

DOUBLE OAK TOWN COUNCIL  
PUBLIC NOTICE  
320 WAKETON ROAD  
September 3, 2019  
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. CITIZENS COMMENTS

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

1. Consideration and action on minutes of July 15, 2019

IV. MAYOR, COUNCIL MEMBERS AND STAFF REPORTS:

2. Mayor and Council  
3. Public Works and Code Enforcement  
4. Administration  
5. Public Safety  
6. Road and Drainage Committee

V. New business agenda (consideration and action):

7. **First Public Hearing** (1 of 2) on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year and to consider a tax rate of \$0.2300 per \$100 assessed valuation.

Presentation:

Town Treasurer Billie Garrett

8. **Public Hearing** (1 of 1) on the proposed budget for fiscal year 2019-2020

Presentation: Town Treasurer Billie Garrett

9. Discussion, consideration and action on appointments to Board of Adjustment

Presentation: Staff

10. Discussion, consideration and action on appointments to the Planning & Zoning Commission

Presentation: Staff

11. Discussion, consideration and action on Cedarcrest Lane paving project change order #1.

Presentation: Mayor Donnelly

12. Discussion, consideration and action on Town Hall-Town property renovations.

Presentation: Deputy Mayor Pro-Tem Joe Dent  
Council Member Anita Nelson

13. Discussion on fiscal year 2019-2020 proposed budget and tax rate

Presentation: Town Treasurer Billie Garrett

14. Citizens comments

15. Council – staff announcements and comments:

- Planning and Zoning Commission meeting on Wednesday, September 11, 2019 at 6:00 p.m. for re-plat application in the general area of Villa Creek.
- Second public hearing on the tax rate, September 16, 2019 at 7:00 p.m.
- Special called meeting to adopt 2019-2020 fiscal year budget and tax rate, September 20, 2019 at 7:00 p.m.

17. 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, Section 551.074 of the Texas Government Code, Personnel, or any other item covered under the code, on any agenda item listed herein.

POSTED THIS THE 30 TH DAY OF AUGUST 2019 AT 4:00 P.M.

*Eileen Kennedy*

Town Secretary

**PUBLIC PARTICIPATION**

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

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

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## UNAPPROVED-NOT FOR PUBLICATION

STATE OF TEXAS  
COUNTY OF DENTON  
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session at 7:00 p.m. July 15, 2019 at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Mike Donnelly  
Scott Whisenhunt  
Joe Dent  
Billie Garrett

Mayor  
Mayor Pro-Tem  
Deputy Mayor Pro-Tem  
Council Member

Council Member Nelson was absent. Also, in attendance were Town Secretary Eileen Kennedy, Assistant Town Secretary Lynn Jones, Police Chief Derrick Watson, and Town Attorney David Berman.

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

Deputy Mayor Pro-Tem Dent gave the invocation and Council Member Garrett led the pledges to the American and Texas flags.

### II. Citizens comments

Phyllis Meyerson, 133 East View Court, voiced concerned about the property on Chinn Chapel Road. Town Attorney Berman replied to Ms. Meyerson that state law preempts the use by right.

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 1, 2019
2. Consideration and action on the 2019 Denton County Interlocal Collection Agreement.
3. Consideration and action on annual payment to Tyler Technologies for Public Safety Suite – Maintenance in the amount of \$3,342.64.

Motion Dent, second Whisenhunt to approve the consent agenda as written.

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

MOTION PASSED

IV, Mayor, Council Members and Staff reports:

4. Mayor and Council

None

5. Public Works and Code Enforcement

Mayor Donnelly commented that Code Enforcement letters had produced some remedy and Brian Shults will be following up on those that have not. The mayor said bid advertisement for Cedarcrest Lane repaving have been published.

6. Administration

Town Secretary Eileen Kennedy announced she would be attending the Denton County Tax entity meeting on July 17.

7. Public Safety

DOVFD reported the 4<sup>th</sup> of July parade and picnic was a huge success. DOPD had nothing to report.

8. Road and Drainage Committee

None

V. New business agenda (consideration and action):

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

Motion Whisenhunt, second Garrett to approve the 2019-2020 health insurance plans as recommended by Rodney Dryden, Wellsprings Insurance.

AYE: Garrett, Dent, Whisenhunt

ABSTAIN: None

NAY: None

MOTION PASSED

10. Discussion, consideration and action on resignation of Council Member Ginger Brittain

Motion Dent, second Whisenhunt to accept the letter resignation from Council Member Ginger Brittain.

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

MOTION PASSED

11. Discussion, consideration and action on process to fill vacant council seat

The consensus of the council is to advertise for the open council seat, accept applications from July 16 – July 31, and invite applicants to attend the August 5<sup>th</sup> council meeting.

12. Discussion, consideration and action on quotes for replacement windows at town hall

Motion Whisenhunt, second Dent to accept the bid from Precision Windows in an amount not to exceed \$1,200.

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

MOTION PASSED

13. Discussion, consideration and action on Town Hall – Town property renovations.

No action

14. Discussion, consideration and action on 2019-2020 proposed fiscal year budget and tax rate

Town Treasurer Billie Garrett projected the 2019-2020 working budget for council and the audience. Each line item was addressed with more adjustments to come in future council meetings.

15. Citizens comments:

None

16. Council – staff announcements and comments:

None

17. Adjournment

With no further business to come before Council, motion Dent, second Whisenhunt, the meeting adjourned at 7:45 p.m.

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Town Secretary

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Mayor

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.716 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON \$100,000 HOME BY APPROXIMATELY \$47.16.**

# NOTICE OF 2019 TAX YEAR PROPOSED PROPERTY TAX RATE FOR TOWN OF DOUBLE OAK

A tax rate of \$0.230000 per \$100 valuation has been proposed by the governing body of TOWN OF DOUBLE OAK. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of TOWN OF DOUBLE OAK proposes to use revenue attributable to the tax rate increase for the purpose of maintenance and operations.

PROPOSED TAX RATE	\$0.230000 per \$100
PRECEDING YEAR'S TAX RATE	\$0.230000 per \$100
EFFECTIVE TAX RATE	\$0.219899 per \$100
ROLLBACK TAX RATE	\$0.237490 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for TOWN OF DOUBLE OAK from the same properties in both the 2018 tax year and the 2019 tax year.

The rollback tax rate is the highest tax rate that TOWN OF DOUBLE OAK may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Michelle French  
Denton County Tax Assessor/Collector Tax Assessor-Collector  
1505 E McKinney Street Denton, TX  
940-349-3500  
[property.tax@dentoncounty.com](mailto:property.tax@dentoncounty.com)  
[tax.dentoncounty.com](http://tax.dentoncounty.com)

You are urged to attend and express your views at the following public hearings on proposed tax rate:

First Hearing: 09/03/2019 7:00 PM at 320 Waketon Road, Double Oak, TX 75077

Second Hearing: 09/16/2019 7:00 PM at 320 Waketon Road, Double Oak, TX 75077

## 2019 - 2020 Proposed budget

	Oct '19 - Sep '20 Proposed Budget
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>400000 · Tax Revenue</b>	
401101 · Current Property Taxes-M & O	1,154,000.00
401201 · Penalty & Interest	2,500.00
401301 · Prior Year Property Taxes	2,000.00
401315 · Sales Taxes	350,000.00
401601 · Franchise-Cross Timbers Water	15,000.00
401701 · Franchise-Cable TV	49,000.00
401801 · Franchise-Electric	93,000.00
401805 · Franchise-Garbage	12,000.00
401811 · Franchise-Gas	12,000.00
401901 · Franchise-Telephone	5,000.00
401912 · Prior Year Carry Over	0.00
<b>Total 400000 · Tax Revenue</b>	<b>1,694,500.00</b>
<b>420000 · Fines and Forfeitures</b>	
420101 · Court Fines	115,000.00
420112 · Court Fees	15,000.00
420113 · Court Forfeitures	0.00
<b>Total 420000 · Fines and Forfeitures</b>	<b>130,000.00</b>
<b>430000 · Licenses and Permits</b>	
430101 · Fences	1,275.00
430102 · Commercial Buildings	0.00
430103 · Oil and Gas Drilling	0.00
430201 · New Homes	4,000.00
430202 · Erosion Control	825.00
430301 · Misc Construction	12,000.00
430401 · Roofs	850.00
430501 · Septic Systems	3,500.00
430601 · Sprinkler Systems	600.00
430701 · Swimming Pools	1,625.00
430801 · Water Wells	0.00
430901 · Plats and Subdivision Fees	0.00
<b>Total 430000 · Licenses and Permits</b>	<b>24,675.00</b>
<b>440000 · Other Revenue</b>	
440101 · Administration Fees	1,500.00
440102 · Animal Control Fees	50.00
440103 · Building Contributions	0.00
440150 · FEMA Revenue	0.00
440160 · Capital Lease Proceeds	0.00

## 2019 - 2020 Proposed budget

	Oct '19 - Sep '20 Proposed Budget
440201 · Interest Income	5,100.00
440203 · Police Dept. Contracts	0.00
440205 · Police Dept. Contributions	0.00
440206 · Police Training Grants	0.00
440210 · Police State Training Funds	0.00
440700 · Insurance Proceeds	0.00
<b>Total 440000 · Other Revenue</b>	<b>6,650.00</b>
440300 · Charges for Services	
440301 · Lien Release	0.00
440401 · Lot Mowing Fees	0.00
440501 · Misc. Income	500.00
440601 · Sewage Service	24,000.00
440701 · Town Hall Rental Fees	0.00
<b>Total 440300 · Charges for Services</b>	<b>24,500.00</b>
440400 · Park Funds	
440401A · Gazebo Funds	0.00
<b>Total 440400 · Park Funds</b>	<b>0.00</b>
440500 · Carry Over from previous year	0.00
<b>Total Income</b>	<b>1,880,325.00</b>
<b>Gross Profit</b>	<b>1,880,325.00</b>
<b>Expense</b>	
510000 · Town Administration	
521000 · Town Salary Adjustments	0.00
521012 · Attorney Fees	30,000.00
521033 · Custodial Services	5,500.00
521041 · Denton Central Appraisal Dist	6,700.00
521050 · Election Expense	3,500.00
521051 · Electricity	5,500.00
521060 · Financial Auditors	9,500.00
521070 · Natural Gas	1,000.00
521073 · Printer Copier	5,000.00
521133 · Ordinance Codification	3,000.00
521160 · Postage	2,000.00
521200 · Tax Billing Expense	1,300.00
521201 · Communications	10,500.00
521220 · Water	2,500.00
521230 · Archive System	5,000.00
530050 · Ambulance Service	29,075.00
6560 · Payroll Expenses	0.00

## 2019 - 2020 Proposed budget

	Oct '19 - Sep '20 Proposed Budget
<b>Total 510000 · Town Administration</b>	<b>120,075.00</b>
<b>520000 · Administrative</b>	
521010 · Advertising	1,200.00
521020 · Bank Charges	100.00
521030 · Cleaning Supplies	0.00
521031 · Computer Supplies/Software	13,000.00
521032 · Council Contingency	52,949.00
521034 · Technology Fund	5,000.00
521074 · Meetings	300.00
521075 · Goodwill	800.00
521076 · Incentive Pay	1,500.00
521090 · General Liability Insurance	3,500.00
521091 · Health/Dental/Life Insurance	15,650.00
521130 · Membership & Dues	1,500.00
521131 · Car Maintenance-Fuel-Travel	0.00
521150 · Office Supplies	6,000.00
521151 · Other Professional Services	10,000.00
521153 · Other Supplies	1,000.00
521161 · Publications & Subscriptions	300.00
521162 · Printing and Copying	500.00
521170 · Payroll Taxes - FICA	11,000.00
521172 · TWC Unemployment Insurance	2,000.00
521190 · Town Secretary Salary	72,100.00
521191 · Longevity Pay-Administration	1,180.00
521192 · Worker's Compensation Ins.	600.00
521194 · Asst Town Secretary Salary	63,860.00
521195 · Overtime	5,000.00
521196 · TMRS-Retirement	10,500.00
521202 · Training Seminars	2,000.00
<b>Total 520000 · Administrative</b>	<b>281,539.00</b>
<b>530000 · Public Works</b>	
521021 · Building Repair/Remodeling	10,000.00
521025 · Building Expenditures	2,000.00
521120 · Lien Filing Expense	100.00
530025 · Mosquito Control Program	150.00
530100 · Animal Control Officer	17,050.00
530101 · Public Works Director Salary	0.00
530102 · Public Works Director TMRS	0.00
530103 · Public Works Director FICA	0.00
530104 · Public Works Director (H/D/L)	0.00

## 2019 - 2020 Proposed budget

	Oct '19 - Sep '20 Proposed Budget
530105 · PW Director (TWC/Unempl Ins)	0.00
530106 · Building Official Overtime	0.00
530110 · Building Inspectors	36,000.00
530111 · Building Inspectors Phone	0.00
530115 · Code Enforcement	0.00
530116 · Code Enforcement Liab Ins-TML	700.00
530125 · Council Discretionary Fund	0.00
530150 · Grounds Maintenance	8,000.00
530151 · Grounds Equipment	0.00
530175 · Equipment Repair/Maintenance	0.00
530180 · Minor Equipment	0.00
530200 · Lot Mowing/Tree Trim Service	10,000.00
530201 · Public Works Training	1,500.00
530202 · Longevity Pay- Public Works	0.00
530203 · Vehicle Payment	0.00
530204 · Vehicle Maintenance	500.00
530205 · Vehicle Fuel	250.00
530206 · Uniforms	0.00
530210 · Membership Dues/Licensing	0.00
530230 · Other Professional Services	5,000.00
530231 · Other Supplies	1,000.00
530235 · Printing	100.00
530240 · Postage	0.00
530245 · Computer Support	2,700.00
530260 · Septic Inspections	5,000.00
530270 · Sewage Services	24,000.00
530271 · Vehicle Reimbursement	0.00
530272 · Incentive Pay	0.00
530273 · Worker's Compensation Ins	0.00
530277 · General Liability Insurance	0.00
530280 · Hazardous Waste Disposal	0.00
531020 · Credit Card Convenience Fee	0.00
531201 · Communications-Cell phone	0.00
<b>Total 530000 · Public Works</b>	<b>124,050.00</b>
<b>540000 · Streets and Drainage</b>	
540019 · Engineering General	35,000.00
540060 · Crack Seal & Potholes	30,000.00
540110 · Current Year Road Repairs	200,000.00
540111 · Prior Year Road Repairs	0.00
540155 · MS4 Stormwater	5,000.00

