



DOUBLE OAK

Town of Double Oak
Town Council –Public Meeting

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

Tuesday, September 6, 2022
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.”

Moment of silence for Sergeant Clint Murphy

- II. Citizen Comments

- IV. Mayor, Council Members and Staff reports:

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

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

1. Discussion, consideration, and action on salary ranges within the Double Oak Police Department

Presentation: Police Chief Ruben Rivas
Deputy Mayor Pro Tem Schoenrade

2. Discussion, consideration, and action on base salary adjustments within the Double Oak Police Department.

Presentation: Police Chief Ruben Rivas

3. Discussion, consideration, and action on the Public Works Contract with Steve Koehler and a status update from Randall Anglin on his completions of proper certifications.

Presentation: Deputy Mayor Pro Tem Schoenrade

4. Public Hearing on the proposed budget for fiscal year 2022-2023.

Presentation: Mayor Pro Tem Patrick Johnson

5. Discussion on the 2022-2023 fiscal year budget and tax rate.

Presentation: Town Treasurer Billie Garrett

6. Discussion, consideration and action on setting September 19, 2022 for a public hearing to consider the proposed 2022-2023 budget.

Presentation: Town Treasurer Billie Garrett

7. Discussion, consideration and action to schedule the public hearing for September 22, 2022 on the adoption of an ordinance setting the tax rate.

Presentation: Town Treasurer Billie Garrett

8. Council – staff announcements and comments:

9. 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, September 2, 2022, by 4:00 p.m. on:

- 1) Kiosk located by the front door of Town Hall at 320 Waketon Road, Double Oak, Texas
- 2) On the Town’s website (<https://doubleoak.texas.gov>)



Assistant 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.

Item 1

| | Total Years FT Experience | Years with Double Oak | (based on 84 hr pay period) | 2021-2022 |
|-----------------|---------------------------|-----------------------|-----------------------------|---------------------|
| Sergeant | | | | \$ 68,972.00 |
| Corporal/Patrol | 13 | 7.916666667 | 5 | \$ 64,966.00 |
| Patrol | 2.916666667 | 2.916666667 | 3 | \$ 57,635.00 |
| Patrol | 13 | 0.5 | 5 | \$ 61,000.00 |
| Patrol | | | 5 | \$ 57,622.33 |
| Patrol | | | 5 | \$ 57,622.33 |
| Patrol | | | 5 | \$ 57,622.33 |
| | | | | <u>\$425,440.00</u> |

| Total Years FT Experience | Step Scale (based on 84 hr pay period) | | |
|---------------------------|--|--------------|-------------------|
| | | 2,184 | Hourly Rate |
| 1 year experience | 1 | \$ 65,100.00 | 29.80769231 |
| 2 years experience | 2 | \$ 67,053.00 | 30.70192308 3.00% |
| 3 years experience | 3 | \$ 69,064.59 | 31.62298077 3.00% |
| 4 years experience | 4 | \$ 71,136.53 | 32.57167019 3.00% |
| 5 years experience | 5 | \$ 73,270.62 | 33.5488203 3.00% |
| 6+ years experience | 6 | \$ 75,468.74 | 34.55528491 3.00% |

Increase Corporal pay from patrol officer's top pay by \$ 2,500.00
 Increase Sergeant/Detective pay from patrol officer's top pay by \$ 5,000.00

2022-2023

Budget

\$ 80,468.74
\$ 77,968.74
\$ 69,064.59
\$ 75,468.74
\$ 70,182.25 using average salary from step scale for estimate
\$ 70,182.25 using average salary from step scale for estimate
\$ 70,182.25 using average salary from step scale for estimate
\$513,517.56

\$ 88,077.56 Year over Year Budget Increase

Step Scale (based on 80 hr pay period)

| | <u>2,080</u> | <u>Hourly Rate</u> | |
|---|--------------|--------------------|-------|
| 1 | \$ 62,000.00 | 29.80769 | |
| 2 | \$ 63,860.00 | 30.70192 | 3.00% |
| 3 | \$ 65,775.80 | 31.62298 | 3.00% |
| 4 | \$ 67,749.07 | 32.57167 | 3.00% |
| 5 | \$ 69,781.55 | 33.54882 | 3.00% |
| 6 | \$ 71,874.99 | 34.55528 | 3.00% |

Independent Salary Survey of Municipal Police Agencies in Denton County and other select cities.

| Agency | Contacted | # of Officers | Monthly \$02 | Starting Pay | Monthly \$02 | Max Pay | Step Plan? | lateral Transfe | Qualifiaion | Comments | Comments | INSURANCE BENEFITS PPO PLAN / COLLECT EQUIV. |
|---------------------|-----------|------------------------|-------------------|---------------|--------------|---------------|------------|-----------------|-------------|------------------------------|----------|--|
| Frisco PD | emailed | 238 | \$17,355.9 | 77,700 | 43 | 89,631 | Y | Y | 225000 | | | 97% empl, 75% family |
| Plano PD | emailed | 414 | \$16,245.3 | 75,190 | 48 | 99,001 | Y | Y | 290000 | | | 82% empl, 75% family |
| Levittown PD | emailed | 141 | \$34,778.0 | 72,338 | 44 | 91,393 | Y | Y | 109270 | | | 105% empl, 75% family |
| Denton PD | emailed | 168 | \$34,181.0 | 71,097 | 44 | 92,128 | Y | Y | 130000 | | | 92% empl, 74% family |
| Farmers Branch PD | emailed | 85 | \$13,740.0 | 70,179 | 44 | 91,374 | Y | Y | 40000 | Not in county, but same size | | 100% empl, 79% family |
| The Colony PD | emailed | 74 | \$33,570.0 | 69,838 | 42 | 86,403 | Y | Y | 45000 | | | 85% empl, 73% family |
| Flower Mound PD | emailed | 40 | \$13,390.0 | 69,451 | 41 | 85,405 | Y | Y | 73000 | | | 92.5% empl, 80% family |
| Cross Roads PD | emailed | 10 | \$12,690.0 | 68,000 | 36 | 75,000 | No | Y | 2000 | email finished survey | | 100% empl, HSA/O plan fam |
| Prosper PD | emailed | 28 | \$32,280.0 | 67,148 | 41 | 85,060 | Y | Na | 25430 | | | 83% empl, 58% Fam |
| Carrollton PD | emailed | 179 | \$32,260.0 | 67,100 | 45 | 92,802 | Y | No | 136000 | | | 91.06% empl, 72-76% Fam |
| Celina PD | emailed | 31 | \$32,212.0 | 67,000 | 40 | 82,801 | Y | Y | 22500 | | | 91.06% empl, 72-76% Fam |
| Wylie PD | emailed | 69 | \$32,030.0 | 66,626 | 40 | 81,206 | Y | Y | 58000 | Not in county, but sam x | | 100% empl, 50% fam |
| Coppell PD | emailed | 69 | \$31,300.0 | 65,111 | 41 | 85,740 | Y | Y | 40000 | Not in county, but same size | | 99% empl, 70-78% family |
| Argyle PD | emailed | 14 | \$31,210.0 | 64,934 | 37 | 77,603 | Y | Y | 4700 | | | 100% empl, 30% family |
| Roanoke PD | emailed | 33 | \$31,190.0 | 64,770 | 44 | 90,678 | Y | Y | 8600 | | | 100% empl, 55% family |
| Grapeland PD | emailed | 68 | \$31,060.0 | 64,604 | 44 | 91,208 | Y | Y | 50831 | | | HRA / HSA ONLY |
| Trophy Club PD | emailed | 21 | \$30,800.0 | 64,126 | 39 | 81,299 | No | Y | 12200 | | | 91% empl, 55% family |
| Northlake PD | emailed | 23 | \$29,870.0 | 62,129 | 34 | 71,366 | Y | Y | 14000 | 7% annual increase, pr | | 100% empl, 69% family |
| Aubrey PD | emailed | 22 | \$29,807.7 | 62,000 | 36 | 75,000 | Y | Y | 18000 | | | 100% empl, 30-62% Family |
| Krugerville PD | emailed | 6 | \$29,310.0 | 62,000 | | | No | No | 1871 | | | 100% empl, 0% Family |
| DCTWSD #10 | emailed | 21 | \$29,711.5 | 61,800 | 37 | 76,006 | Y | Y | 15000 | | | 85% empl, 85% family |
| Highland Village PD | emailed | 48 | \$29,350.0 | 61,057 | 41 | 85,480 | Y | Na | 16500 | | | 80% empl, 85% family |
| Little Elm PD | | 40 | \$28,529.0 | 59,140 | 36 | 74,110 | Y | No | 50000 | \$6792 based off 80 h | | 100% empl, 50% family |
| Corinth PD | emailed | 34 | \$27,920.0 | 58,094 | 36 | 75,470 | Y | Y | 23634 | | | 100% empl, 69% family |
| Bartonsville PD | emailed | 8 | \$27,400.0 | 56,992 | 24 | 69,992 | No | Y | 1750 | | | 100% empl, 0% family |
| Krum PD | emailed | 10 | \$27,050.0 | 56,256 | 29 | 70,254 | No | No | 5300 | | | 100% empl, 50% spouse, children, 31% family |
| Oak Point PD | emailed | 14 | \$26,990.0 | 56,139 | | | No | No | 16000 | \$5098 based off 85.5 hrs | | x - emailed 6/1 |
| Hickory Creek PD | emailed | 14 | \$26,920.0 | 55,993 | | | No | Y | 4750 | email finished survey | | 100% empl, 50% |
| Lake Dallas PD | emailed | 18 | \$26,340.0 | 54,787 | 35 | 71,656 | Y | No | 7500 | | | x - emailed 6/1 |
| Double Oak PD | emailed | 8 | \$16,160.0 | 54,112 | | | No | No | 3380 | | | 100% empl, 75% family |
| Sanger PD | emailed | 13 | \$25,961.5 | 54,000 | 30 | 62,100 | No | No | 9850 | | | \$700 a month for Empl. |
| Justin PD | emailed | 12 | \$25,000.0 | 52,000 | | | No | No | 4000 | | | 100% empl, \$700 family |
| Flint Point PD | emailed | 13 | \$21,880.0 | 45,718 | 29 | 60,758 | No | No | 5000 | | | 100% empl, \$62 a month towards family cost |
| | | AVERAGE | \$30,259.6 | 62,974 | 39 | 81,169 | | | | | | |
| | | MEDIAN | 30,000.0 | 64,126 | 40 | 87,804 | | | | | | |
| | | DOPO Difference | \$4,400.0 | 9,999 | 4 | | | | | | | |

