

**STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK**

The Double Oak Town Council met in regular session at 7:00 p.m. Monday, June 5, 2023, at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Patrick Johnson	Mayor
Connie Schoenrade	Mayor Pro-Tem
Mike Gwartney	Deputy Mayor Pro-Tem
Jean Hillyer	Council Member
Pat Wellen	Council Member
Mark Dieterich	Council Member

Also in attendance were Town Secretary Eileen Kennedy and Police Chief Ruben Rivas.

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

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 May 15, 2023.
2. Consideration, and action on an invoice from Halff for Year 4 MS4 Annual Report in the amount of \$7,495.37.

Motion Hillyer, seconded by Schoenrade to approve the consent agenda.

AYE: Hillyer, Wellen, Schoenrade, Gwartney
NAY: None
ABSTAIN: None

Motion carried 4-0

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. Consideration and action to appoint a citizen to fill the vacancy in the office of councilmember, caused by the mayor's election, for the remainder of the unexpired term of office.

David Blesch, 110 Tanglewood and Mark Dieterich, 155 Fox Trot expressed their desire to fill the vacant council seat.

Motion Hillyer to appoint David Blesch to the vacant seat on the council.
Motion died for lack of a second.

Motion Wellen, second Gwartney to appoint Mark Dieterich to the vacant councilmember seat for the remainder of the unexpired term of office.

AYE: Schoenrade, Wellen, Gwartney
NAY: Hillyer
ABSTAIN: None

Motion carried 3-1-0

9. Presentation by Chief Scott Whisenhunt on Double Oak Volunteer Fire Departments use of Active 911.
10. Presentation by Deputy Chief G. Dean Feldpausch and Assistant Fire Chief Jerry Duffield on the EMS ambulance service that the Town of Flower Mound and the Flower Mound Fire Department provide for Double Oak.

Flower Mound Fire Department presentation is attached and made a part of these minutes.

11. Presentation by Denton County ESD1 Chief Ricky Vaughan to provide an update to the Town of Double Oak on Denton County ESD1 services.

Denton County Emergency Services District #1 presentation is attached and made a part of these minutes.

12. Discussion, consideration, and action on a request from Geoff Reese to hold the 13th Annual Thanksgiving Day Turkey Trot.

Motion Schoenrade, seconded by Hillyer to approve the 13th Annual Turkey Trot

AYE: Schoenrade, Gwartney, Hillyer, Wellen, Dieterich
NAY: None
ABSTAIN: None

Motion carried 5-0

13. Discussion, consideration, and action on an estimate to repair a 2017 Dodge Charger.

Motion Hillyer, seconded by Wellen to approve the repairs to the 2017 Dodge Charger at Denton Chrysler Dodge Jeep Ram at an estimated cost of \$5,802.79.

AYE: Hillyer, Wellen, Gwartney, Schoenrade, Dieterich
NAY: None
ABSTAIN: None

Motion carried 5-0

14. Discussion and consideration to begin the review process and updates to the Employee Personnel Handbook and the job descriptions of town employees and action upon assigning duties to the council members on the review process.

This item will carry over to a future agenda.

VI. Old business agenda (consideration and action):

15. Discussion, consideration, and action on accepting the Investment Inventory Report at March 31, 2023.

Motion Hillyer, seconded by Wellen to accept the Investment Inventory Report at March 31, 2023.

AYE: Wellen, Gwartney, Hillyer, Schoenrade, Dieterich
NAY: None
ABSTAIN: None

Motion carried 5-0

16. Council - staff announcements and comments:

17. Adjournment

With no further business to come before the Council, motion Schoenrade, second Hillyer, the meeting was adjourned at 10:01 p.m.

