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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, January 9, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from December 12, 2023, Regular Session Meeting
b. Financial Statement for December 2023
c. 12-Month Attendance Record for December 2023

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officers.

Item #3: Consideration and possible action to Resolution 2024-01-001, grant application for the Rifle-Resistant Body Armor.

Item #4: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Item #5: The Diboll City Council will convene into a closed Executive Session, in accordance with Open Meetings Act, Chapter 551, Texas Government Code 551.074, for the purpose of discussing annual evaluation, employment contract and compensation of City Manager, Jason Arnold.

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Council will reconvene into open session following closed door session and possibly take action on matters discussed in Executive Session.

Item #6: Consideration and possible action on matters discussed in Executive Session pertaining to the annual evaluation, employment contract and compensation of City Manager, Jason Arnold.

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on January 5, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 01/05/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, DECEMBER 12, 2023, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: NONE

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from November 14, 2023, Regular Session Meeting
b. Financial Statement for November 2023
c. 12-Month Attendance Record for November 2023

Daniel Lopez made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #2: Linebarger Goggan Blair & Sampson, LLP (Linebarger Law Firm) presents City of Diboll delinquent fees & fines and tax collection report.

James Guest with Linebarger Law Firm gave an informational presentation regarding the reports.

Item #3: Consideration and possible action to approve Resolution 2023-12-001 approving the Municipal Maintenance Agreement with Texas Department of Transportation (TxDOT).

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Daniel Lopez made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries

Item #4: Consideration and possible action to approve Ordinance 2023-12-001 for the first amendment to the 2023-2024 Operating Budget.

Ray Williams, Jr. made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:33p.m.

Minutes of the December 12, 2023 Regular Session Meeting approved by council on this the 9th day of January, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 12/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	2,500.00	2,500.00	500.00	1,000.00	1,000.00	1,500.00
3200 - Fines and Fees	435,800.00	435,800.00	17,870.25	50,423.78	50,423.78	385,376.22
3210 - Licenses & Permits	18,100.00	18,100.00	3,298.83	6,123.93	6,123.93	11,976.07
3500 - Franchise Tax	375,000.00	375,000.00	0.00	28,123.23	28,123.23	346,876.77
3550 - Property Tax	1,421,018.00	1,421,018.00	143,560.50	240,713.49	240,713.49	1,180,304.51
3700 - Sales Tax	648,000.00	648,000.00	57,995.40	237,848.69	237,848.69	410,151.31
3800 - Interest	12,000.00	12,000.00	0.09	4,487.74	4,487.74	7,512.26
3805 - Miscellaneous	2,833.00	2,833.00	156.00	32,342.45	31,858.64	-29,025.64
3960 - Donations	10,700.00	10,700.00	0.00	100.00	100.00	10,600.00
Revenue Total:	**2,925,951.00**	**2,925,951.00**	**223,381.07**	**601,163.31**	**600,679.50**	**2,325,271.50**
Expense						
4000 - Insurance	65,014.00	65,014.00	0.00	63,272.31	63,272.31	1,741.69
4030 - Fines & Fees	400.00	400.00	0.00	0.00	0.00	400.00
4040 - Administrative	199,717.00	245,717.00	17,303.72	115,820.61	121,477.36	124,239.64
4080 - Capital Purchase	2.00	24,002.00	0.00	22,377.00	23,926.00	76.00
4100 - Contractual & Professional Services	209,910.00	209,910.00	8,685.91	94,079.73	94,827.79	115,082.21
4110 - Intergov't Contracts	171,000.00	171,000.00	10,859.81	14,359.81	14,359.81	156,640.19
4210 - Project Expense	70,139.00	60,451.32	555.24	11,454.24	11,454.24	48,997.08
4300 - Utility	114,480.00	114,480.00	6,797.29	23,678.87	23,678.87	90,801.13
4400 - Repairs & Maintenance	203,926.00	281,613.68	9,357.33	36,815.06	41,405.39	240,208.29
4460 - Materials & Supplies	194,103.00	194,548.00	9,783.88	31,514.45	33,143.74	161,404.26
4500 - Miscellaneous	5,500.00	5,500.00	4,387.27	5,888.77	5,638.77	-138.77
4800 - Payroll Expense	2,267,325.00	2,267,325.00	162,696.79	584,110.43	584,110.43	1,683,214.57
4860 - Personnel	39,860.00	39,860.00	4,225.77	18,281.93	18,003.93	21,856.07
9999 - Transfers	-615,425.00	-615,425.00	0.00	0.00	0.00	-615,425.00
Expense Total:	**2,925,951.00**	**3,064,396.00**	**234,653.01**	**1,021,653.21**	**1,035,298.64**	**2,029,097.36**
Fund: 01 - General Fund Surplus (Deficit):	**0.00**	**-138,445.00**	**-11,271.94**	**-420,489.90**	**-434,619.14**	**296,174.14**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	274,545.75	769,310.79	769,310.79	2,948,086.21
3130 - Penalties & Interest	25,000.00	25,000.00	95,799.81	262,756.88	262,756.88	-237,756.88
3800 - Interest	8,000.00	8,000.00	0.00	3,714.62	3,714.62	4,285.38
3805 - Miscellaneous	0.00	0.00	1,361.34	4,284.34	4,284.34	-4,284.34
3940 - Contributions & Grants	0.00	0.00	0.00	251,500.00	251,500.00	-251,500.00
Revenue Total:	**3,750,397.00**	**3,750,397.00**	**371,706.90**	**1,291,566.63**	**1,291,566.63**	**2,458,830.37**
Expense						
4000 - Insurance	30,242.00	30,242.00	0.00	32,297.27	32,297.27	-2,055.27
4010 - Grant Expense	0.00	0.00	0.00	21,050.00	21,050.00	-21,050.00
4030 - Fines & Fees	2,340.00	2,340.00	0.00	-88.28	-88.28	2,428.28
4040 - Administrative	55,429.00	55,429.00	96.44	3,291.79	3,291.79	52,137.21
4080 - Capital Purchase	0.00	47,100.00	9,921.39	9,921.39	46,950.39	149.61
4100 - Contractual & Professional Services	907,851.00	908,455.00	81,679.77	218,313.55	258,537.90	649,917.10
4110 - Intergov't Contracts	15,000.00	15,000.00	0.00	3,781.96	3,781.96	11,218.04
4300 - Utility	147,420.00	147,420.00	11,708.78	37,390.07	37,390.07	110,029.93
4400 - Repairs & Maintenance	273,025.00	272,421.00	14,367.53	52,615.58	68,007.22	204,413.78
4460 - Materials & Supplies	239,650.00	239,650.00	10,687.75	34,071.62	43,577.46	196,072.54
4800 - Payroll Expense	569,710.00	569,710.00	41,301.58	154,543.14	154,543.14	415,166.86
4860 - Personnel	9,460.00	9,460.00	141.48	615.14	726.14	8,733.86
9999 - Transfers	1,500,270.00	1,500,270.00	0.00	0.00	0.00	1,500,270.00
Expense Total:	**3,750,397.00**	**3,797,497.00**	**169,904.72**	**567,803.23**	**670,065.06**	**3,127,431.94**
Fund: 02 - Utility Fund Surplus (Deficit):	**0.00**	**-47,100.00**	**201,802.18**	**723,763.40**	**621,501.57**	**-668,601.57**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	445.00	445.00	445.00	-445.00
3900 - Rentals & Leases	60,100.00	60,100.00	7,374.00	26,091.84	26,091.84	34,008.16
Revenue Total:	**60,100.00**	**60,100.00**	**7,819.00**	**26,536.84**	**26,536.84**	**33,563.16**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	132.12	1,252.07	1,252.07	161.93
4100 - Contractual & Professional Services	1,450.00	1,450.00	60.00	260.00	260.00	1,190.00
4300 - Utility	56,336.00	56,336.00	4,254.17	15,826.01	15,826.01	40,509.99
4400 - Repairs & Maintenance	20,800.00	20,800.00	906.70	7,605.21	11,977.40	8,822.60
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-61,147.00	-61,147.00	0.00	0.00	0.00	-61,147.00
Expense Total:	**60,100.00**	**60,100.00**	**5,352.99**	**25,573.39**	**29,945.58**	**30,154.42**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**2,466.01**	**963.45**	**-3,408.74**	**3,408.74**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
Revenue Total:	**170,813.00**	**170,813.00**	**0.00**	**0.00**	**0.00**	**170,813.00**
Expense						
4010 - Grant Expense	108,224.00	108,224.00	0.00	6,566.34	6,566.34	101,657.66
4210 - Project Expense	3,603.00	3,603.00	0.00	0.00	0.00	3,603.00
Expense Total:	**111,827.00**	**111,827.00**	**0.00**	**6,566.34**	**6,566.34**	**105,260.66**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**0.00**	**-6,566.34**	**-6,566.34**	**65,552.34**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	3,861.12	3,861.12	10,138.88
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**3,861.12**	**3,861.12**	**41,138.88**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**3,861.12**	**3,861.12**	**5,888.88**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.29	3.83	3.83	-3.83
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**1.29**	**3.83**	**3.83**	**7,600.17**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**1.29**	**3.83**	**3.83**	**6,100.17**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	609.43	1,478.35	1,478.35	5,689.65
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**609.43**	**1,478.35**	**1,478.35**	**16,900.65**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**609.43**	**1,478.35**	**1,478.35**	**9,732.65**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	521.79	1,287.36	1,287.36	5,720.64
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**521.79**	**1,287.36**	**1,287.36**	**12,825.64**
Expense						
4300 - Utility	7,008.00	7,008.00	0.00	473.15	473.15	6,534.85
Expense Total:	**7,008.00**	**7,008.00**	**0.00**	**473.15**	**473.15**	**6,534.85**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**521.79**	**814.21**	**814.21**	**6,290.79**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	25.68	76.18	76.18	-76.18
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**25.68**	**76.18**	**76.18**	**50,337.82**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**25.68**	**76.18**	**76.18**	**50,337.82**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	16,018.02	22,349.11	22,349.11	123,094.89
3800 - Interest	0.00	0.00	0.00	3.21	3.21	-3.21
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**16,018.02**	**22,352.32**	**22,352.32**	**203,091.68**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	0.00	0.00	0.00	608,961.00
4020 - Note Expense	392,281.00	392,281.00	0.00	0.00	0.00	392,281.00
4030 - Fines & Fees	950.00	950.00	0.00	0.00	0.00	950.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	0.00	0.00	-856,748.00
Expense Total:	**145,444.00**	**145,444.00**	**0.00**	**0.00**	**0.00**	**145,444.00**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**16,018.02**	**22,352.32**	**22,352.32**	**57,647.68**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	0.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**0.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**292,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	559.21	1,325.10	1,325.10	6,674.90
Revenue Total:	**8,000.00**	**8,000.00**	**559.21**	**1,325.10**	**1,325.10**	**6,674.90**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**559.21**	**1,325.10**	**1,325.10**	**30,842.90**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	11.18	26.40	26.40	123.60
Revenue Total:	**150.00**	**150.00**	**11.18**	**26.40**	**26.40**	**123.60**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**11.18**	**26.40**	**26.40**	**606.60**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	45,572.00	45,572.00	0.00	0.00	0.00	45,572.00
3960 - Donations	250.00	250.00	43.79	150.94	150.94	99.06
Revenue Total:	**45,822.00**	**45,822.00**	**43.79**	**150.94**	**150.94**	**45,671.06**
Expense						
4210 - Project Expense	45,822.00	47,011.18	0.00	9,907.06	9,954.85	37,056.33
Expense Total:	**45,822.00**	**47,011.18**	**0.00**	**9,907.06**	**9,954.85**	**37,056.33**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**-1,189.18**	**43.79**	**-9,756.12**	**-9,803.91**	**8,614.73**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	86.47	256.51	256.51	-256.51
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**86.47**	**256.51**	**256.51**	**225,386.49**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**86.47**	**256.51**	**256.51**	**-256.51**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 12/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	590.42	1,751.34	1,751.34	-1,751.34
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**590.42**	**1,751.34**	**1,751.34**	**1,157,844.66**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Expense Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**0.00**	**0.00**	**1,159,596.00**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**590.42**	**1,751.34**	**1,751.34**	**-1,751.34**
Total Surplus (Deficit):	**606,573.00**	**374,838.82**	**211,463.53**	**319,859.85**	**199,048.80**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	0.00	-138,445.00	-11,271.94	-420,489.90	-434,619.14	296,174.14
02 - Utility Fund	0.00	-47,100.00	201,802.18	723,763.40	621,501.57	-668,601.57
03 - Recreation Fund	0.00	0.00	2,466.01	963.45	-3,408.74	3,408.74
05 - Special Revenue Fund	58,986.00	58,986.00	0.00	-6,566.34	-6,566.34	65,552.34
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	3,861.12	3,861.12	5,888.88
07 - Seized Fund	6,104.00	6,104.00	1.29	3.83	3.83	6,100.17
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	609.43	1,478.35	1,478.35	9,732.65
10 - MC Tech Fund	7,105.00	7,105.00	521.79	814.21	814.21	6,290.79
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	25.68	76.18	76.18	50,337.82
13 - Debt Service Fund	80,000.00	80,000.00	16,018.02	22,352.32	22,352.32	57,647.68
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	292,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	559.21	1,325.10	1,325.10	30,842.90
17 - MC Municipal Jury Fund	633.00	633.00	11.18	26.40	26.40	606.60
18 - Keep Diboll Beautiful Fu...	0.00	-1,189.18	43.79	-9,756.12	-9,803.91	8,614.73
19 - Street Project Fund	0.00	0.00	86.47	256.51	256.51	-256.51
20 - ARPA Fund	0.00	0.00	590.42	1,751.34	1,751.34	-1,751.34
Total Surplus (Deficit):	**606,573.00**	**374,838.82**	**211,463.53**	**319,859.85**	**199,048.80**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	1/10/2023	2/14/2023	3/14/2023	4/11/2023	5/9/2023	5/15/2023	6/13/2023	6/20/2023
Jana Coulter							0	0
Luis Maldonado	0	1	0	0	0	1	0	0
Nora Munoz							0	0
Daniel Lopez	0	0	0	0	0	0	0	1
Ruben Terrazas	0	0	0	0	0	0	0	1
Ray Williams, Jr.	1	0	0	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**1**	**1**	**0**	**0**	**0**	**1**	**0**	**2**

Council Member	7/11/2023	8/8/2023	9/52023	9/12/2023	10/10/2023	11/10/2023	12/12/2023	TOTAL TO-DATE
Jana Coulter	0	0	0	0	0	0	0	**0**
Luis Maldonado	0	0	1	0	0	0	0	**3**
Nora Munoz	0	0	0	0	0	0	0	**0**
Daniel Lopez	0	0	0	0	0	0	0	**1**
Ruben Terrazas	0	0	0	0	0	0	0	**1**
Ray Williams, Jr.	0	0	0	1	0	0	0	**2**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**0**	**0**	**1**	**1**	**0**	**0**	**0**	**7**

Rosa M. Olvera - City Secretary

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Form #2204 Rev 9/2017 **Submit to:** **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **FAX 512-463-5569** **Filing Fee: None**	**This space reserved for office use** **OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Nicholas P. LeBlanc , do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Police Officer for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Angelina

Sworn to and subscribed before me on this 9th day of January, 2024.

(Affix Notary Seal, only if oath administered by a notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An Oath

Trey Wilkerson
Printed or Typed Name

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Form #2204 Rev 9/2017 **Submit to:** **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **FAX 512-463-5569** **Filing Fee: None**	**This space reserved for office use** **OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Tristan C. Wagner , do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Police Officer for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Angelina

Sworn to and subscribed before me on this 9th day of January, 20 24.

(Affix Notary Seal, only if oath administered by a notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An Oath

Trey Wilkerson

Printed or Typed Name

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Form #2204 Rev 9/2017 **Submit to:** **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **FAX 512-463-5569** **Filing Fee: None**	**This space reserved for office use** **OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Jacob R. Hopper , do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Assistant Police Chief for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Angelina

Sworn to and subscribed before me on this 9th day of January, 20 24.

(Affix Notary Seal, only if oath administered by a notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An Oath

Trey Wilkerson
Printed or Typed Name

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RESOLUTION 2024-01-001

A RESOLUTION OF THE CITY OF DIBOLL TEXAS, AUTHORIZING THE SUBMISSION OF THE GRANT APPLICATION FOR THE RIFLE-RESISTANT BODY ARMOR GRANT, GRANT NUMBER 4972701

WHEREAS, the City of Diboll finds it in the best interest of the citizens of Diboll, Texas, that the Rifle-Resistant Body Armor be operated for 2024 and

WHEREAS, the City of Diboll agrees to a no matching funds for the said project as requires by the Officer of the Governor; and

WHEREAS, the City of Diboll agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Diboll assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, the City of Diboll designates the City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED that the City of Diboll approves the submission of the grant application for the Rifle-Resistant Body Armor Grant to the Office of the Governor.

PASSED AND APPROVED on this the 9th day of January 2024.

_____
Trey Wilkerson, Mayor

ATTEST BY:

_____
Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §



Name:

Rifle-Resistant Body Armor Grant Program, FY2025

Available
12/11/2023

Due Date
02/08/2024

Purpose:

The purpose of this announcement is to solicit applications from law enforcement agencies to equip peace officers with rifle-resistant body armor.

Available Funding:

State funds for these projects are authorized under the Texas General Appropriations Act, Article I, Rider 26 for Trusteed Programs within the Office of the Governor.
All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. The Public Safety Office (PSO) expects to make available $1M for FY2025.

Eligible Organizations:

Applications may be submitted by the Texas Department of Public Safety, units of local government and educational institutions that operate law enforcement agencies employing peace officers under Article 2.12, Texas Code of Criminal Procedure; including municipalities, counties, independent school districts, universities, federally recognized Native American tribes, community colleges, and hospital districts.
All applications submitted by local law enforcement agencies/offices must be submitted by a unit of government affiliated with the agency, including an authorizing resolution from that unit of government. For example, police departments must apply under their municipal government, and community supervision and corrections departments, district attorneys, and judicial districts must apply through their affiliated county government (or one of the counties, in the case of agencies that serve more than one county).

Application Process:

Applicants must access the PSO's eGrants grant management website at https://eGrants.gov.texas.govto register and apply for funding.

Key Dates:

Action	Date
Funding Anouncemtent Release	12/11/2023
Online System Opening Date	12/11/2023
Final Date to Submit and Certify an Application	02/08/2024 at 5:00PM CST
Earliest Project Start Date	09/01/2024

Project Period:

Projects must begin on or after 09/01/2024 and may not exceed a 12 month project period.

Funding Levels

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Maximum: None
Match Requirement: None

Standards

Grantees must comply with standards applicable to this fund source cited in the Texas Grant Management Standards (TxGMS), Federal Uniform Grant Guidance,and all statutes, requirements, and guidelines applicable to this funding.

Eligible Activities and Costs

Funds may be used for obtaining body armor compliant with the National Institute of Justice (NIJ) standard (Ballistic Resistance of Body Armor NIJ Standard-0101.06) type III (rifles) or type IV (armor piercing rifle) body armor; including bullet-resistant vests, ballistic plates, and plate carriers.
Due to the limited availability of funds, applicants are encouraged to consider the reasonable cost of their request. PSO will evaluate applications based on number of frontline peace officers and the average cost per vest.

Program-Specific Requirements

Eligible officers to equip. Grant funds may only be used to equip peace officers (as defined by Article 2.12, Texas Code of Criminal Procedure) directly employed by a law enforcement agency operated by the applicant. Funds may not be used to equip officers employed by other agencies that are not eligible to apply. PSO may prioritize the equipping of certain types of officers or applicants if the total requested funds exceed the funds appropriated by the Legislature.

Required Agency Policies. As required by Chapter 772.0075, Texas Government Code, an eligible organization may apply for grant funds only after its law enforcement agency adopts a policy addressing the:
1) Deployment and allocation of vests or plates to its officers; and
2) Usage of vests or plates by its officers.
PSO requires that the policy on usage of vests or plates include mandatory training on the proper care, fitting, inspection, use, storage, and maintenance of the armor. PSO also requires that the policy specify that body armor may not be left in patrol vehicles when an officer is not on duty to minimize the heat damage to the armor.
In crafting these policies, applicants should be aware that the inspection, storage, and replacement of body armor were identified as potential points of failure in body armor use by the Police Executive Research Forum. See *"A Practitioner's Guide To the 2011 National Body Armor Survey of Law Enforcement Officers"* for more information.
Personally Fitted Vest Requirement. All body armor vests purchased with grant funds must be personally fitted for individual officers, including vests specifically fitted to individual female law enforcement officers. "Personally fitted" does not require armor be individually manufactured based on the measurements of a specific wearer, but rather that it provide the best possible fit and coverage, through a combination of:
1) Correctly-sized panels and carrier, determined through appropriate measurement; and
2) Properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features.
The American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor (*Active Standard ASTM E3003*) . The *Personal Armor Fit Assessment checklist,* is excerpted from ASTM E3003.

Eligibility Requirements

1. Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the Cybersecurity Training Certification for State and Local Governments. A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the Texas Department of Information Resources Statewide Cybersecurity Awareness Training page.

2. Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 66. This disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

3. Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime

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accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

4. Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the CEO/Law Enforcement Certifications and Assurances Form certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2025 or the end of the grant period, whichever is later.

5. Each non-profit 501(c)(3) organization must certify that it does not have, and will continue not to have any policy, procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violations of immigration laws. Additionally, the organization certifies that it does not have in effect, purport to have in effect, and is not subject to or bound by any rule, policy, or practice (written or unwritten) that would: (1) encourage the concealment, harboring, or shielding from detection of fugitives from justice or aliens who illegally came to, entered, or remained in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, the organization certifies that it will not adopt, enforce, or endorse a policy which prohibits or materially limits the enforcement of immigration laws, and will not, as demonstrated by pattern or practice, prohibit or materially limit the enforcement of immigration laws.

Each non-profit organization must download, complete and then upload into eGrants the CEO/NGO Certifications and Assurances Form[A3] certifying compliance with federal and state immigration enforcement requirements.

6. Eligible applicants must be registered in the federal System for Award Management (SAM) database and have an UEI (Unique Entity ID) number assigned to its agency (to get registered in the SAM database and request an UEI number, go to https://sam.gov/).
Failure to comply with program or eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

Prohibitions

Grant funds may not be used to support the unallowable costs listed in the **Guide to Grants** or any of the following unallowable costs:

1. Any costs ancillary to the purchase of eligible body armor, such as policy development, training costs, and staff; and
2. Any other prohibition imposed by federal, state or local law or regulation.

Selection Process

Application Screening: The Office of the Governor will screen all applications to ensure that they meet the requirements included in the funding announcement.
Peer/Merit Review: The Office of the Governor will review applications to understand the overall demand for the program and for significant variations in costs per item. After this review, the Office of the Governor will determine if all eligible applications can be funded based on funds available, if there are cost-effectiveness benefits to normalizing or setting limits on the range of costs, and if other fair-share cuts may allow for broader distribution and a higher number of projects while still remaining effective.
Final Decisions: The Office of the Governor will consider rankings along with other factors and make all final funding decisions. Other factors may include cost effectiveness, overall funds availability, or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.
The Office of the Governor may not fund all applications or may only award part of the amount requested. In the event that funding requests exceed available funds, the Office of the Governor may revise projects to address a more limited focus.

Contact Information

For more information, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

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Total Funds
$1 Million

Contact the Office of the Governor (OOG)

Physical Address :
1100 San Jacinto Blvd., Austin, Texas 78701
Mailing Address :
P.O. Box 12428, Austin, Texas 78711-2428

Public Safety Office (PSO)
(512) 463-1919

Texas Music Office (TMO)
(512) 463-6666



Send Email

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City of Diboll Volunteer Fire Department

December 2023 Council Report

Dec 5

- Pledge
- Incident Reports
- Business Meeting
- Run trucks clean station
  Firemen present (10)

Dec 12

- Pledge
- Incident Reports
- Discussion on Roy O Martin fire
- Run trucks
- Clean station
  Fireman present (6)

Dec 19

- No meeting

Dec 26

- No meeting

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City of Diboll Volunteer Fire Department

December 2023 Emergency Incidents (10)

Dec 1, 2023 - 2009

- **Call # 2300000166**
  2497 @ Felix Weeks Rd
  10-50 2 vehicle crash
  Out of City
  Trucks 54
  Diboll Fire personnel responded (9)
  7805, 7810, 7819, 7820, 7821, 7822, 7827, 7835, 7836

Dec 2, 2023 - 1730

- **Call Holiday @ park**
  Old orchard park
  Holiday at park
  In City
  Trucks 54
  Diboll Fire personnel responded (6)
  7801, 7810, 7819, 7822, 7827, 7836

Dec 5, 2023 - 2037

- **Call # 2300000167**
  504 Devereaux St
  Power line down
  In City
  Trucks 63
  Diboll Fire personnel responded (6)
  7810, 7819, 7820, 7822, 7827, 7835

Dec 6, 2023 - 0024

- **Call # 2300000168**
  Roy O Martin
  Plant Fire
  Out of City
  Trucks 55, 62
  Diboll Fire personnel responded (6)
  7801, 7814, 7821, 7825, 7835, 7836

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City of Diboll Volunteer Fire Department



Dec 6, 2023 – 1030

- **Call #**
  RoyOMartin
  Cascade system
  Out of City
  Trucks 63
  Diboll Fire personnel responded (1)
  7814

Dec 10, 2023 - 0216

- **Call # 2300000169**
  2238 Fm 819 / CC Rd
  10-50 assist in traffic control
  Out of city
  Trucks N/A
  Diboll Fire personnel responded (4)
  7814, 7829, 7835, 7836

Dec 14, 2023 - 0716

- **Call # 2300000170**
  1605 N Temple Dr
  Diesel Spill
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7810, 7822, 7835, 7836

Dec 21, 2023 - 1828

- **Call # 2300000171**
  Felix weeks Rd
  Control burn
  Out of City
  Trucks 54
  Diboll Fire personnel responded (7)
  7805, 7814, 7819, 7822, 7825, 7827, 7835

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City of Diboll Volunteer Fire Department



Dec 22, 2023 - 1750

- **Call # 2300000172**
  59s McWilliams and Son
  10-50 two vehicles
  Out of City
  Trucks 54, 58
  Diboll Fire personnel responded (7)
  7801, 7810, 7814, 7822, 7825, 7827, 7835

Dec 30, 2023 - 1224

- **Call # 00000176**
  1846 Fm 2108
  Lift assist
  Out of City
  Trucks N/A
  Diboll Fire personnel responded (5)
  7805, 7814, 7820, 7822, 7825

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Diboll Police Department

Monthly DEPT. STATS

December 2023

CALLS FOR SERVICE	213
INCIDENT REPORTS	29
CRASH REPORTS	6
EXTRA PATROLS/ PATROL REQUESTS	34
TRAFFIC STOPS	402
TOTAL ARRESTS	8
• MISD. ARREST	3
• FELONY ARREST	5

400 Kenley · P.O. Box 340 · Diboll, Texas 75941 · (936) 829-5586 · Fax (936) 829-5436 · nwilliams@cityofdiboll.com

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Public Works Director Council Report – January 2024

UCRM-2 SCADA Upgrades: SCADA procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1. WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2. OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3. North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4. NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5. Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6. Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7. Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8. Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9. Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10. Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11. Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12. Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13. AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14. Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

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7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

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All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

Estimated completion date of 1/10/24.

Status: 90% Complete

UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

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Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Estimated completion date of 1-15-2023.

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

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Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on December 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

Estimated completion date of 6/1/2024.

Status: 25% Complete

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Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

Estimated completion date TBD.

Status: 5% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

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We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Estimated completion date of 12/1/2024.

Status: 30% Complete

Department Projects

#18 Golf Course Bridge

The water line has started leaking in another spot. Repairs were delayed. Waiting on parts to replace a 1/12 sprinkler valve on the front nine pump house. Repairs to bridge scheduled. Planning to install sprinkler valve 12/13/2023. Sprinkler valve was received and installation complete. Bridge crossing repairs were delayed due to weather. Due to weather and other project prioritization we have moved the completion date of this project. The water well on #18 has developed another leak. We plan to completely replace 200ft of the supply line from the well head before bridge crossing repairs are made.

We now have 2 bridges that need to be replaced on the golf course. #18 and #12. We are sourcing quotes now.

Estimated completion date of 12-15-2024.

Status: 65%Complete

Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

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Estimated completion date of 6/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The benches and food disperser will be ordered in next year's funding cycle.

Estimated completion date of 3/12/2024.

Status: 5% Complete

Water Hydrant Replacement

The fire hydrant in the field by JR'S was damaged in a wreck last year. We were just made aware that it was missing. We will locate the location and order a new one to be installed.

The hydrate located in front of the baseball complex developed a leak. We were able to shut the hydrant off and black bag it util parts are sourced and repairs ate made.

Parts have been received and scheduled install 12/12/2023

We are still waiting for the parts to be delivered. They will be installed as soon as they arrive.

Estimated completion date 1-31-24.

Status: 10% complete

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

Completion date TBD

Status 25% complete

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Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to "get the lead out" so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

"Lead" where the service line is made of lead.

"Galvanized Requiring Replacement" where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a "Lead Status Unknown" service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

"Non-lead" where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as "non-lead."

"Lead Status Unknown" where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 1/31/24

Status 10% Complete

Field 4 Renovation

The parks department will be excavating field 4 infield. We will replace the grass with select fill and infield conditioner. We will extend the infield radius to allow for larger/multiple base path configurations. We will remove all grass and replace it with around 16 loads of sandy clay mix. We will spread to grade the removed dirt to the outfield in the low areas. This part of the field has held water for some time. The new pitcher mound will be ordered and installed. All new bases anchors/home plate.

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We have started excavating and removing grass from the infield. Delivery of sandy clay mix scheduled for week of 10/2/23

We have spread and leveled to grade 60/40 clay mix on field 4. 6 loads of sand have been delivered for outfield leveling. Top dressing of infield scheduled for 11/13. Pitcher's mound has been delivered. We ordered 10 porous batters box mats to be installed on field 2 and 4. We plan to have this complete before the next tournament on 11-18-2023.

The last tournament was canceled. We still have top dressing and counting work on the fields. Measurements have been sent in for quotes on new batting cage nets.

Batting cage nets have been ordered and we are awaiting delivery. We are still working on top dressing all fields and are installing batters box mats as weather permits. We had an attempted break in at the concession stands. We are making the necessary repairs to the door and lock mechanism.

Estimated completion date of 3/20/2024.

Status: 50%complete

Golf Course Front 9 Restrooms

The septic system for this facility needs some repairs. We will pump out the septic tank and replace 200 ft of the field drainage line. Our inspection camera has been sent in for repairs. We had a contractor come in to tv and locate the main line. We were able to trace out the line about 60ft. We have a pump truck scheduled to pump out the system so we can further inspect for repairs.

Before we were able to mobilize for repairs to be made to the restrooms the access bridge had to be replaced. All repairs have been made to the bridge and work on restrooms will beginning the week of 12/11/2023

Estimated completion date of 1-10-2024

Status 10% Complete

Storm Debris Clean up and Repairs.

On 8/25/2003 we had severe weather pass through Diboll. This caused 9 down trees in the park and 1 on North Hendricks. The rotary pavilion and swing set were damaged as well. Public works crews have removed all downed debris and are continuing to clear stumps and level out the areas. We are gathering quotes for the damaged buildings and equipment.

We have one area left to grade and all ground repairs will be completed.

Estimated completion date of 12/20/2003

Status 100% complete

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Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

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Work Order Report

12/7/2023-1/4/2024

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0003236	1500 N HENDRICK B 4	1/5/2024	1/3/2024	Connect	Connect	Open	WATER	Public Works	02-000536-02	JMosley	1/3/2024 9:49
SO0003243	312 S NEAL PICKETT	1/4/2024		Misc	Miscellaneous	Open		Public Works	03-101732-00	ICaffery	1/4/2024 8:23
SO0003239	1207 LYNN	1/3/2024	1/3/2024	Misc	Miscellaneous	Completed		Public Works	03-000306-00	JMosley	1/3/2024 13:11
SO0003241	303 FARRINGTON	1/3/2024	1/3/2024	Misc	Miscellaneous	Completed		Public Works	02-000813-04	JMosley	1/3/2024 15:15
SO0003242	715 PINEWOOD	1/3/2024	1/3/2024	Misc	Miscellaneous	Completed		Public Works	01-001438-05	JMosley	1/3/2024 15:18
SO0003238	300 THOMPSON	1/2/2024	1/3/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-000774-00	ICaffery	1/3/2024 9:27
SO0003229	810 S MDWS	1/2/2024	1/2/2024	Misc	Miscellaneous	Completed		Public Works	01-001526-00	JMosley	1/2/2024 9:55
SO0003230	805 CYPRESS	1/2/2024	1/2/2024	Misc	Miscellaneous	Completed		Public Works	03-001508-00	JMosley	1/2/2024 14:02
SO0003231	305 MARGIE HARREL	1/2/2024	1/2/2024	Misc	Miscellaneous	Completed		Public Works	03-000847-00	JMosley	1/2/2024 12:20
SO0003233	1408 RYAN CHAPEL RD	1/2/2024	1/2/2024	Connect	Connect	Completed	WATER	Public Works	02-000443-06	JMosley	1/2/2024 14:33
SO0003227	700 LUMBERJACK Dr # B	12/29/2023	1/2/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-001331-00	JMosley	1/2/2024 14:10
SO0003228	214 ARRINGTON	12/29/2023	12/29/2023	Connect	Connect	Completed	WATER	Public Works	01-000711-06	JMosley	12/29/2023 13:04
SO0003222	1408 RYAN CHAPEL RD	12/28/2023	12/28/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000443-05	JMosley	12/28/2023 9:39
SO0003223	203 PINE	12/28/2023	12/28/2023	Connect	Connect	Completed	WATER	Public Works	03-000623-04	JMosley	12/28/2023 10:51
SO0003224	605 N NEAL PICKETT	12/28/2023	12/28/2023	Connect	Connect	Completed	WATER	Public Works	03-001263-02	JMosley	12/28/2023 12:32
SO0003225	206 HAMNER	12/28/2023	12/28/2023	Connect	Connect	Completed	WATER	Public Works	01-000662-01	ARomero	12/28/2023 14:12
SO0003226	206 HAMNER	12/28/2023	12/28/2023	Disconnect	Disconnect	Completed	WATER	Public Works	01-000662-00	ARomero	12/28/2023 14:11
SO0003219	210 N TEMPLE	12/27/2023	12/27/2023	Connect	Connect	Completed	WATER	Public Works	05-000694-09	JMosley	12/27/2023 13:57
SO0003220	1127 N TEMPLE	12/27/2023	12/27/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	02-000270-00	JMosley	12/27/2023 13:05
SO0003221	590 S TEMPLE	12/27/2023	12/27/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001192-02	JMosley	12/27/2023 13:37
SO0003207	903 WILLOW OAK	12/22/2023	12/22/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001614-02	JMosley	12/22/2023 10:41
SO0003208	1395 N TEMPLE	12/22/2023	12/22/2023	Service Action	Service Action	Completed	WATER	Public Works	02-000407-00	ARomero	12/22/2023 11:16
SO0003211	1500 N HENDRICK A 4	12/22/2023	12/22/2023	Service Action	Service Action	Completed	WATER	Public Works		ARomero	12/22/2023 11:29
SO0003212	1511 N TEMPLE	12/22/2023	12/22/2023	Service Action	Service Action	Completed	WATER	Public Works	02-000546-05	ARomero	12/22/2023 11:30
SO0003214	739 CORRINE	12/22/2023	12/22/2023	Service Action	Service Action	Completed	WATER	Public Works	03-001483-00	ARomero	12/22/2023 11:38
SO0003215	1401 S FIRST	12/22/2023	12/22/2023	Service Action	Service Action	Completed	WATER	Public Works	03-000414-00	ARomero	12/22/2023 11:39
SO0003216	302 S NEAL PICKETT	12/22/2023	12/22/2023	Service Action	Service Action	Completed	WATER	Public Works	03-000802-00	ARomero	12/22/2023 11:42
SO0003218	1212 PINECREST	12/22/2023	12/22/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000319-10	JMosley	12/22/2023 13:22
SO0003205	402 N NEAL PICKETT	12/21/2023	12/21/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-000962-04	JMosley	12/21/2023 16:49
SO0003206	401 DENNIS	12/21/2023	12/21/2023	Service Action	Service Action	Completed	WATER	Public Works	02-000950-00	ARomero	12/21/2023 15:00
SO0003200	266 DEER TRACE BLVD	12/20/2023	12/20/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000741-00	JMosley	12/20/2023 13:15
SO0003202	HYDRANT 59 PROJECT	12/20/2023	12/21/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-001754-00	JMosley	12/21/2023 10:28
SO0003199	902 WILLOW OAK	12/19/2023	12/19/2023	Inactivate	Inactivate	Completed	WATER	Public Works	02-101608-00	ARomero	12/19/2023 17:22
SO0003176	700 HALL	12/19/2023	12/19/2023	Misc	Miscellaneous	Completed		Public Works	02-001329-00	JMosley	12/19/2023 12:06
SO0003178	1415 FROSTY LN	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000464-01	JMosley	12/19/2023 12:19
SO0003179	203 HINES	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000621-01	JMosley	12/19/2023 14:15
SO0003180	190 FM 2497 meter near city flush box gandy	12/19/2023	12/22/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000560-01	JMosley	12/22/2023 8:11
SO0003181	3832 MOCKINGBIRD LN	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000931-00	JMosley	12/19/2023 14:29
SO0003182	210 N TEMPLE	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-000694-08	JMosley	12/19/2023 13:04
SO0003183	103 FRANKENS	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000123-17	JMosley	12/19/2023 13:18
SO0003184	1184 MAYNARD	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000283-10	JMosley	12/19/2023 14:13
SO0003185	604 HALL	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001251-08	JMosley	12/19/2023 13:11
SO0003186	1501 N TEMPLE	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000541-05	JMosley	12/19/2023 14:11
SO0003187	313 LOCUST	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000905-01	JMosley	12/19/2023 12:45

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SO0003188	203 PINE	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000623-03	JMosley	12/19/2023 12:37
SO0003189	1500 N HENDRICK A 4	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-000513-22	JMosley	12/19/2023 13:53
SO0003190	109 BALLENGER	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000175-00	JMosley	12/19/2023 12:51
SO0003191	217 BOX FACTORY	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000717-01	JMosley	12/19/2023 12:41
SO0003192	1408 RYAN CHAPEL RD	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000443-05	JMosley	12/19/2023 14:07
SO0003193	605 N NEAL PICKETT	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001263-01	JMosley	12/19/2023 14:14
SO0003194	1509 N TEMPLE	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000543-09	JMosley	12/19/2023 14:10
SO0003195	1221 N TEMPLE	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000335-10	JMosley	12/19/2023 13:27
SO0003196	306 THOMPSON	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000864-01	JMosley	12/19/2023 12:54
SO0003197	608 HALL	12/19/2023	12/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001288-07	JMosley	12/19/2023 13:14
SO0003173	403 S FIRST	12/18/2023	12/18/2023	Reinstate	Reinstate	Completed	WATER	Public Works	03-000979-14	JMosley	12/18/2023 13:40
SO0003174	705 MULBERRY	12/18/2023	12/21/2023	Misc	Miscellaneous	Completed		Public Works	01-001372-00	JMosley	12/21/2023 7:30
SO0003203	403 S FIRST	12/18/2023	12/21/2023	Connect	Connect	Completed	WATER	Public Works	03-000979-14	ARomero	12/21/2023 10:16
SO0003175	715 DENNIS	12/15/2023	12/19/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001435-03	ARomero	12/19/2023 8:39
SO0003170	200 RHONE	12/14/2023	12/15/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000578-03	JMosley	12/15/2023 11:40
SO0003171	1395 N TEMPLE	12/14/2023	12/14/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000407-00	JMosley	12/15/2023 10:15
SO0003166	101 W BORDEN	12/13/2023	12/13/2023	Service Action	Service Action	Completed	WATER	Public Works	02-000072-00	ARomero	12/13/2023 9:41
SO0003167	1200 CORRINE	12/13/2023	12/21/2023	Connect	Connect	Completed	WATER	Public Works	03-101734-00	JMosley	12/21/2023 10:28
SO0003169	492 FM RD 1818	12/13/2023	12/18/2023	Misc	Miscellaneous	Completed		Public Works	01-001059-02	JMosley	12/18/2023 14:52
SO0003240	605 DEVEREAUX	12/13/2023	1/3/2024	Connect	Connect	Completed	WATER	Public Works	02-001259-02	JMosley	1/3/2024 15:18
SO0003164	203 N TEMPLE	12/12/2023	12/15/2023	Misc	Miscellaneous	Completed		Public Works	01-000622-12	JMosley	12/15/2023 14:41
SO0003152	1102 S FIRST	12/11/2023	12/18/2023	Misc	Miscellaneous	Completed		Public Works	03-000198-02	JMosley	12/18/2023 12:54
SO0003153	1000 N TEMPLE	12/11/2023	12/13/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000021-00	JMosley	12/13/2023 12:06
SO0003155	NEIL PICKETT/PINEVALLEY FIRE HYDRANT	12/11/2023	12/11/2023	Disconnect	Disconnect	Completed	WATER	Public Works	99-001789-00	JMosley	12/11/2023 14:36
SO0003156	1395 N TEMPLE	12/11/2023	12/13/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000407-00	JMosley	12/13/2023 14:07
SO0003157	5000 BELFORD RD	12/11/2023	12/15/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001076-00	JMosley	12/15/2023 14:14
SO0003148	312 S NEAL PICKETT	12/8/2023	12/8/2023	Service Action	Service Action	Completed	WATER	Public Works	03-101732-00	ARomero	12/8/2023 9:51
SO0003150	714 NELSON	12/8/2023	12/8/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001433-00	TMartin	12/8/2023 13:11
SO0003151	500 WESTCHESTER	12/8/2023	12/8/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-001075-09	ARomero	12/8/2023 11:44
SO0003144	266 DEER TRACE BLVD	12/7/2023	12/7/2023	Service Action	Service Action	Completed	WATER	Public Works	99-000741-00	ARomero	12/7/2023 11:22
SO0003145	709 CORRINE	12/7/2023	12/18/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001400-00	JMosley	12/18/2023 13:00
SO0003147	709 LYNN	12/7/2023	12/7/2023	Service Action	Service Action	Completed	WATER	Public Works	03-001403-09	ARomero	12/7/2023 14:14

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Code Compliance Report – December 2023

Mail and Bank Deposit – Daily

New Construction – 1200 Corrine Street 2,210 sq. ft home

Planning and Zoning – 508 Burke Street replating property. I have approved the plans with easement from Burke Street and the tower. 1410 North Hendrix Street approved plans and signed he is plating 3 lots. Filled 508 Burke Street and 1410 North Hendrix Street at the County Clerk Office.

Certificate of Occupancy – 210 North Temple Drive

Signage Permit – 210 North Temple Drive

Storage Building Permit- 1000 North Temple Drive

Electrical Permit – 605 Neil Pickett Street, 1113 North Temple Drive, Georgia Pacific, 1000 North Temple Drive,

Solar Permit – 822 Wells Street, 601 Box Factory

Inspections Services – 942 Denman Street, 944 Denman Street, 1005 Lynn, 1003, 1001 Street Gas test, 403 Church building final, Electrical final, plumbing final, HVAC final., 1200 Corrine Street plumbing rough, 605 Neil Pickett Street electrical, 1113 North Temple Drive electrical, 2004 North Temple Drive electrical service, 1000 North Temple Drive, 822 Wells solar inspection,

Weed, Grass and Rubbish Certified Letters – 601 Neil Pickett Drive 406 South Temple Drive

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CERTIFIED EXECUTIVE CLOSED SESSION AGENDA

On this the 9th day of January, 2024, the governing body of the City of Diboll convened in Executive Closed Session of the City Council held at the Diboll City Hall at 400 Kenley, Diboll Texas with the following present to wit:

☐ Trey Wilkerson, Mayor	☐ _____
☐ Daniel Lopez, Mayor Pro-Tem	☐ _____
☐ Jana Coulter, Council Member	☐ _____
☐ Luis Maldonado, Council Member	☐ _____
☐ Nora Munoz, Council Member	☐ _____
☐ J. Ruben Terrazas, Council Member	☐ _____
☐ Ray Williams, Jr., Council Member	☐ _____

The following is an agenda of an Executive Session of the City of Diboll, Texas, held pursuant to the Texas Open Meetings Act, Government Code Section:

__551.071 – Litigation/Consultation with Attorney
__551.072 – Real Property
__551.073 – Prospective Gift
X 551.074 – Personnel Matters
__551.076 Security Personnel or Devices
__551.086 Test item (SB 59S)
__551.087 Economic Development Negotiations (SB 1851)

Agenda Item #1:

Action Taken: ☐ Yes ☐ No

_____
_____
_____

Agenda Item #2 Action Taken: ☐ Yes ☐ No

_____
_____
_____

Agenda Item #3 Action Taken: ☐ Yes ☐ No

_____
_____
_____

I, Mayor Trey Wilkerson, certify the above agenda is a true and accurate record of the proceedings.

_____ _____

Trey Wilkerson, Mayor Witness

Convened into Executive Session at: _____

Exited back to Regular Session at: _____

*Note: this certified agenda must be kept a minimum of two years after the date of the Executive Session and is confidential. A person who knowingly and without lawful authority makes this record public commits a Class B misdemeanor and may be held liable for actual damages, court costs, reasonable attorney fees, and exemplary damages. Texas Government Code § 551.145.

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, JANUARY 9, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

Councilmember Nora Munoz

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham and Chief of Police Michael Skillern.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: Mr. Gary Gores expressed concern regarding streets in Deer Trace area and overall tax rates.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from December 12, 2023, Regular Session Meeting
b. Financial Statement for December 2023
c. 12-Month Attendance Record for December 2023

Daniel Lopez made a motion to approve and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officers.

Chief Skillern introduced Assistant Police Chief, Jacob Hopper and Police Officers, Nicholas LeBlanc and Tristan Wagner and Mayor Trey Wilkerson administered the Oath of Office.

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Item #3: Consideration and possible action to Resolution 2024-01-001, grant application for the Rifle-Resistant Body Armor.

Daniel Lopez made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #4: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Item #5: The Diboll City Council will convene into a closed Executive Session, in accordance with Open Meetings Act, Chapter 551, Texas Government Code 551.074, for the purpose of discussing annual evaluation, employment contract and compensation of City Manager, Jason Arnold.

Council will reconvene into open session following closed door session and possibly take action on matters discussed in Executive Session.

Start: 5:28p.m.
Council reconvened at 6:13p.m. into open session following closed door session.

Item #6: Consideration and possible action on matters discussed in Executive Session pertaining to the annual evaluation, employment contract and compensation of City Manager, Jason Arnold.

Daniel Lopez made a motion to extend term of contract and salary and Ruben Terrazas second. All in Favor, none opposed, motion carries.

Adjournment

Mayor Wilkerson called to adjourn at 6:13p.m.

Minutes of the January 9, 2024 Regular Session Meeting approved by council on this the 13th day of February, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, February 13, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from January 9, 2024, Regular Session Meeting
b. Financial Statement for January 2024
c. 12-Month Attendance Record for January 2024
d. Investment Report for Quarter ending December 2023

Item #2: Consideration and possible action to approve Resolution 2024-02-001 support the Angelina County Emergency Animal Shelter Tactical Plan.

Item #3: Consideration and possible action to approve 2024 Street Overlay Project using funds from ARPA and the General Fund. Project scope will focus on overlay of prioritized streets from the 2023 Street Grade Analysis based upon amount of funds available.

Item #4: Consideration and possible action to approve engineering agreement with KSA for engineering services on the 2024 Street Overlay Project.

Item #5: Consideration and possible action to approve Resolution 2024-02-002 of the City of Diboll, Texas providing for the calling and ordering of the May 4, 2024 General Election for the purpose of electing a Mayor, District 2 Councilmember, District 4 Councilmember and At Large Place 6 Councilmember providing for the necessary notices and fixing the date.

Item #6: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report

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c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on February 9, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 02/09/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, JANUARY 9, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

Councilmember Nora Munoz

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham and Chief of Police Michael Skillern.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
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Public Participation: Mr. Gary Gores expressed concern regarding streets in Deer Trace area and overall tax rates.

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c. 12-Month Attendance Record for December 2023

Daniel Lopez made a motion to approve and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officers.

Chief Skillern introduced Assistant Police Chief, Jacob Hopper and Police Officers, Nicholas LeBlanc and Tristan Wagner and Mayor Trey Wilkerson administered the Oath of Office.

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Item #3: Consideration and possible action to Resolution 2024-01-001, grant application for the Rifle-Resistant Body Armor.

Daniel Lopez made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #4: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Item #5: The Diboll City Council will convene into a closed Executive Session, in accordance with Open Meetings Act, Chapter 551, Texas Government Code 551.074, for the purpose of discussing annual evaluation, employment contract and compensation of City Manager, Jason Arnold.

Council will reconvene into open session following closed door session and possibly take action on matters discussed in Executive Session.

Start: 5:28p.m.
Council reconvened at 6:13p.m. into open session following closed door session.

Item #6: Consideration and possible action on matters discussed in Executive Session pertaining to the annual evaluation, employment contract and compensation of City Manager, Jason Arnold.

Daniel Lopez made a motion to extend term of contract and salary and
Ruben Terrazas second. All in Favor, none opposed, motion carries.

Adjournment

Mayor Wilkerson called to adjourn at 6:13p.m.

Minutes of the January 9, 2024 Regular Session Meeting approved by council on this the 13th day of February, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

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STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 01/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	2,500.00	2,500.00	0.00	1,000.00	1,000.00	1,500.00
3200 - Fines and Fees	435,800.00	435,800.00	18,581.15	69,004.93	69,004.93	366,795.07
3210 - Licenses & Permits	18,100.00	18,100.00	2,557.17	9,506.10	9,506.10	8,593.90
3500 - Franchise Tax	375,000.00	375,000.00	15,024.80	43,148.03	43,148.03	331,851.97
3550 - Property Tax	1,421,018.00	1,421,018.00	629,296.97	892,529.17	892,529.17	528,488.83
3700 - Sales Tax	648,000.00	648,000.00	88,301.36	326,150.05	326,150.05	321,849.95
3800 - Interest	12,000.00	12,000.00	0.00	6,352.59	6,352.59	5,647.41
3805 - Miscellaneous	2,833.00	2,833.00	-136.31	32,206.14	32,206.14	-29,373.14
3940 - Contributions & Grants	0.00	0.00	8,400.00	8,400.00	8,400.00	-8,400.00
3960 - Donations	10,700.00	10,700.00	0.00	100.00	100.00	10,600.00
Revenue Total:	**2,925,951.00**	**2,925,951.00**	**762,025.14**	**1,388,397.01**	**1,388,397.01**	**1,537,553.99**
Expense						
4000 - Insurance	65,014.00	65,014.00	0.00	63,272.31	63,272.31	1,741.69
4030 - Fines & Fees	400.00	400.00	0.00	0.00	0.00	400.00
4040 - Administrative	199,717.00	245,717.00	11,982.78	127,823.67	132,811.52	112,905.48
4080 - Capital Purchase	2.00	24,002.00	0.00	22,377.00	23,926.00	76.00
4100 - Contractual & Professional Services	209,910.00	206,610.00	12,559.91	106,799.64	107,299.64	99,310.36
4110 - Intergov't Contracts	171,000.00	171,000.00	1,750.00	16,109.81	16,109.81	154,890.19
4210 - Project Expense	70,139.00	60,451.32	0.00	11,454.24	12,054.52	48,396.80
4300 - Utility	114,480.00	114,480.00	7,634.11	31,312.98	31,312.98	83,167.02
4400 - Repairs & Maintenance	203,926.00	284,913.68	25,488.67	63,300.33	67,821.09	217,092.59
4460 - Materials & Supplies	194,103.00	194,548.00	8,784.77	40,523.09	41,407.96	153,140.04
4500 - Miscellaneous	5,500.00	5,500.00	224.82	6,113.59	5,763.59	-263.59
4800 - Payroll Expense	2,267,325.00	2,267,325.00	176,518.40	760,628.83	760,628.83	1,506,696.17
4860 - Personnel	39,860.00	39,860.00	2,446.22	20,728.15	21,919.54	17,940.46
9999 - Transfers	-615,425.00	-615,425.00	0.00	0.00	0.00	-615,425.00
Expense Total:	**2,925,951.00**	**3,064,396.00**	**247,389.68**	**1,270,443.64**	**1,284,327.79**	**1,780,068.21**
Fund: 01 - General Fund Surplus (Deficit):	**0.00**	**-138,445.00**	**514,635.46**	**117,953.37**	**104,069.22**	**-242,514.22**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	278,277.45	1,061,153.43	1,061,153.43	2,656,243.57
3130 - Penalties & Interest	25,000.00	25,000.00	104,184.42	366,890.89	366,890.89	-341,890.89
3800 - Interest	8,000.00	8,000.00	0.00	5,613.28	5,613.28	2,386.72
3805 - Miscellaneous	0.00	0.00	25,075.08	29,429.42	29,429.42	-29,429.42
3940 - Contributions & Grants	0.00	0.00	0.00	251,500.00	251,500.00	-251,500.00
Revenue Total:	**3,750,397.00**	**3,750,397.00**	**407,536.95**	**1,714,587.02**	**1,714,587.02**	**2,035,809.98**
Expense						
4000 - Insurance	30,242.00	30,242.00	0.00	32,297.27	32,297.27	-2,055.27
4010 - Grant Expense	0.00	0.00	0.00	21,050.00	21,050.00	-21,050.00
4030 - Fines & Fees	2,340.00	2,340.00	0.00	-88.28	-88.28	2,428.28
4040 - Administrative	55,429.00	55,429.00	21,574.80	24,866.59	24,866.59	30,562.41
4080 - Capital Purchase	0.00	60,421.00	13,320.11	23,241.50	60,270.50	150.50
4100 - Contractual & Professional Services	907,851.00	895,134.00	70,003.62	295,001.52	302,037.52	593,096.48
4110 - Intergov't Contracts	15,000.00	15,000.00	2,840.70	14,905.85	14,905.85	94.15
4300 - Utility	147,420.00	147,420.00	11,991.90	49,381.97	49,381.97	98,038.03
4400 - Repairs & Maintenance	273,025.00	272,421.00	12,701.73	66,075.32	81,467.64	190,953.36
4460 - Materials & Supplies	239,650.00	239,650.00	33,053.38	67,232.86	67,662.68	171,987.32
4800 - Payroll Expense	569,710.00	569,710.00	47,558.31	202,101.45	202,101.45	367,608.55
4860 - Personnel	9,460.00	9,460.00	111.00	726.14	726.14	8,733.86
9999 - Transfers	1,500,270.00	1,500,270.00	464,467.00	464,467.00	464,467.00	1,035,803.00
Expense Total:	**3,750,397.00**	**3,797,497.00**	**677,622.55**	**1,261,259.19**	**1,321,146.33**	**2,476,350.67**
Fund: 02 - Utility Fund Surplus (Deficit):	**0.00**	**-47,100.00**	**-270,085.60**	**453,327.83**	**393,440.69**	**-440,540.69**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	640.00	1,085.00	1,085.00	-1,085.00
3900 - Rentals & Leases	60,100.00	60,100.00	8,352.08	34,443.92	34,443.92	25,656.08
Revenue Total:	**60,100.00**	**60,100.00**	**8,992.08**	**35,528.92**	**35,528.92**	**24,571.08**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	0.00	1,252.07	1,252.07	161.93
4100 - Contractual & Professional Services	1,450.00	1,450.00	140.00	400.00	400.00	1,050.00
4300 - Utility	56,336.00	56,336.00	4,890.93	20,716.94	20,716.94	35,619.06
4400 - Repairs & Maintenance	20,800.00	20,800.00	3,172.19	10,777.40	16,702.40	4,097.60
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-61,147.00	-61,147.00	0.00	0.00	0.00	-61,147.00
Expense Total:	**60,100.00**	**60,100.00**	**8,203.12**	**33,776.51**	**39,701.51**	**20,398.49**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**788.96**	**1,752.41**	**-4,172.59**	**4,172.59**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
Revenue Total:	**170,813.00**	**170,813.00**	**0.00**	**0.00**	**0.00**	**170,813.00**
Expense						
4010 - Grant Expense	108,224.00	108,224.00	0.00	6,566.34	6,566.34	101,657.66
4210 - Project Expense	3,603.00	3,603.00	0.00	0.00	0.00	3,603.00
Expense Total:	**111,827.00**	**111,827.00**	**0.00**	**6,566.34**	**6,566.34**	**105,260.66**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**0.00**	**-6,566.34**	**-6,566.34**	**65,552.34**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	3,861.12	3,861.12	10,138.88
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**3,861.12**	**3,861.12**	**41,138.88**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**3,861.12**	**3,861.12**	**5,888.88**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	3.83	3.83	-3.83
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**0.00**	**3.83**	**3.83**	**7,600.17**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**0.00**	**3.83**	**3.83**	**6,100.17**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	543.28	2,021.63	2,021.63	5,146.37
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**543.28**	**2,021.63**	**2,021.63**	**16,357.37**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**543.28**	**2,021.63**	**2,021.63**	**9,189.37**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	462.23	1,749.59	1,749.59	5,258.41
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**462.23**	**1,749.59**	**1,749.59**	**12,363.41**
Expense						
4300 - Utility	7,008.00	7,008.00	474.34	947.49	947.49	6,060.51
Expense Total:	**7,008.00**	**7,008.00**	**474.34**	**947.49**	**947.49**	**6,060.51**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**-12.11**	**802.10**	**802.10**	**6,302.90**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	76.18	76.18	-76.18
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**0.00**	**76.18**	**76.18**	**50,337.82**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**0.00**	**76.18**	**76.18**	**50,337.82**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	67,808.09	92,582.95	92,582.95	52,861.05
3800 - Interest	0.00	0.00	0.00	3.21	3.21	-3.21
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**67,808.09**	**92,586.16**	**92,586.16**	**132,857.84**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	518,657.88	518,657.88	518,657.88	90,303.12
4020 - Note Expense	392,281.00	392,281.00	0.00	0.00	0.00	392,281.00
4030 - Fines & Fees	950.00	950.00	475.00	475.00	475.00	475.00
9999 - Transfers	-856,748.00	-856,748.00	-464,467.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**54,665.88**	**54,665.88**	**54,665.88**	**90,778.12**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**13,142.21**	**37,920.28**	**37,920.28**	**42,079.72**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	0.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**0.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**292,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	525.99	1,851.09	1,851.09	6,148.91
Revenue Total:	**8,000.00**	**8,000.00**	**525.99**	**1,851.09**	**1,851.09**	**6,148.91**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**525.99**	**1,851.09**	**1,851.09**	**30,316.91**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	10.49	36.89	36.89	113.11
Revenue Total:	**150.00**	**150.00**	**10.49**	**36.89**	**36.89**	**113.11**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**10.49**	**36.89**	**36.89**	**596.11**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	45,572.00	45,572.00	0.00	0.00	0.00	45,572.00
3960 - Donations	250.00	250.00	41.65	192.59	192.59	57.41
Revenue Total:	**45,822.00**	**45,822.00**	**41.65**	**192.59**	**192.59**	**45,629.41**
Expense						
4210 - Project Expense	45,822.00	47,011.18	0.00	9,907.06	9,954.85	37,056.33
Expense Total:	**45,822.00**	**47,011.18**	**0.00**	**9,907.06**	**9,954.85**	**37,056.33**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**-1,189.18**	**41.65**	**-9,714.47**	**-9,762.26**	**8,573.08**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	256.51	256.51	-256.51
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**0.00**	**256.51**	**256.51**	**225,386.49**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**256.51**	**256.51**	**-256.51**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	1,751.34	1,751.34	-1,751.34
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**1,751.34**	**1,751.34**	**1,157,844.66**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Expense Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**0.00**	**0.00**	**1,159,596.00**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**1,751.34**	**1,751.34**	**-1,751.34**
Total Surplus (Deficit):	**606,573.00**	**374,838.82**	**259,590.33**	**605,333.77**	**525,589.69**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	0.00	-138,445.00	514,635.46	117,953.37	104,069.22	-242,514.22
02 - Utility Fund	0.00	-47,100.00	-270,085.60	453,327.83	393,440.69	-440,540.69
03 - Recreation Fund	0.00	0.00	788.96	1,752.41	-4,172.59	4,172.59
05 - Special Revenue Fund	58,986.00	58,986.00	0.00	-6,566.34	-6,566.34	65,552.34
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	3,861.12	3,861.12	5,888.88
07 - Seized Fund	6,104.00	6,104.00	0.00	3.83	3.83	6,100.17
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	543.28	2,021.63	2,021.63	9,189.37
10 - MC Tech Fund	7,105.00	7,105.00	-12.11	802.10	802.10	6,302.90
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	0.00	76.18	76.18	50,337.82
13 - Debt Service Fund	80,000.00	80,000.00	13,142.21	37,920.28	37,920.28	42,079.72
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	292,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	525.99	1,851.09	1,851.09	30,316.91
17 - MC Municipal Jury Fund	633.00	633.00	10.49	36.89	36.89	596.11
18 - Keep Diboll Beautiful Fu...	0.00	-1,189.18	41.65	-9,714.47	-9,762.26	8,573.08
19 - Street Project Fund	0.00	0.00	0.00	256.51	256.51	-256.51
20 - ARPA Fund	0.00	0.00	0.00	1,751.34	1,751.34	-1,751.34
Total Surplus (Deficit):	**606,573.00**	**374,838.82**	**259,590.33**	**605,333.77**	**525,589.69**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	2/14/2023	3/14/2023	4/11/2023	5/9/2023	5/15/2023	6/13/2023	6/20/2023	7/11/2023
Jana Coulter						0	0	0
Luis Maldonado	1	0	0	0	1	0	0	0
Nora Munoz						0	0	0
Daniel Lopez	0	0	0	0	0	0	1	0
Ruben Terrazas	0	0	0	0	0	0	1	0
Ray Williams, Jr.	0	0	0	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**1**	**0**	**0**	**0**	**1**	**0**	**2**	**0**

Council Member	8/8/2023	9/52023	9/12/2023	10/10/2023	11/10/2023	12/12/2023	1/9/2024	TOTAL TO-DATE
Jana Coulter	0	0	0	0	0	0	0	**0**
Luis Maldonado	0	1	0	0	0	0	0	**3**
Nora Munoz	0	0	0	0	0	0	1	**1**
Daniel Lopez	0	0	0	0	0	0	0	**1**
Ruben Terrazas	0	0	0	0	0	0	0	**1**
Ray Williams, Jr.	0	0	1	0	0	0	0	**1**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**0**	**1**	**1**	**0**	**0**	**0**	**1**	**7**

Rosa M. Olvera - City Secretary

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Investment Report for the Quarter Ending December 31, 2023

INVESTMENT STRATEGY: The City intends to pursue a passive portfolio management philosophy. While the financial market will be monitored by investment officials and the City will purchase investments based on the parameters for liquidity and based on market conditions, investment officials do not intend to actively sell investments. Market and credit risk shall be minimized by diversification by investment instrument, by financial institution, and by maturity scheduling.

This report is in compliance with the Act, Chapter 2256 of the Local Government Code and the City of Diboll Investment Policy and Strategies

Respectfully Submitted: Sam Dunham

Dated: 01/17/2024

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City of Diboll
Endowment Investment Detail
through 12/31/2023

Money Market/Pooled Investments	Rate	Balance	Type	Description
Southside Trust Money Market - Investment Custody	5.2900%	14,450.07	Restricted	General Fund - Endowments
Total Pool and Money Market		14,450.07		

Endowment Investments

Principal may never be spent. Interest is used to fund operations of civic center, library, park and cemeteries.

Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
US Treasury Bond	4/30/2021	4/30/2026	0.75%	833	170,000	157,277.20	153,139.40	4,137.80
Austin Telco Federal Credit Union	2/15/2023	2/26/2027	4.75%	1135	100,000	99,624.00	98,187.00	1,437.00
Federal Home Loan Bank	1/13/2022	12/20/2024	1.05%	337	250,000	240,997.50	237,047.50	3,950.00
Capital One Bank	4/21/2022	4/21/2025	2.75%	459	246,000	238,750.38	235,355.58	3,394.80
Bluepeal Credit Union	11/21/2023	11/20/2024	5.75%	307	57,000.00	57,291.27	-	57,291.27
Total Endowment Investments					823,000.00	793,940.35	723,729.48	12,919.60

Purchases / Redemptions

Issuer	*Purchase Date*	*Redemption Date*	*Rate*	*Par Value*	*Purchases/ Redemptions*
Blupeak CR UN	11/21/2023		5.75%	***57000***	***57000***

Due From (+) / To(-)	*Description*	
Southside Trust Money Market - Library		(57,258.30)
Southside Trust Money Market - Library (Annual Interest 2023-2024)		(1,111.64)
Southside Trust Money Market - City of Diboll		(69,630.06)
Southside Trust Money Market - City of Diboll (Annual Interest 2023-2024)		(6,614.26)
		(134,614.26)

Transfer From (+) / To(-)	*Description*	*Transfer Date*	*Transfer Amount*

SSB Trust Endowment Returns	Endow Amt (in $1,000)	%	Current Period 10/1/2023 thru 12/31/2023	YTD 10/1/23 thru 9/30/24	NOTES 10/1/23 thru 9/30/24
Civc Center	100	14%	1,111.64	1,111.64	Transfer to City
Forest haven	50	7%	555.82	555.82	Transfer to City
Library	100	14%	1,111.64	1,111.64	Transfer to Library
Park	20	3%	222.33	222.33	Transfer to City
Temple	425	61%	4,724.47	4,724.47	Transfer $5,100 per yr expenses + 15% remaining
Total	695	100%	7,725.89	7,725.89	
Total Fees			265.00	265.00	
Total Dividends/Interest			7,460.89	7,460.89	7,899.47

Year to Date Interest Earnings*		
** Interest is reflected net of bank service fees*		
Endowment - Due to Library	14-2630	1,111.64
Endowment - General Fund	14-01-3803	5,280.29
Endowment - Park	14-06-3803	222.33
Endowment - Civic Center	14-11-3803	1,111.64

TOTAL ENDOWMENT INVESTMENTS	Balance
CASH EQUIVILENTS	14,450.07
FIXED INCOME SECURITIES	823,000.00
TOTAL ENDOWMENT INVESTMENTS	837,450.07

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City of Diboll
City Investment Detail
through 12/31/2023

Money Market/Pooled Investments				
	Rate	Balance	Type	Description
Southside Trust Money Market -				
City of Diboll	5.2900%	1,967.98	Unrestricted	General Fund
Commercial Bank	3.0400%	260,084.97	Unrestricted	General Fund
Texpool Contingency Account	5.3694%	272,919.38	Unrestricted	General Fund
Texpool Meter Deposit Account	5.3694%	111,459.16	Restricted	Water and Sewer Fund - Meter Deposits
Logic Contingency Account	5.5411%	297,327.91	Unrestricted	Water and Sewer Fund
Bank OZK	5.1000%	339,525.26	Restricted	General Fund - PSI Projects
BOK Financial	5.1000%	3,815,353.02	Restricted	Utility Fund - TWDB Loan Proceeds
Total Pool and Money Market		5,098,637.68		

Investments								
Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
Wells Fargo Bank	8/9/2023	8/14/2024	5.30%	209	100,000.00	100,075.00	99,671.00	404.00
Total Endowment Investments					100,000.00	100,075.00		404.00

Purchases / Redemptions					
Issuer	*Purchase Date*	*Redemption Date*	*Rate*	*Par Value*	*Purchases/ Redemptions*

Due From (+) / To(-)	*Description*	
Southside Trust Money Market - Investment Custody		69,630.06
Southside Trust Money Market - City of Diboll (Annual Interest 2023-2024)		6,614.26

Transfer From (+) / To(-)	*Description*	*Transfer Date*	*Transfer Amount*

Year to Date Interest Earnings*		
** Interest is reflected net of bank service fees*		
General Fund	01-01-3800	6,352.59
Utility Fund	02-09-3800	5,613.28
Utility Fund - Investments	02-09-3803	-
Seized Fund	07-03-3800	3.83
Red Light Fund	12-01-3800	76.18
Debt Service Fund	13-01-3800	3.21
Street Project Fund	19-07-3800	256.51
ARP Fund	20-01-3800	1,751.34
Total interest earned		14,056.94

SSB Trust Returns	YTD
	10/1/23 thru 9/30/24
Total	(8.06)
Total Fees	33.93
Total Dividends/Interest	25.87

TOTAL ENDOWMENT INVESTMENTS	
	Balance
CASH EQUIVILENTS	5,098,637.68
FIXED INCOME SECURITIES	100,000.00
TOTAL ENDOWMENT INVESTMENTS	5,198,637.68

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City of Diboll
Cash Detail
through 12/31/2023

Cash Balances				
Restricted funds may only be used for the items described, Consolidated Cash Report				
Account Name	**Fund Description**	**Balance**	**Type**	**Description**
Consolidated Cash	General	173,511.29	Unrestricted	General Fund Operations
Consolidated Cash	Utility	425,146.65	Unrestricted	Water and Sewer Fund Operations
Consolidated Cash	Recreation	83,123.40	Unrestricted	Recreation Fun Operations
Consolidated Cash	Equipment	356.27	Unrestricted	Funds from sale of equipment
Consolidated Cash	Restricted	166,530.84	Restricted	Donated funds for specific projects
Consolidated Cash	Hotel/Motel	27,190.19	Restricted	Hotel taxes are deposited in this account
Consolidated Cash	Municipal Court Security	36,608.04	Restricted	Funds to be used to enhance the security of the court
Consolidated Cash	Municipal Court Technology	13,739.91	Restricted	Funds to be used to enhance the technology of the court
Consolidated Cash	Debt Service	74,506.30	Restricted	Property taxes designated for the payment of debt are deposited in this account
Consolidated Cash	Retricted Project Fund	292,600.00	Restricted	Funds retricted to be used for Council Approved Projects
Consolidated Cash	MC Local Trueancy Prevention	28,027.82	Restricted	Funds to be used to finance a juvenile case manager
Consolidated Cash	MC Municipal Jury Fund	160.45	Restricted	Funds to be used for jury services
Consolidated Cash	Keep Diboll Beautiful	27,894.58	Restricted	Funds to be used for beautification of Diboll
Consolidated Cash	Diboll Day	-	Restricted	Funds to be used for Bi-Annual Diboll Day Support
	Total Consolidated Cash	1,349,395.74		
Operations	General Fund	501.29	Unrestricted	Funds to be used for the purpose of accounts payable processing
PEG	PEG Fund	57,602.51	Restricted	Fees received from cable franchise for use in public television capital projects
Seized Funds	Siezed Fund	7,614.67	Restricted	Funds siezed from drug arrests are deposited in this account
Debt Service	Water and Sewer Fund	43,450.32	Restricted	Restricted to the payment of Debt Service
ARP	General Fund	1,159,208.27	Restricted	American Rescue Plan Grant Proceeds - restricted to approved projects
SIB	General Fund	226,326.29	Restricted	State Infrastructure Bank Loan proceeds - For the Contruction of Road
Red Light Revenue	General Fund	75,616.84	Restricted	Red Light Cameras no longer producing revenue, partial balance to fund pending litigation
	Total Other Cash	1,570,320.19		

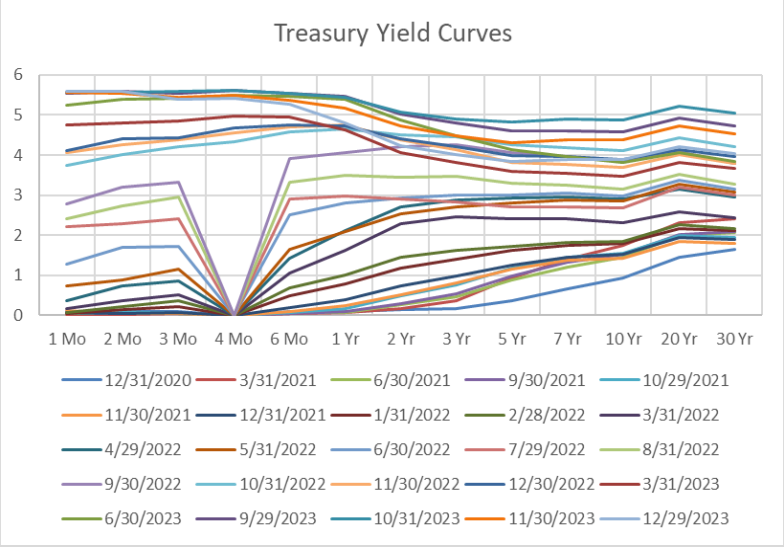
Total Cash Balances	$ 2,919,715.93

Accounts Closed		
Bank	***Description***	***Notes***
None		

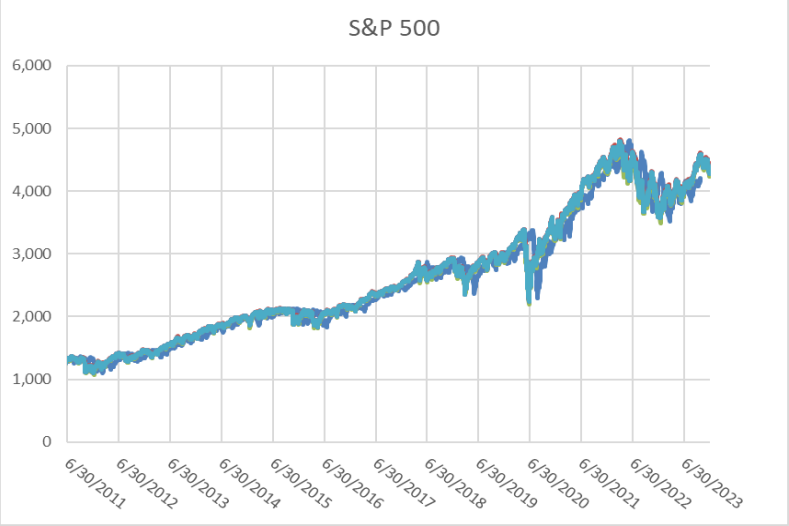
Accounts Opened		
Bank	***Description***	***Notes***
None		

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City of Diboll
Market Detail
through 12/31/2023







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RESOLUTION 2024-02-001

A RESOLUTION OF THE CITY OF DIBOLL TEXAS, SUPPORTING THE 2024 ANGELINA COUNTY EMERGENCY ANIMAL SHELTER TACTICAL PLAN INCLUDING THE CITIES OF: LUFKIN, DIBOLL, HUNTINGTON, ZAVALLA, AND HUDSON

WHEREAS, the City of Diboll finds it in the best interest of the citizens of Diboll, Texas, to support the 2024 Angelina County Emergency Animal Shelter Tactical Plan; and

WHEREAS, the City of Diboll and the Angelina County Emergency Management Plan takes into account the needs of the whole community, including animals, likely to be affected by an incident or event; and

WHEREAS, the City of Diboll agrees that it is important to comply with the Pets Evacuation and Transportation Standards Act of 2006, a part of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, mandating the evacuation and sheltering of companion animals to include dogs, cats, birds, rabbits, pocket pets, and some other small household pets.

WHEREAS, the City of Diboll understands that this tactical plan is intended to provide guidance and supports Angelina County, Texas judgment and discretion determining the most appropriate actions at the time of an incident.

NOW, THEREFORE, BE IT RESOLVED that the City of Diboll approves the 2024 Angelina County Emergency Animal Shelter Tactical Plan.

PASSED AND APPROVED on this the 13th day of February 2024.

_____
Trey Wilkerson, Mayor

ATTEST BY:

_____
Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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Annex W
Animal Tactical Plan

Angelina County
Emergency Animal Shelter Tactical Plan

January 2024

Includes the Cities of:
Lufkin, Diboll, Huntington, Zavalla, and Hudson

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Introduction

This document is a tactical plan under the Angelina County, Texas Emergency Management Plan, which responds to state and federal laws, policies, doctrine and guidelines.

In responding to federal and state emergency response doctrine and, specifically, the National Response Framework (NRF), the State of Texas Emergency Management Plan (State Plan), and the Angelina County Emergency Management Plan takes into account the needs of the whole community, including animals, likely to be affected by an incident or event.

The Pets Evacuation and Transportation Standards Act of 2006, a part of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, mandates the evacuation and sheltering of companion animals to include dogs, cats, birds, rabbits, pocket pets, and some other small household pets. Service animals must be allowed to accompany their owners at all times during evacuation and while in public shelters. The Disability Task Force highly recommends that emotional support animals, animals that provide therapeutic benefit to a person with a mental disability, also be housed together with their owners.

Emergency sheltering of dogs and cats, and some halter-broke livestock belonging to residents of Angelina County, Texas will be an integrated component of overall emergency response operations. Angelina County is not a designated evacuation shelter site, but may serve as an emergency evacuation shelter in over-flow conditions Emergency sheltering of animals under either scenario will be implemented by the Angelina County, Texas County Judge or their designee.

