



**DOUBLE OAK**

Town of Double Oak  
Town Council –Public Meeting

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

Monday, March 6, 2023  
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 AND SILENCE CELL PHONES.*

- 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-Non-Agenda Subjects**

- 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 February 21, 2023. \*

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

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

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

7. Discussion, consideration, and action on a resolution agreeing to accept a grant from the Office of the Governor, Public Safety Office, Criminal Justice Division for body camera and associated components.

Presentation:

Police Chief Ruben Rivas

8. Discussion, consideration, and action on funding and contracting with Denton County Elections for early voting and election day voting for the May 6, 2023, general election.

Presentation: Town Secretary Eileen Kennedy

9. Discussion, consideration, and action on approval of funds for the March 2, 2023 storm damage clean-up.

Presentation: Mayor Mike Donnelly

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

10. Council – staff announcements and comments:

- Eileen Kennedy will celebrate her 17-year anniversary with Double Oak on March 15.
- Randall Anglin will celebrate his 1-year anniversary with Double Oak on March 28.
- Saturday, May 6, 2023, Municipal Election Day.

Seats up for election:

Mayor seat

Two Council seats

Candidates as they will appear on the ballot are:

Patrick Johnson	Mayor
Jean Hillyer	Mayor

Mike Gwartney	Council Member
Ginger Brittain	Council Member
Pat Wellen	Council Member
Lisa Miller	Council Member

11. 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, March 3, 2023, by 5:00 p.m. on:

- 1) Bulletin board located to the right of the front door at Town Hall, 320 Waketon Road, Double Oak, Texas
- 2) On the Town's website (<https://www.doubleoak.texas.gov>)

*Eileen Kennedy*

---

Town Secretary

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

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

# 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. Tuesday, February 21, 2023, at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Mike Donnelly	Mayor
Patrick Johnson	Mayor Pro-Tem
Connie Schoenrade	Deputy Mayor Pro-Tem
Scott Whisenhunt	Council Member
Casey Parsons	Council Member
Jean Hillyer	Council Member

Also in attendance were Town Secretary Eileen Kennedy, Public Services Randall Anglin, and Police Chief Ruben Rivas, and Town Engineer Steve Templer.

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

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

**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 January 17, 2023.
2. Consideration, and action on minutes of February 6, 2023.

Move to approve by Council Member Whisenhunt, seconded by Mayor Pro-Tem Johnson.

Motion carried 4-1-0

AYE: Hillyer, Johnson, Parsons, Whisenhunt  
NAY: Schoenrade  
ABSTAIN: None

## **IV. 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. **Public Hearing** on a request from Laura Anderson to replat 535 Kings Road into two lots.

Mayor Donnelly opened the public hearing at 7:36 p.m.  
Mayor Donnelly closed the public hearing at 7:36 p.m.

9. Discussion, consideration, and action on recommendation from the Planning and Zoning Commission on a request by Laura Anderson to replat 535 Kings Road into two lots.

Move to approve by Council Member Hillyer, seconded by Council Member Parsons.

Motion carried 5-0-0

AYE: Johnson, Whisenhunt, Schoenrade, Hillyer, Parsons  
NAY: None  
ABSTAIN: None

10. Discussion, consideration, and action on a request from All Treasurers Estate Sales for an exception to Chapter 3. (b) (1) (B) Estate Sales Signs: to be placed off premises for a total of 4 estate sale signs off site and 1 at the property on Feb. 23-25<sup>th</sup> 2023.

Move to approve by Council Member Hillyer, seconded by Council Member Parsons.

Motion carried 5-0-0

AYE: Hillyer, Johnson, Whisenhunt, Schoenrade, Parsons  
NAY: None  
ABSTAIN: None

11. Discussion, consideration, and action on presentation, overview, and funds for a Comprehensive Drainage Study and related.

Move to approve by Council Member Hillyer, seconded by Council Member Whisenhunt in an amount not to exceed \$88,099 and to use SLFRF for the project.

