\$1,043.91	\$1,613.83	\$2,182.09	\$1,393.82	\$1,620.32
Employee Child(ren)	\$930.01	\$1,613.83	\$2,182.09	\$1,393.82	\$1,620.32
Employee Family	\$1,431.94	\$2,305.47	\$3,117.27	\$1,991.18	\$2,314.73
Employer Annual Premium	\$132,832.86	\$213,025.53	\$288,035.58	\$183,984.57	\$213,881.22
Employee Cost Per Month					
Employee Only	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Spouse	\$144.83	\$230.55	\$311.73	\$199.12	\$231.48
Employee Child(ren)	\$106.86	\$230.55	\$311.73	\$199.12	\$231.48
Employee Family	\$274.17	\$461.09	\$623.45	\$398.24	\$462.95
Employee Cost Per Pay Period (26pp)					
Employee Only	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Spouse	\$66.84	\$106.41	\$143.87	\$91.90	\$106.83
Employee Child(ren)	\$49.32	\$106.41	\$143.87	\$91.90	\$106.83
Employee Family	\$126.54	\$212.81	\$287.75	\$183.80	\$213.67

** 10/1 rates not available yet

*100% of Employee Cost

*75% of Dependent Cost

TOWN OF DOUBLE OAK



Dental Plan Analysis - October 1, 2021

	CURRENT *renewal not available yet	MARKET 1	MARKET 2	MARKET 3	MARKET 4	MARKET 5	MARKET 6
Benefits	Principal	Delta Dental	SunLife	Unum	Guardian	MetLife	Dental Select
Annual Deductible (single/family)	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150
Preventive Care	100%	100%	100%	100%	100%	100%	100%
Basic Services	80%	80%	80%	80%	80%	80%	80%
Major Services	50%	50%	50%	50%	50%	50%	50%
Endodontics / Periodontics	80%	80%	80%	80%	80%	80%	80%
Annual Max Per Member	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Orthodontics Lifetime Max	NA	NA	NA	NA	NA	NA	NA
Out of Network Benefits	90th %	MAC	90th %	90th %	90th %	90th %	90th %
Rate Guarantee	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
EMPLOYEE COUNTS:							
Employee Only	4	4	4	4	4	4	4
Employee & Spouse	1	1	1	1	1	1	1
Employee & Child(ren)	2	2	2	2	2	2	2
Employee & Family	4	4	4	4	4	4	4
TOTAL EMPLOYEE COUNT	11	11	11	11	11	11	11
BILLED PREMIUM:							
Employee Only	\$37.88	\$34.12	\$40.71	\$33.88	\$35.97	\$36.84	\$36.84
Employee & Spouse	\$75.38	\$75.79	\$80.92	\$66.77	\$73.02	\$74.21	\$74.21
Employee & Child(ren)	\$85.15	\$71.96	\$95.31	\$79.46	\$83.99	\$78.28	\$78.28
Employee & Family	\$133.83	\$112.27	\$135.51	\$120.81	\$128.42	\$123.32	\$123.32
Total Monthly Premium	\$932.52	\$805.27	\$976.42	\$844.45	\$898.56	\$871.41	\$871.41
Total Annual Premium	\$11,190.24	\$9,663.24	\$11,717.04	\$10,133.40	\$10,782.72	\$10,456.92	\$10,456.92
TOTAL % Change In Premium		-14%	5%	-9%	-4%	-7%	-7%
Employer Monthly Cost Per Employee based upon current contribution *							
Employee Only	\$37.88	\$34.12	\$40.71	\$33.88	\$35.97	\$36.84	\$30.19
Employee Spouse	\$66.01	\$65.37	\$70.87	\$58.55	\$63.76	\$64.87	\$60.08
Employee Child(ren)	\$73.33	\$62.50	\$81.66	\$68.07	\$71.99	\$67.92	\$67.87
Employee Family	\$109.84	\$92.73	\$111.81	\$99.08	\$105.31	\$101.70	\$106.67
Employer Annual Premium	\$4,370.28	\$3,922.23	\$4,764.33	\$3,962.37	\$4,219.29	\$4,176.81	\$3,798.96
Employee Cost Per Month							
Employee Only	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6.65
Employee Spouse	\$9.38	\$10.42	\$10.05	\$8.22	\$9.26	\$9.34	\$14.13
Employee Child(ren)	\$11.82	\$9.46	\$13.65	\$11.40	\$12.01	\$10.36	\$10.41
Employee Family	\$23.99	\$19.54	\$23.70	\$21.73	\$23.11	\$21.62	\$16.65
Employee Cost Per Pay Period (26 pay periods)							
Employee Only	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.07
Employee Spouse	\$4.33	\$4.81	\$4.64	\$3.80	\$4.28	\$4.31	\$6.52
Employee Child(ren)	\$5.45	\$4.37	\$6.30	\$5.26	\$5.54	\$4.78	\$4.80
Employee Family	\$11.07	\$9.02	\$10.94	\$10.03	\$10.67	\$9.98	\$7.68

Employer Contribution 100% of Employee Cost, 75% Dependent Cost

Uncompetitive: Mutual of Omaha, Lincoln, Ameritas & Standard

TOWN OF DOUBLE OAK

Vision Plan Analysis - October 1, 2021



	Current Plan - renewal not available yet	Market 1	Market 2	Market 3	Market 4	Market 5	Market 6
Benefits	Humana	TML	SunLife	Dental Select Vision	MetLife	Guardian	Unum
Network	Humana	EyeMed	VSP	EyeMed	VSP	VSP	Unum
Benefit Frequency	12 / 12 / 24	12 / 12 / 12	12 / 12 / 24	12 / 12 / 12	12 / 12 / 24	12 / 12 / 24	12 / 12 / 24
Exam Copay	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Materials Copay	\$25	\$15	\$25	\$25	\$15	\$15	\$25
Frame Allowance	\$130	\$175	\$130	\$130	\$130	\$130	\$130
Contacts Allowance	\$130	\$175	\$130	\$150	\$130	\$130	\$130
Rate Guarantee		1 year	1 year	1 year	2 year	2 year	4 year
EMPLOYEE COUNTS:							
Employee Only	4	4	4	4	4	4	4
Employee & Spouse	1	1	1	1	1	1	1
Employee & Child(ren)	2	2	2	2	2	2	2
Employee & Family	4	4	4	4	4	4	4
TOTAL EMPLOYEE COUNT	11						
BILLED PREMIUM:							
Employee Only	\$6.70	\$7.22	\$6.14	\$8.28	\$7.44	\$18.77	\$4.71
Employee & Spouse	\$13.39	\$13.71	\$12.28	\$14.43	\$14.91	\$31.59	\$9.41
Employee & Child(ren)	\$12.72	\$14.43	\$13.51	\$15.12	\$12.62	\$32.22	\$10.10
Employee & Family	\$19.99	\$18.40	\$19.65	\$24.01	\$20.82	\$50.99	\$15.93
Total Monthly Premium	\$145.59	\$145.05	\$142.46	\$173.83	\$153.19	\$375.07	\$112.17
Total Annual Premium	\$1,747.08	\$1,740.60	\$1,709.52	\$2,085.96	\$1,838.28	\$4,500.84	\$1,346.04
TOTAL \$ Change in Premium		-\$6.48	-\$37.56	\$338.88	\$91.20	\$2,753.76	-\$401.04
TOTAL % Change in Premium		-0.4%	-2.1%	19.4%	5.2%	157.6%	-23.0%
Employee Cost Per Pay Period (26 pay periods)							
Employee Only	\$3.09	\$3.33	\$2.83	\$3.82	\$3.43	\$8.66	\$2.17
Employee Spouse	\$6.18	\$6.33	\$5.67	\$6.66	\$6.88	\$14.58	\$4.34
Employee Child(ren)	\$5.87	\$6.66	\$6.24	\$6.98	\$5.82	\$14.87	\$4.66
Employee Family	\$9.23	\$8.49	\$9.07	\$11.08	\$9.61	\$23.53	\$7.35

Uncompetitive: Mutual of Omaha, Lincoln

*Unum must be sold w/another line



TOWN OF DOUBLE OAK



BASIC LIFE/ADD/STD/LTD - Effective 10/1/2021

	Basic Life Rate Per \$1,000	Monthly Premium	AD&D Per \$1,000	Monthly Premium	Ann Total Life/AD&D	STD Rate Per \$10 CP	Monthly Premium	Annual Premium	LTD Rate per \$100 CP	Monthly Premium	Annual Premium	Total Premium	% of Change
MetLife	\$0.317	\$83.37	\$0.033	\$8.68	\$1,104.60	\$0.218	\$142.79	\$1,713.48	0.325	\$168.03	\$2,016.30	\$4,834.38	
Current & Renewal not available	Flat \$25,000					60% to \$600 -11 wk benefit period			60% to \$3000, 90 day EP				
Guardian	\$0.286	\$75.22	\$0.024	\$6.31	\$978.36	\$0.186	\$121.83	\$1,461.96	0.325	\$168.03	\$2,016.30	\$4,456.62	
	Flat \$25,000					60% to \$600 -11 wk benefit period			60% to \$3000, 90 day EP				-8%
Hartford	\$0.222	\$58.39	\$0.035	\$9.21	\$811.09	\$0.178	\$116.59	\$1,399.08	0.659	\$340.70	\$4,088.44	\$6,298.61	
	Flat \$25,000					60% to \$600 -11 wk benefit period			60% to \$3000, 90 day EP				30%

