



DOUBLE OAK

Town of Double Oak
Town Council – Public Meeting

Double Oak Town Hall
320 Waketon Road, Double Oak
TX 75077
Monday, April 5, 2021
7:00 p.m.

The town's online public meetings can be viewed online during the meeting.
Facebook Live on the [facebook.com/doubleoaktx/](https://www.facebook.com/doubleoaktx/) (*Anonymous viewing*)

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

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

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

II. Citizens comments

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

1. Consideration on minutes from the March 15, 2021 meeting.

IV. Mayor, Council Members and Staff reports:

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

V. New business agenda (consideration and action):

8. Discussion, consideration, and action on Republic Services Household Hazardous Waste/E-Waste Event.

Presentation:

Republic Services Jeri Harwell

9. Discussion, consideration, and action on an outdoor weather warning siren.

Presentation: Mayor Donnelly

10. Discussion, consideration, and action on filling a vacancy on the Planning and Zoning Commission.

Presentation: Town Secretary Eileen Kennedy

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

Presentation: Town Secretary Eileen Kennedy

12. Council – staff announcements and comments:

- The Double Oak candidate forum will take place at Town Hall, Wednesday April 14, 2021 at 7:00 p.m. Town Hall will open at 6:00 p.m. for a meet and greet with the candidates.

- May 1, 2021 Municipal Election Day

The following candidates will appear on the ballot:

MAYOR

Von Beougher

COUNCIL MEMBER (2 SEATS)

Patrick Johnson

Scott Whisenhunt

Casey Garrison Parsons

- Double Oak Town Hall will be an early voting and election day voting site.

13. Adjournment

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

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

I certify that the above notice of meeting was posted by Thursday, April 1, 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>)

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.

UNAPPROVED-NOT FOR PUBLICATION

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular at 7:00 p.m. March 15, 2021 with the following members present to-wit:

Mike Donnelly	Mayor
Joe Dent	Mayor Pro-Tem
Billie Garrett	Deputy Mayor Pro-Tem
Von Beougher	Council Member

Council Members Scott Whisenhunt and Anita Nelson were absent. Also, in attendance were Town Secretary Eileen Kennedy, and Police Chief Ruben Rivas.

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

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

II. Citizens comments

None

At this time, Mayor Donnelly recognized longtime Double Oak residents Mark and Peggy Rose. The Double Oak Volunteer Fire Department gave the Rose's with DOVFD caps. Deputy Mayor Pro-Tem Garrett presented the Rose's with a Double Oak street sign, a throw, and framed proclamation.

The Mayor declared Monday, March 15, 2021 as Mark and Peggy Rose Appreciation Day.

Congratulations were also extended to Town Secretary Eileen Kennedy on her 15-year anniversary with the Town.

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

1. Consideration on minutes from the March 1, 2021 meeting.
2. Consideration on Joint Election Agreement and Contract for May 1, 2021 General Election services with Denton County.

Motion Beougher, second Dent to approve the consent agenda as presented

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

Motion carried

IV. Mayor, Council Members and Staff reports:

2. Mayor and Council – Mayor Pro-Tem Dent reported Atmos Gas was researching capacity for a gas generation for Town Hall and fire station.

3. Public Works - Code Enforcement – Animal Control –

Public Works – several potholes had been filled

Code Enforcement - a few letters were mailed with two cleared.

Animal Control – the Mayor commented that Kerry Payne, North Texas Animal Control Authority, is doing a good job picking up dead animals.

4. Engineering - None

5. Administration

Town Secretary Eileen Kennedy reported that Town Hall will be an early voting and election day site for the May 1, 2021 General Election.

6. Public Safety

Mayor Donnelly acknowledged the DOPD for their assistance during the February winter storm event.

7. Roads and Drainage Committee - None

V. New business agenda (consideration and action):

8. Review of March 2021 Y-T-D Financial Report

Town Treasurer Billie Garrett discussed the year-to-date Profit & Loss and Balance Sheet that was in the agenda packet.