Item 3

AGREEMENT FOR BUILDING INSPECTION AND TRAFFIC CONTROL DEVICE MAINTENANCE

THIS AGREEMENT (here in after referred to as the "Agreement") is made and entered into by Steven John Koehler, a private contractor, (here in after referred to as Koehler) and the Town of Double Oak, Texas, a municipal corporation, (here in after referred to as "Double Oak" or the "Town").

RECITALS:

WHEREAS, Double Oak is desirous of providing its residents and businesses with building inspection and traffic control device maintenance services; and

WHEREAS, Koehler is a fully licensed State Plumbing Inspector and is desirous of furnishing building inspection and traffic control device maintenance services to Double Oak; and

WHEREAS, the parties hereto desire to enter into this Agreement for Koehler to provide building inspection according to the highest professional standards to Double Oak in accordance with the terms and conditions set forth herein; and

WHEREAS, all payments to be made hereunder shall be made from current revenues available to the Town; and

WHEREAS, the parties have concluded that this Agreement fairly compensates Koehler for the services being provided hereunder;

Now therefore, in consideration of the mutual promises and consideration provided for herein, the receipt and sufficiency of which are hereby confirmed, the parties hereto agree to the following:

- Section 1. All matters stated above in the preamble are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Section 2. **Term:** This Agreement shall commence on December 1, 2021 and end November 30, 2022, and will be automatically extended thereafter for additional terms of 12 months each unless either party has provided to the other party written notice of non-renewal as outlined in Section 6 of this agreement.
- Section 3. **Scope of Services:** Koehler hereby agrees to provide Double Oak the following services:
 - a. **General Services:** Enforce all building codes; review and approve plans; issue and suspend/revoke permits; perform residential and commercial building inspections; confer with architects, contractors, builders and the

general public; perform public infrastructure inspections; survey town weekly for unpermitted projects and, attend meetings as required. Respond to Town and or residents within 2 business days on all inspection related calls. Maintain Town computer data base to properly document concerns and situations.

- b. **Service Calls:** Koehler will provide building inspection and special services in consideration for the payment to be made by Double Oak under Section 4a.
- c. **Special Services:** Koehler will install, maintain, or repair public traffic control devices at the direction of Town Staff on an as-needed basis. Koehler will provide public infrastructure inspections at the direction of/or under the supervision of the Town Engineer.
- d. **Equipment and Availability:** Koehler will provide all equipment necessary to perform the services contained in this Agreement including, but not limited to vehicles and tools. Town will provide cell phone for Koehler to take all related calls. Koehler will be available for general and special services during the normal business hours of Town Hall and shall conduct inspections in accordance with a mutually acceptable schedule with Town administrative staff.

Section 4. **Double Oak's Obligations:** Double Oak agrees to perform the following:

- a. Make payment to Koehler, on a monthly basis and upon receipt of an invoice in accordance with the following fee schedule:
 - 1. Building Inspections, Plans Review, and other general and special services outlined herein: \$48,000.00 annually, prorated for the initial term hereof with \$2,000.00 paid Bi Monthly
- b. Provide clerical support and any administrative support for Building permits, including, but not limited to, permit forms, reports, certified and regular mail, records retention, printing, notices and publications. Town to provide cell phone

Section 5. **Revenues Retained:** Double Oak shall retain all fees, fines, forfeitures, etc. that may be generated by the issuance of building permits.

Section 6. **Termination:**

- a. This Agreement may be terminated at any time, by either party, giving thirty (30) days written notice to the other party to the addresses provided herein. In the event of such termination by either party; Koehler will be compensated for all services performed to the termination date which will be the date one month (30

days) after the date of the written notice of termination, together with any payments then due and as authorized by this Agreement.

- b. If Double Oak fails to make payment to Koehler within ten (10) working days after the submission date of the monthly report for any prorated amounts, Koehler, at his discretion, may suspend service until payment is received. If it becomes necessary for Koehler to suspend services to Double Oak for nonpayment of the required amounts, Koehler will identify a date on which the services will be suspended and will notify the Town Secretary by telephone and in writing of the date services will be suspended.
- c. Double Oak, upon failure of Koehler to furnish any services under this Agreement, will have the right to terminate this Agreement by the means set out in subsection (a) of this Section.

Section 7. **Notices:** All written notices shall be sent to the following parties by certified mail-return receipt requested:

Steven J. Koehler
5900 Windridge
Flower Mound, TX 75028

Von Beougher, Mayor
Double Oak Town Hall
320 Waketon Road.
Double Oak, TX 75077

Section 8. **Dispute Resolution:** In order to ensure an effective relationship between the parties and to provide the best possible services, it is mutually agreed that all questions arising under this Agreement shall be handled and resolved between the Town Council of Double Oak and Koehler.

Section 9. **Jurisdiction:** By this Agreement, Double Oak grants full and complete authorization and jurisdiction to Koehler for all services to be provided by Koehler as contained in this Agreement. Said jurisdiction shall apply to the town limits of Double Oak and the Double Oak Extraterritorial Jurisdiction where applicable.

Section 10. **Venue:** Exclusive venue for any legal dispute arising pursuant to this Agreement shall be in Denton County, Texas.

Section 11. **Supervision/Certification/Licenses:** At all times during the term of this Agreement, all building inspectors shall be under supervision and control of Koehler. In addition, Koehler must be certified or licensed in the respective areas of expertise to carry out duties. The costs associated with maintaining certifications and licenses along with the costs of any required continuing education classes shall be at the sole expense of Koehler.