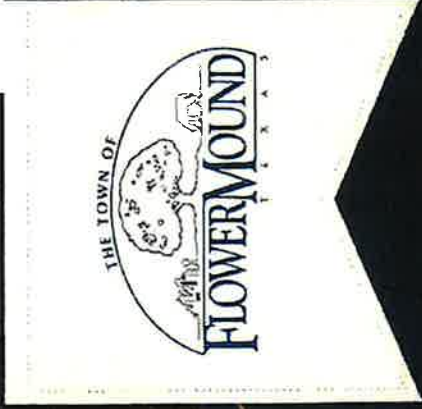
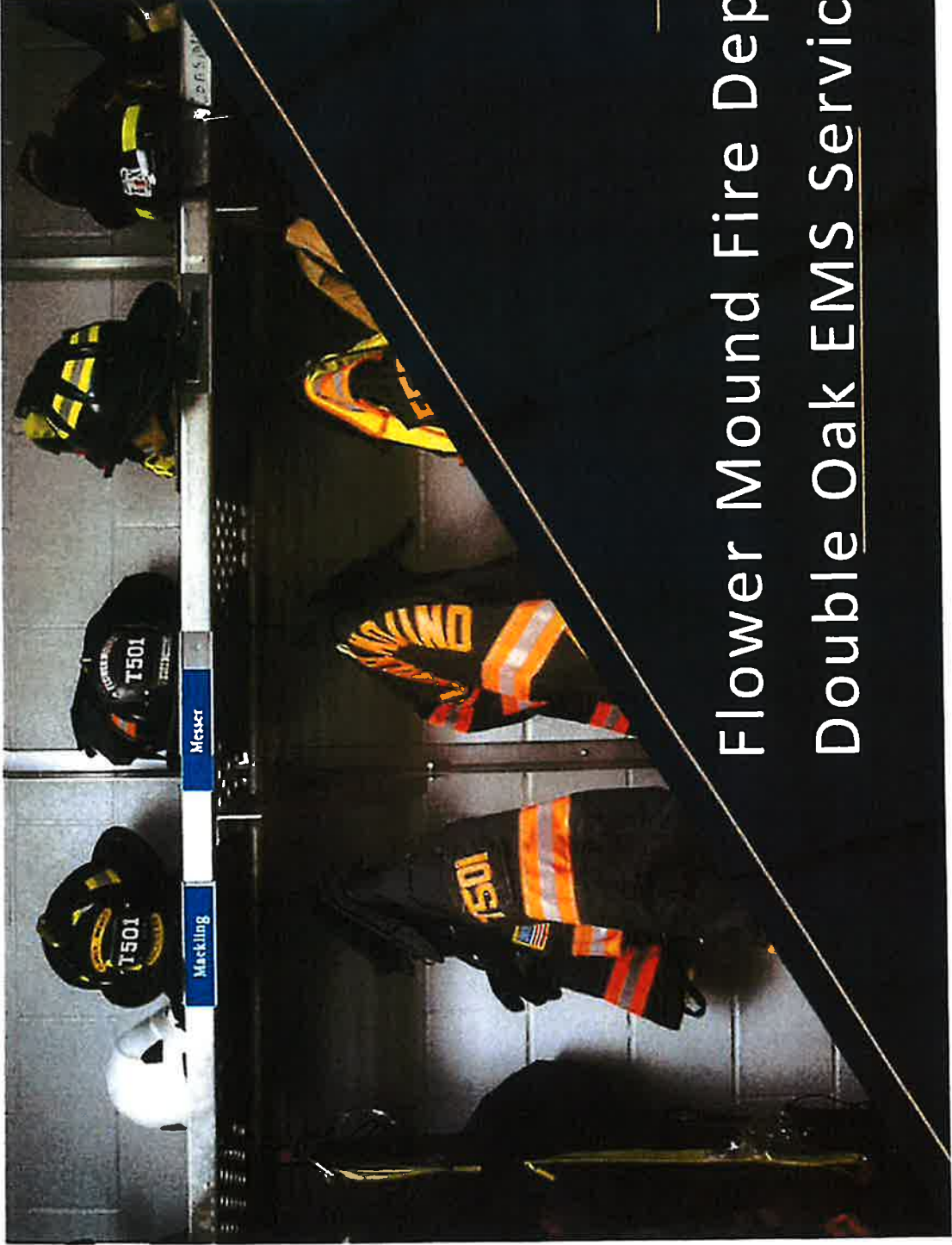
Approved: 06/19/2023

Patrick Johnson
Patrick Johnson, Mayor

Attest:

Eileen Kennedy
Eileen Kennedy, Town Secretary





Flower Mound Fire Department Double Oak EMS Service Review

Ambulance Rate Presentation

Survey Town/City Fee Comparison

	Flower Mound	Carrollton	Colleyville	Coppell	Denton ESD 1	Grapevine	Highland Village	Keller	Lewisville
ALS	\$850.00	\$850.00	\$1,400.00	\$1,600.00	\$1,300.00	\$1,250.00	\$850.00	\$1,750.00	\$1,045.00
ALS-2	\$950.00	\$950.00	\$1,800.00	\$1,750.00	\$1,400.00	\$1,400.00	\$950.00	\$1,750.00	\$1,045.00
BLS	\$750.00	\$750.00	\$1,000.00	\$1,400.00	\$1,100.00	\$1,000.00	\$750.00	\$1,750.00	\$1,045.00
ALS Disposable	\$400.00	\$400.00	\$400.00	\$400.00	\$450.00	\$400.00	\$400.00	N/A	N/A
BLS Disposable	\$200.00	\$200.00	\$250.00	\$350.00	\$350.00	\$250.00	\$200.00	N/A	N/A
Oxygen	\$150.00	\$150.00	\$150.00	\$125.00	\$150.00	\$119.00	\$150.00	N/A	\$5.00
SCT	\$700.00	\$845.00	\$1,662.96	\$1,050.00	N/A	N/A	N/A	\$1,750.00	N/A
TNT	N/A	N/A	\$175.00	N/A	\$175.00	N/A	N/A	\$200.00	N/A
Ground Mileage	\$15.00	\$15.00	\$18.00	\$24.00	\$24.00	\$15.00	\$15.00	\$15.00	\$15.00

*SCT - "Specialty Care Transport"

*TNT - "Treatment-No-Transport"



Ambulance Rate Presentation


Factors for review

- Increased cost of providing EMS Services
 - Staffing, Equipment, Supplies, Fuel, Medical Control, Training
- A need for a bi-annual review of the agreement
- Call volume for Double Oak has risen to 117 total EMS responses in 2022. The patients transported for 2022 were 86.
- Call volume for Double Oak YTD 2023 41 total calls, 32 patients transported
- We currently do not and have no plan to “Balance Bill”

“Balance Billing”

- Flower Mound FD does not “Balance Bill” Double Oak residents resulting in the following savings in 2022.

Gross charge per Ambulance Transport	\$1,115.00
<u>Minus Funds remitted by Insurance/CMS</u>	<u>- \$489.00</u>
Outstanding Balance not billed	\$626.00
<u>Times the number of Transports in 2022</u>	<u>X 86</u>
Amount <u>not</u> billed to DO residents	<u>\$58,836.00</u>



Ambulance Rate Presentation



- Double Oak VFD Medical Direction is provided under FMFD's DSHS Provider License (#061004).
- One of FMFD's top priorities in the coming months is to put our 4th MICU in service at FMFD Fire Station #4 located at 4601 Bridlewood Blvd. This will result in quicker response times into Double Oak.