Uncompetitive: Mutual of Omaha, Standard

Decline Emergency Personnel Guidelines: SunLife, Unum, Lincoln

TOWN OF DOUBLE OAK - 2021-2022 PLAN YEAR

<div style="display: flex; align-items: center;">   </div>			
Voluntary Life / AD&D Plan Analysis			
	Current-waiting on renewal	Market 1	Market 2
Rates	METLIFE	GUARDIAN	HARTFORD
Employee:	\$10,000 Increments	\$10,000 Increments	\$10,000 Increments
Maximum Amount	\$500,000	\$500,000	\$350,000
Guaranteed Issue (GI)	\$50,000	\$50,000	\$100,000
Spouse:	\$5,000 increments	\$5,000 Increments	\$5,000 Increments
Maximum	\$100,000	\$150,000	\$100,000
Not to Exceed	100% of Employee Benefit	100% of Employee Benefit	100% of Employee Benefit
Guaranteed Issue (GI)	\$25,000	\$25,000	\$25,000
Dependent Children:	\$1,000 increments	\$5,000 increments	\$5,000 increments
Children Benefit	Birth to 14 days \$100/ 15 Days to 6 months \$1000/ 6 months to 26 \$1000-\$10000	Birth to 14 days \$500/ 15 Days to 26 YEARS \$10000	Birth to 14 days \$0/ 15 Days to 6 months \$500/ 6 months to 26 \$10000
Maximum	\$10,000	\$10,000	\$10,000
Age Brackets	Employee Life Rate per \$1,000	Employee Life Rate per \$1,000	Employee Life Rate per \$1,000
< 25	\$0.140	\$0.128	\$0.153
25 - 29	\$0.140	\$0.128	\$0.117
30 - 34	\$0.164	\$0.136	\$0.129
35 - 39	\$0.187	\$0.166	\$0.163
40 - 44	\$0.225	\$0.212	\$0.226
45 - 49	\$0.312	\$0.323	\$0.348
50 - 54	\$0.471	\$0.504	\$0.517
55 - 59	\$0.747	\$0.745	\$0.719
60 - 64	\$1.092	\$0.916	\$0.884
65 - 69	\$1.929	\$1.404	\$1.248
70 - 74	\$3.374	\$2.891	\$2.094
75 +	\$3.374	\$2.891	\$5.494
AD&D Benefit Amount	Same as Life Amount	Same as Life Amount	Same as Life Amount
AD&D Rate	Included above	Included above	Included above
Spouse Rate	Rate Based on Employees Age	Rate Based on Employees Age	Rate Based on Employees Age

Decline Emergency Personnel Guidelines: SunLife, Unum
Uncompetitive: Mutual of Omaha, Standard



EXCLUSIVE INSURANCE PROGRAM

WATER LOSS
WATER SERVICE LINE REPAIR
SEWER LINE REPAIR

Don't write off water losses, transfer the loss to an insurance company!

HUB International and their wholesale broker have collaborated with a global A+ Rated property & casualty insurance carrier, to provide unique solutions for municipalities as well as commercial and residential properties. We provide unique water loss solutions for your costly water losses.

Value to Cities

- Value Add for Municipalities and Residents
- Removes Administrative Burdens
- Custom Coverages
- Global Insurance Surety
- Dedicated 24/7 Claims Center

Value to Residents

- Not Covered on a Homeowner's Policy
- No Deductibles
- Residential and Commercial
- Simple Claims Submission
- Peace of Mind

WATER LOSS

Residents are enrolled via an OPT OUT notification sent out from the utility department. Covers water losses up to \$1,000 per household, per year.

WATER SERVICE LINE REPAIR

Residents are enrolled via an OPT IN notification sent out from the utility department. Covers repairs to service line up to \$10,000 per household, per year. Coverage applies from the street to the home, the area not covered by the city nor a homeowner's policy.

SEWER LINE REPAIR

Residents are enrolled via an OPT IN notification sent out from the utility department. Covers repairs to sewer line up to \$10,000 per household per year.

Molly Wilson

817-239-3057

molly.wilson@hubinternational.com

PREVENTION. INTERVENTION. WELLNESS

PUBLIC SAFETY

Public Safety workers manage a stressful and demanding career on the front lines; they protect lives, make life or death decisions, and resolve heated conflicts. What happens when personal life and career are out of balance?

You are there for us. We are there for you.

OUR GOAL

To provide first responders and their families a program that expands beyond a traditional EAP. Responder Health provides confidential and full-service solutions tailored to the trauma and experiences they deal with on a daily basis.

DESIGNED BY FIRST RESPONDERS FOR FIRST RESPONDERS

- Full confidential peer hotline
- Certified training courses that focus on wellness and resiliency
- Technology designed by clinicians and brain health experts – customized for first responders and their families

*Over 30% of first responders are
diagnosed with PTSD*

Responder Health Program Features:

CONFIDENTIAL PEER SUPPORT LINE

Access to a fully confidential hotline created for first responders and manned by first responders. All calls are bound by the State of Washington's confidentiality laws which are the strongest in the nation for first responders.

WELLNESS & RESILIENCY TRAINING

We deliver a variety of trainings related to trauma, stress, PTSD, and relationships. Our goal is to equip first responders and their families with the emotional body armor they need to not only survive but thrive.

RESPONDER HEALTH APP

The app is specifically designed for first responders and their families, providing first responder-specific videos and content. The app is continually refreshed and customizable for each entity and covers a variety of first responder-specific topics.

Every \$1 investment in mental health promotion has a \$3 to \$5 return on investment*



Per First Responder Per Month (PFRPM)

Responder Health

- 24/7 access to the confidential peer support hotline
- Certified training by experts and first responders
- Unlimited access to the Responder Health App

\$4.00 PFRPM

Confidential Peer Support Hotline

- 24/7 access to current and former first responders
- Completely confidential – bound by the State of Washington's confidentiality laws which are the strongest in the nation for first responders
- Guidance and support to get to a fully vetted counselor trained to treat first responders
- Support and coordination to get to a fully vetted in patient treatment center that is trained to treat first responders

Included

Training

- Up to 8 training hours per year – over 15+ certified courses available
- Unlimited certified training available on the Responder Health App
- Unlimited Crisis Response Services, up to ten (10) hours per incident
- Initial and ongoing training for the department peer support team

Included

Responder Health portal

- Customized content for first responders and their families including topics like PTSD, first responder stress and common responses to critical incidents
- Self Assessments
- Customized resource section for each department that highlights the additional programs offered

Included

Implementation (one-time fee)

- On-site face-to-face rollout of the program. This is our preferred method for getting high adoption and engagement of the program. Team will be available 3 days across all shifts to do meetings
- Online / Video rollout of the program can be provided at no cost

\$2,000 (one time fee)

WE ARE HERE FOR YOU 24/7

We're here to listen. First Responders and their household dependents can call us anytime for whatever they need - in that moment.

UNLIMITED CRISIS RESPONSE SERVICES

Up to ten hours per incident.

CERTIFIED TRAINING TARGETED TO MEET YOUR NEEDS

The standard package includes 8 hours of training annually. Additional sessions are available to purchase.

Some topics include:

- Emotional Survival for First Responders
- Stress, Burnout, and Vicarious Trauma
- Peer Support 101
- Peer Support Sustainment
- Suicide Education
- Resiliency as a Way of Life

ROBUST SUPPORT PROGRAM THAT INCLUDES:

- Prevention
- Suicide Intervention
- Clinical Support
- Clinical Intervention – including steerage to vetted counselors and facilities trained to treat first responders
- Addiction Intervention
- Family Support

A full-service program developed by first responders, for first responders



*One Mind at Work organizational white paper

FIRST RESPONDER SUPPORT PROGRAM



PRICING ASSUMPTIONS

- Prices assume no commissions or other fees payable to brokers or consultants.
- Prices are guaranteed for three years from the effective date.
- Quote assumes a one-time implementation fee due the first month of the program.
- Quote assumes direct billing to customer from Armor Up America.

TERMS/CONDITIONS

- Quote allows access for all first responder employees, dependents, and household members.
- Quote assumes initial implementation and rollout to the entire department.
- Quote assumes up to 4 hours of initial peer support training for the department peer support team.
- Unlimited crisis response services, up to ten (10) hours per incident, are included in the PFRPM rate. Immediate services, downsizings, organizational changes, and terrorism, or services beyond the ten (10) hour cap, are subject to the hourly rates below:
 - Immediate services: On-site attendance response time in less than two hours. \$350 per hour plus travel
 - Standard services: On-site attendance response time in greater than two hours. \$250 per hour plus travel
 - Reduction in force services: \$250 per hour plus travel
 - Travel and preparation expenses reimbursed at a flat rate of \$150 per hour
- Certified training up to 8 hours annually, are included in PFRPM.
- Additional hours are subject to the fee for service rates below:
 - Live virtual training reimbursed at a flat rate of \$150 per hour.
 - Live face-to-face training reimbursed at a flat rate of \$1,500 per day.
 - Recorded training sessions reimbursed at a flat rate of \$75 per hour.