No action was taken.

9. Discussion on Public Works and Town Engineer Department Items.

Roads & Drainage Chair Dr. Gary Goodman made comments on the committee's report of roads in town needing crack seal and/or repairs. The report was included in the agenda packet.

Town Engineer Steve Templer, Halff Associates, gave an update on the Waketon Road Reconstruction Project. Mr. Templer reported the pre-bid meeting will be on March 24, 2021 with bid opening April 7, 2021. Mr. Templer also reported that all the utility relocations had been completed.

No action was taken.

10. Council – staff announcements and comments:

- Double Oak Women’s Club Easter Egg Hunt
Double Oak Town Hall
Saturday, April 3, 2021, 10:00am
- May 1, 2021 municipal election day

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

MAYOR
Von Beougher

COUNCIL MEMBER (2 SEATS)
Patrick Johnson
Scott Whisenhunt
Casey Parsons

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

14. Adjournment

With no further business to come before the Council, motion Dent, Garrett second, the meeting was adjourned at 7:57 p.m.

Eileen Kennedy, Town Secretary

Mike Donnelly, Mayor

MONTHLY REPORT FEBRUARY 2021

- 02/02/21: Patrol from 13:30 until 15:30. No activity.
- 02/04/21: Private trap service 155 Creekside Drive. Relocated.
- 02/06/21: Patrol from 10:00 until 12:00. No activity.
- 02/07/21: Private trap service 240 McMakin Road. Impounded.
- 02/08/21: Patrol from 11:00 until 13:00.
Private trap service 240 McMakin Road. Impound X2.
- 02/11/21: Patrol from 09:15 until 11:15. No activity.
- 02/13/21: Welfare Concern reported at 250 Whispering Oaks. Answered by PD.
- 02/16/21: Patrol from 13:10 until 15:10. No activity.
- 02/19/21: Patrol from 12:00 until 14:00. No activity.
- 02/22/21: Patrol from 13:00 until 15:00.
Owner Surrender pet received from 521 Cross Timbers Dr. Impounded.
- 02/26/21: Nuisance wildlife reported at 165 Creekside Drive. Trap set.
- 02/27/21: Patrol from 14:30 until 16:30.
Animal X2 in trap at 165 Creekside Drive. Impound X2.

SUMMARY

Total calls received: 9 By Double Oak residents: 9 Initiated by NTACA: 0
 Animals impounded: Dogs: 1 Puppies: 0 Cats: 0 Kittens: 0 Other: 5 Deceased: 0
 Verbal Warnings issued: 0 Written Warnings issued: 0 Citations: 0