## 2019 - 2020 Proposed budget

	Oct '19 - Sep '20 Proposed Budget
540177 · Public Works Projects Costs	0.00
540200 · Sign Repair and Replacement	3,000.00
<b>Total 540000 · Streets and Drainage</b>	<b>273,000.00</b>
<b>550000 · Police Department</b>	
550120 · Capital Equipment (Auto)	17,875.00
550135 · Computer Equip/Supplies/SW Main	26,509.00
550140 · Equipment Repair & Maintenance	1,200.00
550145 · Health/Dental/Life Insurance	124,630.00
550219 · Membership Dues	900.00
550220 · Minor Equipment	1,600.00
550240 · Office Supplies	500.00
550248 · Publications	300.00
550249 · External Contracts	6,000.00
550250 · Postage	0.00
550251 · Printing	300.00
550252 · Police Chief Salary	87,410.00
550253 · Police Lt. Salary	77,690.00
550254 · Police Officers' Salary	335,338.00
550255 · Administrative Assistant PD	0.00
550257 · Police Department Overtime	5,000.00
550261 · Criminal Investigations	1,000.00
550262 · General Liability Insurance	8,998.00
550263 · TWC Unemployment Ins	0.00
550264 · Incentive Pay	8,700.00
550271 · Salaries Benefits - FICA	39,573.00
550275 · Salaries Benefits - TMRS	38,176.00
550276 · Human Resources	1,500.00
550277 · Longevity Pay	3,100.00
550278 · Worker's Compensation Ins	14,429.00
550280 · Communications	14,000.00
550281 · Training	6,000.00
550286 · Training Ammo	2,500.00
550290 · Uniforms	5,000.00
550291 · Patrol Equipment	4,800.00
550292 · Community Programs	900.00
550293 · Traffic Management	300.00
550294 · Evidence Room Supplies	500.00
550295 · Goodwill	900.00
550300 · Vehicle Fuel	17,200.00
550400 · Vehicle Repair & Maintenance	13,500.00

## 2019 - 2020 Proposed budget

	Oct '19 - Sep '20 Proposed Budget
<b>Total 550000 · Police Department</b>	<b>866,328.00</b>
<b>560000 · Municipal Court</b>	
560010 · Judges Services	8,500.00
560015 · Jury Services	240.00
560018 · Jail Services	0.00
560020 · Prosecuting Attorney	10,000.00
560025 · Other Professional Services	400.00
560026 · Court Clerk - Salary	54,600.00
560027 · Court Clerk- FICA	4,800.00
560028 · Court Clerk - TMRS	4,600.00
560029 · Court Clerk Ins (H/D/L)	8,000.00
560030 · Court Clerk - Longevity	725.00
560031 · Overtime	5,000.00
560035 · Court Supplies, Equip & S/W Main	3,000.00
560055 · Membership Dues	120.00
560076 · Incentive Pay	600.00
<b>Total 560000 · Municipal Court</b>	<b>100,585.00</b>
<b>570000 · Double Oak Vol. Fire Department</b>	
570010 · DOVFD Capital Equip Contributio	0.00
570020 · DOVFD Operations Contribution	105,000.00
570021 · General Liability Insurance	7,300.00
570022 · Worker's Compensation Ins	2,448.00
<b>Total 570000 · Double Oak Vol. Fire Department</b>	<b>114,748.00</b>
<b>Total Expense</b>	<b>1,880,325.00</b>
<b>Net Ordinary Income</b>	<b>0.00</b>
<b>Net Income</b>	<b>0.00</b>



DATE: 8/21/2019

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

APPLICATION FOR REAPPOINTMENT TO BOARDS/COMMISSION

NAME: ART FLEMING

ADDRESS: 190 HIGHVIEW DRIVE, DOUBLE OAK, TX 75077

HOME PHONE: 972 539 0168 <sup>CELL</sup> WORK PHONE: 214 641 3033

EMAIL ADDRESS: art.t.fleming@gmail.com

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU CURRENTLY SERVE

BOARD/COMMISSION/COMMITTEE

DATES SERVED

BOARD OF ADJUSTMENT

2011 to present

PLANNING AND ZONING COMMISSION

\_\_\_\_\_

ARE YOU WILLING TO BE CONSIDERED FOR REAPPOINTMENT FOR ANOTHER TERM:



YES



NO

AREA OF EXPERTISE, i.e., LONG TIME RESIDENT, REAL ESTATE, ARCHITECT,

ETC. Long time resident (30 yrs), IT professional (retired)

MAIL COMPLETED FORM TO:

TOWN OF SECRETARY  
320 WAKETON ROAD  
DOUBLE OAK, TEXAS 75077

OR FAX / E-MAIL TO:

FAX (972) 539-9613  
E-MAIL town\_secretary@double-oak.com

RECEIVED

AUG 23 2019



DATE: August 20, 2019

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

**APPLICATION FOR REAPPOINTMENT TO BOARDS/COMMISSION**

NAME: Martin (Marty) G. Robbins

ADDRESS: 801 Cross Timbers Dr. Double Oak, TX 75077

HOME PHONE: 972-948-9159 WORK PHONE: \_\_\_\_\_

EMAIL ADDRESS: Martin.G.Robbins@gmail.com

**BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU CURRENTLY SERVE**

**BOARD/COMMISSION/COMMITTEE**

**DATES SERVED**

**BOARD OF ADJUSTMENT**

**PLANNING AND ZONING COMMISSION**

**ARE YOU WILLING TO BE CONSIDERED FOR REAPPOINTMENT FOR ANOTHER TERM:**

☒ YES

☐ NO

**AREA OF EXPERTISE, i.e., LONG TIME RESIDENT, REAL ESTATE, ARCHITECT,**

**ETC.** Resident since 2012, Engineer, Builder, Great Neighbor

**MAIL COMPLETED FORM TO:**

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

**OR FAX / E-MAIL TO:**

**FAX (972) 539-9613  
E-MAIL [town\\_secretary@double-oak.com](mailto:town_secretary@double-oak.com)**

**RECEIVED**

**AUG 20 2019**



DATE: 8.29.19

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

APPLICATION FOR REAPPOINTMENT TO BOARDS/COMMISSION

NAME: Jo Ann Jenkins  
ADDRESS: 120 Tanglewood Ln  
HOME PHONE: 972-816 9218 WORK PHONE: \_\_\_\_\_  
EMAIL ADDRESS: jenkins.jenkins@gmail.com

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU CURRENTLY SERVE

BOARD/COMMISSION/COMMITTEE	DATES SERVED
BOARD OF ADJUSTMENT	_____
PLANNING AND ZONING COMMISSION	_____

ARE YOU WILLING TO BE CONSIDERED FOR REAPPOINTMENT FOR ANOTHER TERM:

☒  
☐

YES

NO

AREA OF EXPERTISE, i.e., LONG TIME RESIDENT, REAL ESTATE, ARCHITECT, ETC. \_\_\_\_\_

MAIL COMPLETED FORM TO:

TOWN OF SECRETARY  
320 WAKETON ROAD  
DOUBLE OAK, TEXAS 75077

OR FAX / E-MAIL TO:

FAX (972) 539-9613  
E-MAIL eileen.kennedy@doubleoak.texas.gov

RECEIVED

AUG 29 2019



DATE: 8/20/2019

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

RECEIVED

AUG 21 2019

APPLICATION FOR REAPPOINTMENT TO BOARDS/COMMISSION

NAME: Robert Gary Goodman

ADDRESS: 131 Trailing Oaks Dr

HOME PHONE: 817-491-3940 WORK PHONE: (cell) 972-904-2425

EMAIL ADDRESS: garyindoubleoak@verizon.net

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU CURRENTLY SERVE

BOARD/COMMISSION/COMMITTEE	DATES SERVED
BOARD OF ADJUSTMENT	
PLANNING AND ZONING COMMISSION	Sept 2014 to Sept 2019

ARE YOU WILLING TO BE CONSIDERED FOR REAPPOINTMENT FOR ANOTHER TERM:

☒ YES

☐ NO

AREA OF EXPERTISE, i.e., LONG TIME RESIDENT, REAL ESTATE, ARCHITECT, ETC. 19 year resident, Chair of P&Z since Mar 2018, Chair of Road and Drainage Committee

MAIL COMPLETED FORM TO: TOWN OF SECRETARY  
320 WAKETON ROAD  
DOUBLE OAK, TEXAS 75077

OR FAX / E-MAIL TO: FAX (972) 539-9613  
E-MAIL town\_secretary@double-oak.com



DATE: 8/21/19

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

RECEIVED

AUG 21 2019

APPLICATION FOR REAPPOINTMENT TO BOARDS/COMMISSION

NAME: Georgette G. Cook

ADDRESS: 170 OAK TRAIL DR

HOME PHONE: (817) 430-1427 WORK PHONE: (214) 801-5587

EMAIL ADDRESS: georgettecook@TX.RR.COM

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU CURRENTLY SERVE

BOARD/COMMISSION/COMMITTEE

DATES SERVED

BOARD OF ADJUSTMENT

\_\_\_\_\_

PLANNING AND ZONING COMMISSION

\_\_\_\_\_

ARE YOU WILLING TO BE CONSIDERED FOR REAPPOINTMENT FOR ANOTHER TERM:



YES



NO

AREA OF EXPERTISE, i.e., LONG TIME RESIDENT, REAL ESTATE, ARCHITECT,

ETC. REALTOR for 30 years, Resident for 32 years

MAIL COMPLETED FORM TO:

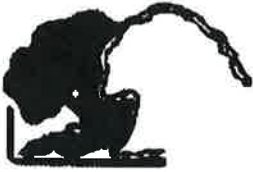
TOWN OF SECRETARY  
320 WAKETON ROAD  
DOUBLE OAK, TEXAS 75077

OR FAX / E-MAIL TO:

FAX (972) 539-9613

E-MAIL [eileen.kennedy@doubleoak.texas.gov](mailto:eileen.kennedy@doubleoak.texas.gov)

Thank you  
😊



DATE: 8-23-19

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

**APPLICATION FOR REAPPOINTMENT TO BOARDS/COMMISSION**

NAME: Martha Holman

ADDRESS: 235 N. Forest Ln. Double Oak, TX

HOME PHONE: 214-215-3585 WORK PHONE: \_\_\_\_\_

EMAIL ADDRESS: marthaholman1@yahoo.com

**BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU CURRENTLY SERVE**

**BOARD/COMMISSION/COMMITTEE**

**DATES SERVED**

~~BOARD OF ADJUSTMENT~~

PLANNING AND ZONING COMMISSION ✓

~ 10 years

**ARE YOU WILLING TO BE CONSIDERED FOR REAPPOINTMENT FOR ANOTHER TERM:**



YES



NO

**AREA OF EXPERTISE, i.e., LONG TIME RESIDENT, REAL ESTATE, ARCHITECT,  
ETC. long time resident, local pharmacist, professional volunteer**

**MAIL COMPLETED FORM TO:**

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

**OR FAX / E-MAIL TO:**

**FAX (972) 539-9613  
E-MAIL town\_secretary@double-oak.com**

**LIVED**

**AUG 23 2019**



DATE: 30 AUG 2019

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

APPLICATION FOR REAPPOINTMENT TO BOARDS/COMMISSION

NAME: WEAVER, ANDREW  
ADDRESS: 203 N. HILL CT, DOUBLE OAK  
HOME PHONE: (214) 532-6832 WORK PHONE: \_\_\_\_\_  
EMAIL ADDRESS: DO.197328@YAHOO.COM

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU CURRENTLY SERVE

BOARD/COMMISSION/COMMITTEE	DATES SERVED
BOARD OF ADJUSTMENT	<u>—</u>
PLANNING AND ZONING COMMISSION	<u>2018—</u>

ARE YOU WILLING TO BE CONSIDERED FOR REAPPOINTMENT FOR ANOTHER TERM:

☒ YES  
☐ NO

AREA OF EXPERTISE, i.e. LONG TIME RESIDENT, REAL ESTATE, ARCHITECT,  
ETC. \_\_\_\_\_

MAIL COMPLETED FORM TO: TOWN OF SECRETARY  
320 WAKETON ROAD  
DOUBLE OAK, TEXAS 75077

OR FAX / E-MAIL TO: FAX (972) 539-9613  
E-MAIL cileen.kennedy@doubleoak.texas.gov

RECEIVED

AUG 30 2019

SKV  
30 AUG 2019



DATE: \_\_\_\_\_

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



### APPLICATION FOR BOARDS/COMMISSIONS

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

NAME: Mike Fickling

ADDRESS: 5301 Chinn Chapel Rd DO TX 75028

CONTACT PHONE: 972-948-0660 EMAIL: mikefickling@verizon.net

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

Retired Paramedic / Firefighter

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES: Rotary Club

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

Emergency Services, publisher / editor for a community newspaper.

REFERENCES: Mike Donnelly, Hal Redburn, Andy Ends

BOARDS/COMMISSIONS/COMMITTEES OF INTEREST:

(1) P+Z (2) Any

MAIL COMPLETED FORM TO: TOWN OF DOUBLE OAK  
TOWN SECRETARY  
320 WAKETON ROAD  
DOUBLE OAK, TEXAS 75077

OR FAX / E-MAIL TO: FAX (972) 539-9613  
EMAIL: [town\\_secretary@double-oak.com](mailto:town_secretary@double-oak.com)



DATE: August 27, 2019

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

**APPLICATION FOR BOARDS/COMMISSIONS**

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

**NAME:** John Jeffrey Hardgrave (please call me Jeff)

**ADDRESS:** 335 Thornhill Cir., Double Oak, TX 75077-7331

**CONTACT PHONE:** 469-261-1662 **EMAIL:** jhardgrave@verizon.net

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

Atmos Pipeline - Texas, Vice President, Operations

**PROFESSIONAL AND/OR COMMUNITY ACTIVITIES:**

Please see attached resume.

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

Please see attached resume.

**REFERENCES:** Wilson Lowell McCracken (low.mac@verizon.net) 972.839-2555 USAF Retired  
Bill Godsey (bill.godsey@geologicenvironmental.com) 903.720.7855 President, Geologic Envir. Svcs.  
Michael Wellbaum (mwellbaum@westraconsultants.com) 817.832-0746 Principal, Westra Consultants

**BOARDS/COMMISSIONS/COMMITTEES OF INTEREST: Check Interest**

**(X) Board of Adjustments ( ) Planning and Zoning**

**MAIL COMPLETED FORM TO:** **TOWN OF DOUBLE OAK  
TOWN SECRETARY  
320 WAKETON ROAD  
DOUBLE OAK, TEXAS 75077**

**OR FAX / E-MAIL TO:** **FAX (972) 539-9613  
EMAIL: [ekennedy@double-oak.com](mailto:ekennedy@double-oak.com) or  
[ljones@double-oak.com](mailto:ljones@double-oak.com)**

**JOHN JEFFREY (JEFF) HARDGRAVE**  
335 Thornhill Circle • Double Oak, TX 75077-7331  
[jhardgrave@verizon.net](mailto:jhardgrave@verizon.net)

Practical executive leader with extensive expertise in operational and service management delivering high performance results in service and revenue. Highly proficient in team building, staff project management/engagement, and problem resolution while orchestrating complex relationships and work environments. Proven ability to identify customer needs and establish solutions within allocated budgets.

Business Reengineering • Consensus Building • Continuous Process Improvement  
Cost Avoidance • Customer Focus • Employee Development & Retention  
Executive Presentations • Financial Management • Operating Infrastructure Management  
Profit & Loss • Project Management • Quality Improvement • Relationship Management

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## **PROFESSIONAL EXPERIENCE**

### **Atmos Energy Corporation, Dallas, Texas • 2004-Present**

Fortune 500, multi-state energy services provider with approximately 5,000 employees.