Unit Hour Analysis

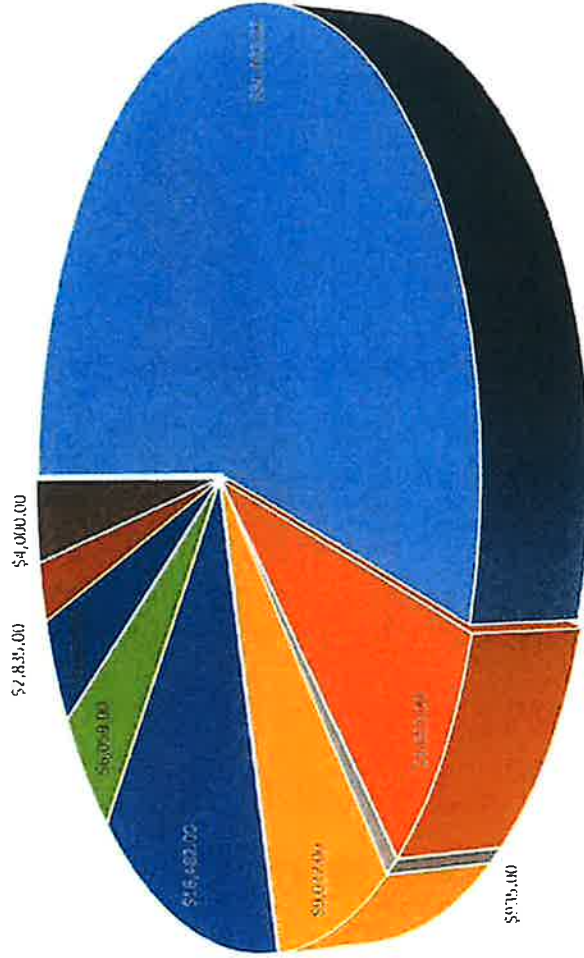
UNIT HOUR ANALYSIS BASED ON FINANCIAL AND OPERATIONAL DATA FOR A FISCAL YEAR

1.	TOTAL UNIT HOURS PER WEEK = (A) Estimated number of hours staffed per week. (See example listed below)	<u>1008 HOURS</u>	<u>1008 HOURS</u>	Manned Ambulance Hours
2.	AVERAGE CALL VOLUME PER WEEK = (B) Estimated number of responses (including all transports, stand bys, refusals and other no transport calls for the fiscal year / divided by 52.07 weeks in a year.	<u>4249/52.07=81.60</u>	<u>4249/52.07=81.60</u>	Calls Per Week
3.	UNIT HOUR UTILIZATION = (B/A)	<u>81.6/1008=.08</u>	<u>81.6/1008=.08</u>	Calls Per Unit Hour
4.	SHIFT UTILIZATION = (B/A) x 8 hrs.	<u>08 x 24= 1 92</u>	<u>08 x 24= 1 92</u>	Calls Per Unit Shift
5.	TOTAL EXPENSES PER WEEK = (C) Take your total expenses per year divided by 52.07 week.	<u>\$ 932013/52.07= 17899</u>	<u>\$ 932013/52.07= 17899</u>	Expense Per Week
6.	TOTAL EXPENSES PER DAY = (C)/7 Days	<u>\$ 17899/7= 2557</u>	<u>\$ 17899/7= 2557</u>	Expenses Per Day
7.	COST PER UNIT HOUR: (Line C divided by Line A)	<u>\$ 2557/1008=2.53</u>	<u>\$ 2557/1008=2.53</u>	Cost Per Unit Hour
	B. Depreciation Cost for Ambulance(s) (If not included in #6)	<u>\$ 31.44</u>	<u>\$ 31.44</u>	Increase for Ambulance Dep.
	C. Depreciation Cost for Building(s) (If not included in #6)	<u>\$ 136.98</u>	<u>\$ 136.98</u>	Increase for Building Dep.
	D. Depreciation Cost for Equipment (If not included in #6)	<u>\$ 5.44</u>	<u>\$ 5.44</u>	Increase for Equipment Dep.
	E. Add Lines #7A, #7B, #7C and #7D = (E)	<u>\$ 176.39</u>	<u>\$ 176.39</u>	Adjusted Cost Per Unit Hour
8.	COST PER UNIT SHIFT = (E) x 8 hours The shift length can be adjusted but we have selected the eight hour shift as a standard shift length	<u>\$ 4233.36</u>	<u>\$ 4233.36</u>	Cost Per Unit Shift
9.	COST PER CALL = (Line 8 divided by Line 4)	<u>\$ 2204.88</u>	<u>\$ 2204.88</u>	Cost Per Call

Cost of Labor

<u>Yearly Labor Cost</u>	
Public Safety	\$64,495.00
Overtime	\$9,653.00
Worker's Comp	\$935.00
Retirement	\$9,037.00
Employee Insurance	\$16,482.00
Payroll Taxes	\$6,059.00
Kelly Pay OT	\$5,055.00
Uniform Cost	\$2,835.00
Other Equipment	\$4,000.00
Total Cost	\$118,551.00

Yearly Labor Cost for 1 FF/Para \$118,551.00



- Public Safety
- Overtime
- Worker's Comp
- Retirement
- Employee Insurance
- Payroll Taxes
- Kelly Pay OT
- Uniform Cost
- Other Equipment

"Other" EMS Costs

"Other" EMS Costs



Revenue/Cost

Double Oak Ambulance Service Revenue/Cost

Revenues

FMFD average collections per call (2022)

\$ 489.00

Number of Transported (billable) Patients

86

Total of Emergicon Collections

\$ 42,054.00

Double Oak Ambulance Fee to TOFM (2022)

\$ 29,075.00

Total Double Oak Ambulance Service Revenue (TOFM)

\$ 71,129.00

Costs

Number of EMS calls to Double Oak (2022)