Motion carried 5-0-0

AYE: Parsons, Whisenhunt, Johnson, Schoenrade, Hillyer,  
NAY: None  
ABSTAIN: None

12. Discussion, consideration, and action on fiscal year 2022-2023 mill, overlay, and asphalt paving and authorize Town Engineer to proceed with bid process and identify potential funds, and related.

Move to approve by Council Member Hillyer, seconded by Deputy Mayor Pro Tem Schoenrade and authorize the town engineer to go out for bids.

Motion carried 5-0-0

AYE: Schoenrade, Whisenhunt, Parsons, Hillyer, Johnson  
NAY: None  
ABSTAIN: None

13. Discussion, consideration, and action on replacement of workgroup printer.

Move to accept the proposal from Datamax by Council Member Hillyer, seconded by Mayor Pro Tem Johnson.

Motion carried 5-0-0

AYE: Parsons, Whisenhunt, Johnson, Hillyer, Schoenrade  
NAY: None  
ABSTAIN: None

14. Discussion, consideration, and action on addition of names to the flagpole memorial stones and recognition of former Mayor Emeritus Richard (Dick) Cook.

Move to approve by Council Member Parsons, seconded by Council Member Whisenhunt in an amount not to exceed \$1,600.

Motion carried 5-0-0

AYE: Parsons, Whisenhunt, Johnson, Hillyer, Schoenrade  
NAY: None  
ABSTAIN: None

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

None

15. Council – staff announcements and comments:

- Saturday, May 6, 2023, Municipal Election Day.

Seats up for election:

Mayor seat

Two Council seats

First day to file for a place on the ballot was January 18, 2023

Last day to file for a place on the ballot was February 17, 2023, by 5:00 p.m.

Candidates who have filed:

Pat Wellen	Council Member
Jean Hillyer	Mayor
Lisa Miller	Council Member
Patrick Johnson	Mayor
Mike Gwartney	Council Member
Ginger Brittain	Council Member

16. Adjournment

With no further business to come before the Council, motion Hillyer, second Parsons, the meeting was adjourned at 8:41 p.m.

Approved:

---

Mike Donnelly, Mayor

Attest:

---

Eileen Kennedy, Town Secretary



2:26 PM

03/03/23

Accrual Basis

Town of Double Oak

**Profit & Loss Budget vs. Actual**

October 2022 through September 2023

4

	Oct '22 - Sep 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>400000 · Tax Revenue</b>				
401101 · Current Property Taxes-M & O	1,171,201.02	1,235,201.96	-64,000.94	94.8%
401201 · Penalty & Interest	592.85	2,500.00	-1,907.15	23.7%
401301 · Prior Year Property Taxes	926.61	2,000.00	-1,073.39	46.3%
401315 · Sales Taxes	229,971.97	650,000.00	-420,028.03	35.4%
401601 · Franchise-Cross Timbers Water	18,715.75	24,000.00	-5,284.25	78.0%
401701 · Franchise-Cable TV	16,411.65	35,000.00	-18,588.35	46.9%
401801 · Franchise-Electric	137,129.32	95,000.00	42,129.32	144.3%
401805 · Franchise-Garbage	7,181.89	13,000.00	-5,818.11	55.2%
401811 · Franchise-Gas	22,715.79	17,000.00	5,715.79	133.6%
401901 · Franchise-Telephone	364.15	500.00	-135.85	72.8%
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%
<b>Total 400000 · Tax Revenue</b>	<b>1,605,211.00</b>	<b>2,074,201.96</b>	<b>-468,990.96</b>	<b>77.4%</b>
<b>420000 · Fines and Forfeitures</b>				
420101 · Court Fines	41,190.45	120,000.00	-78,809.55	34.3%
420113 · Court Forfeitures	0.00	0.00	0.00	0.0%
420000 · Fines and Forfeitures - Other	0.00	0.00	0.00	0.0%
<b>Total 420000 · Fines and Forfeitures</b>	<b>41,190.45</b>	<b>120,000.00</b>	<b>-78,809.55</b>	<b>34.3%</b>
<b>430000 · Licenses and Permits</b>				
430101 · Fences	595.00	1,275.00	-680.00	46.7%
430102 · Commercial Buildings	0.00	6,000.00	-6,000.00	0.0%
430103 · Oil and Gas Drilling	0.00	0.00	0.00	0.0%
430201 · New Homes	0.00	3,000.00	-3,000.00	0.0%
430202 · Erosion Control	0.00	0.00	0.00	0.0%
430301 · Misc Construction	12,760.00	23,000.00	-10,240.00	55.5%
430401 · Roofs	2,010.00	1,275.00	735.00	157.6%
430501 · Septic Systems	3,350.00	5,000.00	-1,650.00	67.0%
430601 · Sprinkler Systems	255.00	500.00	-245.00	51.0%
430701 · Swimming Pools	325.00	2,000.00	-1,675.00	16.3%
430801 · Water Wells	0.00	0.00	0.00	0.0%
430901 · Plats and Subdivision Fees	500.00	0.00	500.00	100.0%
<b>Total 430000 · Licenses and Permits</b>	<b>19,995.00</b>	<b>42,050.00</b>	<b>-22,055.00</b>	<b>47.6%</b>
<b>440000 · Other Revenue</b>				
440101 · Administration Fees	406.76	1,000.00	-593.24	40.7%
440102 · Animal Control Fees	0.00	0.00	0.00	0.0%
440103 · Building Contributions	0.00	0.00	0.00	0.0%
440150 · FEMA Revenue	0.00	0.00	0.00	0.0%
440160 · Capital Lease Proceeds	0.00	0.00	0.00	0.0%
440201 · Interest Income	28,305.98	9,500.00	18,805.98	298.0%
440203 · Police Dept. Contracts	0.00	0.00	0.00	0.0%
440205 · Police Dept. Contributions	0.00	0.00	0.00	0.0%
440206 · Police Training Grants	0.00	0.00	0.00	0.0%
440210 · Police State Training Funds	0.00	0.00	0.00	0.0%
440700 · Insurance Proceeds	0.00	0.00	0.00	0.0%
<b>Total 440000 · Other Revenue</b>	<b>28,712.74</b>	<b>10,500.00</b>	<b>18,212.74</b>	<b>273.5%</b>