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

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
400000 · Tax Revenue				
401101 · Current Property Taxes-M & O	1,118,295.55	1,166,167.00	-47,871.45	95.9%
401201 · Penalty & Interest	2,302.18	2,500.00	-197.82	92.1%
401301 · Prior Year Property Taxes	4,132.61	2,000.00	2,132.61	206.6%
401315 · Sales Taxes	253,512.24	430,000.00	-176,487.76	59.0%
401601 · Franchise-Cross Timbers Water	15,600.22	20,000.00	-4,399.78	78.0%
401701 · Franchise-Cable TV	19,883.85	35,000.00	-15,116.15	56.8%
401801 · Franchise-Electric	90,904.53	95,000.00	-4,095.47	95.7%
401805 · Franchise-Garbage	7,493.45	13,000.00	-5,506.55	57.6%
401811 · Franchise-Gas	13,074.19	14,000.00	-925.81	93.4%
401901 · Franchise-Telephone	1,113.44	6,000.00	-4,886.56	18.6%
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	1,526,312.26	1,783,667.00	-257,354.74	85.6%
420000 · Fines and Forfeitures				
420101 · Court Fines	28,673.07	68,000.00	-39,326.93	42.2%
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	28,673.07	68,000.00	-39,326.93	42.2%
430000 · Licenses and Permits				
430101 · Fences	340.00	1,275.00	-935.00	26.7%
430102 · Commercial Buildings	2,540.00	3,000.00	-460.00	84.7%
430103 · Oil and Gas Drilling	0.00	0.00	0.00	0.0%
430201 · New Homes	18,422.50	4,000.00	14,422.50	460.6%
430202 · Erosion Control	825.00	1,650.00	-825.00	50.0%
430301 · Misc Construction	17,091.14	12,000.00	5,091.14	142.4%
430401 · Roofs	850.00	850.00	0.00	100.0%
430501 · Septic Systems	4,550.00	3,500.00	1,050.00	130.0%
430601 · Sprinkler Systems	620.00	600.00	20.00	103.3%
430701 · Swimming Pools	1,309.75	1,625.00	-315.25	80.6%
430801 · Water Wells	0.00	0.00	0.00	0.0%
430901 · Plats and Subdivision Fees	1,050.00	0.00	1,050.00	100.0%
Total 430000 · Licenses and Permits	47,598.39	28,500.00	19,098.39	167.0%
440000 · Other Revenue				
440101 · Administration Fees	603.85	1,500.00	-896.15	40.3%
440102 · Animal Control Fees	0.00	50.00	-50.00	0.0%
440103 · Building Contributions	0.00	0.00	0.00	0.0%
440150 · FEMA Revenue	0.00	0.00	0.00	0.0%
440160 · Capital Lease Proceeds	0.00	0.00	0.00	0.0%
440201 · Interest Income	7,345.79	7,000.00	345.79	104.9%
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	7,949.64	8,550.00	-600.36	93.0%

Profit & Loss Budget vs. Actual

October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
440300 · Charges for Services				
440301 · Lien Release	0.00	0.00	0.00	0.0%
440401 · Lot Mowing Fees	0.00	0.00	0.00	0.0%
440501 · Misc. Income	15.00	500.00	-485.00	3.0%
440601 · Sewage Service	9,754.67	25,000.00	-15,245.33	39.0%
440701 · Town Hall Rental Fees	0.00	0.00	0.00	0.0%
Total 440300 · Charges for Services	9,769.67	25,500.00	-15,730.33	38.3%
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	1,620,303.03	1,914,217.00	-293,913.97	84.6%
Gross Profit	1,620,303.03	1,914,217.00	-293,913.97	84.6%
Expense				
510000 · Town Administration				
521000 · Town Salary Adjustments	0.00	0.00	0.00	0.0%
521012 · Attorney Fees	7,411.85	30,000.00	-22,588.15	24.7%
521033 · Custodial Services	4,428.31	8,000.00	-3,571.69	55.4%
521041 · Denton Central Appraisal Dist	3,406.10	7,100.00	-3,693.90	48.0%
521050 · Election Expense	0.00	5,500.00	-5,500.00	0.0%
521051 · Electricity	1,653.26	5,500.00	-3,846.74	30.1%
521060 · Financial Auditors	9,500.00	10,000.00	-500.00	95.0%
521070 · Natural Gas	740.76	1,000.00	-259.24	74.1%
521073 · Printer Copier	2,632.44	5,000.00	-2,367.56	52.6%
521133 · Ordinance Codification	395.00	3,000.00	-2,605.00	13.2%
521160 · Postage	1,152.09	2,000.00	-847.91	57.6%
521200 · Tax Billing Expense	1,197.00	1,300.00	-103.00	92.1%
521201 · Communications	5,240.60	10,500.00	-5,259.40	49.9%
521220 · Water	1,378.24	2,500.00	-1,121.76	55.1%
521230 · Archive System	0.00	5,000.00	-5,000.00	0.0%
530050 · Ambulance Service	29,075.00	29,075.00	0.00	100.0%
Total 510000 · Town Administration	68,210.65	125,475.00	-57,264.35	54.4%
520000 · Administrative				
521010 · Advertising	107.30	1,200.00	-1,092.70	8.9%
521020 · Bank Charges	0.00	100.00	-100.00	0.0%
521030 · Cleaning Supplies	0.00	0.00	0.00	0.0%
521031 · Computer Supplies/Software	10,517.11	13,000.00	-2,482.89	80.9%
521032 · Council Contingency	400.00	25,517.20	-25,117.20	1.6%
521034 · Technology Fund	1,231.91	4,000.00	-2,768.09	30.8%
521074 · Meetings	0.00	300.00	-300.00	0.0%
521075 · Goodwill	0.00	800.00	-800.00	0.0%
521076 · Incentive Pay	749.97	1,500.00	-750.03	50.0%
521090 · General Liability Insurance	1,586.56	3,100.00	-1,513.44	51.2%
521091 · Health/Dental/Life Insurance	6,658.07	16,500.00	-9,841.93	40.4%
521130 · Membership & Dues	914.00	1,500.00	-586.00	60.9%
521131 · Car Maintenance-Fuel-Travel	0.00	0.00	0.00	0.0%
521150 · Office Supplies	3,159.19	6,000.00	-2,840.81	52.7%
521151 · Other Professional Services	1,081.30	10,000.00	-8,918.70	10.8%
521153 · Other Supplies	0.00	1,000.00	-1,000.00	0.0%
521161 · Publications & Subscriptions	0.00	300.00	-300.00	0.0%