This tactical plan is intended to provide guidance. Angelina County, Texas judgment and discretion will determine the most appropriate actions at the time of an incident.

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Intended Audience, Purpose, Scope, Situation, Assumptions & Limitations

Intended Audience

This tactical-level plan is written for all personnel involved in emergency animal shelter operations for companion animals and halter-broke livestock in Angelina County.

Purpose

The purpose of this document is to provide tactical guidance for emergency animal shelter operations involving companion animals and halter-broke livestock in Angelina County, TX during a declared emergency or disaster incident. This plan will be implemented by the County Judge or their designee.

Scope

The scope of this document covers emergency shelter operations for companion animals and halter broke livestock animals following a declared disaster or local emergency. This document describes shelter operations for displaced animals who are apparently healthy or in need of minimal veterinary care. In the event of a disaster resulting in significant animal injuries or need for care exceeding local veterinary medical capabilities, a request for regional or State (Texas A&M VET) resources via a STAR may be necessary.

Situation

Shelter Type and Locations

Emergency stand-alone shelters for companion animals and halter broke livestock:

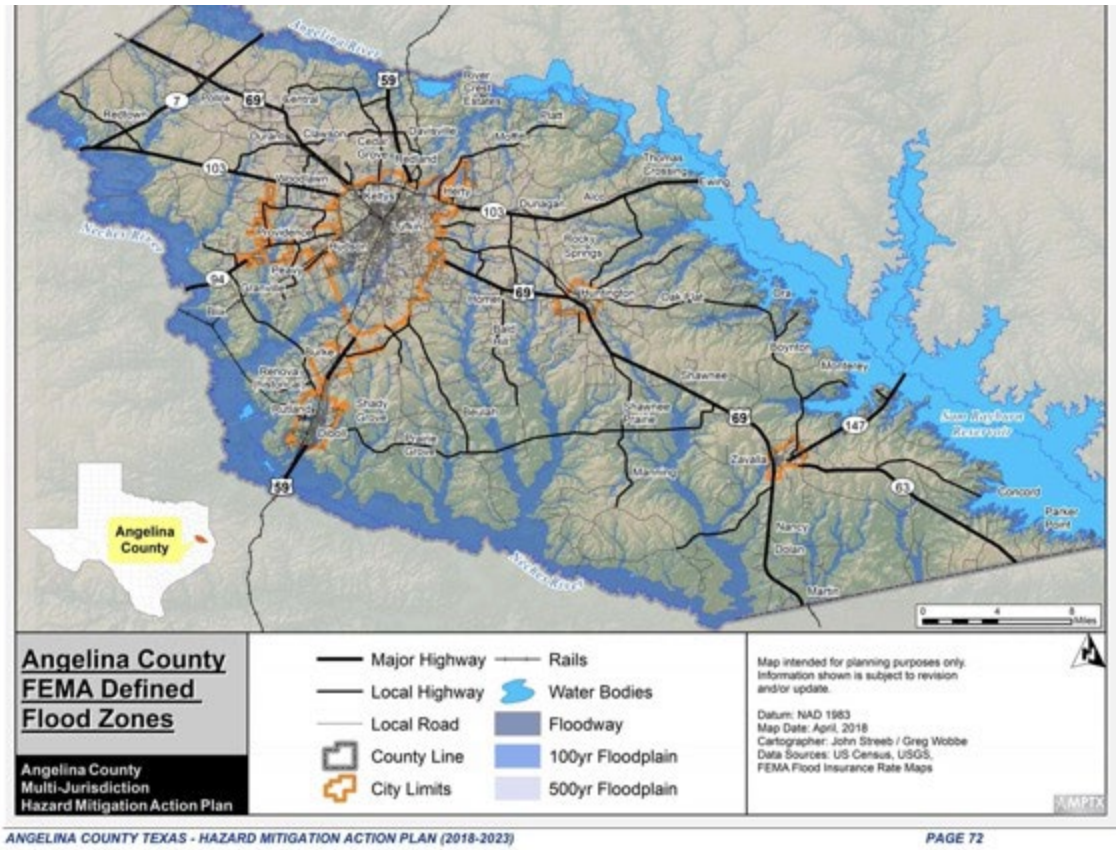
- PRIMARY: Angelina County Exposition Center- 1200 Ellen Trout Dr, Lufkin, TX 75904
  The facility will house both companion animals and halter broke livestock
- SECONDARY: Alternate facilities for emergency sheltering of companion animals or halter broke livestock have not yet been identified. **Secondary locations being considered are public school agriculture/FFA barns and arenas, and local cowboy church arenas.**

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Risks and Potential Hazards

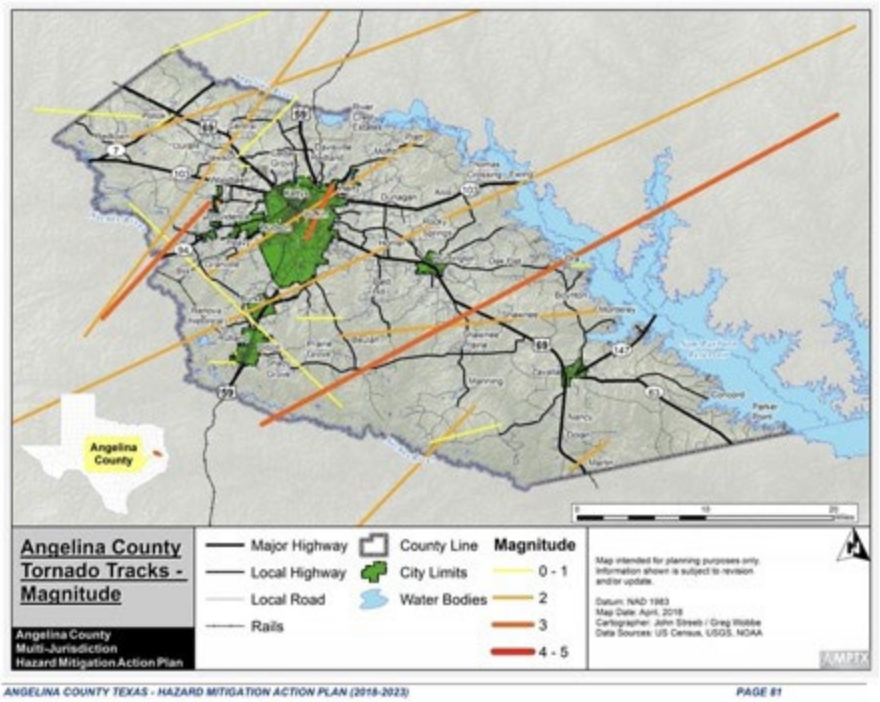
Natural Disaster Risk Assessment
Adapted/Copied from Angelina County Texas - Hazard Mitigation Action Plan (2018 - 2023)

Flooding - The two greatest types of flooding that can impact this area are riverine flooding and flash flooding. Riverine flooding occurs when river volume exceeds maximum capacity and overflows into adjacent floodplains and can be diffusely distributed. Flash flooding is a more localized flooding with shorter duration. Riverine flooding can be influenced by rainfall, soil moisture, seasonal variation in vegetation, and water-resistance of urban areas. Flooding can occur almost anywhere across Angelina County. A FEMA Flood Insurance Study for Angelina County concluded that there is a high probability of severe flooding in this region every year - about 2.2 floods per year, and worst-case scenario, a Level-3 Critical Flood could occur, with expected temporary loss of use of facilities and infrastructure, and potential injuries or fatalities.

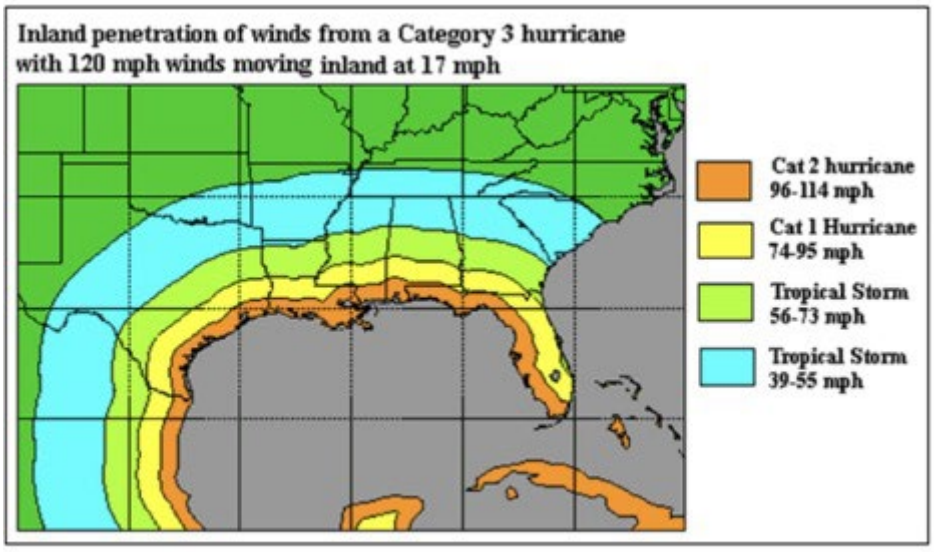


Tornadoes - Angelina County is located in a region experiencing moderate to high frequency of mostly EF2 tornadoes, with occasional EF4-5 occurrence. There is a roughly 57% chance that a tornado will occur in Angelina County within a given year, and a high probability of future occurrence.

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Hurricanes - Angelina County is at risk of being impacted by hurricanes, as it is located about 100 miles inland from the Gulf of Mexico and has numerous records of hurricane impact since 1851. Wind decay models indicate planning for winds between 80-100 mph in Angelina County for a Category 3 hurricane with 120 mph winds moving inland at 17 mph (yellow band).



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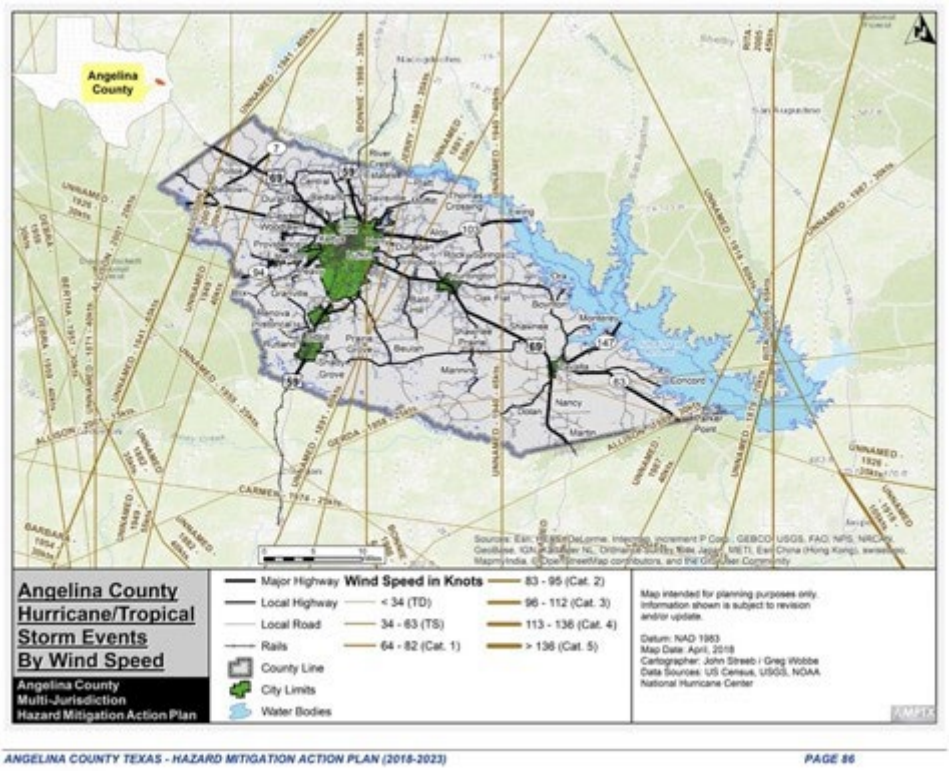
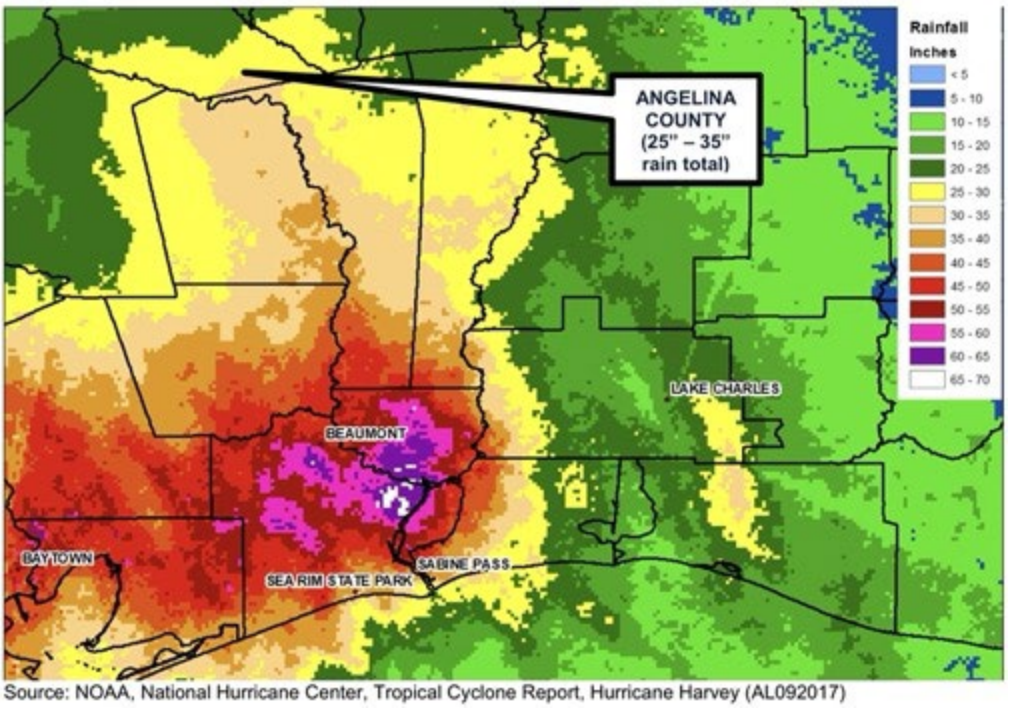


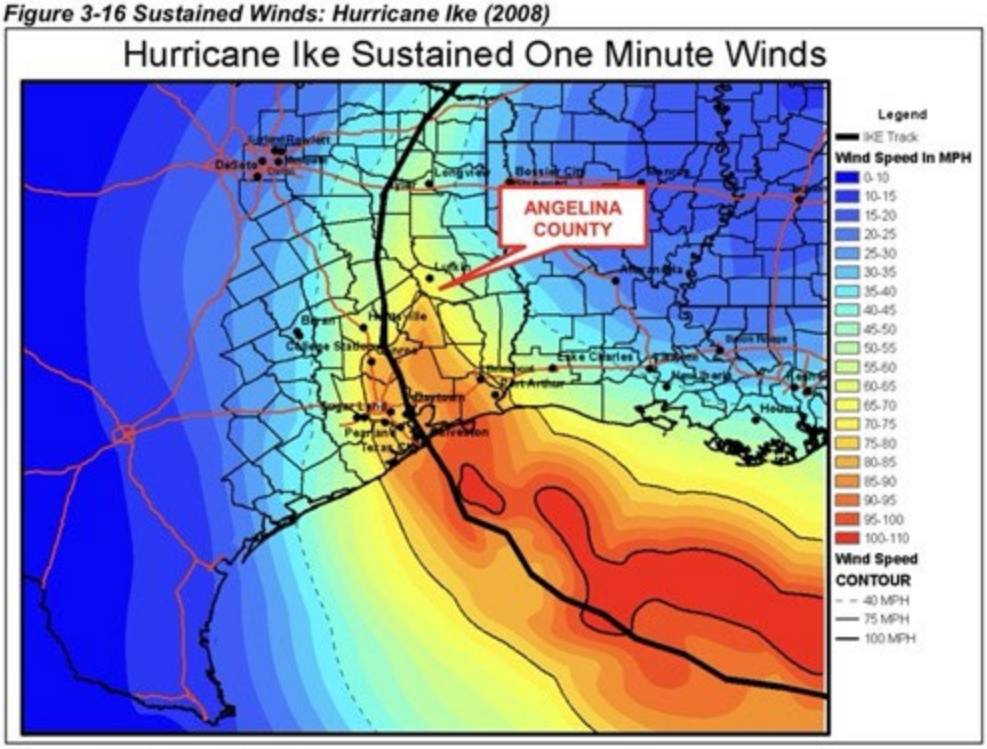
Figure 3-14 Hurricane Harvey Rain Totals



Source: NOAA, National Hurricane Center, Tropical Cyclone Report, Hurricane Harvey (AL092017)

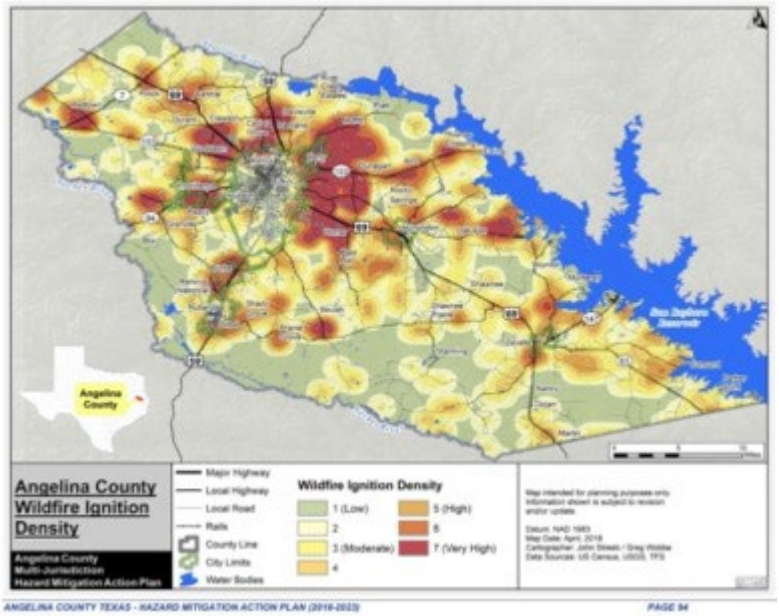
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Figure 3-16 Sustained Winds: Hurricane Ike (2008)



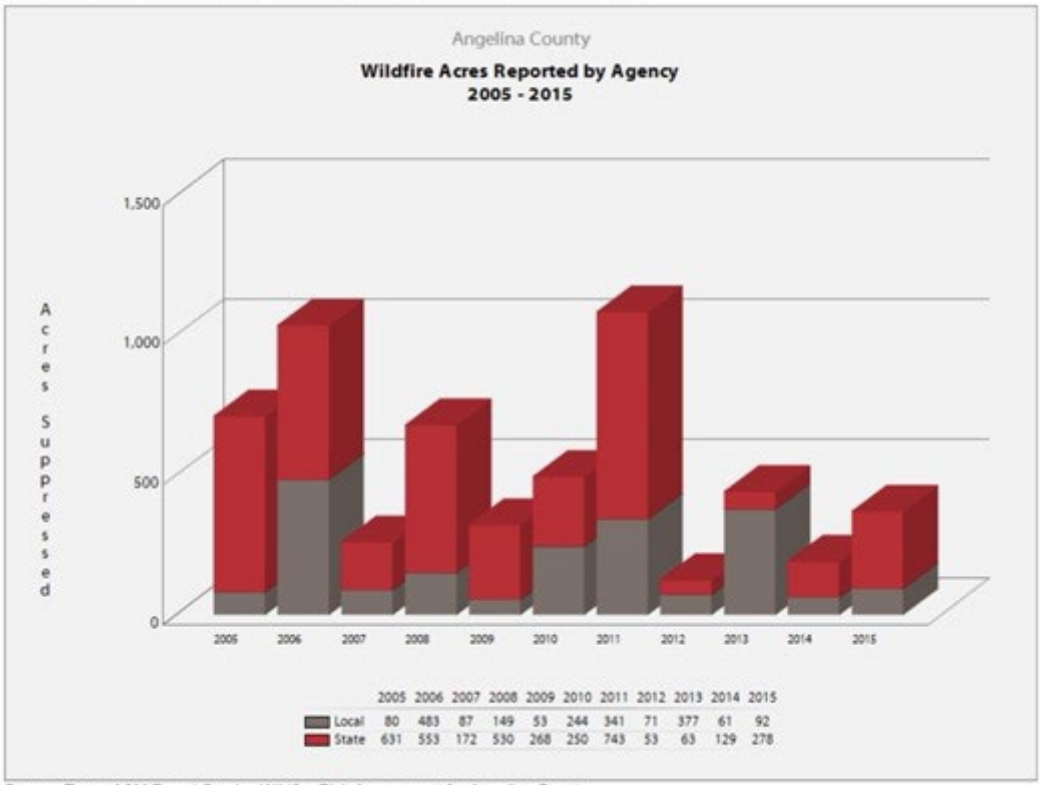
Source: National Weather Service

Wildfires - The risk of wildfires to Angelina County is highest in the urban-wildland interface, where structural development meets wild vegetation such as grasslands or forest. Most causes of wildfire are arson or careless acts of people, but are exacerbated by dry weather conditions, drought, and excessive heat. An estimated 67,067 people (80% of the total planning area population) live within the wildland-urban interface (WUI). This map summarizes models for wildfire potential within Angelina County, which are based on vegetation, topography, wild direction, speed, and frequency of dry years in relation to the areas of development.



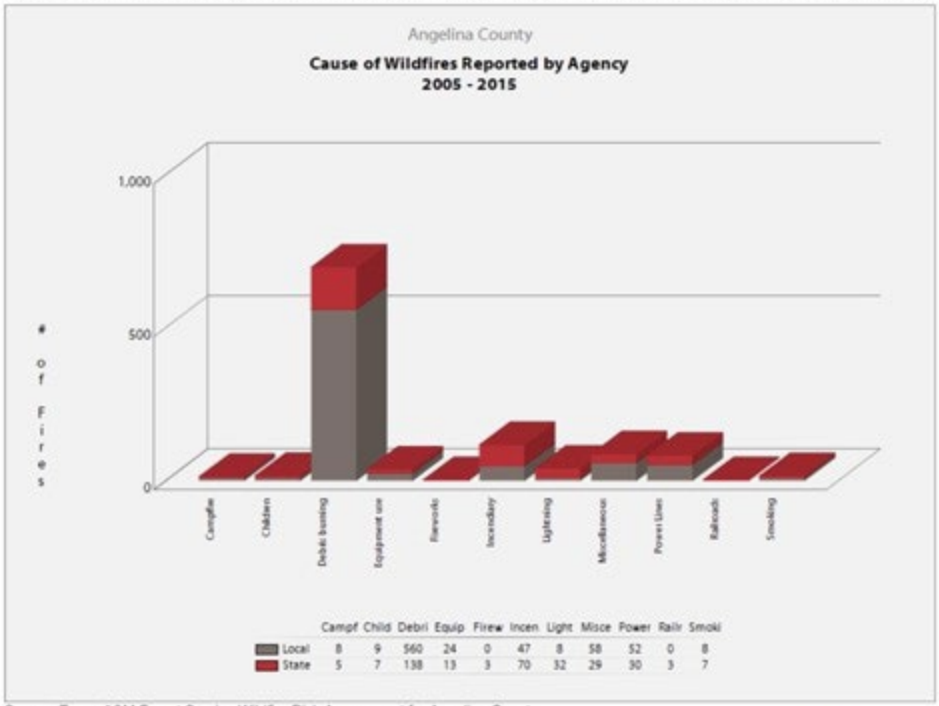
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Chart below shows number of acres burned by wildfires per year from 2005-2015.



Source: Texas A&M Forest Service Wildfire Risk Assessment for Angelina County

Chart below shows number of wildfires per 'cause category' from 2005-2015. Debris burning was by far the most frequent cause of wildfires.



Source: Texas A&M Forest Service Wildfire Risk Assessment for Angelina County

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Lightning - Lightning is the most frequently encountered weather hazard in the United States. Future probability is high, and for Angelina County, the maximum lightning CAPE index is estimated at 2000-3500 (Moderate to Very).

Table 3-35 Lightning Risk / Magnitude Scale

CAPE Index	Lightning Risk
< 1000	Slight
1000 – 2500	Moderate
2500-3500	Very
> 3500	Extremely

Source: The Weather Window; http://weather.mailasail.com/Franks-Weather/Cape

Drought - The most common impacts include economic hardship due to lost revenue from crops or loss of livestock. Non-irrigated croplands are most susceptible to moisture shortages. Grazing land and irrigated agricultural lands are not impacted as quickly as the non-irrigated, cultivated acreage, but their yields can also be greatly reduced. Drought also leads to the increased risk of wildland fires.

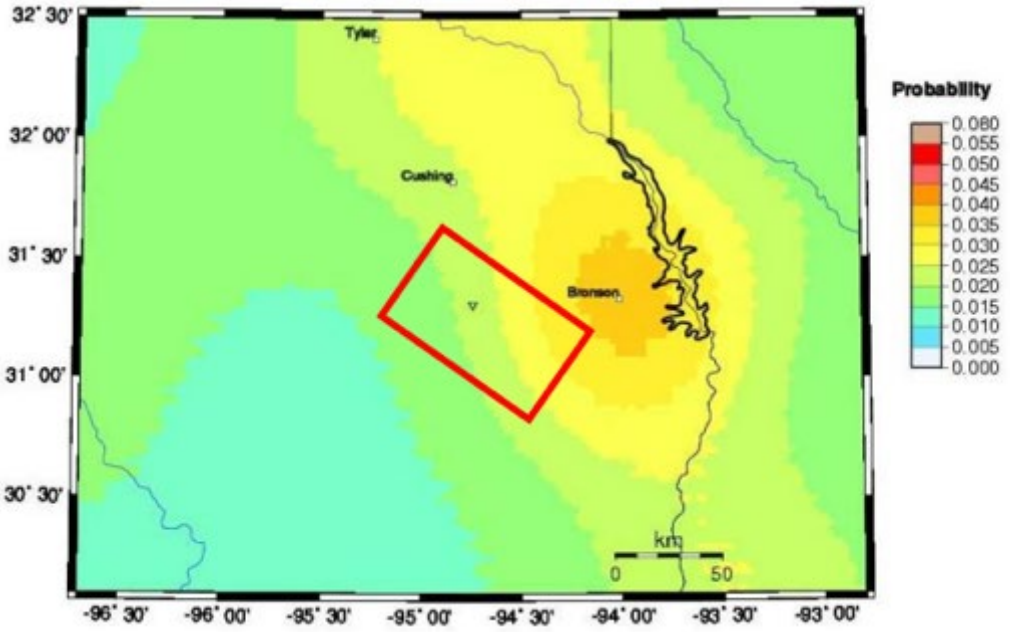
A number of the municipalities of Angelina County benefit from relatively secure and stable water supplies, and current efforts are underway to expand the cooperative water supply infrastructure. This factor offsets the prevalent concerns of drought impacts in unincorporated areas including cattle production and forage, and significantly increased probability of wildfire impacts.

Description	Possible Impacts	Palmer Drought Index	CPC Soil Moisture Model (Percentiles)	USGS Weekly Streamflow (Percentiles)	Standardized Precipitation Index (SPI)	Satellite Vegetation Health Index
Abnormally Dry	Going into drought, short-term dryness slowing planting, growth of crops or pastures; fire risk above average. Coming out of drought; some lingering water deficits; pastures or crops not fully recovered.	-1.0 to -1.9	21-30	21-30	-0.5 to -0.7	36-45
Moderate Drought	Some damage to crops, pastures; fire risk high; streams, reservoirs, or wells low, some water shortages developing or imminent, voluntary water use restrictions requested.	-2.0 to -2.9	11-20	11-20	-0.8 to -1.2	26-35
Severe Drought	Crop or pasture losses likely; fire risk very high; water shortages common; water restrictions imposed.	-3.0 to -3.9	6-10	6-10	-1.3 to -1.5	16-25
Extreme Drought	Major crop/pasture losses; extreme fire danger; widespread shortages or restrictions	-4.0 to -4.9	3-5	3-5	-1.6 to -1.9	6-15
Exceptional Drought	Exceptional and widespread crop/pasture losses; exceptional fire risk; shortages of water in reservoirs, streams and wells, creating water emergencies	-5.0 or less	0-2	0-2	-2.0 or less	1-5

Earthquakes - Earthquakes typically originate miles below ground and when they occur affect vast areas at the earth's surface level. This is particularly true for east Texas whereas frequency and probability are low. Therefore, the County and each participating city has roughly an equal chance of earthquake occurrence. Annual probability for earthquakes capable of structural damage in the planning area is considered low. USGS modeling of earthquake probability within 50 kilometers of Lufkin resulted in roughly a 2.5 percent probability for a 4.75

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magnitude or larger quake over a 100-year time span, as shown in Figure 3-13 on the following page. The associated recurrence interval for this probability is 4,000 years. Based on these assessments, future probability for damaging earthquakes is assigned a Low.

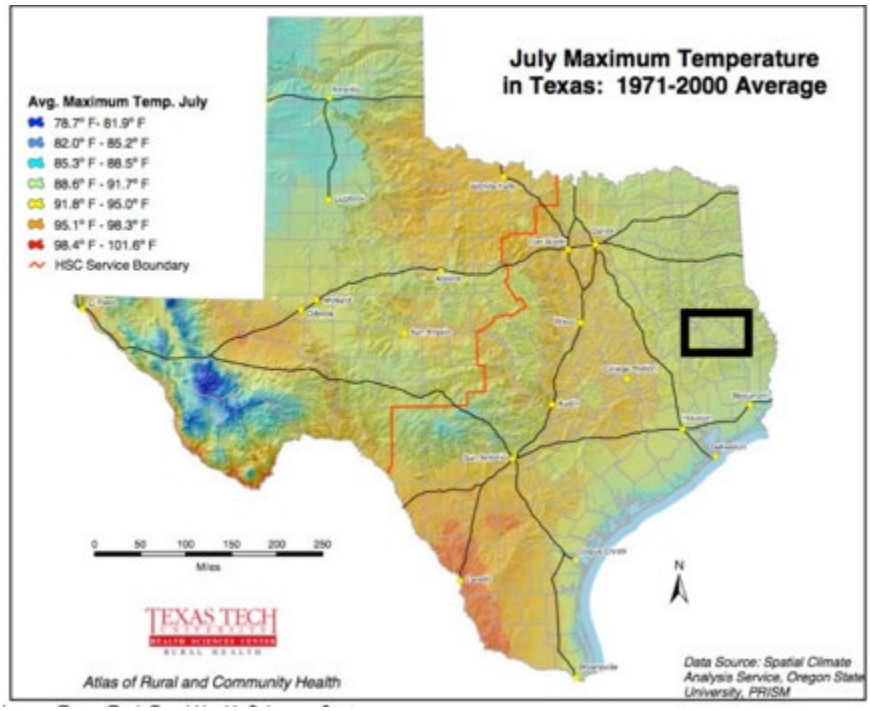


Winter Storms - Severe winter storms may be categorized as sleet, ice storms or freezing rain, heavy snowfall, or blizzards. Characteristics of severe winter storms are determined by the amount and extent of snow or ice, air temperature, wind speed, and event duration. Severe winter storms in the southeast Texas region are relatively rare, and typically create disruption of regional systems such as public utilities, telecommunications, and transportation routes. Based on the storm events listed by the National Climatic Data Center, Angelina County has experienced six winter storm events since 1994. That recurrence is approximately a 35- percent annual chance of having a severe winter storm event.

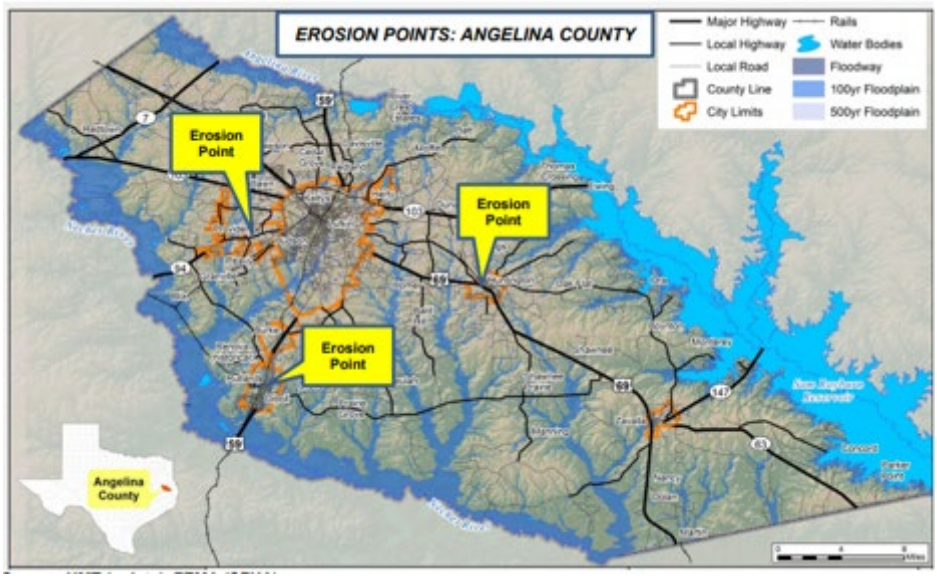
Date	Temperature (F)
1930, 1989	-2° (F)
1952	0° (F)
1932	2 ° (F)
1907	4 ° (F)
1982	5 ° (F)
1932, 1935	7 ° (F)
1911, 1916	8 ° (F)

Extreme Heat - The eastern third of the State of Texas is classified climatologically as subtropical humid, as is most noted for warm summers. The relatively wet climate is largely due to the influence of weather patterns driven by proximity to the Gulf of Mexico. The high heat coupled with the high summer time humidity associated with subtropical climates, makes for annual oppressive heat events resulting in a high-risk assessment for Angelina County.

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Erosion - Erosion in east Texas is typically caused by water pressure dislodging and moving earth and sediment. This can occur in stream and river channels caused by water velocity or also on lakeshores caused by wave action. Based on assessments of probability and the relative severity of impacts, overall vulnerability to erosion is considered Low Vulnerability for the planning area overall.



Man-Made Hazards:

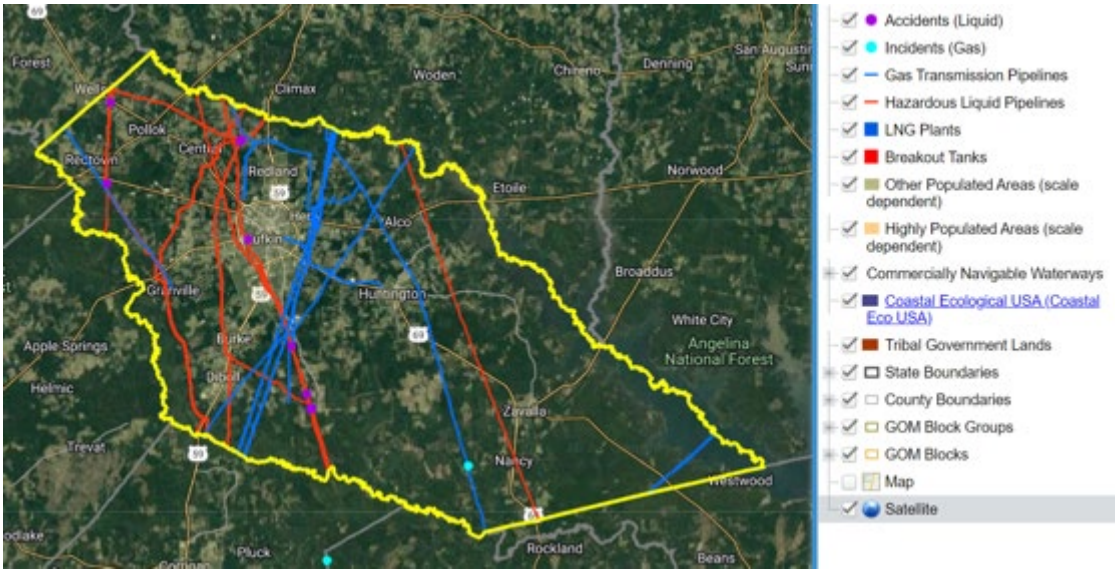
Chemical:

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Row #	Chemical	Total On-site Disposal or Other Releases	Total Off-site Disposal or Other Releases	Total On- and Off-site Disposal or Other Releases
1	1,2,4-Trimethylbenzene	.	.	.
2	Aluminum (fume or dust)	0	.	0
3	Ammonia	10,320	386	10,706
4	Chromium	20	5	25
5	Copper	0	.	0
6	Creosote	6,530	8,356	14,886
7	Diisocyanates	12	.	12
8	Formaldehyde	791	873	1,664
9	Formic acid	12	.	12
10	Lead	12	1	13
11	Lead compounds	157	.	157
12	Manganese	.	.	.
13	Methanol	117,328	786	118,114
14	Naphthalene	0	.	0
15	Nickel	48	5	53
16	Nitric acid	755	2,904	3,659
17	Peracetic acid	0	.	0
18	Phenol	1,780	601	2,381
19	Polycyclic aromatic compounds	31	879	910
20	Toluene	.	.	.
21	Zinc (fume or dust)	0	.	0
	Total	137,795	14,796	152,591

https://enviro.epa.gov/triexplorer/release_chem?p_view=COCH&trilib=TRIQ1&sort=_VIEW_&sort_fmt=1&state=48&county=48005&chemical=All+chemicals&industry=ALL&year=2021&tab_rpt=1&fld=RELLBY&fld=TSFDSP

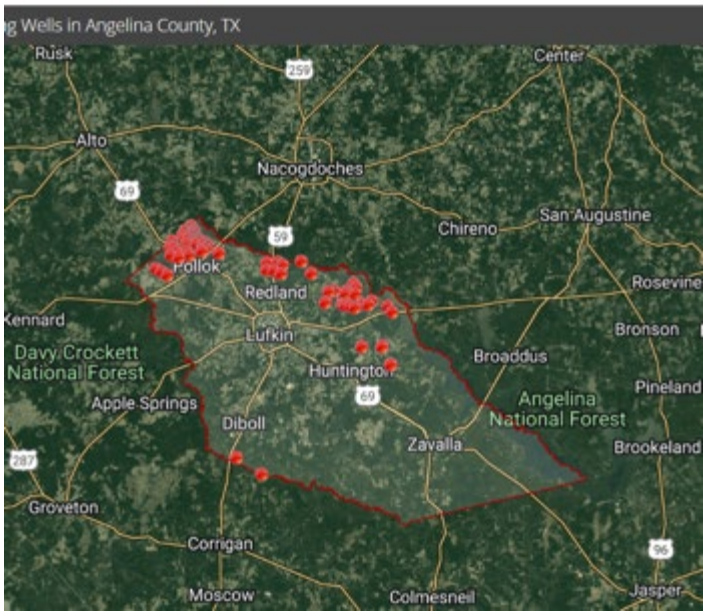
Industry/Chemical: Oil and Gas
Pipelines:

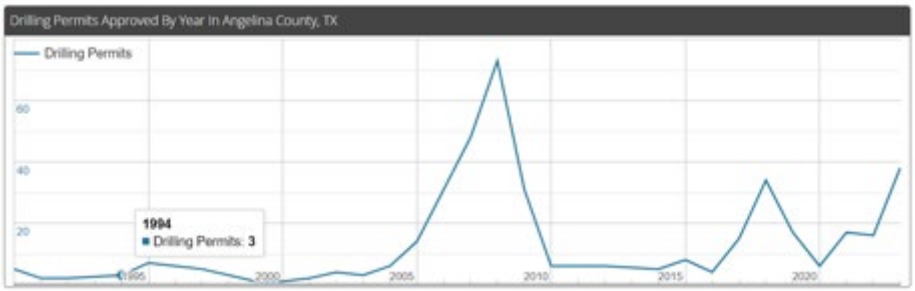


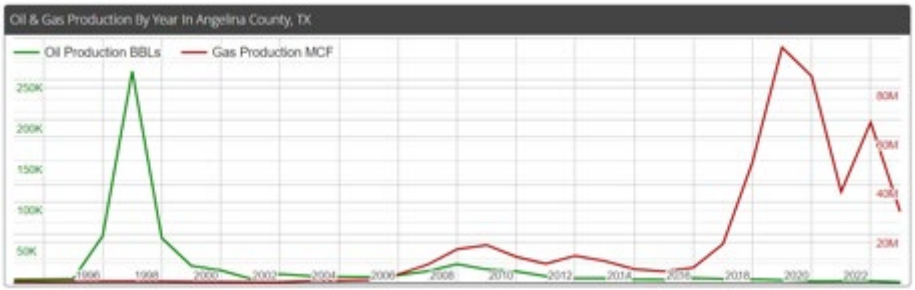
https://pvnpms.phmsa.dot.gov/PublicViewer/

Top Producing Oil Wells:

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Summary of Data in Angelina County, TX

111	Producing Leases
11	Producing Operators
659	Drilled Wells
370	BBLs of Oil Produced in Apr 2023
5,919,413	MCF of Gas Produced in Apr 2023

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https://www.texas-drilling.com/angelina-county

Radiation/Nuclear:

- None

Electrical: 3 total power plants

- Aspen Biomass Power Plant
  - 2000 Kurth Drive Lufkin, TX
- Lufkin Biomass Power Plant
  - 1930 Kurth Drive Lufkin, TX
- Pinecrest Energy Center
  - East Park Avenue Lufkin, TX

Transportation:

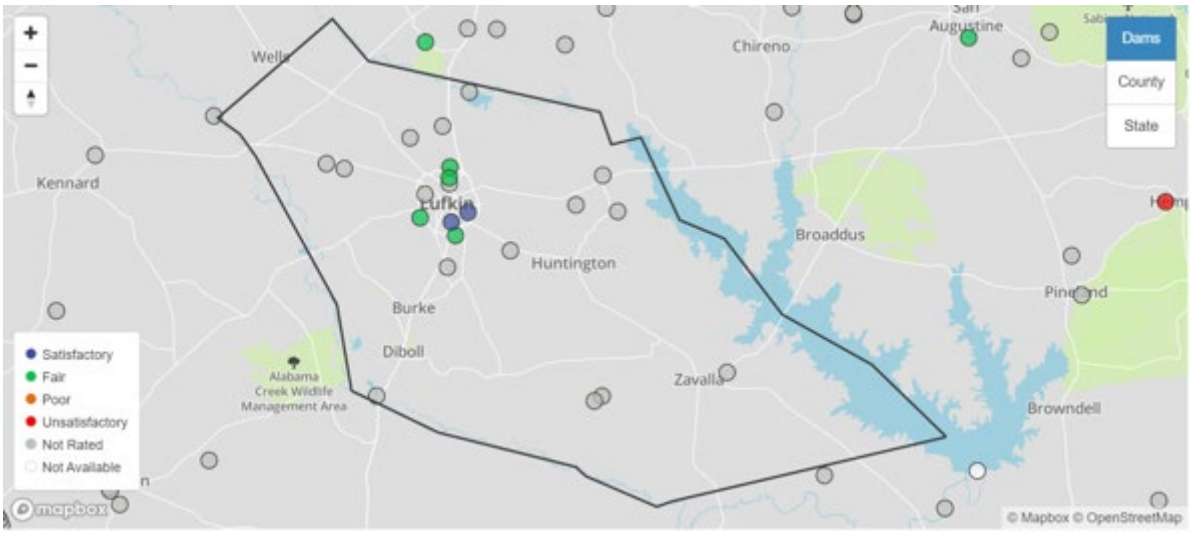
- Railroads: Union Pacific Railroad Company, Angelina & Neches River Railroad, and Texas South-Eastern Railroad
- Airports: Angelina County Airport and Hubbard Airport
- Major Highways: 59 and 69



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Dams: 22 total



1. Ellen Trout Memorial Lake Dam
    a. Condition: fair
    b. Owner type: local government
    c. Hazard classification: not available
2. Lufkin Country Club Lake Dam
    a. Condition: fair
    b. Owner type: not listed
    c. Hazard classification: not available
3. Lake Kurth Dam
    a. Condition: not rated

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   b. Owner type: local government
   c. Hazard classification: not available
4. Lufkin Regional Detention Pond No 8 Dam
   a. Condition: fair
   b. Owner type: local government
   c. Hazard classification: not available
5. Pyle Dam
   a. Condition: not rated
   b. Owner type: private
   c. Hazard classification: not available
6. Lufkin Regional Detention Pond No 7 Dam
   a. Condition: fair
   b. Owner type: local government
   c. Hazard classification: not available
7. Jones Lake Dam
   a. Condition: not rated
   b. Owner type: local government
   c. Hazard classification: not available
8. Castleberry Dam
   a. Condition: not rated
   b. Owner type: private
   c. Hazard classification: not available
9. M M Flournoy Dam
   a. Condition: not rated
   b. Owner type: private
   c. Hazard classification: not available
10. Fiberboard Lake Dam
   a. Condition: not rated
   b. Owner type: private
   c. Hazard classification: not available
11. Lake Temple Dam
   a. Condition: not rated
   b. Owner type: private
   c. Hazard classification: not available
12. Luna Dam
   a. Condition: not rated
   b. Owner type: private
   c. Hazard classification: not available
13. Ray Lake Dam
   a. Condition: not rated
   b. Owner type: private
   c. Hazard classification: not available
14. Lufkin Regional Detention Pond No 3 Dam
   a. Condition: not rated

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    b. Owner type: local government
    c. Hazard classification: not available
15. Blackburn Lake Dam
    a. Condition: not rated
    b. Owner type: private
    c. Hazard classification: not available
16. Northern Chip mill Pond No 2 Dam
    a. Condition: not rated
    b. Owner type: private
    c. Hazard classification: not available
17. Manning Club Lake Dam
    a. Condition: not rated
    b. Owner type: private
    c. Hazard classification: not available
18. Clear Lake Dam
    a. Condition: not rated
    b. Owner type: private
    c. Hazard classification: not available
19. Koon Lake Dam
    a. Condition: not rated
    b. Owner type: private
    c. Hazard classification: not available
20. Hans Lake Dam
    a. Condition: not rated
    b. Owner type: private
    c. Hazard classification: not available
21. Lufkin Regional Detention Pond No 4 Dam
    a. Condition: satisfactory
    b. Owner type: local government
    c. Hazard classification: not available
22. Lufkin Regional Detention Pond No 1 Dam
    a. Condition: satisfactory
    b. Owner type: local government
    c. Hazard classification: not available

Agribusiness:

- Crops: Vegetables, fruits, grains
- Livestock/animal products: Poultry, eggs, cattle, horses

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Animal Populations

The estimated populations by species provided below is based on the total estimated human population of 87,101 persons in Angelina County, Texas.

It is anticipated that the vast majority of animals will not need emergency shelter due to differences in impact geographically, evacuation by owner, and the ability to provide shelter-in-place. The estimated population of companion animals in Angelina County, Texas as predicted by the AVMA Pet Calculator as provided below.

Companion Animals

According to AVMA Pet calculator, the pet population in Angelina County is estimated at:

- Dogs: 19,139
- Cats: 14,242
- Exotic animals (birds): 1,831

The number of companion animals expected to need shelter during an emergency situation is going to be significantly less than the total population estimated above. The following estimates are based on planning estimates used for human shelter operations and personal experience. In a small-scale disaster (most common) the estimation for shelter operations is **1-2%** of the companion animal population. In that situation, the following estimates for companion animals needing shelter in Angelina County are:

- Dogs: 190-380
- Cats: 142-285
- Exotic animals (birds): 17-35

In a disaster that impacts a larger percentage of the county or population-dense areas, the number of companion animals that will need emergency shelter may increase significantly. This number is estimated at **5-10%** of the overall companion animal population. In that situation, the following numbers of animals requiring shelter could be expected to be:

- Dogs: 957-1,913
- Cats: 712- 1,424
- Exotic animals (birds): 91-183

In the event of a disaster requiring sheltering of this many companion animals the county may not have enough resources to accommodate this number of companion animals. This situation would require either requests from regional, state or national resources to meet the needs, or could be addressed by making agreements with regional partners (regional COG, mutual aid) ahead of time. Regional planning and mutual aid are strongly encouraged, as this creates an opportunity for pooling of resources to meet local needs.

Halter Broke Livestock

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The livestock population of Angelina County is estimated by the 2017 USDA Census (these are represented by the numbers below); however, these numbers do not reflect the population of animals that would be sheltered for estimation of needs. These large overall county livestock numbers are important for your county agents and producers in plans for feed drops and water delivery to herds sheltered-in-place following a major fire or flood event. Pasture and range livestock feed-drops and water needs are provided through the Texas A&M AgriLife and DAR Agents and the Texas Animal Health Commission. This data does not include data from hobby farmers and their animals - estimates of numbers of these types of mixed animal species housed in smaller farms and not for production are difficult to estimate and will potentially have a large impact on animal shelter numbers.

- Poultry: 3,475
- Cattle: 51,327
- Small Ruminants: 7,736
- Swine: 229
- Equine:1,885

The Angelina County Agri-Llife Extension agents estimate the halter broke livestock/show animal population as:

- Show Animals
    - Cattle: 90
    - Sheep & Goats: 90
    - Pigs: 90
    - Broilers: 1,500
    - Rabbits: 260
    - Horses: 20

The number of halter broke livestock expected to need shelter during an emergency situation is going to be significantly less than the total population estimated above. In a small-scale disaster (most common) the estimation for shelter operations is 1-2% of the show stock or validated halter broke animal population. In that situation the following estimates for animals are:

- Cattle: 2
- Sheep & Goats: 2
- Pigs: 2
- Broilers: 30
- Rabbits: 5
- Horses: 38

In a disaster that impacts a larger percentage of the county the number of halter broke livestock or show animals that will need emergency shelter may increase significantly. This number is estimated to be 5-10% of this animal population. In that situation the following numbers of animals could be expected to be:

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- Cattle: 9
- Sheep & Goats: 9
- Pigs: 9
- Chickens: 150
- Rabbits: 26
- Horses: 185

Personnel Resources

Personnel responsible for providing operational oversight, volunteer management, and a work force for the emergency shelter for animals should be identified as soon as possible A wide variety of skill sets are necessary, so recruitment of personnel including officials from the local jurisdiction with animal experience (animal control, shelter personnel, Agri-Life agents, etc.), local or regional volunteers from groups or individuals familiar with animal handling (4H, FFA, local shelter volunteers, etc.), and veterinarians or veterinary assistants able to volunteer time for animal care at the shelter. It is important to identify the leaders of animal husbandry within the shelters for both small and large animal species, and under their guidance, assign the volunteers to the animal species they are comfortable working with. For example, care of the halter-broke livestock (including horses) may be directed by an Agri-Life extension agent or FFA leader with volunteers identified from these groups to serve in various roles (see organization chart below). Alternatively, care of companion animals (including small exotics) should be performed by personnel comfortable with handling dogs and cats (which may come from shelter volunteer groups or local animal rescues). Ideally, a table or chart with names of groups or contacts should be created for easy access. **It will be very helpful if this contact list of volunteers can be developed prior to the event**. ***Kurth Memorial Animal Shelter has agreed to provide up to 20 volunteers. Other sources are being asked to help provide volunteers.**

The numbers of individuals that will be required for animal care is estimated in the capacity tables below. In addition to people with animal handling and care skills, the emergency shelter operation will need a minimum of 1-2 people per shift with administrative skills (admissions/computer skills, able to communicate with people under duress, website/social media skills, etc.), and a minimum of 4-6 people/shift (2-3 in companion animal areas, 2-3 in large animal) willing to help with cleaning and logistics, including assistance with meals, personnel needs, animal supply delivery, trash removal, etc.).

Angelina County has a county-staffed animal shelter that should continue to house county or city stray animals or animals impounded for aggression. Animals needing emergency shelter during disaster situations should not be housed at this location, unless the animals can be segregated/housed separately - both for purposes of infection control and for purposes of record keeping/reimbursement. However, the Angelina County emergency animal shelter should not be used to shelter any aggressive animals or animals that must be quarantined due to a bite incident. We strongly recommend that you use Angelina Animal Control/Shelter facility to house these animals for safety purposes. Personnel from the animal

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control or designated shelter staff are the only people that should work with or handle these dogs or cats until they are released to their owners.

Development of mutual aid agreements and working toward development of a regional plan within your COG can also be a way to help meet the needs for additional personnel, supplies or equipment. *****DETCOG is being asked to assist in the development of mutual aid agreements with other entities in the Deep East Texas Council of Governments region, which consists of 11 counties.** Regional non-profit shelters are also good sources of personnel and resources for smaller communities needing additional assistance with emergency small animal shelter operations. In the event where local resources are overwhelmed or unable to sustain the response, a STAR request for regional, state, and/or national assistance may be needed.

Animal Containment and Husbandry Resources

Currently, there are limited small animal husbandry supplies (kennels, bowls, litter boxes, leashes, etc.) for dogs, cats or pocket pets immediately available to Angelina County in the event of need for emergency shelter operations. A complete inventory of these supplies and number of kennels should be developed as part of this planning process and the list placed in the appendix. The same process should apply to any large animal supplies in inventory (halters, lead ropes, etc.). Additional supplies (cleaning supplies, feed, etc.) will be needed to establish the emergency shelter. . It is very important to attempt to obtain a small "starter set" of small and large animal equipment/supplies (enough to shelter the 1-2% estimates for both small and large animals) before they are needed. This will assure that shelter operations can be initiated when a disaster occurs. Once the disaster is declared, additional supplies may be purchased by the county, and these expenditures can be submitted as part of the overall reimbursement package. Nevertheless, it is essential to have a checklist of the specific supplies that must be purchased and where they will come from (etc.). feed from feedstore, kennels from pet stores, etc.) before they are needed. It is also essential to establish the list of which businesses are able to provide the type and numbers of supplies needed. PetSmart, Petco, and Tractor Supply (as well as other animal supply businesses in your county or in neighboring counties) are great places to form these arrangements.

The following four approaches (together or in combination) can be used to meet your needs for supplies and goals :
1) Purchase a small cache of the needed supplies through local resources
2) Make a list of needed supplies and work with local donor groups (particularly animal rescue/shelter groups) to have the specific supplies donated
3) Create an MOU with local businesses for just in time purchases of any additional supplies, food or equipment needed at the time of emergency activation
4) Identify and submit a grant to purchase or acquire the needed equipment and supplies

Possible grants or other resources available to obtain assistance:

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The American Kennel Club has a grant that provides a trailer that contains all of the necessary items to start a shelter set up for dogs/cats. The application goes to the *AKC Pet Disaster Relief Grant*. (https://www.akcreunite.org/em/#applying)

ASPCA Disaster Response Request for Proposal:
Application is open from September 24th, 9:00 am, ET - November 8th, 2:00pm ET
(https://www.aspcapro.org/grant/2021/09/22/aspca-disaster-response-request-proposals)
Note: specific requirements must be met to qualify for funding:
(https://www.aspcapro.org/sites/default/files/2021-09/disaster-rfp-companion.pdf)
PetSmart Charities: Natural Disaster Response as needed: (emergencyrelief@petsmartcharities.org)
Note: Request/email must be made by the Agency having jurisdiction over the disaster relief efforts. Aid is strictly for companion animal needs (kennels, food, volunteer wages, and medical supplies).

Petco Love Disaster Relief (https://petcolove.org/relief/): The Petco Love team proactively reaches out to their partner organizations to inquire about and support their preparation needs when disasters threaten. They stand ready to support longer-term recovery and relief efforts as they unfold. Agents with jurisdiction must create an account and establish their organization before support can be requested. Create a Petco Love account for your organization at (https://petcolove.fluxx.io/user_sessions/new).

Purina ProPlan Assistance: Purina in association with other organizations offer resources like food, and volunteers. Go here for more information and for grant applications: (https://pro.petfinder.com/disaster-support/)

Any additional resources required (i.e. tents, kennels, generators, etc.) may be requested from the State of Texas at the time of need by the completion of a STAR (Attachment 1) - however, this may be limited by time and resource needs from others. During a disaster there are many people that want to donate things to assist and support the animal shelter. This can be helpful if the donations are managed carefully, and only the specific things you need are accepted. Donations management is very important and is part of the reimbursement process in event of a State or Federal disaster declaration. Monetary donations are also a very good way to obtain the needed resources, and prevent having to warehouse and catalog donations of pet beds, plastic pet carriers and food or other supplies that may not be needed or helpful.
*****Angelina County Emergency Management Coordinator Ricky Conner, and City of Lufkin Assistant City Manager/Emergency Management Coordinator Gerald Williamson are working on acquiring starter sets of supplies. They are also arranging with local businesses, (Academy, Atwood's, Tractor Supply), for the acquisition of needed supplies and kennels when an emergency arises. Lt. Conner is also working with County Judge Keith Wright on adding to the county budget line items to allow expenditures for needed supplies, equipment, etc. in the event of a disaster.**

Veterinary Clinics:

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There are 8 local veterinary clinics in Angelina County. Local veterinarians are an important resource for a community's animals following a disaster; however, they also will be exceptionally busy with their own clients and patients impacted by the event. Thus, it is critically important to engage with the veterinary community as the plan development matures to determine their ability to provide assistance, to recognize that this assistance is finite, short-term (24-48 hr.), and will depend on the event and their own practice situation (number of vets in practice, impact of event itself, etc.). The Texas A&M VET can assist with presenting a meeting to your local veterinary community if so desired. *****An informational meeting of local veterinarians will be scheduled following finalization of this emergency tactical plan. The meeting will be coordinated by Bill Stewart, City of Huntington, in conjunction with Dr. Deb Zoran, VET Director.**

- Pineywoods Veterinary Clinic (SA)
  - 936-639-1550
  - 2518 US-69, Lufkin, Tx 75904
- East Texas Veterinary Clinic (SA, LA, Exotics)
  - 936-632-2042
  - 3441 US-69, Lufkin, Tx 75901
- Lone Star Veterinary Clinic (SA)
  - 936-632-2080
  - 2610 Brentwood Dr, Lufkin, Tx 75901
- Southern Haven Vet Clinic (SA, LA, Exotics)
  - 936-255-3334
  - 612 Largent St, Lufkin, Tx 75904
- Angelina Animal Hospital (SA, Exotics)
  - 936-634-94212
  - 2205 N Timberland Dr, Lufkin, Tx 75901
- West Loop Animal Clinic (SA)
  - 936-637-3897
  - 2517 Ted Trout Dr, Lufkin, TX 75904
- Southwood Drive Animal Clinic (SA, ER)
  - 936-639-1825
  - 2300 Southwood Dr, Lufkin, TX 75904
- Equine Specialty Services
  - (936) 632-7717
  - 1640 FM326, Lufkin, TX 75901

Animal Shelters in Angelina County:

- Kurth Memorial Animal Shelter
  - 936-633-0218
  - 1901 Hill St, Lufkin, TX 75904
- Winnie Berry Humane Society of Angelina County Pet Adoption Center
  - 936-639-1880
  - 1102 N John Redditt Dr, Lufkin, TX 75904

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Assumptions

1. The primary emergency companion animal and livestock shelter facility will be undamaged and available for emergency companion animal and livestock sheltering operations.
2. Required personnel will be available for emergency companion animal and livestock sheltering operations.
3. Resource shortfalls will be obtained through local procurement or from regional, state, or federal sources. Namely, additional generator capacity to power HVAC systems in the event of electrical grid failure was discussed as a resource to be procured.
4. The Angelina County emergency animal shelter is designed to shelter companion animals and halter-broke livestock who are generally healthy or have minimal veterinary care needs.
5. Sheltering resources, kennels, bowls, litter boxes, etc., will be provided by owners when a co-located shelter is established, or will be provided by local, regional, or state resources for animals rescued or presented for shelter with no owner present.
6. The owners of all animals housed at Angelina County Expo Center will be financially responsible for all veterinary medical care provided. All veterinary medical care will be established through a client-veterinarian relationship and will exclude Angelina County.
7. Veterinary medical support may be available from local, regional, or state resources for animals presented to the shelter without an owner or with injuries or health conditions that preclude admission to the Angelina County emergency companion animal and livestock shelter. Veterinary medical services will be provided on a volunteer basis by the local veterinary community if able, or will be provided by request for the Texas A&M VET through a STAR. All local and regional resources must be attempted to be used or exhausted before a request for the Texas A&M VET may be submitted.
8. The disposition of animals without an owner present with illnesses or injuries exceeding the capabilities of the local volunteer veterinary community will be decided by the local veterinarian, the emergency animal shelter manager, and the County Judge.
9. The duration of emergency companion animal and livestock sheltering operations will be dependent on the nature of the incident. An anticipated closure date will be provided to owners as they are admitted. This closure date will be updated as the response matures and transfers to the Recovery phase.
10. Animals that are not retrieved by their owners at the end of emergency shelter operations will be handled as per existing Angelina County, Texas stray animal ordinances.
11. Angelina County, Texas Sheriff /Animal Control will provide quarantine of rabies suspects and those animals involved in bite incidents.
12. Large dog kennels of an average size of 42”x22”x36” will be obtained and used as housing for all small dogs (<25-30 lbs.), and all cats. These kennels are required for cats as they provide the necessary space (mandated by shelter standards) for the living space to include the litter box and a separate sleeping/eating area. Large or giant dog breeds or dogs used to living outdoors will generally be housed in sheep, goat, or pig pens (approximately 4’x4’ or larger) as long as the tops can be secured by fencing/chicken wire to prevent escape.

Limitations

1. Personnel and resources may be unavailable as a result of local disaster conditions.

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2. Angelina County does not currently employ a full-time veterinarian. Veterinary medical services are provided on a contract or volunteer basis. This may limit the amount or duration of veterinary medical support during a disaster.
3. Angelina County Expo Center can only provide emergency shelter for companion animals and halter-broke livestock.
4. There is limited quarantine space available in the case of need of quarantine for Rabies suspects, or space for isolation of aggressive or feral animals and in the event of need, a mutual aid or MOU with neighboring animal control facilities may be required to house additional animals requiring this level of containment.
5. The Angelina County Expo Center does not have a generator on site which could be used for essential functions within their facilities (fans, computer systems, etc.) in the event of a city power outage.
6. The Angelina County Expo Center is currently on the city water supply. In the event of water shortage or contamination, potable water must be provided for the facilities to remain in operation.

General

1. The Angelina County Judge or their designee has responsibility for ordering Readiness Level posture changes.
2. The Angelina County Judge or their designee with input from the Animal Issues Branch Director will determine the need for initiating and concluding emergency animal shelter operations.
3. Emergency operations will be National Incident Management System (NIMS) Guidelines compliant.

Activation

1. The Office of Emergency Management (OEM) will notify the Animal Issues Branch Leader of advanced Readiness Level status and provide briefings on anticipated animal shelter requirements with each advance in Readiness Level.
2. The Animal Branch leader will perform a Capacity Determination when ordered to advance to Readiness Level 2.
3. The Angelina County Judge or their designee will order initiation of emergency animal shelter operations.

Escalation

Escalation of operations beyond established capacity determination will be performed as described below.

1. Local procurement from existing vendors (equipment and supplies)

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2. Acquisition from regional jurisdictions through existing mutual aid agreements (equipment, supplies, personnel)
3. Submission of a State of Texas Assistance Request (STAR) to the State Emergency Operations Center (SEOC). Example STAR requests for companion animal and livestock sheltering supplies, companion animal and livestock sheltering staffing, and veterinary medical support are provided as Attachment 1.

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Readiness Levels

Readiness Level 4 – Normal Operations.

1. Maintain emergency companion animal and livestock shelter plan in a current state.
2. Perform annual emergency companion animal and livestock shelter exercise.

Readiness Level 3 – Increased Readiness.

1. Convene a meeting of the Angelina County Emergency Companion Animal and Livestock Shelter Committee or Branch.
2. Review the personnel contact list for accuracy.
3. Perform pre-event facility and equipment inspection (Attachment 2).
4. Perform or complete any required remedial measures to emergency companion animal and livestock shelter resources.
5. Review Emergency Companion Animal and Livestock Shelter Tactical Plan.
6. Develop draft public messaging and submit it to the Public Information Officer (PIO).
7. Confirm availability of personnel, volunteers, facilities and equipment.

Readiness Level 2 – High Readiness.

1. Test communications among emergency companion animal and livestock sheltering operations staff.
2. Confirm availability and operational status of required resources and personnel.
3. Confirm availability of critical personnel.
4. Report estimated animal sheltering capacity to the Office of Emergency Management.
5. Receive briefing on emergency situation.
6. Stage necessary resources.
7. Initiate equipment set up and facility preparation to receive animals.

Readiness Level 1 – Maximum Readiness.

1. Test communications among emergency companion animal and livestock sheltering operations staff.
2. Deploy necessary resources to the shelter location.
3. Complete establishment of Emergency Companion Animal and Livestock Shelter.

Capacity Determination

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The emergency companion animal and livestock shelter capacity will be calculated at the beginning of emergency operations and repeated on a daily basis. Capacity determination analysis will be provided in daily situational reports. Below are google earth images of the Expo Center which have been labeled to provide a guide for our determination of the capacity.



<u>Expo Center: Building #1, Section A (Arena Floor)</u>
Preferred Location for Sheltering of Dogs

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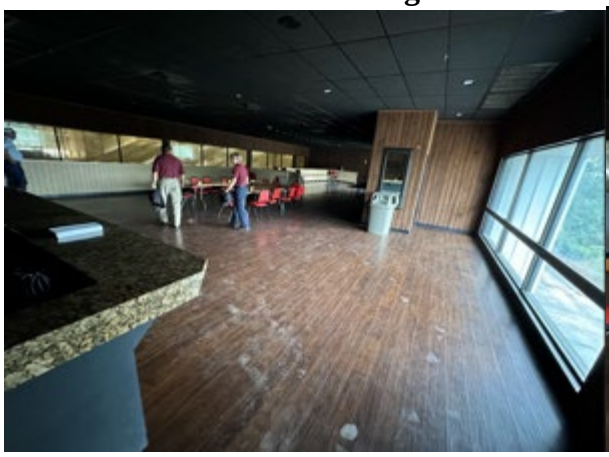
Estimated numbers	**Current Available Resources**	**Maximum Capacity of Facility**
<u>1 pod = 15 (42x22x36”) kennels in a “U” shape</u> 1. **Expo Center Building 1, Section A: Building for housing dogs** **Arena: 240ft x 120ft** 1-2% population = 190-380 dogs 5-10% population (in event of a large disaster) = 957-1,913 dogs	**Dogs**: Need kennels for dogs < 40 lb. and move sheep/goat pens (4’x4’) to area for dogs > 40 lb. If more sheep/goat pens are available (FFA barns, etc.) they can be used to house more dogs and reduce number of kennels (ideal). Need more goat pens (4’x4’) for large breed dogs in large disaster	**Dogs:** **Maximum Kennels that can be set up in this space: 1,195** **If using all 250 sheep / goat pens - can set up 945 kennels** (in single layer pods) - this space can easily accommodate the 2% estimate (380 dogs) if needed This arena can house 250 4’x4’ goat pens for large breed dogs and 63 single-layer pods (15 kennels/pod) or 945 kennels for smaller dogs 190-380 kennels or sheep/goat pens will support 1-2% of the dog population.
2. Number of ancillary equipment	Need cardboard or plyboard panels to place in between dog kennels or sheep/goat pens to prevent fighting and reduce disease.	

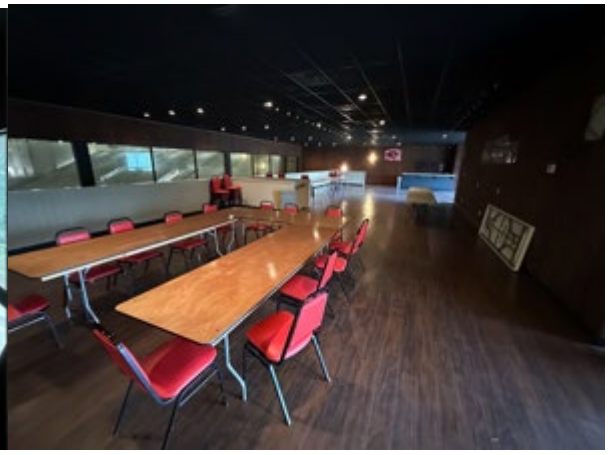
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	Need rolls of chicken wire and zip-ties to attach to the top of the goat pens to prevent escape.	
3. Animal husbandry (One person/15 animals)	Need 2 water bowls per kennel (1 in cage, 1 as clean back up) - starting with a minimum of 190-380 kennels (1-2 %) - need 400 bowls at minimum	Animal care requires 1 person per 15 animals. At the minimum of 190-380 animals will need 25 people - at maximum capacity (605 animals) would need 40 people.
4. Estimated functional capacity		Pending equipment and personnel - facility can house the 1-2 % estimates

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Expo Center: Building #1, Section B (Arena Announcers Booth/Room)
Preferred Location for Sheltering of Cats





Estimated numbers	Current Available Resources	Maximum Capacity of This Space in the Facility
Expo Center Building 1, Section B: Building for housing cats This area is approximately 58' x 84' (4800 sq feet) **1-2% population = 142 - 285 cats** **5-10% population = 712 - 1,424 cats** (in event of a large disaster) 1 pod = 15 (42x22x36") kennels in a "U" shape		Maximum capacity of this space is **350 kennels** (2.4% of the cat population). In a typical disaster event requiring shelter of 1-2% of the cat population, **142 - 285 kennels** will be needed - the space in this room is adequate. In a disaster event exceeding the capability of this room, the arena floor space or the upper concourse areas could be used to house additional cats (in tent structures if using arena floor, to reduce escape). In this situation, the dogs would be moved to the outdoor flexible space (barn 2 or 6). For estimation purposes, 750-1,500 kennels would be needed to house cats in this type of disaster (5-10% of the cat population).

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2. Number of ancillary equipment	This space can house 8-9 single-layer (145 kennels) or 16-18 double-layer (290 kennels) pods of 15 animals. Cat kennels either need a towel to cover them or cardboard to form a barrier between kennels. The barrier placed over or between kennels is to reduce stress, fighting and reduce spread of disease. That would mean 15 towels/pod or 12 pieces of cardboard or solid panel per pod will be needed. Each kennel will require one water bowl, one food bowl, a litter box, and litter. Tarps may be used to protect the floor underneath kennels.	At <u>2% population capacity:</u> - 300 towels and/or large cardboard sections cut to form barriers - 300 bowls (metal/plastic for water) - can use small paper plates for food (disposable) - 300 litter boxes (can use aluminum baking pans (disposable if soiled excessively or at end of event) - Cat litter
3. Animal husbandry (One person/15 animals)	1 person per 15 animals are required for care. The total number of people will be adjusted depending on the number of animals being housed. <u>2.4% population capacity</u> (maximum capacity of this space) will require 24 people.	<u>1-2% population capacity</u> will require 10-20 people. <u>10% population capacity</u> will require up to 100 people (95 minimum).
4. Estimated functional capacity		Pending identification of kennels and supplies for kennels, as well as people, the space resources are excellent.

<u>Expo Center: Building #1, Section C</u>
Preferred Location for Sheltering of Small Exotics (small mammals, birds, some reptiles)

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Approximately 12x6 ft (72 sq.ft)

Estimated numbers	**Current Available Resources**	**Maximum Capacity of Facility**
1. **Expo Center Building 1, Section C: Building for housing exotics** 1-2% population = 17-35 exotics 5-10% population (in event of a large disaster) = 91-183 exotics	**Exotics**: Specific needs of exotics are extremely variable, so adaptations will likely need to be made on a case-by-case basis. Some exotic animals can be housed in small dog kennels (rabbits). Other species will need kennels/ enclosures that have small mesh size or closed sides.	**Exotics:** The capacity for exotics will depend on the size of the carriers that the animals are brought in with. This storage room will be set aside as designated space for exotics on a first come, first serve basis and ability to provide care (available feed, proper husbandry/care supplies, and personnel with appropriate skills).
2. Number of ancillary equipment	Ancillary equipment will vary (covers for birds, heat lamps for reptiles, etc.)	Maximum number of kennels/enclosures is variable depending on enclosure size or each individual animal/species needs.
3. Animal husbandry -1 trained person for exotics (pet birds, pocket pets (guinea pigs, hamsters, rats, etc.)	No trained personnel identified.	
4. Estimated functional capacity	Unknown amount of small exotic animals	Need to gather personnel and supply numbers

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	depending on the size of their enclosure.	

<u>Expo Center: Building #1, Section D in Arena</u>
Preferred Location for Sheltering Dogs Needing Isolation or Separation of Small Dogs



Estimated numbers	**Current Available Resources**	**Maximum Capacity of Facility**
<u>1 pod = 15 (42x22x36”) kennels in a “U” shape</u> 1. **Expo Center Building 1, Section D: Building for housing dogs in isolation** Approximately 58’ by 84’ Assuming 10% of sheltering dogs require isolation: 1-2% population = 20-40 5-10% population (in event of a large disaster) = 95-130		Maximum capacity of this space is **210 kennels**, which is approximately 10% of the anticipated population needing to be isolated.
2. Number of ancillary equipment	12 pieces of cardboard or solid panel per 1 pod of 15 kennels are needed between kennels to prevent inter-cage fighting. 1 food bowl and 1	Need up to 36 sheets of cardboard or panels to place in between dog kennels to prevent fighting if 1-2% of animals are isolated. Need up to 38 food bowls, 38 water bowls, and 38 back up

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	water bowl are needed for each kennel. It is also recommended to have a backup bowl for each kennel.	bowls (total of 120 bowls) for starting set up.
3. Animal husbandry (One person/15 animals)		For a small event (20-40 animals kenneled here) need 2-3 people. **14 people** would be necessary if this isolation area is at maximum capacity (210 kennels)
4. Estimated functional capacity		Need to gather personnel and supply numbers

<u>Expo Center: Building #2 (Small Ruminant, Backyard Livestock Barn)</u>
<u>Preferred Location for Small Ruminants, Pigs, and Other Backyard Livestock or Alternate Location for Housing Dogs if Arena is unavailable.</u>





1. Expo Center Building #2: Building for housing small ruminants, pigs, and other backyard livestock (chickens, rabbits, etc.) **(Approximately 264' by 132')** 1-2% population = Sheep/Goats: 1-2, Pigs: 0-1, Rabbits 1-2 5-10% population (in event of a large disaster) = Sheep/Goats: 9, Pigs: 9,	Gain access to the small ruminant pens owned by the Fair Association - 72 pens Gain access to the rabbit hutches owned by the Fair Association - 64 rabbit hutches This space can fit 1,545 dog kennels or 460	**Total 18 small ruminant pens.** **Total 26 rabbit hutches.** <u>Because small ruminant pens will be needed to house large dogs, recommend housing sheep and goats in horse stalls as much as possible</u> Also recommend housing chickens in horse stalls (flocks) or

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Rabbits: 26	small ruminant pens if needed and available.	kennels (if need to separate)
3. Animal husbandry (One person/20-30 animals)		Need 1-2 people if Building #2 is at capacity for livestock species. Fewer personnel are necessary, *since these animals only require twice daily feed/water, and once daily stall cleaning.*
4. Estimated functional capacity	This space is flexible and can be utilized as needed for overflow housing of dogs, horses, and halter-broke livestock.	Need to gather personnel and supply numbers.