#### **Vice President, Pipeline Operations (2011 - Present)**

Strategic operations leadership and direction for regulated transmission business of approximately 6,000 miles of high-pressure natural gas transmission pipeline traversing some 90+ Texas counties, including field operations and relationship management with state and federal regulatory and political authorities.

#### **Vice President, Customer Service (2007-2011)**

Executive leadership to establish and spearhead a new customer service strategy and organization responsible for customer contact, revenue and program management work streams. The organization supported 3.2 million customers across 12 states with staff resources of 680 exempt and non-exempt employees, operating on a \$48 million annual operating budget.

#### **Key Accomplishments**

- Lead the start-up and development of a new organization, coordinating and aligning resources and logistics to achieve organization competency and productivity.
- Achieved external distinction and recognition by the American Customer Satisfaction Index (ACSI) ranking with consistent improvements over tenure to attain a first place ranking in the 2011 survey.
- Reduced employee contact center attrition from 39% to 14% annually, while simultaneously improving service levels to average 45 second average speed of answer and overall reduction of call volume.
- Reduced annual write-off to revenues from 0.66% to 0.25% annually, despite extraordinary negative economic conditions.
- Increased customer contributions for energy assistance from \$437K to \$1.2 million annually.
- Consolidated lock box operations reducing float by 2 days and saving \$1.4 million annually.

#### **Vice President, Field Operations (2004-2007)**

Lead the distribution, transmission and storage operations, in 500 cities/83 counties across Texas. Responsible for execution of strategic plan, including but not limited to resource management and tactical plan leading to targeted operating and financial results. Lead the operational assimilation and integration to a new business owner. The division supported 550,000 customers with staff resources of 508 exempt and non-exempt employees, with a \$42 million annual operating and \$10 million capital budget.

**Key Accomplishments**

- Consistently delivered financial and operational results.
- Implemented new business and organizational processes required by the new owner.
- Represented the business as a principal executive on both the marketing and diversity councils.
- Negotiated the acquisition, integration and start-up of a key business support organization from a counter-party delivering enterprise leading results within the first year of operation.
- Reengineered field service to improve/expedite delivery of end use customer service requests.
- Developed field collection performance improvements enhancing business unit performance.

**TXU Corporation, Dallas, Texas • 1978-2004**

Fortune 200, multi-national energy services provider with approximately 11,000 employees.

**Director, Operations (2003-2004)**

Lead the distribution, transmission and storage operations, in 500 cities/83 counties across Texas. Responsible for execution of an annual operating plan, including resource allocations to achieve targeted operating and financial results. The division supported 550,000 customers with staff resources of 508 exempt and non-exempt employees, with a \$38 million operating and \$8-10 million capital budgets.

**Key Accomplishments**

- Consistently delivered financial and operational results.
- Operational lead in marketing and sale of the business unit to 6 prospective owners, managing the operational due diligence processes to close the \$1.9 billion transaction in 105 days.
- Operational lead in marketing and sale of a transmission business unit to 4 prospective owners, managing the operational due diligence processes to close the \$500 million transaction in 60 days.
- Lead the consolidation of the distribution, transmission and storage operations into a single, integrated business unit while reducing costs and eliminating duplicative, inefficient functions toward improved profitability and performance.

**Regional Manager (1997-2002)**

Lead the transmission and storage operations in the Northeast and Metroplex areas, responsible for business performance and resource management.

**Key Accomplishments**

- Consistently delivered financial and operational results.
- Represented the business unit to develop a comprehensive and transformational development of human leadership capital for the TXU enterprise.
- Business unit principal in a strategic team commissioned by the CEO for the long term performance development of the gas business unit.
- Established and lead a leadership initiative (Leadership 2000) for the cultural improvement and engagement of the human capital assigned to the gas business unit.

**(1978-1997)**

Progressed through multiple positions of increasing responsibility/authority including: Business Development Manager, Field Superintendent, Fuel Facilities Coordinator, Assistant Supervisor of Field Metering and Accounting, Production Operator and Compressor Operator.

**EDUCATION & CREDENTIALS**

**Bachelor of Applied Business Administration**  
Dallas Baptist University

**Training, Development & Distinctions**

Executive Leadership Development, Personnel Decisions Incorporated  
Leadership Series, Senn-Delaney  
Lominger Career Architect Certification  
The Leadership Challenge, Tappe Group  
TXU Leadership and Management Development, TXU  
Business Process Improvement, TXU  
TXU Group Mentoring

Authored numerous technical papers for formal presentation and publication by the:  
Human Capital Institute,  
American Gas Association,  
Solution Mining Research Institute,  
American Petroleum Institute, and  
Society of Petroleum Engineers.

TXU Outstanding Leader  
TXU Diversity Champion – TXU 2003

**Volunteer & Community Activities**

Vice President and Treasurer – Oaks of Lake Forest Homeowners Association 2011-2016  
Vice President – Thornhill Estates Homeowners Association – 2018 - Present  
United Way of Metropolitan Dallas – 2015 Advocacy Award  
United Way of Metropolitan Dallas – Community Investment Grant Committee, Panel Chairman  
Volunteer – The Senior Source  
Volunteer – Special Olympics  
Volunteer – Habitat for Humanity

**Technical Skills**

MS Office: Word, Excel, PowerPoint, One Note, Outlook

# CHANGE ORDER #1

PROJECT: Cedarcrest Lane  
 OWNER: Town of Double Oak  
 ENGINEER: Hall Associates, Inc.  
 CONTRACTOR: H D Cook's Rock Solid Inc.  
 DATE: August 23, 2019

The compensation agreed upon in this Change Order is a full, complete, and final payment for all costs the Contractor incurs as a result of or relating to this change, whether said costs are known, unknown, foreseen, or unforeseen at this time, including without limitation, any costs for delay, extended overhead, ripple or impact costs, or any other effect on changed or unchanged work as a result of this change.

## CHANGE ORDER WORK TO BE PERFORMED

SECTION I - CEDARCREST LANE								
Bid Item	Description	Unit	Original Contract Quantity	Quantity Change (+/-)	Final Quantity	Original Unit Price	Revised Unit Price	Total Modified Amount
6	Asphalt Driveway Connection	EA	0.00	33.00	33.00	\$0.00	\$200.00	\$8,800.00
7	6" Base Repair	SF	0.00	1248.00	1248.00	\$0.00	\$8.00	\$11,232.00
8	4" Hot-Mix Asphalt Pavement (IY C)	SF	0.00	1248.00	1248.00	\$0.00	\$4.81	\$6,002.88
SECTION I - CEDARCREST LANE SUBTOTAL:								
								\$23,834.88

CHANGE ORDER #1 SUMMARY			
	Original Contract + Previous Change Orders	Change Order #1	Revised Contract Amount
SECTION II - CEDARCREST LANE	\$130,923.00	\$23,834.88	\$154,757.88
<b>Total</b>	<b>\$130,923.00</b>	<b>\$23,834.88</b>	<b>\$154,757.88</b>

Original Contract Amount	\$130,923.00
Change Order No. 1	\$23,834.88
Net Change in Contract Amount	\$23,834.88
Revised Contract Amount	\$154,757.88
Percent Change in Contract Amount	15.40%
Original Completion Date	October 16, 2019
Net Change in Contract Time	0 Days
New Completion Date	October 16, 2019

Recommended by Engineer:

By: [Signature]  
 Hall Associates, Inc.  
 Date: 8-26-2019

Submitted by Contractor:

By: Jared Cook  
 H D Cook's Rock Solid Inc.  
 Date: 8/26/2019

Recommended by Town:

By: \_\_\_\_\_  
 Town of Double Oak  
 Date: \_\_\_\_\_

8/30/2019

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Town of Double Oak  
Profit & Loss Budget vs. Actual  
October 2018 through September 2019

<b>08-29-19</b>					
Oct '19 - Sep '20					
	Oct '18 - Aug 30' 19	Budget	\$ Over Budget	% of Budget	Proposed Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>400000 · Tax Revenue</b>					
401101 · Current Property Taxes-M & O	1,091,092.24	1,100,000.00	-8,907.76	99.19%	1,154,156.52
401201 · Penalty & Interest	3,797.74	2,500.00	1,297.74	151.91%	2,500.00
401301 · Prior Year Property Taxes	4,340.91	2,000.00	2,340.91	217.05%	2,000.00
401315 · Sales Taxes	307,666.94	320,000.00	-12,333.06	96.15%	350,000.00
401601 · Franchise-Cross Timbers Water	23,051.52	20,000.00	3,051.52	115.26%	15,000.00
401701 · Franchise-Cable TV	45,036.26	49,000.00	-3,963.74	91.91%	49,000.00
401801 · Franchise-Electric	97,892.25	90,000.00	7,892.25	108.77%	93,000.00
401805 · Franchise-Garbage	9,578.42	12,000.00	-2,421.58	79.82%	12,000.00
401811 · Franchise-Gas	13,403.31	10,000.00	3,403.31	134.03%	12,000.00
401901 · Franchise-Telephone	25,646.30	25,000.00	646.30	102.59%	5,000.00
401912 · Prior Year Carry Over	0.00	0.00	0.00	0.0%	0.00
<b>Total 400000 · Tax Revenue</b>	<b>1,621,505.89</b>	<b>1,630,500.00</b>	<b>-8,994.11</b>	<b>99.45%</b>	<b>1,694,656.52</b>
<b>420000 · Fines and Forfeitures</b>					
420101 · Court Fines	106,476.14	110,000.00	-3,523.86	96.8%	115,000.00
420112 · Court Fees	9,571.06	10,000.00	-428.94	95.71%	10,000.00
420113 · Court Forfeitures	0.00	0.00	0.00	0.0%	0.00
<b>Total 420000 · Fines and Forfeitures</b>	<b>116,047.20</b>	<b>120,000.00</b>	<b>-3,952.80</b>	<b>96.71%</b>	<b>125,000.00</b>
<b>430000 · Licenses and Permits</b>					
430101 · Fences	1,020.00	1,275.00	-255.00	80.0%	1,275.00
430102 · Commercial Buildings	6,691.00	0.00	6,691.00	100.0%	0.00
430103 · Oil and Gas Drilling	0.00	0.00	0.00	0.0%	0.00
430201 · New Homes	10,243.75	4,000.00	6,243.75	256.09%	4,000.00
430202 · Erosion Control	0.00	1,650.00	-1,650.00	0.0%	825.00
430301 · Misc Construction	19,703.81	12,000.00	7,703.81	164.2%	12,000.00
430401 · Roofs	170.00	1,530.00	-1,360.00	11.11%	850.00
430501 · Septic Systems	12,220.00	3,500.00	8,720.00	349.14%	3,500.00
430601 · Sprinkler Systems	510.00	600.00	-90.00	85.0%	600.00
430701 · Swimming Pools	3,450.00	1,625.00	1,825.00	212.31%	1,625.00
430801 · Water Wells	0.00	0.00	0.00	0.0%	0.00
430901 · Plats and Subdivision Fees	1,000.00	0.00	1,000.00	100.0%	0.00
<b>Total 430000 · Licenses and Permits</b>	<b>55,008.56</b>	<b>26,180.00</b>	<b>28,828.56</b>	<b>210.12%</b>	<b>24,675.00</b>
<b>440000 · Other Revenue</b>					
440101 · Administration Fees	1,098.25	1,500.00	-401.75	73.22%	1,500.00
440102 · Animal Control Fees	20.00	50.00	-30.00	40.0%	50.00
440103 · Building Contributions	0.00	0.00	0.00	0.0%	0.00
440150 · FEMA Revenue	0.00	0.00	0.00	0.0%	0.00
440160 · Capital Lease Proceeds	0.00	0.00	0.00	0.0%	0.00
440201 · Interest Income	7,346.35	5,100.00	2,246.35	144.05%	5,100.00

8/30/2019

Town of Double Oak  
Profit & Loss Budget vs. Actual  
October 2018 through September 2019

440203 · Police Dept. Contracts	0.00	0.00	0.00	0.0%	0.00
440205 · Police Dept. Contributions	0.00	0.00	0.00	0.0%	0.00
440206 · Police Training Grants	0.00	0.00	0.00	0.0%	0.00
440210 · Police State Training Funds	0.00	0.00	0.00	0.0%	0.00
440700 · Insurance Proceeds	0.00	0.00	0.00	0.0%	0.00
<b>Total 440000 · Other Revenue</b>	<b>8,464.60</b>	<b>6,650.00</b>	<b>1,814.60</b>	<b>127.29%</b>	<b>6,650.00</b>
<b>440300 · Charges for Services</b>					
440301 · Lien Release	572.00	0.00	572.00	100.0%	0.00
440401 · Lot Mowing Fees	0.00	0.00	0.00	0.0%	0.00
440501 · Misc. Income	396.92	500.00	-103.08	79.38%	500.00
440601 · Sewage Service	17,233.31	24,000.00	-6,766.69	71.81%	24,000.00
440701 · Town Hall Rental Fees	0.00	0.00	0.00	0.0%	0.00
<b>Total 440300 · Charges for Services</b>	<b>18,202.23</b>	<b>24,500.00</b>	<b>-6,297.77</b>	<b>74.3%</b>	<b>24,500.00</b>
<b>440400 · Park Funds</b>					
440401A · Gazebo Funds	0.00	0.00	0.00	0.0%	0.00
<b>Total 440400 · Park Funds</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>
<b>440500 · Carry Over from previous year</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>
<b>Total Income</b>	<b>1,819,228.48</b>	<b>1,807,830.00</b>	<b>11,398.48</b>	<b>100.63%</b>	<b>1,875,481.52</b>
<b>Gross Profit</b>	<b>1,819,228.48</b>	<b>1,807,830.00</b>	<b>11,398.48</b>	<b>100.63%</b>	<b>1,875,481.52</b>
<b>Expense</b>					
<b>510000 · Town Administration</b>					
521000 · Town Salary Adjustments	0.00	0.00	0.00	0.0%	0.00
521012 · Attorney Fees	21,523.46	30,000.00	-8,476.54	71.75%	30,000.00
521033 · Custodial Services	4,863.37	4,900.00	-36.63	99.25%	5,500.00
521041 · Denton Central Appraisal Dist	4,899.81	6,350.00	-1,450.19	77.16%	6,700.00
521050 · Election Expense	0.00	3,500.00	-3,500.00	0.0%	3,500.00
521051 · Electricity	3,647.81	5,500.00	-1,852.19	66.32%	5,500.00
521060 · Financial Auditors	9,250.00	9,500.00	-250.00	97.37%	9,500.00
521070 · Natural Gas	931.73	1,000.00	-68.27	93.17%	1,000.00
521073 · Printer Copier	6,353.96	6,000.00	353.96	105.9%	5,000.00
521133 · Ordinance Codification	565.00	1,000.00	-435.00	56.5%	3,000.00
521160 · Postage	1,350.63	2,750.00	-1,399.37	49.11%	2,000.00
521200 · Tax Billing Expense	1,190.00	1,200.00	-10.00	99.17%	1,300.00
521201 · Communications	9,474.82	10,000.00	-525.18	94.75%	10,500.00
521220 · Water	1,553.18	2,300.00	-746.82	67.53%	2,500.00
521230 · Archive System	4,146.00	4,000.00	146.00	103.65%	5,000.00
530050 · Ambulance Service	29,075.00	29,075.00	0.00	100.0%	29,075.00
6560 · Payroll Expenses	0.00	0.00	0.00	0.0%	0.00
<b>Total 510000 · Town Administration</b>	<b>98,824.77</b>	<b>117,075.00</b>	<b>-18,250.23</b>	<b>84.41%</b>	<b>120,075.00</b>
<b>520000 · Administrative</b>					
521010 · Advertising	245.00	1,200.00	-955.00	20.42%	1,200.00
521020 · Bank Charges	-52.91	100.00	-152.91	-52.91%	100.00
521030 · Cleaning Supplies	0.00	0.00	0.00	0.0%	0.00
521031 · Computer Supplies/Software	20,125.52	13,000.00	7,125.52	154.81%	13,000.00