Section 12. **Performance:** Both parties mutually agree that Koehler is an independent contractor and shall have exclusive control of the details of his performance

hereunder, and that employees of Koehler in no way are to be considered employees of Double Oak. This Agreement is not exclusive; Koehler may provide the same or similar services to other persons and entities. Koehler has no entitlement to the employment benefits made available to Town employees and is not entitled to reimbursement of business expenses. Koehler may employ personnel and subcontractors in the performance of duties and obligations hereunder, provided, however, that invoices submitted to the Town for compensation shall be submitted by Koehler indicating the identity of the person or entity providing services hereunder, and fees paid by the Town shall be paid directly to Koehler. Any employees or subcontractors retained by Koehler shall have the appropriate license and ability.

Section 13. **Indemnification:** Koehler agrees to hold harmless, save and indemnify the Town of Double Oak and its officers and employees for any and all claims for damages, personal injury and/or death that any be asserted against Double Oak arising from Koehler's negligence or his performance hereunder, save and except intentional acts or gross negligence by an employee of Double Oak. The foregoing notwithstanding, the parties hereto reserve the right to all available legal defenses and all protections and limitations of liability provided by the Texas Tort Claims Act and the Texas Constitution relative to these parties. The provisions of this indemnification are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

Section 14. **Insurance:** Koehler agrees to procure and maintain, at a minimum, \$300,000 comprehensive general liability insurance policy providing coverage against any and all claims for personal injury or property damage arising out of acts, errors, or omissions of Koehler, his employees or agents, under or pursuant to this Agreement.

IN WITNESS WHEREOF, we have hereunto set our hands this 15th day of November, 2021, in duplicate originals.

Town of Double Oak:



Von Beougher, Mayor
Attest:



Steven J. Koehler
Attest:

AGREEMENT FOR BUILDING INSPECTION

THIS AGREEMENT (here in after referred to as the "Agreement") is made and entered into by Steven John Koehler, a private contractor, (here in after referred to as Koehler) and the Town of Double Oak, Texas, a municipal corporation, (here in after referred to as "Double Oak" or the "Town").

RECITALS:

WHEREAS, Double Oak is desirous of providing its residents and businesses with fully licensed State of Texas building inspections; and

WHEREAS, Koehler is a fully licensed State Plumbing Inspector and is desirous of furnishing building inspections to the Town of Double Oak; and

WHEREAS, the parties hereto desire to enter into this Agreement for Koehler to provide building inspection according to the highest professional standards to Double Oak in accordance with the terms and conditions set forth herein; and

WHEREAS, all payments to be made hereunder shall be made from current revenues available to the Town; and

WHEREAS, the parties have concluded that this Agreement fairly compensates Koehler for the services being provided hereunder;

Now therefore, in consideration of the mutual promises and consideration provided for herein, the receipt and sufficiency of which are hereby confirmed, the parties hereto agree to the following:

- Section 1. All matters stated above in the preamble are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Section 2. **Term:** This Agreement shall commence on October 1, 2022 and end September 30, 2023, and will be automatically extended thereafter for additional terms of 12 months each unless either party has provided to the other party written notice of non-renewal as outlined in Section 6 of this agreement.
- Section 3. **Scope of Services:** Koehler hereby agrees to provide Double Oak the following services:
- a. **General Services:** Enforce all building codes; review and approve plans; issue and suspend/revoke permits; perform residential and commercial building inspections; confer with architects, contractors, builders and the general public; perform public infrastructure inspections; survey town weekly for unpermitted projects and, attend meetings as required.

Respond to city and or residents within 2 business days on all inspection related calls.

- b. **Service Calls:** Koehler will provide building inspection and special services in consideration for the payment to be made by Double Oak under Section 4a.
- c. **Special Services:** Koehler will provide public infrastructure inspections at the direction of/or under the supervision of the Town Engineer.
- d. **Equipment and Availability:** Koehler will provide all equipment necessary to perform the services contained in this Agreement including, but not limited to vehicles and tools. City will provide cell phone for Koehler to take all related calls. Koehler will be available for general and special services during the normal business hours of Town Hall and shall conduct inspections in accordance with a mutually acceptable schedule with Town administrative staff.

Section 4. **Double Oak's Obligations:** Double Oak agrees to perform the following:

- a. Make payment to Koehler, on a monthly basis and upon receipt of an invoice in accordance with the following fee schedule:
 - 1. Building Inspections, Plans Review, and other general and special services outlined herein: \$48,000.00 annually, prorated for the initial term hereof with \$2000.00 paid Bi Monthly
- b. Provide clerical support and any administrative support for Building permits, including, but not limited to, permit forms, reports, certified and regular mail, records retention, printing, notices and publications. City to provide cell phone

Section 5. **Revenues Retained:** Double Oak shall retain all fees, fines, forfeitures, etc. that may be generated by the issuance of building permits.

Section 6. **Termination:**

- a. This Agreement may be terminated at any time, by either party, giving thirty (30) days written notice to the other party to the addresses provided herein. In the event of such termination by either party; Koehler will be compensated for all services performed to the termination date which will be the date one month (30 days) after the date of the written notice of termination, together with any payments then due and as authorized by this Agreement.
- b. If Double Oak fails to make payment to Koehler within ten (10) working days after the submission date of the monthly report for any prorated amounts,

Koehler, at his discretion, may suspend service until payment is received. If it becomes necessary for Koehler to suspend services to Double Oak for nonpayment of the required amounts, Koehler will identify a date on which the services will be suspended and will notify the Town Secretary by telephone and in writing of the date services will be suspended.

- c. Double Oak, upon failure of Koehler to furnish any services under this Agreement, will have the right to terminate this Agreement by the means set out in subsection (a) of this Section.

Section 7. **Notices:** All written notices shall be sent to the following parties by certified mail-return receipt requested:

Steven J. Koehler
5900 Windridge
Flower Mound, TX 75028

Patrick Johnson, Mayor Pro Tem
Double Oak Town Hall
320 Waketon Road.
Double Oak, TX 75077

Section 8. **Dispute Resolution:** In order to ensure an effective relationship between the parties and to provide the best possible services, it is mutually agreed that all questions arising under this Agreement shall be handled and resolved between the Town Council of Double Oak and Koehler.

Section 9. **Jurisdiction:** By this Agreement, Double Oak grants full and complete authorization and jurisdiction to Koehler for all services to be provided by Koehler as contained in this Agreement. Said jurisdiction shall apply to the town limits of Double Oak and the Double Oak Extraterritorial Jurisdiction where applicable.

Section 10. **Venue:** Exclusive venue for any legal dispute arising pursuant to this Agreement shall be in Denton County, Texas.

Section 11. **Supervision/Certification/Licenses:** At all times during the term of this Agreement, all building inspectors shall be under the supervision and control of Koehler. In addition, Koehler must be certified or licensed in the respective areas of expertise to carry out duties. The costs associated with maintaining certifications and licenses along with the costs of any required continuing education classes shall be at the sole expense of Koehler.

Koehler will assist in helping the new building inspector in training acquire State required 200 plumbing hours and training before he takes the State of Texas required plumbing Board inspector's test.

After successful completion of the state plumbing inspectors' requirements Koehler will assist inspector in training acquire the required knowledge for Electrical, Mechanical (HVAC) Structural & Framing and Swimming Pool construction and upgrade

Section 12. **Performance:** Both parties mutually agree that Koehler is an independent contractor and shall have exclusive control of the details of his performance hereunder, and that employees of Koehler in no way are to be considered employees of Double Oak. This Agreement is not exclusive; Koehler may provide the same or similar services to other persons and entities. Koehler has no entitlement to the employment benefits made available to Town employees and is not entitled to reimbursement of business expenses. Koehler may employ personnel and subcontractors in the performance of duties and obligations hereunder, provided, however, that invoices submitted to the Town for compensation shall be submitted by Koehler indicating the identity of the person or entity providing services hereunder, and fees paid by the Town shall be paid directly to Koehler. Any employees or subcontractors retained by Koehler shall have the appropriate license and ability.