Profit & Loss Budget vs. Actual

October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
521162 · Printing and Copying	0.00	600.00	-600.00	0.0%
521170 · Payroll Taxes - FICA	9,016.60	11,400.00	-2,383.40	79.1%
521172 · TWC Unemployment Insurance	1,663.65	2,000.00	-336.35	83.2%
521190 · Town Secretary Salary	37,131.51	74,263.00	-37,131.49	50.0%
521191 · Longevity Pay-Administration	1,300.00	1,300.00	0.00	100.0%
521192 · Worker's Compensation Ins.	417.66	700.00	-282.34	59.7%
521194 · Asst Town Secretary Salary	33,142.12	65,775.80	-32,633.68	50.4%
521195 · Overtime	1,746.65	5,000.00	-3,253.35	34.9%
521196 · TMRS-Retirement	6,244.08	12,500.00	-6,255.92	50.0%
521202 · Training Seminars	100.00	2,000.00	-1,900.00	5.0%
Total 520000 · Administrative	117,167.68	260,356.00	-143,188.32	45.0%
530000 · Public Works				
521021 · Building Repair/Remodeling	1,649.49	8,000.00	-6,350.51	20.6%
521025 · Building Expenditures	1,300.00	2,000.00	-700.00	65.0%
521120 · Lien Filing Expense	36.50	100.00	-63.50	36.5%
530025 · Mosquito Control Program	0.00	150.00	-150.00	0.0%
530100 · Animal Control Officer	10,656.25	17,050.00	-6,393.75	62.5%
530101 · Public Works Director Salary	0.00	0.00	0.00	0.0%
530102 · Public Works Director TMRS	0.00	0.00	0.00	0.0%
530103 · Public Works Director FICA	0.00	0.00	0.00	0.0%
530104 · Public Works Director (H/D/L)	0.00	0.00	0.00	0.0%
530105 · PW Director (TWC/Unempl Ins)	0.00	0.00	0.00	0.0%
530106 · Building Official Overtime	0.00	0.00	0.00	0.0%
530110 · Building Inspectors	21,000.00	36,000.00	-15,000.00	58.3%
530111 · Building Inspectors Phone	0.00	0.00	0.00	0.0%
530115 · Code Enforcement	0.00	0.00	0.00	0.0%
530116 · Code Enforcement Liab Ins-TML	339.98	700.00	-360.02	48.6%
530125 · Council Discretionary Fund	0.00	0.00	0.00	0.0%
530150 · Grounds Maintenance	3,865.50	9,000.00	-5,134.50	43.0%
530151 · Grounds Equipment	0.00	0.00	0.00	0.0%
530175 · Equipment Repair/Maintenance	0.00	0.00	0.00	0.0%
530180 · Minor Equipment	0.00	0.00	0.00	0.0%
530200 · Lot Mowing/Tree Trim Service	1,055.00	13,000.00	-11,945.00	8.1%
530201 · Public Works Training	0.00	1,000.00	-1,000.00	0.0%
530202 · Longevity Pay- Public Works	0.00	0.00	0.00	0.0%
530203 · Vehicle Payment	0.00	0.00	0.00	0.0%
530204 · Vehicle Maintenance	300.00	500.00	-200.00	60.0%
530205 · Vehicle Fuel	600.00	1,800.00	-1,200.00	33.3%
530206 · Uniforms	0.00	0.00	0.00	0.0%
530210 · Membership Dues/Licensing	0.00	0.00	0.00	0.0%
530230 · Other Professional Services	1,519.93	2,000.00	-480.07	76.0%
530231 · Other Supplies	0.00	1,000.00	-1,000.00	0.0%
530235 · Printing	0.00	100.00	-100.00	0.0%
530240 · Postage	0.00	0.00	0.00	0.0%
530245 · Computer Support	1,500.00	3,000.00	-1,500.00	50.0%
530260 · Septic Inspections	1,440.00	5,000.00	-3,560.00	28.8%
530270 · Sewage Services	11,055.64	25,000.00	-13,944.36	44.2%
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%