Expo Center: Buildings #3-6 (Horses & Halter-broke Livestock)



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Estimated numbers	**Current Available Resources**	**Maximum Capacity of Facility**
1. Expo Center Building #3-6: Horses and halter-broke livestock. Buildings 150’ by 150’ 1-2% population = Horses: 12-38 , Cattle: 1-2 5-10% population (in event of a large disaster) = Horses 95-190, Cattle: 9	Have 356 total horse/livestock stalls available. Building #3 can house 68 stalls. Buildings #4-6 can house 96 stalls each, for a total of 288 stalls among the 3 buildings.	**Maximum capacity is 356 horse and/or halter-broke livestock.** **Extra stalls can be utilized to house herds of small ruminants or flocks of poultry**
2. Number of ancillary equipment	Need 199 feed buckets for a 5-10% population capacity. Need 199 water buckets for a 5-10%	

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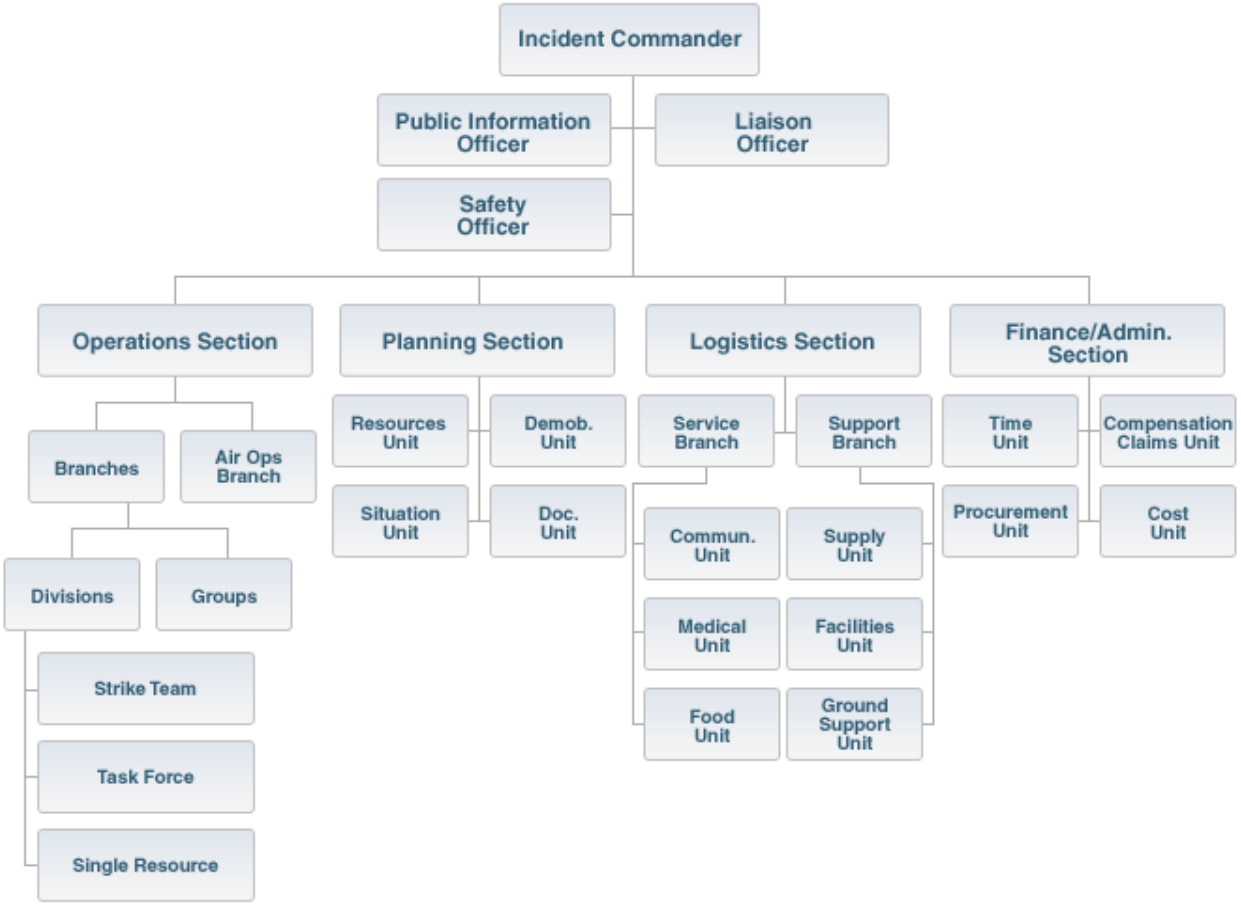
	population capacity.	
3. Animal husbandry (One person/10-15 animals) ***Animals in isolation (minor illness but potentially contagious) or animals in the high-risk population (very young, very old, or with chronic disease) should not be handled by the same people. This may increase the number of people needed for husbandry, but will minimize the spread of disease.	Need 13-19 people for animal care if at capacity. Need: 200 equine halters and lead ropes Need 10 bovine halters and lead ropes. Need 10-15 manure rakes and wheel barrows or bins to remove to waste receptacle	A total of **13 people** would be necessary if at capacity, but this number can be adjusted based on the number of animals being housed. *There needs to be 1 person per 15 animals.*
4. Estimated functional capacity	356 horses and halter-broke livestock.	Need to gather personnel and supply numbers. Hay Feed - horse and cattle feed Buckets Lead ropes, halters Manure rakes

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Direction and Control

Organization Chart:

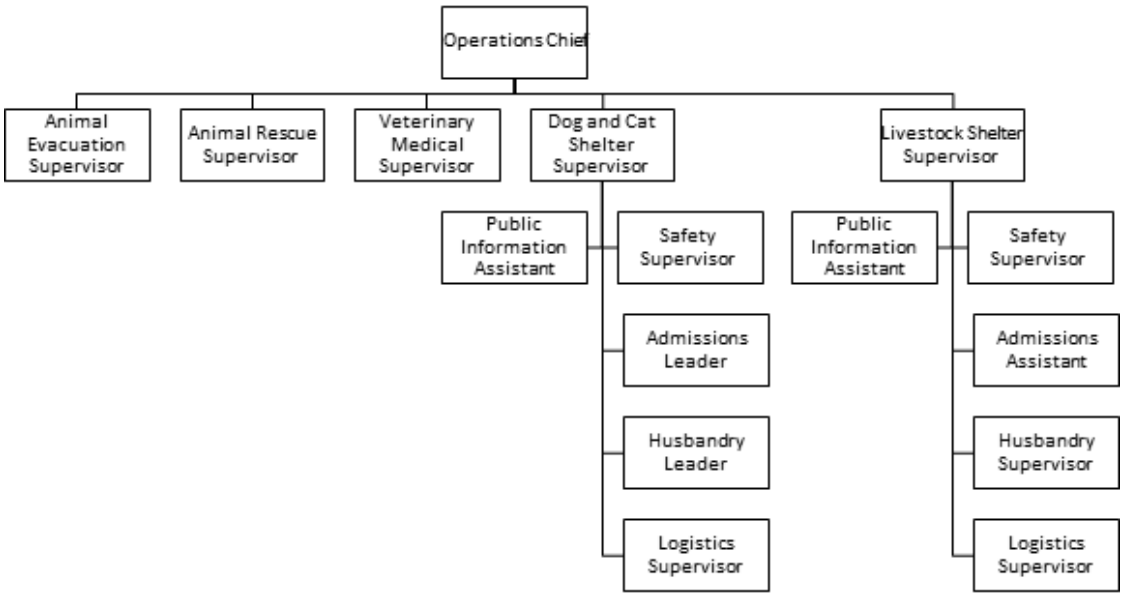
Command Staff



*****The Command Staff Organizational Chart, whether this or a similar one, will be recommended to the County Judge and Angelina County Commissioner's Court by Lt. Conner and Mr. Gerald Williamson for their approval.**

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Suggested Animal Issues Branch Organization Chart



Position Description and Staffing

The position descriptions below are for the animal-focused response operations.

Companion Animal Shelter Supervisor

1. Recommended assignment: Animal Control Officer or companion animal shelter supervisor in the region
2. Reports to Operations Chief
3. Supervises companion animal shelter operations

Livestock Shelter Supervisor

1. Recommended assignment: Agri-Life Extension Representative of Angelina County, Texas
2. Reports to Operations Chief
3. Supervises livestock shelter operations

Safety Officer

1. Recommended assignment: Angelina County Sheriff or representative from the Angelina County Sheriff's Department
2. Answers to Incident Safety Officer
3. Coordinates with Animal Issues Branch Director
4. Responsible for safety of personnel, animals being sheltered, and visitors

Public Information Assistant

1. Recommended assignment: Member of PIO staff or other media trained personnel

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2. Reports to Public Information Officer
3. Coordinates with Animal Issues Branch Director
4. Coordinates all public messaging

Animal Evacuation/Rescue Supervisor

1. Recommended assignment: Animal Control Officer or Livestock officer/deputy
2. Reports to Animal Issues Branch Director
3. Supervises animal evacuation operations

Veterinary Medical Supervisor

1. Recommended assignment: Local veterinarian
2. Reports to Animal Issues Branch Director
3. Supervises veterinary medical operations

Admissions Leader

1. Recommended assignment: Representative from the Angelina County Office of Emergency Management (EM) OR their designee with administrative and people management skills
1. Reports to Animal Shelter Supervisor
2. Supervises animal admissions and discharge operations
3. Submits the following daily reports to the Animal Issues Branch Director
    a. Daily admissions
    b. Daily discharges
    c. Daily transfers
    d. Daily census
    e. Daily death loss
    f. Staffing requirements for next operational period

Animal Husbandry Supervisor

1. Recommended assignment: Representative from Angelina County AgriLife Extension Service
1. Reports to Animal Shelter Supervisor
2. Supervises animal husbandry operations
3. Submits the following daily reports to the Admissions Leader
    a. Daily location census to include the following.
        i. Occupied kennels and stalls
        ii. Ready for occupancy kennels and stalls
        iii. Kennels and stalls requiring cleaning and disinfection
        iv. Staffing requirements for next operational period

Logistics Supervisor

1. To be assigned by Animal Shelter Supervisor
1. Reports to Animal Shelter Supervisor
2. Coordinates with Incident Logistics Officer
3. Supervises logistics operations

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4. Submits the following daily reports to the Animal Shelter Supervisor
    a. Daily fulfilled logistics requests
    b. Daily unmet needs
    c. Excess inventory items and amount

Maintaining Situational Awareness

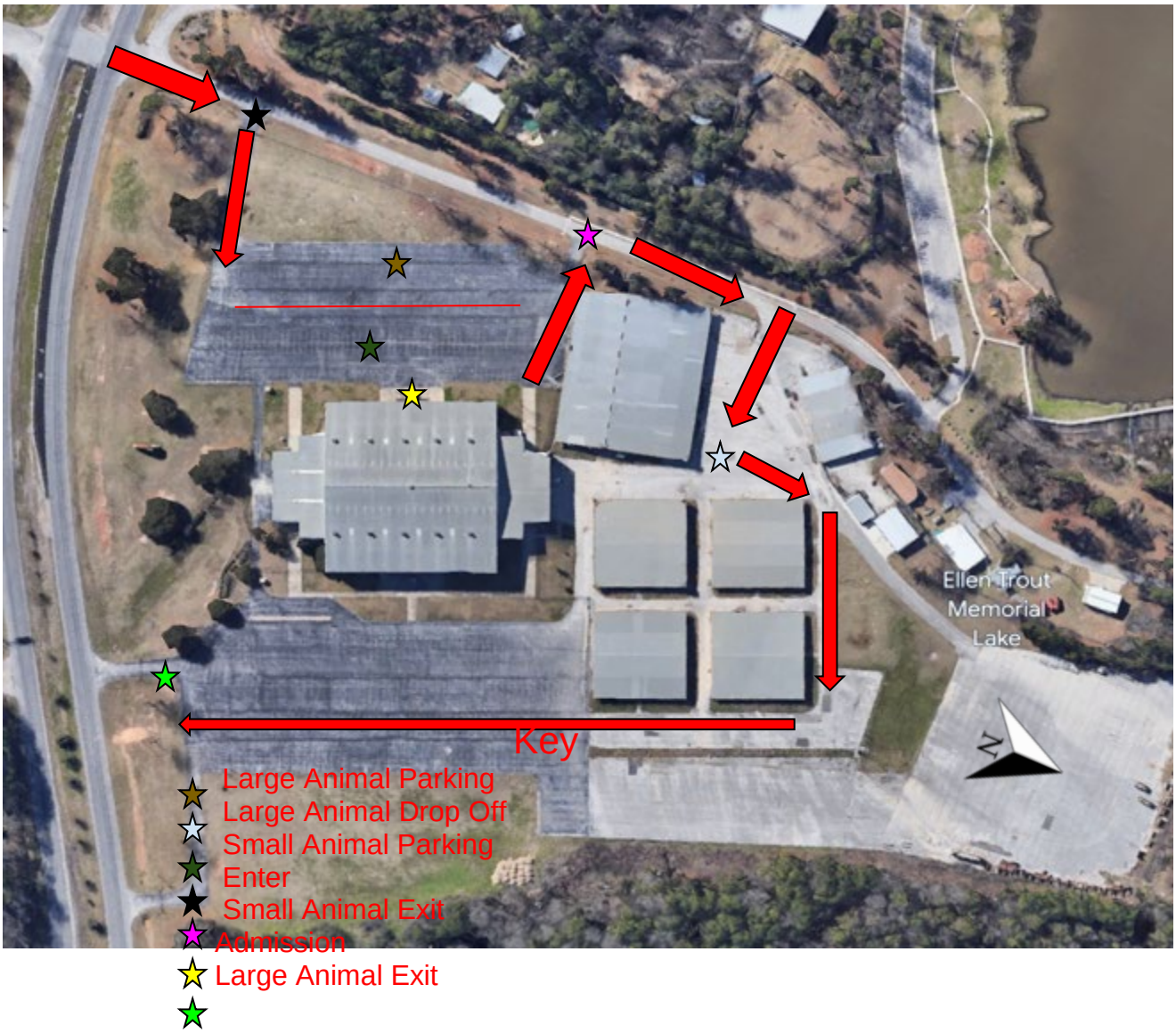
Animal Issues Branch Director

The Companion Animal Shelter Supervisor and/or Livestock Shelter Supervisor will provide summary statistics and status of all animal-focused operations to the Operations Chief on a schedule determined by the Plans Chief.
The daily Situation Report form is provided as *Attachment 3*. Daily Situational Reports will be retained for use in the reimbursement process.

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Concept of Operations: Establishing the Emergency Animal Shelter

Facility Overview/ Traffic Flow: Expo Center Animal Shelter



Traffic Flow Diagram

Traffic flow: All vehicles possessing animals seeking shelter will enter the Expo Center after turning off Ellen Trout Drive onto Martin Luther King Drive. Once on Martin Luther King drive vehicles will turn right into Expo Parking Lot. The lot will be split in half with car parking closest to the expo building and trucks and trailers on the other half. Owners will park and exit their cars while remaining in their respective

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lane to check in and leave their animals in the car. All animals will have a temporary collar or ID tag issued at check in before proceeding to drop-off in Building #1. Small animals will be dropped off to volunteers at Building #1, where ID pictures will be taken and cages assigned to each animal. A veterinarian or veterinary technician or shelter tech (if available) will triage the animals and sort the sick or potentially contagious ones into the isolation areas. Large animals will be assigned to a stall, and trailers will be directed to the drop off location where volunteers will place the animals in their assigned stalls and affix appropriate identification. People dropping off small animals will then continue down the flow of traffic back onto Martin Luther King Drive before exiting. We recommend working with local law enforcement to determine ideal traffic management in the areas immediately surrounding the Expo Center and use cones/signage and road barricades to help manage traffic flow.

In an event in which the main arena is not able to be used, the entire admission process would need to be moved to building #2 on the north side which is the current large animal drop off area. All animals will be dropped off at that location except cats. If the cats will be housed in the south end of the arena as planned, they will be driven to the south side of the arena and taken into the VIP suite after check in on the North side. If the arena is not available, they can be delivered to the location in the barn areas designated for cats (tent structures or other designated structures).

Overflow parking and trailer parking are available on the east side of the Expo Center as needed. All entrances other than the designated entry and exit points should be closed/barricaded to prevent entry and to control access. Open entry points will likely require security personnel to control access.

Expo Center Designations for Shelter Plan

Emergency Signs Needed:
Clear signage will be integral to the flow of foot traffic in and around the buildings, both for organization of operations, as well as for biosecurity containment. There should be enough signage that a volunteer person newly arrived to the complex can freely navigate with little to no assistance from the staff. Signs should be large and easy to read, appropriately positioned, and graphically convey their message. Signage should include but not be limited to, labels of spaces in the building, markers for points of entry and exit at each available site, and directional signs denoting location of different areas of the complex. For example, “Admissions” is placed at the entrance to the admissions area. Signage should be available to assist people in finding restrooms and water fountains. Areas of the building off limits or that are staff-only should be clearly labeled as such, and reinforced with items such as cones or tape to prevent the general public from entering. All areas other than the admissions area and large animal drop-off should not be available to the general public. Cones and tape should be placed in such a way that they assist with creating a pattern of movement throughout the facility that limits congestion. Cones and tape should also be used to assist in preventing cross-over of people into areas that are not free access (high risk and isolation animal populations) by ensuring that the flow from one area is independent of the flow in another area, with minimal cross-contamination occurring as animals are moved in and out of their respective areas. All signage should be secured in place. Upright signage is most ideal on wooden stakes placed in concrete filled buckets, or secured to the walls at eye level with heavy duty tape. Cones placed on floors should be large and conspicuous enough that they do not pose a tripping hazard. Daily maintenance of cone placement should occur so that cones do not drift out of place from foot traffic.

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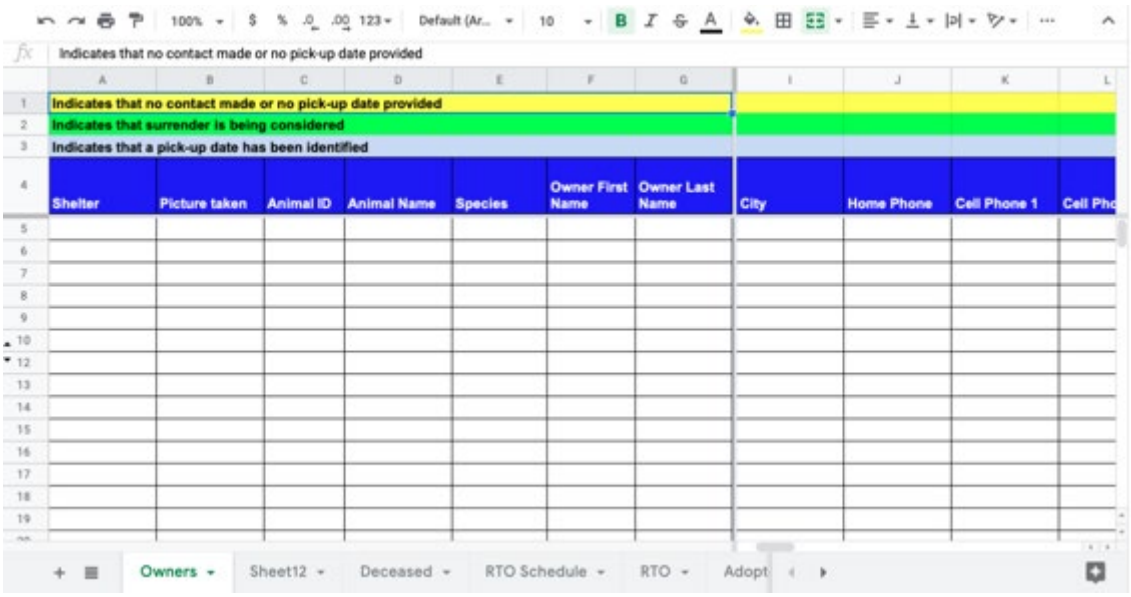
Data Management– Chameleon

- The collection of data at admissions on all animals entering the shelter is a critical component for the success of the entire emergency shelter operation, as it is this data that allows the successful re-unification of lost/found animals with their rightful owners. In addition, this documentation provides the shelter with the ability to discharge animals placed in the emergency animal shelter by their owners to be successfully returned to their owners and receive care compatible with their needs.
- In addition to the critical need for data collection on the animals admitted to the shelter is the need for data collection about shelter operations (animal numbers, personnel hours, etc.) that will allow the shelter operation to submit timing reports and ultimately will allow the jurisdiction to submit data in support of a reimbursement package (in the event of a state or federally declared disaster).
- We recommend getting in touch with the local animal shelters and determining a MOU in the event of a disaster. It is recommended that you record through the shelter management system they have already in place (Chameleon) - as it will contain all of the necessary data management, photo upload and admissions information needed to keep track of animals.
- If the shelter system is not accessible (WIFI unavailable) or unavailable for any reason (no computers, etc.), back-up paper records must be used. It is strongly recommended based on our experiences that even if paper forms are used initially that a computer database is used to handle and conserve data, and to maintain the day-to-day operational reporting.
- All animals admitted into the system must be identified - both with an ID band on them or their kennel/stall, and with a card (placed on their kennel/stall) that contains their basic information. See example below and more info in the admissions section.
- Daily care forms are recommended to be maintained for each animal to monitor condition. See example below.
- Daily treatment (medication) forms are recommended to be maintained for each animal.
    - Record treatments administered with time stamps
        - Include drug/product name, amount, and route of administration.
- Hours of volunteer service and donations should be documented for purposes of reimbursement later. The typical IAP forms can be used, or simple spreadsheets, but the key is to document all personnel time, mileage/fuel/supplies, purchases, and donations (see section at end of document for more details).

Admissions Spreadsheet- in the event Chameleon (etc.) not available

(Suggested template, to be completed at intake for all incoming animals)

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- All animals (with or without owners) will need to be entered on this spreadsheet - animals without owner's present should be in 1 tab, animals with owners in a 2nd tab). If an owner is identified, input as much of their information onto the spreadsheet as possible.
- For admission of any animal presented to the shelter without an owner present, information on the location found (cross street, GPS location, etc.) and any other identifying information on the location found is critical to presenting information that will assist in getting the animal back to its owner.
- Admissions personnel should have excellent people skills and ability to multitask: in particular be able to enter data while talking to people under duress, while maintaining empathy and efficiency.

Admissions Animal Identification

Suggested example ID card to be completed upon the arrival of the animal and to be displayed on the cage. Additionally, this number should also be displayed onto a neckband that is placed around the animal's neck (KVP brand neckbands are recommended).

- Each animal needs to be assigned a unique identification number upon intake to be able to track throughout the sheltering process. If a mother animal comes in with a litter, each littermate can be assigned a letter along with the mother's number (i.e. 100a, 100b, 100c).

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Animal Identification Card

Animal ID: _____

Species: ☐ Canine ☐ Feline ☐ Bird ☐ Goat ☐ Sheep ☐ Other _____

Sex: ☐ M ☐ F Breed: _____

Entered facility date: _____ time: _____

Animal feed (type, amount):

☐ No owner identified or Owner Name:

Owner phone number:

Owner address:

*****Animal identification cards will be printed on card stock, (if funding for such is available), so they may be easily attached to the kennels/cages.**

Daily Care Form

(To be displayed on kennel/cage and completed daily)
These forms should be secured in plastic sleeves (to prevent destruction by the elements or animals) and zip-tied to each kennel/cage. This will ensure that each kennel/cage is properly identified with each animal in it and that volunteer staff can confirm that animals have received their daily care.

Animal Daily Care Form

Animal ID:_____

Date - Time	Eating Y/N	Drinking Y/N	Urination/ Defecation Y/N	Any new medical abnormalities? Y/N (coughing, nasal discharge, diarrhea, lethargy, etc.)	Caretaker initials

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Treatment Form

(To be displayed on kennel/cage and completed daily for any medical treatment)

Treatment Form

For use with any animal being medically treated for disease

Animal ID:_____

Date - Time	Temperature	Respiration	Medication/Treatment administered	Changes to disease presentation	Caretaker initials

The Daily Care Form and the Companion Animal Daily Treatment Sheet should be checked daily by the Companion Animal Husbandry Supervisor or his/her designee. Any changes to the animal's condition should be reported immediately to the Companion Animal Husbandry Supervisor, the Companion Animal Shelter Supervisor, or the Veterinary Medical Supervisor.

Keep copies of all intake information safe and secure! Also make backup copies of information and keep them in a separate area.

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Admissions Process:

Intake at Expo Center

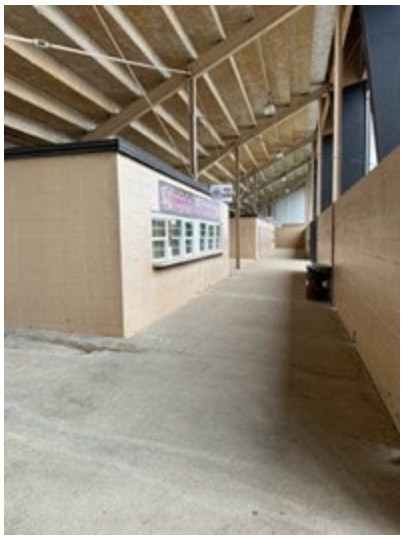
Admission of small and halter-broke animals will be at the west entrance to the main arena. Range animals will not be housed at this location to prevent injury of staff and animals. Plans at alternate locations should be made for housing of range animals and livestock (sale barns, other arena facilities) if they cannot shelter in place.



Admissions desk for both small animals and halter broke large animals will occur at the west entrance to the main Expo building.

**Small animal drop-off and risk assessment will occur in Building #1, and decontamination will occur in building #2 in the wash racks lining the wall for dogs, sheep, and goats; wash racks for large animals are in building #3. Decontamination for cats will occur on a case-by-case basis with veterinary supervision in the bathroom located within the VIP suite where the cats will be housed.*

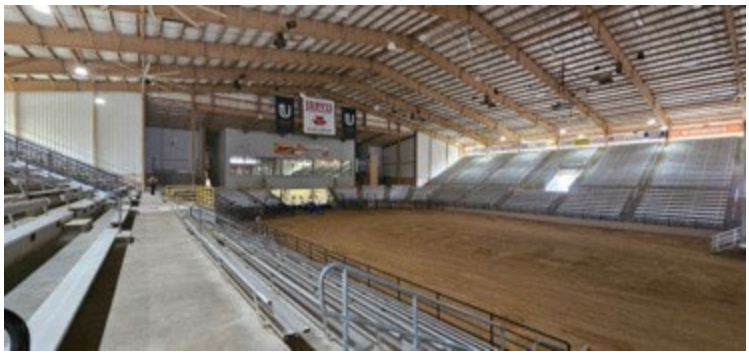
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Admissions: Desks will be located in this hallway for both small and large animal admissions. Large animals will be assigned stalls and directed to drop-off



Risk Classification: Volunteers with veterinary experience will assess small animal patients and assign to low-risk, high-risk, and isolation areas based on criteria described below



Upper walk-way will be utilized to take animals to their designated areas with limited need to walk through housing areas

- Building #1 is the preferred location for the command center (fair office area, north side) and admissions (west entrance). Building #1 is ideal for admissions due to ample space, WIFI access, and protected environment. Further, for cars and small trucks, there is ample parking in close

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proximity to the building. Trailers will have to be parked on the other half of the parking lot (see plan later in this document for flowchart).

Each animal will have the following information collected (at minimum):

- Collect all relevant animal information (breed, age, sex, castration status, any identifying marks or wounds, any known medical conditions or medications) and documenting ownership (collar, tag(s), microchip, or owner information if present) and place of rescue (by address, GPS or other concrete method of marking location).
    - Medications being presented with the animals will be handled as described in the Provision of Care section.
    - Health papers should be obtained if an owner is present (vaccination papers, etc.)
- For animals presented without an owner, collect as much descriptive data about the animals (unique identifying marks, identification/microchip, or injuries) to help owners identify animals and help maximize reunification.
- All animals will have a neck band, collar, or other identification band placed with their admission ID number.
    - Each cage/kennel will have an animal identification number displayed on the outside.
    - KVP pet ID bands are a popular brand available online (various colors available).
- In addition, matching identification will be placed on each cage.
- If the owner of an animal becomes known, a picture of the owner will be taken and labeled with the animal's identification information. This picture will be used to identify the owner and animal upon discharge.
- If possible, all dogs should be vaccinated for Bordetella on admission (unless they arrive with an owner that has proof of vaccination on hand). However, this is not an absolute necessity, and unless the shelter is likely to remain open for more than a week, this requirement can be waived. Please note that it is ultimately up to the owner to give consent to vaccinate their pet, and under emergency shelter conditions, separation of owned vs. no-owner present animals into separate locations is ideal.
- <u>All animals should be appropriately treated with flea/external parasite prevention on admission.</u> These products may be obtained from shelter personnel, your local veterinarian or donated by a pharmaceutical company.
- Prior to shelter startup, the facilities should be sprayed with a permethrin premise spray to provide the initial barrier. This pretreatment step (together with treating the individual animals) is critical to prevent flea or tick infestation of the grounds/facilities.
- Ideally, animals arriving injured/ill will be assessed by a veterinarian on site. But in the event a veterinarian is not available, injured or ill animals needing care should not be sheltered in the facility. Animals with owners should be sent with their owners to a local veterinarian for appropriate care. If no owner is present, contact a local veterinarian for advice or assistance, and place the animal in an isolation area until appropriate care can be identified.

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Photographs from 3 views (both sides and face) will be taken, and also of any specific identifying characteristics:

1. When the animal is sideways, the picture should include the feet and tail
2. The person holding the animal must not block the view of the animal's body
3. Photographs are to be taken in an area with adequate lighting so that the animal can easily be seen from all angles

As part of the admissions process, each animal entering the shelter will be assigned a shelter risk classification indicating its designated housing location within the shelter. Risk classification will be performed by a person familiar with assessing animal health, such as a veterinarian, animal control officer, veterinary technician, AgriLife extension personnel or shelter official with animal experience. Risk classification is an important method of reducing disease transmission within stressed animal groups, so this must be completed prior to placing animals in their shelter group.

Risk Assignment:
Dogs - at admission area prior to kennel assignment
Cats - in their housing area (VIP room) to prevent opening kennel until they are in this space
Halter broke livestock and horses - at North side check in location

The 3 risk designators for housing animals are: high risk, low risk, and isolation.

High risk : Animals that are very young (puppies, kittens, mares/foals, cows/calves) and also those that are seniors (old or appear old) - these animals are at much higher risk of contracting diseases or getting very ill due to their age.

Low risk: Apparently healthy young adult animals - have no obvious health issues (exceptions skin conditions, obesity, etc.)

Isolation: Animals that are not seriously ill but have sneezing or coughing or diarrhea, which should be separated from the other animals to reduce risk of spreading infection but also to allow closer observation of these animals in the event of worsening symptoms.

All animals that present to the shelter with severe illness should be sent for appropriate veterinary care (on site if available) or to a local veterinary hospital (if an owner is present).

Animals who have been impacted by disaster such as (but not limited to) the following, will require decontamination to be rid of any residual debris, bacteria, or chemicals: contact with flood waters, ash from fire, various types of debris from a tornado, etc. Note: Decontamination is a completely separate capability and requires a significant increase in personnel. It should only be performed by trained personnel under veterinary supervision or oversight.

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*Decontamination of **cats** should be on a case-by-case basis, as directed by a veterinary professional.



Large and Small Animal Decontamination Areas

- All animals needing decontamination should be washed at the species-indicated wash bays BEFORE entering their designated housing.
- Recommended decontamination sites:
  - Decontamination of dogs, goats, and sheep will take place at the wash rack in Building #2
  - Decontamination of cats can take place in the designated bathroom within the VIP suite *Decontamination of cats should be done on a case-by-case basis in consultation with a veterinarian
  - Decontamination of exotic animals/pocket pets will need to be determined and advised by a veterinarian for animal safety. However, there are bathrooms with sinks within Building #1 that could be utilized for this purpose
  - Decontamination of large animals (horses, cattle and swine) will take place in the wash rack of Building #3
  - Animals that are resistant to bathing, uncooperative, or aggressive should not be sent to standard decon locations, and may not be able to be safely decontaminated without veterinary support.
- After decontamination, animals may enter their designated housing area:
  - Building #1-
    - Section A (Arena floor): Dogs
    - Section B (VIP suite): Cats

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        - Section C (Press box): Exotics
        - Section D (South arena entrance): Dogs in isolation
    - Building #2 = Sheep/Goats/Pigs
    - Building #3= Horse/Cow decontamination
    - Building #4-6=Halter-broke cattle and horses
- If decontamination is not needed, animals do not need to stop at the decontamination stations and may proceed to their designated housing area (see facility layout above).

Building #1: Expo Center Admissions and Companion Animal Housing



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Building #1 will be divided into sections:

Section A: High-risk dogs will be in the pods on the north side of the arena, with low-risk dogs being housed in pods on the remainder of the arena floor. Sheep/goat pens with chicken wire over the top will be utilized in this space to house large dogs (>40lbs). For set up, place sheep/goat pens on the south side of the arena for large dogs. Start assembly of pods on the north end of the arena, and work towards the south end of the arena following the schematic below. Ideally, place high-risk patients in the pods closest to the north entrance to allow for airflow and separation from the sick dogs, and low-risk patients towards the center of the arena. Add pods as needed to meet capacity.

Alternate set-up: High risk dog kennels on the east side upper walk way (not in pods), Arena floor for sheep/goat pens and kennels for general population, and Isolation area on south end concrete area.

Section B: The VIP suite on the second level will house all cats. Low-risk and high-risk cats will be housed in separate sections of the VIP suite. Isolation can be set up at the far end of room from the intake - and should be separated by a divider (tables/curtains or the like). The Men's Bathroom will be utilized for cat decontamination if it is needed. For set up, start on the northern middle portion of the room, and add kennels as needed according to the diagram below to meet capacity requirements.

Section C: The press-box on the second floor will house any exotic pets such as birds, small mammals, and reptiles. This area is climate controlled and enclosed, which is ideal for housing of these sensitive species. Set up will be according to the types of animals and cages available for housing.

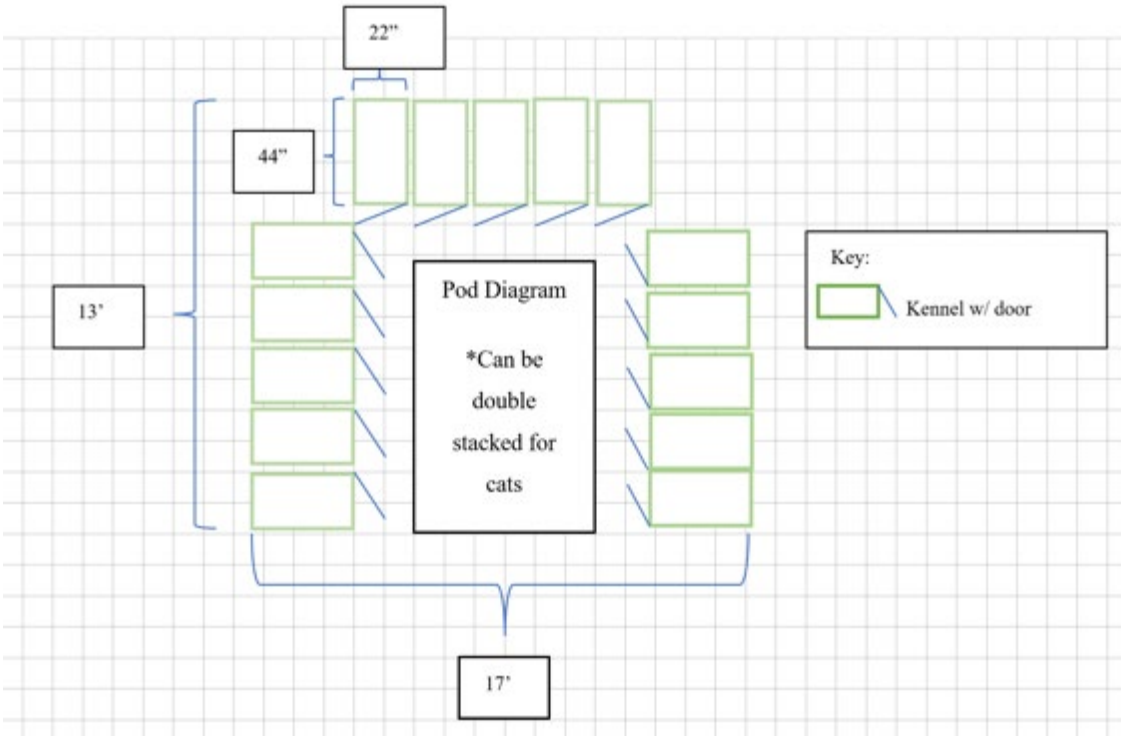
Section D: The cement area on the first level, south of the arena, will be utilized for isolation of dogs with sneezing/coughing or diarrhea (but still feeling ok, eating, etc.). Pods can be set up starting with the southern wall as shown in the diagram below, and added as needed to meet capacity requirements.

Pod Set Up

A pod is a group of kennels arranged in a row in various areas of the facility which will be diagrammed in the layout for Building #1. The idea behind the pod system is that each pod represents 15 kennels, and each pod will require 1 person assigned to that set of animals to provide care. The diagrams drawn represent pods that contain 15 kennels each and are approximately 13'x 17'. The pod structure will also allow an area for food prep and cleaning supplies placed on a table near each pod. Thus, by separating these supplies and keeping the supplies for each pod separated, cross contamination (and thus disease risk) of food and other supplies is reduced. Personnel assigned to a pod should not assist with care of another pod to reduce disease transmission. Additional pods can be set up as needed - so the number of pods can be expanded or reduced to flex with the number of animals present in the shelter.

Below is a general diagram of a pod of 15 kennels. Pods will be set up within the sections of Building #1 . The doors of the kennels face the inside of the pod. Cat pods can be double stacked if needed, dog pods should not be double stacked.

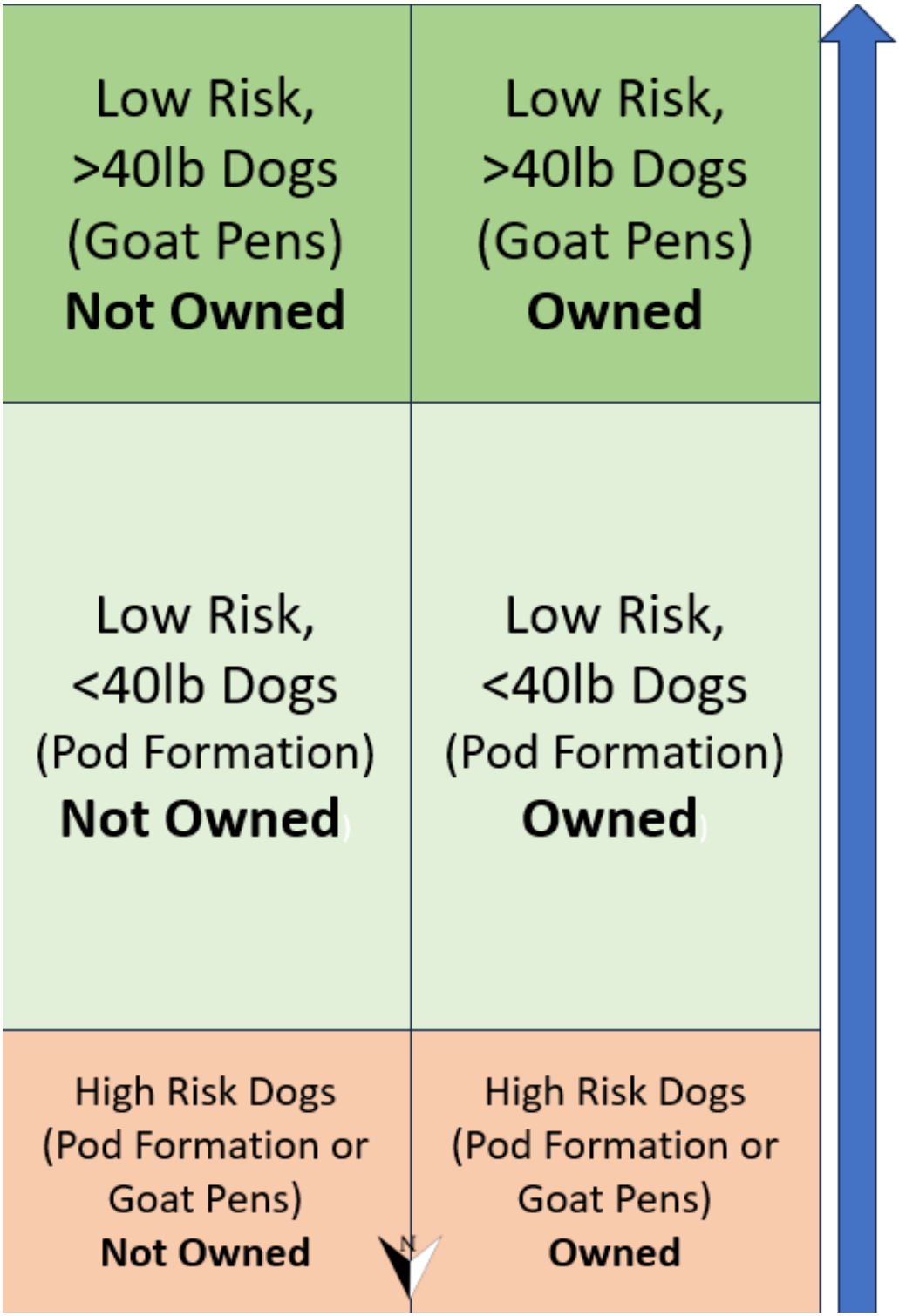
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Pod Set Up Details:

1. For indoor facilities we recommend covering the entire floor with plastic in the areas where animals will be housed to prevent additional work should more pods be required later. The floor covering can be plastic sheeting or a tarp, and may not be necessary in areas where there is concrete flooring that can be washed/scrubbed clean. The arena floor can be covered with tarping to reduce soiling of dirt and dust from walking etc., or alternatively, the dirt can be removed and replaced following the event.
2. Each kennel in the pod structure must be separated from the others with cardboard or similar material as a barrier between animals - this will reduce barking and cage fighting, as well as reduce stress between animals and lower the risk of disease transmission. All sheep and goat pens that are used for dog housing need to be covered over the top with any type of rolled fencing or panels that still maintain airflow.
3. Multiple pods can be grouped together in the same room as long as separation between pods is accomplished - this can be created with hanging sheets, cardboard, or placing plywood or other sound and visual barriers.
4. If pods are to become 2 layered or stacked (only with cats is this recommended), plywood boards (or similar material) must be placed on top of the kennel to provide separation and structural integrity for the kennel placed on the top. Stacking of dog kennels should only occur for dogs weighing less than 10-15 lb. as the stack is generally unstable with larger dogs, and they will spoil the kennel and contaminate the animal below.
5. Begin building pods from the perimeter of the designated space towards the center of the space.

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Section A: Canine Housing on Arena Floor

Canine Housing on Arena Floor Key:

- **Orange circles** = high risk dog pod areas
- **Blue circles** = low risk dog pod areas
  - These kennel pods are not large enough to house large breed dogs
- **Green squares** = flexible space / storage space

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- **Orange squares** = goat pens (4'x4') that can house large breed dogs
  - These squares denote potential layout for cages within a given pod space
  - If there are not enough large breed dogs, this area can revert to a non-large breed dog pod space
- **Yellow rectangles** = denotes 6' walkways for foot traffic
- Blue Arrow = Denotes the direction in which to start setting up kennels

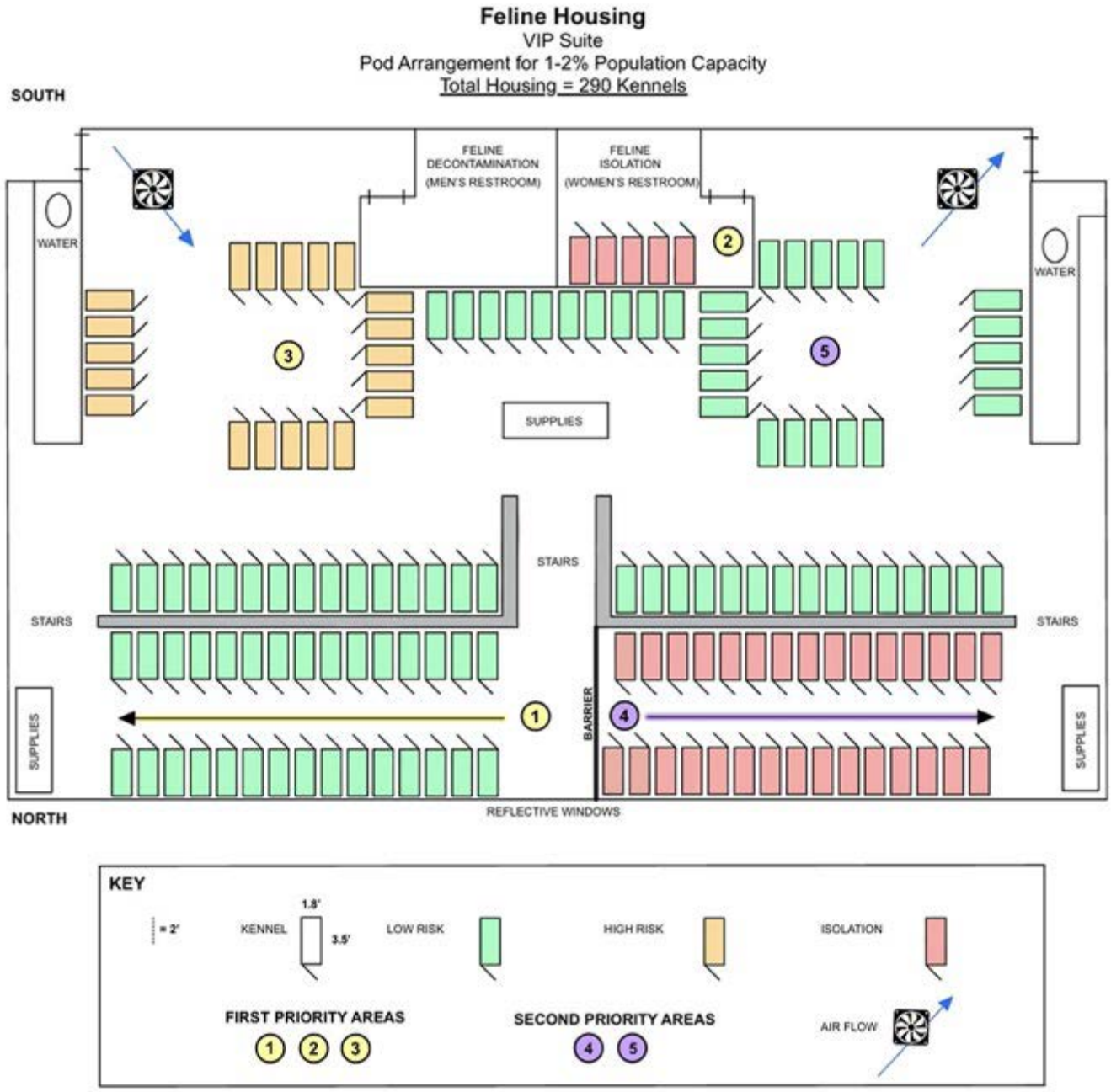
Canine Housing Set-Up Order:

1. High risk kennel pods should be set up on the north side of the arena
2. Low risk kennel pods should be set up starting on the wall and working their way inward. This should begin on the north side of the arena, past the high-risk kennel pods.
3. Large breed kennels (the goat pens) should be set up on the south side of the arena, starting at the walls and working their way inward.

Feline Housing Set-Up Order:

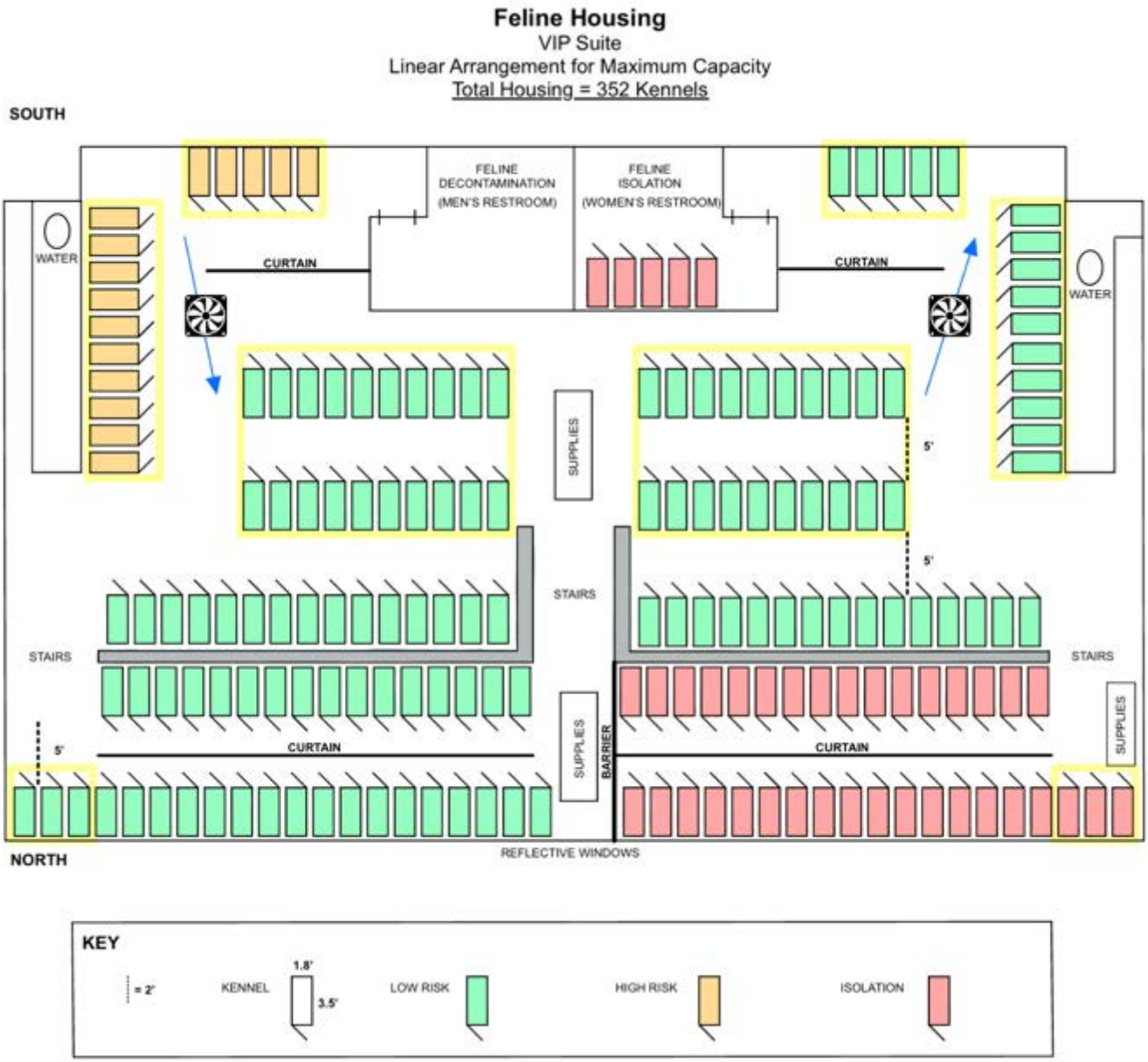
1. Low risk kennels should be set up starting on the north side of the room, starting at the middle and working outward.
2. Isolation kennels should be set up in the Women's Restroom.
3. The high-risk pod should be set up on the east side of the room.
4. Isolation overflow can be set up as needed in the northwest corner of the room, starting at the middle and working outward.
5. Additional low risk kennels can be set up on the west side of the room as needed.

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Section B: Feline Housing Layout in VIP Suite for 2% Population Capacity

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Section B: Feline Housing Layout in VIP Suite for Maximum Capacity

Highlighted kennels indicate changes to convert from 2% population capacity to maximum capacity.

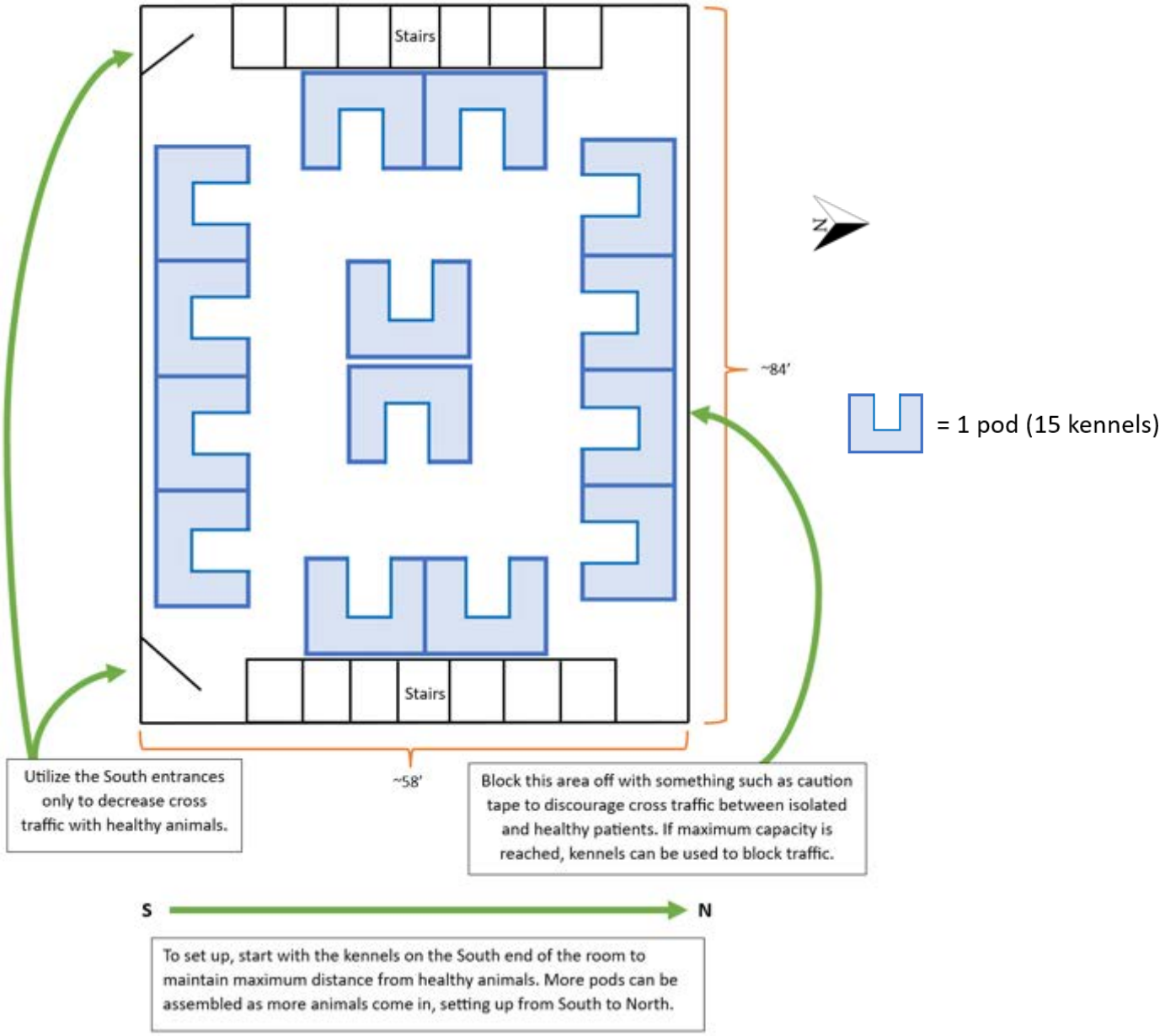
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Section D: Dog Isolation Layout on South Side of Arena

Total pods = 14 pods Total kennels = 210 kennels

Measurements are not exact, may be able to fit more or less than the diagram



To set up, start with the kennels on the South end of the room to maintain maximum distance from healthy animals. More pods can be assembled as more animals come in, setting up from South to North.

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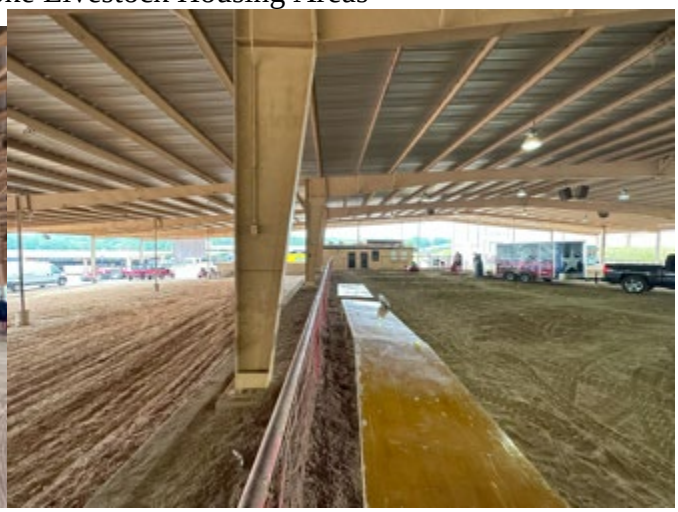
Building #2 Small Ruminant Barn:

Building 2 is a large covered barn with water and electricity, normally used for sheep and goat show pens. This building will be used to house sheep, goats, pigs, and can also be used to house poultry and outdoor rabbits in large kennels within the miscellaneous housing area outlined on the diagram below. This building also has a wash rack that will be utilized for decontamination of dogs, sheep, goats, pigs, and other backyard pets.

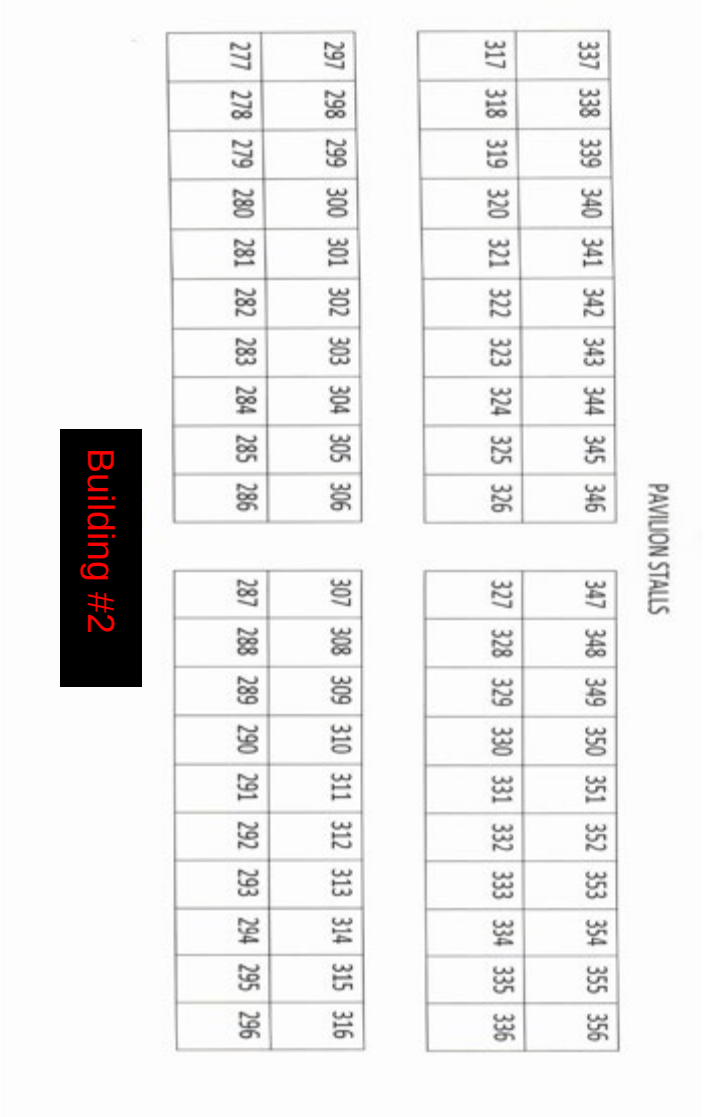


Schematic of Halter-broke Livestock Housing Areas





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Schematic of large animal stalls building #2

In the case that the arena is not available to house dogs, this building could alternatively be used for dog housing if needed. Sheep and goat pens can be utilized as dog pens. If sheep and goat pens are not available, pods of dog kennels could also be set up as demonstrated in the diagram below in stages. If building #2 is used to house dogs, 825 feet of wire fencing would be needed to go around the building to prevent escape of animals. Ideally, isolation will be placed downwind from other animals (in the northern corner of the barn). High risk dogs will be placed on the south side of the building, and the rest of the kennels can be added in pods from south to north as needed to meet capacity requirements.

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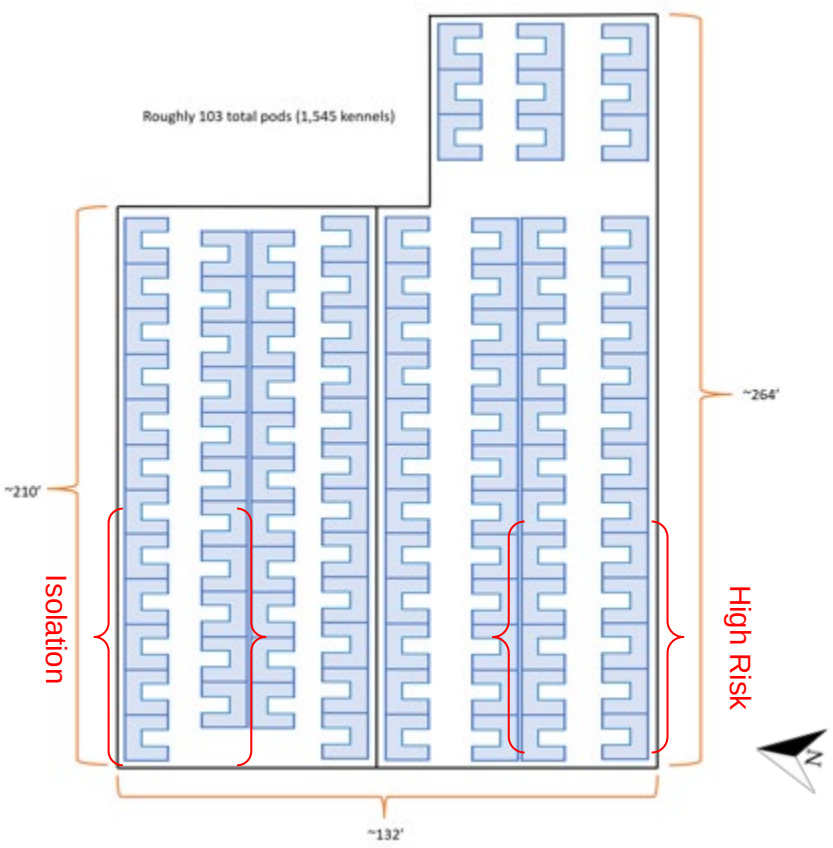
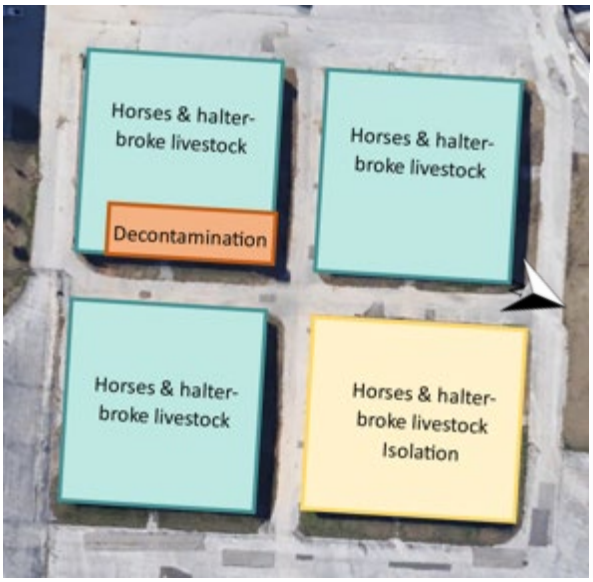


Diagram of Layout if Utilized for Canine Housing

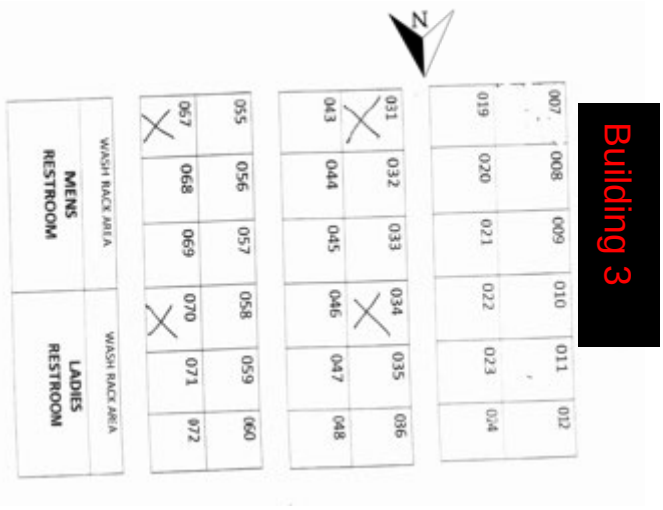
Building #3:

Building #3 is a covered pavilion with an open dirt arena, water, and electricity. The area can be used as a large animal decontamination and overflow housing. The open area can be used as horse and livestock housing using the horse pens that are normally set up in these pavilions.

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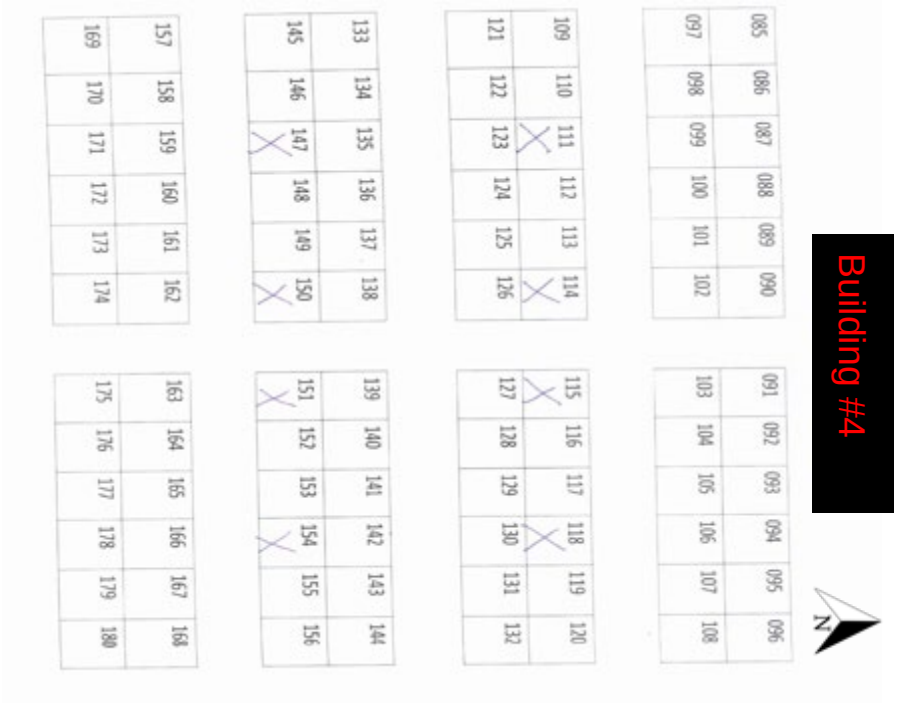
Schematic of Buildings #3, 4, 5, & 6



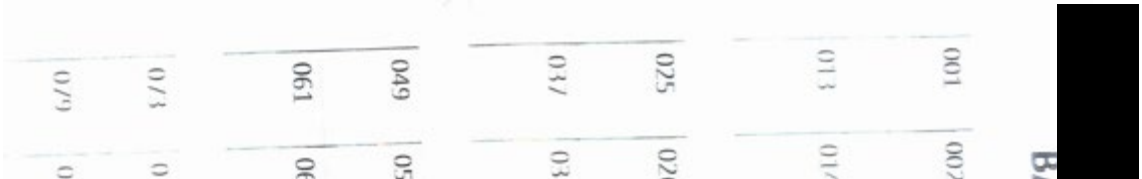
Schematic of Stalls in Building #3

Buildings #4, 5, &6:

Buildings #4, 5, and 6 are covered pavilions with open dirt floors, water, and electricity. The area can be used as a large animal decontamination and overflow housing. The open area can be used as horse and livestock housing using the horse pens that are normally set up in these pavilions. Building #6 can be used as a large animal isolation. This can be flexible between buildings #4-6 depending on the prevailing winds at that time. If animal is sick upon arrival, it should be unloaded directly into building #6.



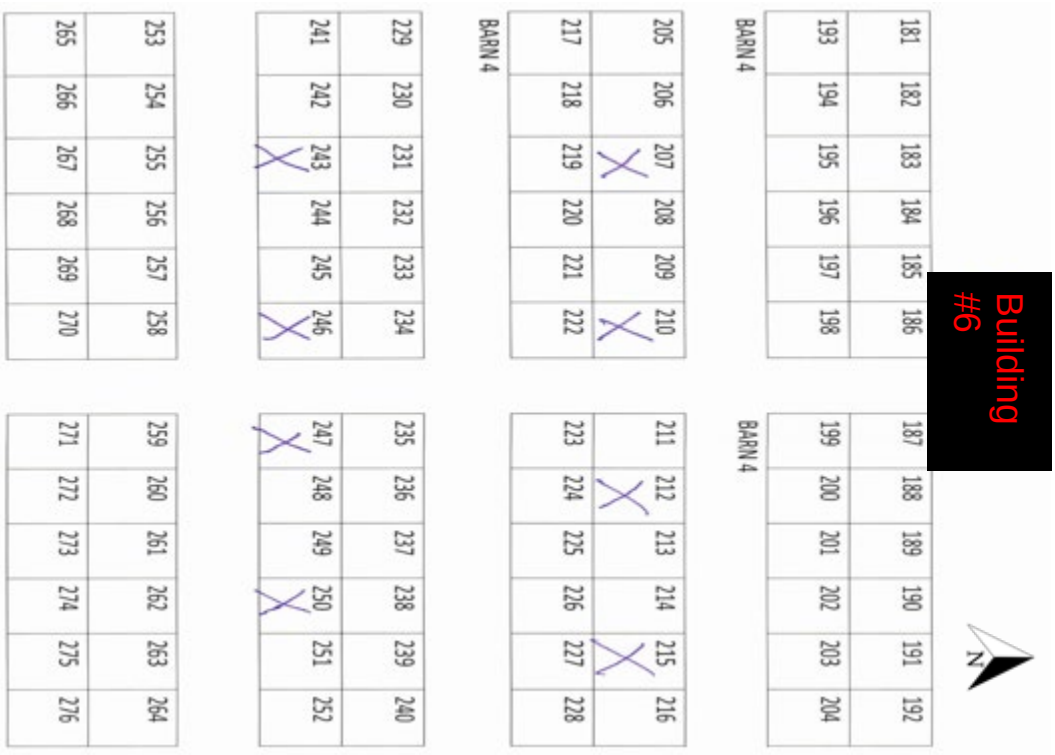
Schematic of Stalls in Building #4



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Schematic of Stalls in Building #5



Schematic of Stalls in Building #6

Alternative Locations:

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As discussed in our meeting, there needs to be alternative locations for sheltering animals should the Expo Center Arena (or the entire facility) be unusable for animal housing. We recommend you discuss possible locations as a community, and we can incorporate those recommendations in a future draft of your county plan.

If an indoor solution is not possible, tents may be rented or purchased to allow for outdoor housing of animals in the covered barns at your shelter as long a perimeter containment (fencing) is set up/available. Party facilities have multiple sizes of tents that are enclosed and climate controlled which would work well for the species (cats, pocket pets, etc.) that require containment. A 10x10' tent can house a maximum of 20 large cat kennels stacked two high in two rows of 10 (one row on each side of the tent). A 20x40' tent (Western shelters tent) can house double that number and still have room for cleaning supplies and feeding prep.

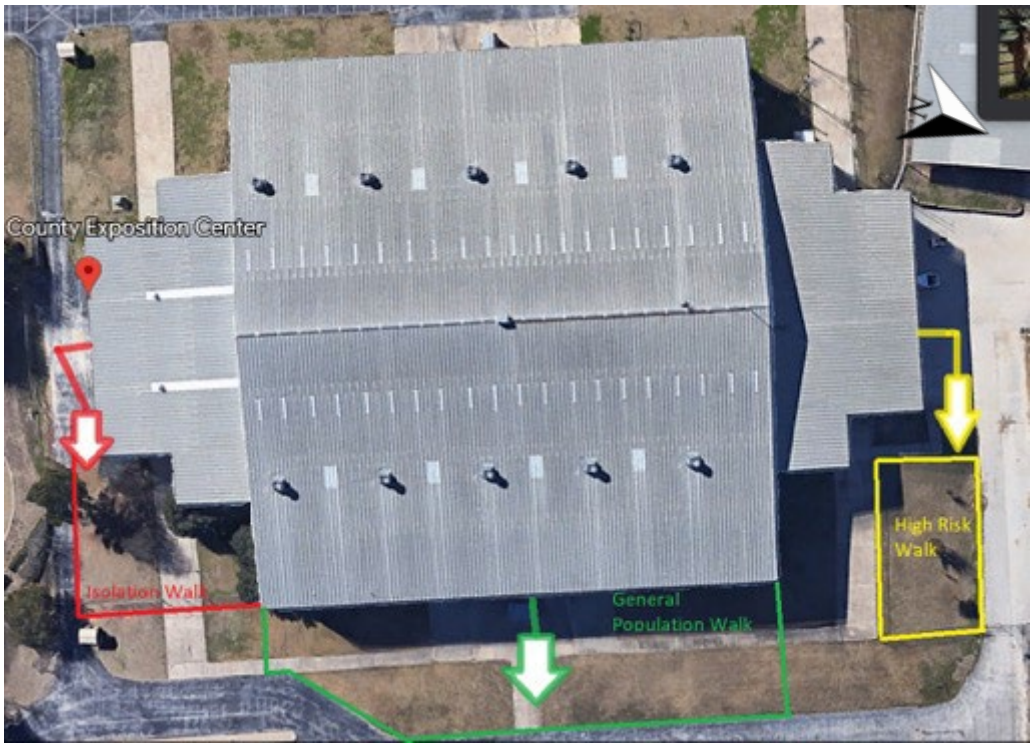
Animal Care and Husbandry

- The animals should be provided free access to clean water at all times and should be given food at a regular schedule of 2 feedings daily (at minimum, more frequent for puppies/kittens, foals or other young animals).
    - Attempt to get food donated from high quality sources such as Purina, Hills, or Royal Canin so that there is consistency in the food being fed. Preferably, only 1-3 types of food should be fed in order to prevent any gastrointestinal problems associated with switching between types of food.
- If able to be handled, dogs should be provided time outside of their kennels to move around while leashed and walked by an employee or volunteer and perform necessary bodily functions at minimum twice daily. Directions on the order of animals that are taken out are as follows: High risk animals first, low-risk animals second, isolation animals third, and aggressive animals last. If the means are available, volunteers handling the animals in isolation should not handle the healthy or at-risk populations of animals. This is intended to minimize the spread of disease.
- Owners need to have designated time frames for dog walking/letting them outside. This signage needs to be posted and all owners need to be notified, so that owner present dogs and dogs with no owner present are not being exercised at the same time. This also applies to horse owners wanting to exercise their horses, so that these groups are not interacting with each other.
- Dogs usually need a grassy area to eliminate, and many will not without given this option. The property has adjacent grassy areas that can be used for these purposes. Separate elimination areas will need to be created for each of the following populations of dogs: low risk/general population, isolated/infectious, and high-risk populations (very young, very old). Feces should be picked up **immediately** and disposed of. Signage and postage need to be present indicating which populations of dogs should be walked in each particular area. The isolation area should be fenced off and separated from other areas to ensure no cross contamination occurs.
    - This can be achieved by using stakes with ribbons, plastic construction fencing, or something similar to visually and physically separate each of these yards.

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- All occupied kennels are cleaned one time in the morning; this cleaning interval may be extended into the afternoon if warranted by a large shelter population.
- Employees or volunteers should regularly check on the animals and determine if their kennel needs to be cleaned. Animals should not be left in soiled bedding or kennels and their kennels should be ‘spot cleaned’ during the day if they are noted to be significantly soiled.
- Litter boxes for cats should be cleaned at least daily and 2-3 times daily if necessary or if multiple cats are using the same litter box.
- Pocket pets should have their cages cleaned of feces once daily in the morning, and should have shavings completely replaced once a week.
- Birds should have newspaper lining replaced daily.
- Rabbit cages should be cleaned of feces daily.
- In situations where the animal shelter will remain open for more than a few days, dogs and cats should be provided with enrichment and comfort items that may include added bedding, safe chew toys (dogs), boxes to hide in (cats), and other interactive items (wheels for hamsters, etc.), to minimize stress, boredom behaviors (barking) and fear (cats).
- If housed in locations where indoor temperature regulation is not available, means should be provided to allow animals to manage their own temperature. This can include towels or bedding, protection from wind with tent siding, or space heaters in cases of low temperatures. In cases of high temperature, access to move around, free water, and increased airflow via raised tent siding or fans should be provided.
- Different species of companion animals should be kept separated at all times. Cats should have a separate location away from dogs, birds and pocket pets should be separate from cats, etc.
- Cats should be provided boxes or locations to hide within the kennel and their kennels can be faced away from each other so that cats are not directly looking at other cats - all important ways to decrease stress in shelter settings.
- If sheltered for over 72 hours, and smaller transportable kennels are required to be used, a location for exercise should be provided for dogs. They should be provided time in the exercise area at minimum twice daily.
- If applicable, pregnant animals should be allowed to deliver and raise their young in one of the high-risk areas for that species. However, finding them a foster home would be preferable to staying or giving birth in the emergency shelter.
- As a deterrent for theft and a means of preventing escape, access to buildings/barns should be limited to volunteers and owners that have checked in and are visiting their pet. Gates/fences round the facility perimeter should be kept closed, if possible, to prevent animal escape and potential theft of animals by outside persons.