CANCELLATION FEES

- Crisis response or reductions in force: Failure to provide 24-hour notice of cancellation of services which are excluded from the unlimited provision listed above which are subject to the hourly rate will result in a charge of \$375 per incident.
- Trainings: Failure to provide six business days' notice of cancellation of a previously scheduled training program will result in a charge of \$375 per hour.



A photograph of three first responders standing side-by-side against a dark background. On the left is a white male paramedic in a light-colored uniform with a stethoscope. In the center is a Black male firefighter in a dark uniform and helmet. On the right is an Asian male police officer in a dark uniform and cap. They are all smiling and looking towards the camera.

**YOU ARE ALWAYS THERE FOR US,
WE ARE ALWAYS HERE FOR YOU.**

RESPONDER HEALTH OVERVIEW



**RESPONDER
HEALTH**

The background of the slide is a dark, textured American flag. The stars are visible in the upper left, and the stripes run horizontally across the rest of the image.

**RESPONDER HEALTH IS A FIRST
RESPONDER SUPPORT PROGRAM THAT
FOCUSES ON:**

**PREVENTION
INTERVENTION
AFTERCARE**

***OUR GOAL IS NOT TO BE AN EAP BUT TO SERVE AS AN
ADDITIONAL RESOURCE TO FIRST RESPONDERS, THEIR
FAMILIES AND DEPARTMENTS INTERNAL PEER TEAMS***

Responder Health

Confidential
Crisis Peer
Hotline

Vetted Inpatient
Facilities
Nationwide

Vetted
Outpatient
Counselors
Nationwide

Training

8 Hours
Annually on
Wellness and
Resiliency

Peer Team
Support and
Best Practices

Responder
Health Mobile
App

Custom
Curriculum with
Videos and
Resources

Resources
Toolbox

CONFIDENTIAL PEER HOTLINE

- Based out of the state of Washington, the hotline is protected by the strongest confidentiality law for first responders in the nation
- Staffed by current and former first responders
- At least 5 years of experience and Critical Incident Stress management (CISM) trained
- Available 24/7 for first responders and their family

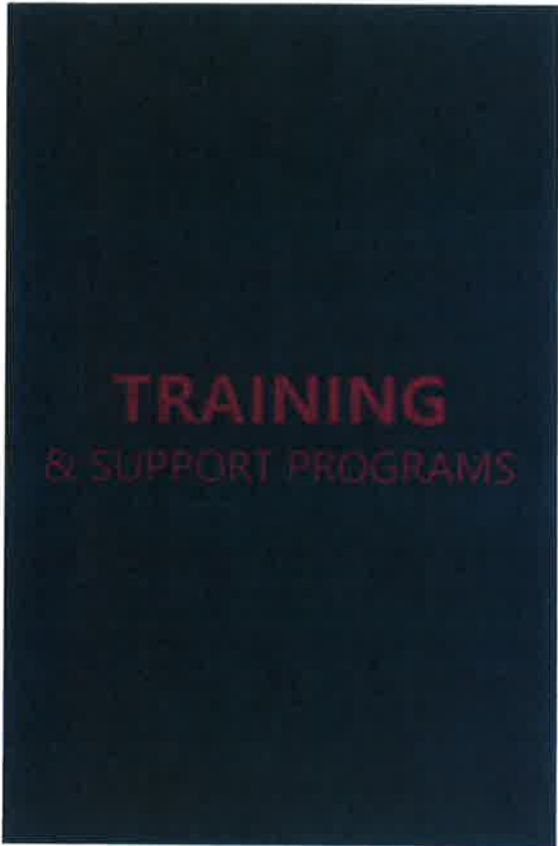


INTERVENTION PROCESS

- **Call the confidential peer hotline**
- **Peer Hotline will triage to determine assistance needed**
 - The Peer Hotline will bring in a clinician/ intake coordinators for inpatient care
OR
 - The Peer Hotline will transfer to a peer coordinator to assist in finding a vetted counselor that is qualified and accepting new patients
- **All inpatient and outpatient care will go through the Patient's medical plan and be subject to plan benefits**
 - Best practice is to waive coinsurance and out of pocket responsibilities (if able) to reduce the burden of getting care

POST TREATMENT CARE

- The peer advocate will coordinate aftercare with the facility to ensure a seamless transition from inpatient care to outpatient counseling
- The peer advocate will work with the family (if needed) to arrange outpatient counseling while the member is inpatient for treatment
- All inpatient and outpatient care will go through the Patient's medical plan and be subject to plan benefits



Peer Support
evaluation and
training



Emotional Body
Armor course



PTSD, Trauma
and Stress
courses



Family education
/ job training



Financial wellness



Marital and
family counseling

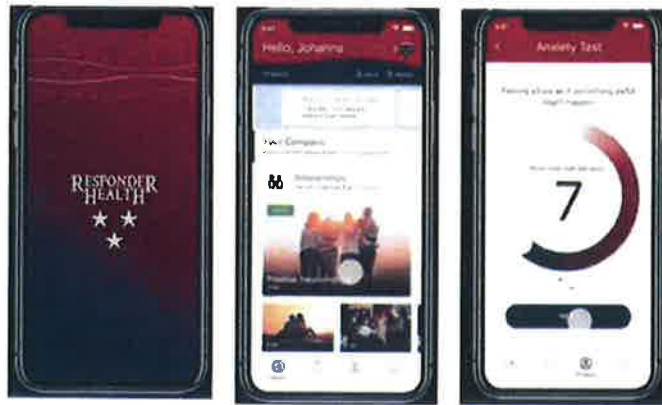
TRAINING

- Training is certified – can be used for continuing education
- 8 hours annually of Specific wellness and resiliency training
- Unlimited training on the Responder Health app

RESPONDER HEALTH APP

The App helps you thrive in **5 important areas** of your life:

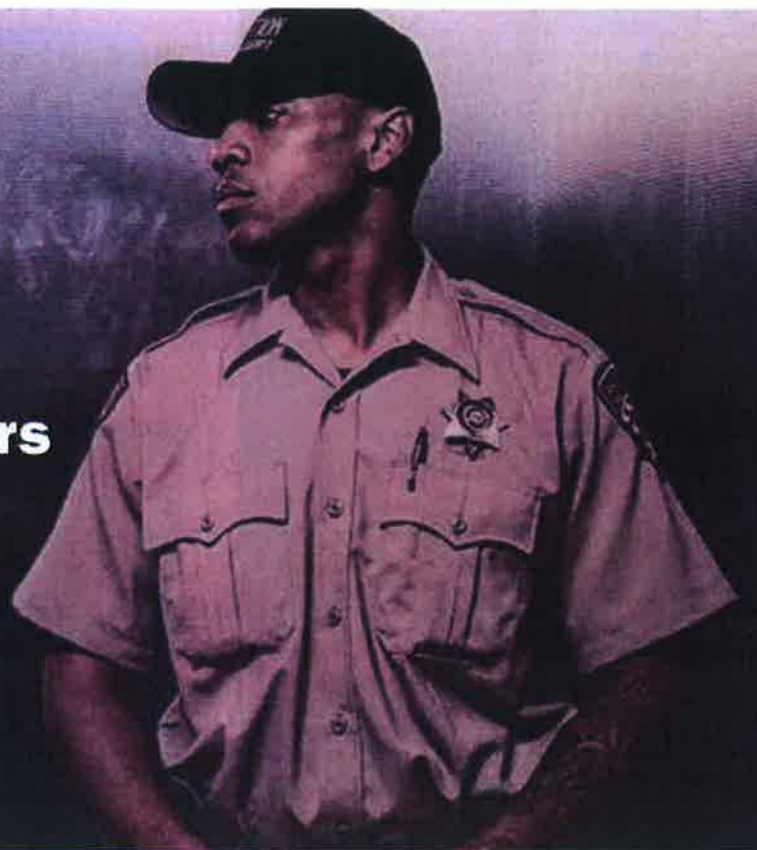
- Positive Emotion
- Engagement (feeling in control)
- Relationships
- Meaning or purpose
- Achievement





Custom curriculum just for first responders and their families

- 1. Stress for First Responders**
- 2. Common Responses to Critical Incidents**
- 3. Hope and Help for Family Members**
- 4. How Stress impacts your Family**
- 5. How to Support your Peers**





Email Communications

Technology-based Services

Throughout the year, we have provided you with the resources to support your ongoing business needs and goals. Whether it's a year-round wellness campaign or an FMLA concern, Wellspring Insurance Agency, Inc will provide the resources to make sure you are covered.