8/30/2019

Town of Double Oak  
Profit & Loss Budget vs. Actual  
October 2018 through September 2019

521032 · Council Contingency	30,367.12	86,000.00	-55,632.88	35.31%	40,920.52
521034 · Technology Fund	11,243.92	12,000.00	-756.08	93.7%	4,000.00
521074 · Meetings	381.93	200.00	181.93	190.97%	300.00
521075 · Goodwill	697.75	800.00	-102.25	87.22%	800.00
521076 · Incentive Pay	0.00	0.00	0.00	0.0%	1,500.00
521090 · General Liability Insurance	3,070.92	2,333.00	737.92	131.63%	2,164.00
521091 · Health/Dental/Life Insurance	10,222.86	8,000.00	2,222.86	127.79%	15,650.00
521130 · Membership & Dues	1,459.00	1,500.00	-41.00	97.27%	1,500.00
521131 · Car Maintenance-Fuel-Travel	0.00	0.00	0.00	0.0%	0.00
521150 · Office Supplies	5,765.87	4,000.00	1,765.87	144.15%	6,000.00
521151 · Other Professional Services	8,948.98	15,000.00	-6,051.02	59.66%	10,000.00
521153 · Other Supplies	777.76	500.00	277.76	155.55%	1,000.00
521161 · Publications & Subscriptions	182.00	300.00	-118.00	60.67%	300.00
521162 · Printing and Copying	280.75	500.00	-219.25	56.15%	500.00
521170 · Payroll Taxes - FICA	8,998.72	10,700.00	-1,701.28	84.1%	11,000.00
521172 · TWC Unemployment Insurance	359.73	2,568.00	-2,208.27	14.01%	2,000.00
521190 · Town Secretary Salary	59,144.19	71,717.00	-12,572.81	82.47%	72,100.00
521191 · Longevity Pay-Administration	1,765.00	1,765.00	0.00	100.0%	1,180.00
521192 · Worker's Compensation Ins.	665.28	568.00	97.28	117.13%	1,644.00
521194 · Asst Town Secretary Salary	54,515.18	63,386.00	-8,870.82	86.01%	63,860.00
521195 · Overtime	3,127.65	5,000.00	-1,872.35	62.55%	5,000.00
521196 · TMRS-Retirement	7,727.83	9,377.00	-1,649.17	82.41%	10,500.00
521202 · Training Seminars	2,793.42	2,000.00	793.42	139.67%	7,000.00
<b>Total 520000 · Administrative</b>	<b>232,813.47</b>	<b>312,514.00</b>	<b>-79,700.53</b>	<b>74.5%</b>	<b>273,218.52</b>
<b>530000 · Public Works</b>					
521021 · Building Repair/Remodeling	19,991.85	53,000.00	-33,008.15	37.72%	10,000.00
521025 · Building Expenditures	110.16	2,000.00	-1,889.84	5.51%	2,000.00
521120 · Lien Filing Expense	32.50	100.00	-67.50	32.5%	100.00
530025 · Mosquito Control Program	0.00	150.00	-150.00	0.0%	150.00
530100 · Animal Control Officer	11,666.37	11,600.00	66.37	100.57%	17,050.00
530101 · Public Works Director Salary	0.00	0.00	0.00	0.0%	0.00
530102 · Public Works Director TMRS	322.60	0.00	322.60	100.0%	0.00
530103 · Public Works Director FICA	0.00	0.00	0.00	0.0%	0.00
530104 · Public Works Director (H/D/L)	0.00	0.00	0.00	0.0%	0.00
530105 · PW Director (TWC/Unempl Ins)	0.00	0.00	0.00	0.0%	0.00
530106 · Building Official Overtime	0.00	0.00	0.00	0.0%	0.00
530110 · Building Inspectors	22,600.00	30,000.00	-7,400.00	75.33%	36,000.00
530111 · Building Inspectors Phone	0.00	0.00	0.00	0.0%	0.00
530115 · Code Enforcement	0.00	0.00	0.00	0.0%	0.00
530116 · Code Enforcement Liab Ins-TML	658.04	523.00	135.04	125.82%	700.00
530125 · Council Discretionary Fund	0.00	0.00	0.00	0.0%	0.00
530150 · Grounds Maintenance	5,450.50	7,000.00	-1,549.50	77.86%	8,000.00
530151 · Grounds Equipment	0.00	0.00	0.00	0.0%	0.00
530175 · Equipment Repair/Maintenance	0.00	0.00	0.00	0.0%	0.00
530180 · Minor Equipment	243.96	500.00	-256.04	48.79%	0.00