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Biosecurity

General Biosecurity Guidelines:

Primary objectives identified with implementation of biosecurity control measures include the adoption of practices, procedures, and techniques that are effective in containing infection and preventing the spread of disease throughout the general population of animals housed in the emergency animal shelter. Effective biosecurity control measures incorporate multiple elements of an integrated systematic application of materials, personal conduct, adoption of enhanced safety standards, the use of specified methods and equipment, attention to details associated with disease and control of infection, and development of enhanced discipline on an individual and collective team level. Minimum effective biosecurity control measures will include practices that account for the safety, health, and welfare of the individual staff member in conjunction with the individual animal. The following are considered minimum practices and standards to be applied as biosecurity control measures:

1. To reduce the risk of transmitting disease between animals or from animals to their human caregivers, hand hygiene (or protection by wearing disposable gloves) is very important. If disposable gloves can be obtained, they are the most effective preventative, but they may not be readily available. Hand washing or hand sanitizer stations in each building must be readily available and used by all volunteers on a regular basis. Signs may be posted in each pod or area with this information to remind volunteers of the importance of hand hygiene:
    a. Hand washing or hand sanitizer to be used:

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    i. Before and after handling each animal or coming into contact with animal waste.
    ii. After cleaning cages, bowls or other kennel supplies.
    iii. Before eating meals, taking breaks or leaving the shelter.
    iv. Before and after using the restroom.
2. Shelter personnel will maintain all kennel areas in a clean state by cleaning twice daily, or more frequently, if needed.
3. Soiled bedding from small animal kennels will be disposed of in trash bags or rinsed, washed and dried (if towels or other washable items are used).
4. Garbage cans will be emptied frequently into the facility's larger dumpster to prevent attracting flies or other vermin and reduce odors.
5. Shelter personnel will organize for owners the appropriate timing or perform all animal feeding in such a way as to maintain order and prevent cross contamination between food resources and animals.
6. All animals will be walked in the designated areas. All animal waste is to be picked up and disposed of by volunteers and owners immediately. There will be pooper-scoopers and/or bags available for cleaning of designated walking areas.
7. Shelter personnel involved in cleaning of kennels, crates, food bowls, and water bowls must wash hands carefully before leaving the area or handling animals.
8. If an isolation area is created, foot baths may be added near the entry/exit areas to reduce contamination of shoes.
9. Protocols for cleanup of animal wastes or other body fluids are as follows:
    a. Clean with absorbent material, e.g. paper towels, cat litter, absorbent clay or if in the soil of the arena, remove the contaminated soil.
    b. If the surface is indoor or concrete, after the material has been removed, apply an anti-infective spray to the surface (diluted bleach 1:9, or Rescue solution - preferred) and allow it to “sit” for 10-15 minutes to dry.
    c. Restrict staff/personnel from the contaminated area until the disinfection procedure has been completed to standard.
10. Shelter Risk classification of animals
    a. High-risk animals
        i. Any animal that is more susceptible to disease
            1. Puppies & kittens less than 6 months of age
            2. Senior animals
    b. Low-risk animals:
        i. Any adult animal that appears to be healthy
            1. Animals with known history of good health (owner present or papers presented)
            2. Adult animals with no owner present that appear to be in good health
    c. Isolation animals:

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i. Dogs or cats that have signs of respiratory infection (sneezing or coughing) that may be contagious - but otherwise appear to be healthy
ii. Dogs or cats with gastrointestinal signs (diarrhea) that are of a young age (may be infectious)
iii. Note: animals with severe illness should not be placed in isolation, but should be removed from the shelter and sent for appropriate veterinary care.

General Disease Prevention:

1. All animals entering the Expo Center will be assessed by a veterinarian, veterinary technician or other individual with animal expertise to assess general health and designate shelter risk status before entering the facility. Some animals may require decontamination or veterinary medical care before being assigned to the shelter.
2. If decontamination is required then the animal will be directed to one of the wash stations specific to their species.
3. If veterinary care is required and an owner is present then they will need to seek out care at their own expense. In the event no owner is present, the animal's veterinary needs will be determined by the veterinary medical supervisor.
4. If possible, all dogs entering the emergency animal shelter will receive an intranasal or oral Bordetella vaccine to reduce the risk of a respiratory disease outbreak in the shelter.
5. All animals entering the emergency animal shelter will be administered a flea/external parasite control product at admission or as soon after as possible.
6. Staff will walk animals of each risk category in the designated areas as defined in the figures above. Timing of walking the different risk categories will be staggered in order to prevent cross-contamination and prevent mixing of at-risk and low-risk animals to high-risk animals.
7. Staff will also walk through their assigned areas to check on the health status of animals under their supervision. If any of the following signs are noted, the staff should make note of the finding on the cage card and alert veterinary staff for follow up:
    a. Respiratory signs: cough, sneezing, nasal/ocular discharge.
    b. Lack of appetite or vomiting or diarrhea
    c. Wounds
    d. Skin disease: excessive itching, head shaking, visible lesions.

    Note: This list is not intended to be a complete list, but is given to provide a list of typical health problems that may be encountered in an emergency animal shelter setting.
8. If available, a veterinarian will examine all animals identified above. In the event of a major disaster in the local/regional community, the normal veterinary medical support of the evacuee shelter may not be available, and veterinary medical support will have to be requested from local, regional or state resources.
9. If a veterinarian determines any ailment to be minor but potentially contagious (ex. diarrhea, cough), the animal will be moved into the designated isolation area. If the animal is considered

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too sick to remain in the shelter, the animal will be transported to one of the predetermined veterinary clinics or hospitals supporting the emergency animal shelter operation.

10. The rabies quarantine protocol as outlined by the Texas Department of State Health Services or the local Rabies Control Authority and will be strictly adhered to. Animals under rabies observation will be transferred to the rabies quarantine kennels.
11. Isolation areas will be created for animals suspected to have stable contagious infectious disease (e.g. kennel cough in dogs, herpes virus sneezing in cats).
    a. Ideally dogs and cats will be isolated in separate areas for appropriate separation of species and care.
    b. Access to the isolation area will be limited to shelter staff.
    c. The shelter staff will walk the animals in isolation in the predetermined grass area specified for isolation animals only. Access to this area will not be allowed by animals in other divisions to prevent the spread of disease.
    d. If shelter staff must care for animals in the general population area and the isolation area, they will care for animals in the general population prior to entering the isolation area.
    e. Hand hygiene is essential following the handling of any isolated animals and before leaving the area.

Safety

Animal Safety:

1. The use of leashes on individual animals will be strictly enforced at all times during walks and movement on grounds. Animals that are aggressive will be walked in the appropriate area separate from the remaining animals and during an off-hour schedule to limit interaction with people and non-aggressive animals.
2. All stacked temporary kennels will be stabilized to the extent possible with plyboard or similar materials. Placement of proper protective layering between kennels will be necessary in this circumstance to protect the animal below from soiling or contamination from the animal stacked above it. Only small dogs or cats will be stacked and then only when stacking is necessary to provide space for the number of animals being sheltered.
3. If possible, all temporary kennels will be separated by cardboard, plastic sheeting or other material to reduce noise, prevent eye contact between dogs, and lower contact risk.
4. All aggressive animals will be placed in permanent kennels (with the guillotine door closed) to prevent further aggressive tendencies such as growling, biting at kennel sides and barking.
5. Animals (both dogs and cats) that have diseases or conditions that can be spread quickly to other animals in the emergency animal shelter (e.g. kennel cough in dogs, herpes virus sneezing in cats) will be kept in isolation areas or sent to local veterinary hospitals as outlined in the biosecurity section of this document. The isolation pods/divisions (one for dogs, one for cats) will be separated from the rest of the general population by as much distance as possible, by personnel access, and will be downwind of the general animal population.

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6. Visitation of animals in the emergency animal shelter requires families of the animals to have the required identification before any contact can be made. Owners are to only interact with their own animals and not with any animal that does not belong to them.

Personal Safety:

1. Caution must be taken when handling an animal to prevent animal bites. One step may include placing a muzzle and setting an animal aside until appropriate to allow it to calm down or to allow assistance from more experienced personnel or additional safety measures (sedation, etc.) to be available.
2. If a bite occurs, it must be reported and the animal will be quarantined at either the predetermined city animal shelter or the local animal control office, depending on space and ability to quarantine.
3. When possible, securing water bowls within kennels in a way to facilitate filling without entering the cage will reduce the need for husbandry personnel to enter the cage, which may help reduce bite risks, escape risks, and reduce interactions with fearful animals that can help reduce stress.
4. All physical hazards in the area (trip hazards, wet flooring areas, etc.) should be cleared or removed from the main walkways or traffic areas to reduce personal injury risk.
5. Resources must be available for personnel who experience a decline in their mental health due to burnout or trauma.

Veterinary Medical Care

- Veterinary medical care will be provided on a contract or volunteer basis with local veterinarians as determined by Angelina County officials.
- This section will be created when a veterinary medical operations area is established - details needed:
    - Work area for veterinary personnel with security for supplies
    - Medical treatment area for animals needing additional care
    - Triage and medical decision-making guidance
    - Guidance for animals with severe injuries/illness that may be considered for euthanasia
- Veterinary care space will ideally be located in Building 3. This will be dependent on development of a relationship with one or multiple local veterinarians to provide short term, volunteer assistance. Animals can be triaged in this space and placed in their respective areas based on species, size and health. There should be separate entrances based on patient risk status, as defined in the “Biosecurity” section of this report. If an animal being admitted appears to be ill (i.e., coughing, sneezing, diarrhea, etc.) they will be placed directly into their respective isolation wards. Other areas can be used to assess patients or treat injuries as needed.

Mortuary Management

Animals with Owners Present

1. Euthanasia decisions for severely injured or ill animals with an owner present will be directed to go to a local veterinarian.

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a. Euthanasia of companion animals that cannot be evacuated to a local veterinarian will be performed by a licensed veterinarian on site with proper visual barriers to prevent the public from seeing (i.e. trailers, tents, and support staff to prevent public traffic to the site, etc.). The animal remains will be removed from site using a predesignated service by the county, which must be present on site before performing the euthanasia.
    i. We recommend that Angelina County create a MOU with a company that can provide such a service if one does not already exist.
b. Burial on site is not allowed.

Owner Not Present Animals

1. In the event that an owner is not identified upon admission, animal control officers and the county judge may declare the animal a "ward" of the county and authorize euthanasia if deemed appropriate for humane reasons. This will only be performed if compromised animal welfare cannot be mitigated, and the decision will require the approval of at least two veterinarians (preferably three) and the county judge or his/her designee. Protocol process to follow:
    a. A checklist for euthanasia is compiled and is used to check against lost reports of animals on file.
    b. Admissions records for animals on the checklist are printed and are attached to the checklist.
    c. The checklist with any file attachments is given to the Angelina County Companion Animal Husbandry Supervisor, the Veterinary Medical Supervisor or their designee for final approval.
    d. Prior to the animal being euthanized, the veterinarian performing the euthanasia ensures that the animal is checked against lost reports and breed registration (i.e. state breed associations).
    e. An additional photo will be taken prior to euthanasia and attached to the medical records for additional documentation of the animal's status at time of euthanasia.
    f. On the cage card printed from the admission record, "EU" will be written and circled by the Angelina County Companion Animal Husbandry Supervisor, Veterinary Medical Supervisor or their designee with the date of euthanasia and their complete signature below the date. **Under no circumstances is an animal to be euthanized without this exact signed and dated information on the paperwork**.
    g. Remains to be moved according to county procedure.

Euthanasia Procedure:

1. Using established guidelines, once the Angelina County Companion Animal Husbandry Supervisor, Veterinary Medical Supervisor (or their designee) and/or animal control officers have determined which Companion Animal sheltered at the Emergency Stand Alone Shelter will be euthanized, the following steps are to be followed without fail:

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a. A hard copy of the cage card is printed from the admission record of the animal to be euthanized.
b. The animal is re-scanned for a microchip.
c. Confirm that there is no owner information listed on the identification card.
d. Make sure the description on the card and picture attached to the identification card matches the animal in the cage.
e. Make sure that euthanasia for humane reasons is justified by 2 veterinarians unless the animal has become a "ward" of the county. In that situation, animal control officers have authority under the County Judge's orders and 2 veterinarians are not needed.
f. Angelina County Companion Animal Husbandry Supervisor, Veterinary Medical Supervisor or their designee will have noted the hard copy of the identification card with "EU" circled with a date and full signature.
g. Contact local service to establish pick up of remains and ensure local service is available on site before euthanasia is performed.
h. Take the animal to a local veterinarian if possible. If not, take the animal to the designated area where public view is blocked as described above.
i. Check that all steps detailed on the Pre-Euthanasia checklist have been followed before performing euthanasia.
j. Ensure a veterinarian is available to perform the euthanasia.
k. Stay with the animal until death is determined by the veterinarian.
l. After death, the remains of the animal will be transported by the predesignated service.

Service Animals

Service animals (not including emotional support animals) will be housed with owners at the human shelter. The following procedures will apply.

- People being provided shelter will be asked the following questions.
  - Are you allergic to animals?
  - Do you have a fear of animals?
  - Do you have any objection to being housed near animals?
- People answering in the affirmative to any of the three questions above will be housed in an area or shelter that does not include service animals.
- Service animal owners will be notified that the animal admissions process includes a veterinary medical examination and that animals will be treated for external parasites if necessary.
- The presence of suspected zoonotic disease will be reported to the Operations Chief.

Emotional support animals will be housed according to the Angelina County Judge or with the general population at one of the respective civic centers.

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Discharge (Re-Unification)

- Owners must notify shelter admissions when they are ready to discharge their owned animals from the emergency shelter.
- Discharge of companion animals or halter broke livestock housed at the shelter will be performed as per existing animal services protocols. At the time of discharge, it is critical that adequate time is taken in order to ensure the correct animal is going home with the correct owner.
    a. Proof of Ownership
        i. Proof of ownership can be determined in many ways:
            - ID tag, brand, tattoo, RFID tag or microchip
            - Veterinary records
            - Pictures
            - Bill of sale
            - Registration papers
        ii. Compare the owner to the picture taken at admission/intake.
        iii. If the above are lacking, take into consideration:
            - Where the animal was lost compared to where it was found
            - Zip code
            - Description
            - Coordinating dates
            - How the animal reacts to the person
            - Neighbors' identification
    b. Properly discharge the animal(s) out of the database and premises.
        i. Take a picture of the owner or individual that is picking up the animal.
        ii. For record keeping, record the name of the owner that has picked up the animal and mark they have been picked up so it is known that the animal is no longer at the facility.
        iii. If the owner of the animal is unable to pick up their own animal, they must provide written consent with their signature for their animal to be picked up by another individual, including a name and description of the person picking up their animal(s).
        iv. Once the owner and the animal have been united, they should leave the premises.
- Unclaimed animals will be held at the Expo Center companion animal and livestock shelter until the shelter is closed by direction of the County Judge or their designee.
    a. 2-3 weeks holding time is typical for most disasters
    b. Angelina County may elect to extend normal "hold periods"

Facility Demobilization

- The Expo Center Companion Animal and Livestock shelter will remain in operation until the Angelina County Judge determines it is no longer essential and/or when evacuation orders have

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been lifted and people are leaving temporary shelters to return to their homes, at which time the discharge process will be completed and the facility will be demobilized as quickly as possible.

- The facility will be inspected for damages that occurred during emergency operations. Damage that has occurred will be documented and submitted for mitigation under the Angelina County, Texas recovery process.
- Every day after the demobilization of the emergency shelter has begun, owners will be notified and asked to claim their pets from the facility immediately.
- Animals that have not been claimed once the demobilization process is complete will be relinquished to animal control (this must be established beforehand), placed in foster homes, or relocated to surrounding rescue organizations pending space and availability.
- Rescue© Disinfectant will be used to clean all kennels, bowls and animal supplies and areas where animals are housed that have concrete or tile flooring. Dirt areas where dogs are housed must have the feces and top layer of dirt removed.
- All stalls will be shoveled out and bedding/manure and debris placed in the waste containers.
- The Shelter Supervisor will coordinate responsibilities for cage breakdown and Expo Center clean up.

Financial Accountability

Jurisdiction Personnel Tracking

The following documentation will be developed and retained and used as a supplement to the normal employee tracking procedure in the reimbursement process.

- Date
- Employee name
- Employee ID
- Check-in time
- Assigned location
- Assigned position
- Specific duties
- Check-out time

Vehicle Use

County-owned vehicles

- Date
- Date Beginning Time
- Date Beginning mileage
- Destination, Mileage upon arrival at destination, Driver, Passengers, Mission (May have multiple entries per day)
- Date Ending mileage
- Date Ending time

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Volunteer vehicles

- Date
- Date Beginning Time
- Date Beginning mileage
- Destination, Mileage upon arrival at destination, Driver, Passengers, Mission (May have multiple entries per day)
- Date Ending mileage
- Date Ending time

Volunteer Tracking

Documented on a master spreadsheet in Excel:

- Date
- Employee name
- Employee ID
- Check-in time
- Assigned location
- Assigned position
- Specific duties
- Check-out time

Local Procurement:

- Food supplies can be obtained by Animal Resource Center or local rescue groups.
- Transportation of animals will be provided by Local Rescue Groups and Animal Control vehicles.
- Excess medical supplies will be obtained from local vendors and transported by Animal Control vehicles.

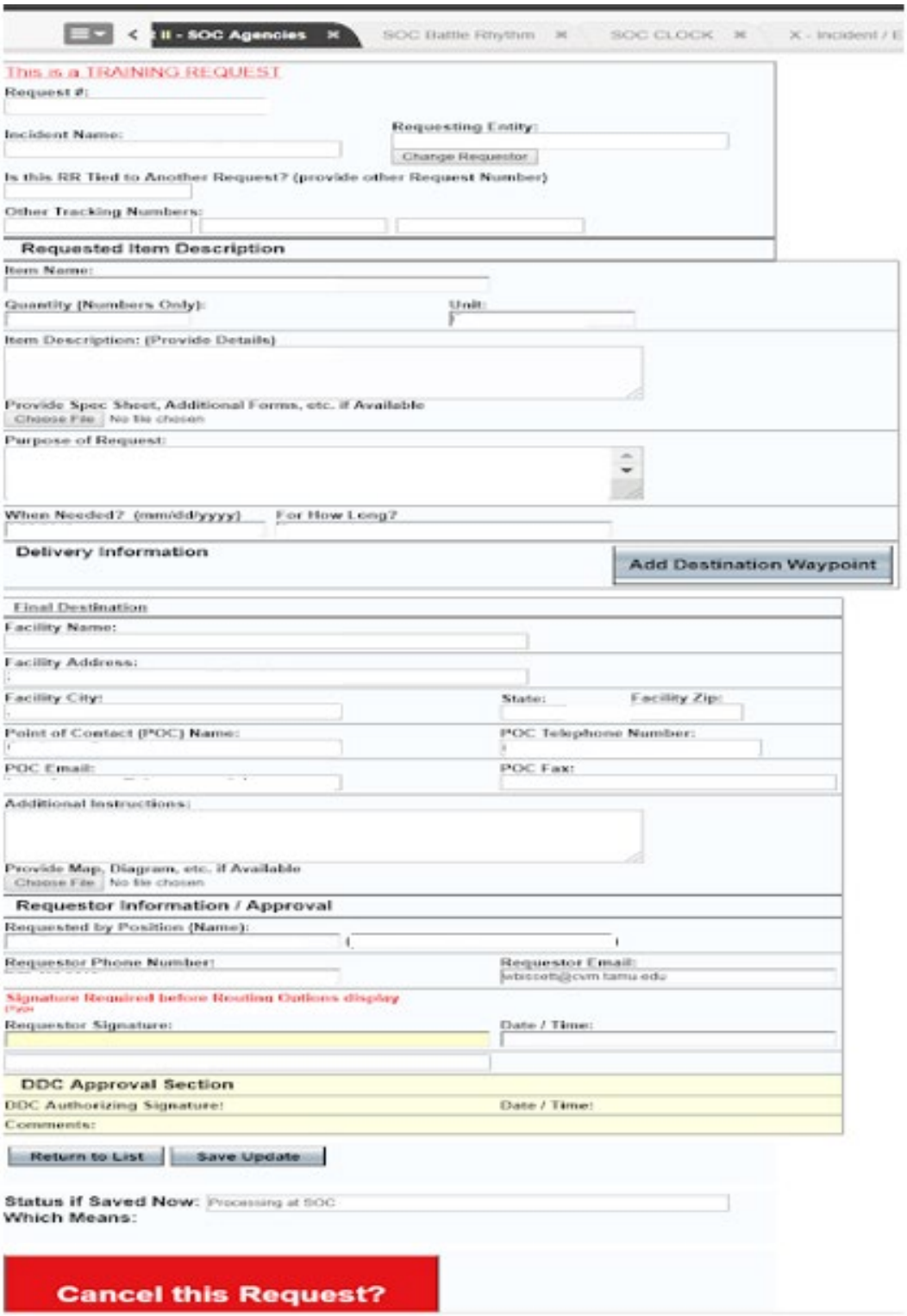
Donations Management:

- Donations will be asked for over social media outlets (Twitter, Facebook, etc.). Donations will be processed under the 501C3 Non-Profit Organization form.
- Donations should be managed by the Angelina County donation annex within the emergency management plan.

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Attachment 1: State of Texas Assistance Request (STAR) Example Wording

An image of a STAR request is provided below. Critical sections and suggested wording are provided below this image. An example justification is provided in the Additional Information section.



Item Name: *Companion Animal Kennels*

Quantity Number: Enter the number you need

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Item Description: *Household pet crates or kennels appropriate for providing containment for 5 days. Requesting # small, # medium, and # large kennels, with # food bowls and # water bowls.*
Purpose of Request: *To provide temporary emergency housing for dogs and cats evacuated to Angelina County, Texas as a result of XX.*
When needed: Provide date
For how long:
Facility Name, address, point of contact information: *Provide information. It is important to include the waypoint or coordinates if the impact area is local.*
Additional instructions: We think this is a critical section. It provides a place for you to justify your request. An example is below.
The Angelina County, Texas Emergency animal, household pet, livestock Shelter currently has an identified functional capacity of XX dogs and XX cats based on purpose-built kennels at the location and XX temporary animal housing crates from jurisdictional inventory and local procurement. We have reached 75% capacity in 48 hours and anticipate the same rate for admissions for an additional 24 hours. We are requesting XX kennels to meet this need and will reach our capacity from a space and personnel basis.

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Attachment 2: Facility Inspection Form

Name of Facility: _____

Facility Representative: _____

Companion Animal Shelter Representative: _____

Date:_____ Time: _____

Companion Animal Shelter Areas

Area	Comments

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Attachment 3: Situation Report

Incident:		Date:		Time:	
Companion Animal Shelter Facility:				Co-located?	yes/no
Total Companion Animal, Service Animal, & Emotional Support Animal Capacity:					
Number of Service Animals					
Number of Emotional Support Animals:					
Number of Companion Animals:					
Remaining Capacity					

Unmet Needs/Resource Requests		
Description	Number requested	Required Date

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Prepared By:	

Attachment 4: Back-up Paper Forms

Intake Questions for Owner/Agent

Pets and Companion Animals

FOR SHELTER USE ONLY:			
Owner ID #:	_____	Animal ID #:	_____
Animal Name:	_____		
Shelter:			

1. Previous location of animal (if known)

   _____

2. Health or Behavior Issues:

3. Animal Information:

   Breed: _____ Color/Markings: _____

   Age (estimated): _____ Hair Type (Short, Medium, Long): _____

   □ Male □ Female Neutered/Spayed/Intact: _____

   How long have you owned the pet? (Months/Years):_____

   Microchipped: □ Yes □ No Number:_____

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4. Current Immunizations:
   - □ Tetanus
   - □ EEE/WEE
   - □ Influenza
   - □ Other:
     - □ _____ Date: _____
     - □ _____ Date: _____
     - □ _____ Date: _____
   - □ Rabies
   - □ West Nile
   - □ Rhinopneumonitis

5. Is your animal currently on any medications? □ Yes □ No

Name	Route	Dosage	Frequency

Did you bring these medications with you? □ Yes □ No

6. Is your animal allergic to any drugs or medications? □ Yes □ No

   If YES, which ones: _____

   _____

7. What is your animal's normal daily diet?

   Amount of Food: _____

   Type (Dry or Wet): _____ Frequency: _____

   Supplements: _____

   The owner brought food: □ Yes □ No

   Quantity: _____ Type: _____

8. Other special care instructions, questions, or concerns?

   _____

   _____

I hereby certify that I am the guardian and/or owner of the companion animal described herein and have the authority to surrender the companion animal to Angelina County Animal Services for temporary emergency care and sheltering. I further certify that the information provided to

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be accurate to the best of my knowledge. I agree to reclaim this companion animal within 24 hours' notice from Angelina County Animal Shelter.

Signature of Owner _____ Date _____

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Animal Owner Sheltering Agreement

A signature indicating agreement of the Animal Owner or Agent to the following is required on the *Angelina County Emergency Animal Shelter Admission Form*

I, the animal owner (or agent for the owner), understand that an emergency exists and that limited arrangements have been made to allow my animals(s) to remain in a shelter. I understand and agree to abide by the rules contained in this agreement and will explain them to the other members of my household.

- □ I will maintain proper identification of my animal and its carrier at all times. I understand that the shelter will require proper identification (normally a picture ID) for me to be allowed into the shelter to care for my animal.
- □ I certify that my companion animal is current on rabies vaccinations. Rabies vaccination is required.
- □ I grant permission for shelter staff to examine my animal and to administer medications that I provide if I am unable to do so. I certify directions for the route, dosage, and frequency of medication are written on the container, or I will provide them. I also understand that a licensed veterinarian may prescribe treatment for my animal to alleviate pain or suffering.
- □ I certify that my animal has no history of aggressive behavior and has not been diagnosed with any contagious diseases for which it has not received successful treatment. I further understand that my animal may be removed to an isolated location if it becomes unruly or aggressive, shows signs of contagious disease, is infested with parasites, or begins to show signs of stress-related conditions.
- □ I agree to keep my animal inside an approved carrier with its door latched and secured at all times except when permitted by shelter staff. During those times – whenever the carrier door is open or my animal is out of its carrier– I will properly control my animal with a leash, harness, and muzzle (if necessary). Visiting hours will be strictly limited.
- □ I understand that I can visit my animal during the business hours of the shelter. I understand that these hours may change during the event and that my animal will be cared for if I am unable to come during those hours.
- □ I agree that only one person per household will be allowed to enter the living quarters in the shelter during visiting hours. That visitor must be at least 18 years of age. I will not permit other shelter visitors to handle or approach my animal, either while it is in its carrier or during exercise time. I agree not to handle or approach other people's animals.
- □ I understand that any decision concerning the care and welfare of my animal and the shelter population as a whole is within the sole discretion of the Shelter Manager whose decisions are final.
- □ I understand that the closing date of the emergency animal shelter will be determined by the nature or requirements of the incident. I will need to claim my animal within 24 hours of shelter closure, or within the appropriate time determined by the shelter supervisor. If I fail to do so, I understand that ownership of my animal will be transferred to Angelina County Animal Services at a time frame that will be determined by Angelina County Animal Services.

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- □ I understand that an animal that is abandoned or unclaimed by an owner may be moved to the nearest available animal control facility. Shelter staff will post information about such abandoned or unclaimed animals on-line at http://www.petfinder.com and/or www.fortbendcountypets.com. The final disposition of these animals will be left to the discretion of the animal control facility.
- □ I acknowledge that my failure to follow these rules may result in the removal of my animal from the shelter.
- □ I understand that this is an emergency animal shelter and that my animal will be in close contact with other pets, recuse animals, etc. I understand that my animal is at a higher risk to contract diseases.

In consideration for participating in the foregoing Angelina County Emergency Animal Shelter Agreement, I hereby fully release, forever discharge, and agree to hold harmless, for any and all purposes, Angelina County, its agents, servants, employees, or volunteers, of and from any and all liability to me, my representatives, assigns, heirs and next of kin, for any damage to or loss of my property, including any injury to my animal, including death, arising directly or indirectly from the participation in the sheltering agreement. I further agree to indemnify Angelina County against all losses, liabilities, claims, causes of action, and other expenses, including reasonable attorney's fees, arising from activities of Angelina County, its agents, servants, employees, or volunteers, performed under this sheltering agreement that result from the negligent act, error, or omission of Angelina County or any Angelina County's agents, servants, employees or volunteers.

I acknowledge and represent that I have read the foregoing, understand it and sign it voluntarily as my free act and deed; no representations or statements have been made to me to induce me to execute this document. I execute this document for full, adequate, and complete consideration fully intending to be bound by the same, now and in the future.

I hereby agree to hold harmless all persons, organizations, corporations, or government agencies involved in the care and sheltering of my animal(s). I further agree to indemnify any persons or entities which may have suffered loss or damage as a result of the care and sheltering of my animal.

_____ _____

Owner Signature Date

_____ _____

Shelter Staff Signature Date

Animal Activity Log

Animal Name:		Cage #:	
Animal ID #:		Owner ID #:	

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Shelter:	
Admission Date:	
Owner's Name:	
Phone Number:	

Special Diet or Medications (include name, dosage, and frequency):
Behavioral or other care issues:

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Animal Care Sheet

Date	Time	Food	Water	Medication	Walk	Initials
	a.m.					
	p.m.					
	a.m.					
	p.m.					
	a.m.					
	p.m.					
	a.m.					
	p.m.					
	a.m.					
	p.m.					
	a.m.					
	p.m.					

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Shelter Release to Veterinary Care

The animal described below has been released from care at the _____ Emergency Animal Shelter and will be transferred and cared for by the veterinary facility named below.

Animal Name: _____ Cage #: _____

Animal ID #: _____ Owner ID #: _____

Animal Description: _____

_____

Owner's Name: _____ Phone: _____

Owner's Address: _____

Medical Treatment Provided to Animal:

_____

_____

Treatment Provided By: _____

Name of Veterinary Facility: _____

Address: _____

Phone: _____

(Business) (Emergency/After Hours)

The undersigned veterinary facility hereby acknowledges receipt of the above-described animal, and agrees to provide humane care, adequate shelter, and food to this animal while in his/her foster care; and agrees to hold harmless all persons, organizations, or government agencies involved in the rescue, care, and sheltering of this animal. the animal's owner agrees to be responsible for any veterinarian, food, or care expenses incurred during the foster care period.

VETERINARY FACILITY SIGNATURE: _____ DATE: _____

VETERINARY FACILITY PRINT NAME: _____

OWNER'S SIGNATURE: _____ DATE: _____

OWNER'S PRINT NAME: _____

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EMERGENCY ANIMAL SHELTER STAFF SIGNATURE: _____

STAFF PRINT NAME: _____ DATE: _____

SIGN IN TRIPLICATE

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Treatment Orders and Treatment Log

Animal Name:		Cage #:	
Animal ID #:		Owner ID #:	
Shelter:		Admission Date:	
Owner's Name:		Phone Number:	

Treatment Orders

Date/Time	Treatment	Amount	Route	Schedule	Ordered By

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Treatment Log

Date/Time	Treatment	Amount	Route	Given By

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Animal Discharge Form

ANIMAL INFORMATION

Animal Name: _____

Breed: _____ Color: _____

Sex: □ Male □ Female

Birth Date: _____ □ Actual □ Estimated

Weight: _____ □ Actual □ Estimated

Permanent ID

Tag / Microchip: □ YES □ NO Number: _____

RFID: _____

BELONGINGS BROUGHT WITH THE ANIMAL:

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Discharge/Movement of Animal

I am claiming full responsibility for the animal described in the information above. By signing this, Angelina County is no longer responsible for the care, movements, and whereabouts of this animal.

Owner/Agent Name (Print): _____

Owner/Agent Signature: _____

Date: _____

The animal described above was moved to _____ on this date _____ at this time _____AM/PM, by _____ for the following reason(s):

Attachment 5: Decontamination (Decon) Procedures and Notes for Shelter Decon

1. All working canines should be decontaminated in the presence of their handler, but the handler serves as the holder and allows personnel to wash the dog. Companion dogs should

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be decontaminated by staff/shelter personnel and not the owners and owners should not be present (unless they are service dogs). All dogs that have been in flood waters or rescued from a flooded area should be decontaminated before entering the shelter.

2. All cats will be decontaminated in an enclosed space (bathroom or other area with a sink) and may require sedation or handling by experienced personnel to prevent injury to personnel or animals. Decontamination of cats is based on a case-by-case basis.

Process and Procedures:

1. Make sure the decon area is established (hoses, dawn soap or baby shampoo, leashes, towels, etc.) and there is appropriate personal protection for those providing decon to animals.

2. At a minimum, all personnel bathing dogs should be wearing a rain suit/apron, rubber boots, gloves (nitrile or kitchen), eye protection (glasses/goggles) or face shield (to prevent contaminants from entering eyes), and a mask (nose/mouth protection). This will limit work time in hot conditions to 30 min in some cases, and must be strictly considered to prevent heat exhaustion in personnel.

3. In general, a minimum of 3-4 people per wash station are required for decon: 1 to assist/hold the dog, 1-2 people to wash, and 1 person to dry and remove to the kennel area. As a rule of thumb, it will take approximately 15 min/dog for appropriate decon and the process should be done completely to prevent contamination of the building, caregivers and prevent health effects in the dog.

Decon Steps:

1. Gently wipe or rinse nose and face area to remove contaminants before placing muzzle or eye lube.

2. Apply eye lubricant (paralube or other sterile eye lube) to both eyes.

3. A muzzle should be placed on all canines after the quick wash of the muzzle with water (no soap unless obvious oily or particulate substances are present) before placing in the tub or on the decon surface.

4. Place the dog in the wash rack area or if possible, on the elevated tub surface (see picture below) – the elevated surface helps to prevent excessive bending over during the washing process and the surface has multiple small drainage holes in the bottom that are there to prevent the canine from standing in contaminated bath water.

5. Decon personnel should be wearing personal protective equipment (PPE) to prevent exposure of eyes, nose, mouth, and exposed skin to materials on the coat of the dog. In a typical disaster situation this may simply be a face shield, mask with glasses and nitrile gloves with an apron to prevent soaking. In a CBRNE event, the PPE is much higher level and will change both the amount of personnel needed and the length of time they are able to work.

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6. Wet dog from head to tail, top to bottom, making sure the entire coat is wetted. In long coated dogs this may take a bit longer, but soap action will be incomplete if the coat is not thoroughly wetted.

7. Apply small amounts of dawn soap or baby shampoo to top of head, back, sides, rear, undersides and feet – the amount of soap used for each dog will vary, but the key is to achieve lather and to work the soap to the skin (dogs with short coats will be easier than dogs with thick undercoats or longer hair). Use your hands to lather the soap from head to tail, top to bottom. The key for effective removal of oily substances (which are most likely to stay attached to skin or haircoat) is to work the soap in a lather down to the skin.

8. Rinse dog completely in the same manner – head to tail, top to bottom, each side and the undersides, and eventually feet – to be sure all soap is removed from the coat and as the last step before removing the dog from the wash area, pick up and rinse each foot individually and carefully.

9. Once the dog is clean, allow the dog to shake extra water off their coat, then use a towel to dry excess water. If the environmental temperature is below 80 but above 65, the dog should be placed in a warm room to dry off. If the environmental temperature is below 66, the dog should be dried in a heated area (kennel drier, or other external heated drying apparatus) to prevent hypothermia.

10. Check to be sure everything that must be recorded has been written into the sheet before starting the next dog. Any hair or other debris remaining in the tub area should be removed prior to starting the next dog – to prevent drain clogging or cross contamination of animals in the clean area.

Image of Tub System that may be used:



To do list:

- Animal husbandry:
  - Contact the person responsible at the landfill to plan for the possibility to bury animal remains
  - Predesignate a service to pick up the remains
  - Create a MOU with the livestock commission offices to have the possibility to place animals on their facilities

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    - Create connections with Kurth Memorial Animal Shelter, Winnie Berry Humane Society of Angelina County Pet Adoption Center + other rescues of the area
    - Discuss horse sheltering options with surrounding counties
- Physical resources needed (via donations, fundraisers)
    - Kennels
    - Dog/cat food and water bowls
    - Bedding (blankets, towels)
    - Kitty litter, litter boxes
    - Trash cans/manure
    - Dog poop bags
    - Leashes
    - Nylon halters for large animals
    - Water and feed buckets for livestock
    - Paper collars related to the code colors
    - Fans
    - Know where to find the generators

*****currently available: 60 large (4') kennels**

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ORDER OF ELECTION

ORDEN DE ELECION

An election is hereby ordered to be held on May 4, 2024 for the purpose of electing Councilmembers for each of the following positions; Mayor, District 2, District 4 and At-Large Place 6, to serve two-year terms. [*Por la presente se ordena que se llevará a cabo una elección el 4 de Mayo, 2024 con el propósito de elegir miembros del consejo municipal para posiciónes de; Alcalde, Distrito nº 2, Distrito nº 4 y Lugar Grande nº 6, con un termino de dos años.]*

Early Voting by Personal Appearance will be conducted each weekday at the main early voting site as follows:
[La votación adelantado en persona se llevará a cabo de Lunes a Viernes en el lugar asignado]:

Diboll City Hall
400 Kenley
Diboll, Texas

Monday, April 22, 2024 between the hours of 8:00 a.m. and 5:00 p.m.
Lunes, Dia 22 de Abril, 2024 entre 8:00 de la mañana y las 5:00 de la tarde

Tuesday, April 23, 2024 between the hours of 8:00 a.m. and 5:00 p.m.
Martes, Dia 23 de Abril, 2024 entre 8:00 de la mañana y las 5:00 de la tarde

Wednesday, April 24, 2024 between the hours of 8:00 a.m. and 5:00 p.m.
Miercoles, Dia 24 de Abril, 2024 entre 8:00 de la mañana y las 5:00 de la tarde

Thursday, April 25, 2024 between the hours of 8:00 a.m. and 5:00 p.m.
Jueves, Dia 25 de Abril, 2024 entre 8:00 de la mañana y las 5:00 de la tarde

Friday, April 26, 2024 between the hours of 8:00 a.m. and 5:00 p.m.
Viernes, Dia 26 de Abril, 2024 entre 8:00 de la mañana y las 5:00 de la tarde

Monday, April 29, 2024 between the hours of 8:00 a.m. and 5:00 p.m.
Lunes, Dia 29 de Abril, 2024 entre 8:00 de la mañana y las 5:00 de la tarde

Tuesday, April 30, 2024 between the hours of 8:00 a.m. and 5:00 p.m.
Martes, Dia 30 de Abril, 2024 entre 8:00 de la mañana y las 5:00 de la tarde

Applications for a ballot by mail shall be mailed to:
[Las solictudes para boletas que se votarán en ausencia por correo deberán enviarse a]:

Rosa M. Olvera, Early Voting Clerk- City of Diboll
[*Secretaria de la Votación Adelantada de la Ciudad de Diboll]*
P.O. Box 340
Diboll, Texas 75941

Applications for a ballot by mail must be received no later than the close of business on Tuesday, April 23, 2024.
[Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el dia Martes, 23 de abril, 2024.]

Issued this the 13th day of February, 2024. [Emitida este dia 13 de febrero, 2024.]

_____

Trey Wilkerson, Mayor of City of Diboll [Alcalde de la ciudad de Diboll]

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RESOLUTION NO. 2024 -02-002

A RESOLUTION PROVIDING FOR THE CALLING AND ORDERING OF A GENERAL ELECTION FOR THE CITY OF DIBOLL, TEXAS TO BE HELD ON MAY 4, 2024 BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M. FOR THE PURPOSE OF ELECTING A MAYOR, COUNCILMEMBER FOR DISTRICT TWO (2), DISTRICT FOUR (4) AND AT LARGE PLACE SIX (6), FOR TWO (2) YEAR TERMS; PROVIDING FOR THE NECESSARY NOTICES AND FIXING THE DATE.

WHEREAS, the City Council is desirous of holding an election as provided in said Charter of the City of Diboll, Texas, for the election of Mayor, Councilmember for District 2, District 4, At Large Place 6; and,

WHEREAS, Mayor, Councilmember for District 2, District 4, At Large Place 6 are to be elected to serve two (2) year terms; and,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS:

(1) That an election be held in the City of Diboll, Texas on May 4, 2024 for the purpose of electing the following named officers for the ensuing terms: a Mayor, Councilmember for District 2, District 4, At Large Place 6, each for a term of two (2) years.

(2) That the Mayor be, and he is hereby authorized to call said election, at the time, place and in the manner as provided in the Charter of the said City of Diboll, Texas.

(3) That said election is to be on Saturday, May 4, 2024 between the hours of 7:00 a.m. and 7:00 p.m. at polling places. The polling place at said Elections shall be as follows: Diboll City Hall Chamber Room, 400 Kenley.

(4) Notice of such election, is to be given by causing notice to be published in the official newspaper of the City and posted on the City bulletin board and website that the polls shall be open to voters within the City who shall be entitled to vote in said election.

(5) Joint early voting shall be conducted by personal appearance and by mail. The period for early voting by personal appearance shall be April 22 through April 30, 2024. Early voting by personal appearance shall be conducted jointly at Diboll City Hall Chamber Room, 400 Kenley. The Early Voting Clerk for said elections shall be the City Secretary, who will be responsible for hiring and training of election workers as needed.

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(6) Early voting by mail ballot shall be conducted in accordance with the applicable provisions of the Texas Election Code. The addresses of 400 Kenley, Diboll, Texas 75941 and/or P.O. Box 340, Diboll, Texas 75941 shall be the Early Voting Clerk's address to which ballot applications and ballots voted by mail may be sent to the City.

(7) The election will be held in accordance with applicable provisions of the City of Diboll Charter, Ordinances of the City of Diboll and the laws of the State of Texas.

(8) This Resolution shall become effective from and after passage thereof, in accordance with the Charter of the City of Diboll, Texas.

PASSED AND APPROVED by the City Council of the City of Diboll, Texas, on this the 13th day of February 2024.

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa M. Olvera, City Secretary

APPROVED:

_____
Seth Elmore, City Attorney

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City of Diboll Volunteer Fire Department

January 2024 Council Report

Jan 2

- New Years
- No meeting

Jan 9

- Pledge
- Incident Reports
- Discussion on calls
- Run trucks
- Clean station

  Fireman present (8)

Jan 16

- Pledge
- Incident Reports
- Discussion on CPR training
- Check trucks for water levels

  Fireman Present (6)

Jan 23

- No meeting due to flooding

Jan 30

- Pledge
- Incident Reports
- Top all equipment with fuel
- Clean station
- Run 53

  Fireman Present (11)

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City of Diboll Volunteer Fire Department

January 2024 Emergency Incidents (14)

Jan 8, 2024 - 0000

- **Call # N/A**
  59 @ Lumberjack
  Traffic control
  In City
  Trucks N/A
  Diboll Fire personnel responded (1)
  7836

Jan 10, 2024 - 1042

- **Call # 240000001**
  1111 Lynn St
  Lift assist CPR in progress
  In City
  Trucks N/A
  Diboll Fire personnel responded (4)
  7805, 7822, 7827, 7836

Jan 11, 2024 - 1354

- **Call # 240000002**
  1818 @ 58
  Log truck rollover Ext call
  Out of City
  Trucks 53
  Diboll Fire personnel responded (5)
  7814, 7822, 7827, 7829, 7835

Jan 12, 2024 - 0654

- **Call # 240000003**
  59 south @ weight station
  Tree on road
  Out of City
  Trucks 55, 54
  Diboll Fire personnel responded (6)
  7814, 7822, 7827, 7829, 7835, 7836

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City of Diboll Volunteer Fire Department



Jan 12, 2024 – 0959

- **Call # 240000004**
  59 North @ 2497
  10/50 two vehicle
  In City
  Trucks 55
  Diboll Fire personnel responded (5)
  7805, 7810, 7822, 7835, 7836

Jan 15, 2024 - 0724

- **Call # 240000005**
  1818 @ 58
  Power line down across Rd
  Out of city
  Trucks N/A
  Diboll Fire personnel responded (5)
  7814, 7822, 7825, 7827, 7836

Jan 15, 2024 - 2004

- **Call # 240000006**
  707 Lynn
  Brush fire
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7805, 7822, 7827, 7835

Jan 18, 2024 - 2128

- **Call # 240000008**
  59 @ Pd
  18-wheeler trailer brakes hot
  In City
  Trucks 54
  Diboll Fire personnel responded (5)
  7805, 7814, 7822, 7835, 7836

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City of Diboll Volunteer Fire Department



Jan 21, 2024 - 0117

- **Call # 2400001132**
  Rabe Rd 58 J
  10/50
  Out of City
  Trucks 58
  Diboll Fire personnel responded (4)
  7814, 7821, 7825, 7836

Jan 22, 2024 - 1838

- **Call # 2400000011**
  59 south outside city limit
  Tree on road vs two vehicles
  Out of City
  Trucks 54, 63
  Diboll Fire personnel responded (8)
  7801, 7805, 7810, 7814, 7819, 7822, 7829, 7836

Jan 25, 2024 - 2229

- **Call # 2400000012**
  1300 N Temple
  18-wheeler fire
  In City
  Trucks 54
  Diboll Fire personnel responded (6)
  7810, 7814, 7822, 7829, 7835, 7836

Jan 28, 2024 - 0329

- **Call # 2400000013**
  141 Lyndon B Johnson
  Power line down
  In City
  Trucks N/A
  Diboll Fire personnel responded (1)
  7835

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City of Diboll Volunteer Fire Department



Jan 29, 2024 - 1410

- **Call # 2400000014**
  2392 FM 2108
  House fire
  Out of City
  Trucks 54, 55
  Diboll Fire personnel responded (11)
  7801, 7805, 7808, 7810, 7814, 7822, 7825, 7827, 7829, 7835, 7836

Jan 31, 2024 - 0916

- **Call # 2400000015**
  711 Pinewood
  Fire in attic
  In City
  Trucks 54
  Diboll Fire personnel responded (6)
  7810, 7814, 7822, 7825, 7829, 7835

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Diboll Police Department

Monthly DEPT. STATS

January 2024

CALLS FOR SERVICE	224
INCIDENT REPORTS	32
CRASH REPORTS	22
EXTRA PATROLS/ PATROL REQUESTS	298
TRAFFIC STOPS	237
TOTAL ARRESTS	7
MISD. ARREST	5
FELONY ARREST	2
BUSINESS CHECKS	196
CITATIONS	115
WARNINGS	149
TOTAL POLICE ACTIVITY	991

400 Kenley · P.O. Box 340 · Diboll, Texas 75941 · (936) 829-5586 · Fax (936) 829-5436

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Public Works Director Council Report – February 2024

UCRM-2 SCADA Upgrades: SCADA procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be

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working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

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All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still making adjustments to the plant timing and should complete next week. Then will schedule turnover

Estimated completion date of 2/24/24.

Status: 90% Complete

UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

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Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers in regard to Customer Portal

Estimated completion date of 5/1/2023

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog

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is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

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Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

Estimated completion date of 6/1/2024.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024.. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Estimated completion 5/31/2024.

Status: 5% complete

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ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Estimated completion date of 6/13/2024.

Status: 30% Complete

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Department Projects

#18 Golf Course Bridge

The water line has started leaking in another spot. Repairs were delayed. Waiting on parts to replace a 1/12 sprinkler valve on the front nine pump house. Repairs to bridge scheduled. Planning to install sprinkler valve 12/13/2023. Sprinkler valve was received and installation complete. Bridge crossing repairs were delayed due to weather. Due to weather and other project prioritization we have moved the completion date of this project. The water well on #18 has developed another leak. We plan to completely replace 200ft of the supply line from the well head before bridge crossing repairs are made.

We now have 2 bridges that need to be replaced on the golf course. #18 and #12. We are sourcing quotes now.

Estimated completion date of 12-15-2024.

Status: 65%Complete

Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 6/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The benches and food disperser will be ordered in next year’s funding cycle.

Estimated completion date of 3/12/2024.

Status: 5% Complete

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Water Hydrant Replacement

The fire hydrant in the field by JR'S was damaged in a wreck last year. We were just made aware that it was missing. We will locate the location and order a new one to be installed.

The hydrate located in front of the baseball complex developed a leak. We were able to shut the hydrant off and black bag it util parts are sourced and repairs ate made.

Parts have been received and scheduled install 12/12/2023

We are still waiting for the parts to be delivered. They will be installed as soon as they arrive.

Parts have been received and installed. Jr barn hydrant is complete. Park hydrant is installed and working. We have to order a riser and install for proper height.

Estimated completion date 2-29-24.

Status: 90% complete

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

Completion date TBD

Status 25% complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory

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(LSLI), both public and private side service lines. The EPA goal is to “get the lead out” so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

“Lead” where the service line is made of lead.

“Galvanized Requiring Replacement” where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a “Lead Status Unknown” service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

“Non-lead” where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as “non-lead.”

“Lead Status Unknown” where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 4/30/24

Status 10% Complete

<u>Field 4 Renovation</u>

The parks department will be excavating field 4 infield. We will replace the grass with select fill and infield conditioner. We will extend the infield radius to allow for larger/multiple base path configurations. We will remove all grass and replace it with around 16 loads of sandy clay mix. We will spread to grade the removed dirt to the outfield in the low areas. This part of the field has held water for some time. The new pitcher mound will be ordered and installed. All new bases anchors/home plate.

We have started excavating and removing grass from the infield. Delivery of sandy clay mix scheduled for week of 10/2/23

We have spread and leveled to grade 60/40 clay mix on field 4. 6 loads of sand have been delivered for outfield leveling. Top dressing of infield scheduled for 11/13. Pitcher’s mound has been delivered. We ordered 10 porous batters box mats to be installed on field 2 and 4. We plan to have this complete before the next tournament on 11-18-2023.

The last tournament was canceled. We still have top dressing and counting work on the fields. Measurements have been sent in for quotes on new batting cage nets.

Batting cage nets have been ordered and we are awaiting delivery. We are still working on top dressing all fields and are installing batters box mats as weather permits. We had an attempted

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break in at the concession stands. We are making the necessary repairs to the door and lock mechanism.

Batting cage nets have been delivered and installed. We have a few additional adjustments to make on them but the are usable. We spread all 6 loads of sand in the out fields and ordered 10 more. We have installed one set of the batters box mats and will have the rest complete on 2/15/2023. We installed security bar doors and new access doors on the concession stands.

Estimated completion date of 3/20/2024.

Status: 50%complete

Golf Course Front 9 Restrooms

The septic system for this facility needs some repairs. We will pump out the septic tank and replace 200 ft of the field drainage line. Our inspection camera has been sent in for repairs. We had a contractor come in to tv and locate the main line. We were able to trace out the line about 60ft. We have a pump truck scheduled to pump out the system so we can further inspect for repairs.

Before we were able to mobilize for repairs to be made to the restrooms the access bridge had to be replaced. All repairs have been made to the bridge and work on restrooms will beginning the week of 12/11/2023

We are working as much as we can on the restrooms. The weather has not been cooperative.

Estimated completion date of 3/10/2024

Status 10% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

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Work Order Report

1/4/2024 - 2/8/2024

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0003466	1108 LAWRENCE	2/8/2024		Occupant Change	Occupant Change	Open	WATER	Public Works	99-000223-01	ARomero	2/8/2024 14:52
SO0003467	500 S TEMPLE	2/8/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001072-02	ARomero	2/8/2024 15:30
SO0003465	903 WILLOW OAK	2/7/2024	2/8/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001614-02	JMosley	2/8/2024 9:36
SO0003463	1408 RYAN CHAPEL RD	2/7/2024		Misc	Miscellaneous	Open		Public Works	02-000443-06	ICaffery	2/7/2024 8:54
SO0003461	108 MAGNOLIA	2/6/2024	2/6/2024	Service Action	Service Action	Completed	WATER	Public Works	99-000170-01	ARomero	2/6/2024 12:39
SO0003462	312 S NEAL PICKETT	2/6/2024		Occupant Change	Occupant Change	Open	WATER	Public Works	03-101732-00	ARomero	2/6/2024 16:35
SO0003452	725 NELSON	2/5/2024		Misc	Miscellaneous	Open		Public Works	01-001466-00	ICaffery	2/5/2024 9:36
SO0003453	1010 HOLUBEC	2/5/2024	2/6/2024	Misc	Miscellaneous	Completed		Public Works	02-000074-13	JMosley	2/6/2024 7:50
SO0003454	208 ASHWORTH	2/5/2024	2/5/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-000676-00	JMosley	2/5/2024 14:35
SO0003455	1580 N TEMPLE	2/5/2024	2/5/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000552-01	JMosley	2/5/2024 14:37
SO0003456	713 BOOKER	2/5/2024	2/5/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001425-00	ICaffery	2/5/2024 11:37
SO0003457	204 ASHWORTH	2/5/2024	2/5/2024	Misc	Miscellaneous	Completed		Public Works	01-000627-00	JMosley	2/5/2024 14:39
SO0003458	600 DENNIS	2/5/2024	2/5/2024	Misc	Miscellaneous	Completed		Public Works	01-001199-00	JMosley	2/5/2024 14:38
SO0003428	707 LYNN	2/2/2024	2/2/2024	Misc	Miscellaneous	Completed		Public Works	03-001385-00	JMosley	2/2/2024 9:50
SO0003430	1007 RED OAK LN	2/2/2024	2/7/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000049-06	JMosley	2/7/2024 14:16
SO0003431	107 OC SCOTT	2/2/2024	2/8/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works		JMosley	2/8/2024 9:26
SO0003432	1500 N HENDRICK F 1	2/2/2024	2/5/2024	Connect	Connect	Completed	WATER	Public Works	05-000527-23	JMosley	2/5/2024 7:23
SO0003433	1301 LUMBERJACK	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-100348-00	ARomero	2/2/2024 12:05
SO0003434	113 HENDRICK	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000276-00	ARomero	2/2/2024 12:05
SO0003435	1000 LUMBERJACK DR (FRONT	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000020-00	ARomero	2/2/2024 12:06
SO0003436	SOFT BALL FIELD BY BATTING C	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-001801-00	ARomero	2/2/2024 12:06
SO0003437	1000 LUMBERJACK Dr	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000018-00	ARomero	2/2/2024 12:06
SO0003438	1000 LUMBERJACK DR FRONT	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000019-00	ARomero	2/2/2024 12:06
SO0003439	801 ARRINGTON	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-101492-00	ARomero	2/2/2024 12:07
SO0003440	301 LUMBERJACK Dr	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000786-00	ARomero	2/2/2024 12:07
SO0003441	401 DENNIS	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000950-00	ARomero	2/2/2024 12:07
SO0003442	403 DENNIS	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-100969-00	ARomero	2/2/2024 12:07
SO0003443	215 N TEMPLE # HENDRICK	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000714-00	ARomero	2/2/2024 12:08
SO0003444	603 HALL HIGH SCHOOL FLD	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001235-00	ARomero	2/2/2024 12:08
SO0003445	113 HENDRICK	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000275-00	ARomero	2/2/2024 12:08
SO0003446	1301 LUMBERJACK	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000348-01	ARomero	2/2/2024 12:08
SO0003447	801 ARRINGTON	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001492-00	ARomero	2/2/2024 12:09
SO0003448	299 S NEAL PICKETT Dr	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000759-00	ARomero	2/2/2024 12:09
SO0003449	202 PINE	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000605-00	ARomero	2/2/2024 12:09
SO0003450	1000 LUMBERJACK Dr	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-100018-00	ARomero	2/2/2024 12:09
SO0003451	405 DENNIS	2/2/2024	2/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000991-00	ARomero	2/2/2024 12:10
SO0003423	603 MULBERRY	2/1/2024	2/1/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-001236-02	JMosley	2/1/2024 14:37
SO0003424	1305 GLASS	2/1/2024	2/1/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000364-04	JMosley	2/1/2024 14:53
SO0003425	1013 RED OAK LN	2/1/2024	2/5/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-100088-00	JMosley	2/5/2024 14:32
SO0003427	103 HENDRICK	2/1/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-000125-01	ARomero	2/1/2024 17:14
SO0003416	1447 N TEMPLE	1/31/2024	2/6/2024	Misc	Miscellaneous	Completed		Public Works	02-000498-01	JMosley	2/6/2024 7:56
SO0003417	1102 CYPRESS	1/31/2024	2/7/2024	Misc	Miscellaneous	Completed		Public Works	03-000195-00	JMosley	2/7/2024 12:01
SO0003418	1019 RED OAK LN	1/31/2024	2/7/2024	Misc	Miscellaneous	Completed		Public Works	02-000104-03	JMosley	2/7/2024 14:30
SO0003419	506 CARTER	1/31/2024	2/8/2024	Misc	Miscellaneous	Completed		Public Works	01-001126-00	JMosley	2/8/2024 9:10
SO0003420	1483 MOCKINGBIRD LN	1/31/2024	2/5/2024	Misc	Miscellaneous	Completed		Public Works	01-000501-00	JMosley	2/5/2024 14:29
SO0003421	603 N SECOND	1/31/2024	2/6/2024	Misc	Miscellaneous	Completed		Public Works	02-001238-00	JMosley	2/6/2024 7:53
SO0003422	1120 LAWRENCE	1/31/2024	1/31/2024	Connect	Connect	Completed	WATER	Public Works	02-000261-17	JMosley	2/7/2024 14:03

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SO0003409	BORDEN	1/30/2024	1/30/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001729-00	ARomero	1/30/2024 8:30
SO0003410	1408 RYAN CHAPEL RD	1/30/2024	1/31/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000443-06	JMosley	1/31/2024 12:54
SO0003411	1303 RYAN CHAPEL RD	1/30/2024	1/30/2024	Misc	Miscellaneous	Completed		Public Works	02-000360-00	JMosley	1/30/2024 14:57
SO0003412	BORDEN	1/30/2024	1/31/2024	Misc	Miscellaneous	Completed		Public Works	03-001729-00	JMosley	1/31/2024 13:00
SO0003413	1013 RED OAK LN	1/30/2024	1/31/2024	Misc	Miscellaneous	Completed		Public Works	02-100088-00	ARomero	2/1/2024 11:39
SO0003414	1305 GLASS	1/30/2024	1/30/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-000364-01	ARomero	1/30/2024 15:51
SO0003415	300 WHITE OAK	1/30/2024	2/5/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000776-01	JMosley	2/5/2024 14:28
SO0003397	1083 LAWRENCE	1/29/2024	1/31/2024	Misc	Miscellaneous	Completed		Public Works	02-000171-02	JMosley	1/31/2024 9:20
SO0003398	1000 LUMBERJACK DR FRONT	1/29/2024	1/31/2024	Misc	Miscellaneous	Completed		Public Works	02-000019-00	JMosley	1/31/2024 9:24
SO0003399	309 LOCUST	1/29/2024	1/30/2024	Misc	Miscellaneous	Completed		Public Works	03-000883-00	JMosley	1/30/2024 15:01
SO0003400	400 KENLEY CITY HALL	1/29/2024		Misc	Miscellaneous	Open		Public Works	99-000942-00	ROlvera	1/29/2024 9:43
SO0003401	108 MAGNOLIA	1/29/2024	2/6/2024	Misc	Miscellaneous	Completed		Public Works	99-000170-01	JMosley	2/6/2024 12:22
SO0003402	301 MARGIE HARREL	1/29/2024	2/5/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000787-02	JMosley	2/5/2024 14:26
SO0003403	405 JACKSON	1/29/2024	2/6/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works		JMosley	2/6/2024 7:55
SO0003404	405 JACKSON	1/29/2024	1/31/2024	Service Action	Service Action	Completed	WATER	Public Works	01-000993-00	JMosley	1/31/2024 7:58
SO0003405	103 BALLENGER	1/29/2024	1/31/2024	Misc	Miscellaneous	Completed	WATER	Public Works	02-000118-07	JMosley	1/31/2024 13:04
SO0003406	2467 MOCKINGBIRD LN	1/29/2024	2/8/2024	Misc	Miscellaneous	Completed		Public Works	01-000732-00	JMosley	2/8/2024 8:38
SO0003407	N HENDRICK	1/29/2024	2/7/2024	Misc	Miscellaneous	Completed		Public Works	02-001783-02	JMosley	2/7/2024 13:53
SO0003408	300 PARK BLDG	1/29/2024		Misc	Miscellaneous	Open		Public Works	02-000770-00	SDurham	1/29/2024 16:25
SO0003392	804 WELLS	1/25/2024	1/25/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001507-01	JMosley	1/25/2024 10:47
SO0003393	1305 N TEMPLE	1/25/2024	1/29/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000365-03	JMosley	1/29/2024 8:05
SO0003394	1411 RYAN CHAPEL RD	1/25/2024	1/26/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000457-13	JMosley	1/26/2024 8:24
SO0003395	1102 CYPRESS	1/25/2024	1/31/2024	Misc	Miscellaneous	Completed		Public Works	03-000195-00	JMosley	1/31/2024 9:42
SO0003396	711 PINEWOOD	1/25/2024	1/26/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001416-14	JMosley	1/26/2024 8:24
SO0003372	804 LYNN	1/24/2024	1/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001506-03	JMosley	1/24/2024 13:32
SO0003381	500 DEVEREAUX	1/24/2024	1/24/2024	Misc	Miscellaneous	Completed		Public Works	02-001067-02	JMosley	1/24/2024 10:37
SO0003382	4162 MOCKINGBIRD LN	1/24/2024	1/24/2024	Connect	Connect	Completed	WATER	Public Works	01-001056-10	JMosley	1/24/2024 11:17
SO0003383	501 N NEAL PICKETT	1/24/2024	1/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001082-20	JMosley	1/24/2024 11:33
SO0003384	204 THOMPSON	1/24/2024	1/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000638-10	JMosley	1/24/2024 13:25
SO0003385	304 WHITE OAK	1/24/2024	1/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-000839-03	JMosley	1/24/2024 13:30
SO0003386	1107 LAWRENCE	1/24/2024	1/31/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	02-000218-00	JMosley	1/31/2024 7:56
SO0003387	601 N SECOND	1/24/2024	1/29/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	02-001213-09	JMosley	1/29/2024 7:40
SO0003388	620 S TEMPLE	1/24/2024	1/25/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001322-04	JMosley	1/25/2024 10:50
SO0003390	705 BOOKER	1/24/2024	1/25/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001370-01	JMosley	1/25/2024 10:52
SO0003391	601 DENNIS	1/24/2024	2/6/2024	Misc	Miscellaneous	Completed		Public Works	01-001207-00	JMosley	2/6/2024 7:54
SO0003374	506 S FIRST	1/23/2024	1/24/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001132-00	JMosley	1/24/2024 10:38
SO0003376	727 NELSON	1/23/2024	1/24/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	01-001470-00	JMosley	1/24/2024 10:42
SO0003377	608 N SECOND	1/23/2024	1/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	05-001291-11	JMosley	1/24/2024 12:58
SO0003378	725 NELSON	1/23/2024	1/24/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	01-001466-00	JMosley	1/24/2024 10:41
SO0003379	1029 HOLUBEC	1/23/2024	1/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000117-00	JMosley	1/24/2024 12:59
SO0003380	106 FRANKENS	1/23/2024	1/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000158-06	JMosley	1/24/2024 13:00
SO0003340	1411 RYAN CHAPEL RD	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000457-13	JMosley	1/24/2024 14:03
SO0003341	300 S NEAL PICKETT	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000773-00	JMosley	1/24/2024 13:50
SO0003342	106 FRANKENS	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000158-06	TMartin	1/23/2024 14:36
SO0003343	1001 MAYNARD	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000025-01	TMartin	1/23/2024 12:17
SO0003344	405 RUTLAND	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001000-00	TMartin	1/23/2024 14:44
SO0003345	306 FULLER	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000858-06	ARomero	1/23/2024 14:59
SO0003346	806 CYPRESS	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001513-02	TMartin	1/23/2024 12:25
SO0003347	501 N NEAL PICKETT	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001082-20	JMosley	1/24/2024 13:16
SO0003348	310 BOX FACTORY	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000889-07	TMartin	1/23/2024 12:41
SO0003349	705 BOOKER	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001370-01	JMosley	1/24/2024 13:41
SO0003350	202 STUBBLEFIELD	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000609-00	TMartin	1/23/2024 14:39
SO0003351	608 N SECOND	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-001291-11	TMartin	1/23/2024 13:07

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SO0003352	1017 HOLUBEC	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000100-01	TMartin	1/23/2024 13:43
SO0003353	1029 HOLUBEC	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000117-00	TMartin	1/23/2024 13:39
SO0003354	308 PINE	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000877-00	TMartin	1/23/2024 12:54
SO0003355	620 S TEMPLE	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001322-04	JMosley	1/24/2024 13:46
SO0003356	304 WHITE OAK	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000839-03	TMartin	1/23/2024 12:47
SO0003357	804 LYNN	1/23/2024	1/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001506-03	TMartin	1/23/2024 12:33
SO0003358	804 WELLS	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001507-01	JMosley	1/24/2024 13:07
SO0003359	711 PINEWOOD	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001416-14	JMosley	1/24/2024 13:09
SO0003360	204 THOMPSON	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000638-10	JMosley	1/24/2024 13:26
SO0003361	416 BIRDSONG	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001055-04	JMosley	1/24/2024 13:15
SO0003362	713 BOOKER	1/23/2024	1/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001425-00	JMosley	1/24/2024 13:41
SO0003363	306 FULLER	1/23/2024	1/23/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000858-06	ARomero	1/23/2024 8:46
SO0003364	1206 CYPRESS	1/23/2024	2/5/2024	Connect	Connect	Completed	WATER	Public Works	03-101735-00	JMosley	2/5/2024 14:25
SO0003366	606 ARRINGTON	1/23/2024	1/24/2024	Misc	Miscellaneous	Completed		Public Works	01-001268-01	JMosley	1/24/2024 10:40
SO0003367	1501 N TEMPLE	1/23/2024	1/29/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000541-05	JMosley	1/29/2024 8:27
SO0003368	604 HALL	1/23/2024	1/29/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001251-08	JMosley	1/29/2024 12:03
SO0003371	204 N TEMPLE	1/23/2024	1/31/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-101672-00	ARomero	2/7/2024 11:59
SO0003319	908 LYNN	1/22/2024	1/22/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001641-00	ARomero	1/22/2024 8:16
SO0003320	303 S TEMPLE	1/22/2024	1/24/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-000825-01	JMosley	1/24/2024 10:44
SO0003332	307 BOX FACTORY	1/22/2024	1/22/2024	Disconnect	Disconnect	Completed	WATER	Public Works	03-000866-01	JMosley	1/22/2024 14:33
SO0003333	205 PINE VALLEY	1/22/2024	1/22/2024	Disconnect	Disconnect	Completed	WATER	Public Works	05-000654-02	JMosley	1/22/2024 14:48
SO0003334	210 HAMNER	1/22/2024	1/22/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-000692-00	JMosley	1/22/2024 15:06
SO0003335	309 LOCUST	1/22/2024	1/22/2024	Misc	Miscellaneous	Completed		Public Works	03-000883-00	JMosley	1/22/2024 14:02
SO0003338	1500 N HENDRICK F 1	1/22/2024	1/29/2024	Disconnect	Disconnect	Completed	WATER	Public Works	05-000527-22	JMosley	1/29/2024 8:57
SO0003339	408 BIRDSONG	1/22/2024	1/29/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001022-08	JMosley	1/29/2024 7:50
SO0003314	400 KENLEY CITY HALL	1/19/2024	1/24/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000942-00	JMosley	1/24/2024 10:44
SO0003315	501 BOOKER	1/19/2024	1/19/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001078-06	JMosley	1/19/2024 14:47
SO0003316	200 RHONE	1/19/2024	1/29/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000578-03	JMosley	1/29/2024 12:28
SO0003317	1013 HOLUBEC	1/19/2024	1/30/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000086-02	JMosley	1/30/2024 15:04
SO0003308	904 N TEMPLE	1/18/2024	1/18/2024	Misc	Miscellaneous	Completed		Public Works	02-001618-02	JMosley	1/18/2024 14:25
SO0003311	405 JACKSON	1/18/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-000993-00	ARomero	1/18/2024 14:19
SO0003312	606 DENNIS	1/18/2024	1/18/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001271-10	JMosley	1/18/2024 15:13
SO0003313	1108 LAWRENCE	1/18/2024	1/18/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-000223-01	JMosley	1/18/2024 15:32
SO0003299	1120 LAWRENCE	1/17/2024	1/17/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000261-16	JMosley	1/17/2024 8:49
SO0003300	700 NELSON	1/17/2024	1/18/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	01-001334-04	JMosley	1/18/2024 7:47
SO0003302	906 N HENDRICK	1/17/2024	1/17/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001628-13	ARomero	1/17/2024 12:54
SO0003303	212 N TEMPLE	1/17/2024	1/18/2024	Misc	Miscellaneous	Completed		Public Works	02-000706-00	JMosley	1/18/2024 7:46
SO0003304	602 DEVEREAUX	1/17/2024	1/17/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001223-00	JMosley	1/17/2024 14:11
SO0003305	1107 LAWRENCE	1/17/2024	1/17/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000218-00	JMosley	1/17/2024 14:11
SO0003306	1212 PINECREST	1/17/2024	1/17/2024	Service Action	Service Action	Completed	WATER	Public Works	03-000319-10	ARomero	1/17/2024 14:55
SO0003307	605 MULBERRY	1/17/2024	1/19/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001262-05	ARomero	1/19/2024 8:59
SO0003295	925 DENMAN	1/12/2024	1/18/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001682-02	JMosley	1/18/2024 9:55
SO0003296	508 BURKE	1/12/2024	1/12/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-001146-01	JMosley	1/12/2024 14:03
SO0003297	1109 REDBUD AVE	1/12/2024	1/12/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-000231-04	JMosley	1/12/2024 13:15
SO0003298	1109 REDBUD AVE	1/12/2024	1/12/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-100231-00	JMosley	1/12/2024 13:12
SO0003464	204 N TEMPLE	1/12/2024	2/7/2024	Connect	Connect	Completed	WATER	Public Works	02-101672-00	ARomero	2/7/2024 9:25
SO0003287	1010 RED OAK LN	1/11/2024	1/11/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000077-08	ARomero	1/11/2024 7:50
SO0003288	102 OC SCOTT	1/11/2024	1/11/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000111-00	ARomero	1/11/2024 8:02
SO0003289	102 OC SCOTT	1/11/2024	1/11/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000111-00	ARomero	1/11/2024 8:03
SO0003291	1500 N HENDRICK C 4	1/11/2024	1/18/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000526-15	JMosley	1/18/2024 9:37
SO0003292	411 HINES	1/11/2024	1/12/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-101042-00	JMosley	1/12/2024 13:31
SO0003293	408 BIRDSONG	1/11/2024	1/12/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001022-08	ARomero	1/22/2024 15:52
SO0003277	711 PINEWOOD	1/10/2024	1/10/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001416-14	JMosley	1/10/2024 10:36

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SO0003282	1500 N HENDRICK B 4	1/10/2024	1/10/2024	Service Action	Service Action	Completed	WATER	Public Works		ARomero	1/10/2024 12:48
SO0003284	799 WELLS	1/10/2024	1/10/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001485-07	JMosley	1/10/2024 13:42
SO0003286	608 N SECOND	1/10/2024	1/10/2024	Reinstate	Reinstate	Completed	WATER	Public Works	05-001291-11	JMosley	1/10/2024 14:44
SO0003278	1500 N HENDRICK C 4	1/9/2024	1/10/2024	Connect	Connect	Completed	WATER	Public Works	02-000526-16	ARomero	1/10/2024 12:33
SO0003264	800 N TEMPLE	1/9/2024	1/9/2024	Service Action	Service Action	Completed	WATER	Public Works		ARomero	1/9/2024 9:00
SO0003265	264 N CHESHIRE	1/9/2024	1/9/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000738-03	ARomero	1/9/2024 9:12
SO0003267	101 S FIRST	1/9/2024	1/9/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000068-00	ARomero	1/9/2024 9:17
SO0003268	1009 HOLUBEC	1/9/2024	1/9/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000053-03	ARomero	1/9/2024 9:49
SO0003269	5000 BELFORD RD	1/9/2024	1/10/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001076-00	JMosley	1/10/2024 8:50
SO0003271	1500 N HENDRICK B 4	1/9/2024	1/9/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000521-31	ARomero	1/9/2024 10:26
SO0003274	1500 N HENDRICK C 4	1/9/2024	1/9/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000526-15	ARomero	1/9/2024 10:17
SO0003275	1500 N HENDRICK C 4	1/9/2024	1/10/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000526-15	ARomero	1/11/2024 14:08
SO0003276	BORDEN	1/9/2024	1/25/2024	Service Action	Service Action	Completed	WATER	Public Works	03-001729-00	ARomero	1/30/2024 7:49
SO0003251	5000 BELFORD RD	1/8/2024	1/8/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001076-00	ARomero	1/8/2024 11:50
SO0003252	810 WELLS	1/8/2024	1/10/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001527-04	JMosley	1/10/2024 10:23
SO0003253	1500 N HENDRICK C 4	1/8/2024	1/9/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000526-15	ARomero	1/9/2024 10:15
SO0003236	1500 N HENDRICK B 4	1/5/2024	1/10/2024	Connect	Connect	Completed	WATER	Public Works	02-000536-02	ARomero	1/10/2024 12:54
SO0003247	1129 PINECREST	1/5/2024	1/5/2024	Connect	Connect	Completed	WATER	Public Works	03-000272-09	JMosley	1/5/2024 12:12
SO0003243	312 S NEAL PICKETT	1/4/2024	1/5/2024	Misc	Miscellaneous	Completed		Public Works	03-101732-00	JMosley	1/5/2024 8:25

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Code Compliance Report – January 2024

Mail and Bank Deposit – Daily

New Construction – 103 Ballenger Street, 1206 Lynn Street

Certificate of Occupancy – 312 South Neil Pickett

911 Addressing – 707 Cypress has same address as her front neighbor. Changed to 710 Cypress. Union Pacific Railroad 109 Maynard Street

Backflow Reports – 900 South Temple Drive, 190 North Temple Drive

Inspections Services – 103 Ballenger Foundation, 1113 North Temple Drive Electrical Service pole, 300 White Oak electrical permit, 312 South Neil Pickett electrical final, HVAC final, plumbing final, building final. 1007 Cypress Gas Test. 201 Chandler Street electrical inspection.

Code Compliance – Resident called about someone living inside RV. I check out nobody is living in RV but I did let him know RV cannot be parked Infront unless on a paved driveway. He needs time to put in his backyard. I let him know I understood and I would work with him.

Aggressive Dogs – 1207 Lynn 3 Dogs at large. 3 Citations were given and dogs impounded

Dogs at Large letters – 714 Dennis Street, 406 Ashford Street, 508 Third Street, 605 North Second Street, 103 Pine Valley

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Samantha Durham
Director of Finance

400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **February 13, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including January 2024 Financials and Quarter Ending December 2023 Investment Report for your review

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Cemetery Management, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Municipal Court Component
Estimated Completion Date: February 2024
Status: 90% Complete

Socrata Open Finance
Estimated Completion Date: February 2024
Status: 5% Complete

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Fond regards,

Sam Rayburn

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, FEBRUARY 13, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: Eight (8) Diboll residents addressed Council regarding the 2024 baseball/softball season.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from January 9, 2024, Regular Session Meeting
b. Financial Statement for January 2024
c. 12-Month Attendance Record for January 2024
d. Investment Report for Quarter ending December 2023

Luis Maldonado made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Resolution 2024-02-001 support the Angelina County Emergency Animal Shelter Tactical Plan.

Nora Munoz made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

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Item #3: Consideration and possible action to approve 2024 Street Overlay Project using funds from ARPA and the General Fund. Project scope will focus on overlay of prioritized streets from the 2023 Street Grade Analysis based upon amount of funds available.

Daniel Lopez made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #4: Consideration and possible action to approve engineering agreement with KSA for engineering services on the 2024 Street Overlay Project.

Daniel Lopez made a motion to approve and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to approve Resolution 2024-02-002 of the City of Diboll, Texas providing for the calling and ordering of the May 4, 2024 General Election for the purpose of electing a Mayor, District 2 Councilmember, District 4 Councilmember and At Large Place 6 Councilmember providing for the necessary notices and fixing the date.

Daniel Lopez made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #6: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:47p.m.

Minutes of the January 9, 2024 Regular Session Meeting approved by council on this the 12th day of March, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, March 12, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

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a. Minutes from February 13, 2024, Regular Session Meeting
b. Financial Statement for February2024
c. 12-Month Attendance Record for February 2024

Item #2: Consideration and possible action to approve Resolution 2024-03-001; cancelling of the May 4, 2024 General Election due to no opposition for Mayor, District 2, District 4 and At Large Place 6 Councilmember

Item #3: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about

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community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on March 8, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 03/08/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, FEBRUARY 13, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

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Public Participation: Eight (8) Diboll residents addressed Council regarding the 2024 baseball/softball season.

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Luis Maldonado made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Resolution 2024-02-001 support the Angelina County Emergency Animal Shelter Tactical Plan.

Nora Munoz made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

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Item #3: Consideration and possible action to approve 2024 Street Overlay Project using funds from ARPA and the General Fund. Project scope will focus on overlay of prioritized streets from the 2023 Street Grade Analysis based upon amount of funds available.