2:26 PM

03/03/23

Accrual Basis

Town of Double Oak

**Profit & Loss Budget vs. Actual**

October 2022 through September 2023

	Oct '22 - Sep 23	Budget	\$ Over Budget	% of Budget
<b>440300 · Charges for Services</b>				
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	0.00	250.00	-250.00	0.0%
440601 · Sewage Service	8,135.46	25,000.00	-16,864.54	32.5%
440701 · Town Hall Rental Fees	0.00	0.00	0.00	0.0%
<b>Total 440300 · Charges for Services</b>	<b>8,141.46</b>	<b>25,250.00</b>	<b>-17,108.54</b>	<b>32.2%</b>
<b>440400 · Park Funds</b>				
440401A · Gazebo Funds	0.00	0.00	0.00	0.0%
<b>Total 440400 · Park Funds</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</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>Total Income</b>	<b>1,703,250.65</b>	<b>2,272,001.96</b>	<b>-568,751.31</b>	<b>75.0%</b>
<b>Gross Profit</b>	<b>1,703,250.65</b>	<b>2,272,001.96</b>	<b>-568,751.31</b>	<b>75.0%</b>
<b>Expense</b>				
<b>510000 · Town Administration</b>				
521000 · Town Salary Adjustments	0.00	0.00	0.00	0.0%
521012 · Attorney Fees	8,689.89	25,000.00	-16,310.11	34.8%
521033 · Custodial Services	2,509.98	5,500.00	-2,990.02	45.6%
521041 · Denton Central Appraisal Dist	1,768.74	8,237.00	-6,468.26	21.5%
521050 · Election Expense	0.00	4,500.00	-4,500.00	0.0%
521051 · Electricity	2,219.73	6,500.00	-4,280.27	34.1%
521060 · Financial Auditors	12,000.00	10,000.00	2,000.00	120.0%
521070 · Natural Gas	777.26	2,000.00	-1,222.74	38.9%
521073 · Printer Copier	2,058.95	6,000.00	-3,941.05	34.3%
521133 · Ordinance Codification	395.00	1,500.00	-1,105.00	26.3%
521160 · Postage	919.70	3,000.00	-2,080.30	30.7%
521200 · Tax Billing Expense	1,256.00	1,500.00	-244.00	83.7%
521201 · Communications	3,230.97	11,000.00	-7,769.03	29.4%
521220 · Water	617.64	2,500.00	-1,882.36	24.7%
521230 · Archive System	0.00	5,000.00	-5,000.00	0.0%
521250 · Outdoor Siren	0.00	0.00	0.00	0.0%
530050 · Ambulance Service	29,075.00	29,075.00	0.00	100.0%
<b>Total 510000 · Town Administration</b>	<b>65,787.76</b>	<b>121,312.00</b>	<b>-55,524.24</b>	<b>54.2%</b>
<b>520000 · Administrative</b>				
521010 · Advertising	29.10	2,000.00	-1,970.90	1.5%
521020 · Bank Charges	-67.74	100.00	-167.74	-67.7%
521030 · Cleaning Supplies	0.00	0.00	0.00	0.0%
521031 · Computer Supplies/Software	11,833.30	25,000.00	-13,166.70	47.3%
521032 · Council Contingency	300.00	849.00	-549.00	35.3%
521034 · Technology Fund	1,798.53	3,500.00	-1,701.47	51.4%
521074 · Meetings	0.00	150.00	-150.00	0.0%
521075 · Goodwill	39.96	500.00	-460.04	8.0%
521076 · Incentive Pay	634.59	1,500.00	-865.41	42.3%
521090 · General Liability Insurance	2,949.58	5,513.20	-2,563.62	53.5%
521091 · Health/Dental/Life Insurance	7,844.70	17,069.04	-9,224.34	46.0%
521130 · Membership & Dues	525.00	1,500.00	-975.00	35.0%
521131 · Car Maintenance-Fuel-Travel	0.00	0.00	0.00	0.0%
521150 · Office Supplies	1,358.46	6,000.00	-4,641.54	22.6%
521151 · Other Professional Services	380.00	2,200.00	-1,820.00	17.3%
521153 · Other Supplies	260.19	650.00	-389.81	40.0%