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

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
531020 · Credit Card Convenience Fee	0.00	0.00	0.00	0.0%
531201 · Weather Siren	0.00	1,000.00	-1,000.00	0.0%
Total 530000 · Public Works	56,318.29	126,400.00	-70,081.71	44.6%
540000 · Streets and Drainage				
540019 · Engineering General	11,230.82	40,000.00	-28,769.18	28.1%
540060 · Crack Seal & Potholes	0.00	30,000.00	-30,000.00	0.0%
540110 · Current Year Road Repairs	4,000.00	200,000.00	-196,000.00	2.0%
540111 · Prior Year Road Repairs	0.00	0.00	0.00	0.0%
540155 · MS4 Stormwater	0.00	7,500.00	-7,500.00	0.0%
540177 · Public Works Projects Costs	0.00	0.00	0.00	0.0%
540200 · Sign Repair and Replacement	0.00	3,000.00	-3,000.00	0.0%
Total 540000 · Streets and Drainage	15,230.82	280,500.00	-265,269.18	5.4%
550000 · Police Department				
550120 · Capital Equipment (Auto)	-5,400.00	0.00	-5,400.00	100.0%
550135 · Computer Equip/Supplies/SW Main	9,910.19	33,031.00	-23,120.81	30.0%
550140 · Equipment Repair & Maintenance	200.00	1,200.00	-1,000.00	16.7%
550145 · Health/Dental/Life Insurance	47,178.91	130,682.00	-83,503.09	36.1%
550219 · Membership Dues	130.00	900.00	-770.00	14.4%
550220 · Minor Equipment	252.72	1,600.00	-1,347.28	15.8%
550230 · Other Professional Services	61.00	0.00	61.00	100.0%
550240 · Office Supplies	665.96	500.00	165.96	133.2%
550248 · Publications	0.00	400.00	-400.00	0.0%
550249 · External Contracts	2,637.00	6,000.00	-3,363.00	44.0%
550250 · Postage	0.00	0.00	0.00	0.0%
550251 · Printing	282.72	350.00	-67.28	80.8%
550252 · Police Chief Salary	51,557.07	90,033.00	-38,475.93	57.3%
550253 · Police Asst. Chief Salary	29,238.43	80,021.00	-50,782.57	36.5%
550254 · Police Officers' Salary	106,525.95	344,429.00	-237,903.05	30.9%
550255 · Administrative Assistant PD	0.00	0.00	0.00	0.0%
550256 · Crossing Guard	3,022.20	7,000.00	-3,977.80	43.2%
550257 · Police Department Overtime	893.52	5,000.00	-4,106.48	17.9%
550261 · Criminal Investigations	61.31	2,000.00	-1,938.69	3.1%
550262 · General Liability Insurance	5,552.90	10,148.00	-4,595.10	54.7%
550263 · TWC Unemployment Ins	0.00	0.00	0.00	0.0%
550264 · Incentive Pay	4,816.18	8,700.00	-3,883.82	55.4%
550271 · Salaries Benefits - FICA	17,029.41	41,060.00	-24,030.59	41.5%
550275 · Salaries Benefits - TMRS	22,473.97	43,666.00	-21,192.03	51.5%
550276 · Human Resources	41.13	1,500.00	-1,458.87	2.7%
550277 · Longevity Pay	3,575.00	3,575.00	0.00	100.0%
550278 · Worker's Compensation Ins	5,568.80	22,823.00	-17,254.20	24.4%
550280 · Communications	6,380.92	14,000.00	-7,619.08	45.6%
550281 · Training	2,092.39	6,000.00	-3,907.61	34.9%
550286 · Training Ammo	605.98	2,500.00	-1,894.02	24.2%
550290 · Uniforms	7,694.19	8,000.00	-305.81	96.2%
550291 · Patrol Equipment	4,166.20	5,000.00	-833.80	83.3%
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	615.63	1,000.00	-384.37	61.6%
550300 · Vehicle Fuel	5,607.76	17,200.00	-11,592.24	32.6%
550400 · Vehicle Repair & Maintenance	1,723.35	13,500.00	-11,776.65	12.8%
Total 550000 · Police Department	335,160.79	903,818.00	-568,657.21	37.1%