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All in Favor, none opposed, motion carries.

Item #4: Consideration and possible action to approve engineering agreement with KSA for engineering services on the 2024 Street Overlay Project.

Daniel Lopez made a motion to approve and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to approve Resolution 2024-02-002 of the City of Diboll, Texas providing for the calling and ordering of the May 4, 2024 General Election for the purpose of electing a Mayor, District 2 Councilmember, District 4 Councilmember and At Large Place 6 Councilmember providing for the necessary notices and fixing the date.

Daniel Lopez made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #6: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:47p.m.

Minutes of the January 9, 2024 Regular Session Meeting approved by council on this the 12th day of March, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 02/29/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	2,500.00	2,500.00	1,000.00	2,000.00	2,000.00	500.00
3200 - Fines and Fees	435,800.00	435,800.00	31,628.21	100,633.14	100,633.14	335,166.86
3210 - Licenses & Permits	18,100.00	18,100.00	932.70	10,438.80	10,438.80	7,661.20
3500 - Franchise Tax	375,000.00	375,000.00	24,208.54	67,356.57	67,356.57	307,643.43
3550 - Property Tax	1,421,018.00	1,421,018.00	406,471.30	1,332,248.44	1,332,248.44	88,769.56
3700 - Sales Tax	648,000.00	648,000.00	121,751.97	447,902.02	447,902.02	200,097.98
3800 - Interest	12,000.00	12,000.00	896.70	11,540.32	11,540.32	459.68
3805 - Miscellaneous	2,833.00	10,933.00	8,509.33	40,715.47	40,715.47	-29,782.47
3940 - Contributions & Grants	0.00	0.00	16,383.00	24,783.00	24,783.00	-24,783.00
3960 - Donations	10,700.00	10,700.00	10,700.00	10,800.00	10,800.00	-100.00
Revenue Total:	**2,925,951.00**	**2,934,051.00**	**622,481.75**	**2,048,417.76**	**2,048,417.76**	**885,633.24**
Expense						
4000 - Insurance	65,014.00	65,014.00	0.00	63,272.31	63,272.31	1,741.69
4010 - Grant Expense	0.00	0.00	172.56	172.56	172.56	-172.56
4030 - Fines & Fees	400.00	400.00	0.00	0.00	0.00	400.00
4040 - Administrative	199,717.00	247,341.00	5,497.34	133,321.01	134,136.94	113,204.06
4080 - Capital Purchase	2.00	22,378.00	0.00	22,377.00	23,926.00	-1,548.00
4100 - Contractual & Professional Services	209,910.00	206,610.00	8,428.27	115,227.91	115,727.91	90,882.09
4110 - Intergov't Contracts	171,000.00	171,000.00	10,859.81	26,969.62	26,969.62	144,030.38
4210 - Project Expense	70,139.00	60,451.32	5,260.32	16,714.56	18,655.24	41,796.08
4300 - Utility	114,480.00	114,480.00	8,454.82	39,996.01	39,996.01	74,483.99
4400 - Repairs & Maintenance	203,926.00	284,913.68	12,610.72	75,911.05	81,198.11	203,715.57
4460 - Materials & Supplies	194,103.00	194,548.00	7,760.54	48,283.63	54,348.48	140,199.52
4500 - Miscellaneous	5,500.00	5,500.00	182.43	6,296.02	5,946.02	-446.02
4800 - Payroll Expense	2,267,325.00	2,275,425.00	175,694.71	936,323.54	936,323.54	1,339,101.46
4860 - Personnel	39,860.00	39,860.00	1,302.42	22,030.57	24,006.21	15,853.79
9999 - Transfers	-615,425.00	-615,425.00	0.00	0.00	0.00	-615,425.00
Expense Total:	**2,925,951.00**	**3,072,496.00**	**236,223.94**	**1,506,895.79**	**1,524,678.95**	**1,547,817.05**
Fund: 01 - General Fund Surplus (Deficit):	**0.00**	**-138,445.00**	**386,257.81**	**541,521.97**	**523,738.81**	**-662,183.81**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	287,706.56	1,349,044.89	1,349,044.89	2,368,352.11
3130 - Penalties & Interest	25,000.00	25,000.00	114,328.48	481,219.37	481,219.37	-456,219.37
3800 - Interest	8,000.00	8,000.00	0.00	7,510.55	7,510.55	489.45
3805 - Miscellaneous	0.00	0.00	582.44	30,081.86	30,081.86	-30,081.86
3940 - Contributions & Grants	0.00	0.00	0.00	251,500.00	251,500.00	-251,500.00
Revenue Total:	**3,750,397.00**	**3,750,397.00**	**402,617.48**	**2,119,356.67**	**2,119,356.67**	**1,631,040.33**
Expense						
4000 - Insurance	30,242.00	30,242.00	0.00	32,297.27	32,297.27	-2,055.27
4010 - Grant Expense	0.00	0.00	0.00	21,050.00	21,050.00	-21,050.00
4030 - Fines & Fees	2,340.00	2,340.00	109.84	320.38	320.38	2,019.62
4040 - Administrative	55,429.00	55,429.00	99.41	24,966.00	24,966.00	30,463.00
4080 - Capital Purchase	0.00	60,421.00	0.00	23,241.50	60,270.50	150.50
4100 - Contractual & Professional Services	907,851.00	895,135.00	69,072.35	364,073.87	404,634.25	490,500.75
4110 - Intergov't Contracts	15,000.00	15,000.00	3,341.78	18,247.63	18,247.63	-3,247.63
4300 - Utility	147,420.00	147,420.00	13,442.81	62,893.42	62,893.42	84,526.58
4400 - Repairs & Maintenance	273,025.00	272,421.00	11,968.28	78,043.60	99,345.96	173,075.04
4460 - Materials & Supplies	239,650.00	239,650.00	18,230.40	85,463.26	85,587.74	154,062.26
4800 - Payroll Expense	569,710.00	569,710.00	51,608.50	253,709.95	253,709.95	316,000.05
4860 - Personnel	9,460.00	9,460.00	0.00	726.14	726.14	8,733.86
9999 - Transfers	1,500,270.00	1,500,270.00	0.00	464,467.00	464,467.00	1,035,803.00
Expense Total:	**3,750,397.00**	**3,797,498.00**	**167,873.37**	**1,429,500.02**	**1,528,516.24**	**2,268,981.76**
Fund: 02 - Utility Fund Surplus (Deficit):	**0.00**	**-47,101.00**	**234,744.11**	**689,856.65**	**590,840.43**	**-637,941.43**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	275.00	1,360.00	1,360.00	-1,360.00
3900 - Rentals & Leases	60,100.00	60,100.00	3,558.47	38,002.39	38,002.39	22,097.61
Revenue Total:	**60,100.00**	**60,100.00**	**3,833.47**	**39,362.39**	**39,362.39**	**20,737.61**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	0.00	1,252.07	1,252.07	161.93
4100 - Contractual & Professional Services	1,450.00	1,450.00	140.00	540.00	540.00	910.00
4300 - Utility	56,336.00	56,336.00	4,392.74	25,109.68	25,109.68	31,226.32
4400 - Repairs & Maintenance	20,800.00	20,800.00	0.00	10,777.40	19,502.57	1,297.43
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-61,147.00	-61,147.00	0.00	0.00	0.00	-61,147.00
Expense Total:	**60,100.00**	**60,100.00**	**4,532.74**	**38,309.25**	**47,034.42**	**13,065.58**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**-699.27**	**1,053.14**	**-7,672.03**	**7,672.03**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	1,200.00	2,941.17	1,330.96	1,330.96	1,330.96	1,610.21
Revenue Total:	**170,813.00**	**172,554.17**	**1,330.96**	**1,330.96**	**1,330.96**	**171,223.21**
Expense						
4010 - Grant Expense	108,224.00	108,224.00	1,370.23	7,936.57	10,002.16	98,221.84
4210 - Project Expense	3,603.00	5,344.17	325.00	325.00	325.00	5,019.17
Expense Total:	**111,827.00**	**113,568.17**	**1,695.23**	**8,261.57**	**10,327.16**	**103,241.01**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**-364.27**	**-6,930.61**	**-8,996.20**	**67,982.20**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	3,454.26	7,315.38	7,315.38	6,684.62
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**3,454.26**	**7,315.38**	**7,315.38**	**37,684.62**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**3,454.26**	**7,315.38**	**7,315.38**	**2,434.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	-27.39	5.13	5.13	-5.13
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**-27.39**	**5.13**	**5.13**	**7,598.87**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**-27.39**	**5.13**	**5.13**	**6,098.87**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	799.32	2,820.95	2,820.95	4,347.05
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**799.32**	**2,820.95**	**2,820.95**	**15,558.05**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**799.32**	**2,820.95**	**2,820.95**	**8,390.05**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	710.95	2,460.54	2,460.54	4,547.46
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**710.95**	**2,460.54**	**2,460.54**	**11,652.46**
Expense						
4300 - Utility	7,008.00	7,008.00	237.34	1,184.83	1,184.83	5,823.17
Expense Total:	**7,008.00**	**7,008.00**	**237.34**	**1,184.83**	**1,184.83**	**5,823.17**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**473.61**	**1,275.71**	**1,275.71**	**5,829.29**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	101.87	101.87	-101.87
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**0.00**	**101.87**	**101.87**	**50,312.13**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**0.00**	**101.87**	**101.87**	**50,312.13**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	43,839.65	140,008.19	140,008.19	5,435.81
3800 - Interest	0.00	0.00	0.00	3.21	3.21	-3.21
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**43,839.65**	**140,011.40**	**140,011.40**	**85,432.60**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	0.00	518,657.88	518,657.88	90,303.12
4020 - Note Expense	392,281.00	392,281.00	0.00	0.00	0.00	392,281.00
4030 - Fines & Fees	950.00	950.00	0.00	475.00	475.00	475.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**0.00**	**54,665.88**	**54,665.88**	**90,778.12**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**43,839.65**	**85,345.52**	**85,345.52**	**-5,345.52**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	0.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**0.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**292,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	711.54	2,562.63	2,562.63	5,437.37
Revenue Total:	**8,000.00**	**8,000.00**	**711.54**	**2,562.63**	**2,562.63**	**5,437.37**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**711.54**	**2,562.63**	**2,562.63**	**29,605.37**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	14.19	51.08	51.08	98.92
Revenue Total:	**150.00**	**150.00**	**14.19**	**51.08**	**51.08**	**98.92**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**14.19**	**51.08**	**51.08**	**581.92**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	45,572.00	45,572.00	0.00	0.00	0.00	45,572.00
3960 - Donations	250.00	250.00	42.61	235.20	235.20	14.80
Revenue Total:	**45,822.00**	**45,822.00**	**42.61**	**235.20**	**235.20**	**45,586.80**
Expense						
4210 - Project Expense	45,822.00	47,011.18	0.00	9,907.06	9,954.85	37,056.33
Expense Total:	**45,822.00**	**47,011.18**	**0.00**	**9,907.06**	**9,954.85**	**37,056.33**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**-1,189.18**	**42.61**	**-9,671.86**	**-9,719.65**	**8,530.47**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	343.01	343.01	-343.01
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**0.00**	**343.01**	**343.01**	**225,299.99**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**343.01**	**343.01**	**-343.01**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 02/29/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	2,342.06	2,342.06	-2,342.06
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**2,342.06**	**2,342.06**	**1,157,253.94**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	7,113.60	7,113.60	7,113.60	1,152,482.40
Expense Total:	**1,159,596.00**	**1,159,596.00**	**7,113.60**	**7,113.60**	**7,113.60**	**1,152,482.40**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**-7,113.60**	**-4,771.54**	**-4,771.54**	**4,771.54**
Total Surplus (Deficit):	**606,573.00**	**374,837.82**	**662,132.57**	**1,310,879.03**	**1,183,241.10**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	0.00	-138,445.00	386,257.81	541,521.97	523,738.81	-662,183.81
02 - Utility Fund	0.00	-47,101.00	234,744.11	689,856.65	590,840.43	-637,941.43
03 - Recreation Fund	0.00	0.00	-699.27	1,053.14	-7,672.03	7,672.03
05 - Special Revenue Fund	58,986.00	58,986.00	-364.27	-6,930.61	-8,996.20	67,982.20
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	3,454.26	7,315.38	7,315.38	2,434.62
07 - Seized Fund	6,104.00	6,104.00	-27.39	5.13	5.13	6,098.87
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	799.32	2,820.95	2,820.95	8,390.05
10 - MC Tech Fund	7,105.00	7,105.00	473.61	1,275.71	1,275.71	5,829.29
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	0.00	101.87	101.87	50,312.13
13 - Debt Service Fund	80,000.00	80,000.00	43,839.65	85,345.52	85,345.52	-5,345.52
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	292,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	711.54	2,562.63	2,562.63	29,605.37
17 - MC Municipal Jury Fund	633.00	633.00	14.19	51.08	51.08	581.92
18 - Keep Diboll Beautiful Fu...	0.00	-1,189.18	42.61	-9,671.86	-9,719.65	8,530.47
19 - Street Project Fund	0.00	0.00	0.00	343.01	343.01	-343.01
20 - ARPA Fund	0.00	0.00	-7,113.60	-4,771.54	-4,771.54	4,771.54
Total Surplus (Deficit):	**606,573.00**	**374,837.82**	**662,132.57**	**1,310,879.03**	**1,183,241.10**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	3/14/2023	4/11/2023	5/9/2023	5/15/2023	6/13/2023	6/20/2023	7/11/2023	8/8/2023
Jana Coulter					0	0	0	0
Luis Maldonado	0	0	0	1	0	0	0	0
Nora Munoz					0	0	0	0
Daniel Lopez	0	0	0	0	0	1	0	0
Ruben Terrazas	0	0	0	0	0	1	0	0
Ray Williams, Jr.	0	0	0	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**0**	**0**	**1**	**0**	**2**	**0**	**0**

Council Member	9/52023	9/12/2023	10/10/2023	11/10/2023	12/12/2023	1/9/2024	2/9/2024	TOTAL TO-DATE
Jana Coulter	0	0	0	0	0	0	0	**0**
Luis Maldonado	1	0	0	0	0	0	0	**2**
Nora Munoz	0	0	0	0	0	1	0	**1**
Daniel Lopez	0	0	0	0	0	0	0	**1**
Ruben Terrazas	0	0	0	0	0	0	0	**1**
Ray Williams, Jr.	0	1	0	0	0	0	0	**1**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**1**	**1**	**0**	**0**	**0**	**1**	**0**	**6**

Rosa M. Olvera - City Secretary

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13-1
Prescribed by Secretary of State
Section 2.051 – 2.053, Texas Election Code
9/2023

CERTIFICATION OF UNOPPOSED CANDIDATES FOR THE CITY OF DIBOLL GENERAL ELECTION
CERTIFICACIÓN DE CANDIDATOS ÚNICOS PARA LA ELECION GENERAL DE LA CIUDAD DE DIBOLL

To: Presiding Officer of Governing Body – Mayor Trey Wilkerson, City of Diboll
Al: Presidente de la entidad gobernante – Alcalde Trey Wilkerson, ciudad de Diboll

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 4, 2024.
Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el día 4 de Mayo, 2024.

List offices and names of candidates:
Lista de cargos y nombres de los candidatos:

Office(s) *Cargo(s)*	**Candidates(s)** *Candidato(s)*
Mayor *Alcalde*	**Trey Wilkerson**
Councilman for District 2 *Consejo municipal para Distrito nº 2*	**Luis Maldonado**
Councilman for District 4 *Consejo municipal para Distrito nº 4*	**Daniel Lopez**
Councilman at Large Place 5 *Consejo municipal para Lugar Grande nº 6*	**Ray Williams, Jr.**

Rosa M. Olvera
Signature ***(Firma)***

Rosa Olvera
Printed name ***(Nombre en latra de molde)***

City Secretary
Title ***(Puesto)***

2/28/2024
Date of Signature ***(Fecha de firma)***

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13-2
Prescribed by Secretary of State
Section 2.051 – 2.053, Texas Election Code
9/0023

ORDER OF CANCELLATION
FOR THE CITY OF DIBOLL GENERAL ELECTION
ORDEN DE CANCELACIÓN
PARA LA ELECION GENERAL DE LA CIUDAD DE DIBOLL

The City of Diboll Council hereby cancels the election scheduled to be held on May 4, 2024 in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

El Consejo Municipal de la Ciudad de Diboll por la presente cancela la elección que, de lo contrario, se hubiera celebrado el dia 4 de Mayo, 2024 de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:

Candidate(s) *Candidato(s)*	**Office Sought (***Cargo al que presenta candidatura)*
Trey Wilkerson	**Mayor** *Alcalde*
Luis Maldonado	**Councilman for District 2** *Consejo municipal para Distrito nº 2*
Daniel Lopez	**Councilman for District 4** *Consejo municipal para Distrito nº 4*
Ray Williams, Jr.	**Councilman At Large Place 6** *Consejo municipal para Lugar Grande nº 6*

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

El Dia de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieranutilizado en la ellección.

_____
President ***(Presidente)***

_____
Secretary ***(Secretaria)***

(seal) *(sello)*

March 12, 2024
Date of adoption ***(Fecha de adopcion)***

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RESOLUTION 2024-03-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIBOLL CANCELLING THE MAY 4, 2024 MUNICIPAL ELECTION IN ACCORDANCE WITH SECTION 2.053 (a) OF THE TEXAS ELECTION CODE.

WHEREAS, there are no unopposed candidates for the May 4, 2024 municipal election; and

WHEREAS, when candidates are unopposed, section 2.053 (a) of the Texas Municipal Election Code allows for cancellation of said election.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Diboll, Texas, that:

1. The May 4, 2024 Municipal Election is hereby cancelled.

2. The Mayor is authorized to sign all related documents.

3. This Resolution is effective upon passage.

PASSED AND APPROVED at a regular meeting of the City Council of Diboll, Texas this the 12th day of March, 2024.

_____
Trey Wilkerson, Mayor

ATTEST BY:

_____
Rosa Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll Volunteer Fire Department

February 2024 Council Report

Feb 6

- Pledge
- Reports
- Discussion on upcoming CPR class
- Clean station
  Fireman present (10)

Feb 12

- Pledge
- Incident Reports
- Discussion on Active shooter
- Run trucks
- Clean station
  Fireman present (10)

Feb 19

- Pledge
- Incident Reports
- Discussion on house fire – Margie Harrell
- Discussion on pasture fires
- Clean station
  Fireman Present (12)

Feb 26

- Pledge
- Incident Reports
- Discussion on grass fires in Zavalla-Huntington-Diboll
  Fireman Present (8)

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City of Diboll Volunteer Fire Department

February 2024 Emergency Incidents (23)

Feb 1, 2024 - 0248

- **Call # 2400000016**
  2497 Pine Forest Dr
  Truck vs horse
  Out of City
  Trucks 54
  Diboll Fire personnel responded (3)
  7810, 7822, 7835

Feb 1, 2024 - 1144

- **Call # 2400000017**
  900 Lumberjack Dr
  Fire in dumpster
  In City
  Trucks 55
  Diboll Fire personnel responded (5)
  7805, 7814, 7822, 7827, 7836

Feb 5, 2024 – 1039

- **Call # 2400000018**
  1002 Holmes Rd
  Mutual aid to Corrigan FD
  Out of City
  Trucks 62
  Diboll Fire personnel responded (2)
  7814, 7835

Feb 9, 2024 - 1323

- **Call # 2400000019**
  11095Fm 58
  Vehicle vs 18-wheeler
  Out of City
  Trucks 58
  Diboll Fire personnel responded (4)
  7814, 7822, 7825, 7827

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City of Diboll Volunteer Fire Department



Feb 11, 2024 – 0959

- **Call # N/A**
  117 LBJ
  Public service
  In City
  Trucks 61
  Diboll Fire personnel responded (1)
  7822

Feb 12, 2024 - 0637

- **Call # 2400000020**
  Booker and Hines
  Tree down across road
  In City
  Trucks 54, 61
  Diboll Fire personnel responded (4)
  7819, 7822, 7827, 7836

Feb 13, 2024 - 0100

- **Call # 2400000021**
  305 Margie Harrell
  House fire
  In City
  Trucks 55
  Diboll Fire personnel responded (6)
  7805, 7810, 7814, 7825, 7836, 7837

Feb 13, 2024 - 0758

- **Call # 2400000022**
  59s & Conner Rd
  10/50 in front of All Familys
  Out of City
  Trucks 55
  Diboll Fire personnel responded (7)
  7801, 7810, 7814, 7822, 7825, 7827, 7836

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City of Diboll Volunteer Fire Department



Feb 13, 2024 - 2409

- **Call # 2400000023**
  959 IR Hannah Rd
  Pasture fire
  Out of City
  Trucks 58, 63, 54
  Diboll Fire personnel responded (6)
  7801, 7814, 7822, 7825, 7827, 7836

Feb 14, 2024 - 0428

- **Call # 2400000024**
  N Temple & Judd St
  Tahoe vs Signal light
  Out of City
  Trucks 63
  Diboll Fire personnel responded (2)
  7814, 7836

Feb 14, 2024 - 0919

- **Call # 2400000025**
  200 Stubblefield Dr
  Fire alarm
  In City
  Trucks 54
  Diboll Fire personnel responded (2)
  7822, 7827

Feb 16, 2024 - 1622

- **Call # 2400000026**
  Hwy 59 s
  Car vs pedestrian
  In City
  Trucks 55
  Diboll Fire personnel responded (4)
  7805, 7810, 7835, 7836

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City of Diboll Volunteer Fire Department



Feb 16, 2024 - 1855

- **Call # 2400000027**
  Hwy 59 & Diboll Depot
  10/50 traffic control
  In City
  Trucks 55
  Diboll Fire personnel responded (8)
  7805, 7808, 7810, 7814, 7821, 7825, 7827, 7835

Feb 18, 2024 - 1807

- **Call # 2400000028**
  Fm 58 & FM 1818
  Control burn
  Out of City
  Trucks 58
  Diboll Fire personnel responded (6)
  7805, 7814, 7821, 7825, 7827, 7835

Feb 19, 2024 - 1143

- **Call # 2400000029**
  Burke next to new loop
  Grass fire
  Out of City
  Trucks 58, 63
  Diboll Fire personnel responded (5)
  7808, 7814, 7825, 7827, 7836

Feb 20, 2024 - 1348

- **Call # 2400000030**
  172 Honey Suckle Ln
  House fire
  Out of City
  Trucks 55, 56, 62
  Diboll Fire personnel responded (9)
  7805, 7808, 7814, 7822, 7823, 7825, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department



Feb 20, 2024 - 1533

- **Call # 2400000031**
  1115 IR Hannah Rd
  Brush fire
  Out of City
  Trucks 56, 63
  Diboll Fire personnel responded (4)
  7808, 7823, 7825, 7835

Feb 24, 2024 - 1241

- **Call # 2400000033**
  344 McKinney Rd
  Power pole down
  Out of City
  Trucks 62
  Diboll Fire personnel responded (4)
  7805, 7825, 7827, 7835

Feb 25, 2024 - 1514

- **Call # 2400000034**
  8320 US 59
  Grass fire
  Out of City
  Trucks 54, 63
  Diboll Fire personnel responded (7)
  7805, 7808, 7810, 7814, 7822, 7825, 7827, 7835

Feb 25, 2024 – 15:29

- **Call # 2400000040**
  Dan Hopkins Rd
  Woods fire in Zavalla
  Out of City
  Trucks 58
  Diboll Fire personnel responded (5)
  7805, 7814, 7825, 7827, 7835

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City of Diboll Volunteer Fire Department



Feb 27, 2024 - 1343

- **Call # 2400000036**
  59 N South of Airport
  10/50
  Out of City
  Trucks 54, 53
  Diboll Fire personnel responded (7)
  7805, 7808, 7810, 7822, 7825, 7827, 7831

Feb 27, 2024 - 1314

- **Call # 2400000036**
  8520 US 59
  Car vs 18-Wheeler
  Out of City
  Trucks 53, 54
  Diboll Fire personnel responded (8)
  7805, 7808, 7810, 7822, 7825, 7827, 7835, 7836

Feb 27, 2024 – 2122

- **Call # 2400000037**
  305 Roy St
  Brush fire
  Out of City
  Trucks 54
  Diboll Fire personnel responded (2)
  7822, 7827

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Diboll Police Department

Monthly DEPT. STATS

February 2024

CALLS FOR SERVICE	224
INCIDENT REPORTS	33
CRASH REPORTS	6
EXTRA PATROLS/ PATROL REQUESTS	352
TRAFFIC STOPS	448
TOTAL ARRESTS	12
MISD. ARREST	3
FELONY ARREST	9
BUSINESS CHECKS	173
TOTAL POLICE ACTIVITY	1378

400 Kenley · P.O. Box 340 · Diboll, Texas 75941 · (936) 829-5586 · Fax (936) 829-5436

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Racial Profiling Report | Full

Agency Name: DIBOLL POLICE DEPT.
Reporting Date: 01/31/2024
TCOLE Agency Number: 005202

Chief Administrator: MICHAEL L. SKILLERN

Agency Contact Information:
Phone: (936) 829-6820
Email: mskillern@cityofdiboll.com

Mailing Address:
P.O. BOX 340
DIBOLL, TX 75941-0340

This Agency filed a full report

DIBOLL POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

1) clearly defines acts constituting racial profiling;

2) strictly prohibits peace officers employed by the DIBOLL POLICE DEPT. from engaging in racial profiling;

3) implements a process by which an individual may file a complaint with the DIBOLL POLICE DEPT. if the individual believes that a peace officer employed by the DIBOLL POLICE DEPT. has engaged in racial profiling with respect to the individual;

4) provides public education relating to the agency's complaint process;

5) requires appropriate corrective action to be taken against a peace officer employed by the DIBOLL POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the DIBOLL POLICE DEPT. policy;

6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
a. the race or ethnicity of the individual detained;
b. whether a search was conducted and, if so, whether the individual detained consented to the search;
c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
d. whether the peace officer used physical force that resulted in bodily injury during the stop;
e. the location of the stop;
f. the reason for the stop.

7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
a. the Commission on Law Enforcement; and
b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The DIBOLL POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

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Executed by: MICHAEL L. SKILLERN
Chief of Police

Date: 01/31/2024

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Total stops: 3231

Street address or approximate location of the stop

City street	1588
US highway	1458
County road	3
State highway	150
Private property or other	32

Was race or ethnicity known prior to stop?

Yes	321
No	2910

Race / Ethnicity

Alaska Native / American Indian	38
Asian / Pacific Islander	65
Black	832
White	1658
Hispanic / Latino	638

Gender

Female	1167
Alaska Native / American Indian	10
Asian / Pacific Islander	15
Black	333
White	631
Hispanic / Latino	178
Male	2064
Alaska Native / American Indian	28
Asian / Pacific Islander	50
Black	499
White	1027
Hispanic / Latino	460

Reason for stop?

Violation of law	41
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	6
White	15

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Hispanic / Latino	19
Preexisting knowledge	**54**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	21
White	24
Hispanic / Latino	9
Moving traffic violation	**2174**
Alaska Native / American Indian	32
Asian / Pacific Islander	53
Black	564
White	1110
Hispanic / Latino	415
Vehicle traffic violation	**962**
Alaska Native / American Indian	6
Asian / Pacific Islander	11
Black	241
White	509
Hispanic / Latino	195

Was a search conducted?

Yes	**46**
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	16
White	18
Hispanic / Latino	11
No	**3185**
Alaska Native / American Indian	37
Asian / Pacific Islander	65
Black	816
White	1640
Hispanic / Latino	627

Reason for Search?

Consent	**20**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	7
White	6

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Hispanic / Latino	7
Contraband	**4**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	3
Hispanic / Latino	1
Probable	**19**
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	8
White	7
Hispanic / Latino	3
Inventory	**1**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0
Incident to arrest	**2**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	1
Hispanic / Latino	0

Was Contraband discovered?

		Did the finding result in arrest? (total should equal previous column)	
Yes	**25**		
Alaska Native / American Indian	1	Yes 1	No 0
Asian / Pacific Islander	0	Yes 0	No 0
Black	7	Yes 7	No 0
White	13	Yes 13	No 0
Hispanic / Latino	4	Yes 4	No 0
No	**21**		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	9		
White	5		
Hispanic / Latino	7		

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Description of contraband	
Drugs	**39**
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	6
White	13
Hispanic / Latino	2
Weapons	**0**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Currency	**0**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Alcohol	**5**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	2
Stolen property	**0**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Other	**0**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Result of the stop	
Verbal warning	**11**

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Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	5
White	4
Hispanic / Latino	2
Written warning	**1589**
Alaska Native / American Indian	14
Asian / Pacific Islander	20
Black	429
White	882
Hispanic / Latino	244
Citation	**1623**
Alaska Native / American Indian	23
Asian / Pacific Islander	45
Black	396
White	768
Hispanic / Latino	391
Written warning and arrest	**0**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Citation and arrest	**8**
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	2
White	4
Hispanic / Latino	1
Arrest	**0**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0

Arrest based on

Violation of Penal Code	**6**
Alaska Native / American Indian	1
Asian / Pacific Islander	0

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Black	1
White	3
Hispanic / Latino	1
Violation of Traffic Law	**1**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	0
Hispanic / Latino	0
Violation of City Ordinance	**0**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	**1**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0

Was physical force resulting in bodily injury used during stop?

Yes	**1**
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	0
Hispanic / Latino	0
Resulting in Bodily Injury To:	
Suspect	0
Officer	0
Both	0
No	**3230**
Alaska Native / American Indian	38
Asian / Pacific Islander	65
Black	832
White	1658
Hispanic / Latino	638

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Number of complaints of racial profiling

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

Comparative Analysis

Use TCOLE's auto generated analysis	☒
Use Department's submitted analysis	☐

Optional Narrative

N/A

Submitted electronically to the

The Texas Commission on Law Enforcement

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Public Works Director Council Report – March 2024

UCRM-2 SCADA Upgrades: SCADA procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be

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working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

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Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still making adjustments to the plant timing and should complete next week. Then will schedule turnover

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

Estimated completion date of 4/24/24.

Status: 90% Complete

UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

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Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

Estimated completion date of 5/1/2023

Status: 90% Complete

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WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

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We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Estimated completion date of 6/1/2024.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

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KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024.. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Crews have mobilized equipment to the job site. The pipe and materials have been delivered. Construction planned to start on 3-6-2024. Delayed due to weather.

Estimated completion 5/31/2024.

Status: 5% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

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Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Estimated completion date of 6/13/2024.

Status: 30% Complete

Department Projects

Play Land

A tree fell and damaged the play land near pavilion 2 in the park. We removed the broken slide and replaced with a custom grate. 5 Brackets were repaired, and the walking bridge secured. We straightened the bent frames and attached to new anchor points.

Completion date 2/28/2024

Status: 100% completed

Aerator

New aerator ordered and installed in the oxidation ditch at the wastewater treatment plant. We have begun disassembling the old aerator to be scrapped.

Completion Date 2/14/2024

Status 100% complete

#18 Golf Course Bridge

The water line has started leaking in another spot. Repairs were delayed. Waiting on parts to replace a 1/12 sprinkler valve on the front nine pump house. Repairs to bridge scheduled. Planning to install sprinkler valve 12/13/2023. Sprinkler valve was received and installation complete. Bridge crossing repairs were delayed due to weather. Due to weather and other project prioritization we have moved the completion date of this project. The water well on #18 has developed another leak. We plan to completely replace 200ft of the supply line from the well head before bridge crossing repairs are made.

We now have 2 bridges that need to be replaced on the golf course. #18 and #12. We are sourcing quotes now.

Estimated completion date of 12-15-2024.

Status: 65%Complete

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Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 6/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The benches and food disperser will be ordered in next year's funding cycle.

Estimated completion date of 3/12/2024.

Status: 5% Complete

Water Hydrant Replacement

The fire hydrant in the field by JR'S was damaged in a wreck last year. We were just made aware that it was missing. We will locate the location and order a new one to be installed.

The hydrate located in front of the baseball complex developed a leak. We were able to shut the hydrant off and black bag it util parts are sourced and repairs ate made.

Parts have been received and scheduled install 12/12/2023

We are still waiting for the parts to be delivered. They will be installed as soon as they arrive.

Parts have been received and installed. Jr barn hydrant is complete. Park hydrant is installed and working. We have to order a riser and install for proper height.

Estimated completion date 2-29-24.

Status: 100% complete

Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP

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submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation

- Haul work pipe, air compressor, and ancillary equipment necessary for wire brushing and jetting operations.
- Service rig and crew to mechanically wire brush the screen and blank liner with a sodium hypochlorite solution.
- Service rig, crew. And air compressor to jet accumulated debris from the bottom of the well.

Pumping Equipment and Rehabilitation
- New 300 GPM submersible pump with lift nipple
- New 50 HP, 3/60/460-volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor and downhole probe cables
- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box
- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

Estimated completion date 5-1-2024

Status: 20% completed

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Return pump.

RAS pump #2 at the wastewater stopped pumping. We diagnosed the issue to a faulty rotating assembly. We have ordered the parts and will complete repairs once they arrive.

Estimated completion date 4-1-2024

Status: 20% completed

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

Completion date TBD

Status 25% complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to "get the lead out" so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

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The four categories for service lines in the Inventory are:

“Lead” where the service line is made of lead.

“Galvanized Requiring Replacement” where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a “Lead Status Unknown” service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

“Non-lead” where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as “non-lead.”

“Lead Status Unknown” where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 4/30/24

Status 10% Complete

Field 4 Renovation

The parks department will be excavating field 4 infield. We will replace the grass with select fill and infield conditioner. We will extend the infield radius to allow for larger/multiple base path configurations. We will remove all grass and replace it with around 16 loads of sandy clay mix. We will spread to grade the removed dirt to the outfield in the low areas. This part of the field has held water for some time. The new pitcher mound will be ordered and installed. All new bases anchors/home plate.

We have started excavating and removing grass from the infield. Delivery of sandy clay mix scheduled for week of 10/2/23

We have spread and leveled to grade 60/40 clay mix on field 4. 6 loads of sand have been delivered for outfield leveling. Top dressing of infield scheduled for 11/13. Pitcher’s mound has been delivered. We ordered 10 porous batters box mats to be installed on field 2 and 4. We plan to have this complete before the next tournament on 11-18-2023.

The last tournament was canceled. We still have top dressing and counting work on the fields. Measurements have been sent in for quotes on new batting cage nets.

Batting cage nets have been ordered and we are awaiting delivery. We are still working on top dressing all fields and are installing batters box mats as weather permits. We had an attempted break in at the concession stands. We are making the necessary repairs to the door and lock mechanism.

Batting cage nets have been delivered and installed. We have a few additional adjustments to make on them but the are usable. We spread all 6 loads of sand in the out fields and ordered 10 more. We have installed one set of the batter’s box mats and will have the rest complete on 2/15/2023. We installed security bar doors and new access doors on the concession stands.

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We installed all the new base path anchors. Finished leveling the outfield. Tilled and regraded the infield. Batting cage nets have been anchored and adjusted.

Estimated completion date of 3/20/2024.

Status: 100%

Golf Course Front 9 Restrooms

The septic system for this facility needs some repairs. We will pump out the septic tank and replace 200 ft of the field drainage line. Our inspection camera has been sent in for repairs. We had a contractor come in to tv and locate the main line. We were able to trace out the line about 60ft. We have a pump truck scheduled to pump out the system so we can further inspect for repairs.

Before we were able to mobilize for repairs to be made to the restrooms the access bridge had to be replaced. All repairs have been made to the bridge and work on restrooms will beginning the week of 12/11/2023

We are working as much as we can on the restrooms. The weather has not been cooperative.

Located septic tank and field lines. Installed 300 ft of new 8 inch field line and sock. Pumped septic tank clean. Re-installed toilets and water connections. Finished backfill to grade.

Estimated completion date of 3/10/2024

Status 100% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

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Work Order Report

2/8/2024 - 3/8/2024

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0003657	906 S MDWS	3/6/2024	3/6/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001633-00	ARomero	3/6/2024 15:10
SO0003658	906 S MDWS	3/6/2024	3/6/2024	Inactivate	Inactivate	Completed	WATER	Public Works	01-001633-00	ARomero	3/6/2024 15:10
SO0003659	906 S MDWS	3/6/2024	3/6/2024	Service Action	Service Action	Completed	WATER	Public Works	01-101633-00	ARomero	3/6/2024 15:11
SO0003660	906 DOGWOOD RIDGE Dr	3/6/2024	3/6/2024	Service Action	Service Action	Completed	WATER	Public Works	02-001627-00	ARomero	3/6/2024 15:14
SO0003661	906 DOGWOOD RIDGE Dr	3/6/2024	3/6/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-001627-00	ARomero	3/6/2024 15:15
SO0003663	906 DOGWOOD RIDGE Dr	3/6/2024	3/6/2024	Service Action	Service Action	Completed	WATER	Public Works	02-101627-00	ARomero	3/6/2024 15:17
SO0003664	1005 RED OAK LN	3/6/2024	3/6/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100040-00	ARomero	3/6/2024 15:18
SO0003665	1005 RED OAK LN	3/6/2024	3/6/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100040-00	ARomero	3/6/2024 15:19
SO0003666	1005 RED OAK LN	3/6/2024	3/6/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000040-00	ARomero	3/6/2024 15:20
SO0003667	908 WILLOW OAK	3/6/2024	3/6/2024	Service Action	Service Action	Completed	WATER	Public Works	02-101644-00	ARomero	3/6/2024 15:27
SO0003668	908 WILLOW OAK	3/6/2024	3/6/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-101644-00	ARomero	3/6/2024 15:28
SO0003670	908 WILLOW OAK	3/6/2024	3/6/2024	Service Action	Service Action	Completed	WATER	Public Works	02-001644-02	ARomero	3/6/2024 15:31
SO0003630	109 FRANKENS	3/5/2024	3/6/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-000177-18	CTee	3/6/2024 9:24
SO0003631	1106 REDBUD AVE	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000216-06	ARomero	3/5/2024 15:12
SO0003633	1106 REDBUD AVE	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100216-00	ARomero	3/5/2024 15:15
SO0003634	1106 REDBUD AVE	3/5/2024	3/5/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-000216-06	ARomero	3/5/2024 15:16
SO0003636	1000 DOGWOOD RIDGE Dr	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100016-00	ARomero	3/5/2024 16:28
SO0003637	1000 DOGWOOD RIDGE Dr	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000016-00	ARomero	3/5/2024 16:30
SO0003638	1000 DOGWOOD RIDGE Dr	3/5/2024	3/5/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100016-00	ARomero	3/5/2024 16:31
SO0003640	1014 RED OAK LN	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100093-00	ARomero	3/5/2024 16:36
SO0003641	1014 RED OAK LN	3/5/2024	3/5/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100093-00	ARomero	3/5/2024 16:37
SO0003642	1014 RED OAK LN	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000093-05	ARomero	3/5/2024 16:39
SO0003643	1111 REDBUD AVE	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100239-00	ARomero	3/5/2024 16:40
SO0003644	1111 REDBUD AVE	3/5/2024	3/5/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100239-00	ARomero	3/5/2024 16:41
SO0003645	1111 REDBUD AVE	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000239-00	ARomero	3/5/2024 16:42
SO0003646	904 DOGWOOD RIDGE Dr	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-101616-00	ARomero	3/5/2024 16:43
SO0003647	904 DOGWOOD RIDGE Dr	3/5/2024	3/5/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-101616-00	ARomero	3/5/2024 16:44
SO0003648	904 DOGWOOD RIDGE Dr	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	02-001616-00	ARomero	3/5/2024 16:45
SO0003649	269 DEER TRCE	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	99-000742-00	ARomero	3/5/2024 16:48
SO0003650	269 DEER TRCE	3/5/2024	3/5/2024	Inactivate	Inactivate	Completed	WATER	Public Works	99-000742-00	ARomero	3/5/2024 16:50
SO0003651	269 DEER TRACE BLVD	3/5/2024	3/5/2024	Service Action	Service Action	Completed	WATER	Public Works	05-000743-00	ARomero	3/5/2024 16:51
SO0003620	402 N SECOND	3/4/2024	3/4/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	02-000963-01	CTee	3/4/2024 10:36
SO0003621	525 LYNN	3/4/2024	3/4/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001186-00	CTee	3/4/2024 10:50
SO0003622	1001 MAYNARD	3/4/2024	3/4/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000025-01	CTee	3/4/2024 12:10
SO0003623	509 WESTCHESTER	3/4/2024	3/5/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001154-05	JMosley	3/5/2024 10:17
SO0003627	1113 LYNN	3/1/2024	3/6/2024	Disconnect	Disconnect	Completed	WATER	Public Works	03-000244-19	CTee	3/6/2024 8:46
SO0003628	1314 GLASS	3/1/2024	3/6/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000386-13	CTee	3/6/2024 9:45
SO0003629	208 RHONE	3/1/2024	3/6/2024	Disconnect	Disconnect	Completed	WATER	Public Works	03-000681-00	CTee	3/6/2024 10:26
SO0003618	716 ASHFORD	3/1/2024	3/7/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001439-04	JMosley	3/7/2024 8:02
SO0003608	402 N SECOND	2/29/2024	3/1/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000963-01	ARomero	3/4/2024 9:13

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SO0003609	1013 RED OAK LN	2/29/2024	2/29/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100088-00	ARomero	2/29/2024 14:29
SO0003610	1013 RED OAK LN	2/29/2024	2/29/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000088-00	ARomero	2/29/2024 14:30
SO0003611	1013 RED OAK LN	2/29/2024	2/29/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000088-00	ARomero	2/29/2024 14:32
SO0003612	1013 RED OAK LN	2/29/2024	2/29/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100088-00	ARomero	2/29/2024 14:33
SO0003613	1000 N TEMPLE	2/29/2024	3/4/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000021-00	CTee	3/4/2024 8:58
SO0003596	1016 RED OAK LN	2/29/2024	2/29/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100098-00	ARomero	2/29/2024 9:17
SO0003597	1016 RED OAK LN	2/29/2024	2/29/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000098-04	ARomero	2/29/2024 9:19
SO0003599	1016 RED OAK LN	2/29/2024	2/29/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100098-00	ARomero	2/29/2024 9:20
SO0003601	1007 RED OAK LN	2/29/2024	2/29/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100049-00	ARomero	2/29/2024 9:25
SO0003602	1007 RED OAK LN	2/29/2024	2/29/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100049-00	ARomero	2/29/2024 9:25
SO0003604	1007 RED OAK LN	2/29/2024	2/29/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000049-06	ARomero	2/29/2024 9:27
SO0003605	207 RUTLAND	2/29/2024	2/29/2024	Connect	Connect	Completed	WATER	Public Works	02-000673-18	CMays	2/29/2024 14:24
SO0003589	108 BALLENGER	2/28/2024	2/29/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000166-00	CMays	2/29/2024 14:18
SO0003590	805 CYPRESS	2/28/2024	3/1/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001508-00	JMosley	3/1/2024 8:43
SO0003592	502 BOOKER	2/28/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001090-03	ARomero	2/29/2024 14:12
SO0003593	608 N SECOND	2/28/2024	2/29/2024	Reinstate	Reinstate	Completed	WATER	Public Works	05-001291-11	CMays	2/29/2024 14:14
SO0003594	713 BOOKER	2/28/2024	2/29/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001425-00	CMays	2/29/2024 14:07
SO0003595	304 PINE St	2/28/2024	2/29/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	99-000834-02	CMays	2/29/2024 14:43
SO0003571	207 RUTLAND	2/27/2024	2/27/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000673-17	JMosley	2/27/2024 10:03
SO0003572	303 DEVEREAUX	2/27/2024	2/27/2024	Connect	Connect	Completed	WATER	Public Works	05-000812-09	JMosley	2/27/2024 10:07
SO0003573	1407 RYAN CHAPEL RD	2/27/2024	2/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000437-00	JMosley	2/27/2024 11:02
SO0003574	1008 OAK HOLW	2/27/2024	3/4/2024	Disconnect	Disconnect	Completed	WATER	Public Works	03-000052-02	CTee	3/4/2024 9:16
SO0003576	204 THOMPSON	2/27/2024	2/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000638-10	TMartin	2/27/2024 14:07
SO0003577	706 CYPRESS	2/27/2024	3/4/2024	Misc	Miscellaneous	Completed		Public Works	03-001376-00	CTee	3/4/2024 15:20
SO0003579	217 RHONE B	2/27/2024	2/29/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000720-00	CMays	2/29/2024 14:46
SO0003580	912 DOGWOOD RIDGE Dr	2/27/2024	2/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-001660-06	TMartin	2/27/2024 14:53
SO0003582	602 DENNIS	2/27/2024	2/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001222-00	TMartin	2/27/2024 15:08
SO0003583	1109 RED OAK LN	2/27/2024	2/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-000230-02	TMartin	2/27/2024 14:59
SO0003586	1206 LYNN	2/27/2024		Misc	Miscellaneous	Open		Public Works	03-000303-00	ICaffery	2/27/2024 15:24
SO0003587	300 S NEAL PICKETT	2/27/2024	2/29/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000773-00	CMays	2/29/2024 14:01
SO0003588	804 WELLS	2/27/2024	2/29/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001507-01	CMays	2/29/2024 14:37
SO0003558	403 S FIRST	2/26/2024	2/26/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000979-14	ARomero	2/26/2024 12:20
SO0003559	FM 1818	2/26/2024	3/4/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001742-00	CTee	3/4/2024 10:19
SO0003560	300 THOMPSON	2/26/2024	2/27/2024	Connect	Connect	Completed	WATER	Public Works	01-000774-01	JMosley	2/27/2024 10:38
SO0003549	722 DENNIS	2/26/2024	2/27/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001460-00	JMosley	2/27/2024 9:48
SO0003567	701 SHADY LN	2/26/2024	2/26/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001344-03	ARomero	2/26/2024 17:23
SO0003568	701 SHADY LN	2/26/2024	2/26/2024	Service Action	Service Action	Completed	WATER	Public Works	01-101344-00	ARomero	2/26/2024 17:24
SO0003569	701 SHADY LN	2/26/2024	2/26/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-001344-03	ARomero	2/26/2024 17:25
SO0003570	701 SHADY LN	2/26/2024	2/27/2024	Inactivate	Inactivate	Completed	WATER	Public Works	01-001344-03	JMosley	2/27/2024 10:31
SO0003553	1107 LAWRENCE	2/26/2024	2/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000218-00	JMosley	2/27/2024 9:42
SO0003554	1107 LAWRENCE	2/26/2024	2/26/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000218-00	ARomero	2/26/2024 11:41
SO0003548	1214 CYPRESS	2/23/2024	3/4/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000322-00	CTee	3/4/2024 8:11
SO0003534	101 W BORDEN	2/22/2024	2/22/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000072-00	ARomero	2/22/2024 8:05
SO0003545	300 N HENDRICK	2/22/2024	2/22/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-000766-00	JMosley	2/22/2024 14:11
SO0003546	299 1/2 N HINES	2/22/2024	2/22/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-000756-05	JMosley	2/22/2024 15:39
SO0003547	266 DEER TRACE BLVD	2/22/2024	2/26/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000741-00	JMosley	2/26/2024 10:21
SO0003492	1113 LYNN	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000244-19	JMosley	2/27/2024 7:47
SO0003493	310 BOX FACTORY	2/21/2024	2/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000889-07	ARomero	2/21/2024 8:39
SO0003494	108 BALLENGER	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000166-00	JMosley	2/27/2024 10:50

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SO0003495	713 BOOKER	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001425-00	JMosley	2/27/2024 10:33
SO0003496	1106 LYNN	2/21/2024	2/22/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000213-11	ARomero	2/22/2024 7:47
SO0003497	1009 HOLUBEC	2/21/2024	2/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000053-03	ARomero	2/21/2024 16:44
SO0003498	1001 MAYNARD	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000025-01	JMosley	2/27/2024 7:44
SO0003499	306 FULLER	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000858-06	ARomero	2/26/2024 9:47
SO0003500	608 N SECOND	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-001291-11	JMosley	2/27/2024 9:50
SO0003501	217 RHONE B	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000720-00	JMosley	2/27/2024 8:30
SO0003502	700 PINEWOOD	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001336-04	ARomero	2/26/2024 8:38
SO0003503	1109 RED OAK LN	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000230-02	JMosley	2/27/2024 9:18
SO0003504	209 HAMNER	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-000688-03	ARomero	2/26/2024 8:39
SO0003505	912 DOGWOOD RIDGE Dr	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001660-06	JMosley	2/27/2024 9:36
SO0003506	1110 LAWRENCE	2/21/2024	2/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000234-03	ARomero	2/21/2024 8:00
SO0003507	1314 GLASS	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000386-13	JMosley	2/27/2024 10:58
SO0003508	403 S FIRST	2/21/2024	2/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000979-14	ARomero	2/23/2024 9:30
SO0003509	1102 LAWRENCE	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000196-04	ARomero	2/26/2024 8:42
SO0003510	112 HINES	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000260-00	ARomero	2/26/2024 8:31
SO0003511	620 S TEMPLE	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001322-04	ARomero	2/26/2024 8:45
SO0003512	602 DENNIS	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001222-00	JMosley	2/27/2024 9:06
SO0003513	1003 LYNN	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-101730-00	JMosley	2/27/2024 10:27
SO0003514	206 RHONE	2/21/2024	2/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000663-06	ARomero	2/21/2024 15:01
SO0003515	202 DEVEREAUX	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000598-15	ARomero	2/26/2024 7:31
SO0003516	804 WELLS	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001507-01	JMosley	2/27/2024 9:13
SO0003517	1407 RYAN CHAPEL RD	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000437-00	JMosley	2/27/2024 9:36
SO0003518	812 WELLS	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001535-00	ARomero	2/26/2024 8:48
SO0003519	416 BIRDSONG	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001055-04	ARomero	2/26/2024 8:35
SO0003520	412 BIRDSONG	2/21/2024	2/22/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001043-09	ARomero	2/22/2024 7:45
SO0003521	1419 RYAN CHAPEL RD	2/21/2024	2/22/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000475-00	ARomero	2/22/2024 7:44
SO0003522	204 THOMPSON	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000638-10	JMosley	2/27/2024 10:36
SO0003523	711 PINEWOOD	2/21/2024	2/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001416-14	ARomero	2/21/2024 16:45
SO0003524	207 DEVEREAUX	2/21/2024	2/22/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000669-10	ARomero	2/22/2024 7:43
SO0003525	605 S TEMPLE	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001267-04	ARomero	2/26/2024 8:10
SO0003526	304 WHITE OAK	2/21/2024	2/22/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000839-03	ARomero	2/22/2024 7:42
SO0003527	208 RHONE	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000681-00	JMosley	2/27/2024 8:31
SO0003528	105 PINE VALLEY Rd	2/21/2024	2/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000154-01	ARomero	2/26/2024 8:49
SO0003529	711 DENNIS	2/21/2024	2/22/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001412-10	ARomero	2/22/2024 7:45
SO0003530	300 S NEAL PICKETT	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000773-00	JMosley	2/27/2024 10:34
SO0003531	1017 HOLUBEC	2/21/2024	2/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000100-01	JMosley	2/27/2024 9:45
SO0003532	410 BIRDSONG	2/21/2024	2/22/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001036-00	JMosley	2/22/2024 9:47
SO0003533	500 S TEMPLE	2/21/2024	2/22/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	01-001072-02	JMosley	2/22/2024 14:12
SO0003484	1605 N TEMPLE	2/20/2024	2/20/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000554-01	JMosley	2/20/2024 10:48
SO0003485	525 1/2 LYNN	2/20/2024	2/22/2024	General Maintenance	Miscellaneous	Completed	STREET	Public Works	03-001184-00	JMosley	2/22/2024 10:25
SO0003486	525 1/2 LYNN	2/20/2024	2/22/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	03-001184-00	JMosley	2/22/2024 10:26
SO0003488	701 S TEMPLE	2/20/2024	2/20/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001343-02	ARomero	2/20/2024 12:42
SO0003489	405 N NEAL PICKETT	2/20/2024	2/22/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000994-00	JMosley	2/22/2024 10:27
SO0003490	401 S FIRST	2/20/2024	2/22/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000956-00	JMosley	2/22/2024 10:26
SO0003491	1517 N TEMPLE	2/20/2024	2/22/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000549-00	JMosley	2/22/2024 9:16
SO0003539	508 BURKE	2/19/2024	2/22/2024	Service Action	Service Action	Completed	WATER	Public Works	02-001146-02	ARomero	2/22/2024 8:29
SO0003541	508 BURKE	2/19/2024	2/22/2024	Service Action	Service Action	Completed	WATER	Public Works	02-001146-02	ARomero	2/22/2024 8:32

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SO0003483	308 PINE	2/16/2024	2/16/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-000877-00	ARomero	2/16/2024 11:52
SO0003477	1113 LAWRENCE	2/15/2024	2/22/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-000243-04	JMosley	2/22/2024 14:18
SO0003478	400 KENLEY CITY HALL	2/15/2024	2/16/2024	Misc	Miscellaneous	Completed		Public Works	99-000942-00	JMosley	2/16/2024 10:42
SO0003479	500 S TEMPLE	2/15/2024	2/22/2024	General Maintenance	Miscellaneous	Completed	GENERAL	Public Works	01-001072-02	JMosley	2/22/2024 12:16
SO0003552	715 NELSON	2/15/2024	2/26/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001437-03	ARomero	2/26/2024 11:10
SO0003482	305 MARGIE HARREL	2/14/2024	2/14/2024	Disconnect	Disconnect	Completed	WATER	Public Works	03-000847-00	ARomero	2/15/2024 16:22
SO0003475	211 RUTLAND	2/14/2024	2/14/2024	Connect	Connect	Completed	WATER	Public Works	02-000703-04	JMosley	2/14/2024 10:33
SO0003472	108 MAGNOLIA	2/13/2024	2/14/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000170-01	ARomero	2/14/2024 8:46
SO0003473	406 S TEMPLE	2/13/2024	2/13/2024	Connect	Connect	Completed	WATER	Public Works	01-001013-01	JMosley	2/13/2024 14:53
SO0003474	305 HINES	2/13/2024	2/14/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000845-05	JMosley	2/14/2024 10:44
SO0003557	1017 HOLUBEC	2/13/2024	2/27/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000100-01	JMosley	2/27/2024 9:40
SO0003469	601 CARTER	2/12/2024	2/14/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001206-00	JMosley	2/14/2024 12:26
SO0003470	304 PINE St	2/12/2024	2/13/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	99-000834-01	JMosley	2/13/2024 15:00
SO0003471	307 BOX FACTORY	2/12/2024	2/13/2024	Connect	Connect	Completed	WATER	Public Works	03-000866-02	ARomero	2/13/2024 7:55
SO0003468	903 N TEMPLE	2/9/2024	2/9/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	02-001612-01	JMosley	2/9/2024 12:03
SO0003466	1108 LAWRENCE	2/8/2024	2/9/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	99-000223-01	JMosley	2/9/2024 10:39
SO0003467	500 S TEMPLE	2/8/2024	2/9/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001072-02	JMosley	2/9/2024 10:29

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Code Compliance Report – February 2024

Mail and Bank Deposit – Daily

911 Addressing – 409 North First St needed a letter stating her address was changed few years ago. 315 Margie Harrell change of address street name letter.

Planning and Zoning – Appraisal District called about Zoning information for a property on Franken's St. Realtor called to get a PDF of the City of Diboll's Zoning map.

Inspections Services – 204 Avalon meter inspection, 311 Locust Solar final inspection, 100 MLK meter pole, 1206 Cypress Driveway inspection, Foundation and plumbing rough

Mowing Letters – 717 Dennis, 209 Pine Street, 401 Nogle St

Code Compliance – 1404 called to report her neighbor created a dam between their property with a layer of bricks. I got pictures and let her know I would look into this. Resident called about visibility at intersection on Neil Pickett and Lynn. I have contacted property owners and they have been cutting brush. Resident called about 401 Nogel St grass over grown. I sent letter to owner.

Dogs at Large letters – 1009 Holubec St, 996 Holubec St, 1015 Holubec St, 1013 Holubec St, 1007 Holubec St, 206 South First Street, 1101 Lynn St

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CITY OF DIBOLL

Interoffice Memorandum

DATE: **March 12, 2023**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including February 2024 Financials Report for your review

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Cemetery Management, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Municipal Court Component
Estimated Completion Date: February 2024
Status: 100% Complete

Socrata Open Finance
Estimated Completion Date: February 2024
Status: 5% Complete

Fond regards,

Sam Durham

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DIBOLL, TX MUNICIPAL COURT

Fees and Fines Collection & Activity Report

As of February 29, 2024

LINEBARGER
ATTORNEYS AT LAW

Linebarger Goggan Blair & Sampson, LLP

PROPRIETARY AND CONFIDENTIAL INFORMATION

Linebarger Goggan Blair & Sampson, LLP considers the information contained in this report to be proprietary, confidential, trade secrets of the firm. We respectfully request that no copies of this information be made and/or distributed without the prior written consent of the firm.

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Collections & Activity Summary

Collection Disposition Summary - February 2024	
Citations Assigned	0
Amount Assigned	$0
Citations Collected	4
Amount Collected	$1,411
Citations Cancelled	0
Amount Cancelled	$0
Citations Resolved	4
Amount Resolved	$1,411

Collection Disposition Summary - Contract to Date	
Citations Assigned	28,780
Amount Assigned	$9,933,751
Citations Adjusted	1,751
Amount Adjusted	($69,033)
Citations Collected	6,027
Amount Collected	$1,987,873
Citations Cancelled	1,104
Amount Cancelled	$391,544
Citations Resolved	7,131
Amount Resolved	$2,379,417
Dollar Resolution Rate	24.6%

Collection Activity - February 2024		
Letters		3,078
Address/Phone Updated		203
Phone Activity	Inbound	198
	Outbound	535

Collection Activity - Contract to Date		
Letters		76,420
Address/Phone Updated		17,060
Phone Activity	Inbound	4,810
	Outbound	214,537

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Status of Open Accounts

Status	Count	Amount
ACT - Active Account	21,265	$7,287,155
ATT - Attorney Contact Only	9	$2,917
CAD - Cease And Desist Demand	3	$1,244
DEC - Deceased. No Estate Or Beyond Claim	134	$43,624
DIS - Dispute	20	$6,475
INC - Incarcerated	106	$35,995
PRM - Promise Payment	150	$49,790
PTC - Paid To Client	2	$815
REF - Refuse To Pay	18	$5,893
SKP - Skiptracing For Phone	21	$6,960
SWC - Stop Work Per Client	179	$43,719
SWF - Stop Work Per Firm	1	$432
Total	**21,908**	**$7,485,018**

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Monthly Collection Activity
Last 24 Months

Year	Month	Letters Mailed	Address/Phone Updated	Phone Activity		Dollars Collected
				Inbound	Outbound	
2024	**February**	3,078	203	198	535	$1,411
	January	265	313	34	619	$0
2023	**December**	21	70	8	632	$0
	November	16	173	29	872	$841
	October	717	44	82	882	$0
	September	981	50	71	1,205	$1,144
	August	816	1,054	62	1,421	$12,117
	July	884	163	92	812	$50,251
	June	1,817	194	100	727	$0
	May	999	1,890	87	570	$0
	April	64	181	29	524	$35,154
	March	90	23	116	549	$25,155
	February	6,424	542	9	499	$16,319
	January	191	49	10	562	$2,789
2022	**December**	4	17	2	841	$10,546
	November	2	16	0	626	$8,042
	October	8	30	4	708	$14,962
	September	654	41	15	727	$15,982
	August	440	105	16	775	$17,419
	July	9	28	6	1,066	$18,665
	June	92	18	11	1,407	$26,432
	May	5	30	11	1,328	$30,224
	April	181	24	20	1,365	$67,268
	March	53	15	70	1,601	$25,600
	February	6,283	8	100	1,292	$27,011
Total*		**24,094**	**5,281**	**1,182**	**22,145**	**$407,333**

***Total Amounts noted represent the last 24 months & not contract to date.**

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Portfolio Analysis
Outstanding Placements

	Accounts	Dollars	Acct. Pct.	Dollar Pct.	Average Balance
ALL ACCOUNTS	21,908	$7,485,018.35	100.00%	100.00%	$341.66
ADDRESSES					
No Mailing Address	33	$11,159.17	0.15%	0.15%	$338.16
Returned Mail	3,203	$1,073,274.33	14.62%	14.34%	$335.08
Good Address	18,672	$6,400,584.85	85.23%	85.51%	$342.79
OFFENSE AGE					
One Year or Less	0	$0.00	0.00%	0.00%	$0.00
1-2 Years	285	$119,916.20	1.30%	1.60%	$420.76
2-3 Years	2,037	$800,942.77	9.30%	10.70%	$393.20
+3 Years	19,586	$6,564,159.38	89.40%	87.70%	$335.15
PLACEMENT AGE					
One Year or Less	0	$0.00	0.00%	0.00%	$0.00
1-2 Years	1,296	$516,010.27	5.92%	6.89%	$398.16
2-3 Years	1,253	$496,348.00	5.72%	6.63%	$396.13
+3 Years	19,359	$6,472,660.08	88.36%	86.47%	$334.35

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Offense Age of Placements
Last 13 Months

	2017 & PRIOR	2018	2019	2020	2021	2022	2023	2024	Total Placements
February 2024	-	-	-	-	-	-	-	-	0
January 2024	-	-	-	-	-	-	-	-	0
December 2023	-	-	-	-	-	-	-	-	0
November 2023	-	-	-	-	-	-	-	-	0
October 2023	-	-	-	-	-	-	-	-	0
September 2023	-	-	-	-	-	-	-	-	0
August 2023	-	-	-	-	-	-	-	-	0
July 2023	-	-	-	-	-	-	-	-	0
June 2023	-	-	-	-	-	-	-	-	0
May 2023	-	-	-	-	-	-	-	-	0
April 2023	-	-	-	-	-	-	-	-	0
March 2023	-	-	-	-	-	-	-	-	0
February 2023	-	-	-	-	-	-	-	-	0

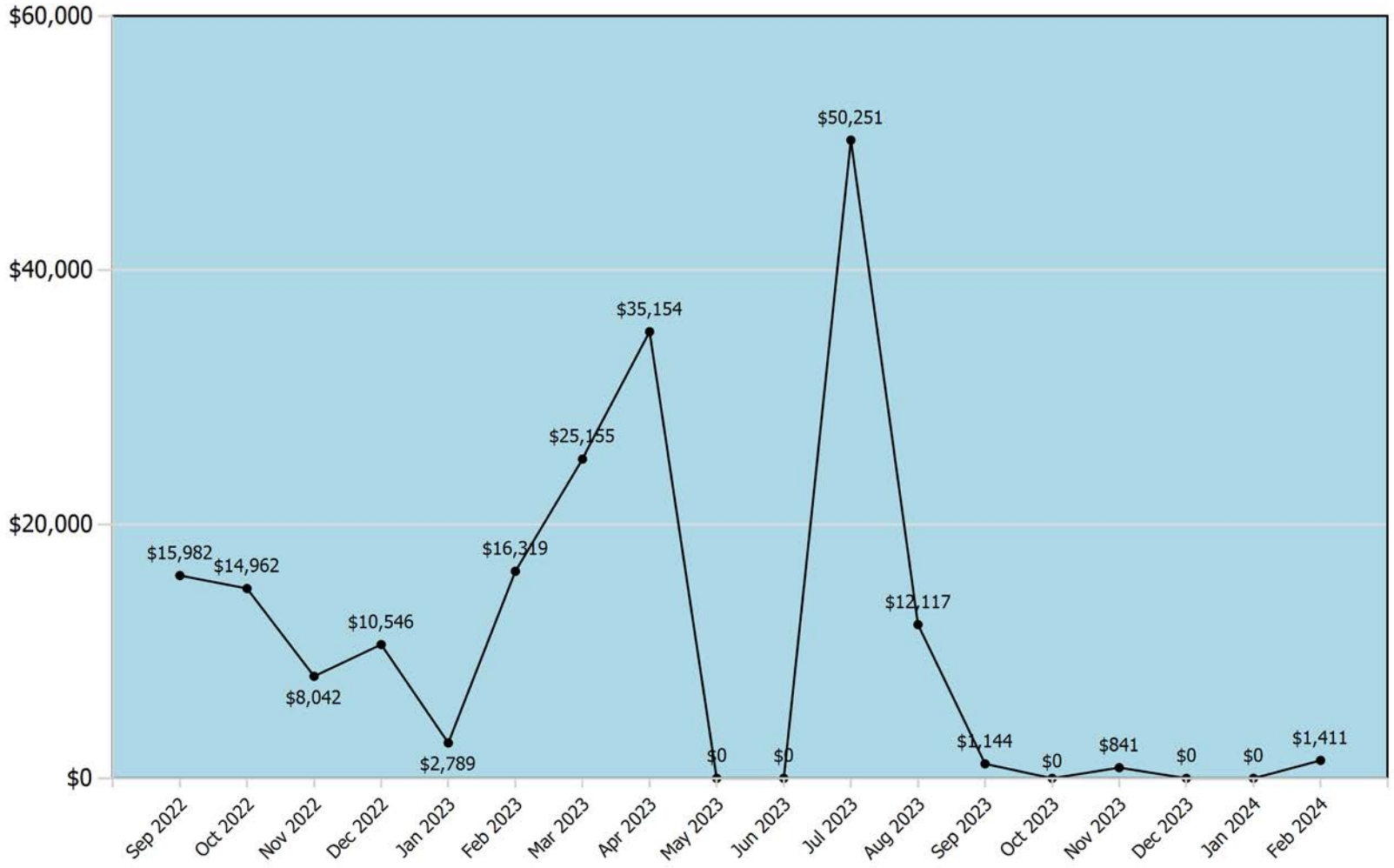
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Placement Activity Summary
Contract to Date

Year	Month	Count #	Orig Placement $	Cancelled $	Adjustment $	Net Placement $	Collected $	Collected %
	February	0	$0	$0	$0	$0	$0	0.00%
	January	0	$0	$0	$0	$0	$0	0.00%
2024 Summary		**0**	**$0**	**$0**	**$0**	**$0**	**$0**	**#Error**
	December	0	$0	$0	$0	$0	$0	0.00%
	November	0	$0	$0	$0	$0	$0	0.00%
	October	0	$0	$0	$0	$0	$0	0.00%
	September	0	$0	$0	$0	$0	$0	0.00%
	August	0	$0	$0	$0	$0	$0	0.00%
	July	0	$0	$0	$0	$0	$0	0.00%
	June	0	$0	$0	$0	$0	$0	0.00%
	May	0	$0	$0	$0	$0	$0	0.00%
	April	0	$0	$0	$0	$0	$0	0.00%
	March	0	$0	$0	$0	$0	$0	0.00%
	February	0	$0	$0	$0	$0	$0	0.00%
2023 Summary	**January**	0	$0	$0	$0	$0	$0	0.00%
	December	0	$0	$0	$0	$0	$0	0.00%
	November	0	$0	$0	$0	$0	$0	0.00%
	October	0	$0	$0	$0	$0	$0	0.00%
	September	494	$198,064	$875	($181)	$197,008	$4,438	2.25%
	August	131	$52,798	$0	($49)	$52,750	$2,109	4.00%
	July	401	$158,509	$1,570	($194)	$156,744	$9,825	6.27%
	June	0	$0	$0	$0	$0	$0	0.00%
	May	0	$0	$0	$0	$0	$0	0.00%
	April	79	$31,857	$0	($40)	$31,817	$2,273	7.14%
	March	271	$107,470	$2,665	$0	$104,805	$8,468	8.08%
	February	0	$0	$0	$0	$0	$0	0.00%
2022 Summary		**1,376**	**$548,697**	**$5,110**	**($464)**	**$543,123**	**$27,113**	**4.99%**
2021 Summary		**1,749**	**$697,027**	**$6,978**	**($3,803)**	**$686,247**	**$93,596**	**13.64%**
2020 Summary		**1,370**	**$533,385**	**$12,466**	**($4,635)**	**$516,285**	**$105,150**	**20.37%**
2019 Summary		**2,114**	**$792,156**	**$17,576**	**($8,694)**	**$765,887**	**$197,056**	**25.73%**
Prior Years		**22,171**	**$7,362,484**	**$349,414**	**($51,438)**	**$6,961,632**	**$1,564,957**	**22.48%**

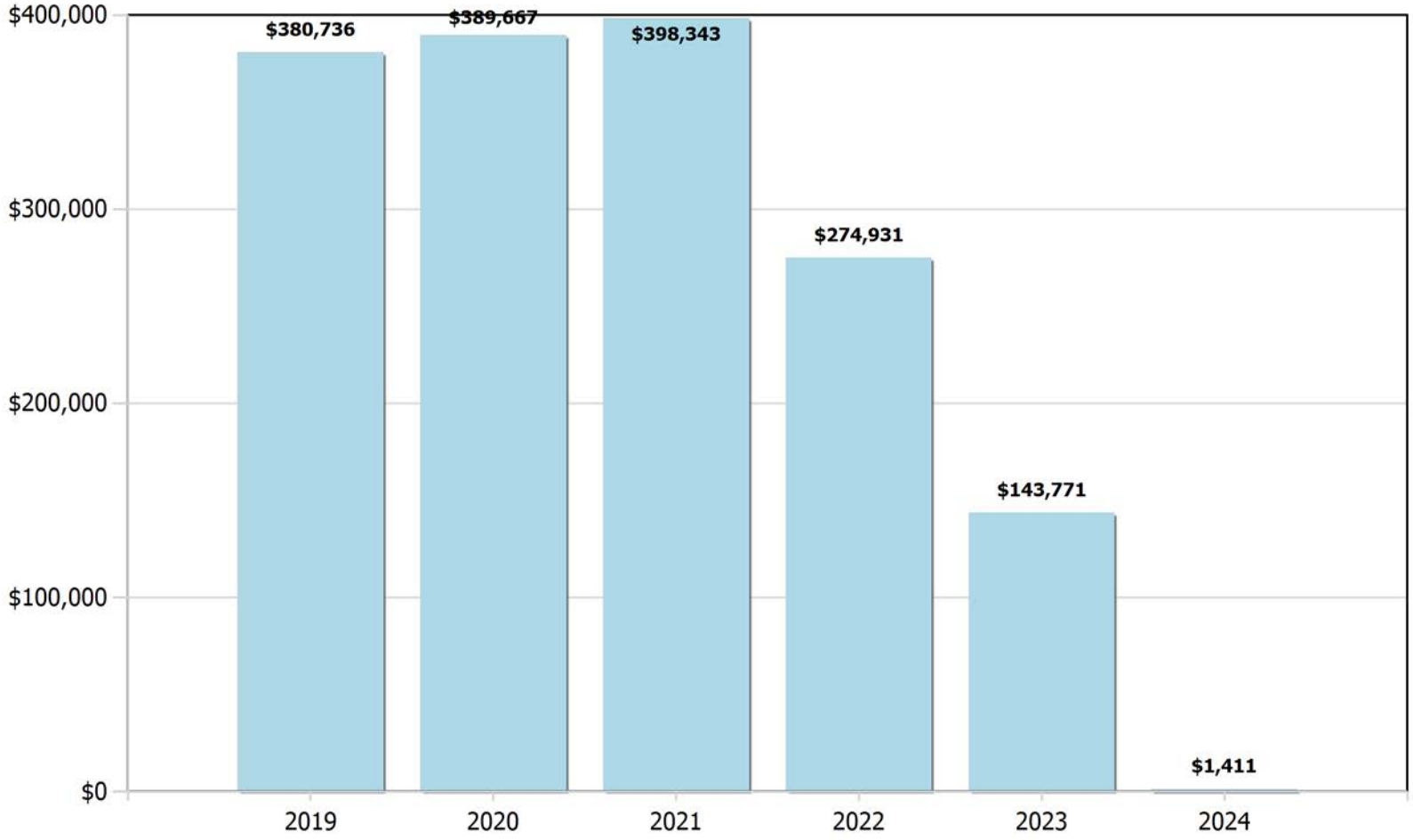
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Monthly Collections
Last 18 Months



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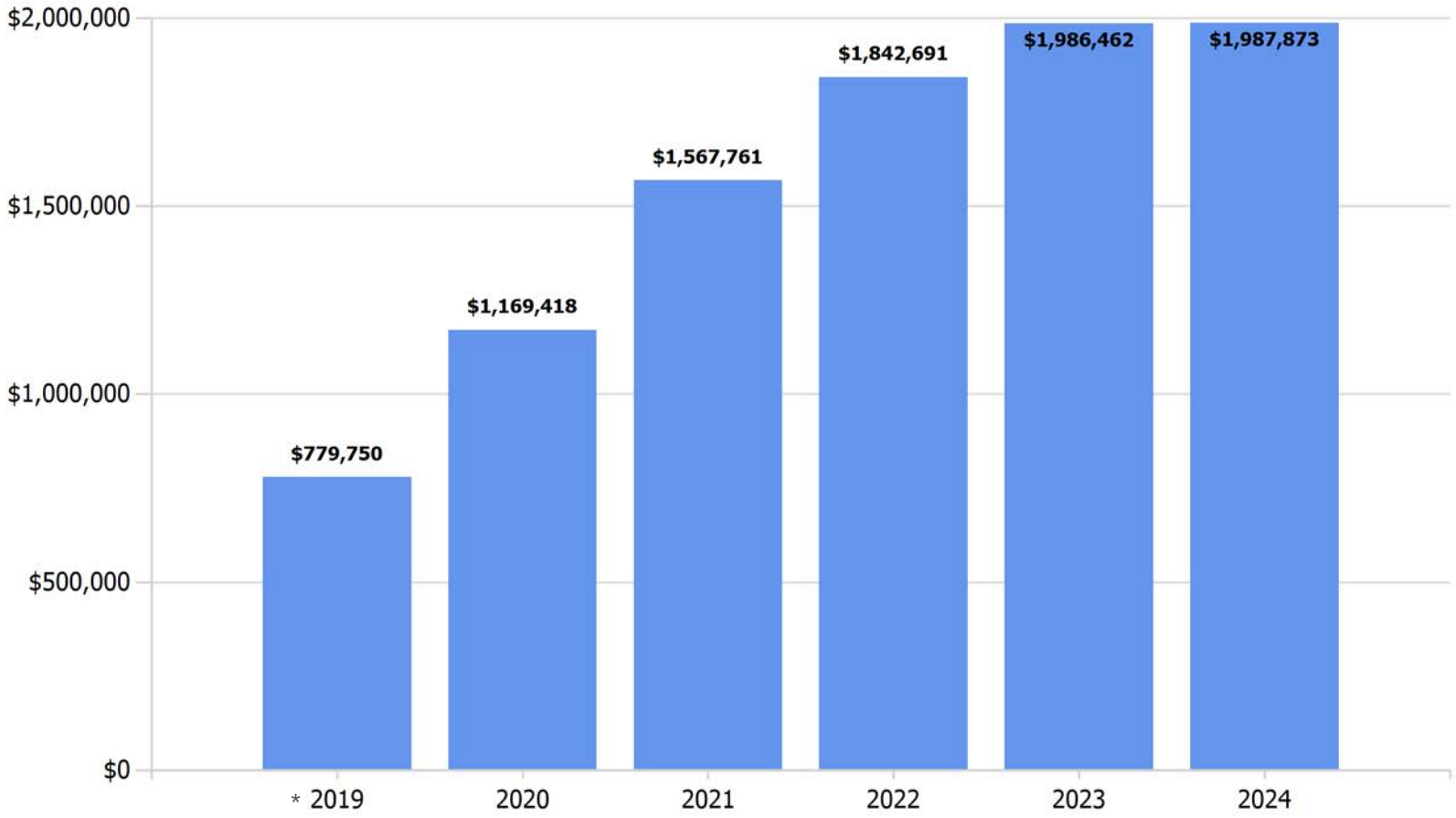
Delinquent Court Fees & Fines Annual Collections
Last 6 Years



***Current Year as of Reporting Month
***First Placement : June 2017

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Delinquent Fees & Fines Cumulative Collections



*Includes Prior Years

**Current Year as of Reporting Month
**First Placement : June 2017

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, MARCH 12, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

NONE

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Fire Chief Aaron Smith.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from February 13, 2024, Regular Session Meeting
b. Financial Statement for February2024
c. 12-Month Attendance Record for February 2024

Ray Williams, Jr. made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Resolution 2024-03-001; cancelling of the May 4, 2024 General Election due to no opposition for Mayor, District 2, District 4 and At Large Place 6 Councilmember

Ray Williams, Jr. made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

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Item #3: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:19p.m.

Minutes of the March 12, 2024 Regular Session Meeting approved by council on this the 9th day of April, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, April 9, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from March 12, 2024, Regular Session Meeting
b. Financial Statement for March 2024
c. 12-Month Attendance Record for March 2024

Item #2: Consideration and possible action to approve Resolution 2024-04-001, MOU between Diboll ISD and the City of Diboll for Sheltering and Mass Care Facilities.

Item #3: Receive update from KSA on Street Overlay Project.