Resources on the following topics are available upon request:

- Legislative information, updates and forms to help keep you in compliance with COBRA, HIPAA, FMLA, health care reform, Medicare Part D, and other benefit and employment laws
 - Workplace wellness program support
 - Employee benefits communication pieces
 - Employee health and wellness resources
 - Employee and employer newsletters
 - Access to survey results on important benefit topics
 - Human resources articles
-



Technology-based Services

Benefits Administration

You were provided an HR employee communication site that helps you streamline HR functions. This platform provides the following benefits to your company:

- Onboarding, including e-signature of W4 and I9, and acknowledgement of your new hire packet materials
 - Robust task management with virtual employee folders for easy access of completed materials
 - Employee access to important benefits paperwork and benefit plan information, which reduces reliance on paper and the administrative burden on HR
 - Storage of employees' personal information, which employees can update at any time
 - Online vacation and time-off requests, approvals and tracking
 - Enhanced employee communication through the ability to post company updates, training information, upcoming events, policies and procedures, and more
 - Easy and efficient reporting capabilities
 - Mobile access for employees for onboarding and task management, the employee directory, time-off tracking and benefit plan information
-

How We Get Paid



HUB International takes pride in the services our brokerages provide to you, our client, for insurance and risk management programs. For our efforts we are compensated in a variety of ways, primarily in the form of commissions and contingency amounts paid by insurance companies and, in some cases, fees paid by clients or third parties. The means by which we are compensated are described below.

Commission income - Commission, normally calculated as a percentage of the premium paid to the insurer for the specific policy, is paid to us by the insurer to distribute and service your insurance policy. Our commission is included in the premium paid by you. The individuals at HUB International who place and service your insurance may be paid compensation that varies directly with the commissions we receive.

Contingency income - We also receive income through contingency arrangements with most insurers. They are called “contingent” because to qualify for payment we normally need to meet certain criteria, usually measured on an annual basis. Contingency arrangements vary, but payment under these agreements is normally the result of growing the business by attracting new customers, helping the insurance company gather and assess underwriting information and/or working to renew the policies of existing insureds. There is currently no meaningful method to determine the exact impact that any particular insurance policy has on contingency arrangements. However, brokers tend to receive higher contingency payments when they grow their business and retain clients through better service. In other words, the amount of earned contingency income depends on the overall size and/or profitability of all of a group of accounts, as opposed to the placement or profitability of any particular insurance policy. For this reason, the individuals involved in placing or servicing insurance are rarely, if ever, compensated directly for the contingent income that we receive.



Supplemental Commissions - Some insurance companies have recently replaced contingent commissions with supplemental commissions. These commissions, in fixed amounts, are established annually in advance based on historical performance measured by criteria comparable to those by which contingent commissions are calculated. We refer to these commissions as guaranteed supplemental commissions, or “GSCs”.

Fees paid by clients - On occasion, with more complex business insurance programs and where additional resources, products or services are appropriate, a fee may be negotiated for placement of insurance coverage or additional services. Fees charged for the placement of insurance will be outlined in a proposal and approved, usually in writing, prior to the insurer binding coverage. On occasion, we may receive both commissions and client-paid fees for placing insurance, which generally will be disclosed in writing to you in advance. In certain circumstances clients pay us mutually agreed-upon fees for additional services, such as third party administration of employee benefits or workers' compensation programs.

Wholesale Operations - We own wholesale insurance brokerages in both the U.S and Canada. These are intermediaries through which other brokers, typically retail brokers that have a relationship and deal directly with their clients, place coverage. Our own retail brokers may place client policies through HUB-owned wholesale brokers. In such cases, both the HUB retail broker and the HUB wholesale broker will earn commissions, and they are included in the client's premium payment. Ordinarily wholesale brokers, whether owned by HUB International or not, are included in the transaction because they offer products that are particularly suitable to a client's needs that are not available through normal insurance brokerage retail channels.

Other Compensation and Benefits - We may receive revenue or further benefits from our insurance brokerage activities in other ways, including, but not limited to, from insurance company promotional events, payments from insurers for promotional marketing and/or employee training and development, fees or a percentage of the interest paid to us for the administration of premium finance contracts, interest paid





to us by financial institutions earned on fiduciary or trust accounts in which we hold your premium payments pending remittance to the insurance company, and fees paid to us for policy and/or claims administration and/or loss control services that we provide.

Related Party Transactions – In limited circumstances, our subsidiaries or employees may have interests in insurers and reinsurers with whom policies are placed. We own a reinsurance broker that arranges reinsurance for carriers. It is possible that coverage placed by our retail brokers could be reinsured pursuant to placements made by our reinsurance subsidiary. Ownership of a reinsurance broker also creates an additional, mutually beneficial dimension to our relationships with insurance companies.

Customer Centric Carriers – We have access to the products and services of hundreds of insurers. However, we believe our ability to provide the best combination of products, service, value and ongoing access to capacity is enhanced by focusing on a manageable number of carrier relationships. These strategic relationships include many of the most respected national and regional insurance companies in the insurance industry (the “Strategic Carriers”). Although we will continue to access our other insurance company relationships where appropriate, we expect that many of our clients’ insurance needs may be met through the Strategic Carriers. The Strategic Carriers may pay us enhanced compensation, which we intend to use in part to invest in initiatives to improve our ability to serve our customers’ and to optimize their insurance buying experience. A portion of any enhanced compensation from our Strategic Carriers may be used to incentivize our employees to prioritize, investigate and access the products and services of our Strategic Carriers for the purpose of consolidating the number of insurance markets we deal with, while at the same time addressing the needs and best interests of our clients. More information regarding our Strategic Carrier relationships is available upon request from your HUB International insurance advisor or by visiting our website at www.HUBinternational.com.

Our goal is to be your insurance brokerage of choice. We know you have many brokerages to choose from, so to earn your confidence, we hold ourselves to the



highest standard of service, a standard reflected in our written Client Commitment - we call it the "The HUB Advantage." We hope you will review the principles embodied in The HUB Advantage, a copy of which is attached for your convenience. You should also feel free to visit our website at www.HUBinternational.com for more information regarding HUB International and how we do business.

Please also feel free to ask any questions about our compensation generally, or as to your specific insurance proposal or placement, by contacting your HUB broker or customer service representative directly, or by calling our client hotline at 1-866-857-4073.

We want you to choose a HUB International broker to be your insurance advisor - and we intend to make your decision an educated one.



10

TOWN OF DOUBLE OAK					
DOUBLE OAK DRIVE - EOPCC					
Estimate Date: June 24, 2021					
ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED PRICE
Section I - General					
1	Mobilization (10% Maximum of Total Bid)	LS	1	\$16,000.00	\$16,000.00
2	Hot Mix Asphalt Pavement (Type D) (2-inch)	SY	6,600	\$20.00	\$132,000.00
3	Barricades, Signs And Traffic Handling	MO	1	\$2,398.33	\$2,398.33
4	Block Sodding with Topsoil (Allowance)	SY	1,173	\$7.00	\$8,213.33
5	Pavement Repair (6-IN Flexbase and 4-IN TY B)	SF	2,992	\$15.00	\$44,880.00
SUBTOTAL					\$203,491.67
15% CONTINGENCY					\$30,523.75
TOTAL					\$234,015.42

**Town of Double Oak
Work Order Authorization Agreement
For
Professional Engineering Services with Halff Associates, Inc.
2021 Road Projects
FY 2021 Work Order Authorization
July 9, 2021**

Scope of Work:	<p>Halff's proposed services will include preparing construction documents for the 2021 Road Projects. This year's project is Double Oaks Drive which is a 2,600' long 2-lane asphalt road. The proposed improvements include a 2" overlay with variable depth milling (2 inches in center of road and 4 inches on edge of road) and some base repair. This project will be broken into two sections: Section 1 – West of Park Lane to North Woodland Trail. Section 2 – North Woodland Trail to Simmons Road.</p> <p>Construction Documents</p> <ol style="list-style-type: none"> 1. <u>Construction Plans, Contract Documents and Specifications</u>: Plans would include Cover Sheet, General Notes, Paving Plans (horizontal alignment only), and Construction Details. Aerial Image will be used to determine existing conditions. Prepare contract documents and specifications for bidding project. 2. <u>Bidding</u>: Includes answering contractor RFI's, Pre-Bid Meeting, Pre-Construction Meeting, Addendum(s), and Bid Tabulations. 3. <u>Construction Administration</u>: Includes answering contractor request for information (RFI's) and an estimated two (2) site visits. 4. <u>Construction Inspection</u>: Includes construction inspection and reporting during construction. Inspector will coordinate with contractor to perform inspections at construction milestones and on an as needed basis. Construction is assumed to be less than 1 month. <p><u>Scope Exclusions:</u></p> <ol style="list-style-type: none"> 1. Geotechnical Investigation and Report 2. Surveying 3. Construction Material Testing (provided by contractor)
Deliverables:	<ol style="list-style-type: none"> 1. Construction Plans and Contract Documents.
Items Furnished by City:	<ol style="list-style-type: none"> 1. N/A
Schedule:	<p>Complete construction plans and specifications within (20) working days of receiving Notice to Proceed. Bidding process will be approximately 4 weeks. If construction is delayed or prolonged by contractor, additional fee may be required.</p>


**Town of Double Oak
Work Order Authorization Agreement
For
Professional Engineering Services with Halff Associates, Inc.**

Fees:	Plans, Contracts & Specifications:	\$9,500.00
	Bidding:	\$5,000.00
	Construction Administration:	\$2,500.00
	<u>Construction Inspection:</u>	<u>\$7,500.00</u>
	Total Fee:	\$24,500.00
This is an <u>Hourly Not to Exceed</u> Fee and will be billed monthly based on work completed. Above Task breakdown is approximate and dollars may be utilized from one task to another. Hourly costs will be 2.3 x Labor Rate.		