**Profit & Loss Budget vs. Actual**

October 2022 through September 2023

	Oct '22 - Sep 23	Budget	\$ Over Budget	% of Budget
521161 · Publications & Subscriptions	119.00	200.00	-81.00	59.5%
521162 · Printing and Copying	46.26	450.00	-403.74	10.3%
521170 · Payroll Taxes - FICA	6,316.98	12,580.05	-6,263.07	50.2%
521172 · TWC Unemployment Insurance	115.77	2,400.00	-2,284.23	4.8%
521190 · Town Secretary Salary	34,931.60	82,565.60	-47,634.00	42.3%
521191 · Longevity Pay-Administration	1,540.00	1,540.00	0.00	100.0%
521192 · Worker's Compensation Ins.	645.12	891.60	-246.48	72.4%
521194 · Asst Town Secretary Salary	31,497.41	73,839.53	-42,342.12	42.7%
521195 · Overtime	2,901.58	5,000.00	-2,098.42	58.0%
521196 · TMRS-Retirement	5,355.86	14,149.24	-8,793.38	37.9%
521202 · Training Seminars	1,220.00	2,000.00	-780.00	61.0%
<b>Total 520000 · Administrative</b>	<b>112,575.31</b>	<b>262,147.26</b>	<b>-149,571.95</b>	<b>42.9%</b>
<b>530000 · Public Works</b>				
521021 · Building Repair/Remodeling	9,886.45	0.00	9,886.45	100.0%
521025 · Building Expenditures	0.00	2,000.00	-2,000.00	0.0%
521120 · Lien Filing Expense	0.00	100.00	-100.00	0.0%
530025 · Mosquito Control Program	0.00	200.00	-200.00	0.0%
530100 · Animal Control Officer	6,843.75	18,000.00	-11,156.25	38.0%
530101 · Public Works Director Salary	30,355.82	71,750.00	-41,394.18	42.3%
530102 · Public Works Director TMRS	2,974.14	6,229.03	-3,254.89	47.7%
530103 · Public Works Director FICA	2,179.19	5,538.22	-3,359.03	39.3%
530104 · Public Works Director (H/D/L)	6,002.43	13,077.36	-7,074.93	45.9%
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	18,000.00	0.00	18,000.00	100.0%
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	632.05	1,181.40	-549.35	53.5%
530125 · Council Discretionary Fund	0.00	0.00	0.00	0.0%
530150 · Grounds Maintenance	4,610.94	9,000.00	-4,389.06	51.2%
530151 · Grounds Equipment	0.00	0.00	0.00	0.0%
530175 · Equipment Repair/Maintenance	0.00	0.00	0.00	0.0%
530180 · Minor Equipment	361.47	0.00	361.47	100.0%
530200 · Lot Mowing/Tree Trim Service	1,295.38	5,500.00	-4,204.62	23.6%
530201 · Public Works Training	0.00	2,500.00	-2,500.00	0.0%
530202 · Longevity Pay- Public Works	45.00	45.00	0.00	100.0%
530203 · Vehicle Payment	0.00	0.00	0.00	0.0%
530204 · Vehicle Maintenance	349.70	750.00	-400.30	46.6%
530205 · Vehicle Fuel	187.60	2,000.00	-1,812.40	9.4%
530206 · Uniforms	0.00	0.00	0.00	0.0%
530210 · Membership Dues/Licensing	75.00	500.00	-425.00	15.0%
530230 · Other Professional Services	718.68	2,000.00	-1,281.32	35.9%
530231 · Other Supplies	0.00	1,000.00	-1,000.00	0.0%
530235 · Printing	0.00	200.00	-200.00	0.0%
530240 · Postage	0.00	0.00	0.00	0.0%
530245 · Computer Support	3,088.66	12,290.00	-9,201.34	25.1%
530250 · Health Inspector	750.00	2,500.00	-1,750.00	30.0%
530260 · Septic Inspections	2,880.00	5,000.00	-2,120.00	57.6%
530270 · Sewage Services	7,549.91	25,000.00	-17,450.09	30.2%
530271 · Vehicle Reimbursement	0.00	0.00	0.00	0.0%
530272 · Incentive Pay	253.77	600.00	-346.23	42.3%
530273 · Worker's Compensation Ins	322.56	445.80	-123.24	72.4%
530277 · General Liability Insurance	0.00	0.00	0.00	0.0%
530280 · Hazardous Waste Disposal	0.00	0.00	0.00	0.0%
530650 · Public Works-Cell phone	592.21	500.00	92.21	118.4%