Section 13. **Indemnification:** Koehler agrees to hold harmless, save and indemnify the Town of Double Oak and its officers and employees for any and all claims for damages, personal injury and/or death that any be asserted against Double Oak arising from Koehler's negligence or his performance hereunder, save and except intentional acts or gross negligence by an employee of Double Oak. The foregoing notwithstanding, the parties hereto reserve the right to all available legal defenses and all protections and limitations of liability provided by the Texas Tort Claims Act and the Texas Constitution relative to these parties. The provisions of this indemnification are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

Section 14. **Insurance:** Koehler agrees to procure and maintain, at a minimum, \$300,000 comprehensive general liability insurance policy providing coverage against any and all claims for personal injury or property damage arising out of acts, errors, or omissions of Koehler, his employees or agents, under or pursuant to this Agreement.

IN WITNESS WHEREOF, we have hereunto set our hands this 1st day of September, 2022, in duplicate originals.

Town of Double Oak:

Patrick Johnson, Mayor Pro Tem
Attest:

Steven J. Koehler
Attest:

Town of Double Oak
Profit & Loss Budget vs. Actual

October 2021 through September 2022

Item 5

| | Oct '21 - Sep 22 | Budget | \$ Over Budget | % of Budget |
|---|---------------------|---------------------|--------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 400000 · Tax Revenue | | | | |
| 401101 · Current Property Taxes-M & O | 1,211,345.01 | 1,221,954.00 | -10,608.99 | 99.1% |
| 401201 · Penalty & Interest | 3,402.66 | 2,500.00 | 902.66 | 136.1% |
| 401301 · Prior Year Property Taxes | 3,080.74 | 2,000.00 | 1,080.74 | 154.0% |
| 401315 · Sales Taxes | 469,535.91 | 550,000.00 | -80,464.09 | 85.4% |
| 401601 · Franchise-Cross Timbers Water | 24,490.42 | 20,000.00 | 4,490.42 | 122.5% |
| 401701 · Franchise-Cable TV | 34,952.87 | 35,000.00 | -47.13 | 99.9% |
| 401801 · Franchise-Electric | 96,384.50 | 95,000.00 | 1,384.50 | 101.5% |
| 401805 · Franchise-Garbage | 14,478.26 | 13,000.00 | 1,478.26 | 111.4% |
| 401811 · Franchise-Gas | 17,940.19 | 14,000.00 | 3,940.19 | 128.1% |
| 401901 · Franchise-Telephone | 778.06 | 2,000.00 | -1,221.94 | 38.9% |
| Total 400000 · Tax Revenue | 1,876,388.62 | 1,955,454.00 | -79,065.38 | 96.0% |
| 420000 · Fines and Forfeitures | | | | |
| 420101 · Court Fines | 99,586.89 | 130,000.00 | -30,413.11 | 76.6% |
| Total 420000 · Fines and Forfeitures | 97,646.89 | 130,000.00 | -32,353.11 | 75.1% |
| 430000 · Licenses and Permits | | | | |
| 430101 · Fences | 1,650.00 | 1,275.00 | 375.00 | 129.4% |
| 430102 · Commercial Buildings | 14,658.75 | 20,000.00 | -5,341.25 | 73.3% |
| 430103 · Oil and Gas Drilling | 0.00 | 0.00 | 0.00 | 0.0% |
| 430201 · New Homes | 13,853.50 | 9,000.00 | 4,853.50 | 153.9% |
| 430202 · Erosion Control | 0.00 | 1,650.00 | -1,650.00 | 0.0% |
| 430301 · Misc Construction | 24,744.26 | 12,000.00 | 12,744.26 | 206.2% |
| 430401 · Roofs | 3,740.00 | 850.00 | 2,890.00 | 440.0% |
| 430501 · Septic Systems | 5,310.00 | 3,500.00 | 1,810.00 | 151.7% |
| 430601 · Sprinkler Systems | 425.00 | 600.00 | -175.00 | 70.8% |
| 430701 · Swimming Pools | 3,460.00 | 1,625.00 | 1,835.00 | 212.9% |
| 430801 · Water Wells | 160.00 | 0.00 | 160.00 | 100.0% |
| 430901 · Plats and Subdivision Fees | 500.00 | 0.00 | 500.00 | 100.0% |
| Total 430000 · Licenses and Permits | 68,586.51 | 50,500.00 | 18,086.51 | 135.8% |
| 440000 · Other Revenue | | | | |
| 440101 · Administration Fees | 847.96 | 1,500.00 | -652.04 | 56.5% |
| 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 | 7,090.33 | 10,000.00 | -2,909.67 | 70.9% |
| 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% |
| 440700 · Insurance Proceeds | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 440000 · Other Revenue | 7,938.29 | 11,550.00 | -3,611.71 | 68.7% |
| 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 | 195.00 | 500.00 | -305.00 | 39.0% |
| 440601 · Sewage Service | 16,957.73 | 25,000.00 | -8,042.27 | 67.8% |
| 440701 · Town Hall Rental Fees | 50.00 | 0.00 | 50.00 | 100.0% |
| Total 440300 · Charges for Services | 17,238.73 | 25,500.00 | -8,261.27 | 67.6% |
| 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 | 2,067,799.04 | 2,173,004.00 | -105,204.96 | 95.2% |
| Gross Profit | 2,067,799.04 | 2,173,004.00 | -105,204.96 | 95.2% |