Halff Associates is performing the services above under the terms and conditions described in the **Agreement for Professional Engineering Services**, dated October 7, 2008, between Halff Associates and the Town of Double Oak. Halff Associates will bill the above described services under AVO 37946.003.

Submitted:
HALFF ASSOCIATES, INC.

Approved:
TOWN OF DOUBLE OAK, TEXAS

By: 
Signature

By: _____
Signature

David M. Smith
Printed Name

Printed Name

Public Works Team Leader
Title

Title

July 9, 2021
Date

Date



ArchiveSocial
P.O. Box 3330
Durham NC 27702
United States

QUOTE

#1438

07/13/2021

Bill To

Town of Double Oak, TX

TOTAL (USD)

\$2,988.00

Quote Expires: 10/11/2021

Item	Amount
Economy - 1.5KR - 12A	\$2,988.00
Social Media Archiving Subscription (\$249/month) - Up to 12 Accounts & Up To 1.5k Records Per Month	
12 Months of Service	

Subtotal (USD)	\$2,988.00
Tax (%) (USD)	\$0.00
Total (USD)	\$2,988.00



1438



OVERVIEW

Protecting the Town of Double Oak with Social Media Archiving

 ArchiveSocial

Why do we need to archive?

"With the public records law in Massachusetts, it is critical to capture all of the records produced by social media. You are protecting your community, your employees and complying with the law."



NICHOL FIGUEIREDO
*Public Information Records
Access Officer & Webmaster
Framingham, MA*

- Our social media is creating public records.



Open records laws maintain that we retain and be able to produce social media records—**both from our own content, and that received from our constituents**—in response to records requests.



Social media is a mission-critical part of our communication strategy, and our constituents are creating, editing, and deleting records on a daily basis.

- If we do not preserve our social media records, **we are out of compliance with state records regulations.**
- Beyond public records responsibilities, we will increasingly need to produce records for a variety of other types of requests.



Requests from internal stakeholders



E-discovery requests

Texas Social Media Records Guidance



Texas Public Information Act

- The general forms in which the media containing public information exist include a book, paper, letter, document, e-mail, internet posting, text message, instant message, other electronic communication, printout, photograph, film, tape, microfiche, microfilm, photostat, sound recording, map, and drawing and a voice, data, or video representation held in computer memory.

Guidance - Texas Department of Information Resources

- Content posted by the agency or the public on an agency's social media website is a state record (Government Code, Section 441.180(11)), and is subject to State Records Retention requirements in Government Code Chapter 441, Subchapter L, 441.180-205.

Excerpt from DIR Social Media Resource Guide, page 14

<http://publishingext.dir.texas.gov/portal/internal/resources/DocumentLibrary/Social%20Media%20Resource%20Guide.pdf>

Texas Social Media Records Guidance



Senate Bill 944

Legislation Summary: <https://legiscan.com/TX/bill/SB944/2019>

- Texas Senate Bill 944 is an amendment to the Texas Public Information Act (PIA) and became effective on September 1, 2019.
- The bill introduces a new term - “**temporary custodian**” - which clarifies the the personnel responsibility to maintain public records.
- Public records created on personal devices or **private accounts** are still subject to the Public Information Act and therefore those records **must be maintained** in their original form until provided to the agency's PIO.

Excerpt from TML Q&A

- **With regard to social media, a city official can:** (1) copy and paste social media post into a word processing program or taking screen shots of content; or (2) **purchase software that captures social media records**

Link to publication: <https://www.tml.org/DocumentCenter/View/1306/Senate-Bill-944-QA-9419>

Why do we need an archiving solution – is there another way to do this?

"Facebook has no records management capability."



**JERRY
LUCENTE-KIRKPATRICK**
Formerly State Records
Analyst
State of Arizona

Other methods don't capture the content we need.

- ▶ We cannot rely on the social networks to archive for us.



The social networks do not provide user comments or revisions to content (edited, deleted, and hidden content) in their download features



The social networks are not bound to public records laws, and have no legal obligation to retain records

- ▶ We cannot rely on "manual" archiving, or screenshots



Screenshots are only a snapshot in time, do not capture deleted or revised content, and are not searchable



Screenshots have no metadata attached to them, and are not effective in court

- ▶ We cannot just make our social media "one-way"



There's no way to consistently block users from generating content on our social media pages



For example, on Facebook, there is no setting to completely disable interaction

Can't we just
request the
content from
Facebook?

<https://www.facebook.com/help/121995105053180>

<https://www.facebook.com/safety/groups/law/guidelines/>

What happens to content (posts, pictures) that I delete from Facebook?

➦ Share Article

When you delete something you shared on Facebook, it is permanently deleted from your Facebook account. It's deleted from our servers and backup systems, so we're unable to retrieve this deleted content.

However, Facebook may keep service-related information about your account, like IP address logs or email changes on your account, to protect your security, prevent abuse, and improve our services. This information may only be fully removed when you permanently delete your account.

Data Retention and Availability

We will search for and disclose data that is specified with particularity in an appropriate form of legal process and which we are reasonably able to locate and retrieve. We do not retain data for law enforcement purposes unless we receive a valid preservation request before a user has deleted that content from our service.

Details about data and account deletion can be found in our [Data Policy](#), [Statement of Rights and Responsibilities](#), and [Help Center](#).

How much does it cost, and what is involved with implementation?

"I can't even begin to explain how much simpler and easier ArchiveSocial has made things. It's not something I even have to think about now."



SGT. CHRISTOPHER
FULCHER
Chief Technology Officer
Vineland, NJ Police
Department

- ▶ Pricing is fully transparent and designed to fit into discretionary budgets.



90% of agencies are priced under \$5000 per year, under \$3000 for smaller agencies



The pricing is based on average monthly record counts

- ▶ Most agencies fully connect in 20 minutes.



The system is cloud-based, and all it requires is connecting our social media accounts



No IT resources are required

- ▶ ArchiveSocial never has access to our social network passwords, and can only "read" our content.

Why should we do this now?

"If you don't have something like ArchiveSocial for your social media, you're playing Russian roulette with your daily public records responsibilities — and that's not a good idea. "



REBECCA MEDINA
STEWART
Director of Public Affairs and
Marketing
City of Deerfield Beach, FL

- ▶ It gives us confidence that we are in compliance with state records laws, and can easily respond to records requests.
- ▶ Without it, we are losing records daily, through deleted and edited content.
- ▶ As engagement on our social media increases, it gives us insurance in case of unexpected events.



It gives us confidence to moderate content in accordance with our social media policy, confident that we have the records to defend ourselves



It gives us the ability to conduct reviews, if needed for internal stakeholders or external parties

Customer Case Study

Duck, NC -- *No Town Too Small*

The Anatomy of a Social Media Public Records Request

Where: Duck, N.C.

Population: 400

Records Requester: The Southern Environmental Law Center

What They Requested: All records, comments, and feedback related to the proposed Mid-Currituck Bridge

The Results: With ArchiveSocial, PIO Denise Walsh was able to search for specific keywords related to the bridge and export all social media posts and comments in a PDF document in minutes.

- ▶ The Town posted on social media about a bridge that was being built in the community.
- ▶ An environmental watchdog agency issued a public records request for all posts mentioning the bridge.
- ▶ The agency used ArchiveSocial to quickly respond to the request.
- ▶ Denise, PIO, said that she could not imagine trying to respond manually, without ArchiveSocial.

Even small towns' social media use can invite public records requests.

Why ArchiveSocial?

"ArchiveSocial's functionality, ease-of-use, compliance, and reporting features are better than their competitors. I was impressed by how simple it was to add accounts and to pull up records. Brilliant!"



DAVID BRAUHN
Communications Manager
City of Walla Walla, WA

- ▶ The industry leader - protecting over 5,000 agencies!



From small towns to the largest agencies, including **Dallas and Austin...** to local entities such as **Bartonville, Highland Village, Trophy Club, Corinth, and Westlake**

- ▶ It gives us the highest level of compliance.



ArchiveSocial preserves more content than any other solution



Search and replay features that enable us to easily respond to records requests

- ▶ They are in the top 1% of customer satisfaction scores for software companies, with a US-based customer support team ready to assist us.