**Profit & Loss Budget vs. Actual**

October 2022 through September 2023

	Oct '22 - Sep 23	Budget	\$ Over Budget	% of Budget
531020 · Credit Card Convenience Fee	0.00	0.00	0.00	0.0%
531201 · Weather Siren	0.00	785.00	-785.00	0.0%
<b>Total 530000 · Public Works</b>	<b>99,954.71</b>	<b>188,691.81</b>	<b>-88,737.10</b>	<b>53.0%</b>
540000 · Streets and Drainage				
540019 · Engineering General	6,837.35	50,000.00	-43,162.65	13.7%
540060 · Crack Seal & Potholes	460.14	35,000.00	-34,539.86	1.3%
540110 · Current Year Road Repairs	0.00	200,000.00	-200,000.00	0.0%
540111 · Prior Year Road Repairs	0.00	0.00	0.00	0.0%
540155 · MS4 Stormwater	0.00	7,500.00	-7,500.00	0.0%
540177 · Public Works Projects Costs	0.00	0.00	0.00	0.0%
540200 · Sign Repair and Replacement	0.00	2,000.00	-2,000.00	0.0%
<b>Total 540000 · Streets and Drainage</b>	<b>7,297.49</b>	<b>294,500.00</b>	<b>-287,202.51</b>	<b>2.5%</b>
550000 · Police Department				
550120 · Capital Equipment (Auto)	0.00	0.00	0.00	0.0%
550135 · Computer Equip/Supplies/SW Main	11,857.57	41,500.00	-29,642.43	28.6%
550140 · Equipment Repair & Maintenance	0.00	1,000.00	-1,000.00	0.0%
550145 · Health/Dental/Life Insurance	40,346.27	126,276.84	-85,930.57	32.0%
550219 · Membership Dues	0.00	500.00	-500.00	0.0%
550220 · Minor Equipment	334.26	1,000.00	-665.74	33.4%
550230 · Other Professional Services	0.00	100.00	-100.00	0.0%
550240 · Office Supplies	205.48	700.00	-494.52	29.4%
550248 · Publications	0.00	400.00	-400.00	0.0%
550249 · External Contracts	865.00	5,000.00	-4,135.00	17.3%
550250 · Postage	0.00	0.00	0.00	0.0%
550251 · Printing	84.00	900.00	-816.00	9.3%
550252 · Police Chief Salary	42,349.45	100,098.70	-57,749.25	42.3%
550253 · Police Asst. Chief Salary	37,640.02	88,967.35	-51,327.33	42.3%
550254 · Police Officers' Salary	135,951.51	513,517.56	-377,566.05	26.5%
550255 · Administrative Assistant PD	0.00	0.00	0.00	0.0%
550256 · Crossing Guard	2,585.66	4,000.00	-1,414.34	64.6%
550257 · Police Department Overtime	4,309.42	5,000.00	-690.58	86.2%
550261 · Criminal Investigations	0.00	2,000.00	-2,000.00	0.0%
550262 · General Liability Insurance	10,323.51	19,296.20	-8,972.69	53.5%
550263 · TWC Unemployment Ins	0.00	0.00	0.00	0.0%
550264 · Incentive Pay	3,142.14	9,600.00	-6,457.86	32.7%
550271 · Salaries Benefits - FICA	16,642.51	55,349.94	-38,707.43	30.1%
550275 · Salaries Benefits - TMRS	18,636.37	61,909.90	-43,273.53	30.1%
550276 · Human Resources	1,790.27	1,500.00	290.27	119.4%
550277 · Longevity Pay	1,860.00	2,345.00	-485.00	79.3%
550278 · Worker's Compensation Ins	12,902.40	17,832.00	-4,929.60	72.4%
550280 · Communications	2,110.81	14,000.00	-11,889.19	15.1%
550281 · Training	3,502.80	15,000.00	-11,497.20	23.4%
550286 · Training Ammo	74.95	5,000.00	-4,925.05	1.5%
550290 · Uniforms	6,245.00	24,000.00	-17,755.00	26.0%
550291 · Patrol Equipment	22,438.00	7,000.00	15,438.00	320.5%
550292 · Community Programs	3,046.00	3,000.00	46.00	101.5%
550293 · Traffic Management	0.00	100.00	-100.00	0.0%
550294 · Evidence Room Supplies	0.00	100.00	-100.00	0.0%
550295 · Goodwill	913.56	1,000.00	-86.44	91.4%
550300 · Vehicle Fuel	5,295.57	30,000.00	-24,704.43	17.7%
550400 · Vehicle Repair & Maintenance	1,010.41	10,000.00	-8,989.59	10.1%
<b>Total 550000 · Police Department</b>	<b>386,462.94</b>	<b>1,167,993.49</b>	<b>-781,530.55</b>	<b>33.1%</b>