Profit & Loss Budget vs. Actual

October 2020 through September 2021

	<u>Oct '20 - Sep 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
560000 · Municipal Court				
560010 · Judges Services	3,250.00	10,000.00	-6,750.00	32.5%
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	2,975.00	10,000.00	-7,025.00	29.8%
560025 · Other Professional Services	0.00	0.00	0.00	0.0%
560026 · Court Clerk - Salary	29,426.89	58,323.00	-28,896.11	50.5%
560027 · Court Clerk- FICA	2,082.35	5,400.00	-3,317.65	38.6%
560028 · Court Clerk - TMRS	2,707.78	5,600.00	-2,892.22	48.4%
560029 · Court Clerk Ins (H/D/L)	3,324.75	8,400.00	-5,075.25	39.6%
560030 · Court Clerk - Longevity	785.00	785.00	0.00	100.0%
560031 · Overtime	1,614.55	5,000.00	-3,385.45	32.3%
560035 · Court Supplies, Equip & S/W Main	471.71	3,500.00	-3,028.29	13.5%
560055 · Membership Dues	0.00	120.00	-120.00	0.0%
560076 · Incentive Pay	300.04	600.00	-299.96	50.0%
Total 560000 · Municipal Court	46,938.07	107,968.00	-61,029.93	43.5%
570000 · Double Oak Vol. Fire Department				
570020 · DOVFD Operations Contribution	50,000.00	100,000.00	-50,000.00	50.0%
570021 · General Liability Insurance	3,853.06	7,200.00	-3,346.94	53.5%
570022 · Worker's Compensation Ins	974.54	2,500.00	-1,525.46	39.0%
Total 570000 · Double Oak Vol. Fire Departm...	54,827.60	109,700.00	-54,872.40	50.0%
Total Expense	693,853.90	1,914,217.00	-1,220,363.10	36.2%
Net Ordinary Income	926,449.13	0.00	926,449.13	100.0%
Net Income	926,449.13	0.00	926,449.13	100.0%