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530200 · Lot Mowing/Tree Trim Service	6,350.00	8,000.00	-1,650.00	79.38%	12,000.00
530201 · Public Works Training	580.00	1,500.00	-920.00	38.67%	1,000.00
530202 · Longevity Pay- Public Works	0.00	0.00	0.00	0.0%	0.00
530203 · Vehicle Payment	0.00	0.00	0.00	0.0%	0.00
530204 · Vehicle Maintenance	627.71	500.00	127.71	125.54%	500.00
530205 · Vehicle Fuel	71.26	1,200.00	-1,128.74	5.94%	250.00
530206 · Uniforms	0.00	0.00	0.00	0.0%	0.00
530210 · Membership Dues/Licensing	0.00	0.00	0.00	0.0%	0.00
530230 · Other Professional Services	879.31	6,000.00	-5,120.69	14.66%	2,000.00
530231 · Other Supplies	454.43	1,500.00	-1,045.57	30.3%	1,000.00
530235 · Printing	107.25	100.00	7.25	107.25%	100.00
530240 · Postage	24.70	0.00	24.70	100.0%	0.00
530245 · Computer Support	4,174.69	2,700.00	1,474.69	154.62%	3,000.00
530260 · Septic Inspections	6,015.00	5,000.00	1,015.00	120.3%	5,000.00
530270 · Sewage Services	18,521.33	24,000.00	-5,478.67	77.17%	24,000.00
530271 · Vehicle Reimbursement	0.00	0.00	0.00	0.0%	0.00
530272 · Incentive Pay	0.00	0.00	0.00	0.0%	0.00
530273 · Worker's Compensation Ins	332.66	0.00	332.66	100.0%	0.00
530277 · General Liability Insurance	0.00	0.00	0.00	0.0%	0.00
530280 · Hazardous Waste Disposal	0.00	0.00	0.00	0.0%	0.00
531020 · Credit Card Convenience Fee	0.00	0.00	0.00	0.0%	0.00
531201 · Communications-Cell phone	0.00	0.00	0.00	0.0%	0.00
<b>Total 530000 · Public Works</b>	<b>99,214.32</b>	<b>155,373.00</b>	<b>-56,158.68</b>	<b>63.86%</b>	<b>122,850.00</b>
<b>540000 · Streets and Drainage</b>					
540019 · Engineering General	34,643.65	35,000.00	-356.35	98.98%	35,000.00
540060 · Crack Seal & Potholes	31,356.69	33,000.00	-1,643.31	95.02%	40,000.00
540110 · Current Year Road Repairs	28,931.82	70,000.00	-41,068.18	41.33%	150,000.00
540111 · Prior Year Road Repairs	0.00	0.00	0.00	0.0%	0.00
540155 · MS4 Stormwater	14,450.58	25,000.00	-10,549.42	57.8%	5,000.00
540177 · Public Works Projects Costs	0.00	0.00	0.00	0.0%	0.00
540200 · Sign Repair and Replacement	987.55	3,000.00	-2,012.45	32.92%	3,000.00
<b>Total 540000 · Streets and Drainage</b>	<b>110,370.29</b>	<b>166,000.00</b>	<b>-55,629.71</b>	<b>66.49%</b>	<b>233,000.00</b>
<b>550000 · Police Department</b>					
550120 · Capital Equipment (Auto)	-5,639.00	0.00	-5,639.00	100.0%	58,000.00
550135 · Computer Equip/Supplies/SW Main	40,621.36	45,000.00	-4,378.64	90.27%	26,509.00
550140 · Equipment Repair & Maintenance	529.45	1,200.00	-670.55	44.12%	1,200.00
550145 · Health/Dental/Life Insurance	105,443.26	121,000.00	-15,556.74	87.14%	124,630.00
550219 · Membership Dues	557.09	900.00	-342.91	61.9%	900.00
550220 · Minor Equipment	806.53	1,600.00	-793.47	50.41%	1,600.00
550240 · Office Supplies	291.76	500.00	-208.24	58.35%	500.00
550248 · Publications	177.93	300.00	-122.07	59.31%	300.00
550249 · External Contracts	6,484.65	6,000.00	484.65	108.08%	6,000.00
550250 · Postage	0.00	0.00	0.00	0.0%	0.00
550251 · Printing	197.59	300.00	-102.41	65.86%	300.00

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550252 · Police Chief Salary	79,104.00	85,696.00	-6,592.00	92.31%	87,410.00
550253 · Police Lt. Salary	68,953.92	74,701.00	-5,747.08	92.31%	77,690.00
550254 · Police Officers' Salary	303,043.75	328,600.00	-25,556.25	92.22%	335,338.00
550255 · Administrative Assistant PD	0.00	0.00	0.00	0.0%	0.00
550257 · Police Department Overtime	1,971.74	7,000.00	-5,028.26	28.17%	5,000.00
550261 · Criminal Investigations	626.65	1,000.00	-373.35	62.67%	1,000.00
550262 · General Liability Insurance	10,748.10	8,998.00	1,750.10	119.45%	9,225.00
550263 · TWC Unemployment Ins	0.00	0.00	0.00	0.0%	0.00
550264 · Incentive Pay	8,554.04	8,100.00	454.04	105.61%	8,700.00
550271 · Salaries Benefits - FICA	33,528.38	38,830.00	-5,301.62	86.35%	39,573.00
550275 · Salaries Benefits - TMRS	27,793.45	34,718.00	-6,924.55	80.06%	38,176.00
550276 · Human Resources	75.00	1,500.00	-1,425.00	5.0%	1,500.00
550277 · Longevity Pay	3,395.00	3,475.00	-80.00	97.7%	3,100.00
550278 · Worker's Compensation Ins	13,305.58	14,429.00	-1,123.42	92.21%	22,823.00
550280 · Communications	16,421.95	14,000.00	2,421.95	117.3%	14,000.00
550281 · Training	4,084.57	3,500.00	584.57	116.7%	6,000.00
550286 · Training Ammo	1,632.76	2,500.00	-867.24	65.31%	2,500.00
550290 · Uniforms	6,603.17	4,500.00	2,103.17	146.74%	5,000.00
550291 · Patrol Equipment	4,359.00	4,000.00	359.00	108.98%	4,800.00
550292 · Community Programs	341.69	900.00	-558.31	37.97%	900.00
550293 · Traffic Management	0.00	300.00	-300.00	0.0%	300.00
550294 · Evidence Room Supplies	310.75	500.00	-189.25	62.15%	500.00
550295 · Goodwill	350.00	900.00	-550.00	38.89%	900.00
550300 · Vehicle Fuel	12,464.71	20,000.00	-7,535.29	62.32%	17,200.00
550400 · Vehicle Repair & Maintenance	8,777.64	15,000.00	-6,222.36	58.52%	13,500.00
<b>Total 550000 · Police Department</b>	<b>755,916.47</b>	<b>849,947.00</b>	<b>-94,030.53</b>	<b>88.94%</b>	<b>915,074.00</b>
<b>560000 · Municipal Court</b>					
560010 · Judges Services	4,800.00	7,200.00	-2,400.00	66.67%	8,500.00
560015 · Jury Services	0.00	240.00	-240.00	0.0%	240.00
560018 · Jail Services	0.00	0.00	0.00	0.0%	0.00
560020 · Prosecuting Attorney	5,952.75	10,000.00	-4,047.25	59.53%	10,000.00
560025 · Other Professional Services	0.00	400.00	-400.00	0.0%	400.00
560026 · Court Clerk - Salary	51,028.66	49,263.00	1,765.66	103.58%	54,600.00
560027 · Court Clerk- FICA	4,335.25	4,250.00	85.25	102.01%	4,800.00
560028 · Court Clerk - TMRS	3,541.35	3,745.00	-203.65	94.56%	4,600.00
560029 · Court Clerk Ins (H/D/L)	6,664.56	8,000.00	-1,335.44	83.31%	8,000.00
560030 · Court Clerk - Longevity	295.00	295.00	0.00	100.0%	725.00
560031 · Overtime	3,723.18	6,000.00	-2,276.82	62.05%	5,000.00
560035 · Court Supplies, Equip & S/W Main	2,226.98	3,000.00	-773.02	74.23%	3,000.00
560055 · Membership Dues	0.00	120.00	-120.00	0.0%	120.00
560076 · Incentive Pay	1,384.56	1,500.00	-115.44	92.3%	600.00
<b>Total 560000 · Municipal Court</b>	<b>83,952.29</b>	<b>94,013.00</b>	<b>-10,060.71</b>	<b>89.3%</b>	<b>100,585.00</b>
<b>570000 · Double Oak Vol. Fire Department</b>					
570010 · DOVFD Capital Equip Contributio	0.00	0.00	0.00	0.0%	0.00

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570020 · DOVFD Operations Contribution	78,750.00	105,000.00	-26,250.00	75.0%	100,000.00
570021 · General Liability Insurance	7,457.92	5,460.00	1,997.92	136.59%	5,435.00
570022 · Worker's Compensation Ins	2,328.50	2,448.00	-119.50	95.12%	5,244.00
Total 570000 · Double Oak Vol. Fire Department	88,536.42	112,908.00	-24,371.58	78.42%	110,679.00
Total Expense	1,469,628.03	1,807,830.00	-338,201.97	81.29%	1,875,481.52
Net Ordinary Income	349,600.45	0.00	349,600.45	100.0%	0.00
Net Income	349,600.45	0.00	349,600.45	100.0%	0.00