Texas SmartBuy Membership Program

What is the the Texas SmartBuy Membership Program?

Created by legislation in 1979, the Texas Comptroller of Public Accounts' (CPA) Texas SmartBuy Membership Program offers members a unique opportunity to make the most of their purchasing dollars and efforts by using the State of Texas volume buying power.

Who can join?

- Local governments
- School Districts
- Utility Districts
- Appraisal Districts
- Junior Colleges
- MHMR community centers
- State-funded assistance organizations
- Housing and Transportation Authorities
- Assistance organizations

Sections 271.081-271.083, Local Government Code, and Sections 2155.202 and 2175.001(1), Government Code, provide the legal authority for the program.

Why should you join the Texas SmartBuy Membership Program?

- **Get Best Value for Your Purchases** – Our purchasers competitively bid and award hundreds of contracts in accordance with state purchasing statutes and competitive bidding requirements. You reap the savings for your organization and ultimately for the citizens of Texas.
- **Save Valuable Time and Effort** – No bidding, just order from hundreds of established state contracts.
- **Search Thousands of Vendors** – Looking for something not on one of our negotiated contracts? Use our Centralized Master Bidder's List to identify vendors from our database of over 9,000 companies (including HUBs). <https://comptroller.texas.gov/purchasing/vendor/cmb/>
- **Post Bid and Award Notices on the Electronic State Business Daily** – As a member, set up FREE password access to the Electronic State Business Daily (ESBD) where you can post your entity's solicitations to increase vendor participation and provide public notice of awards. <http://www.txsmartbuy.com/sp/>
- **Save Money on Travel** – Qualified members may use the State Travel Management Program for discounted rates on rental cars, thousands of hotels and airline tickets.

If you have any questions or need more information about our program please feel free to e-mail members@cpa.texas.gov or call 512-463-3368.

Glenn Hegar Texas Comptroller of Public Accounts



Texas SmartBuy Membership Program

Accessing the Texas SmartBuy Membership Program on the Internet

Go to the Texas SmartBuy Membership web site: comptroller.texas.gov/purchasing/members/

- **Membership Forms:** Includes the application, name change form, proof of eligibility and school bus specifications.
- **TxSmartBuy.com:** The state's online ordering system, Texas SmartBuy, will generate a state purchase order on your behalf, forwarding a copy to you and to the vendor. The vendor will then ship the merchandise and invoice your entity directly. CPA has awarded contracts for many commodities and services, including:

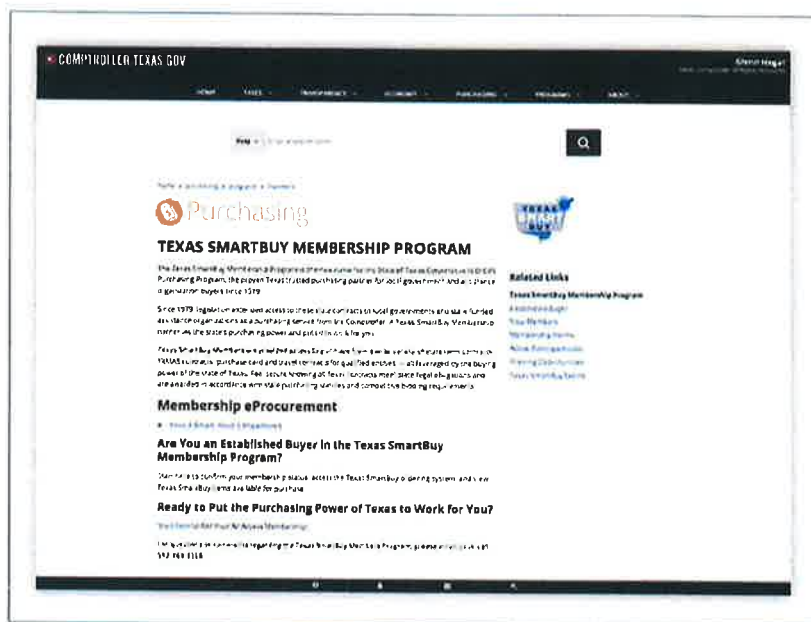
- Vehicles
- Office Supplies
- Furniture
- Procurement Card Services
- Appliances
- Road and Highway Equipment
- Police Equipment
- Pharmaceuticals
- Cleaning Supplies
- Food

- **TXMAS Information:** Texas Multiple Award Schedules (TXMAS). TXMAS contracts feature the most favored customer pricing and the possibility of negotiation. TXMAS can be used as alternative volume contracts.

- **CMBL Search:** This feature enables you to access the state Centralized Master Bidders List (CMBL) to create a bid list by product/service code. You may narrow the search

by entering a county, city or zip code. This is a vendor list only. You should use this only as a vendor resource. You will need to follow your local bid requirements to purchase from these vendors.

- **State Travel Management Program:** Texas Government Code, Sections 2171.001-2171.055 extend the state travel management contracts to certain members of the Texas SmartBuy Membership program. Eligible entities include Municipalities, Counties, School Districts, Public Junior and Community Colleges, and Emergency Communication Districts, hospital districts and transit/transportation districts.





Texas SmartBuy Membership Program

Texas SmartBuy Membership Application

Ruben Rivas

Name of Authorized Individual

(NOTE: Please list 2 people who are authorized to sign for purchases and will receive all correspondence from CPA. Additional authorized signers or Agents of Record may be listed on the resolution with the signatures documented at the bottom of the resolution.)

Cassandra Gaines

Name of Authorized Individual (secondary contact)

Double Oak Police Department

Organization/Qualified Entity Name

320 Waketon Road

Address

Double Oak, Texas, 75077

City, State, Zip Code

ruben.rivas@doubleoak.texas.gov

Primary Email Address

972-355-5995

Phone Numbers

cassandra.gaines@doubleoak.texas.gov

Secondary Email Address

972-539-9613

Fax Number

The annual membership fee for participation in the Texas SmartBuy Membership Program is:
\$100.00 – FEE IS NON-REFUNDABLE

Please make checks payable to:

Texas Comptroller of Public Accounts

Please mail to:

Texas Comptroller of Public Accounts

P.O. Box 13186

Austin, TX 78711

**PLEASE RETURN THIS FORM WITH PAYMENT
AND ALL REQUIRED DOCUMENTS AND SIGNATURES**

Questions? Contact the Texas SmartBuy Membership Program at 512-463-3368 or at members@cpa.texas.gov.



RESOLUTION

State of Texas

County of Denton

Whereas, the Texas Comptroller of Public Accounts is authorized to provide purchasing services for local governments pursuant to §§ 271.082 and 271.083 of the Local Government Code;

and WHEREAS, the City Council

(e.g., Commissioner's Court, City Council, School Board, Board of Directors)

of Town of Double Oak

(Name of Qualified Entity)

is a: (Check one of the following.)

- | | |
|--|--|
| <input type="radio"/> County | <input type="radio"/> Independent School District |
| <input checked="" type="radio"/> Municipality | <input type="radio"/> Junior College District |
| <input type="radio"/> Political Subdivision (Utility, Appraisal Districts) | <input type="radio"/> Mental Health and Mental Disability Community Center |
| <input type="radio"/> State-funded Assistance Organization | <input type="radio"/> Housing and Transportation Authority |

defined as an entity qualified to participate in the Texas SmartBuy Membership Program of the Texas Comptroller of Public Accounts pursuant to § 271.081 of the Local Government Code; and

WHEREAS, in accordance with the requirements of 34 TAC §20.85 administrative rules, the Agent(s) of Record,

Ruben Rivas

Chief

(Name of Person, primary contact)

(Title)

(and Cassandra Gaines

Assistant Chief

(Name of Person, secondary contact)

(Title)

) is/are authorized to execute

any and all documentation for Double Oak Police

(Entity Name)

pertaining to its participation in the Texas

Comptroller of Public Accounts Cooperative Purchasing Program; and

WHEREAS, Double Oak Police

(Entity Name)

acknowledges its obligation to pay annual participation fees

established by the Texas Comptroller of Public Accounts.

NOW, THEREFORE BE IT RESOLVED, that request be made to the Texas Comptroller of Public Accounts to approve

Double Oak Police

(Entity Name)

for participation in the Texas Comptroller of Public Accounts Cooperative Purchasing Program.

Adopted this _____ day of _____,

by _____

(Entity Name)

By:

(Signature of Chair)

(Signature of primary Agent of Record)

(Printed Name)

(Name/Title of primary Agent of Record)

(Title of Chair)

(Signature of secondary Agent of Record)

(Name/Title of secondary Agent of Record)



Texas SmartBuy Membership Program

Documents required for proof of eligibility

Submit all documentation required as proof of eligibility at the time you apply for membership in the program. All documentation must be on file with the Texas SmartBuy Membership Program BEFORE a determination of eligibility can be made.