Town of Double Oak
Profit & Loss Budget vs. Actual

October 2021 through September 2022

| | Oct '21 - Sep 22 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|-------------------|-------------------|--------------|
| Expense | | | | |
| 510000 · Town Administration | | | | |
| 521000 · Town Salary Adjustments | 0.00 | 0.00 | 0.00 | 0.0% |
| 521012 · Attorney Fees | 9,418.63 | 20,000.00 | -10,581.37 | 47.1% |
| 521033 · Custodial Services | 4,721.63 | 8,000.00 | -3,278.37 | 59.0% |
| 521041 · Denton Central Appraisal Dist | 5,371.32 | 7,100.00 | -1,728.68 | 75.7% |
| 521050 · Election Expense | 4,063.24 | 5,500.00 | -1,436.76 | 73.9% |
| 521051 · Electricity | 5,666.04 | 5,500.00 | 166.04 | 103.0% |
| 521060 · Financial Auditors | 10,000.00 | 10,000.00 | 0.00 | 100.0% |
| 521070 · Natural Gas | 1,168.80 | 1,500.00 | -331.20 | 77.9% |
| 521073 · Printer Copier | 4,690.05 | 6,000.00 | -1,309.95 | 78.2% |
| 521133 · Ordinance Codification | 395.00 | 3,000.00 | -2,605.00 | 13.2% |
| 521160 · Postage | 2,356.98 | 3,000.00 | -643.02 | 78.6% |
| 521200 · Tax Billing Expense | 1,207.00 | 1,300.00 | -93.00 | 92.8% |
| 521201 · Communications | 8,978.78 | 11,000.00 | -2,021.22 | 81.6% |
| 521220 · Water | 1,689.42 | 2,500.00 | -810.58 | 67.6% |
| 521230 · Archive System | 712.00 | 5,000.00 | -4,288.00 | 14.2% |
| 521250 · Outdoor Siren | 0.00 | 0.00 | 0.00 | 0.0% |
| 530050 · Ambulance Service | 0.00 | 29,075.00 | -29,075.00 | 0.0% |
| Total 510000 · Town Administration | 60,438.89 | 118,475.00 | -58,036.11 | 51.0% |
| 520000 · Administrative | | | | |
| 521010 · Advertising | 194.90 | 1,600.00 | -1,405.10 | 12.2% |
| 521020 · Bank Charges | 49.25 | 100.00 | -50.75 | 49.3% |
| 521030 · Cleaning Supplies | 0.00 | 0.00 | 0.00 | 0.0% |
| 521031 · Computer Supplies/Software | 21,805.12 | 25,000.00 | -3,194.88 | 87.2% |
| 521032 · Council Contingency | 13,500.00 | 11,407.06 | 2,092.94 | 118.3% |
| 521034 · Technology Fund | 2,036.03 | 4,000.00 | -1,963.97 | 50.9% |
| 521074 · Meetings | 101.76 | 300.00 | -198.24 | 33.9% |
| 521075 · Goodwill | 1,031.68 | 500.00 | 531.68 | 206.3% |
| 521076 · Incentive Pay | 1,384.56 | 1,500.00 | -115.44 | 92.3% |
| 521090 · General Liability Insurance | 3,521.74 | 3,200.00 | 321.74 | 110.1% |
| 521091 · Health/Dental/Life Insurance | 14,164.08 | 18,080.68 | -3,916.60 | 78.3% |
| 521130 · Membership & Dues | 515.00 | 2,000.00 | -1,485.00 | 25.8% |
| 521131 · Car Maintenance-Fuel-Travel | 0.00 | 0.00 | 0.00 | 0.0% |
| 521150 · Office Supplies | 4,871.01 | 7,000.00 | -2,128.99 | 69.6% |
| 521151 · Other Professional Services | 2,625.43 | 6,000.00 | -3,374.57 | 43.8% |
| 521153 · Other Supplies | 414.72 | 1,000.00 | -585.28 | 41.5% |
| 521161 · Publications & Subscriptions | 179.71 | 300.00 | -120.29 | 59.9% |
| 521162 · Printing and Copying | 378.95 | 600.00 | -221.05 | 63.2% |
| 521170 · Payroll Taxes - FICA | 15,970.32 | 11,970.00 | 4,000.32 | 133.4% |
| 521172 · TWC Unemployment Insurance | 3,049.76 | 2,400.00 | 649.76 | 127.1% |
| 521190 · Town Secretary Salary | 74,719.92 | 80,946.67 | -6,226.75 | 92.3% |
| 521191 · Longevity Pay-Administration | 1,420.00 | 1,800.00 | -380.00 | 78.9% |
| 521192 · Worker's Compensation Ins. | 793.87 | 1,300.00 | -506.13 | 61.1% |
| 521194 · Asst Town Secretary Salary | 67,386.53 | 71,688.86 | -4,302.33 | 94.0% |
| 521195 · Overtime | 3,773.39 | 5,000.00 | -1,226.61 | 75.5% |
| 521196 · TMRS-Retirement | 10,968.04 | 13,125.00 | -2,156.96 | 83.6% |
| 521202 · Training Seminars | 1,485.00 | 2,000.00 | -515.00 | 74.3% |
| Total 520000 · Administrative | 246,184.23 | 272,818.27 | -26,634.04 | 90.2% |
| 530000 · Public Works | | | | |
| 521021 · Building Repair/Remodeling | 2,084.53 | 5,000.00 | -2,915.47 | 41.7% |
| 521025 · Building Expenditures | 4,485.30 | 2,000.00 | 2,485.30 | 224.3% |
| 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 | 18,850.00 | 18,000.00 | 850.00 | 104.7% |
| 530101 · Public Works Director Salary | 28,014.87 | 70,000.00 | -41,985.13 | 40.0% |
| 530102 · Public Works Director TMRS | 1,870.47 | 5,670.00 | -3,799.53 | 33.0% |
| 530103 · Public Works Director FICA | 1,727.88 | 5,355.00 | -3,627.12 | 32.3% |
| 530104 · Public Works Director (H/D/L) | 4,541.17 | 2,000.00 | 2,541.17 | 227.1% |
| 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 | 51,500.00 | 0.00 | 51,500.00 | 100.0% |
| 530111 · Building Inspectors Phone | 189.93 | 0.00 | 189.93 | 100.0% |
| 530115 · Code Enforcement | 750.00 | 0.00 | 750.00 | 100.0% |
| 530116 · Code Enforcement Liab Ins-TML | 747.68 | 700.00 | 47.68 | 106.8% |
| 530125 · Council Discretionary Fund | 0.00 | 0.00 | 0.00 | 0.0% |
| 530150 · Grounds Maintenance | 6,784.20 | 8,500.00 | -1,715.80 | 79.8% |
| 530151 · Grounds Equipment | 191.70 | 0.00 | 191.70 | 100.0% |
| 530175 · Equipment Repair/Maintenance | 0.00 | 0.00 | 0.00 | 0.0% |
| 530180 · Minor Equipment | 458.32 | 0.00 | 458.32 | 100.0% |
| 530200 · Lot Mowing/Tree Trim Service | 1,350.00 | 9,000.00 | -7,650.00 | 15.0% |
| 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% |