Town of Double Oak
Balance Sheet
As of April 1, 2021

	Apr 1, 21
ASSETS	
Current Assets	
Checking/Savings	
102302 · Independent Bank Money Market	1,804,274.00
102303 · Independent Bank Checking	254,697.01
102304 · Police Lease Training Fund	1,182.30
102306 · John B. Wright Memorial Fund	556.78
102307 · DO Police Dept Chapter 59	8.62
102400 · Petty Cash	499.21
102450 · DATCU	3,269.12
106101 · Certificate of Deposit	449,689.93
Total Checking/Savings	2,514,176.97
Accounts Receivable	
106100 · Accounts Receivable	27,361.89
Total Accounts Receivable	27,361.89
Other Current Assets	
104100 · Bartonville Water Certificate	2,000.00
106150 · Interest Receivable	783.28
106400 · Employee Receivables	127.49
106700 · Property Taxes Receivable	9,483.45
106900 · Prepaid Costs	13,519.29
Total Other Current Assets	25,913.51
Total Current Assets	2,567,452.37
TOTAL ASSETS	2,567,452.37
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202000 · Accounts Payable	4,216.91
Total Accounts Payable	4,216.91
Other Current Liabilities	
106300 · Allowance for Uncoll Taxes	9,483.45
200000 · Payroll Liabilities	
202507 · Dependant Health Care Cover...	1,297.50
202508 · AFLAC Deduction	-69.18
202509 · Child Support Withholding Or...	111.85
202513 · Vision Insurance	7.01
202516 · Dependent Life Insurance	-30.01
200000 · Payroll Liabilities - Other	1,465.09
Total 200000 · Payroll Liabilities	2,782.26

Town of Double Oak
Balance Sheet
As of April 1, 2021

	Apr 1, 21
200504 · Town Hall Reservation Deposits	600.00
201250 · Cr Card Fees/Collection Charges	-805.12
202250 · Town Hall Renovations	100.00
202501 · Court Fees & Fines Due State	12,856.20
202502 · Technology Fees	5,995.12
202503 · Court Security Fees	20,029.78
202504 · Police LEOSE Training Account	1,182.30
202506 · Child Safety Fund	3,627.18
202511 · Omnibase Fees Due	221.91
202512 · Court Collections	9,004.12
202760 · Time Payment Reimbursement F...	49.46
203002 · Park Fund Account	205.81
203060 · Waketon Road Reconstruction	-568.77
2050000 · Accured Payroll	21,589.95
205555 · Police Grants	347.25
206250 · Sewer System Maintenance	8,491.35
206500 · Police-Chapter 59	8.62
208000 · Golf Tournament	44.85
Total Other Current Liabilities	95,245.72
Total Current Liabilities	99,462.63
Total Liabilities	99,462.63
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	231,508.16
et Income	926,449.13
Total Equity	2,467,989.74
TOTAL LIABILITIES & EQUITY	2,567,452.37

Acceptable Household Hazardous Waste

- ✓ Paint: latex & oil based
- ✓ Paint thinners, gasoline, solvents
- ✓ Oil, petroleum-based lubricants
- ✓ Ethylene glycol, antifreeze
- ✓ Pesticides, herbicides
- ✓ Aerosols
- ✓ Mercury, mercury and debris
- ✓ Batteries: lead acid, alkaline, NiCad
- ✓ Light bulbs: fluorescents, compact fluorescents (CFL), high-intensity
- ✓ HID lamps
- ✓ Pool Chemicals
- ✓ Cleaners: acidic & basic
- ✓ Resins & epoxy
- ✓ Medical Sharps
- ✓ Empty Propane Tanks