Local Governments

County, Independent School District, Municipality, Jr. College District, Volunteer Fire Department

Documents required:

- ✓ Board approved resolution

MHMR Community Centers

Documents required:

- ✓ Board approved resolution

Special Districts or Other Legally Constituted Political Subdivisions of the State

Documents required:

- ✓ Board approved resolution
- ✓ Documentation evidencing creation of entity including statutory citation.
This can be in the form of:
 - a. Legislation in which the entity was created by name
 - b. A resolution passed by a city or a county stating that there is a need for the entity to exist and actually creating the entity

Assistance Organizations

Non-profit organizations that receive state funds and provide educational, health, or human services or provide assistance to homeless individuals

Documents required:

- ✓ Board approved resolution
- ✓ Articles of Incorporation and Certificate of Incorporation. A letter from the Secretary of State with the entity's charter number evidencing that the entity filed for incorporation will be accepted in lieu of a Certificate of Incorporation. **The State of Texas CO-OP cannot accept by-laws in lieu of Articles of Incorporation**
- ✓ Current contract or grant from a State agency to prove State funding. This document must show beginning and end dates for the current State of Texas Fiscal Year, and these dates must be valid at the time the application is reviewed.

Texas Rising Star Providers

Childcare providers certified as Texas Rising Star Providers by Texas Workforce Commission

Documents required:

- ✓ Board Approved Resolution

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Town of Double Oak
Profit Loss Budget vs. Actual
 As of July 16, 2021

	Oct '20 - Sep 21 @ 07/16/2021	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
400000 · Tax Revenue				
401101 · Current Property Taxes-M & O	1,164,518.57	1,166,167.00	-1,648.43	99.86%
401201 · Penalty & Interest	3,521.85	2,500.00	1,021.85	140.87%
401301 · Prior Year Property Taxes	4,132.61	2,000.00	2,132.61	206.63%
401315 · Sales Taxes	433,062.88	430,000.00	3,062.88	100.71%
401601 · Franchise-Cross Timbers Water	15,600.22	20,000.00	-4,399.78	78.0%
401701 · Franchise-Cable TV	29,127.07	35,000.00	-5,872.93	83.22%
401801 · Franchise-Electric	90,904.53	95,000.00	-4,095.47	95.69%
401805 · Franchise-Garbage	11,194.22	13,000.00	-1,805.78	86.11%
401811 · Franchise-Gas	13,074.19	14,000.00	-925.81	93.39%
401901 · Franchise-Telephone	1,409.99	6,000.00	-4,590.01	23.5%
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	1,766,546.13	1,783,667.00	-17,120.87	99.04%
420000 · Fines and Forfeitures				
420101 · Court Fines	50,171.71	68,000.00	-17,828.29	73.78%
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	50,171.71	68,000.00	-17,828.29	73.78%
430000 · Licenses and Permits				
430101 · Fences	1,022.55	1,275.00	-252.45	80.2%
430102 · Commercial Buildings	3,813.50	3,000.00	813.50	127.12%
430103 · Oil and Gas Drilling	0.00	0.00	0.00	0.0%
430201 · New Homes	18,422.50	4,000.00	14,422.50	460.56%
430202 · Erosion Control	825.00	1,650.00	-825.00	50.0%
430301 · Misc Construction	28,875.54	12,000.00	16,875.54	240.63%
430401 · Roofs	1,107.55	850.00	257.55	130.3%
430501 · Septic Systems	7,050.00	3,500.00	3,550.00	201.43%
430601 · Sprinkler Systems	705.00	600.00	105.00	117.5%
430701 · Swimming Pools	1,634.75	1,625.00	9.75	100.6%
430801 · Water Wells	0.00	0.00	0.00	0.0%
430901 · Plats and Subdivision Fees	2,925.00	0.00	2,925.00	100.0%
Total 430000 · Licenses and Permits	66,381.39	28,500.00	37,881.39	232.92%
440000 · Other Revenue				
440101 · Administration Fees	833.77	1,500.00	-666.23	55.59%
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%

Town of Double Oak
Profit Loss Budget vs. Actual
As of July 16, 2021

440201 · Interest Income	12,946.64	7,000.00	5,946.64	184.95%
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	13,780.41	8,550.00	5,230.41	161.17%
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	262.00	500.00	-238.00	52.4%
440601 · Sewage Service	14,059.07	25,000.00	-10,940.93	56.24%
440701 · Town Hall Rental Fees	0.00	0.00	0.00	0.0%
Total 440300 · Charges for Services	14,321.07	25,500.00	-11,178.93	56.16%
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	1,911,200.71	1,914,217.00	-3,016.29	99.84%
Gross Profit	1,911,200.71	1,914,217.00	-3,016.29	99.84%
Expense				
510000 · Town Administration				
521000 · Town Salary Adjustments	0.00	0.00	0.00	0.0%
521012 · Attorney Fees	8,437.20	30,000.00	-21,562.80	28.12%
521033 · Custodial Services	5,833.30	8,000.00	-2,166.70	72.92%
521041 · Denton Central Appraisal Dist	5,109.15	7,100.00	-1,990.85	71.96%
521050 · Election Expense	3,595.13	5,500.00	-1,904.87	65.37%
521051 · Electricity	2,554.41	5,500.00	-2,945.59	46.44%
521060 · Financial Auditors	9,500.00	10,000.00	-500.00	95.0%
521070 · Natural Gas	993.08	1,000.00	-6.92	99.31%
521073 · Printer Copier	4,257.65	5,000.00	-742.35	85.15%
521133 · Ordinance Codification	395.00	3,000.00	-2,605.00	13.17%
521160 · Postage	1,907.85	2,000.00	-92.15	95.39%
521200 · Tax Billing Expense	1,197.00	1,300.00	-103.00	92.08%
521201 · Communications	7,918.94	10,500.00	-2,581.06	75.42%
521220 · Water	1,621.36	2,500.00	-878.64	64.85%
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	82,395.07	125,475.00	-43,079.93	65.67%
520000 · Administrative				
521010 · Advertising	137.10	1,200.00	-1,062.90	11.43%
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	16,879.57	13,000.00	3,879.57	129.84%

Town of Double Oak
Profit Loss Budget vs. Actual
As of July 16, 2021

521032 · Council Contingency	555.34	25,517.20	-24,961.86	2.18%
521034 · Technology Fund	1,279.87	4,000.00	-2,720.13	32.0%
521074 · Meetings	0.00	300.00	-300.00	0.0%
521075 · Goodwill	182.00	800.00	-618.00	22.75%
521076 · Incentive Pay	1,211.49	1,500.00	-288.51	80.77%
521090 · General Liability Insurance	3,173.12	3,100.00	73.12	102.36%
521091 · Health/Dental/Life Insurance	12,753.01	16,500.00	-3,746.99	77.29%
521130 · Membership & Dues	1,923.00	1,500.00	423.00	128.2%
521131 · Car Maintenance-Fuel-Travel	0.00	0.00	0.00	0.0%
521150 · Office Supplies	5,134.53	6,000.00	-865.47	85.58%
521151 · Other Professional Services	1,828.34	10,000.00	-8,171.66	18.28%
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%
521170 · Payroll Taxes - FICA	15,971.13	11,400.00	4,571.13	140.1%
521172 · TWC Unemployment Insurance	1,749.10	2,000.00	-250.90	87.46%
521190 · Town Secretary Salary	59,981.67	74,263.00	-14,281.33	80.77%
521191 · Longevity Pay-Administration	1,300.00	1,300.00	0.00	100.0%
521192 · Worker's Compensation Ins.	965.64	700.00	265.64	137.95%
521194 · Asst Town Secretary Salary	53,631.88	65,775.80	-12,143.92	81.54%
521195 · Overtime	3,406.72	5,000.00	-1,593.28	68.13%
521196 · TMRS-Retirement	9,046.94	12,500.00	-3,453.06	72.38%
521202 · Training Seminars	150.00	2,000.00	-1,850.00	7.5%
Total 520000 · Administrative	191,260.45	260,356.00	-69,095.55	73.46%
530000 · Public Works				
521021 · Building Repair/Remodeling	2,040.71	8,000.00	-5,959.29	25.51%
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	144.84	150.00	-5.16	96.56%
530100 · Animal Control Officer	14,492.50	17,050.00	-2,557.50	85.0%
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	30,000.00	36,000.00	-6,000.00	83.33%
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	679.96	700.00	-20.04	97.14%
530125 · Council Discretionary Fund	0.00	0.00	0.00	0.0%
530150 · Grounds Maintenance	5,703.50	9,000.00	-3,296.50	63.37%
530151 · Grounds Equipment	0.00	0.00	0.00	0.0%