Town of Double Oak
Profit & Loss Budget vs. Actual

October 2021 through September 2022

| | Oct '21 - Sep 22 | Budget | \$ Over Budget | % of Budget |
|--|-------------------|---------------------|--------------------|--------------|
| 530203 · Vehicle Payment | 0.00 | 0.00 | 0.00 | 0.0% |
| 530204 · Vehicle Maintenance | 1,975.30 | 500.00 | 1,475.30 | 395.1% |
| 530205 · Vehicle Fuel | 985.02 | 1,800.00 | -814.98 | 54.7% |
| 530206 · Uniforms | 0.00 | 0.00 | 0.00 | 0.0% |
| 530210 · Membership Dues/Licensing | 1,009.00 | 0.00 | 1,009.00 | 100.0% |
| 530230 · Other Professional Services | 1,692.36 | 3,000.00 | -1,307.64 | 56.4% |
| 530231 · Other Supplies | 435.06 | 1,000.00 | -564.94 | 43.5% |
| 530235 · Printing | 184.34 | 0.00 | 184.34 | 100.0% |
| 530240 · Postage | 0.00 | 0.00 | 0.00 | 0.0% |
| 530245 · Computer Support | 15,000.02 | 17,000.00 | -1,999.98 | 88.2% |
| 530250 · Health Inspector | 1,134.01 | 1,000.00 | 134.01 | 113.4% |
| 530260 · Septic Inspections | 3,420.00 | 5,000.00 | -1,580.00 | 68.4% |
| 530270 · Sewage Services | 18,718.86 | 25,000.00 | -6,281.14 | 74.9% |
| 530271 · Vehicle Reimbursement | 0.00 | 0.00 | 0.00 | 0.0% |
| 530272 · Incentive Pay | 253.77 | 0.00 | 253.77 | 100.0% |
| 530273 · Worker's Compensation Ins | 258.89 | 300.00 | -41.11 | 86.3% |
| 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 | 401.33 | 700.00 | -298.67 | 57.3% |
| 531020 · Credit Card Convenience Fee | 0.00 | 0.00 | 0.00 | 0.0% |
| 531201 · Weather Siren | 0.00 | 7,500.00 | -7,500.00 | 0.0% |
| Total 530000 · Public Works | 169,014.01 | 190,325.00 | -21,310.99 | 88.8% |
| 540000 · Streets and Drainage | | | | |
| 540019 · Engineering General | 21,318.44 | 40,000.00 | -18,681.56 | 53.3% |
| 540060 · Crack Seal & Potholes | 1,296.81 | 35,000.00 | -33,703.19 | 3.7% |
| 540110 · Current Year Road Repairs | 15,264.64 | 200,000.00 | -184,735.36 | 7.6% |
| 540111 · Prior Year Road Repairs | 0.00 | 0.00 | 0.00 | 0.0% |
| 540155 · MS4 Stormwater | 7,500.00 | 7,500.00 | 0.00 | 100.0% |
| 540177 · Public Works Projects Costs | 0.00 | 0.00 | 0.00 | 0.0% |
| 540200 · Sign Repair and Replacement | 787.95 | 3,000.00 | -2,212.05 | 26.3% |
| Total 540000 · Streets and Drainage | 46,167.84 | 285,500.00 | -239,332.16 | 16.2% |
| 550000 · Police Department | | | | |
| 550120 · Capital Equipment (Auto) | 0.00 | 0.00 | 0.00 | 0.0% |
| 550135 · Computer Equip/Supplies/SW Main | 44,448.68 | 41,500.00 | 2,948.68 | 107.1% |
| 550140 · Equipment Repair & Maintenance | 200.00 | 1,200.00 | -1,000.00 | 16.7% |
| 550145 · Health/Dental/Life Insurance | 100,799.57 | 134,607.15 | -33,807.58 | 74.9% |
| 550219 · Membership Dues | 270.00 | 900.00 | -630.00 | 30.0% |
| 550220 · Minor Equipment | 887.02 | 1,600.00 | -712.98 | 55.4% |
| 550230 · Other Professional Services | 129.00 | 100.00 | 29.00 | 129.0% |
| 550240 · Office Supplies | 301.16 | 1,000.00 | -698.84 | 30.1% |
| 550248 · Publications | 0.00 | 400.00 | -400.00 | 0.0% |
| 550249 · External Contracts | 2,814.20 | 6,000.00 | -3,185.80 | 46.9% |
| 550250 · Postage | 0.00 | 0.00 | 0.00 | 0.0% |
| 550251 · Printing | 649.30 | 900.00 | -250.70 | 72.1% |
| 550252 · Police Chief Salary | 90,587.04 | 98,135.97 | -7,548.93 | 92.3% |
| 550253 · Police Asst. Chief Salary | 80,513.52 | 87,222.89 | -6,709.37 | 92.3% |
| 550254 · Police Officers' Salary | 319,616.91 | 425,440.00 | -105,823.09 | 75.1% |
| 550255 · Administrative Assistant PD | 0.00 | 0.00 | 0.00 | 0.0% |
| 550256 · Crossing Guard | 4,197.50 | 7,000.00 | -2,802.50 | 60.0% |
| 550257 · Police Department Overtime | 8,715.48 | 5,000.00 | 3,715.48 | 174.3% |
| 550261 · Criminal Investigations | 462.80 | 2,000.00 | -1,537.20 | 23.1% |
| 550262 · General Liability Insurance | 12,211.79 | 11,000.00 | 1,211.79 | 111.0% |
| 550263 · TWC Unemployment Ins | 0.00 | 0.00 | 0.00 | 0.0% |
| 550264 · Incentive Pay | 7,947.60 | 9,600.00 | -1,652.40 | 82.8% |
| 550271 · Salaries Benefits - FICA | 35,101.34 | 46,726.10 | -11,624.76 | 75.1% |
| 550275 · Salaries Benefits - TMRS | 36,964.44 | 49,474.00 | -12,509.56 | 74.7% |
| 550276 · Human Resources | 1,359.90 | 1,500.00 | -140.10 | 90.7% |
| 550277 · Longevity Pay | 3,235.00 | 3,575.00 | -340.00 | 90.5% |
| 550278 · Worker's Compensation Ins | 14,036.80 | 22,823.00 | -8,786.20 | 61.5% |
| 550280 · Communications | 11,544.44 | 14,000.00 | -2,455.56 | 82.5% |
| 550281 · Training | 14,926.32 | 24,000.00 | -9,073.68 | 62.2% |
| 550286 · Training Ammo | 5,799.50 | 5,000.00 | 799.50 | 116.0% |
| 550290 · Uniforms | 16,861.69 | 24,000.00 | -7,138.31 | 70.3% |
| 550291 · Patrol Equipment | 4,275.17 | 7,000.00 | -2,724.83 | 61.1% |
| 550292 · Community Programs | 1,806.99 | 2,000.00 | -193.01 | 90.3% |
| 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 | 1,648.44 | 1,000.00 | 648.44 | 164.8% |
| 550300 · Vehicle Fuel | 11,316.18 | 25,000.00 | -13,683.82 | 45.3% |
| 550400 · Vehicle Repair & Maintenance | 8,929.21 | 13,500.00 | -4,570.79 | 66.1% |
| Total 550000 · Police Department | 842,556.99 | 1,074,204.11 | -231,647.12 | 78.4% |

Town of Double Oak
Profit & Loss Budget vs. Actual

October 2021 through September 2022

| | Oct '21 - Sep 22 | Budget | \$ Over Budget | % of Budget |
|---|---------------------|---------------------|--------------------|---------------|
| 560000 · Municipal Court | | | | |
| 560010 · Judges Services | 5,750.00 | 10,000.00 | -4,250.00 | 57.5% |
| 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 | 4,122.50 | 10,000.00 | -5,877.50 | 41.2% |
| 560025 · Other Professional Services | 0.00 | 0.00 | 0.00 | 0.0% |
| 560026 · Court Clerk - Salary | 60,146.55 | 63,594.96 | -3,448.41 | 94.6% |
| 560027 · Court Clerk- FICA | 4,564.52 | 4,386.19 | 178.33 | 104.1% |
| 560028 · Court Clerk - TMRS | 4,829.74 | 4,810.04 | 19.70 | 100.4% |
| 560029 · Court Clerk Ins (H/D/L) | 7,186.15 | 9,385.43 | -2,199.28 | 76.6% |
| 560030 · Court Clerk - Longevity | 845.00 | 845.00 | 0.00 | 100.0% |
| 560031 · Overtime | 3,966.89 | 5,000.00 | -1,033.11 | 79.3% |
| 560035 · Court Supplies,Equip & S/W Main | 3,470.43 | 13,000.00 | -9,529.57 | 26.7% |
| 560055 · Membership Dues | 0.00 | 120.00 | -120.00 | 0.0% |
| 560076 · Incentive Pay | 565.45 | 600.00 | -34.55 | 94.2% |
| Total 560000 · Municipal Court | 95,447.23 | 121,981.62 | -26,534.39 | 78.2% |
| 570000 · Double Oak Vol. Fire Department | | | | |
| 570010 · DOVFD Capital Equip Contributio | 0.00 | 0.00 | 0.00 | 0.0% |
| 570020 · DOVFD Operations Contribution | 75,000.00 | 100,000.00 | -25,000.00 | 75.0% |
| 570021 · General Liability Insurance | 8,473.48 | 7,200.00 | 1,273.48 | 117.7% |
| 570022 · Worker's Compensation Ins | 2,456.41 | 2,500.00 | -43.59 | 98.3% |
| Total 570000 · Double Oak Vol. Fire Department | 85,929.89 | 109,700.00 | -23,770.11 | 78.3% |
| Total Expense | 1,545,739.08 | 2,173,004.00 | -627,264.92 | 71.1% |
| Net Ordinary Income | 522,059.96 | 0.00 | 522,059.96 | 100.0% |
| Net Income | 522,059.96 | 0.00 | 522,059.96 | 100.0% |

Town of Double Oak
Balance Sheet
As of September 2, 2022

Sep 2, 22

ASSETS

Current Assets

Checking/Savings

| | |
|--|--------------|
| 102302 · Independent Bank Money Market | 1,967,534.34 |
| 102303 · Independent Bank Checking | 11,823.12 |
| 102304 · Police Lease Training Fund | 855.42 |
| 102306 · John B. Wright Memorial Fund | 560.51 |
| 102307 · DO Police Dept Chapter 59 | 8.68 |
| 102400 · Petty Cash | 499.21 |
| 102450 · DATCU | 3,276.50 |
| 106101 · Certificate of Deposit | 427,158.20 |

Total Checking/Savings 2,411,715.98

Accounts Receivable

| | |
|------------------------------|-----------|
| 106100 · Accounts Receivable | 75,816.82 |
|------------------------------|-----------|

Total Accounts Receivable 75,816.82

Other Current Assets

| | |
|--|-----------|
| 104100 · Bartonville Water Certificate | 2,000.00 |
| 106150 · Interest Receivable | 225.00 |
| 106400 · Employee Receivables | -66.09 |
| 106700 · Property Taxes Receivable | 10,443.89 |
| 106900 · Prepaid Costs | 20,132.44 |