117

Cost per Call for TOFM

\$ 2,206.00

Total Double Oak Ambulance Service Cost

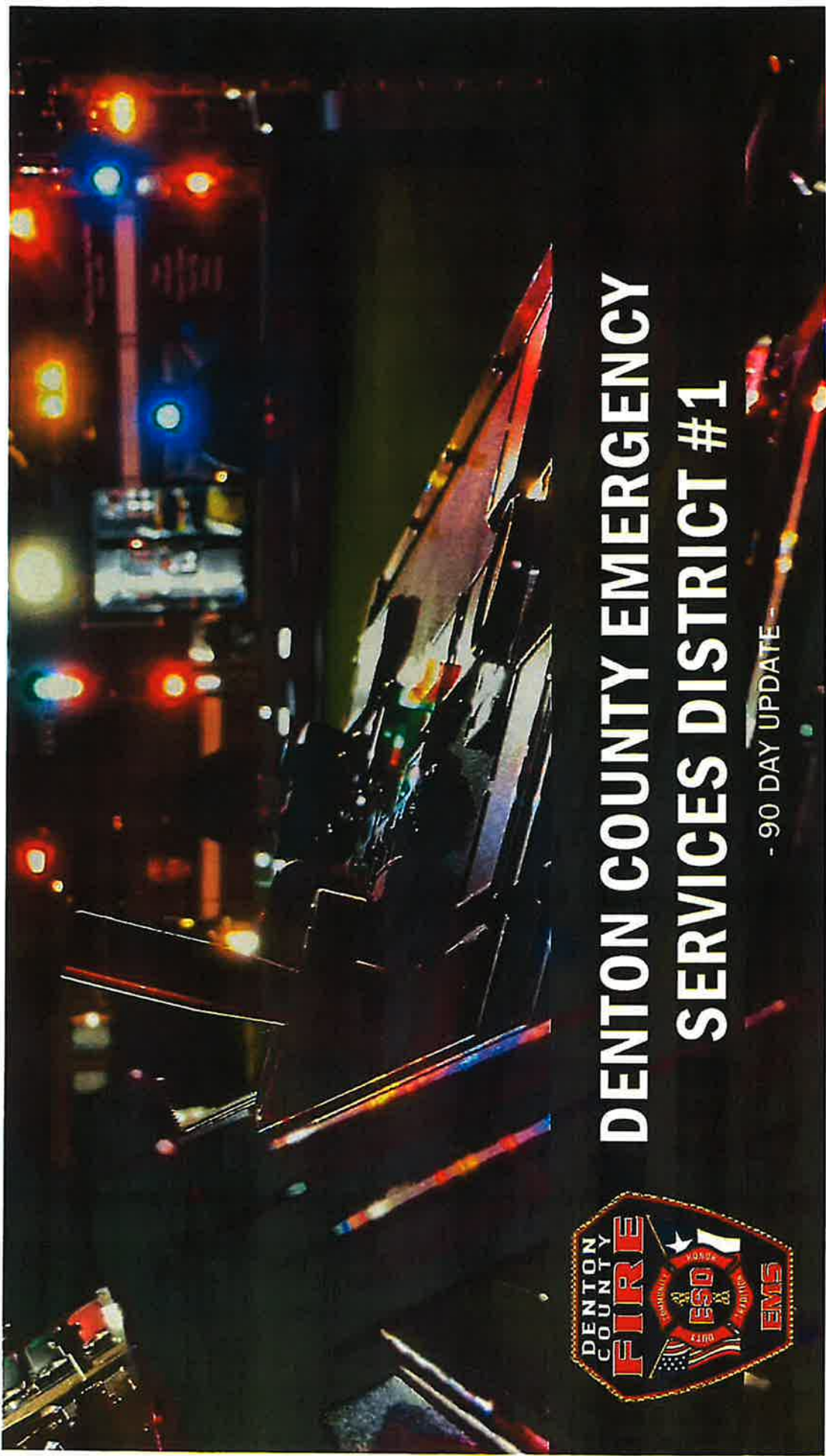
\$ 258,102.00

Revenue/Cost Results

\$ (186,973.00)

Ambulance Rate Presentation





DENTON COUNTY EMERGENCY SERVICES DISTRICT #1

- 90 DAY UPDATE -

November 17th-18th, 2022
Arrest & Indictment of Former Fire Chief



December 2022
Replacement of 1 Board Member



January 2023
- Replacement of 2 Board Members
- Fire Chief Swearing In Ceremony



April 2023
Employee Transition from AVFD to ESD

April 2023
Employee Transition from AVFD
to ESD



June 2023
Balance FY23 Budget Deficit



July 2023
Develop Strategic Plans



November 2023
Elections – Lantana, ETJs, and
EMS District Overlay