Unacceptable Household Hazardous Waste

- ✗ Commercially generated HHW or e-Waste
- ✗ Radioactive compounds
- ✗ Smoke Detectors
- ✗ Ammunition
- ✗ Explosives
- ✗ Tires
- ✗ Asbestos
- ✗ PCBs (polychlorinated biphenyls)
- ✗ Pharmaceuticals or controlled substances
- ✗ Biological or infectious wastes
- ✗ Fire Extinguishers

Acceptable E-Waste

- Televisions, Monitors, VCRs
- Computers, Laptops, Handheld
- Keyboards & Mice
- Scanners/Printers/Copiers
- Telephones, Fax Machines
- Microwave Ovens
- CD Players, Stereo
- Related Cables

Resolution No. 21-03

A RESOLUTION NOMINATING ONE MEMBER TO THE BOARD OF MANAGERS OF THE DENCO AREA 9-1-1 DISTRICT.

WHEREAS, Section 772, Health and Safety Code, provides that two voting members of the Board of Managers of an Emergency Communications District shall be appointed jointly by all cities and towns lying wholly or partly within the District;

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF DOUBLE OAK, TEXAS:

Section 1

The Town of Double Oak hereby nominates _____ as a member of the Board of Managers for the Denco Area 9-1-1 Emergency Communication District.

Section 2

That this resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED this the 5th day of April, 2021.

Mayor _____

Town of Double Oak

ATTEST:

Town Secretary



Denco Area 9-1-1 District

1075 Princeton Street ▪ Lewisville, TX 75067

Phone: 972-221-0911 ▪ Fax: 972-420-0709 ▪ Denco.ORG

TO: Denco Area 9-1-1 District Participating Municipal Jurisdictions

FROM: Gregory S. Ballentine, Executive Director

DATE: March 31, 2021

RE: Nomination for the Denco Area 9-1-1 District Board of Managers

Chapter 772, Texas Health and Safety Code, provides for the Denco Area 9-1-1 District Board of Managers to have "two members appointed jointly by all the participating municipalities located in whole or part of the district." The enclosed resolution describes the appointment process of a municipal representative.

Each year on September 30th, the term of one of the two members appointed by participating municipalities expires. This year it is the term of Sue Tejml. Members are eligible for consecutive terms and Ms. Tejml has expressed her desire to serve another term.

Denco requests the following actions by the governing bodies of each of the 32 municipalities in the district:

- 1. Immediate Action (Nominate):** If your city/town would like to nominate a candidate to represent the municipalities on the Denco Board of Managers, please send a letter of nomination, by way of council action, and résumé of the candidate to the Denco Area 9-1-1 District office. Nominees are historically current or formal elected officials in the district; however, there are no official prerequisites. **For a nomination to be considered, written notification of council action must reach the Denco Area 9-1-1 District by 5:00 p.m. May 31, 2021.** No nominations shall be considered after that time.
- 2. Future Action (Vote):** On June 1, 2021, Denco staff will send the slate of nominees to each city/town for consideration, requesting the city/town council vote by resolution for one of the nominees. **Written notice of the council's selection must reach the Denco Area 9-1-1 District by 5:00 p.m. on July 30, 2021.** No votes will be accepted after that time. However, if a nominating municipality does not thereafter formally vote, its nomination will automatically count as a vote for its nominee.
- 3. Process Closure (Results):** The candidate with the most votes will be the municipalities' representative to the Denco Area 9-1-1 District Board of Managers for the two-year term beginning October 1, 2021.

Please send a copy of your council's official action and candidate résumé to the Denco Area 9-1-1 District, **1075 Princeton Street, Lewisville, TX 75067** or to Melinda Camp at melinda.camp@denco.org. Denco staff will acknowledge receipt and sufficiency of the submitted documents. **If that acknowledgement is not received within one (1) business day, or you have any other questions, please contact Ms. Camp at 972-221-0911.** As a courtesy, Denco will provide notification of your council's action to the nominee.

A sample nomination resolution has been enclosed for your convenience. Thank you for your support of the Denco Area 9-1-1 District.

Enclosures