2:26 PM

03/03/23

Accrual Basis

Town of Double Oak

**Profit & Loss Budget vs. Actual**

October 2022 through September 2023

	Oct '22 - Sep 23	Budget	\$ Over Budget	% of Budget
<b>560000 · Municipal Court</b>				
560010 · Judges Services	2,200.00	10,000.00	-7,800.00	22.0%
560015 · Jury Services	0.00	240.00	-240.00	0.0%
560018 · Jail Services	1,480.00	0.00	1,480.00	100.0%
560020 · Prosecuting Attorney	2,451.25	10,000.00	-7,548.75	24.5%
560025 · Other Professional Services	340.00	480.00	-140.00	70.8%
560026 · Court Clerk - Salary	27,969.76	65,820.78	-37,851.02	42.5%
560027 · Court Clerk- FICA	2,388.12	5,632.37	-3,244.25	42.4%
560028 · Court Clerk - TMRS	2,869.52	6,334.93	-3,465.41	45.3%
560029 · Court Clerk Ins (H/D/L)	3,931.20	8,534.52	-4,603.32	46.1%
560030 · Court Clerk - Longevity	905.00	905.00	0.00	100.0%
560031 · Overtime	1,779.75	6,000.00	-4,220.25	29.7%
560035 · Court Supplies, Equip & S/W Main	6,512.73	6,000.00	512.73	108.5%
560055 · Membership Dues	0.00	0.00	0.00	0.0%
560076 · Incentive Pay	380.71	900.00	-519.29	42.3%
<b>Total 560000 · Municipal Court</b>	<b>53,208.04</b>	<b>120,847.60</b>	<b>-67,639.56</b>	<b>44.0%</b>
<b>570000 · Double Oak Vol. Fire Department</b>				
570010 · DOVFD Capital Equip Contributio	0.00	0.00	0.00	0.0%
570020 · DOVFD Operations Contribution	25,000.00	100,000.00	-75,000.00	25.0%
570021 · General Liability Insurance	7,163.26	13,389.20	-6,225.94	53.5%
570022 · Worker's Compensation Ins	2,257.92	3,120.60	-862.68	72.4%
<b>Total 570000 · Double Oak Vol. Fire Departm...</b>	<b>34,421.18</b>	<b>116,509.80</b>	<b>-82,088.62</b>	<b>29.5%</b>
<b>Total Expense</b>	<b>759,707.43</b>	<b>2,272,001.96</b>	<b>-1,512,294.53</b>	<b>33.4%</b>
<b>Net Ordinary Income</b>	<b>943,543.22</b>	<b>0.00</b>	<b>943,543.22</b>	<b>100.0%</b>
<b>Net Income</b>	<b>943,543.22</b>	<b>0.00</b>	<b>943,543.22</b>	<b>100.0%</b>