Total Other Current Assets 32,735.24

Total Current Assets 2,520,268.04

TOTAL ASSETS 2,520,268.04

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

| | |
|---------------------------|----------|
| 202000 · Accounts Payable | 7,881.27 |
|---------------------------|----------|

Total Accounts Payable 7,881.27

Other Current Liabilities

| | |
|--|-----------|
| 106300 · Allowance for Uncoll Taxes | 10,443.89 |
| 200000 · Payroll Liabilities | |
| 201500 · TMRS Payable | 3,890.62 |
| 202507 · Dependant Health Care Coverage | -979.86 |
| 202508 · AFLAC Deduction | 397.98 |
| 202509 · Child Support Withholding Order | 111.85 |
| 202513 · Vision Insurance | 438.00 |
| 202516 · Dependent Life Insurance | 396.94 |
| 200000 · Payroll Liabilities - Other | -50.64 |

Total 200000 · Payroll Liabilities 4,204.89

Town of Double Oak
Balance Sheet
As of September 2, 2022

| | <u>Sep 2, 22</u> |
|--|----------------------------|
| 200504 · Town Hall Reservation Deposits | 650.00 |
| 201250 · Cr Card Fees/Collection Charges | 1,270.46 |
| 202250 · Town Hall Renovations | 200.00 |
| 202501 · Court Fees & Fines Due State | 46,293.40 |
| 202502 · Technology Fees | 2,176.81 |
| 202503 · Court Security Fees | 26,370.31 |
| 202504 · Police LEOSE Training Account | 855.42 |
| 202506 · Child Safety Fund | 3,648.46 |
| 202511 · Omnibase Fees Due | 307.43 |
| 202512 · Court Collections | -15,867.31 |
| 202760 · Time Payment Reimbursement Fee | 448.31 |
| 203002 · Park Fund Account | 209.54 |
| 203006 · CARES - CLFRF - SLFRF Funds | -3,834.37 |
| 203060 · Waketon Road Reconstruction | 5,241.07 |
| 203090 · Waketon Road-Town of Double Oak | -64,722.17 |
| 2050000 · Accured Payroll | 22,774.04 |
| 205555 · Police Grants | 347.25 |
| 206250 · Sewer System Maintenance | 9,977.99 |
| 206500 · Police-Chapter 59 | 8.68 |
| 208000 · Golf Tournament | 44.85 |
| 2110 · Direct Deposit Liabilities | -254.37 |
| Total Other Current Liabilities | <u>50,794.58</u> |
| Total Current Liabilities | <u>58,675.85</u> |
| Total Liabilities | 58,675.85 |
| Equity | |
| 3000 · Fund Balances | 209,371.05 |
| 3100 · Town Contingency | 100,000.00 |
| 3150 · Stormwater Structures Fund | 100,000.00 |
| 3200 · Road Contingency | 150,000.00 |
| 3250 · Denton County Bond Project Fund | 120,000.00 |
| 3450 · Town Hall Technology Fund | 40,000.00 |
| 3550 · TCEQ MS4 (5-year) Fund | 20,000.00 |
| 3600 · Street and Drainage Fund | 210,792.58 |
| 3650 · Cross Timbers Drainage Project | 20,000.00 |
| 3800 · Police Vehicle Fund | 80,007.67 |
| 3850 · Police Body Camera Project Fund | 38,839.00 |
| 3900 · Retained Earnings | 850,521.93 |
| Net Income | 522,059.96 |
| Total Equity | <u>2,461,592.19</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>2,520,268.04</u></u> |

FY Ending September

2023

Ordinary Income/Expense

| | |
|---------------------------------------|---------------------|
| Income | 0.211000 |
| 400000 · Tax Revenue | 7.15% |
| 401101 · Current Property Taxes-M & O | 1,309,321.87 |
| 401201 · Penalty & Interest | 2,500.00 |
| 401301 · Prior Year Property Taxes | 2,000.00 |
| 401315 · Sales Taxes | 600,000.00 |
| 401601 · Franchise-Bartonville Water | 24,000.00 |
| 401701 · Franchise-Cable TV | 35,000.00 |
| 401801 · Franchise-Electric | 95,000.00 |
| 401805 · Franchise-Garbage | 13,000.00 |
| 401811 · Franchise-Gas/TXU/CoServ | 17,000.00 |
| 401901 · Franchise-Telephone | 500.00 |
| Total 400000 · Tax Revenue | <u>2,098,321.87</u> |
| 420000 · Fines and Forfeitures | |
| 420101 · Court Fines & Fees | 115,000.00 |
| 420112 · Court Fees | 0.00 |
| 420113 · Court Forfeitures | 0.00 |
| Total 420000 · Fines and Forfeitures | <u>115,000.00</u> |
| 430000 · Licenses and Permits | |
| 430101 · Fences | 1,275.00 |
| 430102 · Commercial Buildings | 6,000.00 |
| 430103 · Oil and Gas Drilling | 0.00 |
| 430201 · New Homes | 3,000.00 |
| 430202 · Erosion Control | 0.00 |
| 430301 · Misc Construction | 20,000.00 |
| 430401 · Roofs | 1,275.00 |
| 430501 · Septic Systems | 5,000.00 |
| 430601 · Sprinkler Systems | 500.00 |
| 430701 · Swimming Pools | 2,000.00 |
| 430801 · Water Wells | 0.00 |
| 430901 · Plats and Subdivision Fees | 0.00 |
| 430000 · Licenses and Permits - Other | 0.00 |
| Total 430000 · Licenses and Permits | <u>39,050.00</u> |
| 440000 · Other Revenue | |
| 440101 · Administration Fees | 1,000.00 |
| 440102 · Animal Control | 0.00 |
| 440201 · Interest Income | 9,500.00 |
| 440700 · Insurance Proceeds | 0.00 |
| Total 440000 · Other Revenue | <u>10,500.00</u> |
| 440300 · Charges for Services | |
| 440301 · Lien Release | 0.00 |

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| 440501 · Misc. Income | 250.00 |
| 440601 · Sewage Service | 25,000.00 |
| 440701 · Town Hall Rental Fees | 0.00 |
| 4403 01 · Charges for Services - Other | 0.00 |
| Total 440300 · Charges for Services | 25,250.00 |
| 440400 · Park Funds | |
| 440401A · Gazebo Funds | 0.00 |
| Total 440400 · Park Funds | 0.00 |
| 440500 · Carry Over from previous year | 0.00 |
| Total Income | 2,288,121.87 |

Expense

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|---|-------------------|
| 510000 · Town Administration | |
| 521012 · Attorney Fees | 25,000.00 |
| 521033 · Custodial Services | 5,500.00 |
| 521041 · Denton Central Appraisal Dist | 8,237.00 |
| 521050 · Election Expense | 4,500.00 |
| 521051 · Electricity | 6,500.00 |
| 521060 · Financial Auditors | 10,000.00 |
| 521070 · Natural Gas | 2,000.00 |
| 521073 · Printer Copier | 6,000.00 |
| 521133 · Ordinance Codification | 1,500.00 |
| 521160 · Postage | 3,000.00 |
| 521200 · Tax Billing Expense | 1,500.00 |
| 521201 · Communications | 11,000.00 |
| 521220 · Water | 2,500.00 |
| 521230 · Archive System | 5,000.00 |
| 521250 · Outdoor Siren | 0.00 |
| 530050 · Ambulance Service | 29,075.00 |
| Total 510000 · Town Administration | 121,312.00 |

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| 520000 · Administrative | |
| 521010 · Advertising | 2,000.00 |
| 521020 · Bank Charges | 100.00 |
| 521030 · Cleaning Supplies | 0.00 |
| 521031 · Computer Supplies/Software | 25,000.00 |
| 521032 · Council Contingency | 687.99 |
| 521034 · Technology Fund | 4,000.00 |
| 521074 · Meetings | 150.00 |
| 521075 · Goodwill | 500.00 |
| 521076 · Incentive Pay | 1,500.00 |
| 521090 · General Liability Insurance | 4,395.72 |
| 521091 · Health/Dental/Life Insurance | 20,000.00 |
| 521130 · Membership & Dues | 1,500.00 |
| 521131 · Car Maintenance-Fuel-Travel | 0.00 |
| 521150 · Office Supplies | 6,000.00 |