Item #4: Consideration and possible action to approve task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

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Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on April 5, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 04/05/2024

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COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

NONE

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Fire Chief Aaron Smith.

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Public Participation: None

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

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All in Favor, none opposed, motion carries.

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Adjournment

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Minutes of the March 12, 2024 Regular Session Meeting approved by council on this the 9th day of April, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 03/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	2,500.00	2,500.00	500.00	2,500.00	2,500.00	0.00
3200 - Fines and Fees	435,800.00	435,800.00	29,610.82	130,243.96	130,243.96	305,556.04
3210 - Licenses & Permits	18,100.00	18,100.00	1,991.10	12,429.90	12,429.90	5,670.10
3500 - Franchise Tax	375,000.00	375,000.00	7,147.48	74,504.05	74,504.05	300,495.95
3550 - Property Tax	1,421,018.00	1,421,018.00	39,180.00	1,372,893.64	1,372,893.64	48,124.36
3700 - Sales Tax	648,000.00	648,000.00	68,583.09	516,485.11	516,485.11	131,514.89
3800 - Interest	12,000.00	12,000.00	0.00	13,347.15	13,347.15	-1,347.15
3805 - Miscellaneous	2,833.00	10,933.00	295.25	41,010.72	41,010.72	-30,077.72
3940 - Contributions & Grants	0.00	0.00	1,610.21	26,393.21	26,393.21	-26,393.21
3960 - Donations	10,700.00	10,700.00	0.00	10,800.00	10,800.00	-100.00
Revenue Total:	**2,925,951.00**	**2,934,051.00**	**148,917.95**	**2,200,607.74**	**2,200,607.74**	**733,443.26**
Expense						
4000 - Insurance	65,014.00	65,014.00	0.00	122,100.62	122,100.62	-57,086.62
4010 - Grant Expense	0.00	0.00	0.00	172.56	172.56	-172.56
4030 - Fines & Fees	400.00	400.00	0.00	0.00	0.00	400.00
4040 - Administrative	199,717.00	247,341.00	53,306.09	187,105.41	188,050.05	59,290.95
4080 - Capital Purchase	2.00	22,378.00	0.00	22,377.00	22,377.00	1.00
4100 - Contractual & Professional Services	209,910.00	204,410.00	11,039.64	126,267.55	126,767.55	77,642.45
4110 - Intergov't Contracts	171,000.00	171,000.00	1,750.00	28,719.62	28,719.62	142,280.38
4210 - Project Expense	70,139.00	60,451.32	1,940.68	18,655.24	18,655.24	41,796.08
4300 - Utility	114,480.00	114,480.00	7,230.46	46,746.73	46,746.73	67,733.27
4400 - Repairs & Maintenance	203,926.00	287,113.68	20,240.14	96,151.19	101,040.67	186,073.01
4460 - Materials & Supplies	194,103.00	194,548.00	16,000.69	64,284.32	66,344.89	128,203.11
4500 - Miscellaneous	5,500.00	5,500.00	80.00	6,376.02	6,026.02	-526.02
4800 - Payroll Expense	2,267,325.00	2,275,425.00	168,894.68	1,105,218.22	1,105,218.22	1,170,206.78
4860 - Personnel	39,860.00	39,860.00	935.93	22,966.50	24,177.14	15,682.86
9999 - Transfers	-615,425.00	-615,425.00	0.00	0.00	0.00	-615,425.00
Expense Total:	**2,925,951.00**	**3,072,496.00**	**281,418.31**	**1,847,140.98**	**1,856,396.31**	**1,216,099.69**
Fund: 01 - General Fund Surplus (Deficit):	**0.00**	**-138,445.00**	**-132,500.36**	**353,466.76**	**344,211.43**	**-482,656.43**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	249,952.50	1,596,455.18	1,596,455.18	2,120,941.82
3130 - Penalties & Interest	25,000.00	25,000.00	125,318.38	606,537.75	606,537.75	-581,537.75
3800 - Interest	8,000.00	8,000.00	0.00	9,285.17	9,285.17	-1,285.17
3805 - Miscellaneous	0.00	0.00	3,409.00	33,490.86	33,490.86	-33,490.86
3940 - Contributions & Grants	0.00	0.00	27,250.00	278,750.00	278,750.00	-278,750.00
Revenue Total:	**3,750,397.00**	**3,750,397.00**	**405,929.88**	**2,524,518.96**	**2,524,518.96**	**1,225,878.04**
Expense						
4000 - Insurance	30,242.00	30,242.00	0.00	64,594.54	64,594.54	-34,352.54
4010 - Grant Expense	0.00	0.00	27,250.00	48,300.00	48,300.00	-48,300.00
4030 - Fines & Fees	2,340.00	2,340.00	0.00	320.38	320.38	2,019.62
4040 - Administrative	55,429.00	55,429.00	14,165.38	39,131.38	39,131.38	16,297.62
4080 - Capital Purchase	0.00	60,421.00	37,029.00	60,270.50	60,270.50	150.50
4100 - Contractual & Professional Services	907,851.00	895,135.00	263,955.39	628,029.26	646,126.96	249,008.04
4110 - Intergov't Contracts	15,000.00	15,000.00	1,854.28	20,101.91	20,101.91	-5,101.91
4300 - Utility	147,420.00	147,420.00	13,676.68	76,570.10	76,570.10	70,849.90
4400 - Repairs & Maintenance	273,025.00	272,421.00	22,891.45	100,935.05	109,950.03	162,470.97
4460 - Materials & Supplies	239,650.00	239,650.00	7,933.18	93,396.44	95,384.69	144,265.31
4800 - Payroll Expense	569,710.00	569,710.00	45,041.90	298,751.85	298,751.85	270,958.15
4860 - Personnel	9,460.00	9,460.00	70.74	796.88	796.88	8,663.12
9999 - Transfers	1,500,270.00	1,500,270.00	0.00	464,467.00	464,467.00	1,035,803.00
Expense Total:	**3,750,397.00**	**3,797,498.00**	**433,868.00**	**1,895,665.29**	**1,924,766.22**	**1,872,731.78**
Fund: 02 - Utility Fund Surplus (Deficit):	**0.00**	**-47,101.00**	**-27,938.12**	**628,853.67**	**599,752.74**	**-646,853.74**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	120.00	1,480.00	1,480.00	-1,480.00
3900 - Rentals & Leases	60,100.00	60,100.00	4,456.15	42,458.54	42,458.54	17,641.46
Revenue Total:	**60,100.00**	**60,100.00**	**4,576.15**	**43,938.54**	**43,938.54**	**16,161.46**
Expense						
4000 - Insurance	600.00	600.00	0.00	1,260.20	1,260.20	-660.20
4040 - Administrative	1,414.00	1,414.00	0.00	1,252.07	1,252.07	161.93
4100 - Contractual & Professional Services	1,450.00	1,450.00	120.00	660.00	660.00	790.00
4300 - Utility	56,336.00	56,336.00	4,395.26	29,504.94	29,504.94	26,831.06
4400 - Repairs & Maintenance	20,800.00	20,800.00	8,080.64	19,381.89	20,634.87	165.13
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-61,147.00	-61,147.00	0.00	0.00	0.00	-61,147.00
Expense Total:	**60,100.00**	**60,100.00**	**12,595.90**	**52,059.10**	**53,312.08**	**6,787.92**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**-8,019.75**	**-8,120.56**	**-9,373.54**	**9,373.54**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	1,200.00	2,941.17	0.00	1,330.96	1,330.96	1,610.21
Revenue Total:	**170,813.00**	**172,554.17**	**0.00**	**1,330.96**	**1,330.96**	**171,223.21**
Expense						
4010 - Grant Expense	108,224.00	108,224.00	2,370.95	10,307.52	12,373.11	95,850.89
4210 - Project Expense	3,603.00	5,344.17	0.00	325.00	325.00	5,019.17
Expense Total:	**111,827.00**	**113,568.17**	**2,370.95**	**10,632.52**	**12,698.11**	**100,870.06**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**-2,370.95**	**-9,301.56**	**-11,367.15**	**70,353.15**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	7,315.38	7,315.38	6,684.62
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**7,315.38**	**7,315.38**	**37,684.62**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**7,315.38**	**7,315.38**	**2,434.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	6.34	6.34	-6.34
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**0.00**	**6.34**	**6.34**	**7,597.66**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**0.00**	**6.34**	**6.34**	**6,097.66**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	922.55	3,743.50	3,743.50	3,424.50
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**922.55**	**3,743.50**	**3,743.50**	**14,635.50**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**922.55**	**3,743.50**	**3,743.50**	**7,467.50**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	791.82	3,252.36	3,252.36	3,755.64
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**791.82**	**3,252.36**	**3,252.36**	**10,860.64**
Expense						
4300 - Utility	7,008.00	7,008.00	0.00	1,184.83	1,184.83	5,823.17
Expense Total:	**7,008.00**	**7,008.00**	**0.00**	**1,184.83**	**1,184.83**	**5,823.17**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**791.82**	**2,067.53**	**2,067.53**	**5,037.47**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	125.91	125.91	-125.91
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**0.00**	**125.91**	**125.91**	**50,288.09**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**0.00**	**125.91**	**125.91**	**50,288.09**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	4,450.71	144,706.90	144,706.90	737.10
3800 - Interest	0.00	0.00	0.00	3.21	3.21	-3.21
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**4,450.71**	**144,710.11**	**144,710.11**	**80,733.89**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	0.00	518,657.88	518,657.88	90,303.12
4020 - Note Expense	392,281.00	392,281.00	0.00	0.00	0.00	392,281.00
4030 - Fines & Fees	950.00	950.00	0.00	475.00	475.00	475.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**0.00**	**54,665.88**	**54,665.88**	**90,778.12**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**4,450.71**	**90,044.23**	**90,044.23**	**-10,044.23**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	0.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**0.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**292,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	816.12	3,378.75	3,378.75	4,621.25
Revenue Total:	**8,000.00**	**8,000.00**	**816.12**	**3,378.75**	**3,378.75**	**4,621.25**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**816.12**	**3,378.75**	**3,378.75**	**28,789.25**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	16.27	67.35	67.35	82.65
Revenue Total:	**150.00**	**150.00**	**16.27**	**67.35**	**67.35**	**82.65**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**16.27**	**67.35**	**67.35**	**565.65**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	45,572.00	45,572.00	0.00	0.00	0.00	45,572.00
3960 - Donations	250.00	250.00	34.66	269.86	269.86	-19.86
Revenue Total:	**45,822.00**	**45,822.00**	**34.66**	**269.86**	**269.86**	**45,552.14**
Expense						
4210 - Project Expense	45,822.00	47,011.18	0.00	9,907.06	9,907.06	37,104.12
Expense Total:	**45,822.00**	**47,011.18**	**0.00**	**9,907.06**	**9,907.06**	**37,104.12**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**-1,189.18**	**34.66**	**-9,637.20**	**-9,637.20**	**8,448.02**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	423.96	423.96	-423.96
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**0.00**	**423.96**	**423.96**	**225,219.04**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**423.96**	**423.96**	**-423.96**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 03/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	2,894.60	2,894.60	-2,894.60
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**2,894.60**	**2,894.60**	**1,156,701.40**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	0.00	7,113.60	7,113.60	1,152,482.40
Expense Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**7,113.60**	**7,113.60**	**1,152,482.40**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**-4,219.00**	**-4,219.00**	**4,219.00**
Total Surplus (Deficit):	**606,573.00**	**374,837.82**	**-163,797.05**	**1,058,215.06**	**1,016,540.23**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	0.00	-138,445.00	-132,500.36	353,466.76	344,211.43	-482,656.43
02 - Utility Fund	0.00	-47,101.00	-27,938.12	628,853.67	599,752.74	-646,853.74
03 - Recreation Fund	0.00	0.00	-8,019.75	-8,120.56	-9,373.54	9,373.54
05 - Special Revenue Fund	58,986.00	58,986.00	-2,370.95	-9,301.56	-11,367.15	70,353.15
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	7,315.38	7,315.38	2,434.62
07 - Seized Fund	6,104.00	6,104.00	0.00	6.34	6.34	6,097.66
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	922.55	3,743.50	3,743.50	7,467.50
10 - MC Tech Fund	7,105.00	7,105.00	791.82	2,067.53	2,067.53	5,037.47
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	0.00	125.91	125.91	50,288.09
13 - Debt Service Fund	80,000.00	80,000.00	4,450.71	90,044.23	90,044.23	-10,044.23
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	292,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	816.12	3,378.75	3,378.75	28,789.25
17 - MC Municipal Jury Fund	633.00	633.00	16.27	67.35	67.35	565.65
18 - Keep Diboll Beautiful Fu...	0.00	-1,189.18	34.66	-9,637.20	-9,637.20	8,448.02
19 - Street Project Fund	0.00	0.00	0.00	423.96	423.96	-423.96
20 - ARPA Fund	0.00	0.00	0.00	-4,219.00	-4,219.00	4,219.00
Total Surplus (Deficit):	**606,573.00**	**374,837.82**	**-163,797.05**	**1,058,215.06**	**1,016,540.23**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	4/11/2023	5/9/2023	5/15/2023	6/13/2023	6/20/2023	7/11/2023	8/8/2023	9/52023
Jana Coulter				0	0	0	0	0
Luis Maldonado	0	0	1	0	0	0	0	1
Nora Munoz				0	0	0	0	0
Daniel Lopez	0	0	0	0	1	0	0	0
Ruben Terrazas	0	0	0	0	1	0	0	0
Ray Williams, Jr.	0	0	0	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**0**	**1**	**0**	**2**	**0**	**0**	**1**

Council Member	9/12/2023	10/10/2023	11/10/2023	12/12/2023	1/9/2024	2/9/2024	3/12/2024	TOTAL TO-DATE
Jana Coulter	0	0	0	0	0	0	0	**0**
Luis Maldonado	0	0	0	0	0	0	0	**2**
Nora Munoz	0	0	0	0	1	0	0	**1**
Daniel Lopez	0	0	0	0	0	0	0	**1**
Ruben Terrazas	0	0	0	0	0	0	0	**1**
Ray Williams, Jr.	1	0	0	0	0	0	0	**1**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**1**	**0**	**0**	**0**	**1**	**0**	**0**	**6**

Rosa M. Olvera - City Secretary

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School District
Memorandum of Understanding
Sheltering and Mass Care Facilities

This agreement is made and entered into between the Diboll ISD and the City of Diboll to establish shelter site locations and terms of use in the event of an evacuation of the students and staff of the Diboll ISD.

Diboll ISD will make every effort to notify the City of Diboll of evacuation possibilities with as much notice as possible. Contact information between the two parties shall be maintained in a separate appendix and is considered confidential information and is not subject to public disclosure.

The City of Diboll agrees to open the Lottie & Arthur Temple Civic Center located at 601 Dennis Street Diboll, Texas 75941 to provide shelter and assistance to students and staff evacuated during emergency situations when the students and staff have a need to be sheltered. The Lottie & Arthur Temple Civic Center has a capacity to accommodate approximately 999 people.

The City of Diboll understands that their organization will be responsible for opening the building and developing procedures for making the building accessible, including rest rooms and an area with phone and internet connection (if available) for Diboll ISD Administrative Personnel. Furthermore, Diboll ISD will provide supervision for all students and staff during the time that the facility is used as an emergency shelter site.

Diboll ISD agrees that it shall exercise reasonable care in the conduct of its activities in said facilities and further agrees to replace or reimburse the City of Diboll for any items, materials, equipment or supplies that may be used by the district in the conduct of its sheltering activities in said facilities.

Diboll ISD will be responsible for replacing, restoring or repairing damage occasioned by the use of any building, facilities or equipment belonging to the City of Diboll.

Diboll ISD will reimburse the City of Diboll for any bona fide expenditure of personnel required to maintain the facility, including overtime costs, upon production of receipts or time sheets. Diboll ISD will not pay any operational or administrative fees to the City of Diboll.

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Diboll ISD shall provide any and all releases of information to the press and media. Requests for interviews or information submitted to the City of Diboll shall be directed to the Diboll ISD 's Public Information Officer or the Superintendent of School

Diboll ISD will make every effort to recognize the hospitality of the City of Diboll in any press or media releases pertaining to the re-location and sheltering of students and staff.

Nothing in this MOU is intended to conflict with current laws or regulations of the United States of America, the State of or local government. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this MOU shall remain in full force and effect.

This agreement shall become effective on April 9, 2024 and may be modified upon the mutual written consent of the parties.

The terms of this agreement, as modified with the consent of both parties, shall be self-renewable for a period of five (5) years from the end date of the agreement unless written termination is given by either party. Either party, upon sixty (60) days written notice to the other party, may terminate this agreement.

The terms of this agreement, as modified with the consent of both parties,

AND NOW, this 9th day of April 2024, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

_____	_____
Superintendent of Schools Diboll ISD	Trey Wilkerson, Mayor City of Diboll
_____	_____
Date	Date

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RESOLUTION 2024-04-001

A RESOLUTION OF THE CITY OF DIBOLL TEXAS, SUPPORTING THE MEMORANDUM OF UNDERSTANDING (MOU) FOR SHELTERING AND MASS CARE FACILITIES BETWEEN DIBOLL ISD AND THE CITY OF DIBOLL

WHEREAS, the City of Diboll finds it in the best interest of the citizens of Diboll, Texas, to support the MOU between Diboll ISD and the City of Diboll to establish shelter site locations and terms of use in the event of an evacuation of the students and staff of the Diboll ISD; and

WHEREAS, the City of Diboll and Diboll ISD takes into account the needs of the whole community, likely to be affected by an incident or event; and

WHEREAS, the City of Diboll agrees that it is important to comply with establishing shelter site locations and terms of use in the event of an evacuation of the students and staff of the Diboll ISD.

NOW, THEREFORE, BE IT RESOLVED that the City of Diboll approves the Memorandum of Understanding Sheltering and Mass Care Facilities.

PASSED AND APPROVED on this the 9th day of April 2024.

_____
Trey Wilkerson, Mayor

ATTEST BY:

_____
Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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TASK ORDER FORM

This is Task Order No. 103126,
consisting of 6 pages,
dated _____.

KSA Project Number: 103126
Owner Project (or Purchase Order) Number:
Project Name: Well No. 1 Rehabilitation

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 9, 2012 ("Agreement"), Owner and Engineer agree as follows:

1. **Specific Project Data**

   A. Owner: City of Diboll

   B. Title: Well No. 1 Rehabilitation

   C. Description: Rehabilitation of Well No. 1 to include brushing and cleaning well, removal of debris and sediment from well, and installaion of a new submersible well pump.

   D. Number of Construction Contracts: 1

2. **Services of Engineer**

   A. Provide the services in Exhibit A – Schedule of Engineer's Services as outlined below:

      a. *Study and Report Phase:*
      NOT INCLUDED

      b. *Preliminary Design Phase:*
      NOT INCLUDED

      c. *Final Design Phase:*
      Engineer shall provide the services outlined in Paragraph A1.03 of the Agreement.

      d. *Bidding or Negotiating Phase:*
      Engineer shall provide the services outlined in Paragraph A1.04 of the Agreement.

      e. *Construction Phase:*
      Engineer shall provide the services outlined in Paragraph A1.05 of the Agreement.

      f. *Commissioning Phase (or Operational Phase):*
      NOT INCLUDED

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B. Additional Services of ENGINEER: As noted below, the ENGINEER is hereby authorized to perform the following additional services as outlined in Exhibit A – Paragraphs 2.01 and 2.02:

Included	Excluded		
○	◉	a.	Design Survey
○	◉	b.	Grant or Loan Application
○	◉	c.	Storm Water Pollution Prevention Plan
○	◉	d.	Environmental Assessment
○	◉	e.	Environmental Information Document
○	◉	f.	Resident Project Representative Services
○	◉	g.	Construction Survey (Baselines and Benchmarks)
○	◉	h.	Geotechnical Investigation
○	◉	i.	Materials Testing
○	◉	j.	Analytical Testing
○	◉	k.	Reimbursable Expenses (Mileage, Printing, Postage & etc.)
○	◉	l.	Easement or Boundary Surveys
○	◉	m.	Easement or Boundary Descriptions
○	◉	n.	Land Acquisition Services
○	◉	o.	TxDOT Utility Installation Request Applications
○	◉	p.	Operation and Maintenance Manual
○	◉	q.	Other:
○	◉	r.	Other:
○	◉	s.	Other:
○	◉	t.	Other:
○	◉	u.	Other:
○	◉	v.	Other:
○	◉	w.	Other:

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3. **Owner's Responsibilities**

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, except as modified by this Task Order.

4. **Times for Rendering Services**

Item	**Calendar Days From Notice to Proceed**
Notice to Proceed from Owner to KSA	0
Complete Study and Report Phase	N/A
Complete Preliminary Design Phase	N/A
Complete Final Design Phase	30
Submit Plans & Specs for Review by Owner/Reviewing Agency	N/A
Approval of Plans & Specs by Owner	N/A
Approval of Plans & Specs by Reviewing Agency	N/A
Advertise for Bids (minimum 2 notices)	35
Pre-Bid Conference	N/A
Open Bids	60
Award Bid	75
Execute Construction Contract	100
Pre-Construction Conference; Issue Notice to Proceed	110
Start Construction Phase	120
Complete Construction Phase	210

Note:
Should review times exceed those identified above, the project schedule will be extended accordingly.

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5. **Payments to Engineer**

A. Owner shall pay Engineer for services rendered as follows:

Work Task	Study & Report Phase	Preliminary Design Phase	Final Design Phase	Bidding Phase	Construction Phase (See Note Two)	Commissioning Phase	Total	Payment Method (See Note 1)
Basic Services	$0.00	$0.00	$9,000.00	$5,000.00	$13,000.00	$0.00	$27,000.00	Lump Sum
Subtotal	$0.00	$0.00	$9,000.00	$5,000.00	$13,000.00	$0.00	$27,000.00	

								Hourly Rate and Reimbursable Expenses
Subtotal	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
Total	$0.00	$0.00	$9,000.00	$5,000.00	$13,000.00	$0.00	$27,000.00	

Notes:
[1] Payment Method: Fees shown for services to be provided on the basis of Hourly Rates and Reimbursable Expenses as shown in Par. 6 of this Task Order are estimated only and are not considered lump sum or not-to-exceed values.
[2] Construction Phase Basic Service assumes a construction period of 90 consecutive calendar days. ENGINEER's work on this phase beyond the construction period will be billed at hourly rates.

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6. Hourly Rates and Reimbursable Expenses Schedule

Rates for hourly work and reimbursable expenses effective on the date of this Agreement are:

Principal	$280.00/hour
Senior Aviation Planner	$225.00/hour
Aviation Planner	$185.00/hour
Electrical Engineer	$190.00/hour
Electrical Design Engineer	$155.00/hour
Senior Project Manager	$250.00/hour
Project Manager	$185.00/hour
Senior Project Engineer	$180.00/hour
Project Engineer	$160.00/hour
Senior Design Engineer	$140.00/hour
Design Engineer	$120.00/hour
Senior Project Architect	$240.00/hour
Project Architect	$145.00/hour
Design Architect	$105.00/hour
Senior Engineering Technician	$210.00/hour
Engineering Technician	$115.00/hour
Senior Design Technician	$135.00/hour
Design Technician	$ 95.00/hour
Safety Manager	$135.00/hour
Safety Specialist	$100.00/hour
Regulation Compliance Specialist	$120.00/hour
Project Assistant	$ 90.00/hour
Senior CAD Technician	$ 90.00/hour
CAD Technician	$ 85.00/hour
Senior Project Representative	$120.00/hour
Project Representative	$105.00/hour
Graphic Designer	$ 80.00/hour
Administrative Assistant	$ 85.00/hour
Secretary	$ 55.00/hour
Three-Man Survey Crew	$210.00/hour
Two-Man Survey Crew	$180.00/hour
Senior Registered Surveyor	$180.00/hour
Registered Surveyor	$155.00/hour
Senior Survey Technician	$120.00/hour
Survey Technician	$100.00/hour
Mileage	$ 0.66/mile
ATV (4-Wheeler)	$100.00/day
GPS	$100.00/day
Reimbursable Expenses (Travel, Lodging, Copies, Printing)	Actual Cost
Outside Consultants	Cost + 15%

NOTE: The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually to reflect equitable changes in the compensation payable to Engineer.

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7. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____.

OWNER: City of Diboll	ENGINEER: KSA Engineers, Inc.
By: _____	By: _____
Name: Trey Wilkerson	Name: Joncie H. Young, P.E.
Title: Mayor	Title: Director of Client Services
Date Signed: _____	Date Signed: 4/4/2024
	Engineer License or Firm's Certificate No. F-1356
	State of: Texas

DESIGNATED REPRESENTATIVE FOR TASK ORDER:	DESIGNATED REPRESENTATIVE FOR TASK ORDER:
Name: Josh Richard	Name: C. Daniel "Danny" Hays, P.E.
Title: Public Works Director	Title: Project Manager
Address: 400 Kenley Street Diboll, TX 75941	Address: 320 North Street Suite 205 Nacogdoches, TX 75961
E-Mail Address: jrichard@cityofdiboll.com	E-Mail Address: dhays@ksaeng.com
Phone: 936.829.4757	Phone: 877.527.3647 ext. 3108
Fax: 936.829.1179	Fax: 888.224.9418

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City of Diboll Volunteer Fire Department

March 2024 Council Report

March 4

- Pledge
- Reports
- Business meeting
- Stop the bleed training
  Fireman present (11)

March 11

- Pledge
- Incident Reports
- Discussion on fire school
- Run trucks
- Clean station
  Fireman present (8)

March 18

- Pledge
- Incident Reports
- Discussion on recent calls
- Run equipment
- Clean station
  Fireman Present (8)

March 25

- Pledge
- Incident Reports
- Spoke on Eclipse
- Ran 53 & Pappy
- Clean station
  Fireman Present (12)

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City of Diboll Volunteer Fire Department

March 2024 Emergency Incidents (10)

Mar 2, 2024 - 1135

- **Call # 2400000039**
  59 S North of Depot
  Car fire
  Out of City
  Trucks 55
  Diboll Fire personnel responded (5)
  7805, 7814, 7822, 7825, 7835

March 4, 2024 - 1817

- **Call # 2400000041**
  59 & 2497
  Vehicle roll over
  In City
  Trucks 54
  Diboll Fire personnel responded (10)
  7805, 7810, 7814, 7819, 7822, 7823, 7825, 7827, 7835, 7836

March 16, 2024 – 1941

- **Call # 2400000043**
  59 & Goodwill
  10/50 two vehicles
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7822, 7827, 7835, 7836

March 17, 2024 - 1927

- **Call # 2400000044**
  403 Neil Pickett
  Car in ditch
  In City
  Diboll Fire personnel responded (6)
  7814, 7820, 7822, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department



March 18, 2024 – 1631

- **Call # 24000000045**
  59 @ Goodwill
  Disabled truck
  In City
  Trucks 55
  Diboll Fire personnel responded (5)
  7814, 7822, 7825, 7835, 7836

March 23, 2024 - 1646

- **Call # 24000000046**
  TLL Library
  Fire alarm
  In city
  Trucks N/A
  Diboll Fire personnel responded (3)
  7805, 7822, 7827

March 2, 2024 - 1911

- **Call # 2400000040**
  201 Fairchild St
  Fire in back yard
  Out of City
  Trucks 54, 63
  Diboll Fire personnel responded (5)
  7801, 7810, 7822, 7827, 7835

March 28, 2024 - 1248

- **Call # 2400000047**
  59 N front of depot
  10/50 2 vehicle accident
  In City
  Trucks 63
  Diboll Fire personnel responded (3)
  7814, 7822, 78123

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City of Diboll Volunteer Fire Department



March 29, 2024 - 1325

- **Call # 2400000048**
  4480 FM 1818
  Vehicle 10/50
  Out of City
  Trucks 58, 55
  Diboll Fire personnel responded (8)
  7805, 7810, 7814, 7821, 7822, 7825, 7827, 7836

March 30, 2024 - 2055

- **Call # 2400000049**
  FM 1818 & Zavalla
  Brush fire
  Out of City
  Trucks N/A
  Diboll Fire personnel responded (5)
  7805, 7822, 7825, 7827, 7836

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Diboll Police Department

Monthly DEPT. STATS

March 2024

CALLS FOR SERVICE	231
INCIDENT REPORTS	15
CRASH REPORTS	8
EXTRA PATROLS/ PATROL REQUESTS	334
TRAFFIC STOPS	440
TOTAL ARRESTS	17
MISD. ARREST	9
FELONY ARREST	8
BUSINESS CHECKS	348
TOTAL POLICE ACTIVITY	1499

400 Kenley · P.O. Box 340 · Diboll, Texas 75941 · (936) 829-5586 · Fax (936) 829-5436

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Public Works Director Council Report – April 2024

UCRM-2 SCADA Upgrades: SCADA procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.

2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.

3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.

4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.

5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.

6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.

7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.

8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.

9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.

10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.

11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.

13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.

14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

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Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA.

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Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule final walkthrough and staff training.

Estimated completion date of 4/24/24.

Status: 90% Complete

UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags

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and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

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Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

Estimated completion date of 5/1/2023

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

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Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Estimated completion date of 6/1/2024.

Status: 25% Complete

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Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Crews have mobilized equipment to the job site. The pipe and materials have been delivered. Construction planned to start on 3-6-2024. Delayed due to weather.

As of 4/3/2024 500 ft of pipe has been replaced, 2 new manholes installed, and 6 service taps completed.

Estimated completion 5/31/2024.

Status: 5% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW

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we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Estimated completion date of 6/13/2024.

Status: 30% Complete

Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4"

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pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation

- Haul work pipe, air compressor, and ancillary equipment necessary for wire

brushing and jetting operations.

- Service rig and crew to mechanically wire brush the screen and blank liner with

a sodium hypochlorite solution.

- Service rig, crew. And air compressor to jet accumulated debris from the

bottom of the well.

Pumping Equipment and Rehabilitation

- New 300 GPM submersible pump with lift nipple

- New 50 HP, 3/60/460 volt, 3600 RPM submersible motor

- 460 ft. new #4/3C WG submersible motor cable with splice kit

- 450 ft. new 4" T&C pump column

- Centralize the lower 3 joints of pump column to protect the submersible motor

and downhole probe cables

- New 4" ductile iron check valve

- New 4" submersible discharge head with junction box

- New 1/4" stainless steel airline complete with water level detector kit

- New submersible transducer with display

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- Miscellaneous items to make operational

- Shop labor to assemble the new equipment and load for shipment

Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders, conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

Estimated completion date 8-1-2024

Status: 20% completed

Department Projects

#18 Golf Course Bridge

The water line has started leaking in another spot. Repairs were delayed. Waiting on parts to replace a 1/12 sprinkler valve on the front nine pump house. Repairs to bridge scheduled. Planning to install sprinkler valve 12/13/2023. Sprinkler valve was received and installation complete. Bridge crossing repairs were delayed due to weather. Due to weather and other project prioritization we have moved the completion date of this project. The water well on #18 has developed another leak. We plan to completely replace 200ft of the supply line from the well head before bridge crossing repairs are made.

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We now have 2 bridges that need to be replaced on the golf course. #18 and #12. We are sourcing quotes now.

Estimated completion date of 12-15-2024.

Status: 65%Complete

Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 6/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The benches and food disperser will be ordered in next year's funding cycle.

Estimated completion date of 5/12/2024.

Status: 5% Complete

Handicap Parking

The street department added 6 handicap parking spaces at the entrance of the baseball complex. This includes 1 more van accessible space.

Estimated completion date 3-28-2024.

Status: 100% completed

Return pump.

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RAS pump #2 at the wastewater stopped pumping. We diagnosed the issue to a faulty rotating assembly. We have ordered the parts and will complete repairs once they arrive.

Estimated completion date 4-1-2024.

Status: 100% completed

South First Lift station.

On 3-22-2024 we experienced a pump failure at the south first lift station. We were able to find a replacement pump from a new vender in Houston as others did not have any options in stock. Water and wastewater crews removed the old pump and prepped the site for the new installation. Completing the installation included alignment, shimming and pipe fitment.

Estimated completion date 3-22-2024

Status: 100% completed

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

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Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

Lynn Street (Robert Nash to Justice Clark)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Completion date TBD

Status 25% complete

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Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to "get the lead out" so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

"Lead" where the service line is made of lead.

"Galvanized Requiring Replacement" where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a "Lead Status Unknown" service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

"Non-lead" where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as "non-lead."

"Lead Status Unknown" where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 4/30/24

Status 10% Complete

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Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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Work Order Report

3/8/2024-4/3/2024

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0003845	409 RUTLAND	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001034-03	ARomero	03/25/2024 01:01 PM
SO0003852	590 S TEMPLE	3/21/2024	3/26/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001192-02	ARomero	03/26/2024 07:42 AM
SO0003853	1106 LYNN	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000213-11	CTee	03/25/2024 12:31 PM
SO0003854	415 BIRDSONG	3/21/2024	3/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001052-13	ICaffery	03/21/2024 09:58 AM
SO0003847	200 DEVEREAUX	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000568-09	CTee	03/25/2024 02:01 PM
SO0003851	502 DEVEREAUX	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001093-02	CTee	03/25/2024 01:59 PM
SO0003857	LIFT STATION/HOLUBEC	3/21/2024	3/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001771-00	ARomero	03/21/2024 07:56 AM
SO0003858	300 PARK BLDG	3/21/2024	3/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000770-00	ARomero	03/21/2024 07:56 AM
SO0003844	2467 MOCKINGBIRD LN	3/21/2024	3/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000732-00	ARomero	03/21/2024 09:27 AM
SO0003860	209 HAMNER	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-000688-03	CTee	03/25/2024 01:02 PM
SO0003861	706 CYPRESS	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001376-00	CTee	03/25/2024 01:07 PM
SO0003856	1419 RYAN CHAPEL RD	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000475-00	ARomero	03/25/2024 12:59 PM
SO0003863	405 RUTLAND	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001000-00	CTee	03/25/2024 02:05 PM
SO0003864	202 STUBBLEFIELD	3/21/2024	3/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000609-00	ARomero	03/21/2024 09:39 AM
SO0003865	996 HOLUBEC	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001722-02	CTee	03/25/2024 01:26 PM
SO0003866	711 DENNIS	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001412-10	ARomero	03/25/2024 07:39 AM
SO0003867	714 NELSON	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001433-00	CTee	03/25/2024 12:56 PM

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SO0003868	608 N SECOND	3/21/2024	3/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-001291-11	ARomero	03/21/2024 08:01 AM
SO0003869	103 BORDEN DRIVE Remediation Field Treatment	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000119-00	ARomero	03/25/2024 02:18 PM
SO0003870	304 RUTLAND	3/21/2024	3/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000835-00	CTee	03/25/2024 02:04 PM
SO0003871	112 HINES	3/21/2024	3/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000260-00	ARomero	03/21/2024 08:02 AM
SO0003872	608 N SECOND	3/21/2024	3/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	05-001291-11	ARomero	03/21/2024 08:00 AM
SO0003874	714 NELSON	3/21/2024	3/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001433-00	ARomero	03/21/2024 10:41 AM
SO0003905	710 DENNIS	3/20/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001408-03	ARomero	03/26/2024 02:18 PM
SO0003825	101 W BORDEN	3/20/2024	3/26/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000072-00	CMays	03/26/2024 12:36 PM
SO0003824	400 KENLEY CITY HALL	3/20/2024	3/25/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000942-00	CTee	03/25/2024 12:58 PM
SO0003822	710 DENNIS	3/20/2024	3/26/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001408-03	CMays	03/26/2024 02:13 PM
SO0003823	710 DENNIS	3/20/2024	3/20/2024	Misc	Miscellaneous	Completed		Public Works	01-001408-03	ICaffery	03/20/2024 07:44 AM
SO0003820	566 HOLUBEC	3/19/2024	3/20/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-001189-03	CMays	03/20/2024 07:53 AM
SO0003813	1312 BROWN PARSONAGE	3/19/2024	3/20/2024	Misc	Miscellaneous	Completed		Public Works	02-000380-00	CMays	03/20/2024 07:26 AM
SO0003814	106 HINES	3/19/2024		Misc	Miscellaneous	Open		Public Works	02-000159-05	ICaffery	03/19/2024 08:25 AM
SO0003815	506 S TEMPLE	3/19/2024	3/26/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-001133-08	CMays	03/26/2024 10:30 AM
SO0003817	104 HENDRICK	3/19/2024	3/19/2024	Connect	Connect	Completed	WATER	Public Works	01-000140-05	CMays	03/19/2024 03:13 PM
SO0003809	165 LARGENT	3/18/2024	3/21/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	02-000556-01	JMosley	03/21/2024 07:56 AM
SO0003812	500 S TEMPLE	3/18/2024	3/18/2024	Misc	Miscellaneous	Completed		Public Works	01-001072-02	ARomero	03/18/2024 04:56 PM
SO0003801	715 DENNIS	3/18/2024	3/15/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001435-04	ARomero	03/15/2024 10:27 AM
SO0003808	104 HENDRICK	3/17/2024	3/19/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-000140-04	ARomero	03/19/2024 08:30 AM
SO0003877	4162 MOCKINGBIRD LN	3/15/2024	3/26/2024	Re-read	Re-Read	Completed	WATER	Public Works	01-001056-10	CMays	03/26/2024 10:29 AM
SO0003795	200 S FIRST	3/14/2024	3/14/2024	Inactivate	Inactivate	Completed	WATER	Public Works	03-100581-00	ARomero	03/14/2024 02:40 PM
SO0003796	200 S FIRST	3/14/2024	3/14/2024	Service Action	Service Action	Completed	WATER	Public Works	03-000581-01	ARomero	03/14/2024 02:41 PM
SO0003787	1101 RED OAK	3/14/2024	3/14/2024	Inactivate	Inactivate	Completed	WATER	Public Works	99-000192-00	ARomero	03/14/2024 02:17 PM

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SO0003766	105 FRANKENS	3/14/2024	3/14/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-000150-02	ARomero	03/14/2024 12:23 PM
SO0003789	265 DEER TRACE BLVD	3/14/2024	3/14/2024	Inactivate	Inactivate	Completed	WATER	Public Works	99-000739-06	ARomero	03/14/2024 02:33 PM
SO0003792	1103 RED OAK LN	3/14/2024	3/14/2024	Inactivate	Inactivate	Completed	WATER	Public Works	99-100200-00	ARomero	03/14/2024 02:37 PM
SO0003793	1103 RED OAK LN	3/14/2024	3/14/2024	Service Action	Service Action	Completed	WATER	Public Works	03-000200-06	ARomero	03/14/2024 02:37 PM
SO0003771	1112 REDBUD AVE	3/14/2024	3/14/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100242-00	ARomero	03/14/2024 12:48 PM
SO0003765	100 PINE	3/14/2024	3/20/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000012-00	JMosley	03/20/2024 02:58 PM
SO0003797	107 MAGNOLIA	3/14/2024	3/15/2024	Connect	Connect	Completed	WATER	Public Works	99-101333-00	JMosley	03/15/2024 07:29 AM
SO0003775	900 DOGWOOD RIDGE Dr	3/14/2024	3/14/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-101591-00	ARomero	03/14/2024 12:52 PM
SO0003778	900 WILLOW OAK	3/14/2024	3/14/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-101596-00	ARomero	03/14/2024 12:55 PM
SO0003781	918 DOGWOOD RIDGE Dr	3/14/2024	3/14/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-101668-00	ARomero	03/14/2024 02:10 PM
SO0003761	1104 REDBUD AVE	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100205-00	ARomero	03/13/2024 03:00 PM
SO0003743	1009 RED OAK LN	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100056-00	ARomero	03/13/2024 12:13 PM
SO0003744	1009 RED OAK LN	3/13/2024	3/13/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100056-00	ARomero	03/13/2024 12:13 PM
SO0003745	1009 RED OAK LN	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000056-00	ARomero	03/13/2024 12:14 PM
SO0003748	1011 RED OAK LN	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000080-06	ARomero	03/13/2024 12:17 PM
SO0003749	1012 RED OAK LN	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100084-00	ARomero	03/13/2024 12:18 PM
SO0003750	1012 RED OAK LN	3/13/2024	3/13/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100084-00	ARomero	03/13/2024 12:19 PM
SO0003751	1012 RED OAK LN	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000084-04	ARomero	03/13/2024 12:19 PM
SO0003752	1018 RED OAK LN	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100103-00	ARomero	03/13/2024 12:21 PM
SO0003753	1018 RED OAK LN	3/13/2024	3/13/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100103-00	ARomero	03/13/2024 12:21 PM
SO0003754	1018 RED OAK LN	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000103-00	ARomero	03/13/2024 12:22 PM
SO0003746	1011 RED OAK LN	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100080-00	ARomero	03/13/2024 12:16 PM
SO0003762	1104 REDBUD AVE	3/13/2024	3/13/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100205-00	ARomero	03/13/2024 03:01 PM
SO0003763	1104 REDBUD AVE	3/13/2024	3/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000205-02	ARomero	03/13/2024 03:02 PM

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SO0003747	1011 RED OAK LN	3/13/2024	3/13/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100080-00	ARomero	03/13/2024 12:17 PM
SO0003697	501 ARRINGTON	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001077-00	ARomero	03/12/2024 09:28 AM
SO0003698	501 ARRINGTON	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	01-001077-00	ARomero	03/12/2024 09:29 AM
SO0003699	501 ARRINGTON	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-101077-00	ARomero	03/12/2024 09:30 AM
SO0003705	603 ARRINGTON	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-101228-00	ARomero	03/12/2024 09:36 AM
SO0003706	603 ARRINGTON	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	01-101228-00	ARomero	03/12/2024 09:37 AM
SO0003708	603 ARRINGTON	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001228-04	ARomero	03/12/2024 09:38 AM
SO0003701	702 SHADY LN	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001353-00	ARomero	03/12/2024 09:32 AM
SO0003704	702 SHADY LN METER APRI	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001354-00	ARomero	03/12/2024 09:34 AM
SO0003703	702 SHADY LN	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	01-001353-00	ARomero	03/12/2024 09:33 AM
SO0003710	703 SHADY LN	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	01-101361-00	ARomero	03/12/2024 09:40 AM
SO0003711	703 SHADY LN	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001361-03	ARomero	03/12/2024 09:42 AM
SO0003709	703 SHADY LN	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-101361-00	ARomero	03/12/2024 09:40 AM
SO0003714	911 S MDWS	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	01-101657-00	ARomero	03/12/2024 09:43 AM
SO0003715	911 S MDWS	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001657-00	ARomero	03/12/2024 09:45 AM
SO0003712	911 S MDWS	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	01-101657-00	ARomero	03/12/2024 09:43 AM
SO0003717	264 DEER TRACE BLVD	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	99-100737-00	ARomero	03/12/2024 10:04 AM
SO0003718	264 DEER TRACE BLVD	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	99-000737-02	ARomero	03/12/2024 10:05 AM
SO0003716	264 DEER TRACE BLVD	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	99-100737-00	ARomero	03/12/2024 10:04 AM
SO0003722	300 THOMPSON	3/12/2024	3/13/2024	Misc	Miscellaneous	Completed		Public Works	01-000774-01	JMosley	03/13/2024 12:36 PM
SO0003720	1003 RED OAK LN	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-000034-02	ARomero	03/12/2024 10:07 AM
SO0003726	1015 RED OAK LN	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000096-04	ARomero	03/12/2024 04:41 PM
SO0003728	1015 RED OAK LN	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-000096-04	ARomero	03/12/2024 04:41 PM
SO0003730	1015 RED OAK LN	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100096-00	ARomero	03/12/2024 04:44 PM

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SO0003721	1003 RED OAK LN	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100034-00	ARomero	03/12/2024 10:08 AM
SO0003719	1003 RED OAK LN	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000034-02	ARomero	03/12/2024 10:07 AM
SO0003731	913 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-001662-10	ARomero	03/12/2024 04:46 PM
SO0003735	1002 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100029-00	ARomero	03/12/2024 04:50 PM
SO0003736	1002 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100029-00	ARomero	03/12/2024 04:50 PM
SO0003738	1002 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000029-00	ARomero	03/12/2024 04:52 PM
SO0003739	1004 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-100035-00	ARomero	03/12/2024 04:53 PM
SO0003740	1004 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-100035-00	ARomero	03/12/2024 04:53 PM
SO0003741	1004 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000035-06	ARomero	03/12/2024 04:55 PM
SO0003733	913 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Inactivate	Inactivate	Completed	WATER	Public Works	02-001662-10	ARomero	03/12/2024 04:47 PM
SO0003734	913 DOGWOOD RIDGE Dr	3/12/2024	3/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-101662-00	ARomero	03/12/2024 04:49 PM
SO0003723	1113 LAWRENCE	3/12/2024	3/18/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-000243-04	ARomero	03/18/2024 03:09 PM
SO0003681	1015 RED OAK LN	3/11/2024	3/13/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-100096-00	JMosley	03/13/2024 12:53 PM
SO0003690	1114 CYPRESS	3/11/2024	3/13/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000246-02	JMosley	03/13/2024 12:39 PM
SO0003682	1314 GLASS	3/11/2024	3/11/2024	Connect	Connect	Completed	WATER	Public Works	02-000386-08	CMays	03/11/2024 02:20 PM
SO0003685	107 MAGNOLIA	3/11/2024	3/15/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works		JMosley	03/15/2024 07:26 AM
SO0003688	713 DENNIS	3/11/2024	3/11/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-001426-00	CMays	03/11/2024 02:34 PM
SO0003695	305 HINES	3/11/2024	3/26/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000845-05	CMays	03/26/2024 02:17 PM
SO0003696	205 HAMNER	3/11/2024	3/13/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000645-05	JMosley	03/13/2024 01:11 PM
SO0003678	299 N HINES	3/8/2024	3/11/2024	Connect	Connect	Completed	WATER	Public Works	05-000758-26	CMays	03/11/2024 03:09 PM

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Code Compliance Report – March 2024

Mail and Bank Deposit – Daily

Park Vendor Permit – Shiver Shack

1000 N. Temple Dr. electrical permit, 1106 N. Temple Dr. Commercial remodeling permit, 506 North 2nd St. electrical permit, electrical permit 800 N. Temple Dr.

Inspections- 268 Magnolia, 1000 N Temple Dr., 506 North 2nd St.

Began process for a voluntary annexation of 1516 N. Temple Dr.

Responded to a complaint concerning a yard on Westchester.

The post office called concerning a car on Lynn St. that has a flat tire and expired registration. They stated the car is causing issues for the delivery driver. I left a door hanger and card but have not gotten a response.

Picked up stray dog at 402 S. Temple Drive. Took it to animal shelter.

Aggressive dog call on Neil Pickett. A construction crew working in the area complained about a dog being aggressive towards them. Chief Skillern met me at the residence and we spoke with owner and informed them of the city's dog at large ordinance. Advised them to not let the dog roam free.

Stray dog call at 309 Thompson. When I arrived, I did not find the dog.

I moved from wastewater to code compliance on 03-18-24. I am currently working on leaning my new position and all the requirements associated with it.

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Samantha Durham
Director of Finance

400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **April 9, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including March 2024 Financials Report for your review

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Cemetery Management, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Socrata Open Finance
Estimated Completion Date: April 2024
Status: 5% Complete

Customer Meter Interface
Estimated Completion Date: June 2024
Status: 5% Complete

Fond regards,

Sam Durham

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, APRIL 9, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Fire Chief Aaron Smith.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from March 12, 2024 Regular Session Meeting
b. Financial Statement for March 2024
c. 12-Month Attendance Record for March 2024

Daniel Lopez made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Resolution 2024-04-001, MOU between Diboll ISD and the City of Diboll for Sheltering and Mass Care Facilities.

Nora Munoz made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

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Item #3: Receive update from KSA on Street Overlay Project.

Jason Arnold gave brief overview of project.

Item #4: Consideration and possible action to approve task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Ray Williams, Jr. made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:29p.m.

Minutes of the April 9, 2024 Regular Session Meeting approved by council on this the 14th day of May, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, May 14, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from April 9, 2024, Regular Session Meeting
b. Financial Statement for April 2024
c. 12-Month Attendance Record for April 2024
d. Investment Report for Quarter ending March 2024

Item #2: Oath of office administered by Justice of the Peace Precinct 4, the honorable Rodney Cheshire, to swear-in unopposed Council Members.

Item #3: Consideration and possible action to nominate and vote for a Mayor Pro Tem.

Item #4: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Item #5: Recognition of Police Officer Feliciano (Felix) Estrada for his 20 years of service.

Item #6: Presentation of Life Saving Award by Police Chief.

Item #7: Consideration and possible action to approve Ordinance 2024-05-001 that formally announces the pursuit of “Recognized” status from the Texas Police Chiefs Association’s Law Enforcement Best Business Practices Recognition Program and meeting the minimal requirements to do so.

Item #8: Diboll Booster Club to present the 2024 Diboll Day Queen Candidates.

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Item #9: Consideration and possible action to approve bid results for the 2024 Street Overlay Project.

Item #10: Consideration and possible action to approve the TLL Temple Library Endowment expenditure in the amount of $35,000 for flood damage repairs.

Item #11: Consideration and possible action to approve the Special Event Permit Application Policy.

Item #12: Consideration and possible action to approve the Citizen Award and Recognition Program.

Item #13: Consideration and possible action to approve Ordinance 2024-05-002 for the second (2^{nd}) amendment to the 2023-2024 Operating Budget.

Item #14: PUBLIC HEARING regarding proposed Zoning Change at 1410 N Hendrick Ave, Diboll, Texas from ("B2") Business District to ("SF2") Mixed Residential District as recommended by the Planning and Zoning Commission.

Item #15: Consideration and possible action to approve Ordinance 2024-05-003, Zoning Change at 1410 N Hendrick Ave, Diboll, Texas.

Item #16: PUBLIC HEARING regarding proposed voluntary annexation of the following one (1) Property in Angelina County, Property ID 39951, Owner - GALLTER INVESMENTS LLC

Item #17: Consideration and possible action to approve Ordinance 2024-05-004, the voluntary annexation, Property ID 39951.

Item #18: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Item #19: Consideration and possible action to accept resignation for Councilmember District 1 – Jana Coulter.

Item #20: The Diboll City Council will convene into a closed Executive Session, in accordance with Open Meetings Act, Chapter 551, Texas Government Code 551.074, for the purpose of discussing appointment for Councilmember District 1.

Council will reconvene into open session following closed door session and possibly take action on matters discussed in Executive Session.

Item #21: Consideration and possible action to appoint Councilmember for District 1 as discussed in Executive Session.

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Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on May 10, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 05/10/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, APRIL 9, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Fire Chief Aaron Smith.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from March 12, 2024 Regular Session Meeting
b. Financial Statement for March 2024
c. 12-Month Attendance Record for March 2024

Daniel Lopez made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Resolution 2024-04-001, MOU between Diboll ISD and the City of Diboll for Sheltering and Mass Care Facilities.

Nora Munoz made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

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Item #3: Receive update from KSA on Street Overlay Project.

Jason Arnold gave brief overview of project.

Item #4: Consideration and possible action to approve task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Ray Williams, Jr. made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:29p.m.

Minutes of the April 9, 2024 Regular Session Meeting approved by council on this the 14th day of May, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____
Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 04/30/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	2,500.00	2,500.00	6,000.00	8,500.00	8,500.00	-6,000.00
3200 - Fines and Fees	435,800.00	435,800.00	30,168.59	160,412.55	160,412.55	275,387.45
3210 - Licenses & Permits	18,100.00	18,100.00	11,265.45	23,695.35	23,695.35	-5,595.35
3500 - Franchise Tax	375,000.00	375,000.00	19,575.73	86,932.30	86,932.30	288,067.70
3550 - Property Tax	1,421,018.00	1,421,018.00	11,402.12	1,397,637.99	1,397,637.99	23,380.01
3700 - Sales Tax	648,000.00	648,000.00	62,803.28	579,288.39	579,288.39	68,711.61
3800 - Interest	12,000.00	12,000.00	1,682.50	18,052.26	18,052.26	-6,052.26
3805 - Miscellaneous	2,833.00	10,933.00	3,470.00	44,480.72	44,480.72	-33,547.72
3940 - Contributions & Grants	0.00	0.00	1,559.33	28,463.32	28,463.32	-28,463.32
3960 - Donations	10,700.00	10,700.00	0.00	10,800.00	10,800.00	-100.00
Revenue Total:	**2,925,951.00**	**2,934,051.00**	**147,927.00**	**2,358,262.88**	**2,358,262.88**	**575,788.12**
Expense						
4000 - Insurance	65,014.00	65,014.00	3,377.00	66,649.31	66,649.31	-1,635.31
4010 - Grant Expense	0.00	0.00	260.64	433.20	433.20	-433.20
4030 - Fines & Fees	400.00	400.00	99.00	99.00	99.00	301.00
4040 - Administrative	199,717.00	247,341.00	4,268.64	191,374.05	191,458.37	55,882.63
4080 - Capital Purchase	2.00	22,378.00	0.00	22,377.00	22,377.00	1.00
4100 - Contractual & Professional Services	209,910.00	204,410.00	10,727.09	136,994.64	137,494.64	66,915.36
4110 - Intergov't Contracts	171,000.00	171,000.00	1,750.00	30,469.62	30,469.62	140,530.38
4210 - Project Expense	70,139.00	60,451.32	3,985.16	22,640.40	22,640.40	37,810.92
4300 - Utility	114,480.00	114,480.00	7,861.07	54,974.92	54,974.92	59,505.08
4400 - Repairs & Maintenance	203,926.00	287,113.68	7,488.06	105,676.44	108,599.04	178,514.64
4460 - Materials & Supplies	194,103.00	194,548.00	12,172.87	76,499.88	77,109.72	117,438.28
4500 - Miscellaneous	5,500.00	5,500.00	135.33	6,511.35	6,161.35	-661.35
4800 - Payroll Expense	2,267,325.00	2,275,425.00	171,735.05	1,276,953.27	1,276,953.27	998,471.73
4860 - Personnel	39,860.00	39,860.00	1,931.71	24,898.21	25,929.95	13,930.05
9999 - Transfers	-615,425.00	-615,425.00	0.00	0.00	0.00	-615,425.00
Expense Total:	**2,925,951.00**	**3,072,496.00**	**225,791.62**	**2,016,551.29**	**2,021,349.79**	**1,051,146.21**
Fund: 01 - General Fund Surplus (Deficit):	**0.00**	**-138,445.00**	**-77,864.62**	**341,711.59**	**336,913.09**	**-475,358.09**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	266,264.00	1,862,681.87	1,862,681.87	1,854,715.13
3130 - Penalties & Interest	25,000.00	25,000.00	138,423.94	744,961.69	744,961.69	-719,961.69
3800 - Interest	8,000.00	8,000.00	0.00	11,187.48	11,187.48	-3,187.48
3805 - Miscellaneous	0.00	0.00	1,318.76	34,834.62	34,834.62	-34,834.62
3940 - Contributions & Grants	0.00	0.00	55,746.00	334,496.00	334,496.00	-334,496.00
Revenue Total:	**3,750,397.00**	**3,750,397.00**	**461,752.70**	**2,988,161.66**	**2,988,161.66**	**762,235.34**
Expense						
4000 - Insurance	30,242.00	30,242.00	0.00	32,297.27	32,297.27	-2,055.27
4010 - Grant Expense	0.00	0.00	55,746.00	104,046.00	104,046.00	-104,046.00
4030 - Fines & Fees	2,340.00	2,340.00	89.91	288.44	288.44	2,051.56
4040 - Administrative	55,429.00	55,429.00	2,135.02	41,266.40	41,305.22	14,123.78
4080 - Capital Purchase	0.00	60,421.00	0.00	60,270.50	60,270.50	150.50
4100 - Contractual & Professional Services	907,851.00	895,135.00	66,511.82	694,941.08	710,679.08	184,455.92
4110 - Intergov't Contracts	15,000.00	15,000.00	4,242.19	24,344.10	24,344.10	-9,344.10
4300 - Utility	147,420.00	147,420.00	11,600.50	88,170.60	88,170.60	59,249.40
4400 - Repairs & Maintenance	273,025.00	272,421.00	22,473.45	126,552.13	136,270.56	136,150.44
4460 - Materials & Supplies	239,650.00	239,650.00	16,395.86	110,014.84	111,144.42	128,505.58
4800 - Payroll Expense	569,710.00	569,710.00	50,661.08	349,412.93	349,412.93	220,297.07
4860 - Personnel	9,460.00	9,460.00	0.00	796.88	796.88	8,663.12
9999 - Transfers	1,500,270.00	1,500,270.00	0.00	464,467.00	464,467.00	1,035,803.00
Expense Total:	**3,750,397.00**	**3,797,498.00**	**229,855.83**	**2,096,868.17**	**2,123,493.00**	**1,674,005.00**
Fund: 02 - Utility Fund Surplus (Deficit):	**0.00**	**-47,101.00**	**231,896.87**	**891,293.49**	**864,668.66**	**-911,769.66**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	0.00	1,480.00	1,480.00	-1,480.00
3900 - Rentals & Leases	60,100.00	60,100.00	5,233.50	47,692.04	47,692.04	12,407.96
Revenue Total:	**60,100.00**	**60,100.00**	**5,233.50**	**49,172.04**	**49,172.04**	**10,927.96**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	0.00	1,252.07	1,252.07	161.93
4100 - Contractual & Professional Services	1,450.00	1,450.00	140.00	800.00	800.00	650.00
4300 - Utility	56,336.00	56,336.00	5,029.11	34,534.05	34,534.05	21,801.95
4400 - Repairs & Maintenance	20,800.00	20,800.00	181.61	19,563.50	20,763.50	36.50
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-61,147.00	-61,147.00	0.00	0.00	0.00	-61,147.00
Expense Total:	**60,100.00**	**60,100.00**	**5,350.72**	**56,779.72**	**57,979.72**	**2,120.28**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**-117.22**	**-7,607.68**	**-8,807.68**	**8,807.68**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	1,200.00	2,941.17	0.00	1,330.96	1,330.96	1,610.21
Revenue Total:	**170,813.00**	**172,554.17**	**0.00**	**1,330.96**	**1,330.96**	**171,223.21**
Expense						
4010 - Grant Expense	108,224.00	108,224.00	3,698.09	16,189.61	16,189.61	92,034.39
4210 - Project Expense	3,603.00	5,344.17	0.00	325.00	325.00	5,019.17
Expense Total:	**111,827.00**	**113,568.17**	**3,698.09**	**16,514.61**	**16,514.61**	**97,053.56**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**-3,698.09**	**-15,183.65**	**-15,183.65**	**74,169.65**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	7,315.38	7,315.38	6,684.62
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**7,315.38**	**7,315.38**	**37,684.62**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**7,315.38**	**7,315.38**	**2,434.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.25	8.88	8.88	-8.88
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**1.25**	**8.88**	**8.88**	**7,595.12**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**1.25**	**8.88**	**8.88**	**6,095.12**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	912.12	4,655.62	4,655.62	2,512.38
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**912.12**	**4,655.62**	**4,655.62**	**13,723.38**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**912.12**	**4,655.62**	**4,655.62**	**6,555.38**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	806.94	4,059.30	4,059.30	2,948.70
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**806.94**	**4,059.30**	**4,059.30**	**10,053.70**
Expense						
4300 - Utility	7,008.00	7,008.00	483.67	1,668.50	1,668.50	5,339.50
Expense Total:	**7,008.00**	**7,008.00**	**483.67**	**1,668.50**	**1,668.50**	**5,339.50**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**323.27**	**2,390.80**	**2,390.80**	**4,714.20**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	24.88	176.50	176.50	-176.50
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**24.88**	**176.50**	**176.50**	**50,237.50**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**24.88**	**176.50**	**176.50**	**50,237.50**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	1,249.68	147,491.83	147,491.83	-2,047.83
3800 - Interest	0.00	0.00	40.85	85.20	85.20	-85.20
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**1,290.53**	**147,577.03**	**147,577.03**	**77,866.97**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	0.00	518,657.88	518,657.88	90,303.12
4020 - Note Expense	392,281.00	392,281.00	0.00	0.00	0.00	392,281.00
4030 - Fines & Fees	950.00	950.00	0.00	475.00	475.00	475.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**0.00**	**54,665.88**	**54,665.88**	**90,778.12**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**1,290.53**	**92,911.15**	**92,911.15**	**-12,911.15**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	0.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**0.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**292,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	802.16	4,180.91	4,180.91	3,819.09
Revenue Total:	**8,000.00**	**8,000.00**	**802.16**	**4,180.91**	**4,180.91**	**3,819.09**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**802.16**	**4,180.91**	**4,180.91**	**27,987.09**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	15.97	83.32	83.32	66.68
Revenue Total:	**150.00**	**150.00**	**15.97**	**83.32**	**83.32**	**66.68**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**15.97**	**83.32**	**83.32**	**549.68**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	45,572.00	45,572.00	0.00	0.00	0.00	45,572.00
3960 - Donations	250.00	250.00	46.25	313.11	313.11	-63.11
Revenue Total:	**45,822.00**	**45,822.00**	**46.25**	**313.11**	**313.11**	**45,508.89**
Expense						
4210 - Project Expense	45,822.00	47,011.18	0.00	9,907.06	9,907.06	37,104.12
Expense Total:	**45,822.00**	**47,011.18**	**0.00**	**9,907.06**	**9,907.06**	**37,104.12**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**-1,189.18**	**46.25**	**-9,593.95**	**-9,593.95**	**8,404.77**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	83.80	594.33	594.33	-594.33
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**83.80**	**594.33**	**594.33**	**225,048.67**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**83.80**	**594.33**	**594.33**	**-594.33**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 04/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	569.01	4,051.28	4,051.28	-4,051.28
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**569.01**	**4,051.28**	**4,051.28**	**1,155,544.72**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	0.00	7,113.60	7,113.60	1,152,482.40
Expense Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**7,113.60**	**7,113.60**	**1,152,482.40**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**569.01**	**-3,062.32**	**-3,062.32**	**3,062.32**
Total Surplus (Deficit):	**606,573.00**	**374,837.82**	**154,286.18**	**1,309,874.37**	**1,277,251.04**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	0.00	-138,445.00	-77,864.62	341,711.59	336,913.09	-475,358.09
02 - Utility Fund	0.00	-47,101.00	231,896.87	891,293.49	864,668.66	-911,769.66
03 - Recreation Fund	0.00	0.00	-117.22	-7,607.68	-8,807.68	8,807.68
05 - Special Revenue Fund	58,986.00	58,986.00	-3,698.09	-15,183.65	-15,183.65	74,169.65
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	7,315.38	7,315.38	2,434.62
07 - Seized Fund	6,104.00	6,104.00	1.25	8.88	8.88	6,095.12
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	912.12	4,655.62	4,655.62	6,555.38
10 - MC Tech Fund	7,105.00	7,105.00	323.27	2,390.80	2,390.80	4,714.20
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	24.88	176.50	176.50	50,237.50
13 - Debt Service Fund	80,000.00	80,000.00	1,290.53	92,911.15	92,911.15	-12,911.15
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	292,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	802.16	4,180.91	4,180.91	27,987.09
17 - MC Municipal Jury Fund	633.00	633.00	15.97	83.32	83.32	549.68
18 - Keep Diboll Beautiful Fu...	0.00	-1,189.18	46.25	-9,593.95	-9,593.95	8,404.77
19 - Street Project Fund	0.00	0.00	83.80	594.33	594.33	-594.33
20 - ARPA Fund	0.00	0.00	569.01	-3,062.32	-3,062.32	3,062.32
Total Surplus (Deficit):	**606,573.00**	**374,837.82**	**154,286.18**	**1,309,874.37**	**1,277,251.04**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	5/9/2023	5/15/2023	6/13/2023	6/20/2023	7/11/2023	8/8/2023	9/52023	9/12/2023
Jana Coulter			0	0	0	0	0	0
Luis Maldonado	0	1	0	0	0	0	1	0
Nora Munoz			0	0	0	0	0	0
Daniel Lopez	0	0	0	1	0	0	0	0
Ruben Terrazas	0	0	0	1	0	0	0	0
Ray Williams, Jr.	0	0	0	0	0	0	0	1
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**1**	**0**	**2**	**0**	**0**	**1**	**1**

Council Member	10/10/2023	11/14/2023	12/12/2023	1/9/2024	2/13/2024	3/12/2024	4/9/2024	TOTAL TO-DATE
Jana Coulter	0	0	0	0	0	0	0	**0**
Luis Maldonado	0	0	0	0	0	0	0	**2**
Nora Munoz	0	0	0	1	0	0	0	**1**
Daniel Lopez	0	0	0	0	0	0	0	**1**
Ruben Terrazas	0	0	0	0	0	0	0	**1**
Ray Williams, Jr.	0	0	0	0	0	0	0	**1**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**0**	**0**	**0**	**1**	**0**	**0**	**0**	**6**

Rosa M. Olvera - City Secretary

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Investment Report for the Quarter Ending March 31, 2024

INVESTMENT STRATEGY: The City intends to pursue a passive portfolio management philosophy. While the financial market will be monitored by investment officials and the City will purchase investments based on the parameters for liquidity and based on market conditions, investment officials do not intend to actively sell investments. Market and credit risk shall be minimized by diversification by investment instrument, by financial institution, and by maturity scheduling.

This report is in compliance with the Act, Chapter 2256 of the Local Government Code and the City of Diboll Investment Policy and Strategies

Respectfully Submitted: Sam Dunham

Dated: 03/31/2024

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City of Diboll
Endowment Investment Detail
through 03/31/2024

Money Market/Pooled Investments	Rate	Balance	Type	Description
Southside Trust Money Market - Investment Custody	5.2400%	16,373.75	Restricted	General Fund - Endowments
Total Pool and Money Market		16,373.75		

Endowment Investments

Principal may never be spent. Interest is used to fund operations of civic center, library, park and cemeteries.

Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
US Treasury Bond	4/30/2021	4/30/2026	0.75%	728	170,000	157,051.10	157,277.20	(226.10)
Austin Telco Federal Credit Union	2/15/2023	2/26/2027	4.75%	1030	100,000	100,246.00	99,624.00	622.00
Federal Home Loan Bank	1/13/2022	12/20/2024	1.05%	232	250,000	242,592.50	240,997.50	1,595.00
Capital One Bank	4/21/2022	4/21/2025	2.75%	354	246,000	240,009.90	238,750.38	1,259.52
Bluepeal Credit Union	11/21/2023	11/20/2024	5.75%	202	57,000.00	57,148.00	57,291.27	(143.27)
Total Endowment Investments					823,000.00	797,047.50	793,940.35	3,250.42

Purchases / Redemptions

Issuer	*Purchase Date*	*Redemption Date*	*Rate*	*Par Value*	*Purchases/ Redemptions*

Due From (+) / To(-)	*Description*	
Southside Trust Money Market - Library		(57,258.30)
Southside Trust Money Market - Library (Annual Interest 2023-2024)		(1,465.99)
Southside Trust Money Market - City of Diboll		(69,275.71)
Southside Trust Money Market - City of Diboll (Annual Interest 2023-2024)		(8,722.66)
		(136,722.66)

Transfer From (+) / To(-)	*Description*	*Transfer Date*	*Transfer Amount*

SSB Trust Endowment Returns	Endow Amt (in $1,000)	%	Current Period 1/1/2024 thru 3/31/2024	YTD 10/1/23 thru 9/30/24	NOTES 10/1/23 thru 9/30/24
Civc Center	100	14%	354.35	1,465.99	Transfer to City
Forest haven	50	7%	177.18	733.00	Transfer to City
Library	100	14%	354.35	1,465.99	Transfer to Library
Park	20	3%	70.87	293.20	Transfer to City
Temple	425	61%	1,506.00	6,230.47	Transfer $5,100 per yr expenses + 15% remaining
Total	695	100%	2,462.76	10,188.65	
Total Fees			269.54	534.54	
Total Dividends/Interest			2,193.22	9,654.11	7,899.47

Year to Date Interest Earnings*		
** Interest is reflected net of bank service fees*		
Endowment - Due to Library	14-2630	1,465.99
Endowment - General Fund	14-01-3803	6,963.47
Endowment - Park	14-06-3803	293.20
Endowment - Civic Center	14-11-3803	1,465.99
Total interest earned		10,188.65

TOTAL ENDOWMENT INVESTMENTS	Balance
CASH EQUIVILENTS	16,373.75
FIXED INCOME SECURITIES	823,000.00
TOTAL ENDOWMENT INVESTMENTS	839,373.75

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City of Diboll
City Investment Detail
through 03/31/2024

Money Market/Pooled Investments				
	Rate	Balance	Type	Description
Southside Trust Money Market -				
City of Diboll	5.2400%	1,959.86	Unrestricted	General Fund
Commercial Bank	3.0400%	262,035.11	Unrestricted	General Fund
Texpool Contingency Account	5.3161%	276,561.39	Unrestricted	General Fund
Texpool Meter Deposit Account	5.3161%	112,504.40	Restricted	Water and Sewer Fund - Meter Deposits
Logic Contingency Account	5.4733%	301,414.71	Unrestricted	Water and Sewer Fund
Bank OZK	5.1000%	339,525.26	Restricted	General Fund - PSI Projects
BOK Financial	5.0500%	3,863,711.37	Restricted	Utility Fund - TWDB Loan Proceeds
Total Pool and Money Market		5,157,712.10		

Investments								
Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
Wells Fargo Bank	8/9/2023	8/14/2024	5.30%	104	100,000.00	99,924.00	100,075.00	(151.00)
Total Endowment Investments					100,000.00	99,924.00		(151.00)

Purchases / Redemptions					
Issuer	*Purchase Date*	*Redemption Date*	*Rate*	*Par Value*	*Purchases/ Redemptions*

Due From (+) / To(-)	*Description*	
Southside Trust Money Market - Investment Custody		69,275.71
Southside Trust Money Market - City of Diboll (Annual Interest 2023-2024)		8,722.66

Transfer From (+) / To(-)	*Description*	*Transfer Date*	*Transfer Amount*

Year to Date Interest Earnings*		
** Interest is reflected net of bank service fees*		
General Fund	01-01-3800	15,213.41
Utility Fund	02-09-3800	11,187.48
Utility Fund - Investments	02-09-3803	-
Seized Fund	07-03-3800	7.63
Red Light Fund	12-01-3800	151.62
Debt Service Fund	13-01-3800	44.35
Street Project Fund	19-07-3800	510.53
ARP Fund	20-01-3800	3,482.27
Total interest earned		30,597.29

SSB Trust Returns	YTD
	10/1/23 thru 9/30/24
Total	(16.18)
Total Fees	67.81
Total Dividends/Interest	51.63

TOTAL ENDOWMENT INVESTMENTS	
	Balance
CASH EQUIVILENTS	5,157,712.10
FIXED INCOME SECURITIES	100,000.00
TOTAL ENDOWMENT INVESTMENTS	5,257,712.10

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City of Diboll
Cash Detail
through 03/31/2024

Cash Balances				
Restricted funds may only be used for the items described, Consolidated Cash Report				
Account Name	**Fund Description**	**Balance**	**Type**	**Description**
Consolidated Cash	General	1,036,269.15	Unrestricted	General Fund Operations
Consolidated Cash	Utility	51,683.66	Unrestricted	Water and Sewer Fund Operations
Consolidated Cash	Recreation	74,039.39	Unrestricted	Recreation Fun Operations
Consolidated Cash	Equipment	356.27	Unrestricted	Funds from sale of equipment
Consolidated Cash	Restricted	163,795.62	Restricted	Donated funds for specific projects
Consolidated Cash	Hotel/Motel	30,644.45	Restricted	Hotel taxes are deposited in this account
Consolidated Cash	Municipal Court Security	38,873.19	Restricted	Funds to be used to enhance the security of the court
Consolidated Cash	Municipal Court Technology	14,993.23	Restricted	Funds to be used to enhance the technology of the court
Consolidated Cash	Debt Service	74,465.65	Restricted	Property taxes designated for the payment of debt are deposited in this account
Consolidated Cash	Retricted Project Fund	292,600.00	Restricted	Funds retricted to be used for Council Approved Projects
Consolidated Cash	MC Local Trueancy Prevention	30,081.47	Restricted	Funds to be used to finance a juvenile case manager
Consolidated Cash	MC Municipal Jury Fund	201.40	Restricted	Funds to be used for jury services
Consolidated Cash	Keep Diboll Beautiful	28,012.50	Restricted	Funds to be used for beautification of Diboll
Consolidated Cash	Diboll Day	-	Restricted	Funds to be used for Bi-Annual Diboll Day Support
	Total Consolidated Cash	1,836,015.98		
Operations	General Fund	501.54	Unrestricted	Funds to be used for the purpose of accounts payable processing
PEG	PEG Fund	57,602.51	Restricted	Fees received from cable franchise for use in public television capital projects
Seized Funds	Siezed Fund	7,618.47	Restricted	Funds siezed from drug arrests are deposited in this account
Debt Service	Water and Sewer Fund	110,333.52	Restricted	Restricted to the payment of Debt Service
ARP	General Fund	1,153,825.60	Restricted	American Rescue Plan Grant Proceeds - restricted to approved projects
SIB	General Fund	226,580.31	Restricted	State Infrastructure Bank Loan proceeds - For the Contruction of Road
Red Light Revenue	General Fund	75,692.28	Restricted	Red Light Cameras no longer producing revenue, partial balance to fund pending litigation
	Total Other Cash	1,632,154.23		

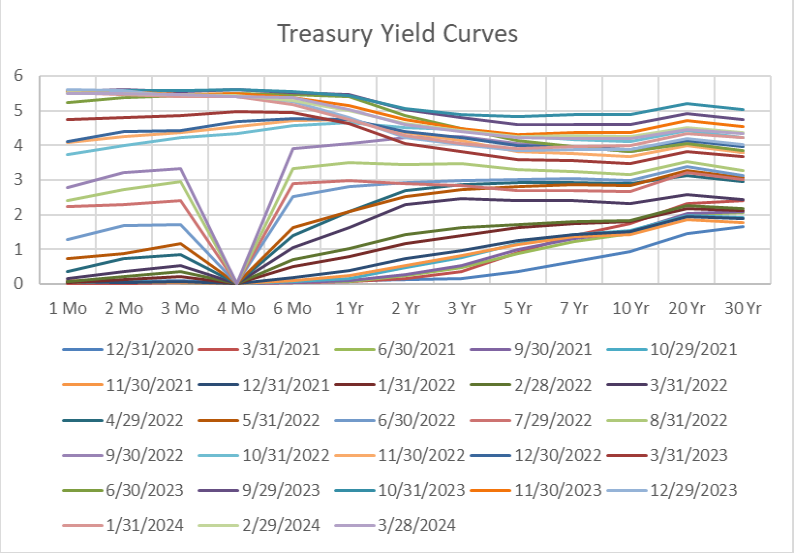
Total Cash Balances	$ 3,468,170.21

Accounts Closed		
Bank	***Description***	***Notes***
None		

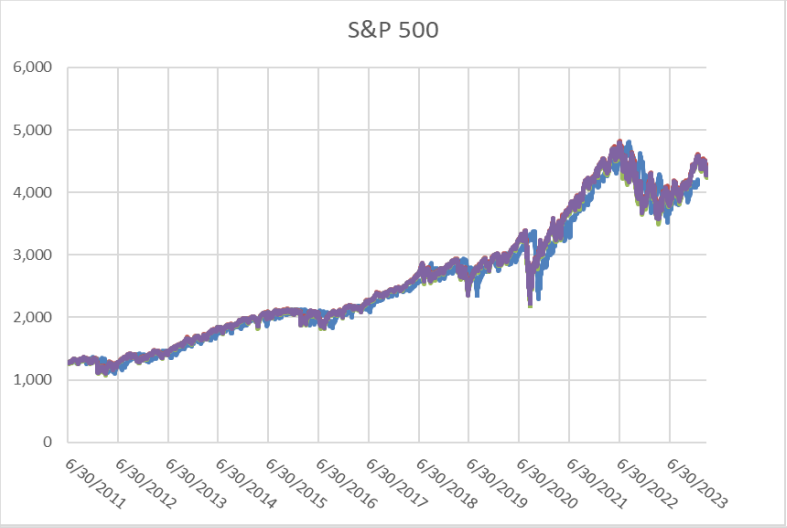
Accounts Opened		
Bank	***Description***	***Notes***
None		

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City of Diboll
Market Detail
through 03/31/2024







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Form #23-2 Rev. 9/2023		This space reserved for office use
Submit to: **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **Filing Fee: None**	**OATH OF OFFICE**	

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Trey Wilkerson, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Mayor for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

State of Texas)
County of Angelina)

Sworn to and subscribed before me this 14th day of May, 20 24.

(seal)

Signature of Notary Public or Other Officer Administering Oath

Rodney Cheshire

Printed or Typed Name

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Form #23-2 Rev. 9/2023	This space reserved for office use
Submit to: **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **Filing Fee: None**	**OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Luis Maldonado, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Council, District 2 for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

State of Texas)
County of Angelina)

Sworn to and subscribed before me this 14th day of May, 20 24.