Town of Double Oak  
**Balance Sheet**  
As of September 30, 2023

	Sep 30, 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
102302 · Independent Bank Money Market	2,754,454.16
102303 · Independent Bank Checking	554,007.64
102304 · Police Leose Training Fund	871.10
102306 · John B. Wright Memorial Fund	570.75
102307 · DO Police Dept Chapter 59	8.84
102400 · Petty Cash	499.21
102450 · DATCU	3,280.21
106101 · Certificate of Deposit	428,102.12
Total Checking/Savings	3,741,794.03
Accounts Receivable	
106100 · Accounts Receivable	19,134.04
Total Accounts Receivable	19,134.04
Other Current Assets	
104100 · Bartonville Water Certificate	2,000.00
106150 · Interest Receivable	280.95
106400 · Employee Receivables	744.99
106700 · Property Taxes Receivable	19,263.24
106900 · Prepaid Costs	32,274.55
Total Other Current Assets	54,563.73
Total Current Assets	3,815,491.80
<b>TOTAL ASSETS</b>	<b>3,815,491.80</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
202000 · Accounts Payable	9,802.85
Total Accounts Payable	9,802.85
Other Current Liabilities	
106300 · Allowance for Uncoll Taxes	19,263.24
200000 · Payroll Liabilities	
202507- · Dependant Health Care Cover...	-779.30
202508- · AFLAC Deduction	-358.74
202509 · Child Support Withholding Or...	111.85
202513 · Vision Insurance	385.92
202516 · Dependent Life Insurance	-68.31
200000 · Payroll Liabilities - Other	-131.52
Total 200000 · Payroll Liabilities	-840.10

Town of Double Oak  
**Balance Sheet**  
As of September 30, 2023

	Sep 30, 23
200504 · Town Hall Reservation Deposits	500.00
201250 · Cr Card Fees/Collection Charges	270.80
202250 · Town Hall Renovations	200.00
202501 · Court Fees & Fines Due State	18,209.21
202502 · Technology Fees	4,227.23
202503 · Court Security Fees	17,725.32
202504 · Police LEOSE Training Account	8.59
202506 · Child Safety Fund	3,943.29
202511 · Omnibase Fees Due	146.68
202512 · Court Collections	-785.81
202760 · Time Payment Reimbursement F...	208.79
203002 · Park Fund Account	219.78
203006 · CLFRF - SLFRF Funds	374,047.19
203060 · Waketon Road Reconstruction	27,650.59
203090 · Waketon Road-Town of Double ...	-27,650.29
2050000 · Accrued Payroll	26,301.77
205555 · Police Grants	347.25
206250 · Sewer System Maintenance	10,474.15
206500 · Police-Chapter 59	8.84
208000 · Golf Tournament	44.85
<b>Total Other Current Liabilities</b>	<b>474,521.37</b>
<b>Total Current Liabilities</b>	<b>484,324.22</b>
<b>Total Liabilities</b>	<b>484,324.22</b>
<b>Equity</b>	
3000 · Fund Balances	885,986.45
3100 · Town Contingency	150,000.00
3125 · Town 50th Anniversary Fund	10,000.00
3150 · Stormwater Structures Fund	100,000.00
3200 · Road Contingency	150,000.00
3250 · Denton County Bond Project Fund	190,000.00
3450 · Town Hall Technology Fund	100,000.00
3550 · TCEQ MS4 (5-year) Fund	25,000.00
3600 · Street and Drainage Fund	450,000.00
3800 · Police Vehicle Fund	110,000.00
3850 · Police Body Camera Project Fund	40,000.00
3900 · Retained Earnings	176,637.91
et Income	943,543.22
<b>Total Equity</b>	<b>3,331,167.58</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>3,815,491.80</b>

**RESOLUTION NO. 23-02**

**WHEREAS**, The **Town Council** finds it in the best interest of the citizens of **Double Oak**, that the **Body Worn Video Cameras** be operated for the **2023**; and

**WHEREAS**, **Double Oak Town Council** agrees to provide matching funds not to exceed 25% of the cost plus any associated cost to make such application for the said project as required by the **office of the Governor, Public Safety Office, Criminal Justice Division** grant application; and

**WHEREAS**, **Town Council** agrees that in the event of loss or misuse of the Office of the Governor funds, **Double Oak Town Council** assures that the funds will be returned to the Office of the Governor in full.

**WHEREAS**, **Double Oak Town Council** designates **the Chief of Police** as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that **the Double Oak Town Council** approves submission of the grant application for the **Body Worn Video Cameras** to the Office of the Governor.

Passed and Approved this \_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_

Signed by:

Grant Number: **4395801**