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|---------------------------------------|------------|
| 521151 · Other Professional Services | 2,200.00 |
| 521153 · Other Supplies | 650.00 |
| 521161 · Publications & Subscriptions | 200.00 |
| 521162 · Printing and Copying | 450.00 |
| 521170 · Payroll Taxes - FICA | 12,583.59 |
| 521172 · TWC Unemployment Insurance | 2,400.00 |
| 521190 · Town Secretary Salary | 82,970.34 |
| 521191 · Longevity Pay-Administration | 1,540.00 |
| 521192 · Worker's Compensation Ins. | 891.60 |
| 521194 · Asst Town Secretary Salary | 73,481.08 |
| 521195 · Overtime | 5,000.00 |
| 521196 · TMRS-Retirement | 14,153.22 |
| 521202 · Training Seminars | 2,000.00 |
| 66900 · Reconciliation Discrepancies | 0.00 |
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| | 264,353.54 |

Total 520000 · Administrative

530000 · Public Works

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| 521021 · Building Repair/Remodeling | 10,000.00 |
| 521025 · Building Expenditures | 2,000.00 |
| 521120 · Lien Filing Expense | 100.00 |
| 530025 · Mosquito Control Program | 200.00 |
| 530100 · Animal Control Officer | 18,000.00 |
| 530101 · Public Works Director Salary | 71,750.00 |
| 530102 · Public Works Director TMRS | 6,229.03 |
| 530103 · Public Works Director FICA | 5,538.22 |
| 530104 · Public Works Director (H/D/L) | 2,000.00 |
| 530105 · PW Director (TWC/Unempl Ins) | 0.00 |
| 530106 · Building Official Overtime | 0.00 |
| 530110 · Building Inspectors | 34,000.00 |
| 530111 · Building Inspectors Phone | 0.00 |
| 530115 · Code Enforcement | 0.00 |
| 530116 · Code Enforcement Liab Ins-TML | 941.94 |
| 530125 · Council Discretionary Fund | 0.00 |
| 530150 · Grounds Maintenance | 9,000.00 |
| 530151 · Grounds Equipment | 0.00 |
| 530175 · Equipment Repair/Maintenance | 0.00 |
| 530180 · Minor Equipment | 0.00 |
| 530200 · Lot Mowing/Tree Trim Service | 5,500.00 |
| 530201 · Public Works Training | 2,500.00 |
| 530202 · Longevity Pay- Public Works | 45.00 |
| 530203 · Vehicle Payment | 0.00 |
| 530204 · Vehicle Maintenance | 750.00 |
| 530205 · Vehicle Fuel | 2,000.00 |
| 530206 · Uniforms | 0.00 |
| 530210 · Membership Dues/Licensing | 500.00 |

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| 530230 · Other Professional Services | 2,000.00 |
| 530231 · Other Supplies | 1,000.00 |
| 530235 · Printing | 200.00 |
| 530240 · Postage | 0.00 |
| 530245 · Computer Support | 9,500.00 |
| 530250 · Health Inspector | 2,500.00 |
| 530260 · Septic Inspections | 5,000.00 |
| 530270 · Sewage Services | 25,000.00 |
| 530271 · Vehicle Reimbursement | 0.00 |
| 530272 · Incentive Pay | 600.00 |
| 530273 · Worker's Compensation Ins | 445.80 |
| 530277 · General Liability Insurance | 0.00 |
| 530280 · Hazardous Waste Disposal | 0.00 |
| 530650 · Public Works-Cell phone | 300.00 |
| 531020 · Credit Card Convenience Fee | 0.00 |
| 531201 · Weather Siren | 785.00 |
| Total 530000 · Public Works | 218,384.99 |

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| 540000 · Streets and Drainage | |
| 540019 · Engineering General | 50,000.00 |
| 540060 · Crack Seal & Potholes | 40,000.00 |
| 540110 · Current Year Road Repairs | 200,000.00 |
| 540111 · Prior Year Road Repairs | 0.00 |
| 540155 · MS4 Stormwater | 7,500.00 |
| 540177 · Public Works Projects Costs | 0.00 |
| 540200 · Sign Repair and Replacement | 3,000.00 |
| Total 540000 · Streets and Drainage | 300,500.00 |

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| 550000 · Police Department | |
| 550120 · Capital Equipment (Auto) | |
| 550135 · Computer Equip/Supplies/SW Main | 41,500.00 |
| 550140 · Equipment Repair & Maintenance | 1,200.00 |
| 550145 · Health/Dental/Life Insurance | 134,607.15 |
| 550219 · Membership Dues | 900.00 |
| 550220 · Minor Equipment | 1,600.00 |
| 550230 · Other Professional Services | 100.00 |
| 550240 · Office Supplies | 1,000.00 |
| 550248 · Publications | 400.00 |
| 550249 · External Contracts | 6,000.00 |
| 550250 · Postage | |
| 550251 · Printing | 900.00 |
| 550252 · Police Chief Salary | 100,589.37 |
| 550253 · Police Asst. Chief Salary | 89,403.46 |
| 550254 · Police Officers' Salary | 486,235.76 |
| 550255 · Administrative Assistant PD | 0.00 |

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| 550256 · Crossing Guard | 4,000.00 |
| 550257 · Police Department Overtime | 5,000.00 |
| 550261 · Criminal Investigations | 2,000.00 |
| 550262 · General Liability Insurance | 15,385.02 |
| 550263 · TWC Unemployment Ins | 0.00 |
| 550264 · Incentive Pay | 9,600.00 |
| 550271 · Salaries Benefits - FICA | 53,333.78 |
| 550275 · Salaries Benefits - TMRS | 59,642.26 |
| 550276 · Human Resources | 1,500.00 |
| 550277 · Longevity Pay | 2,345.00 |
| 550278 · Worker's Compensation Ins | 17,832.00 |
| 550280 · Communications | 14,000.00 |
| 550281 · Training | 20,000.00 |
| 550286 · Training Ammo | 5,000.00 |
| 550290 · Uniforms | 24,000.00 |
| 550291 · Patrol Equipment | 7,000.00 |
| 550292 · Community Programs | 3,000.00 |
| 550293 · Traffic Management | 500.00 |
| 550294 · Evidence Room Supplies | 500.00 |
| 550295 · Goodwill | 1,000.00 |
| 550300 · Vehicle Fuel | 30,000.00 |
| 550400 · Vehicle Repair & Maintenance | 13,500.00 |
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| | 1,153,573.80 |

Total 550000 · Police Department

560000 · Municipal Court

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| 560010 · Judges Services | 10,000.00 |
| 560015 · Jury Services | 240.00 |
| 560018 · Jail Services | 0.00 |
| 560020 · Prosecuting Attorney | 10,000.00 |
| 560025 · Other Professional Services | 480.00 |
| 560026 · Court Clerk - Salary | 65,184.83 |
| 560027 · Court Clerk- FICA | 5,560.77 |
| 560028 · Court Clerk - TMRS | 6,254.40 |
| 560029 · Court Clerk Ins (H/D/L) | 4,856.61 |
| 560030 · Court Clerk - Longevity | 905.00 |
| 560031 · Overtime | 6,000.00 |
| 560035 · Court Supplies,Equip & S/W Main | 6,000.00 |
| 560055 · Membership Dues | 120.00 |
| 560076 · Incentive Pay | 600.00 |
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Total 560000 · Municipal Court 116,201.62

570000 · Fire Department

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| 570010 · DOVFD Capital Asset Contributio | 0.00 |
| 570020 · DOVFD Operations Contribution | 100,000.00 |
| 570021 · General Liab. Insurance DOVFD | 10,675.32 |
| 570022 · Worker's Compensation Ins | 3,120.60 |

Total 570000 · Fire Department

113,795.92

Total Expense

2,288,121.87

5.3%

Net Income

0.00