Town of Double Oak
Profit Loss Budget vs. Actual
As of July 16, 2021

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	2,155.00	13,000.00	-10,845.00	16.58%
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	300.00	500.00	-200.00	60.0%
530205 · Vehicle Fuel	900.00	1,800.00	-900.00	50.0%
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	2,014.27	2,000.00	14.27	100.71%
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	3,010.75	3,000.00	10.75	100.36%
530250 · Health Inspector	150.00	0.00	150.00	100.0%
530260 · Septic Inspections	3,370.00	5,000.00	-1,630.00	67.4%
530270 · Sewage Services	17,187.75	25,000.00	-7,812.25	68.75%
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	250.00	1,000.00	-750.00	25.0%
Total 530000 · Public Works	83,735.78	126,400.00	-42,664.22	66.25%
540000 · Streets and Drainage				
540019 · Engineering General	20,953.43	40,000.00	-19,046.57	52.38%
540060 · Crack Seal & Potholes	0.00	30,000.00	-30,000.00	0.0%
540110 · Current Year Road Repairs	36,950.00	200,000.00	-163,050.00	18.48%
540111 · Prior Year Road Repairs	0.00	0.00	0.00	0.0%
540155 · MS4 Stormwater	6,124.45	7,500.00	-1,375.55	81.66%
540177 · Public Works Projects Costs	0.00	0.00	0.00	0.0%
540200 · Sign Repair and Replacement	420.50	3,000.00	-2,579.50	14.02%
Total 540000 · Streets and Drainage	64,448.38	280,500.00	-216,051.62	22.98%
550000 · Police Department				
550120 · Capital Equipment (Auto)	-5,400.00	0.00	-5,400.00	100.0%
550135 · Computer Equip/Supplies/SW Main	19,031.31	33,031.00	-13,999.69	57.62%
550140 · Equipment Repair & Maintenance	200.00	1,200.00	-1,000.00	16.67%
550145 · Health/Dental/Life Insurance	93,255.38	130,682.00	-37,426.62	71.36%
550219 · Membership Dues	130.00	900.00	-770.00	14.44%
550220 · Minor Equipment	312.20	1,600.00	-1,287.80	19.51%
550230 · Other Professional Services	61.00	0.00	61.00	100.0%

Town of Double Oak
Profit Loss Budget vs. Actual
As of July 16, 2021

550240 · Office Supplies	843.86	500.00	343.86	168.77%
550248 · Publications	0.00	400.00	-400.00	0.0%
550249 · External Contracts	4,532.43	6,000.00	-1,467.57	75.54%
550250 · Postage	0.00	0.00	0.00	0.0%
550251 · Printing	282.72	350.00	-67.28	80.78%
550252 · Police Chief Salary	79,259.55	90,033.00	-10,773.45	88.03%
550253 · Police Asst. Chief Salary	53,860.27	80,021.00	-26,160.73	67.31%
550254 · Police Officers' Salary	215,083.53	344,429.00	-129,345.47	62.45%
550255 · Administrative Assistant PD	0.00	0.00	0.00	0.0%
550256 · Crossing Guard	696.80	7,000.00	-6,303.20	9.95%
550257 · Police Department Overtime	1,599.14	5,000.00	-3,400.86	31.98%
550261 · Criminal Investigations	61.31	2,000.00	-1,938.69	3.07%
550262 · General Liability Insurance	11,105.80	10,148.00	957.80	109.44%
550263 · TWC Unemployment Ins	0.00	0.00	0.00	0.0%
550264 · Incentive Pay	7,765.78	8,700.00	-934.22	89.26%
550271 · Salaries Benefits - FICA	26,054.62	41,060.00	-15,005.38	63.46%
550275 · Salaries Benefits - TMRS	32,399.00	43,666.00	-11,267.00	74.2%
550276 · Human Resources	72.52	1,500.00	-1,427.48	4.84%
550277 · Longevity Pay	3,575.00	3,575.00	0.00	100.0%
550278 · Worker's Compensation Ins	12,875.20	22,823.00	-9,947.80	56.41%
550280 · Communications	9,059.41	14,000.00	-4,940.59	64.71%
550281 · Training	5,103.83	6,000.00	-896.17	85.06%
550286 · Training Ammo	1,137.98	2,500.00	-1,362.02	45.52%
550290 · Uniforms	10,034.73	8,000.00	2,034.73	125.43%
550291 · Patrol Equipment	13,487.95	5,000.00	8,487.95	269.76%
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	698.62	1,000.00	-301.38	69.86%
550300 · Vehicle Fuel	12,936.45	17,200.00	-4,263.55	75.21%
550400 · Vehicle Repair & Maintenance	3,429.30	13,500.00	-10,070.70	25.4%
Total 550000 · Police Department	613,545.69	903,818.00	-290,272.31	67.88%
560000 · Municipal Court				
560010 · Judges Services	5,350.00	10,000.00	-4,650.00	53.5%
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	5,142.50	10,000.00	-4,857.50	51.43%
560025 · Other Professional Services	0.00	0.00	0.00	0.0%
560026 · Court Clerk - Salary	47,589.29	58,323.00	-10,733.71	81.6%
560027 · Court Clerk- FICA	3,237.69	5,400.00	-2,162.31	59.96%
560028 · Court Clerk - TMRS	3,954.09	5,600.00	-1,645.91	70.61%
560029 · Court Clerk Ins (H/D/L)	6,362.16	8,400.00	-2,037.84	75.74%
560030 · Court Clerk - Longevity	785.00	785.00	0.00	100.0%

Town of Double Oak
Profit Loss Budget vs. Actual
As of July 16, 2021

560031 · Overtime	3,655.43	5,000.00	-1,344.57	73.11%
560035 · Court Supplies, Equip & S/W Main	780.64	3,500.00	-2,719.36	22.3%
560055 · Membership Dues	0.00	120.00	-120.00	0.0%
560076 · Incentive Pay	484.68	600.00	-115.32	80.78%
Total 560000 · Municipal Court	77,341.48	107,968.00	-30,626.52	71.63%
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	7,706.12	7,200.00	506.12	107.03%
570022 · Worker's Compensation Ins	2,253.16	2,500.00	-246.84	90.13%
Total 570000 · Double Oak Vol. Fire Department	84,959.28	109,700.00	-24,740.72	77.45%
Total Expense	1,197,686.13	1,914,217.00	-716,530.87	62.57%
Net Ordinary Income	713,514.58	0.00	713,514.58	100.0%
Net Income	713,514.58	0.00	713,514.58	100.0%

Town of Double Oak
Balance Sheet
As of July 16, 2021

	<u>Jul 16, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
102302 · Independent Bank Money Market	1,834,834.45
102303 · Independent Bank Checking	49,896.26
102304 · Police Leose Training Fund	1,185.46
102306 · John B. Wright Memorial Fund	558.18
102307 · DO Police Dept Chapter 59	8.65
102400 · Petty Cash	499.21
102450 · DATCU	3,270.36
106101 · Certificate of Deposit	424,228.56
Total Checking/Savings	<u>2,314,481.13</u>
Accounts Receivable	
106100 · Accounts Receivable	25,703.42
Total Accounts Receivable	<u>25,703.42</u>
Other Current Assets	
102500 · Returned Checks Receivable	8.00
104100 · Bartonville Water Certificate	2,000.00
106150 · Interest Receivable	783.28
106400 · Employee Receivables	451.39
106700 · Property Taxes Receivable	9,483.45
106900 · Prepaid Costs	13,519.29
Total Other Current Assets	<u>26,245.41</u>
Total Current Assets	<u>2,366,429.96</u>
TOTAL ASSETS	<u><u>2,366,429.96</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202000 · Accounts Payable	4,216.91
Total Accounts Payable	<u>4,216.91</u>
Other Current Liabilities	
106300 · Allowance for Uncoll Taxes	9,483.45
200000 · Payroll Liabilities	
201200 · FICA/Medicare Withholding	793.98
201500 · TMRS Payable	4,003.44
202507 · Dependant Health Care Coverage	-445.41
202508 · AFLAC Deduction	222.18
202509 · Child Support Withholding Order	111.85
202513 · Vision Insurance	253.43

Town of Double Oak

Balance Sheet

As of July 16, 2021

202516 · Dependent Life Insurance	137.21
200000 · Payroll Liabilities - Other	6,332.13
Total 200000 · Payroll Liabilities	11,408.81
200504 · Town Hall Reservation Deposits	750.00
201250 · Cr Card Fees/Collection Charges	-1,307.20
202250 · Town Hall Renovations	100.00
202501 · Court Fees & Fines Due State	-3,441.39
202502 · Technology Fees	6,946.74
202503 · Court Security Fees	21,153.60
202504 · Police LEOSE Training Account	1,185.46
202511 · Omnibase Fees Due	342.29
202512 · Court Collections	29,722.85
202760 · Time Payment Reimbursement Fee	99.49
203002 · Park Fund Account	207.21
203060 · Waketon Road Reconstruction	-666.94
2050000 · Accrued Payroll	21,589.95
205555 · Police Grants	347.25
206250 · Sewer System Maintenance	8,721.27
206500 · Police-Chapter 59	8.65
208000 · Golf Tournament	44.85
Total Other Current Liabilities	106,696.34
Total Current Liabilities	110,913.25
Total Liabilities	110,913.25

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
3800 · Police Vehicle Fund	20,000.00
3850 · Police Body Camera Project Fund	40,000.00
3900 · Retained Earnings	231,969.68
Net Income	713,514.58
Total Equity	2,255,516.71
TOTAL LIABILITIES & EQUITY	2,366,429.96