(seal)

Signature of Notary Public or Other Officer Administering Oath

Rodney Cheshire

Printed or Typed Name

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Submit to: **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **Filing Fee: None**	**OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Daniel Lopez, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Council, District 4 for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

_____

Signature of Officer

State of Texas)
County of Angelina)

Sworn to and subscribed before me this 14th day of May, 20 24.

(seal)

_____

Signature of Notary Public or Other Officer Administering Oath

Rodney Cheshire

Printed or Typed Name

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Submit to: **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **Filing Fee: None**	**OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Ray C. Williams, Jr., do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Council, At-Large Place 6 for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

State of Texas)
County of Angelina)

Sworn to and subscribed before me this 14th day of May, 20 24 .

(seal)

Signature of Notary Public or Other Officer Administering Oath

Rodney Cheshire
Printed or Typed Name

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DIBOLL CITY COUNCIL

NOMINATIONS FOR MAYOR PRO TEM:

	Name	# of VOTES
1)	_____	_____
2)	_____	_____
3)	_____	_____

_____

Trey Wilkerson, Mayor

May 14, 2024

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Form #23-2 Rev. 9/2023

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334

Filing Fee: None

This space reserved for office use

OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Bailey Keaton Ham, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Police Officer for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

State of Texas
County of Angelina

Sworn to and subscribed before me this 14th day of May, 20 24 .

(seal)

Signature of Notary Public or Other Officer Administering Oath

Rodney Cheshire

Printed or Typed Name

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ORDINANCE NO. 2024-05-001

AN ORDINANCE SPECIFICALLY ESTABLISHING A CITY OF DIBOLL POLICE DEPARTMENT, REQUIRING ALL POLICE OFFICERS TO BE LICENSED, CREATING THE POSITION OF CHIEF OF POLICE, OUTLINING THE DUTIES AND RESPONSIBILITIES OF THE CHIEF OF POLICE, AND ESTABLISHING THE AUTHORITY, DUTIES AND RESPONSIBILITIES OF POLICE OFFICERS; PROVIDING A SAVINGS CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Texas Local Government Code authorizes cities to provide for a Police Department, and

WHEREAS, The City of Diboll Police Department is actively engaged in pursuing "Recognized" status from the Texas Police Chiefs Association's Law Enforcement Best Business Practices Recognition Program, and

WHEREAS, the standards of the Recognition Program require explicit language creating a police department and the authority and responsibility of both Officers and the Chief of Police, rather than reliance upon the General Powers provisions provided in some City Charters, and

WHEREAS, the City of Diboll City Council has determined that a clear and definitive statement of intent is preferable to provide for the establishment of the City of Diboll Police Department.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF DIBOLL, TEXAS:

SECTION 1
PURPOSE AND INTENT

The purpose and intent of this ordinance is to secure the general health, safety and welfare of the residents of the Diboll, Texas by:

(1) explicitly creating a police department and outlining both its authority and jurisdiction;

(2) explicitly creating the position of Chief of Police to oversee and manage the City of Diboll Police Department; and

(3) outlining the duties and responsibilities of both the Chief of Police and Officers.

SECTION 2

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CREATION OF A POLICE DEPARTMENT

Creation of department; jurisdiction.

There is hereby created a Police Department of the City of Diboll, at the head of which shall be the Chief of Police. The City of Diboll Police Department shall be composed of the Chief of the Police and other officers and employees as the City Council may provide. The jurisdiction of the Department shall be the corporate limits of the City and that property lying outside the city limits which is owned by the City.

Certification; compliance with state requirements.

No person will be certified as a Police Officer who has not complied with the basic requirements established by the state for Police Officers and by the city acting through the Chief of Police.

Chief of Police.

(A) The Police Department of the city shall consist of the Chief of Police and such members as the City Council may provide.

(B) The Chief of the Police shall be appointed by the City Manager and confirmed by the City Council.

(C) The Chief of the Police shall carry out the functions of the City of Diboll Police Department relating to public safety and enforcement of ordinances, state and federal laws; organize the Police Department of the City in conformity with the laws of the state and ordinances of the City; and shall promulgate policies, procedures, rules, directives and orders for the administration of the department, including but not limited to discipline within the department.

Authority and Duties of Police Officers.

(A) Individual officers constituting the City of Diboll Police Department are invested with all the power and authority given to them as peace officers under the laws of the state. Inherent with this power and authority is the obligation to preserve the peace, to enforce the ordinances and regulations of the city, the laws of the state and of the United States, to take legal custody of offenders and to secure the citizens from violence.

(B) All personnel of the City of Diboll Police Department shall be bound by the most current directives, orders, rules, regulations and procedures for the operation of the Police Department as may be promulgated or as hereinafter amended by the Chief of Police, and failure to abide thereby shall subject the violating personnel to such disciplinary action as may be determined by the Chief of Police within the limits of state law and city ordinance.

SECTION 3
SEVERABILITY

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It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 4
ALL RIGHTS AND REMEDIES SAVED

All rights and remedies of the City of Diboll are expressly saved as to any and all violations of the provisions of any and all ordinances which have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

SECTION 5
EFFECTIVE DATE

This ordinance shall be in full force and effect from and after its passage and publication as required by law.

PASSED AND APPROVED ON THIS 14th DAY OF May, 2024.

_____
TREY WILKERSON, MAYOR

ATTEST:

_____
ROSA OLVERA, CITY SECRETARY

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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T. L. L. TEMPLE MEMORIAL
LIBRARY
DIBOLL, TEXAS

May 9, 2024

The City of Diboll
ATTN: Jason Arnold, City Manager
400 Kenley St.
Diboll, Texas 75941

Dear Mr. Arnold and Council Members:

Please accept this letter as formal request of funds in the amount of $35,000.00 from the library's endowment interest funds that I understand are being held by the City. These funds will be used to replace drywall, paint, and install new flooring following the library's flood damage in April. Because the water entered the building through sewage drain lines, our insurance policy is not covering any of the repairs.

These funds will be allocated as follows:

Drywall, texture, and mold testing: $2,478
Polished Concrete and Epoxy Flooring: $27, 041.80
Front step tile removal and replacement: $3,500
Paint and unplanned needs: $1,980.20
Total requested from held funds: $35,000.00

This project will completely replace all flooring on the library's lower level with polished concrete and epoxy flooring that will be much easier to maintain, and easier to cleanup should this happen again in the future. We have already completed plumbing work to prevent future issues.

The great people of Diboll have generously come together and helped us raise funds to cover already completed plumbing and flood mitigation work. Release of these funds would allow us to immediately begin needed repairs so we can fully reopen and serve our community this summer and for years in the future.

I have attached for your information the bids accepted by a majority of the library board, and would be happy to answer questions as needed.

Sincerely,

Justin Barkley

Justin Barkley
Library Director

300 Park St Diboll, Texas 75941 | Phone: (936) 829-5497 | Fax: (936) 829-5465

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Tobias Buildings

BID

9388 FM 326
Lufkin,Tx 75901
936-414-2147

DATE: 4/26/2024

TO:
Diboll Library
300 Park St.
Diboll,TX 75941

COMMENTS OR SPECIAL INSTRUCTIONS:
This invoice/Bid is for the demolition/ construction at the Diboll Library 300 Park St. Diboll, Tx 75941 Construction/ demolition will consist of site preparation (1st level) .
TB will be tearing out old sheet rock where needed and replacing it with new in disturbed areas. Consist of fixing any wet areas or holes. We will do 4 to 6 inch lifts from the ground up to insure all wet sheetrock has been removed. TB will replace the sheetrock and texture only. No Paint provided on this project unless discussed with client.
(TB) – Tobias Buildings

COMPANY REP.	*PO#*				TERMS
D.Tobias					Due on receipt

LABOR/MAT	DESCRIPTION	UNITS	TOTAL
			$
L	Demo/ haul off fees / Travel		$400.00
L/M	Reconstruction sheet rock / Texture		$2078.00
	Paint is not added to bid (if added to invoice/bid consist of 2 rooms @ $400 per room)		
	***BID/ INVOICE SUBJECT TO CHANGE DUE TO SEVERITY OF UNSEEN PROJECT ISSUES ***		

SUBTOTAL	**$2478.00**
SALES TAX	$N/A
TOTAL DUE	$2478.00

Make all checks payable to Tobias Buildings
If you have any questions concerning this invoice, contact Dillon Tobias 936-414-2147 (Dillon.tobias1@yahoo.com)

Thank you for your business!

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ESTIMATE

Decorative Dynamics LLC
164 Ben Dunn Rd
Lufkin, TX 75904

decorativedynamics@gmail.com
+1 (936) 404-3602

Temple Memorial Library

Bill to
Temple Memorial Library
300 Park Street, Diboll, Texas 75941

Estimate details
Estimate no.: 1010
Estimate date: 05/03/2024

#	Date	Product or service	Description	SKU	Qty	Rate	Amount
1.		**Concrete Polishing**	Library floor, remove glue & polish concrete		2218	$3.35	$7,430.30
2.		**Concrete Polishing**	Entry area, remove slate tile & thin finish. Polish concrete. Includes disposal of existing flooring		703	$4.25	$2,987.75
3.		**Elite Crete Flake Overlay**	Restrooms, remove slate tile & thin finish, depose of existing flooring. Apply epoxy flake floors.		438	$7.50	$3,285.00

Total **$13,703.05**

Note to customer

Thank you for your business.

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ESTIMATE

Decorative Dynamics LLC
164 Ben Dunn Rd
Lufkin, TX 75904

decorativedynamics@gmail.com
+1 (936) 404-3602

Temple Memorial Library

Bill to
Temple Memorial Library
300 Park Street, Diboll, Texas 75941

Ship to
Temple Memorial Library
300 Park Street, Diboll, Texas 75941

Estimate details
Estimate no.: 1011
Estimate date: 05/03/2024

#	Date	Product or service	Description	SKU	Qty	Rate	Amount
1.		**Concrete Polishing**	Community Center floors, remove VCT & glue, make necessary repairs to sprawls & cracks, polish concrete		2715	$4.25	$11,538.75
2.		**Elite Crete Flake Overlay**	Community Center Kitchen, remove VCT & glue, apply epoxy flake overlay.		240	$7.50	$1,800.00

Total **$13,338.75**

Note to customer

Thank you for your business.

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Special Events Application for Special Events Permit

The City of Diboll welcomes the use of City property for special events. With that use, however, is the expectation that events will follow the rules and regulations as discussed in this policy.

Starting Out

Please plan ahead for your special event. Special Event applications are handled on a first-come, first-serve basis and applications are expected to be submitted at least thirty (30) days in advance of the event to allow for the City to process the application.

Special Restrictions

Parking on the grass in any city-owned park is expressly prohibited.

All roadway parking rules and restrictions remain in effect unless otherwise permitted by the Diboll Police Department.

Applicants are expected to be aware of and follow all City Ordinances before, during and after an event.

Do I need a Special Events permit?

A Special Event permit is required if your gathering has any one or more of the following elements:

- Twenty-five (25) or more participants
- Use of amplified sound
- Street closure
- Presence of alcohol
- Erection of stages, tents, or inflatables
- Reservation of a specific location (pavilions not included).

Process

If your event requires a Special Event permit based on the above criteria, or if you are uncertain and wish to confirm, please contact City Hall at 936-829-4757. Any costs incurred promoting or marketing an event prior to the issuance of an approved City of Diboll Special Event permit or changes/modifications to the event from the City of Diboll is at the sole risk and expense of the Event Organizer/Applicant.

Complete all sections of the City of Diboll Special Event/Facility Use Application. All proposed activities and events are subject to the approval of the City Manager. Submission of an application does not grant a Special Event permit or confirmation that the event can be conducted as planned.

The City of Diboll reserves the rights to require additional information or documentation regarding the applicant, applicant's organization, event participants, event vendors, event activities, or the event itself. Moreover, the City of Diboll may postpone approval of Special Event permits until receipt of additional requested information or documentation. Failure to submit requested information or documentation in a timely manner may be cause for denial of your permit.

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Some applicants may be required to submit documents to satisfy insurance requirements.

Applicants are required to inform the City Manager in writing of any and all amendments to the original application and/or cancellation prior to the event day.

Once all of the requirements have been fulfilled, including receipt of all documents, a Special Event permit will be issued if the City Manager approves the application.

Disclaimers and Notices

Event Organizers/Applicants are solely responsible for costs incurred for City services rendered for each event.

The City of Diboll does not provide security and/or amenities such as port-a-johns/portable washrooms, tables or chairs. The applicant is required to hire security personnel and secure port-a-johns/portable washrooms, chairs, and any medical needs for the event at the applicant's expense. Failure to adequately provide such amenities could result in the event applicant(s) or coordinator(s) inability to hold future events in the City of Diboll.

Advertising

Event holders shall not hang signs, bunting or other advertising materials anywhere on the premises without prior approval from the City Manager. The City of Diboll does recognize the need for event holders to display sponsor advertising, therefore advertising materials and locations will be determined on an event-by-event basis.

Alcoholic Beverages

Alcohol is strictly prohibited on all City of Diboll property unless the following criteria are met:

1. Alcohol serving and consumption must be outlined in the Special Event Permit Application and details determined (such as: location, time, security plan).

2. Alcohol serving and consumption must be limited to a “red-lined” area that is readily identifiable.

3. If alcohol is to be served, or otherwise made available on any City of Diboll property the following requirements must be met:

a. Provide a Texas Alcoholic Beverage Commission (TABC) certified bartender of Event Holder choice to distribute alcohol. Copy of all licenses and ID’s must be provided upon request.

b. Provide security plan to City Manager for final approval prior to scheduled event. (See Security Policy)

c. If the Event Holder fails to disclose that alcohol is to be served or otherwise made available as described above, the Event Holder, participants, spectators and anyone else involved with the event are subject to removal, citation or arrest at the discretion of the City of Diboll Police Department.

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Animals

Event Holders utilizing City of Diboll property for any activity, in which animals are used or exhibited, shall comply fully with all applicable government agency statutes, laws, ordinances, rules, regulations, and/or order applicable to the humane care and treatment of animals.

Event Holder assumes the full responsibility to meet and satisfy all applicable ordinances, laws, rules, regulations, and/or orders as they relate to the needs and rights of those animals, which are under the Event Holder's care and control.

Event Holder is responsible for removing all animal debris including hay and manure from the premises. Failure to meet this requirement may result in an additional clean-up. All animals must be penned, stalled and otherwise confined or under the direct control of owner or handler at all times.

Persons keeping animals on the premises must use every care to assure safety of visitors and other facility patrons/personnel. Violation of this policy may result in removal of animals from the premises or Animal Control may be called. As required by Texas Animal Health Commission, negative Coggins certificate must be required for all equines brought into the facility. All other animals must comply with state mandated regulations from the Texas Animal Health Commission.

Clean-up Guidelines

Failure clean-up after an event may result in a clean-up fee from the City of Diboll.

Security Policy

The City of Diboll has the right to require security at any Event. The City Manager shall determine Event security needs.

Security is required at all events with alcohol.

The Event Holder will be responsible for contracting and paying security.

All Event security plans must be submitted by the City Manager a minimum of thirty (30) days prior to an Event.

Security plan must meet the following criteria:

1. Security Officer(s) must be scheduled to arrive thirty (30) minutes prior to the event.

2. One (1) Security Officer is required per one-hundred (100) guests.

3. Security Officer(s) will remain onsite until the event is complete and all guests have left the

property. It is up to the discretion of Security as to the number of officers needed as the event ends and cleanup begins.

4. Security officer(s) must be TCLEOSE certified and have a commission held by a credited agency on a full-time basis to work security for any City of Diboll facility. Copy of all licenses and ID's must be provided to the City Manager thirty (30) days prior to the Event.

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City of Diboll Citizen Award and Recognition Program

Purpose and Scope

The City has established general guidelines for recognizing citizens who have demonstrated heroism, extraordinary service, and exceptional acts of community caretaking.

Policy

It is the practice of the City Council to recognize and acknowledge citizens who demonstrate individual or group achievement(s), and this policy formalizes the process for recommending persons for award consideration.

Criteria & Process

Any person may recommend an individual or group to be recognized by the City Council by submitting documentation to the City Manager or designee. Information should include:

- Name, address, and phone number of person(s) to be recognized.
- A brief account of the extraordinary service, significant event, or commendable act of community caretaking.
- Name, address, and phone number of person submitting the information.

Nominations, Review, and Recognition

Nominations for citizen awards and recognition may be submitted to (and by) a City Council Member, who will forward such nominations to the City Manager. The City Manager will provide the City Council a summary of the award nomination, a recommendation, and solicit input. If an award is determined to be issued, at an appropriate venue (e.g. City Council Meeting) the persons who submitted the award and recipients will be invited to attend. The Mayor and Council Members shall recognize the act(s), recipient(s), and issue the award.

Awards

Awards may be bestowed upon members of the community. Awards bestowed by the City Council include:

- City of Diboll Valor Award – Recognition granted to an individual or members of the community for an outstanding act in which bravery, courage, and heroism has been demonstrated.
- City of Diboll Outstanding Citizen Award – Recognition granted to an individual or members of the community for an outstanding act in which persons went ‘above and beyond,’ or demonstrated initiative, exceptional service and/or community caretaking.

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ORDINANCE NO. 2024-05-002

AN APPROPRIATIONS ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2023/2024 OPERATING BUDGET (BUDGET AMENDMENT NO. 02), PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE GENERAL FUND, UTILITY FUND, AND RECREATION FUND; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City Charter of the City of Diboll requires an Appropriations Ordinance be passed by the City Council each year showing revenue of the City from all sources and the expenditures to the various purposes for the fiscal year;

WHEREAS, City Council approved the 2023/2024 Operating Budget and appropriated the necessary funds out of the General, Utility, and Recreation Fund revenues for the maintenance and operation of various offices, departments and agencies of the City; and

WHEREAS, Council has reviewed and approves the report establishing the need to adjust appropriations in the General, Utility, and Recreation Funds.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS, THAT:

Section I

The City Council of the City of Diboll, Texas, hereby authorizes and approves an amendment to the 2023/2024 Operating Budget (Budget Amendment No. 02) for the purpose and in the amounts shown in the attached report, the amounts to be appropriated from Fund Balances:

The following are fund summaries of these adjustments for the budget line items that are affected:

General Fund

Current Expenditure Budget -	3,064,396.00
Proposed Expenditure Budget -	3,194,702.33
Decrease to Fund Balance	(130,306.33)
Current Revenue Budget -	2,925,951.00
Proposed Revenue Budget -	3,056,257.33
Increase to Fund Balance	130,306.33
Net effect to fund balance is a decrease of	0.00

Utility Fund

Current Expenditure Budget -	3,797,497.00

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Proposed Expenditure Budget -	3,824,497.00
Decrease to Fund Balance	(27,000.00)
Current Revenue Budget -	3,750,397.00
Proposed Revenue Budget -	3,777,397.00
Increase to Fund Balance	27,000.00
Net effect to fund balance is a decrease of	0.00

Recreation Fund

Current Expenditure Budget -	60,100.00
Proposed Expenditure Budget -	70,100.00
Decrease to Fund Balance	(10,000.00)
Current Revenue Budget -	60,100.00
Proposed Revenue Budget -	70,100.00
Increase to Fund Balance	10,000.00
Net effect to fund balance is a decrease of	0.00

Section II

The City Council of the City of Diboll, Texas, hereby amends the 2023/2024 Operating Budget in the General, Utility, and Recreation Funds, adjusting appropriations as stated in Section 1 above.

Section III

That this ordinance shall be and become effective immediately upon and after its adoption and approval.

PASSED AND APPROVED by the City Council of the City of Diboll, Texas on this the 14th day of May 2024.

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa Olvera, City Secretary

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Samantha Durham
Director of Finance

400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email:
sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **May 14, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **2023-2024 Budget Amendment No. 2**

The cautious budgeting of the 2023-2024 fiscal year has resulted in better preparation, yielded increased reserves and limited spending, demonstrating that the city remains a good steward of public dollars. Therefore, we request approval of the 2023-2024 Mid-Year Budget Amendment, Amendment No. 2.

Budget highlights include:

- Mid-Year Sales Tax Revenue increase of approx. $217,000, 61% increase over budget projections.
- Municipal Court Revenue reduced approx. 40% than budget projections.
- Unexpected waste water system repairs of approx. $150,000.00
- Increase in budget expenditures due to market inflation.

Despite the ups and downs, the 2023-2024 budget is in good health and city staff will continue to operate with a cautious spending approach for the remainder of the fiscal year and into 2024-2025 budget preparations.

Fond regards,

Sam Durham
Finance Director

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City of Diboll

Budget Comparison Report
Account Detail

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 01 - General Fund						
Department: 01 - General Govt						
Revenue						
01-01-3200	Fines & Fees	82.32	0.00	0.00	0.00	0.00%
01-01-3500	Franchise Tax	86,932.30	375,000.00	375,000.00	0.00	0.00%
01-01-3550	Payments in Lieu of Tax	39,304.18	50,842.00	50,842.00	0.00	0.00%
01-01-3600	Property Tax - Current	1,323,413.14	1,350,176.00	1,350,176.00	0.00	0.00%
01-01-3610	Property Tax - Delinquent	18,453.03	10,000.00	10,000.00	0.00	0.00%
01-01-3620	Property Tax - Penalties & Inte	16,467.64	10,000.00	10,000.00	0.00	0.00%
01-01-3700	Sales Tax	579,288.39	648,000.00	865,000.00	217,000.00	33.49%
01-01-3800	Interest Income	15,213.49	12,000.00	32,000.00	20,000.00	166.67%
01-01-3930	Cemetery Lots	8,500.00	2,500.00	9,000.00	6,500.00	260.00%
01-01-3940	Grant Proceeds	1,559.33	0.00	1,559.33	1,559.33	0.00%
01-01-3950	Miscellaneous	28,593.22	2,833.00	28,600.00	25,767.00	909.53%
01-01-3960	Donations	100.00	0.00	100.00	100.00	0.00%
01-01-3970	Reimbursements	7,500.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**2,125,407.04**	**2,461,351.00**	**2,732,277.33**	**270,926.33**	**11.01%**
Expense						
01-01-4000	Insurance - General Liability	6,880.82	7,208.00	6,880.82	-327.18	-4.54%
01-01-4001	Insurance - Property	1,260.20	1,163.00	1,260.20	97.20	8.36%
01-01-4003	Insurance - Public Officials	527.24	580.00	527.24	-52.76	-9.10%
01-01-4030	Bank Fees	99.00	400.00	400.00	0.00	0.00%
01-01-4040	Dues & Associations	984.00	5,252.00	5,252.00	0.00	0.00%
01-01-4041	Software & Subscriptions	83,603.94	106,525.00	106,525.00	0.00	0.00%
01-01-4043	Office & Janitorial Supplies	4,752.23	5,000.00	6,000.00	1,000.00	20.00%
01-01-4044	Postage & Shipping	4,727.01	350.00	5,080.00	4,730.00	1,351.43%
01-01-4045	Copy & Printing	2,072.10	5,196.00	5,796.00	600.00	11.55%
01-01-4046	Legal Notices	3,637.61	3,500.00	5,600.00	2,100.00	60.00%
01-01-4047	Elections	0.00	10,000.00	0.00	-10,000.00	-100.00%
01-01-4048	Meetings	127.82	1,000.00	1,000.00	0.00	0.00%
01-01-4060	Contributions	3,322.68	26,930.00	26,930.00	0.00	0.00%
01-01-4070	Reimbursables	10,000.00	0.00	0.00	0.00	0.00%
01-01-4100	Contractual Services	3,942.92	940.00	3,420.00	2,480.00	263.83%

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Budget Comparison Report

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-01-4120	Intergov't Contract - Transport	12,250.00	21,000.00	21,000.00	0.00	0.00%
01-01-4150	Intergov't Contract - County	18,219.62	30,000.00	30,000.00	0.00	0.00%
01-01-4200	Professional Services	0.00	10,502.00	10,502.00	0.00	0.00%
01-01-4201	Professional Services - Legal	1,408.00	2,500.00	2,500.00	0.00	0.00%
01-01-4202	Professional Services - Finance	23,944.62	17,000.00	24,000.00	7,000.00	41.18%
01-01-4203	Professional Services - Enginee	0.00	1,000.00	1,000.00	0.00	0.00%
01-01-4204	Professional Services - Equipm	0.00	800.00	800.00	0.00	0.00%
01-01-4210	Project Expense	11,155.24	49,751.32	33,397.14	-16,354.18	-32.87%
01-01-4300	Telephone & Internet Services	14,313.93	31,920.00	28,020.00	-3,900.00	-12.22%
01-01-4310	Utility Services	2,266.01	4,980.00	4,980.00	0.00	0.00%
01-01-4400	Building Repairs & Maint.	381.60	2,000.00	2,000.00	0.00	0.00%
01-01-4430	Ground Repairs & Maint.	0.00	1,000.00	0.00	-1,000.00	-100.00%
01-01-4461	Small Equipment	33.96	2,625.00	1,500.00	-1,125.00	-42.86%
01-01-4480	Uniforms	0.00	600.00	600.00	0.00	0.00%
01-01-4500	Miscellaneous	561.00	0.00	960.00	960.00	0.00%
01-01-4800	Payroll - Salaries	194,889.95	321,944.00	320,000.00	-1,944.00	-0.60%
01-01-4810	Payroll - Overtime	346.19	800.00	800.00	0.00	0.00%
01-01-4814	Payroll - Comp	152.73	0.00	250.00	250.00	0.00%
01-01-4815	Payroll - Auto Allowance	4,800.00	7,800.00	7,800.00	0.00	0.00%
01-01-4816	Payroll - Certificate & Longevity	3,688.00	3,700.00	3,688.00	-12.00	-0.32%
01-01-4817	Payroll - Taxes	15,312.05	24,397.00	24,500.00	103.00	0.42%
01-01-4830	Payroll - Retirement Expense	30,414.14	48,638.00	48,921.20	283.20	0.58%
01-01-4840	Payroll - Health Benefits	15,934.52	29,313.00	32,900.00	3,587.00	12.24%
01-01-4850	Payroll - Workman's Comp	0.00	2,744.00	0.00	-2,744.00	-100.00%
01-01-4860	HR Onboarding	1,560.42	0.00	3,850.00	3,850.00	0.00%
01-01-4865	Personnel Screening	40.00	0.00	40.00	40.00	0.00%
01-01-4870	Training	2,356.00	8,780.00	8,780.00	0.00	0.00%
01-01-4880	Travel & Meals	13,627.37	16,680.00	16,680.00	0.00	0.00%
01-01-4895	Appreciation / Benevolence	3,362.21	3,500.00	3,500.00	0.00	0.00%
01-01-9999	Transfer / Balance	0.00	-632,903.00	-483,417.62	149,485.38	-23.62%
	Total Expense:	**496,955.13**	**185,115.32**	**324,221.98**	**139,106.66**	**75.15%**
	Total Department: 01 - General Govt:	**1,628,451.91**	**2,276,235.68**	**2,408,055.35**	**131,819.67**	**5.79%**
Department: 02 - Municipal Court						
Revenue						
01-02-3200	Fines & Fees	138,676.27	400,000.00	240,000.00	-160,000.00	-40.00%
01-02-3201	Time Payment Reimbursement	1,426.16	1,000.00	1,280.00	280.00	28.00%
	Total Revenue:	**140,102.43**	**401,000.00**	**241,280.00**	**-159,720.00**	**-39.83%**

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Budget Comparison Report

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
Expense						
01-02-4040	Dues & Associations	189.95	101.00	215.00	114.00	112.87%
01-02-4041	Software & Subscriptions	9,220.00	10,595.00	9,220.00	-1,375.00	-12.98%
01-02-4043	Office & Janitorial Supplies	478.19	1,500.00	1,000.00	-500.00	-33.33%
01-02-4045	Copy & Printing	2,504.82	0.00	2,505.00	2,505.00	0.00%
01-02-4100	Contractual Services	0.00	1,728.00	1,728.00	0.00	0.00%
01-02-4201	Professional Services - Legal	4,239.00	7,500.00	7,500.00	0.00	0.00%
01-02-4461	Small Equipment	0.00	500.00	0.00	-500.00	-100.00%
01-02-4800	Payroll - Salaries	33,392.63	56,544.00	56,000.00	-544.00	-0.96%
01-02-4810	Payroll - Overtime	423.64	800.00	800.00	0.00	0.00%
01-02-4816	Payroll - Certificate & Longevity	0.00	214.00	0.00	-214.00	-100.00%
01-02-4817	Payroll - Taxes	2,861.06	4,911.00	4,500.00	-411.00	-8.37%
01-02-4830	Payroll - Retirement Expense	3,091.76	5,440.00	5,221.20	-218.80	-4.02%
01-02-4840	Payroll - Health Benefits	4,009.42	5,978.00	6,700.00	722.00	12.08%
01-02-4850	Payroll - Workman's Comp	0.00	497.00	0.00	-497.00	-100.00%
01-02-4870	Training	175.00	300.00	975.00	675.00	225.00%
01-02-4880	Travel & Meals	0.00	600.00	1,200.00	600.00	100.00%
	Total Expense:	**60,585.47**	**97,208.00**	**97,564.20**	**356.20**	**0.37%**
	Total Department: 02 - Municipal Court:	**79,516.96**	**303,792.00**	**143,715.80**	**-160,076.20**	**-52.69%**
Department: 03 - Police						
Revenue						
01-03-3940	Grant Proceeds	26,903.99	0.00	0.00	0.00	0.00%
01-03-3950	Miscellaneous	8,100.00	8,100.00	11,200.00	3,100.00	38.27%
01-03-3970	Reimbursements	287.50	0.00	0.00	0.00	0.00%
	Total Revenue:	**35,291.49**	**8,100.00**	**11,200.00**	**3,100.00**	**38.27%**
Expense						
01-03-4001	Insurance - Property	4,410.69	4,070.00	4,410.69	340.69	8.37%
01-03-4002	Insurance - Fleet & equipment	7,848.79	7,529.00	7,848.79	319.79	4.25%
01-03-4005	Insurance - PD	9,601.06	10,032.00	9,601.06	-430.94	-4.30%
01-03-4010	Grant Expense	433.20	0.00	0.00	0.00	0.00%
01-03-4040	Dues & Associations	285.00	290.00	285.00	-5.00	-1.72%
01-03-4041	Software & Subscriptions	55,258.75	55,594.00	55,939.00	345.00	0.62%
01-03-4043	Office & Janitorial Supplies	2,633.47	4,800.00	4,800.00	0.00	0.00%
01-03-4044	Postage & Shipping	67.10	300.00	300.00	0.00	0.00%
01-03-4045	Copy & Printing	919.07	2,540.00	2,540.00	0.00	0.00%
01-03-4080	Capital Improvements	22,377.00	22,377.00	22,377.00	0.00	0.00%
01-03-4100	Contractual Services	0.00	760.00	0.00	-760.00	-100.00%
01-03-4170	Intergov't Contract - Dispatch S	0.00	120,000.00	120,000.00	0.00	0.00%

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Budget Comparison Report

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-03-4204	Professional Services - Equipm	112.50	1,250.00	750.00	-500.00	-40.00%
01-03-4210	Project Expense	0.00	0.00	45,000.00	45,000.00	0.00%
01-03-4300	Telephone & Internet Services	12,587.98	24,000.00	24,000.00	0.00	0.00%
01-03-4310	Utility Services	2,650.00	5,400.00	5,400.00	0.00	0.00%
01-03-4400	Building Repairs & Maint.	413.11	2,200.00	2,200.00	0.00	0.00%
01-03-4440	Equipment Repairs & Maint.	45.19	2,000.00	50.00	-1,950.00	-97.50%
01-03-4450	Fleet Repairs & Maint.	24,718.04	25,187.68	29,950.00	4,762.32	18.91%
01-03-4461	Small Equipment	341.98	0.00	342.00	342.00	0.00%
01-03-4462	PD Equipment	4,512.06	9,650.00	12,850.00	3,200.00	33.16%
01-03-4463	PD K9	227.31	2,500.00	1,500.00	-1,000.00	-40.00%
01-03-4464	PD Ammo	727.89	3,000.00	1,500.00	-1,500.00	-50.00%
01-03-4471	Fuel	28,278.62	50,000.00	50,000.00	0.00	0.00%
01-03-4480	Uniforms	2,159.20	3,500.00	3,500.00	0.00	0.00%
01-03-4485	Uniform Maintenance	3,850.00	6,600.00	6,600.00	0.00	0.00%
01-03-4495	Community Outreach	559.59	2,000.00	1,200.00	-800.00	-40.00%
01-03-4500	Miscellaneous	532.81	0.00	532.81	532.81	0.00%
01-03-4800	Payroll - Salaries	532,272.63	945,536.00	900,000.00	-45,536.00	-4.82%
01-03-4810	Payroll - Overtime	34,585.01	38,600.00	45,850.00	7,250.00	18.78%
01-03-4816	Payroll - Certificate & Longevity	11,580.00	14,603.00	11,580.00	-3,023.00	-20.70%
01-03-4817	Payroll - Taxes	45,451.20	73,213.00	72,000.00	-1,213.00	-1.66%
01-03-4830	Payroll - Retirement Expense	86,347.38	147,044.00	144,620.75	-2,423.25	-1.65%
01-03-4840	Payroll - Health Benefits	55,763.58	94,456.00	96,000.00	1,544.00	1.63%
01-03-4850	Payroll - Workman's Comp	17,688.75	17,783.00	17,688.75	-94.25	-0.53%
01-03-4860	HR Onboarding	500.00	0.00	500.00	500.00	0.00%
01-03-4870	Training	2,443.00	3,500.00	3,500.00	0.00	0.00%
01-03-4880	Travel & Meals	4,416.93	3,500.00	5,900.00	2,400.00	68.57%
01-03-9999	Transfer / Balance	0.00	-5,500.00	-5,500.00	0.00	0.00%
	Total Expense:	**976,598.89**	**1,698,314.68**	**1,705,615.85**	**7,301.17**	**0.43%**
	Total Department: 03 - Police:	**-941,307.40**	**-1,690,214.68**	**-1,694,415.85**	**-4,201.17**	**0.25%**
Department: 04 - Code Compliance						
Revenue						
01-04-3210	Licenses & Permits	23,695.35	18,100.00	26,000.00	7,900.00	43.65%
	Total Revenue:	**23,695.35**	**18,100.00**	**26,000.00**	**7,900.00**	**43.65%**
Expense						
01-04-4002	Insurance - Fleet & equipment	770.14	737.00	770.14	33.14	4.50%
01-04-4041	Software & Subscriptions	3,968.00	2,993.00	3,969.00	976.00	32.61%
01-04-4043	Office & Janitorial Supplies	183.96	400.00	400.00	0.00	0.00%
01-04-4200	Professional Services	100.00	14,500.00	4,500.00	-10,000.00	-68.97%

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Budget Comparison Report

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-04-4205	Professional Services - Inspecti	4,798.06	11,250.00	10,000.00	-1,250.00	-11.11%
01-04-4207	Professional Services - Animal	1,411.00	0.00	2,000.00	2,000.00	0.00%
01-04-4450	Fleet Repairs & Maint.	6,610.04	7,270.00	7,270.00	0.00	0.00%
01-04-4461	Small Equipment	0.00	105.00	105.00	0.00	0.00%
01-04-4470	Materials & Supplies	66.01	200.00	200.00	0.00	0.00%
01-04-4471	Fuel	1,796.79	2,000.00	3,000.00	1,000.00	50.00%
01-04-4480	Uniforms	198.11	200.00	200.00	0.00	0.00%
01-04-4800	Payroll - Salaries	27,647.48	41,496.00	50,000.00	8,504.00	20.49%
01-04-4810	Payroll - Overtime	219.65	1,100.00	220.00	-880.00	-80.00%
01-04-4816	Payroll - Certificate & Longevity	234.00	238.00	234.00	-4.00	-1.68%
01-04-4817	Payroll - Taxes	2,372.80	3,426.00	4,100.00	674.00	19.67%
01-04-4830	Payroll - Retirement Expense	4,188.60	6,420.00	7,666.65	1,246.65	19.42%
01-04-4840	Payroll - Health Benefits	3,971.92	5,978.00	6,700.00	722.00	12.08%
01-04-4850	Payroll - Workman's Comp	0.00	363.00	0.00	-363.00	-100.00%
01-04-4870	Training	0.00	0.00	550.00	550.00	0.00%
	Total Expense:	**58,536.56**	**98,676.00**	**101,884.79**	**3,208.79**	**3.25%**
	Total Department: 04 - Code Compliance:	**-34,841.21**	**-80,576.00**	**-75,884.79**	**4,691.21**	**-5.82%**
Department: 05 - Fire						
Expense						
01-05-4001	Insurance - Property	1,260.20	1,163.00	1,260.20	97.20	8.36%
01-05-4002	Insurance - Fleet & equipment	8,618.93	8,266.00	8,618.93	352.93	4.27%
01-05-4004	Insurance - DVFD	4,444.00	7,300.00	8,744.00	1,444.00	19.78%
01-05-4040	Dues & Associations	60.00	1,825.00	1,810.00	-15.00	-0.82%
01-05-4100	Contractual Services	2,420.00	0.00	2,420.00	2,420.00	0.00%
01-05-4105	Stipends - Fire Chief	3,630.00	14,520.00	12,100.00	-2,420.00	-16.67%
01-05-4106	Stipends - Volunteers	45,985.00	40,000.00	45,985.00	5,985.00	14.96%
01-05-4200	Professional Services	0.00	1,560.00	0.01	-1,559.99	-100.00%
01-05-4205	Professional Services - Inspecti	4,973.27	5,100.00	5,500.00	400.00	7.84%
01-05-4300	Telephone & Internet Services	2,245.26	5,640.00	5,040.00	-600.00	-10.64%
01-05-4310	Utility Services	3,024.89	6,540.00	6,000.00	-540.00	-8.26%
01-05-4400	Building Repairs & Maint.	3,240.00	2,000.00	9,240.00	7,240.00	362.00%
01-05-4410	System & Structure Repairs & M	632.00	1,000.00	650.00	-350.00	-35.00%
01-05-4440	Equipment Repairs & Maint.	0.00	1,000.00	0.00	-1,000.00	-100.00%
01-05-4450	Fleet Repairs & Maint.	0.00	4,000.00	0.00	-4,000.00	-100.00%
01-05-4460	Fleet Equipment	2,495.90	36,316.00	38,811.90	2,495.90	6.87%
01-05-4462	FD Equipment	0.00	13,000.00	0.00	-13,000.00	-100.00%
01-05-4471	Fuel	2,375.41	3,000.00	4,000.00	1,000.00	33.33%
01-05-4472	Chemicals	0.00	6,000.00	6,400.00	400.00	6.67%
01-05-4480	Uniforms	0.00	500.00	1,200.00	700.00	140.00%

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Budget Comparison Report

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01-05-4500	Miscellaneous	2,000.00	2,000.00	2,000.00	0.00	0.00%
01-05-4800	Payroll - Salaries	4,680.00	7,986.00	8,000.00	14.00	0.18%
01-05-4817	Payroll - Taxes	471.56	834.00	740.00	-94.00	-11.27%
01-05-4835	Fireman's Pension	1,584.00	4,000.00	4,000.00	0.00	0.00%
01-05-4850	Payroll - Workman's Comp	0.00	365.00	0.00	-365.00	-100.00%
01-05-4870	Training	0.00	5,000.00	5,000.00	0.00	0.00%
	Total Expense:	**94,140.42**	**178,915.00**	**177,520.04**	**-1,394.96**	**-0.78%**
	Total Department: 05 - Fire:	**94,140.42**	**178,915.00**	**177,520.04**	**-1,394.96**	**-0.78%**
Department: 06 - Parks						
Revenue						
01-06-3960	Donations	10,700.00	10,700.00	10,700.00	0.00	0.00%
	Total Revenue:	**10,700.00**	**10,700.00**	**10,700.00**	**0.00**	**0.00%**
Expense						
01-06-4001	Insurance - Property	10,081.56	9,303.00	10,081.56	778.56	8.37%
01-06-4002	Insurance - Fleet & equipment	2,866.81	2,933.00	2,866.81	-66.19	-2.26%
01-06-4043	Office & Janitorial Supplies	1,410.44	1,400.00	2,800.00	1,400.00	100.00%
01-06-4080	Capital Improvements	0.00	1.00	1.00	0.00	0.00%
01-06-4210	Project Expense	10,700.00	10,700.00	13,700.00	3,000.00	28.04%
01-06-4300	Telephone & Internet Services	6,052.20	12,600.00	12,600.00	0.00	0.00%
01-06-4310	Utility Services	9,307.14	19,200.00	19,200.00	0.00	0.00%
01-06-4400	Building Repairs & Maint.	1,836.51	2,001.00	2,001.00	0.00	0.00%
01-06-4410	System & Structure Repairs & M	2,058.00	2,503.00	6,103.00	3,600.00	143.83%
01-06-4430	Ground Repairs & Maint.	6,298.75	6,400.00	11,400.00	5,000.00	78.13%
01-06-4440	Equipment Repairs & Maint.	5,089.59	6,500.00	8,500.00	2,000.00	30.77%
01-06-4450	Fleet Repairs & Maint.	0.00	7,500.00	3,000.01	-4,499.99	-60.00%
01-06-4461	Small Equipment	1,914.16	2,652.00	2,652.00	0.00	0.00%
01-06-4470	Materials & Supplies	6,083.38	7,250.00	7,250.00	0.00	0.00%
01-06-4471	Fuel	5,465.18	8,000.00	8,000.00	0.00	0.00%
01-06-4472	Chemicals	1,698.22	6,500.00	5,500.00	-1,000.00	-15.38%
01-06-4480	Uniforms	1,583.16	2,950.00	2,950.00	0.00	0.00%
01-06-4800	Payroll - Salaries	71,933.19	91,858.00	92,000.00	142.00	0.15%
01-06-4810	Payroll - Overtime	1,403.47	5,665.00	4,000.00	-1,665.00	-29.39%
01-06-4816	Payroll - Certificate & Longevity	1,156.00	1,668.00	1,668.00	0.00	0.00%
01-06-4817	Payroll - Taxes	6,335.83	7,088.00	9,200.00	2,112.00	29.80%
01-06-4830	Payroll - Retirement Expense	11,087.92	14,701.00	17,858.25	3,157.25	21.48%
01-06-4840	Payroll - Health Benefits	10,702.64	17,932.00	16,100.00	-1,832.00	-10.22%

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Budget Comparison Report

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01-06-4850	Payroll - Workman's Comp	0.00	6,884.00	0.00	-6,884.00	-100.00%
	Total Expense:	**175,064.15**	**254,189.00**	**259,431.63**	**5,242.63**	**2.06%**
	Total Department: 06 - Parks:	**-164,364.15**	**-243,489.00**	**-248,731.63**	**-5,242.63**	**2.15%**
Department: 07 - Street						
Revenue						
01-07-3200	Fines & Fees	20,255.00	34,800.00	34,800.00	0.00	0.00%
	Total Revenue:	**20,255.00**	**34,800.00**	**34,800.00**	**0.00**	**0.00%**
Expense						
01-07-4002	Insurance - Fleet & equipment	4,701.87	4,730.00	4,730.00	0.00	0.00%
01-07-4043	Office & Janitorial Supplies	598.26	1,250.00	1,250.00	0.00	0.00%
01-07-4100	Contractual Services	0.00	300.00	300.00	0.00	0.00%
01-07-4102	Contractual Services - Lighting	39,601.61	73,200.00	68,400.00	-4,800.00	-6.56%
01-07-4310	Utility Services	2,470.78	4,200.00	4,200.00	0.00	0.00%
01-07-4400	Building Repairs & Maint.	0.00	1.00	1.00	0.00	0.00%
01-07-4420	Street Repairs & Maint.	47,994.21	198,001.00	198,001.00	0.00	0.00%
01-07-4440	Equipment Repairs & Maint.	741.58	8,650.00	8,250.00	-400.00	-4.62%
01-07-4450	Fleet Repairs & Maint.	3,425.97	7,900.00	5,900.01	-1,999.99	-25.32%
01-07-4461	Small Equipment	0.00	1,950.00	850.00	-1,100.00	-56.41%
01-07-4470	Materials & Supplies	3,495.96	10,000.00	10,000.00	0.00	0.00%
01-07-4471	Fuel	7,196.45	10,000.00	10,000.00	0.00	0.00%
01-07-4480	Uniforms	1,235.41	2,950.00	2,950.00	0.00	0.00%
01-07-4800	Payroll - Salaries	85,168.48	148,747.00	126,000.00	-22,747.00	-15.29%
01-07-4810	Payroll - Overtime	475.40	3,300.00	3,300.00	0.00	0.00%
01-07-4814	Payroll - Comp	92.22	0.00	0.00	0.00	0.00%
01-07-4816	Payroll - Certificate & Longevity	1,354.00	1,312.00	1,312.00	0.00	0.00%
01-07-4817	Payroll - Taxes	7,220.01	12,387.00	10,300.00	-2,087.00	-16.85%
01-07-4830	Payroll - Retirement Expense	12,983.63	22,916.00	19,499.95	-3,416.05	-14.91%
01-07-4840	Payroll - Health Benefits	14,851.68	17,935.00	23,000.00	5,065.00	28.24%
01-07-4850	Payroll - Workman's Comp	-5,741.88	5,871.00	5,741.88	-129.12	-2.20%
01-07-4870	Training	0.00	1,000.00	1,000.00	0.00	0.00%
01-07-4880	Travel & Meals	0.00	500.00	500.00	0.00	0.00%
01-07-9999	Transfer / Balance	0.00	22,978.00	22,978.00	0.00	0.00%
	Total Expense:	**227,865.64**	**560,078.00**	**528,463.84**	**-31,614.16**	**-5.64%**
	Total Department: 07 - Street:	**-207,610.64**	**-525,278.00**	**-493,663.84**	**31,614.16**	**-6.02%**
	Total Fund: 01 - General Fund:	**265,705.05**	**-138,445.00**	**-138,445.00**	**0.00**	**0.00%**

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Budget Comparison Report

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 02 - Utility Fund						
Department: 08 - Wastewater						
Revenue						
02-08-3110	Utility - Sewer	574,763.11	1,462,551.00	1,462,551.00	0.00	0.00%
02-08-3940	Grant Proceeds	82,996.00	0.00	0.00	0.00	0.00%
02-08-3970	Reimbursements	1,630.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**659,389.11**	**1,462,551.00**	**1,462,551.00**	**0.00**	**0.00%**
Expense						
02-08-4001	Insurance - Property	12,601.96	11,628.00	12,601.96	973.96	8.38%
02-08-4002	Insurance - Fleet & equipment	1,687.67	1,815.00	1,687.67	-127.33	-7.02%
02-08-4010	Grant Expense	48,300.00	0.00	0.00	0.00	0.00%
02-08-4043	Office & Janitorial Supplies	1,136.01	1,750.00	1,750.00	0.00	0.00%
02-08-4070	Reimbursables	382.50	0.00	0.00	0.00	0.00%
02-08-4080	Capital Improvements	50,349.11	50,421.00	50,352.00	-69.00	-0.14%
02-08-4100	Contractual Services	750.00	720.00	1,000.00	280.00	38.89%
02-08-4204	Professional Services - Equipm	11,886.35	25,200.00	25,200.00	0.00	0.00%
02-08-4205	Professional Services - Inspecti	13,909.67	35,510.00	34,420.00	-1,090.00	-3.07%
02-08-4206	Professional Services - Systems	49,298.98	70,480.00	83,980.00	13,500.00	19.15%
02-08-4300	Telephone & Internet Services	815.30	2,460.00	2,460.00	0.00	0.00%
02-08-4310	Utility Services	38,073.41	68,400.00	68,400.00	0.00	0.00%
02-08-4400	Building Repairs & Maint.	0.00	7,000.00	7,000.00	0.00	0.00%
02-08-4440	Equipment Repairs & Maint.	1,375.53	1,400.00	1,400.00	0.00	0.00%
02-08-4450	Fleet Repairs & Maint.	927.73	1,500.00	930.00	-570.00	-38.00%
02-08-4461	Small Equipment	1,605.73	1,600.00	1,605.73	5.73	0.36%
02-08-4470	Materials & Supplies	4,631.48	16,800.00	15,600.00	-1,200.00	-7.14%
02-08-4471	Fuel	7,491.75	15,000.00	15,000.00	0.00	0.00%
02-08-4472	Chemicals	31,813.85	76,000.00	76,000.00	0.00	0.00%
02-08-4480	Uniforms	876.23	2,300.00	2,300.00	0.00	0.00%
02-08-4800	Payroll - Salaries	74,739.65	130,781.00	126,000.00	-4,781.00	-3.66%
02-08-4810	Payroll - Overtime	14,095.29	7,250.00	18,125.00	10,875.00	150.00%
02-08-4814	Payroll - Comp	87.10	0.00	69.68	69.68	0.00%
02-08-4816	Payroll - Certificate & Longevity	2,888.00	3,889.00	2,888.00	-1,001.00	-25.74%
02-08-4817	Payroll - Taxes	7,556.27	10,761.00	11,500.00	739.00	6.87%
02-08-4830	Payroll - Retirement Expense	10,972.91	20,807.00	21,098.38	291.38	1.40%
02-08-4840	Payroll - Health Benefits	8,018.21	17,935.00	17,000.00	-935.00	-5.21%
02-08-4850	Payroll - Workman's Comp	0.00	1,657.00	0.00	-1,657.00	-100.00%
02-08-4870	Training	361.00	2,700.00	2,700.00	0.00	0.00%

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Budget Comparison Report

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
02-08-4880	Travel & Meals	324.88	2,400.00	2,400.00	0.00	0.00%
	Total Expense:	**396,956.57**	**588,164.00**	**603,468.42**	**15,304.42**	**2.60%**
	Total Department: 08 - Wastewater:	**262,432.54**	**874,387.00**	**859,082.58**	**-15,304.42**	**-1.75%**
Department: 09 - Utility						
Revenue						
02-09-3100	Utility - Water	870,615.86	1,558,846.00	1,558,846.00	0.00	0.00%
02-09-3120	Utility - Garbage	417,302.90	696,000.00	696,000.00	0.00	0.00%
02-09-3130	Penalties & Interest	744,961.69	25,000.00	25,000.00	0.00	0.00%
02-09-3800	Interest Income	11,187.48	8,000.00	21,000.00	13,000.00	162.50%
02-09-3940	Grant Proceeds	21,050.00	0.00	0.00	0.00	0.00%
02-09-3945	Loan Proceeds	230,450.00	0.00	0.00	0.00	0.00%
02-09-3950	Miscellaneous	12,241.12	0.00	14,000.00	14,000.00	0.00%
02-09-3970	Reimbursements	20,988.50	0.00	0.00	0.00	0.00%
	Total Revenue:	**2,328,797.55**	**2,287,846.00**	**2,314,846.00**	**27,000.00**	**1.18%**
Expense						
02-09-4001	Insurance - Property	13,862.16	12,791.00	13,862.16	1,071.16	8.37%
02-09-4002	Insurance - Fleet & equipment	4,145.48	4,008.00	4,195.48	187.48	4.68%
02-09-4030	Bank Fees	529.13	2,340.00	1,755.00	-585.00	-25.00%
02-09-4041	Software & Subscriptions	15,502.00	40,739.00	17,739.00	-23,000.00	-56.46%
02-09-4043	Office & Janitorial Supplies	404.87	1,450.00	1,450.00	0.00	0.00%
02-09-4044	Postage & Shipping	2,852.52	11,490.00	8,760.00	-2,730.00	-23.76%
02-09-4070	Reimbursables	20,988.50	0.00	0.00	0.00	0.00%
02-09-4080	Capital Improvements	9,921.39	10,000.00	161,000.00	151,000.00	1,510.00%
02-09-4100	Contractual Services	360.00	520.00	520.00	0.00	0.00%
02-09-4101	Contractual Services - Garbage	419,532.27	684,000.00	684,000.00	0.00	0.00%
02-09-4130	Intergov't Contract - Utility Pur	24,344.10	15,000.00	50,000.00	35,000.00	233.33%
02-09-4203	Professional Services - Enginee	165,911.00	0.00	0.00	0.00	0.00%
02-09-4204	Professional Services - Equipm	20,772.98	23,500.00	27,700.00	4,200.00	17.87%
02-09-4205	Professional Services - Inspecti	4,603.55	4,605.00	4,605.00	0.00	0.00%
02-09-4206	Professional Services - Systems	7,916.28	50,600.00	22,600.04	-27,999.96	-55.34%
02-09-4300	Telephone & Internet Services	9,138.74	10,860.00	14,060.00	3,200.00	29.47%
02-09-4310	Utility Services	40,143.15	65,700.00	65,700.00	0.00	0.00%
02-09-4400	Building Repairs & Maint.	99.10	18,000.00	100.00	-17,900.00	-99.44%
02-09-4410	System & Structure Repairs & M	107,372.04	125,396.00	125,396.00	0.00	0.00%
02-09-4411	Sanitary Sewer Overflow (SSO)	0.00	100,000.00	100,000.00	0.00	0.00%
02-09-4440	Equipment Repairs & Maint.	8,849.40	10,000.00	26,000.00	16,000.00	160.00%
02-09-4450	Fleet Repairs & Maint.	7,663.55	9,125.00	9,125.00	0.00	0.00%
02-09-4461	Small Equipment	5,138.15	14,900.00	14,900.00	0.00	0.00%

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Budget Comparison Report

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
02-09-4470	Materials & Supplies	4,215.97	7,300.00	7,300.00	0.00	0.00%
02-09-4471	Fuel	10,977.99	20,000.00	20,000.00	0.00	0.00%
02-09-4472	Chemicals	36,923.92	81,600.00	81,600.00	0.00	0.00%
02-09-4480	Uniforms	2,123.53	4,150.00	4,150.00	0.00	0.00%
02-09-4800	Payroll - Salaries	169,047.65	256,329.00	278,000.00	21,671.00	8.45%
02-09-4810	Payroll - Overtime	13,264.56	10,875.00	18,125.00	7,250.00	66.67%
02-09-4814	Payroll - Comp	670.13	0.00	408.72	408.72	0.00%
02-09-4816	Payroll - Certificate & Longevity	3,944.00	4,994.00	3,944.00	-1,050.00	-21.03%
02-09-4817	Payroll - Taxes	15,464.97	20,426.00	24,000.00	3,574.00	17.50%
02-09-4830	Payroll - Retirement Expense	27,858.40	40,276.00	45,147.56	4,871.56	12.10%
02-09-4840	Payroll - Health Benefits	24,252.61	35,869.00	40,200.00	4,331.00	12.07%
02-09-4850	Payroll - Workman's Comp	0.00	7,861.00	0.00	-7,861.00	-100.00%
02-09-4870	Training	111.00	3,160.00	2,701.00	-459.00	-14.53%
02-09-4880	Travel & Meals	0.00	1,200.00	1,200.00	0.00	0.00%
02-09-9999	Transfer / Balance	464,467.00	1,500,270.00	1,340,784.62	-159,485.38	-10.63%
	Total Expense:	**1,663,372.09**	**3,209,334.00**	**3,221,028.58**	**11,694.58**	**0.36%**
	Total Department: 09 - Utility:	**665,425.46**	**-921,488.00**	**-906,182.58**	**15,305.42**	**-1.66%**
	Total Fund: 02 - Utility Fund:	**927,858.00**	**-47,101.00**	**-47,100.00**	**1.00**	**0.00%**
Fund: 03 - Recreation Fund						
Department: 11 - Civic Center						
Revenue						
03-11-3900	Rental Fees	27,800.00	30,000.00	40,000.00	10,000.00	33.33%
	Total Revenue:	**27,800.00**	**30,000.00**	**40,000.00**	**10,000.00**	**33.33%**
Expense						
03-11-4001	Insurance - Property	630.10	600.00	600.00	0.00	0.00%
03-11-4042	Advertising & Promotions	179.09	214.00	214.00	0.00	0.00%
03-11-4043	Office & Janitorial Supplies	1,072.98	1,200.00	1,200.00	0.00	0.00%
03-11-4100	Contractual Services	740.00	1,450.00	1,450.00	0.00	0.00%
03-11-4300	Telephone & Internet Services	3,161.94	5,496.00	5,496.00	0.00	0.00%
03-11-4310	Utility Services	12,187.63	19,080.00	19,080.00	0.00	0.00%
03-11-4320	Security Services	779.65	1,760.00	1,760.00	0.00	0.00%
03-11-4400	Building Repairs & Maint.	763.50	800.00	800.00	0.00	0.00%
03-11-4800	Payroll - Salaries	0.00	28,327.00	28,327.00	0.00	0.00%
03-11-4817	Payroll - Taxes	0.00	2,072.00	2,072.00	0.00	0.00%
03-11-4830	Payroll - Retirement Expense	0.00	4,269.00	4,269.00	0.00	0.00%
03-11-4840	Payroll - Health Benefits	0.00	5,979.00	5,979.00	0.00	0.00%

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Budget Comparison Report

Account Number		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
03-11-9999	Transfer / Balance	0.00	-61,147.00	-51,147.00	10,000.00	-16.35%
	Total Expense:	**19,514.89**	**10,100.00**	**20,100.00**	**10,000.00**	**99.01%**
	Total Department: 11 - Civic Center:	**8,285.11**	**19,900.00**	**19,900.00**	**0.00**	**0.00%**
Department: 12 - Recreation						
Revenue						
03-12-3910	Lease Fees	19,892.04	30,100.00	30,100.00	0.00	0.00%
03-12-3920	Sports Fees	1,480.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**21,372.04**	**30,100.00**	**30,100.00**	**0.00**	**0.00%**
Expense						
03-12-4310	Utility Services	18,404.83	30,000.00	30,000.00	0.00	0.00%
03-12-4410	System & Structure Repairs & M	18,800.00	20,000.00	20,000.00	0.00	0.00%
	Total Expense:	**37,204.83**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
	Total Department: 12 - Recreation:	**-15,832.79**	**-19,900.00**	**-19,900.00**	**0.00**	**0.00%**
	Total Fund: 03 - Recreation Fund:	**-7,547.68**	**0.00**	**0.00**	**0.00**	**0.00%**
	Report Total:	**1,186,015.37**	**-185,546.00**	**-185,545.00**	**1.00**	**0.00%**

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Budget Comparison Report

Group Summary

Account Typ…	2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 01 - General Fund					
Department: 01 - General Govt					
Revenue	2,125,407.04	2,461,351.00	2,732,277.33	270,926.33	11.01%
Expense	496,955.13	185,115.32	324,221.98	139,106.66	75.15%
Total Department: 01 - General Govt:	**1,628,451.91**	**2,276,235.68**	**2,408,055.35**	**131,819.67**	**5.79%**
Department: 02 - Municipal Court					
Revenue	140,102.43	401,000.00	241,280.00	-159,720.00	-39.83%
Expense	60,585.47	97,208.00	97,564.20	356.20	0.37%
Total Department: 02 - Municipal Court:	**79,516.96**	**303,792.00**	**143,715.80**	**-160,076.20**	**-52.69%**
Department: 03 - Police					
Revenue	35,291.49	8,100.00	11,200.00	3,100.00	38.27%
Expense	976,598.89	1,698,314.68	1,705,615.85	7,301.17	0.43%
Total Department: 03 - Police:	**-941,307.40**	**-1,690,214.68**	**-1,694,415.85**	**-4,201.17**	**0.25%**
Department: 04 - Code Compliance					
Revenue	23,695.35	18,100.00	26,000.00	7,900.00	43.65%
Expense	58,536.56	98,676.00	101,884.79	3,208.79	3.25%
Total Department: 04 - Code Compliance:	**-34,841.21**	**-80,576.00**	**-75,884.79**	**4,691.21**	**-5.82%**
Department: 05 - Fire					
Expense	94,140.42	178,915.00	177,520.04	-1,394.96	-0.78%
Total Department: 05 - Fire:	**94,140.42**	**178,915.00**	**177,520.04**	**-1,394.96**	**-0.78%**
Department: 06 - Parks					
Revenue	10,700.00	10,700.00	10,700.00	0.00	0.00%
Expense	175,064.15	254,189.00	259,431.63	5,242.63	2.06%
Total Department: 06 - Parks:	**-164,364.15**	**-243,489.00**	**-248,731.63**	**-5,242.63**	**2.15%**
Department: 07 - Street					
Revenue	20,255.00	34,800.00	34,800.00	0.00	0.00%
Expense	227,865.64	560,078.00	528,463.84	-31,614.16	-5.64%
Total Department: 07 - Street:	**-207,610.64**	**-525,278.00**	**-493,663.84**	**31,614.16**	**-6.02%**
Total Fund: 01 - General Fund:	**265,705.05**	**-138,445.00**	**-138,445.00**	**0.00**	**0.00%**
Fund: 02 - Utility Fund					
Department: 08 - Wastewater					
Revenue	659,389.11	1,462,551.00	1,462,551.00	0.00	0.00%
Expense	396,956.57	588,164.00	603,468.42	15,304.42	2.60%
Total Department: 08 - Wastewater:	**262,432.54**	**874,387.00**	**859,082.58**	**-15,304.42**	**-1.75%**

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Budget Comparison Report

Account Typ…	2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 09 - Utility					
Revenue	2,328,797.55	2,287,846.00	2,314,846.00	27,000.00	1.18%
Expense	1,663,372.09	3,209,334.00	3,221,028.58	11,694.58	0.36%
Total Department: 09 - Utility:	**665,425.46**	**-921,488.00**	**-906,182.58**	**15,305.42**	**-1.66%**
Total Fund: 02 - Utility Fund:	**927,858.00**	**-47,101.00**	**-47,100.00**	**1.00**	**0.00%**
Fund: 03 - Recreation Fund					
Department: 11 - Civic Center					
Revenue	27,800.00	30,000.00	40,000.00	10,000.00	33.33%
Expense	19,514.89	10,100.00	20,100.00	10,000.00	99.01%
Total Department: 11 - Civic Center:	**8,285.11**	**19,900.00**	**19,900.00**	**0.00**	**0.00%**
Department: 12 - Recreation					
Revenue	21,372.04	30,100.00	30,100.00	0.00	0.00%
Expense	37,204.83	50,000.00	50,000.00	0.00	0.00%
Total Department: 12 - Recreation:	**-15,832.79**	**-19,900.00**	**-19,900.00**	**0.00**	**0.00%**
Total Fund: 03 - Recreation Fund:	**-7,547.68**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**1,186,015.37**	**-185,546.00**	**-185,545.00**	**1.00**	**0.00%**

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Budget Comparison Report

Fund Summary

Fund		2023-2024 YTD Activity Through May	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2023-2024 MID PRE	Comparison 1 to Parent Budget Increase / (Decrease)	%
01 - General Fund		265,705.05	-138,445.00	-138,445.00	0.00	0.00%
02 - Utility Fund		927,858.00	-47,101.00	-47,100.00	1.00	0.00%
03 - Recreation Fund		-7,547.68	0.00	0.00	0.00	0.00%
	Report Total:	**1,186,015.37**	**-185,546.00**	**-185,545.00**	**1.00**	**0.00%**

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PLEASE RUN IN CLASSIFIED/LEGALS AS A STANDARD PUBLIC NOTICE

ONE TIME ONLY

April 17, 2024

AD STARTS HERE:

NOTICE OF PUBLIC HEARINGS FOR AMENDMENTS TO ZONING ORDINANCE

Notice is hereby given that the Planning and Zoning Commission will hold a public hearing starting at 5:30 pm on Tuesday, May 7, 2024 at Diboll City Hall, located at 400 Kenley.

Further notice is given that the Diboll City Council will hold a public hearing starting at 5:15 pm on Tuesday, May 14, 2024 at Diboll City Hall. The Planning and Zoning Commission and the City Council will consider:

Consider recommending a request by property owner for Zoning Change at 1410 N Hendrick Ave. Diboll, Texas from ("B2") Business District to ("SF2") Mixed Residential District.

Citizens of Diboll, Texas are invited to attend and participate in the public hearings.

For any questions, please contact Rosa Olvera at (936) 829-4757.

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ORDINANCE NO. 2024-05-003

AN ORDINANCE OF THE CITY OF DIBOLL, TEXAS AMENDING THE CODE OF ORDINANCE (SEC 24-5 ZONING DISTRICT MAP) OF THE CITY OF DIBOLL, CHANGING THE OFFICIAL ZONING DISTRICT MAP REGUARDING ANGELINA COUNTY PROPERTY ID #19305, FROM (B2) BUSINESS DISTRICT TO AN (SF2) MIXED RESIDENTIAL DISTRICT, LOCATED AT 1410 N HENDRICK STREET, DIBOLL, TEXAS;

WHEREAS, the City of Diboll Texas is governed by Home Rule Charter; and

WHEREAS, §2.01. Of the Home Rule Charter states that the City has the power to ordain and establish acts, laws, rules, regulations, resolutions and ordinances that are needed for the government, interests, health and welfare, and good order of the City and its inhabitants; and

WHEREAS, the City Planning and Zoning Commission of the City of Diboll, Texas, after due notice and hearing, recommends that the hereinafter described land be granted a zone change; and,

WHEREAS, the City Council of the City of Diboll, Texas, after receiving such recommendation, caused a notice, stating the date, place, and time thereof, of a public hearing on such proposed zone change to be published in the Lufkin Daily News, a newspaper published within the City of Diboll, Texas, such publication being more than fifteen (15) days prior to the date of such hearing which was held in the City Hall in the City of Diboll, Texas, on the 14th day of May 2024; and,

WHEREAS, at such a public hearing each person present and interested in the proposed zone change was given an opportunity to be heard by the City Council; and,

WHEREAS, the City Council of the City of Diboll, Texas, after giving due consideration to the recommendation of the City Planning and Zoning Commission and the statements made and facts brought out at such hearing on such proposed zone change, and further, after giving due consideration to the orderly growth and development of the City of Diboll, Texas, having decided that it is to the best interest of the citizens of the City such zone change be granted.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS:

SECTION I. That the zoning designation on properties addressed as 1410 N Hendrick Street, Diboll, Texas be changed from "Business District" to "(SF2) Mixed Residential District as stated above and shown on the attached Exhibit A, as well as photograph of the existing residence hereto as Exhibit B.

SECTION II. The City Manager is hereby designated and ordered to change the official Zoning Map and records of the City of Diboll to comply with these changes.

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PASSED AND APPROVED by the City Council of the City of Diboll, Texas, at its regular meeting this the 14th day of May 2024.

_____

Trey Wilkerson, Mayor

ATTEST:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

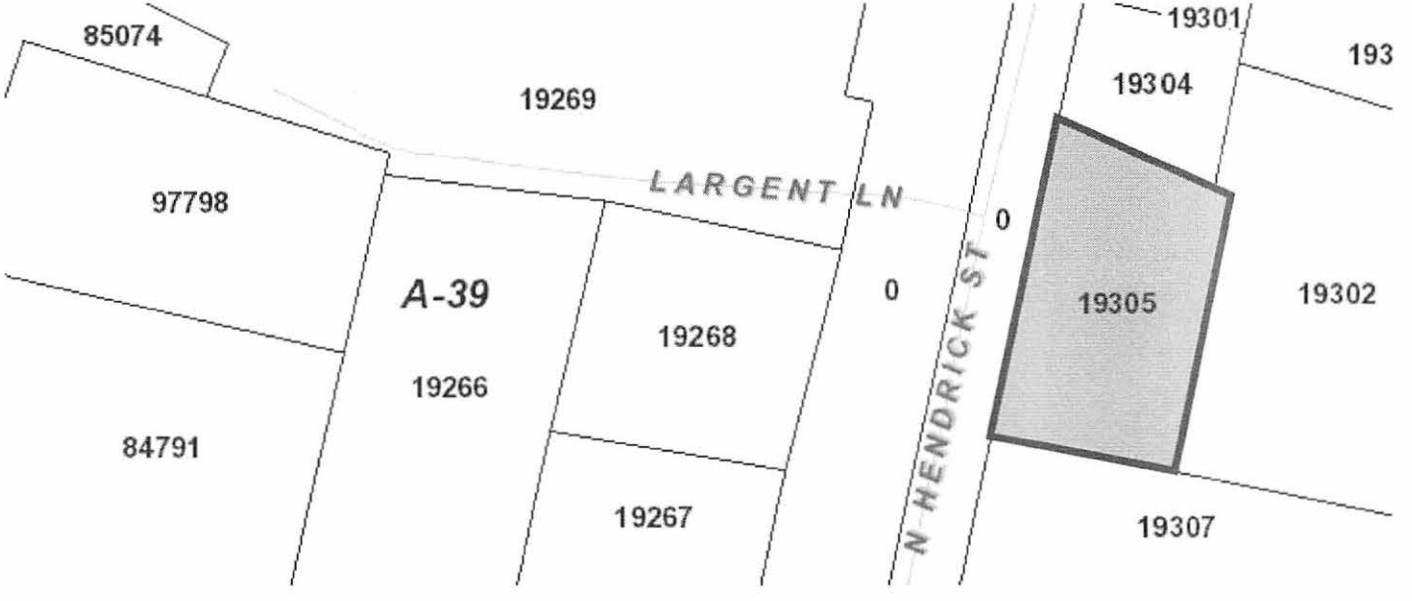
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EXHIBIT "A"

Angelina CAD Property Search

Property ID: 19305 For Year 2023

Map



Property Details

Account		
Property ID:	19305	**Geographic ID:** 0039-325-306-000-00
Type:	Real	**Zoning:**
Property Use:		**Condo:**
Location		
Situs Address:	1410 N HENDRICK ST DIBOLL, TX 75941-1110	
Map ID:	325	**Mapsco:**
Legal Description:	ABS 0039 QUEVADO T.,TRACT 306,ACRES 1.0	

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Abstract/Subdivision:	0039 - QUEVADO T.
Neighborhood:	ABT39
Owner	
Owner ID:	188227
Name:	TRUSS RANCE
Agent:	
Mailing Address:	905 SLOAN LANE LUFKIN, TX 75901
% Ownership:	100.0%
Exemptions:	HS - Homestead For privacy reasons not all exemptions are shown online.

Property Values

Improvement Homesite Value:	$83,930 (+)
Improvement Non-Homesite Value:	$0 (+)
Land Homesite Value:	$30,500 (+)
Land Non-Homesite Value:	$0 (+)
Agricultural Market Valuation:	$0 (+)
Market Value:	$114,430 (=)
Agricultural Value Loss:	$0 (-)
Appraised Value:	$114,430 (=)
Homestead Cap Loss:	$12,674 (-)

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Assessed Value:	$101,756
Ag Use Value:	$0

Information provided for research purposes only. Legal descriptions and acreage amounts are for appraisal district use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

Property Taxing Jurisdiction

Owner: TRUSS RANCE **%Ownership:** 100.0%

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax	Freeze Ceiling
CAD	APPRAISAL DISTRICT	0.000000	$114,430	$101,756	$0.00	
CDI	CITY OF DIBOLL	0.583321	$114,430	$81,756	$476.90	
GAG	ANGELINA COUNTY (FP)	0.429041	$114,430	$42,313	$181.54	$0.00
JAG	ANGELINA JR COLLEGE (FP)	0.152428	$114,430	$77,756	$118.52	
SDI	DIBOLL ISD	0.982400	$114,430	$0	$0.00	$0.00

Total Tax Rate: 2.147190

Estimated Taxes With Exemptions: $595.42

Estimated Taxes Without Exemptions: $2,457.02

Property Improvement - Building

Type: RESIDENTIAL **State Code:** A1 **Living Area:** 1,320.00 sqft **Value:** $82,600

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Type	Description	Class CD	Exterior Wall	Year Built	SQFT
MA	MAIN AREA	F4M	WF	1945	1,320.00
130	CARPORT	3		1945	240.00
130	CARPORT	3		1945	480.00
111	OPEN FRAME PORCH	3		1945	84.00
112	ENCLOSED FR PORCH	3		1945	144.00

Type: MISC IMP **State Code:** A1 **Living Area:** 0.00 sqft **Value:** $1,330

Type	Description	Class CD	Year Built	SQFT
RS2	SHED METAL UTILITY	4	1998	192.00

Property Land

Type	Description	Acreage	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
R	RESIDENTIAL	1.0000	43,560.00			$30,500	$0

Property Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap Loss	Assessed
2023	$83,930	$30,500	$0	$114,430	$12,674	$101,756
2022	$76,040	$21,100	$0	$97,140	$4,635	$92,505
2021	$68,820	$21,100	$0	$89,920	$5,825	$84,095
2020	$60,700	$15,750	$0	$76,450	$0	$76,450
2019	$60,720	$15,750	$0	$76,470	$0	$76,470
2018	$58,700	$15,750	$0	$74,450	$0	$74,450
2017	$56,290	$15,750	$0	$72,040	$0	$72,040

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2016	$55,380	$15,750	$0	$71,130	$0	$71,130
2015	$55,380	$15,750	$0	$71,130	$0	$71,130
2014	$51,730	$15,750	$0	$67,480	$0	$67,480
2013	$52,230	$15,750	$0	$67,980	$0	$67,980

Property Deed History

Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Number
9/6/2023	WD	WARRANTY DEED	SMITH KATHY I ETAL	TRUSS RANCE			00437963
3/30/2023	RMD	REMAINDERMAN DEED	TERRELL SHIRLEY MARIE EST	SMITH KATHY I ETAL			00430734
1/30/2023	RMD	REMAINDERMAN DEED					00430734
8/17/2018	GWD	GENERAL WARRANTY DEED	TERRELL HORACE S JR & SHIRLEY REVOCABLE LIVING TRUST	TERRELL SHIRLEY MARIE			00370439
11/6/2001	SWD	SPECIAL WD	TERRELL SHIRLEY MARIE	TERRELL HORACE S JR & SHIRLEY REVOCABLE LIVING TRUST	1482	245,251	
	Conv	CONVERSION	FAIRCHILD JACK H & JOAN C	TERRELL SHIRLEY MARIE	390	97	00067701

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EXHIBIT "B"

1410 N Hendrick Ave

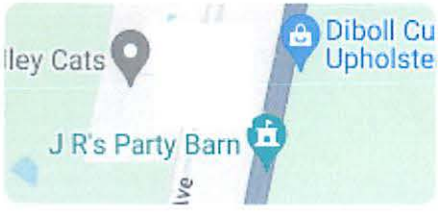
Diboll, Texas

Google Street View

Mar 2023 See more dates



Image capture: Mar 2023 © 2024 Google



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230094

CITY OF DIBOLL
400 KENLEY
PO BOX 340
DIBOLL, 75941
936-829-4757
fax: 936-829-1179

PLAN APPROVAL	
Planning & Zoning	(DATE)_____
Site Plan Review	(DATE)_____
Building Plan Review	(DATE)_____

PERMIT APPLICATION

ADDRESS 1410 North Hendrix Street Diboll DATE 4-11-24

OWNER NAME Rance Truss PHONE (936) 635 3182

BUILDER NAME PHONE

BUILDER NAME PHONE

TDLR License #

ELECTRICIAN NAME PHONE

TDLR License #

PLUMBER NAME PHONE

TDLR License #

HVAC NAME PHONE

TDLR License #

Residential – New Single Family and Duplex Construction			
Building	$0.40 per sq. ft. conditioned space		☐
Mechanical	$0.02 per sq. ft. conditioned space		☐
Electrical	$0.04 per sq. ft. conditioned space		☐
Plumbing	$0.06 per sq. ft. conditioned space		☐
Roofing	$50.00 base fee plus $1.25 per square		☐
Residential – Remodeling, Alterations, Additions, and Repairs*			
Building	$50.00 base fee plus $0.25 per sq. ft.		☐
Mechanical	$50.00 base fee plus $0.02 per sq. ft.		☐
Electrical	$50.00 base fee plus $0.04 per sq. ft.		☐
Plumbing	$50.00 base fee plus $0.06 per sq. ft.		☐
Roofing	$50.00 base fee plus $1.25 per square		☐
*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.			
Commercial – New Construction /Apartments			
Building	$300.00 base fee plus $0.45 per sq. ft.		☐
Shell Building	$300.00 base fee plus $0.30 per sq. ft.		☐
Interior Finish Out	$100.00 base fee plus $0.15 per sq. ft.		☐
Mechanical	$50.00 base fee plus $0.03 per sq. ft.		☐
Electrical	$50.00 base fee plus $0.04 per sq. ft.		☐
Plumbing	$50.00 base fee plus $0.06 per sq. ft.		☐
Roofing	$50.00 base fee plus $1.25 per square		☐
Commercial – Remodeling, Alterations, Additions, and Repairs*			
Building	$50.00 base fee plus $0.40 per sq. ft.		☐
Mechanical	$50.00 base fee plus $0.03 per sq. ft.		☐
Electrical	$50.00 base fee plus $0.04 per sq. ft.		☐
Plumbing	$50.00 base fee plus $0.06 per sq. ft.		☐
Roofing	$50.00 base fee plus $1.25 per square		☐
*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.			

*Fees for application only. Permits will be issued once plans have been reviewed and approved.

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City of Diboll
400 Kenley St
Diboll TX, 75941
phone: 936-829-4757

DATE : 4/11/2024 11:22 AM
OPER : ICaffery
TKBY : SD
TERM : 1
REC# : R00017545

==========

BP Building Projects Payment 200.00
230094 200.00CR
Truss, Rance
1410 North Hendrix
P&Z 200.00CR

TP BP SF Tyler Payments - 7.50
Permits Service Fee
Service Fee 7.50

Paid By:Truss, Rance
5 207.50AUTH:01108P

APPLIED 207.50
TENDERED 207.50

CHANGE 0.00

Cardmember acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligations set forth by the cardmember's agreement with the user.

X_____

6011000000001932
Entry Mode: credit
CVM: contact_quick_chip

EMV Details:
ClientTxnId:
41ac715e-e74c-4650-8d36-e0280c54df05
Workstation: 1
AC: 1CC7809AEF78CE71
ATC: 0093
AID: A0000001523010
TVR: 0000008000
TSI: E800

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CITY OF DIBOLL
PUBLIC HEARING NOTICE
PETITION FOR VOLUNTARY ANNEXATIONS OF ONE (1) ANGELINA COUNTY PROPERTY

The City of Diboll will hold a public hearing at 5:15 p.m. on Tuesday, May 14, 2024, at Diboll City Hall (400 Kenley Street) regarding the submission of Petition of Voluntary Annexations of one (1) Property in Angelina County, as shown on the Angelina County Appraisal District website, http://www.angelinacad.org, listed as follows:

1. #39951 GALLTER INVESMENTS LLC Owners

The purpose of this meeting is to inform citizens of these petitions, which would allow this property to be within the city limits.

Citizens unable to attend this meeting may submit their views and proposals to the attention of Mayor Trey Wilkerson at the Diboll City Hall, 400 Kenley, Diboll, Texas 75941. Persons with disabilities that wish to attend this meeting should contact the City Hall to arrange for assistance.

Individuals who require auxiliary aids or services for this meeting should contact the City Hall at least two days before the meeting so that appropriate arrangements can be made. Para más información en español, comuníquese con Diboll City Hall al (936) 829-4757.

Rosa Olvera
City Secretary
City of Diboll

I certify that this Public Hearing Notice was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:00 p.m. on **April 24, 2024** as well as at the City's website at www.cityofdiboll.com.

This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary Office at (936)829-6802 or (936)829-4757 for further information.

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ORDINANCE NO. 2024-05-004

AN ORDINANCE GRANTING THE REQUEST OF GALLTER INVESMENTS LLC FOR ANNEXATION TO THE CITY OF DIBOLL, TEXAS, OF .63 ACRES, COMPOSED OF A COMMERCIAL ZONED TRACT OF LAND, LOCATED ON, OR CLOSE TO U.S. HWY NO 59, AND IDENTIFED ON THE ANGELINA COUNTY APPRAISAL DISTRICT'S ASSIGNED PROPERTY IDENTIFICATION NUMBER AS PROPERTY 39951 – .63 ACRES; PROVIDING FOR THE EXTENSION OF CERTAIN BOUNDARY LIMITS OF THE CITY OF DIBOLL, TEXAS TO INCLUDE SAID TRACT; APPROVING AND AUTHORIZING AN ANNEXATION AGREEMENT AND SERVICE PLAN FOR SUCH ANNEXATION; PROVIDING FOR SEVERABILITY AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT

WHEREAS, the landowner of the properties described in **Exhibit A,** attached hereto and incorporate herein, the Gallter Invesments LLC, (the "Landowner") have submitted a petition attached as **Exhibit B** requesting annexation by the City of Diboll, Texas, acting by and through its governing body; and

WHEREAS, Texas Local Government Code Section 43.0671 allows the City to annex property upon request of the area landowner; and

WHEREAS, the Landowner and the City of Diboll entered into an agreement for the provision of services (the "Service Plan") upon annexation as detailed in **Exhibit C** attached hereto and incorporated herein on 14th day of May, 2024; and

WHEREAS, on May 14, 2024 a public hearing a was held at the City of Diboll, City Hall 400 Kenley, Diboll, Texas 75941, where all interested persons were provided an opportunity to be heard on the request for annexation of the Property; **NOW, THEREFORE**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS:

Section 1. That all of the recitals in the preamble hereinabove stated are found to be true and correct and are incorporated herein and made a part of this ordinance.

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Section 2. That the request for the annexation of the tract of land and territory, described in **Exhibit A** attached hereto and incorporated herein for all purposes is hereby **GRANTED.**

Section 3. That the land and territories are hereby added and annexed to the City of Diboll, Texas, and said territories hereinafter described shall hereafter be included within the boundary limits of the City of Diboll, Texas, to-wit:

SEE ATTACHED

(EXHIBIT A)

Section 4. That the above-described territories and the areas so annexed shall be a part of the City of Diboll, Texas, and the property so added hereby shall bear its pro rata part of the taxes levied by the City of Diboll, Texas, and the inhabitants thereof shall be entitled to all of the rights and privileges of all the citizens and shall be bound by the acts, ordinances, resolutions, and regulations of the City of Diboll, Texas.

Section 5. That the form of the Service Agreement and the Service Plan attached hereto, as **Exhibit C** is hereby adopted as part of the annexation of the Properties described in **Exhibit A**.

Section 6. That should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application thereof ineffective or inapplicable as to any territory, such unconstitutionality, illegality, invalidity, or ineffectiveness of such sections or part shall in no wise affect, impair, or invalidate the remaining portion or portions thereof, but as to such remaining portion or portions, the same shall be and remain in full force and effect.

Section 7. That should this ordinance for any reason be ineffective as to any part of the area hereby annexed to the City of Diboll, such ineffectiveness of this ordinance as to any such part or parts of any such area shall not affect the effectiveness of this ordinance as to all of the remainder of the area. If there is included within the general description of territory set out in this Ordinance to be annexed to the City of Diboll any lands or area which are presently part of and included within the limits of any other city or within the extraterritorial jurisdiction of any other city, or which are not within the City of Diboll's jurisdiction to annex, the same is hereby excluded and excepted from the territory to be annexed as fully as if such excluded and excepted area were expressly described herein.

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PASSED, APPROVED, AND ADOPTED in Diboll, Texas this 14th day of May, 2024.

CITY OF DIBOLL, TEXAS

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa Olvera, City Secretary

Attachments:

Exhibit A- Description of Tract to be Annexed

Exhibit B- Petition Request for Annexation of Tract by Landowner

Exhibit C- Service Agreement and Service Plan for Annexed Areas

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EXHIBIT A
METES AND BOUNDS DESCRIPTION OF THE PROPERTY TO BE ANNEXED

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Escrow File No.: A15-3109

EXHIBIT "A"

All that certain tract or parcel of land lying and situated in Angelina County, Texas, out of the Thomas Quevado League, Abstract No. 39, and being a part or portion of Lot No. Twenty-four (24) of the Brookwood Estates Subdivision, which map or plat is of record in Cabinet A, Slide 143-A of the Map or Plat Records of Angelina County, Texas, to which reference is hereby made for any and all purposes, and the said part or portion being described by metes and bounds as follows, to-wit:

BEGINNING at the S.W. corner of the aforesaid referred to Lot No. 24, a 1/2" iron pin found for corner where the N.B. line of Brookwood Drive intersects the East right-of-way line of U.S. Highway No. 59;

THENCE N 15° 54' 06" E, with the W.B. line of said Lot No. 24 and the East right-of-way line of said U.S.Highway No. 59, at 150.00 feet the S.W. corner of a 0.635 of an acre tract of land conveyed by deeed from Harold Neyland, et al to Neyland & Johnson, Inc., dated February 23, 1983, of record in Volume 541, Page 253 of the Deed Records of Angelina County, Texas, a 1/2" iron pin found for corner;

THENCE S 79° 18' 37" E, with the S.B. line of said 0.635 acre tract, at 171.35 feet the S.E. corner of same, a chain link fence corner post for coerner at the N.W. corner of a 0.509 of an acre tract of land conveyed by deed from John L Strain, et ux to Vincent E Zacharias, et ux dated February 7, 1983, of record in Volume 540, Page 441 of the Deed Records of Angelina County, Texas;

THENCE S 07° 11' 31" W, with the W.B. line of said 0.509 acre tract, at 149.72 feet intersect the S. B. line of the aforesaid referred to Lot No. 24 and the N.B. line of the aforesaid Brookwood Drive, a 1/2" iron pin found for corner at the S.W. corner of said 0.509 acre tract;

THENCE N 79° 17' 29" W, with the S.B. line of said Lot No. 24 and the N.B. line of said Brookwood Drive, at 194.29 feety the point and place of beginning, containing 0.627 of an acre of land, more or less.

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Angelina CAD Web Map



5/9/2024, 2:30:44 PM

Parcels

Abstracts

1:2,257

0 0.01 0.03 0.06 mi

0 0.03 0.05 0.1 km

Esri Community Maps Contributors, DETCOG, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, CONANP, Esri, TomTom, Garmin, SafeGraph,

Angelina County Appraisal District, BIS Consulting - www.bisconsulting.com

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

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EXHIBIT "B"

PETITION FOR VOLUNTARY ANNEXATION INTO THE CORPORATE LIMITS OF THE CITY OF DIBOLL, TEXAS

To: The Mayor and City Council of the City of Diboll, Texas:

The undersigned owner(s) of the hereinafter described tract of land which is contiguous to the City of Diboll, being one-half mile or less in width and is vacant and without residents, or on which less than three (3) qualified voters reside, hereby petition your honorable body to extend the present City limits so as to include and annex as part of the City of Diboll, Texas, the property described by metes and bounds on the attached Exhibit "A" which is incorporated herein for all purposes. The owner(s) do hereby certify that this petition is **signed and acknowledged** by each and every person, corporation or entity owning said land or having an ownership interest in any part thereof.

By: Porfirio Gallaga

By: _____

STATE OF TEXAS

COUNTY OF ANGELINA

This instrument was acknowledged before me by Porfirio Gallaga and _____ on the 2nd day of April 2018.

Irma Caffery
My Commission Expires
10/3/2026
Notary ID133994766

_____
Notary Public, State of Texas

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EXHIBIT "C"

MUNICIPAL SERVICES AGREEMENT

BETWEEN THE CITY OF DIBOLL, TEXAS

AND GALLTER INVESTMENTS, LLC.

This Municipal Services Agreement ("Agreement") is entered into on the 9th day of May, 2024 by and between the City of Diboll, Texas, a home-rule municipality of the State of Texas, ("City") and Gallter Investments, LLC. ("Owner").

RECITALS

The parties agree that the following recitals are true and correct and form the basis upon which the parties have entered into this Agreement.

WHEREAS, the City is currently classified as a Tier 1 municipality for purposes of annexation under the Texas Local Government Code ("LGC");

WHEREAS, Section 43.0671 of the LGC permits the City to annex an area if each owner of land in an area requests the annexation;

WHEREAS, where the City elects to annex such an area, the City is required to enter into a written agreement with the property owner(s) that sets forth the City services to be provided for the Property on or after the effective date of annexation;

WHEREAS, Owner owns certain parcels of land situated in Angelina County, Texas, which consists of approximately .63 acres of land in the City's extraterritorial jurisdiction, such property being more particularly described and set forth in Exhibit A attached and incorporated herein by reference ("Property");

WHEREAS, Owner has filed a written request with the City for full-purpose annexation of the Property, identified as Annexation Case No. 2024-05-001 ("Annexation Case");

WHEREAS, City and Owner desire to set out the City services to be provided for the Property on or after the effective date of annexation;

WHEREAS, the Annexation Case and execution of this Agreement are subject to approval by the Diboll City Council; and

NOW THEREFORE, in exchange for the mutual covenants, conditions and promises contained herein, City and Owner agree as follows:

1. **PROPERTY**. This Agreement is only applicable to the Property, which is the subject of the Annexation Case.

2. **INTENT**. It is the intent of the City that this Agreement provide for the delivery of full, available municipal services to the Property in accordance with state law, which may be accomplished through any means permitted by law.

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3. **MUNICIPAL SERVICES.**

a. Commencing on the effective date of annexation, the City will provide the municipal services set forth below. As used in this Agreement, "providing services" includes having services provided by any method or means by which the City may extend municipal services to any other area of the City, including the City's infrastructure extension policies and developer or property owner participation in accordance with applicable city ordinances, rules, regulations, and policies.

i. Police – The City's Police Department will provide protection and law enforcement services.

ii. Planning, Zoning, and Building – The City's Planning and Development Department will provide comprehensive planning, land development, land use, and building review and inspection services in accordance with all applicable laws, rules, and regulations.

iii. Publicly Owned Parks, Facilities, and Buildings

1. Residents of the Property will be permitted to utilize all existing publicly-owned and available parks, facilities (including, community service facilities, libraries, splash pads, etc.), and buildings throughout the City. Any private parks, facilities, and buildings will be unaffected by the annexation; provided, however, that the City will provide for maintenance and operation of the same upon acceptance of legal title thereto by the City and appropriations therefor.

2. In the event the City acquires any other parks, facilities, or buildings necessary for City services within the Property, the appropriate City department will provide maintenance and operations of the same.

iv. Streets - The City's Public Works Department will maintain the public streets and streetlights over which the City has jurisdiction. The City will provide regulatory signage services in accordance with the City policies and procedures and applicable laws.

v. Water and Wastewater

1. Existing, occupied homes that are using water-well and on-site sewer facilities on the effective date of annexation may continue to use the same.

2. Water and Wastewater service to the area will be provided in accordance with the applicable codes and departmental policy. When other property develops in the adjacent area, water and wastewater service shall be provided in accordance with extension ordinances. Extension of service shall comply with City codes and ordinances and in accordance with standard policy.

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vi. Code Compliance – The City's Code Compliance Department will provide education, enforcements, and abatement relating to code violations within the Property.

vii. Animal Control – The City's Animal Control Department will provide animal control services and applicable enforcement to the Property.

b. It is understood and agreed that the City is not required to provide a service that is not included in this Agreement.

c. Owner understands and acknowledges that the City departments listed above may change names or be re-organized by the City Manager. Any reference to a specific department also includes any subsequent City department that will provide the same or similar services.

4. **AUTHORITY**. City and Owner represent that they have full power, authority and legal right to execute, deliver and perform their obligations pursuant to this Agreement. Owner acknowledges that approval of the Annexation Case is within the sole jurisdiction of the City Council. Nothing in this Agreement guarantees favorable decisions by the City Council.

5. **SEVERABILITY**. If any part, term, or provision of this Agreement is held by the courts to be illegal, invalid, or otherwise unenforceable, such illegality, invalidity, or unenforceability will not affect the validity of any other part, term or provision, and the rights of the parties will be construed as if the part, term, or provision was never part of the Agreement.

6. **INTERPRETATION**. The parties to this Agreement covenant and agree that in any litigation relating to this Agreement, the terms and conditions of the Agreement will be interpreted according to the laws of the State of Texas. The parties acknowledge that they are of equal bargaining power and that each of them was represented by legal counsel in the negotiation and drafting of this Agreement.

7. **GOVERNING LAW AND VENUE**. Venue shall be in the state courts located in Angelina County, Texas and construed in conformity with the provisions of Texas Local Government Code Chapter 43. 10. NO WAIVER. The failure of either party to insist upon the performance of any term or provision of this Agreement or to exercise any right granted hereunder shall not constitute a waiver of that party's right to insist upon appropriate performance or to assert any such right on any future occasion.

8. **GOVERNMENTAL POWERS**. It is understood that by execution of this Agreement, the City does not waive or surrender any of its governmental powers or immunities.

9. **COUNTERPARTS**. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

10. **CAPTIONS**. The captions to the various clauses of this Agreement are for informational purposes only and shall not alter the substance of the terms and conditions of this Agreement.

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11. **AGREEMENT BINDS SUCCESSORS AND RUNS WITH THE LAND**. This Agreement is binding on and inures to the benefit of the parties, their successors, and assigns. The term of this Agreement constitutes covenants running with the land comprising the Property and is binding on the Owner.

12. **ENTIRE AGREEMENT**. This Agreement constitutes the entire agreement between the parties and supersedes all prior oral and written agreements between said parties. This Agreement shall not be amended unless executed in writing by both parties. Executed as of the day and year first above written to be effective on the effective date of annexation of the Property.

CITY OF DIBOLL

By:_____
Trey Wilkerson, Mayor

Property Owner

By:_____
Porfirio Gallaga, Owner

Approved as to Form and Legality:

_____
Seth Elmore, City Attorney

Attest:

_____
Rosa Olvera, City Secretary

Approvals:

Admin: _____

Ordinance No._____

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City of Diboll Volunteer Fire Department



April 2024 Council Report

April 1

- Pledge
- Reports
- Business meeting
- Clean station
  Fireman present (7)

April 8

- Pledge
- Incident Reports
- Discussion on wreck on airport
- Run trucks
- Clean station
  Fireman present (8)

April 15

- Pledge
- Incident Reports
- Discussion on recent calls
- Run equipment
- Clean station
  Fireman Present (9)

April 22

- Pledge
- Incident Reports
- Fuel all trucks
- Fill trucks with water
- Clean station
  Fireman Present (9)

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City of Diboll Volunteer Fire Department

April 29

- Pledge
- Incident Reports
- Spoke on helping TTL
- Run equipment
- Clean station

  Fireman Present (11)

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City of Diboll Volunteer Fire Department

April 2024 Emergency Incidents (20)

April 1, 2024 - 0000

- **Call # N/A**
  1102 South first St
  Tree on road
  In City
  Trucks 61
  Diboll Fire personnel responded (5)
  7814, 7822, 7825, 7827, 7836

April 2, 2024 - 0341

- **Call # 2400000050**
  708 Booker St
  Fire alarm
  In City
  Trucks N/A
  Diboll Fire personnel responded (3)
  7805, 7822, 7835

April 4, 2024 – 0714

- **Call # 2400000051**
  700 Lumberjack
  Fire alarm
  In City
  Trucks N/A
  Diboll Fire personnel responded (6)
  7805, 7822, 7825, 7827, 7835, 7836

April 6, 2024 - 1614

- **Call # 2400000054**
  Faith Family Church
  10/50
  Out of City
  Diboll Fire personnel responded (4)
  7822, 7825, 7835, 7836

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City of Diboll Volunteer Fire Department



April 7, 2024 – 1658

- **Call # 24000000055**
  Home building supply
  Control burn
  Out of City
  Trucks 54, 55
  Diboll Fire personnel responded (6)
  7805, 7814, 7821, 7822, 7835, 7836

April 8, 2024 - 1900

- **Call # 24000000056**
  1516 Fm 1818
  Tree on powerline
  Out of city
  Trucks N/A
  Diboll Fire personnel responded (8)
  7805, 7810, 7814, 7819, 7820, 7821, 7822, 7836

April 10, 2024 - 1501

- **Call # 2400000057**
  113 LBJ
  Limb on powerline
  In City
  Trucks 54
  Diboll Fire personnel responded (5)
  7805, 7814, 7819, 7822, 7827

April 10, 2024 - 1621

- **Call # 2400000058**
  South of Diboll
  Vehicle in ditch
  Out of City
  Trucks 54
  Diboll Fire personnel responded (10)
  7805, 7808, 7814, 7819, 7820, 7822, 7825, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department

April 10, 2024 - 2120

- **Call # 2400000059**
  706 Devereaux
  Powerline down
  In City
  Trucks 54
  Diboll Fire personnel responded (6)
  7805, 7808, 7820, 7822, 7825, 7827

April 11, 2024 - 0754

- **Call # 2400000060**
  59N @ Farrington
  10/50
  In City
  Trucks 54
  Diboll Fire personnel responded (10)
  7805, 7808, 7810, 7819, 7822, 7823, 7825, 7827, 7835, 7836

April 11, 2024 - 2211

- **Call # 2400000061**
  1319 Glass st
  Tree on powerline
  In City
  Trucks 54
  Diboll Fire personnel responded (11)
  7805, 7808, 7810, 7814, 7819, 7820, 7822, 7825, 7829, 7835, 7836

April 12, 1619

- **Call # 2400000062**
  Valero
  Car on fire
  In City
  Trucks N/A
  Diboll Fire personnel responded (6)

7805, 7808, 7822, 7825, 7827, 78366

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City of Diboll Volunteer Fire Department



April 16, 2024 - 1010

- **Call # 2400000063**
  59 South Extreme Collision
  Pole down
  Out of City
  Trucks 54
  Diboll Fire personnel responded (6)
  7808, 7814, 7822, 7825, 7827, 7837

April 18, 2024 - 1300

- **Call # 2400000064**
  59N @ Weight Station
  Car fire
  Out of City
  Trucks 55
  Diboll Fire personnel responded (5)
  7814, 7822, 7825, 7835, 7836

April 19, 2024 - 1546

- **Call # 2400000065**
  1204 Cypress St
  Smoke from stove
  In City
  Trucks 55
  Diboll Fire personnel responded (6)
  7805, 7808, 7810, 7822, 7827, 7835

April 24, 2024 - 1412

- **Call # 2400000067**
  1106 Temple dr
  Fire alarm
  In City
  Trucks 54
  Diboll Fire personnel responded (5)

7805, 7822, 7825, 7827, 7836

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City of Diboll Volunteer Fire Department



April 25, 2024 - 0522

- **Call # 2400000068**
  200 Stubblefield Dr
  Fire alarm / fire drill
  In City
  Trucks 54
  Diboll Fire personnel responded (3)
  7822, 7825, 7827

April 25, 2024 - 1356

- **Call # 2400000069**
  1106 N Temple
  Fire alarm
  In City
  Trucks 54
  Diboll Fire personnel responded (3)
  7805, 7822, 7827

April 26, 2024 - 1132

- **Call # 2400000070**
  350 Stubblefield
  Tree down
  In City
  Trucks 54
  Diboll Fire personnel responded (5)
  7801, 7805, 7822, 7827, 7835

April 29, 2024 - 0705

- **Call # 2400000071**
  767 Ir Hannah rd
  Tree on Rd
  Out of City
  Trucks 54
  Diboll Fire personnel responded (5)

7822, 7825, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department



April 29, 2024 - 0705

- **Call # 2400000072**
  59 South of Diboll
  Tree on Rd
  In City
  Trucks 54
  Diboll Fire personnel responded (6)

7805, 7822, 7825, 7827, 7835, 7836

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Diboll Police Department

Monthly DEPT. STATS

April 2024

CALLS FOR SERVICE	296
INCIDENT REPORTS	48
CRASH REPORTS	6
EXTRA PATROLS/ PATROL REQUESTS	192
TRAFFIC STOPS	530
TOTAL ARRESTS	18
MISD. ARREST	9
FELONY ARREST	9
BUSINESS CHECKS	173
TOTAL POLICE ACTIVITY	1127

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Public Works Director Council Report – MAY 2024

UCRM-2 SCADA Upgrades: SCADA procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be

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working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

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All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

Estimated completion date of 5/24/24.

Status: 95% Complete

UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

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Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

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Mailer for portal info being developed. Proof next week for review

The remaining meters have arrived and installation scheduled for 5/222024

Estimated completion date of 7/1/2023

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still

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have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

Estimated completion date of 12/1/2025.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

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Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Crews have mobilized equipment to the job site. The pipe and materials have been delivered. Construction planned to start on 3-6-2024. Delayed due to weather.

As of 4/3/2024 500 ft of pipe has been replaced, 2 new manholes installed, and 6 service taps completed.

Should be complete with all sewer work on Neil Pickett 5/9/2024. Street reconstruction to follow.

Estimated completion 6/31/2024.

Status: 5% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates

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advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Last communication with Terry Black was that the materials have been delivered to his yard in Alto. He has a crew wrapping up a job in Greenville and should be onsite early this month.

Estimated completion date of 8/13/2024.

Status: 30% Complete

Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

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TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation

- Haul work pipe, air compressor, and ancillary equipment necessary for wire

brushing and jetting operations.

- Service rig and crew to mechanically wire brush the screen and blank liner with

a sodium hypochlorite solution.

- Service rig, crew. And air compressor to jet accumulated debris from the

bottom of the well.

Pumping Equipment and Rehabilitation

- New 300 GPM submersible pump with lift nipple
- New 50 HP, 3/60/460 volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor and downhole probe cables
- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box
- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

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Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders, conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

Specifications are at KSA for review. We should be ready to advertise next week 5/13/2024

Estimated completion date 8-1-2024

Status: 20% completed

Department Projects

10 Inch Main Break

On 4/10/2023 we noticed our water tower levels dropping. We started searching for a main break after confirming no abnormal water usage on the customer's side. Crews searched and we eventually found the busted 10 water main that was draining into the creek that runs behind Atco. We were able to isolate the break. Parts were ordered and begin cutting in a road to access the work site. Repairs were completed 4/24/2023.

Status 100% complete

Bar Screen

The motor that runs the rake on the bar screen failed. We have ordered a new motor and expect to install it on 5/9/2023. We are currently cleaning the bar screen manually.

Estimated completion: 5/9/2024

Status: 25% complete

Lumber Jack Lift Station

We experienced an alarm notification at the Lumberjack lift station. After working with Oncore and Payne electric we were able to confirm that the pump failures were do to an lighting strike. We have order new pumps and plan to install 5/9/2024

Estimated completion: 5/9/2024

Status: 25% complete

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Park Clean Up

10 trees were blown down form the storm that passed through on 4/28/2024. Parks and street crews have been working daily to cut up and hall of the debris. Three sections of walking trail were damaged totaling 70 feet.

Estimated completion: 5/16/2024

Status of completion: 75%

Ground Storage Meter and Lumberjack Hydrant

The water department changed our the broken 6 in gate valve and 6 inch booster pump meter at ground storage. They opened a few fire hydrants on Lumberjack Dr. to relieve pressure on the main. After repairs were complete the hydrant in front of the golf course dropped an we were not able to shut it off. Locates were called in and crews excavated the area to access the hard head valve that controlled the hydrant. We have black bagged the hydrant and scheduled repairs.

Estimated completion 6/12/2024

Status of completion: 65%

Dead Park Trees

6 dead trees removed and 6 stums ground up.

Estimated Completion: 5/10/2024

Status: 80% complete

Rotary Pavilion Roof

Diboll park roof approx. 1500 square foot of roof: shingles. Scraped off old shingles, replaced bad or damaged tar paper and replaced with 16 squares of 30 year shingles.

Estimated Completion: 5/7/2024

Status: 100% complete

#18 Golf Course Bridge

The water line has started leaking in another spot. Repairs were delayed. Waiting on parts to replace a 1/12 sprinkler on the front nine pump house. Repairs to bridge scheduled. Planning to install sprinkler valve 12/13/2023. Sprinkler valve was received and installation complete. Bridge crossing repairs were delayed due to weather. Due to weather and other project prioritization we have moved the completion date of this project. The water well on #18 has developed another leak. We plan to completely replace 200ft of the supply line from the well head before bridge crossing repairs are made.

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We now have 2 bridges that need to be replaced on the golf course. #18 and #12. We are sourcing quotes now.

Estimated completion date of 12-15-2024.

Status: 65%Complete

Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 6/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The benches and food disperser will be ordered in next year's funding cycle.

Estimated completion date of 5/12/2024.

Status: 5% Complete

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

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The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

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Lynn Street (Robert Nash to Justice Clark)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Bid opening scheduled for this Thursday 5/8/2024.

Completion date TBD

Status 25% complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to “get the lead out” so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

“Lead” where the service line is made of lead.

“Galvanized Requiring Replacement” where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a “Lead Status Unknown” service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

“Non-lead” where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as “non-lead.”

“Lead Status Unknown” where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

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Completion date of 4/30/24

Status 10% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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Work Order Report

04/03/2024 - 05/08/2024

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0004178	398 N HENDRICK	5/8/2024	5/8/2024	Misc	Miscellaneous	Completed		Public Works	02-000936-00	CTee	5/8/2024 13:21
SO0004163	210 RUTLAND	5/7/2024	5/7/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000696-19	ARomero	5/7/2024 7:33
SO0004164	802 ASH	5/7/2024		Service Action	Service Action	Open	WATER	Public Works	99-001495-04	ARomero	5/7/2024 9:43
SO0004165	103 FULLER	5/7/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000124-02	ARomero	5/7/2024 11:08
SO0004166	606 ARRINGTON	5/7/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001268-01	ARomero	5/7/2024 11:16
SO0004167	304 WHITE OAK	5/7/2024	5/7/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	99-000839-02	CTee	5/7/2024 13:46
SO0004168	103 THOMPSON	5/7/2024	5/7/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000130-00	ARomero	5/7/2024 12:53
SO0004169	103 WEBER	5/7/2024	5/7/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000133-03	ARomero	5/7/2024 12:54
SO0004170	BORDEN	5/7/2024	5/7/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001729-00	ARomero	5/7/2024 15:30
SO0004171	PINE/MLK (1) 100 MLK TRUCK SHOP	5/7/2024	5/7/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001793-00	ARomero	5/7/2024 15:31
SO0004158	103 THOMPSON	5/6/2024	5/8/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	02-000130-00	CTee	5/8/2024 13:25
SO0004159	LIFT STATION/HOLUBEC	5/6/2024	5/6/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-001771-00	ARomero	5/6/2024 11:29
SO0004160	406 N TEMPLE # # 6841	5/6/2024	5/6/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-001009-00	ARomero	5/6/2024 11:48
SO0004161	406 N TEMPLE # # 6841	5/6/2024	5/6/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-101009-00	ARomero	5/6/2024 11:49
SO0004162	700 HALL	5/6/2024		Misc	Miscellaneous	Open		Public Works	02-001329-00	ICaffery	5/6/2024 12:26
SO0004153	303 DEVEREAUX	5/3/2024		Sewer Repairs/Maint	Miscellaneous	Open	WASTEWATER	Public Works	05-000812-09	ARomero	5/3/2024 8:16
SO0004155	220 FM RD 1818	5/3/2024	5/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000723-00	ARomero	5/3/2024 9:28
SO0004156	1500 N HENDRICK B 3	5/3/2024		Occupant Change	Occupant Change	Open	WATER	Public Works	02-000520-21	ARomero	5/6/2024 9:17
SO0004147	506 DEVEREAUX	5/2/2024	5/3/2024	Misc	Miscellaneous	Completed		Public Works	02-001127-01	CTee	5/3/2024 10:19
SO0004148	716 ASHFORD	5/2/2024	5/3/2024	Misc	Miscellaneous	Completed		Public Works	01-001439-04	CTee	5/3/2024 10:18
SO0004149	1085 N TEMPLE	5/2/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-000172-00	ARomero	5/2/2024 14:28
SO0004150	1001 MAYNARD	5/2/2024	5/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000025-01	CTee	5/3/2024 12:19
SO0004152	1008 LYNN	5/2/2024	5/8/2024	Disconnect	Disconnect	Completed	WATER	Public Works	03-000051-08	CTee	5/8/2024 7:47
SO0004143	1420 FROSTY LANE 383 Frosty LN	5/1/2024	5/2/2024	Connect	Connect	Completed	WATER	Public Works	05-000477-03	CTee	5/2/2024 9:07
SO0004144	102 HENDRICK	5/1/2024	5/1/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-000107-01	ARomero	5/1/2024 15:38
SO0004145	312 BOX FACTORY	5/1/2024		Misc	Miscellaneous	Open		Public Works	03-000900-00	ICaffery	5/1/2024 16:05
SO0004146	802 ASH	5/1/2024	5/2/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-001495-04	CTee	5/2/2024 9:06
SO0004172	310 BOX FACTORY	5/1/2024		Disconnect	Disconnect	New	WATER	Public Works	03-000889-07		
SO0004173	112 HINES	5/1/2024		Disconnect	Disconnect	New	WATER	Public Works	01-000260-00		
SO0004174	1110 LAWRENCE	5/1/2024		Disconnect	Disconnect	New	WATER	Public Works	02-000234-03		
SO0004175	5020 BELFORD RD	5/1/2024		Disconnect	Disconnect	New	WATER	Public Works	01-001097-03		
SO0004176	601 N NEAL PICKETT	5/1/2024		Disconnect	Disconnect	New	WATER	Public Works	03-001212-06		
SO0004177	500 S TEMPLE	5/1/2024		Disconnect	Disconnect	New	WATER	Public Works	01-001072-02		
SO0004130	1119 LYNN	4/30/2024	4/30/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000258-04	CMays	4/30/2024 16:01
SO0004131	103 W BORDEN	4/30/2024	4/30/2024	Misc	Miscellaneous	Completed		Public Works	03-000131-00	CMays	4/30/2024 13:33
SO0004132	211 RUTLAND	4/30/2024	4/30/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000703-04	ARomero	4/30/2024 8:33
SO0004133	205 COSEY CIR	4/30/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	03-000640-00	ARomero	4/30/2024 12:17
SO0004134	1106 LYNN	4/30/2024	4/30/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000213-11	CMays	4/30/2024 13:34
SO0004135	100 MAYNARD	4/30/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-000011-00	ARomero	4/30/2024 12:02

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SO0004138	1302 BROWN	4/30/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-000353-00	JRichard	4/30/2024 13:26
SO0004140	608 N SECOND	4/30/2024	4/30/2024	Reinstate	Reinstate	Completed	WATER	Public Works	05-001291-11	CMays	4/30/2024 15:21
SO0004141	797 WELLS	4/30/2024	5/3/2024	Misc	Miscellaneous	Completed		Public Works	01-001484-08	CTee	5/3/2024 10:28
SO0004142	1008 OAK HOLW	4/30/2024	5/2/2024	Connect	Connect	Completed	WATER	Public Works	03-000052-03	CTee	5/2/2024 9:16
SO0004120	500 DEVEREAUX	4/29/2024		Sewer Repairs/Maint	Miscellaneous	Open	WASTEWATER	Public Works	02-001067-02	ARomero	4/29/2024 7:32
SO0004121	1005 LYNN	4/29/2024	4/30/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works		CMays	4/30/2024 13:36
SO0004122	308 S NEAL PICKETT	4/29/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	03-000878-00	ARomero	4/29/2024 10:57
SO0004123	718 PINEWOOD	4/29/2024	4/29/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001451-00	ICaffery	4/29/2024 11:20
SO0004124	207 RUTLAND	4/29/2024	4/29/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000673-18	CMays	4/29/2024 12:16
SO0004125	213 HAMNER	4/29/2024	4/30/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000708-13	CMays	4/30/2024 13:34
SO0004126	220 FM RD 1818	4/29/2024	4/29/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000723-00	ARomero	4/29/2024 15:16
SO0004127	220 FM RD 1818	4/29/2024	4/30/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000723-00	CMays	4/30/2024 13:34
SO0004128	1401 GANDY	4/29/2024	5/3/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000411-00	CTee	5/3/2024 13:57
SO0004129	300 WHITE OAK	4/29/2024		Connect	Connect	Open	WATER	Public Works	03-000776-02	ARomero	4/29/2024 15:47
SO0004116	1206 CYPRESS	4/26/2024	5/3/2024	Misc	Miscellaneous	Completed		Public Works	03-101735-00	CTee	5/3/2024 14:11
SO0004117	1200 CORRINE	4/26/2024		Misc	Miscellaneous	Open		Public Works	03-101734-00	ARomero	4/26/2024 9:35
SO0004119	304 OFFICE	4/26/2024	4/26/2024	Service Action	Service Action	Completed	WATER	Public Works	01-000833-02	ARomero	4/26/2024 9:50
SO0004113	308 PINE	4/25/2024	4/25/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-000877-00	ARomero	4/25/2024 14:13
SO0004114	306 S NEAL PICKETT	4/25/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000863-00	ARomero	4/25/2024 10:50
SO0004108	1214 CYPRESS	4/24/2024	5/6/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000322-00	CTee	5/8/2024 8:01
SO0004109	200 N TEMPLE	4/24/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	02-000576-00	ARomero	4/24/2024 9:32
SO0004110	1500 N HENDRICK A 1	4/24/2024	5/8/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000510-24	CTee	5/8/2024 8:51
SO0004111	165 LARGENT	4/24/2024	5/3/2024	Misc	Miscellaneous	Completed		Public Works	02-000556-01	CTee	5/3/2024 12:38
SO0004112	606 ARRINGTON	4/24/2024		Sewer Repairs/Maint	Miscellaneous	Open	WASTEWATER	Public Works	01-001268-01	ARomero	4/24/2024 16:33
SO0004076	304 RUTLAND	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000835-00	CTee	5/3/2024 12:54
SO0004077	706 CYPRESS	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001376-00	CTee	5/3/2024 12:54
SO0004078	LIFT STATION/HOLUBEC	4/23/2024	4/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001771-00	ARomero	4/23/2024 7:58
SO0004079	4162 MOCKINGBIRD LN	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001056-10	CTee	5/3/2024 12:54
SO0004080	299 N HINES	4/23/2024	4/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-000758-26	ARomero	4/23/2024 7:58
SO0004081	310 BOX FACTORY	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000889-07	CTee	5/3/2024 12:53
SO0004082	300 S NEAL PICKETT	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000773-00	CTee	5/3/2024 12:52
SO0004083	112 HINES	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000260-00	CTee	5/3/2024 12:52
SO0004084	300 PARK BLDG	4/23/2024	4/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000770-00	ARomero	4/23/2024 7:57
SO0004085	1403 GLASS	4/23/2024	4/29/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000419-00	ARomero	4/29/2024 12:27
SO0004086	608 N SECOND	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-001291-11	CTee	5/3/2024 12:52
SO0004087	1106 LYNN	4/23/2024	4/30/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000213-11	ARomero	4/30/2024 9:39
SO0004088	1215 CYPRESS	4/23/2024	4/30/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000326-03	CMays	4/30/2024 14:49
SO0004089	1110 LAWRENCE	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000234-03	CTee	5/3/2024 12:51
SO0004090	1119 LYNN	4/23/2024	4/30/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000258-04	ARomero	4/30/2024 7:35
SO0004091	103 BORDEN DRIVE Remediation Field Treatment	4/23/2024	4/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000119-00	ARomero	4/23/2024 7:59
SO0004092	1411 RYAN CHAPEL RD	4/23/2024	4/29/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000457-13	ARomero	4/29/2024 7:36
SO0004093	213 HAMNER	4/23/2024	4/29/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000708-13	ARomero	4/29/2024 14:20
SO0004094	5020 BELFORD RD	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001097-03	CTee	5/3/2024 12:51
SO0004095	220 FM RD 1818	4/23/2024	4/29/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000723-00	ARomero	4/29/2024 15:17
SO0004096	205 CROSS	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000641-00	CTee	5/3/2024 12:50

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SO0004097	416 BIRDSONG	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001055-04	ARomero	5/3/2024 9:25
SO0004098	1001 MAYNARD	4/23/2024	4/30/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000025-01	CMays	4/30/2024 14:48
SO0004099	1411 GLASS	4/23/2024	4/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000456-00	ARomero	4/25/2024 15:44
SO0004100	912 DOGWOOD RIDGE Dr	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001660-06	CTee	5/3/2024 12:50
SO0004101	601 N NEAL PICKETT	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001212-06	CTee	5/3/2024 12:50
SO0004102	223 N TEMPLE	4/23/2024	4/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000725-00	ARomero	4/23/2024 7:56
SO0004103	406 N TEMPLE Dr	4/23/2024	4/23/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-001010-02	ARomero	4/23/2024 7:58
SO0004104	500 S TEMPLE	4/23/2024	5/3/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001072-02	CTee	5/3/2024 12:49
SO0004105	718 PINEWOOD	4/23/2024	4/29/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001451-00	ARomero	4/29/2024 12:22
SO0004106	308 PINE	4/23/2024	4/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000877-00	ARomero	4/25/2024 14:13
SO0004070	300 CHANDLER	4/22/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-000760-00	ARomero	4/22/2024 8:22
SO0004071	216 BEECH	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000715-00	ICaffery	4/22/2024 9:17
SO0004072	1106 LAWRENCE	4/22/2024	4/23/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	02-000212-17	FLopez	4/23/2024 13:40
SO0004073	601 CARTER	4/22/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001206-00	ARomero	4/22/2024 10:04
SO0004074	1110 REDBUD AVE	4/22/2024	4/30/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000236-13	CTee	5/3/2024 13:26
SO0004075	925 DENMAN	4/22/2024	4/30/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001682-02	CMays	4/30/2024 13:39
SO0004060	710 ASHFORD	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001406-00	ICaffery	4/19/2024 7:46
SO0004061	403 N FIRST	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000973-00	ICaffery	4/19/2024 8:51
SO0004062	200 HENDRICK	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000573-04	ICaffery	4/19/2024 8:52
SO0004063	725 PINEWOOD	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001467-00	ROlvera	4/19/2024 9:28
SO0004064	711 NELSON	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001415-02	ROlvera	4/19/2024 9:32
SO0004065	207 C ST	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000666-00	ICaffery	4/19/2024 9:51
SO0004066	602 N NEAL PICKETT	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-001226-02	KStewart	4/19/2024 10:38
SO0004067	600 ASH	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	05-001197-01	ICaffery	4/19/2024 11:29
SO0004068	1212 PINECREST	4/22/2024	4/24/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	03-000319-10	FLopez	4/24/2024 8:16

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SO0003998	307 SAXTON	4/22/2024	4/24/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-000873-00	FLopez	4/24/2024 12:27
SO0004021	101 FRANKENS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000063-01	ARomero	4/12/2024 8:53
SO0004022	310 WHITE OAK	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000892-00	ICaffery	4/12/2024 10:02
SO0004017	613 S TEMPLE	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001316-00	ICaffery	4/11/2024 15:16
SO0004019	113 FRANKENS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000274-09	KStewart	4/11/2024 16:32
SO0004025	1003 CYPRESS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000032-02	ARomero	4/12/2024 10:33
SO0004027	609 S TEMPLE	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001300-00	ARomero	4/12/2024 11:58
SO0004030	315 BOX FACTORY	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000912-00	ARomero	4/15/2024 9:50
SO0004034	706 PINEWOOD	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001379-00	ARomero	4/15/2024 13:00
SO0004035	103 FULLER	4/22/2024	4/24/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-000124-02	FLopez	4/24/2024 10:08
SO0004036	1210 N HENDRICK	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000315-01	ARomero	4/15/2024 16:22
SO0004038	301 SAXTON	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000792-01	ARomero	4/16/2024 11:45
SO0004039	306 FULLER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000858-06	ARomero	4/16/2024 12:48
SO0004044	714 BOOKER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001431-02	ICaffery	4/24/2024 8:44
SO0004048	1123 PINECREST	4/22/2024	4/24/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	03-000265-00	FLopez	4/24/2024 8:18
SO0004049	509 CARTER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001150-03	KStewart	4/17/2024 13:37

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SO0004052	824 WELLS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001554-00	ICaffery	4/18/2024 15:58
SO0004053	1006 CYPRESS	4/22/2024	5/8/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000041-00	CTee	5/8/2024 7:48
SO0004054	1002 CYPRESS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000028-00	ARomero	4/18/2024 8:38
SO0004055	413 BIRDSONG	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001046-01	ARomero	4/18/2024 8:40
SO0003536	300 CHANDLER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000760-00	FLopez	4/24/2024 8:45
SO0003550	1318 GLASS	4/22/2024	4/23/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	02-000393-00	FLopez	4/23/2024 8:15
SO0003551	309 FULLER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000882-02	ARomero	2/26/2024 10:45
SO0003561	807 S MDWS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001517-02	ICaffery	2/26/2024 17:13
SO0003606	706 ASHFORD	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week		FLopez	4/23/2024 7:12
SO0003615	2381 MOCKINGBIRD LN	4/22/2024	4/23/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-000730-02	FLopez	4/23/2024 7:05
SO0003616	708 DENNIS	4/22/2024	4/23/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-001392-00	FLopez	4/23/2024 7:11
SO0003617	209 DALE	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-000686-00	FLopez	4/23/2024 7:13
SO0003624	610 PINE VALLEY Rd # west	4/22/2024	4/23/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	03-001304-00	FLopez	4/23/2024 13:57
SO0003625	112 FRANKENS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000259-00	KStewart	3/4/2024 11:34
SO0003626	704 PINEWOOD	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-001367-05	FLopez	4/23/2024 7:07
SO0003652	1209 WILLIE MASSEY	4/22/2024	4/24/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	03-000312-02	FLopez	4/24/2024 8:11
SO0003653	320 S NEAL PICKETT	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000924-00	ROlvera	3/6/2024 12:19

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SO0003656	305 BOX FACTORY	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000841-00	ARomero	3/6/2024 14:32
SO0003671	1409 GLASS	4/22/2024	4/23/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	02-000447-00	FLopez	4/23/2024 8:21
SO0003673	203 DEVEREAUX	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000618-00	ARomero	3/6/2024 16:24
SO0003674	705 ASHFORD	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001369-01	ICaffery	4/5/2024 7:50
SO0003675	103 C ST	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	05-000120-22	FLopez	4/23/2024 7:19
SO0003676	727 PINEWOOD	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-001471-01	FLopez	4/23/2024 7:08
SO0003677	612 CARTER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001312-00	ARomero	3/8/2024 8:43
SO0003679	700 PINE VALLEY Rd # west	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-001335-00	ARomero	3/8/2024 10:46
SO0003683	200 HAMNER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000572-01	ARomero	3/11/2024 11:34
SO0003689	297 MARTIN LUTHER KING	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000755-08	ARomero	3/11/2024 14:18
SO0003692	729 BOOKER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001475-01	KStewart	3/11/2024 14:59
SO0003693	411 BIRDSONG	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-001040-00	FLopez	4/23/2024 7:06
SO0003694	802 ASH	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	99-001495-04	FLopez	4/23/2024 7:15
SO0003725	718 PINEWOOD	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-001451-00	FLopez	4/23/2024 7:10
SO0003742	1483 MOCKINGBIRD LN	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-000501-00	FLopez	4/22/2024 8:27
SO0003758	1121 LYNN	4/22/2024		Clean Up Week	Miscellaneous	New	GENERAL	Annual Cleanup Week	99-000262-00		3/13/2024 13:51

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SO0003759	1102 RYAN CHAPEL RD	4/22/2024	4/23/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	02-000197-01	FLopez	4/23/2024 8:07
SO0003798	310 S FIRST	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000890-00	ARomero	3/15/2024 9:22
SO0003802	1408 FAIRCHILD	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000438-00	ARomero	3/15/2024 10:15
SO0003803	613 CARTER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001315-03	ICaffery	3/18/2024 8:14
SO0003805	311 BOX FACTORY	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000893-00	ARomero	3/18/2024 11:03
SO0003807	815 WELLS	4/22/2024	4/22/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-001542-00	FLopez	4/22/2024 10:33
SO0003810	1411 GANDY	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000455-00	ICaffery	3/18/2024 16:50
SO0003811	405 JACKSON	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000993-00	ARomero	3/18/2024 16:50
SO0003818	733 BOOKER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001481-00	ROlvera	5/8/2024 9:32
SO0003819	725 NELSON	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001466-00	ARomero	3/19/2024 11:34
SO0003821	1200 CYPRESS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000288-00	ARomero	3/19/2024 16:26
SO0003826	407 JACKSON	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001016-06	ICaffery	3/20/2024 9:38
SO0003875	311 S NEAL PICKETT	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000897-00	ICaffery	3/21/2024 13:16
SO0003882	1125 PINECREST	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000268-00	ICaffery	3/25/2024 7:44
SO0003897	1317 GLASS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000392-04	ICaffery	3/25/2024 16:10
SO0003911	104 HENDRICK	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000140-05	ARomero	3/27/2024 11:35

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SO0003912	505 BOX FACTORY	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-001121-01	ARomero	3/27/2024 14:14
SO0003913	208 HAMNER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000679-00	ICaffery	3/27/2024 17:00
SO0003920	405 N SECOND	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000995-00	ICaffery	4/1/2024 8:52
SO0003921	1005 OAK HOLW	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000039-00	ARomero	4/24/2024 9:10
SO0003922	1433 RYAN CHAPEL RD	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000489-00	ARomero	4/8/2024 11:57
SO0003924	410 BOX FACTORY	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-001037-00	ICaffery	4/1/2024 12:10
SO0003925	402 DEVEREAUX	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000959-02	ARomero	4/1/2024 12:27
SO0003926	723 NELSON	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001462-00	ARomero	4/1/2024 12:50
SO0003928	725 BOOKER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001465-02	ICaffery	4/1/2024 13:55
SO0003929	814 APRIL AVE	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001539-03	ICaffery	4/1/2024 13:55
SO0003930	1203 FAIRCHILD	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000296-00	KStewart	4/1/2024 14:05
SO0003932	502 BOOKER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001090-03	ICaffery	4/1/2024 14:08
SO0003937	1487 MOCKINGBIRD LN	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000503-00	ICaffery	4/1/2024 15:24
SO0003938	507 CARTER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001139-00	ICaffery	4/1/2024 15:33
SO0003941	400 JACKSON	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000941-00	ICaffery	4/1/2024 15:51
SO0003950	202 CHANDLER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000596-00	ICaffery	4/3/2024 9:54

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SO0003955	1306 S FIRST	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000370-00	ARomero	4/15/2024 16:12
SO0003956	201 CHANDLER	4/22/2024	4/24/2024	Clean Up Week	Miscellaneous	Completed	GENERAL	Annual Cleanup Week	01-000585-02	FLopez	4/24/2024 10:03
SO0003957	500 BOX FACTORY	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-001064-00	KStewart	4/3/2024 14:01
SO0003958	210 RHONE	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000695-00	ICaffery	4/3/2024 14:23
SO0003959	308 BOX FACTORY	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000876-00	ICaffery	4/3/2024 14:55
SO0003952	822 WELLS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001552-00	ICaffery	4/3/2024 10:37
SO0003968	1412 GLASS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000458-02	ICaffery	4/4/2024 13:57
SO0003966	505 BOOKER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001120-02	ARomero	4/4/2024 9:05
SO0003975	413 CARTER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001048-03	KStewart	4/5/2024 10:45
SO0003980	402 RUTLAND	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000966-00	ICaffery	4/8/2024 9:43
SO0003982	805 CYPRESS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-001508-00	KStewart	4/8/2024 10:46
SO0003987	307 FULLER	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-000868-00	ICaffery	4/9/2024 10:40
SO0003988	719 DENNIS	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001452-00	ARomero	4/9/2024 11:05
SO0003989	1416 N HENDRICK	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-000467-00	ARomero	4/9/2024 11:02
SO0003990	315 MARGIE HARREL	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-000914-00	ARomero	4/9/2024 11:04
SO0003992	409 N NEAL PICKETT	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	03-001031-02	ARomero	4/9/2024 15:02

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SO0003995	708 ASHFORD	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	01-001389-00	ARomero	4/10/2024 10:08
SO0004058	708 N HENDRICK	4/22/2024		Clean Up Week	Miscellaneous	Open	GENERAL	Annual Cleanup Week	02-001394-00	ARomero	4/18/2024 14:08
SO0004069	600 ASH	4/19/2024		Misc	Miscellaneous	Open		Public Works	05-001197-01	ICaffery	4/19/2024 11:32
SO0004056	209 COSEY CIR	4/18/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	03-000685-01	ARomero	4/18/2024 11:33
SO0004059	107 BALLENGER	4/18/2024	4/19/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000161-00	CTee	4/19/2024 9:40
SO0004051	722 DENNIS	4/17/2024	4/18/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001460-00	CTee	4/18/2024 14:11
SO0004045	701 S TEMPLE	4/17/2024	4/17/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	01-001343-03	CMays	4/17/2024 10:19
SO0004046	400 KENLEY CITY HALL	4/17/2024	4/18/2024	Misc	Miscellaneous	Completed	WATER	Public Works	99-000942-00	CTee	4/18/2024 14:12
SO0004041	101 W BORDEN	4/16/2024	4/22/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000072-00	CTee	4/22/2024 11:02
SO0004043	500 S TEMPLE	4/16/2024	4/17/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001072-02	ARomero	4/17/2024 8:28
SO0004031	601 S TEMPLE	4/15/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001218-00	RRoberts	5/6/2024 8:56
SO0004033	1300 N TEMPLE	4/15/2024	4/15/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000346-01	ARomero	4/15/2024 12:28
SO0004028	914 S MDWS	4/15/2024	4/15/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001664-01	CTee	4/15/2024 13:19
SO0004029	1207 LYNN	4/15/2024	4/15/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000306-00	CTee	4/15/2024 13:36
SO0004115	4162 MOCKINGBIRD LN	4/15/2024	4/30/2024	Re-read	Re-Read	Completed	WATER	Public Works		ARomero	4/30/2024 10:19
SO0004026	1422 GANDY	4/12/2024	4/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-101669-00	ARomero	4/12/2024 10:39
SO0004023	1500 N HENDRICK # APT G	4/12/2024	4/26/2024	Connect	Connect	Completed	WATER	Public Works	02-000515-24	ARomero	4/26/2024 9:21
SO0004024	803 S TEMPLE	4/12/2024	4/16/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001500-00	CMays	4/16/2024 9:22
SO0004020	208 RHONE	4/11/2024	4/12/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000681-01	ARomero	4/22/2024 16:27
SO0004010	208 RHONE	4/11/2024	4/11/2024	Connect	Connect	Completed	WATER	Public Works	03-000681-01	CTee	4/11/2024 13:53
SO0004012	803 S TEMPLE	4/11/2024	4/11/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001500-00	CTee	4/11/2024 14:09
SO0004014	525 HOLUBEC	4/11/2024	4/11/2024	Misc	Miscellaneous	Completed		Public Works	02-001185-00	CTee	4/11/2024 14:29
SO0004016	107 MAGNOLIA	4/11/2024	4/11/2024	Service Action	Service Action	Completed	WATER	Public Works	99-101333-00	ARomero	4/11/2024 14:36
SO0003999	522 PINE VALLEY Rd	4/10/2024	4/16/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	03-001182-00	CMays	4/16/2024 8:25
SO0004000	200 HENDRICK	4/10/2024	4/11/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000573-04	CMays	4/11/2024 8:30
SO0004003	300 PARK BLDG	4/10/2024	4/11/2024	Misc	Miscellaneous	Completed		Public Works	02-000770-00	CMays	4/11/2024 8:41
SO0004004	711 PINEWOOD	4/10/2024	4/11/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001416-14	CMays	4/11/2024 8:29
SO0003996	705 MULBERRY	4/10/2024	4/10/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-001372-00	CTee	4/10/2024 12:18
SO0003997	304 WHITE OAK	4/10/2024	4/10/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	99-000839-03	ARomero	4/10/2024 10:55
SO0003994	1311 GLASS	4/10/2024	4/10/2024	Misc	Miscellaneous	Completed		Public Works	02-000379-02	CTee	4/10/2024 12:17
SO0003991	613 CARTER	4/9/2024	4/10/2024	Misc	Miscellaneous	Completed		Public Works	01-001315-03	CTee	4/10/2024 12:36
SO0003983	511 S TEMPLE	4/8/2024		Sewer Repairs/Maint	Miscellaneous	Open	WASTEWATER	Public Works	01-001165-00	ARomero	5/6/2024 12:47
SO0003984	293 Martin Luther King Jr	4/8/2024	4/16/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000752-01	ARomero	5/1/2024 9:59
SO0003985	1008 LYNN	4/8/2024	5/8/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000051-08	CTee	5/8/2024 8:03
SO0003986	797 WELLS	4/8/2024	4/11/2024	Misc	Miscellaneous	Completed		Public Works	01-001484-08	CMays	4/11/2024 8:31
SO0003981	711 NELSON	4/8/2024		Sewer Repairs/Maint	Miscellaneous	Open	WASTEWATER	Public Works	01-001415-02	ARomero	4/8/2024 10:15
SO0003977	1184 MAYNARD	4/8/2024	4/9/2024	Connect	Connect	Completed	WATER	Public Works	03-000283-11	CMays	4/9/2024 12:43
SO0003978	109 BALLENGER	4/8/2024	4/9/2024	Connect	Connect	Completed	WATER	Public Works	02-000175-01	CMays	4/9/2024 12:57
SO0003979	300 WHITE OAK	4/8/2024	4/11/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000776-01	CMays	4/11/2024 8:33
SO0003976	1411 FROSTY LN	4/5/2024	4/16/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000454-05	CMays	4/16/2024 8:27
SO0003974	109 FRANKENS	4/5/2024	4/5/2024	Connect	Connect	Completed	WATER	Public Works	01-000177-19	CMays	4/5/2024 10:36
SO0003967	604 HALL	4/4/2024	4/5/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001251-08	CMays	4/5/2024 10:13
SO0003969	109 BALLENGER	4/4/2024	4/5/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000175-00	CMays	4/5/2024 9:55
SO0003970	1184 MAYNARD	4/4/2024	4/5/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000283-10	CMays	4/5/2024 9:44
SO0003971	1407 FAIRCHILD	4/4/2024	4/5/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000434-02	CMays	4/5/2024 10:22

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SO0003973	303 1/2 N HENDRICK	4/4/2024	4/5/2024	Disconnect	Disconnect	Completed	WATER	Public Works	05-000807-06	CMays	4/5/2024 10:11
SO0003963	300 PARK BLDG	4/4/2024	5/3/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000770-00	CTee	5/3/2024 12:58
SO0003964	105 FRANKENS	4/4/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-000150-03	ARomero	4/4/2024 7:58
SO0003965	107 MAGNOLIA	4/4/2024	4/11/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-101333-00	CMays	4/11/2024 8:35
SO0003953	400 KENLEY CITY HALL	4/3/2024		Misc	Miscellaneous	Open	STREET	Public Works	99-000942-00	BSarver	4/3/2024 11:19
SO0003954	1410 GLASS	4/3/2024		Misc	Miscellaneous	Open		Public Works	02-000450-00	ICaffery	4/3/2024 12:22
SO0003960	1408 FAIRCHILD	4/3/2024	4/11/2024	Misc	Miscellaneous	Completed		Public Works	02-000438-00	CMays	4/11/2024 8:36
SO0003961	609 CARTER	4/3/2024	4/9/2024	Misc	Miscellaneous	Completed		Public Works	01-001296-00	CMays	4/9/2024 12:48
SO0003951	400 KENLEY CITY HALL	4/3/2024		Misc	Miscellaneous	Open		Public Works	99-000942-00	ROlvera	4/3/2024 11:51

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Code Compliance Report – April 2024

Bank and Post Office – Daily

Residential permit applications 109 Frankens,

Fence permit 1214 Cypress St.

Storage/carport/shed permit 701 Booker St.

Roofing permit 605 Booker St

Commercial permit applications 200 N Temple Dr., 1505 N Temple Dr.

Electrical permit applications 109 Frankens, 1318 Glass Ave., 1200 Corrine Dr.

Inspections – 413 Box Factory Rd., 1318 Glass Ave., 1106 N Temple Dr., 1206 Cypress St., 1106 N Temple Dr., 109 Frankens, 106 Ashworth, 1505 N. Temple Dr., 800 N Temple Dr., 1200 Corrine D.

Certificate of occupancy for Gia Sweet and Spicy Snacks, 299 Hines

Received an application for voluntary annexation for 1516 N. Temple Dr.

Received complaint about a junk vehicle on Lynn St. I sent out letters to the property owners and the vehicle owner.

Rezoning application for 1410 N Hendrick. Sent out letters to all property owners within 200 ft of this address. Scheduled PNZ meeting for May 7, 2024 at 5:30pm.

Dog at large call on Willie D Jones. Picked up and taken to shelter.

Had a complaint about a shed on Cypress St. Person thought someone was living in the shed. Owner let me look inside to verify it is not being lived in. The shed is climate controlled due to photography equipment being stored inside.

Spoke with owner of property on Arrington. Advised them the property is out of compliance and needs to be addressed right away. Owner stated they will address the issues in a timely manner. Owner went the following week and began cleaning the property.

Evening callout to a dog bite on N. Second St. Picked up 2 dogs and took them to the animal shelter.

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A resident caught a dog on Hwy 59 following children walking to school. She brought dog to PD. I was able to find the owner and return dog with a verbal warning to keep the dog on their property.

Received a complaint about a dog on a short tether with no water of food on Lynn St. I made contact with the owner and provided them with a copy of the tether law. The owner was not receptive to my instructions on how to be in compliance with the law. I returned the following day with an officer to follow up and check for changes. The dog was still on the short tether with no water. A citation was issued.

Received a call concerning 2 properties on Cypress St.. Owner was asking about a physical address. I made contact with Teah the 911 coordinator to verify the process to use when creating an address for a property.

Attended the P&Z meeting on 5/7/24. Committee agreed to recommend zoning change for 1410 N. Hendrick from (B2) business district to (SF2) Mixed residential district.

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Samantha Durham
Director of Finance

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(936)829-4757
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Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **May 14, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including April 2024 Financials Report, March 2024 Investment Report, and 2023-2024 Budget Amendment No. 2 for your review

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Customer Meter Interface
Estimated Completion Date: June 2024
Status: 5% Complete

Socrata Open Finance
Estimated Completion Date: April 2024
Status: 100% Complete

Link to Open Finance can be found on our city website or under the Government > Financial Transparency section or direct link: https://dibolltx-of.finance.socrata.com/#!/dashboard

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2024-2025 PROPOSED BUDGET CALENDAR

Calendar proposal with emphasis on Council Dates of July 23rd, September 5th, and September 10th.

DATE	ACTION	RESPOSIBILITY	DESCRIPTION
April 29, 2024	Receive FY 24-25 Preliminary Property Values	Chief Appraiser Finance	Preliminary Ad Valorem revenue projections for FY 24-25 budget.
May 14, 2024	Mid-Year 24-25 Budget Amendment Submission to Council	City Manager	Mid-Year 24-25 Budget and transmittal letter submitted to City Council.
May 27-31, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Finance	Preliminary FY 24-25 Revenue and Expenditure estimates
June 3-7, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Finance City Manager	Review of preliminary FY 24-25 Revenue and Expenditure estimates
June 10-14, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Department Heads and Applicable Staff	Preliminary FY 24-25 Revenue and Expenditure estimates
June 14,2024	FY 22-23 Budget Request Submissions	Department Heads and Applicable Staff	Department Heads and Applicable Staff FY 24-25 Budget Request Submissions DUE and entered into Budget Mgmt. software.
	Completed FY 24-25 Dept. Budget Pages due to Finance	Department Heads and Applicable staff.	Completed FY 24-25 Departmental Budget Pages due to Finance Dept. including UPDATED Mission Statements. Description of Services, Work Program, and Performance Measures.
	Send FY 24-25 Budget Review Schedule to Department Heads	Finance	Schedule of meetings will be developed and sent to department heads.

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July 1-5, 2024	Departmental FY 24-25 Budget and Supplemental Request Reviews	Finance City Manager City Secretary Department Heads and Applicable Staff	Finance, City Manager, and City Secretary to meet with each Department Head to review FY 24-25 departmental budgets.
July 15-19, 2024	Review FY 24-25 budget line items.	Finance City Manager	Review of department FY 24-25 budgets for justification and details. Line items reviewed.
July 23, 2024	Council Budget Workshop	City Council Finance City Manager City Secretary Department Heads and Applicable Staff	Presentation and Council review of Preliminary FY 24-25 Budget, FY 24-25 Fee Schedule, FY 24-25 Tax Rates
	Establish meeting dates for Public hearings, Budget and tax	City Council	Council sets date for public hearings on the proposed budget and on the tax rate.
July 25, 2024 (by July 31, 2024)	Receive Certified Property Values	Chief Appraiser Finance	Complete Ad Valorem revenue projections for budget.
August 5, 2024	No-new-revenues and voter-approval Tax Rates Published	Tax Assessor/Collector Finance City Secretary	The effective tax rate for fiscal 24-25 is published in the local newspaper and City's website. Tex.Tax Code 26.04 (e).
August 5, 2024	File Draft Budget	Finance City Secretary	A copy of the Draft Budget Book is filed with the municipal clerk and is available for inspection by the public and published on the City's website.
August 26, 2024	Publish notice of budget hearing	Finance City Secretary	Publish notice of budget hearing in local newspaper and on the City's website.
August 26, 2024	Notice of Proposed Tax Rate	Finance City Secretary	1st ¼ Page notice in newspaper and City's Website. Must be published at least 7 days before public hearings.
September 3, 2024	Budget Submission to Council	City Manager	Draft Budget submitted to City Council.
	Discussion and Vote on Proposed Tax Rate	City Council	Discussion and record vote of Council for the

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			Proposed Tax Rate per Tax Code 26.06 (b-2)
	Public Hearing *	City Council City Secretary	A public hearing is held by Council to receive public input regarding the FY 24-25 Operating Budget. * Requires 72 hour Open Meeting Notice
	1st Reading of Budget Ordinance*	City Council	First reading of Budget Ordinance.
	1st Public Hearing on Tax Rate	City Council	First public hearing on proposed tax rate.
	1st Reading of Tax Rate Ordinance	City Council	First reading of Tax Rate Ordinance
	1st Reading Fee Schedule	City Council	First reading of Fee Schedule Ordinance
September 10, 2024	Public Hearing *	City Council City Secretary	A public hearing is held by Council to receive public input regarding the FY 24-25 Operating Budget. * Requires 72 hour Open Meeting Notice
	2nd Reading of Budget Ordinance*	City Council	Second reading of Budget Ordinance and adoption.
	2nd Public Hearing on Tax Rate	City Council	Second public hearing on proposed tax rate.
	2nd Reading of Tax Rate Ordinance	City Council	Second reading of Tax Rate Ordinance and adoption.
	2nd Reading of Fee Schedule	City Council	Second reading of Fee Schedule Ordinance and adoption.
September 30, 2024	Distribution of Final Budget Document	Finance City Secretary	Final Budget Document published and distributed.

Fond regards,

Sam Pursifam

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CERTIFIED EXECUTIVE CLOSED SESSION AGENDA

On this the 14th day of May, 2024, the governing body of the City of Diboll convened in Executive Closed Session of the City Council held at the Diboll City Hall at 400 Kenley, Diboll Texas with the following present to wit:

☐ Trey Wilkerson, Mayor	☐ _____
☐ Daniel Lopez, Mayor Pro-Tem	☐ _____
☐ Jana Coulter, Council Member	☐ _____
☐ Luis Maldonado, Council Member	☐ _____
☐ Nora Munoz, Council Member	☐ _____
☐ J. Ruben Terrazas, Council Member	☐ _____
☐ Ray Williams, Jr., Council Member	☐ _____

The following is an agenda of an Executive Session of the City of Diboll, Texas, held pursuant to the Texas Open Meetings Act, Government Code Section:

__551.071 – Litigation/Consultation with Attorney
__551.072 – Real Property
__551.073 – Prospective Gift
X 551.074 – Personnel Matters
__551.076 Security Personnel or Devices
__551.086 Test item (SB 59S)
__551.087 Economic Development Negotiations (SB 1851)

Agenda Item #1:

Action Taken: ☐ Yes ☐ No

_____
_____
_____

Agenda Item #2 Action Taken: ☐ Yes ☐ No

_____
_____
_____

Agenda Item #3 Action Taken: ☐ Yes ☐ No

_____
_____
_____

I, Mayor Trey Wilkerson, certify the above agenda is a true and accurate record of the proceedings.

_____ _____

Trey Wilkerson, Mayor Witness

Convened into Executive Session at: _____

Exited back to Regular Session at: _____

*Note: this certified agenda must be kept a minimum of two years after the date of the Executive Session and is confidential. A person who knowingly and without lawful authority makes this record public commits a Class B misdemeanor and may be held liable for actual damages, court costs, reasonable attorney fees, and exemplary damages. Texas Government Code § 551.145.

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, MAY 14, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz and Ruben Terrazas

COUNCIL ABSENT

Councilmember Ray Williams, Jr.

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: NONE

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from April 9, 2024, Regular Session Meeting
b. Financial Statement for April 2024
c. 12-Month Attendance Record for April 2024
d. Investment Report for Quarter ending March 2024

Daniel Lopez made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Oath of office administered by Justice of the Peace Precinct 4, the honorable Rodney Cheshire, to swear-in unopposed Council Members.

JP Rodney Cheshire administered the Oath of Office and sworn in Council: Mayor, Trey Wilkerson; Councilmember District 2, Luis Maldonado; Councilmember District 4, Daniel Lopez.

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Item #3: Consideration and possible action to nominate and vote for a Mayor Pro Tem.

Daniel Lopez was nominated by Jana Coulter. No other nominations. Jana Coulter made a motion to approve Daniel Lopez for Mayor Pro Tem and Luis Maldonado second. All in Favor, none opposed, motion carries.

Item #4: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Chief of Police Michael Skillern introduced Officer Ham and Mayor Trey Wilkerson administered the Oath of Office.

Item #5: Recognition of Police Officer Feliciano (Felix) Estrada for his 20 years of service.

Chief of Police Michael Skillern and Assistant Chief of Police Jacob Hopper presented Officer Estrada with a Years of Service Recognition Award with the Diboll Police Department and the City of Diboll.

Item #6: Presentation of Life Saving Award by Police Chief.

Dispatcher Brian Tomez, Sergeant Isaias Rodriguez and Officer Sterling Linebaugh were each presented with a Life Saving Award by Chief of Police Michael Skillern. The citizen they rendered aid to was present and also gave thanks to the group.

Item #7: Consideration and possible action to approve Ordinance 2024-05-001 that formally announces the pursuit of "Recognized" status from the Texas Police Chiefs Association's Law Enforcement Best Business Practices Recognition Program and meeting the minimal requirements to do so.

Chief of Police Michael Skillern gave a brief overview to Council. Daniel Lopez made a motion to approve and Nora Munoz second. All in Favor, none opposed, motion carries.

Item #8: Diboll Booster Club to present the 2024 Diboll Day Queen Candidates.

President of the Diboll Booster Club, Rodney Cheshire gave a 2024 Diboll Day event brief and presented the Diboll Day Queen Candidates: Hannah Jones, Hailey Lovelady, Kyna Rios and Ariel Webb

Item #9: Consideration and possible action to approve bid results for the 2024 Street Overlay Project.

Danny Hays with KSA gave an overview of the bid results to Council and Jason Arnold gave his recommendation to award bid to Lakey, Inc. of Lufkin, Texas. Daniel Lopez made a motion to approve and Luis Maldonado second. All in Favor, none opposed, motion carries.

Item #10: Consideration and possible action to approve the TLL Temple Library Endowment

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expenditure in the amount of $35,000 for flood damage repairs.

Finance Committee recommended approval at May 14, 2024 Finance Committee Meeting. Council reviewed the letter from TLL Temple Library detailing the request. Jana Coulter made a motion to approve and Nora Munoz second. All in Favor, none opposed, motion carries.

Item #11: Consideration and possible action to approve the Special Event Permit Application Policy.

Luis Maldonado made a motion to approve and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Item #12: Consideration and possible action to approve the Citizen Award and Recognition Program.

Luis Maldonado made a motion to approve and Daniel Lopez second.
All in Favor, none opposed, motion carries.

Item #13: Consideration and possible action to approve Ordinance 2024-05-002 for the second (2^{nd}) amendment to the 2023-2024 Operating Budget.

Nora Munoz made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #14: PUBLIC HEARING regarding proposed Zoning Change at 1410 N Hendrick Ave, Diboll, Texas from ("B2") Business District to ("SF2") Mixed Residential District as recommended by the Planning and Zoning Commission.

Public Participation: Tami Jones, Realtor representing the seller of this property spoke briefly regarding the requested change.
OPEN: 5:52p.m.
CLOSED: 5:53p.m.

Item #15: Consideration and possible action to approve Ordinance 2024-05-003, Zoning Change at 1410 N Hendrick Ave, Diboll, Texas.

Daniel Lopez made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #16: PUBLIC HEARING regarding proposed voluntary annexation of the following one (1) Property in Angelina County, Property ID 39951, Owner - GALLTER INVESMENTS LLC

Public Participation: NONE
OPEN: 5:54p.m.
CLOSED: 5:54p.m

Item #17: Consideration and possible action to approve Ordinance 2024-05-004, the voluntary annexation, Property ID 39951.

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Jason Arnold gave a brief overview to Council.
Nora Munoz made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #18: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Item #19: Consideration and possible action to accept resignation for Councilmember District 1 – Jana Coulter.

Council Reconvened at 6:04p.m. then discussed Item #19 and #21
Luis Maldonado made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #20: The Diboll City Council will convene into a closed Executive Session, in accordance with Open Meetings Act, Chapter 551, Texas Government Code 551.074, for the purpose of discussing appointment for Councilmember District 1.

Council will reconvene into open session following closed door session and possibly take action on matters discussed in Executive Session.

Start: 5:56p.m.
Reconvened: 6:04p.m.

Item #21: Consideration and possible action to appoint Councilmember for District 1 as discussed in Executive Session.

Daniel Lopez made a motion to approve appointment of Schuyler Bacon as Councilmember for District 1 and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Adjournment

Mayor Wilkerson called to adjourn at 6:05p.m.

Minutes of the May 14, 2024 Regular Session Meeting approved by council on this the 11th day of June, 2024.

Trey Wilkerson, Mayor

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ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, June 11, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from May 14, 2024, Regular Session Meeting
b. Financial Statement for May 2024
c. 12-Month Attendance Record for May 2024

Item #2: Oath of office administered by Mayor Trey Wilkerson, to unopposed Council Member.

Item #3: Oath of office administered by Mayor Trey Wilkerson, to swear-in appointed Council Member.

Item #4: Consideration and possible action to appoint a board member for Deep East Texas Council of Governments & Economic Development District (DETCOG) Board.

Item #5: Consideration and possible action to approve the appointment of members to the Planning and Zoning Commission.

Item #6: Consideration and possible action to approve modifications to the City of Diboll Personnel Policies Manual.

Item #7: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Financial Management Policies & Procedures.

Item #8: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Document Management & Records Retention Policy.

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Item #9: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Standards of Conduct and Conflict of Interest Policy**.**

Item #10: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on June 7, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 06/07/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, MAY 14, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Jana Coulter, Luis Maldonado, Nora Munoz and Ruben Terrazas

COUNCIL ABSENT

Councilmember Ray Williams, Jr.

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: NONE

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from April 9, 2024, Regular Session Meeting
b. Financial Statement for April 2024
c. 12-Month Attendance Record for April 2024
d. Investment Report for Quarter ending March 2024

Daniel Lopez made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Oath of office administered by Justice of the Peace Precinct 4, the honorable Rodney Cheshire, to swear-in unopposed Council Members.

JP Rodney Cheshire administered the Oath of Office and sworn in Council: Mayor, Trey Wilkerson; Councilmember District 2, Luis Maldonado; Councilmember District 4, Daniel Lopez.

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Item #3: Consideration and possible action to nominate and vote for a Mayor Pro Tem.

Daniel Lopez was nominated by Jana Coulter. No other nominations.
Jana Coulter made a motion to approve Daniel Lopez for Mayor Pro Tem and Luis Maldonado second. All in Favor, none opposed, motion carries.

Item #4: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Chief of Police Michael Skillern introduced Officer Ham and Mayor Trey Wilkerson administered the Oath of Office.

Item #5: Recognition of Police Officer Feliciano (Felix) Estrada for his 20 years of service.

Chief of Police Michael Skillern and Assistant Chief of Police Jacob Hopper presented Officer Estrada with a Years of Service Recognition Award with the Diboll Police Department and the City of Diboll.

Item #6: Presentation of Life Saving Award by Police Chief.

Dispatcher Brian Tomez, Sergeant Isaias Rodriguez and Officer Sterling Linebaugh were each presented with a Life Saving Award by Chief of Police Michael Skillern. The citizen they rendered aid to was present and also gave thanks to the group.

Item #7: Consideration and possible action to approve Ordinance 2024-05-001 that formally announces the pursuit of "Recognized" status from the Texas Police Chiefs Association's Law Enforcement Best Business Practices Recognition Program and meeting the minimal requirements to do so.

Chief of Police Michael Skillern gave a brief overview to Council.
Daniel Lopez made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #8: Diboll Booster Club to present the 2024 Diboll Day Queen Candidates.

President of the Diboll Booster Club, Rodney Cheshire gave a 2024 Diboll Day event brief and presented the Diboll Day Queen Candidates: Hannah Jones, Hailey Lovelady, Kyna Rios and Ariel Webb

Item #9: Consideration and possible action to approve bid results for the 2024 Street Overlay Project.

Danny Hays with KSA gave an overview of the bid results to Council and Jason Arnold gave his recommendation to award bid to Lakey, Inc. of Lufkin, Texas.
Daniel Lopez made a motion to approve and Luis Maldonado second. All in Favor, none opposed, motion carries.

Item #10: Consideration and possible action to approve the TLL Temple Library Endowment

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expenditure in the amount of $35,000 for flood damage repairs.

Finance Committee recommended approval at May 14, 2024 Finance Committee Meeting. Council reviewed the letter from TLL Temple Library detailing the request. Jana Coulter made a motion to approve and Nora Munoz second. All in Favor, none opposed, motion carries.

Item #11: Consideration and possible action to approve the Special Event Permit Application Policy.

Luis Maldonado made a motion to approve and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Item #12: Consideration and possible action to approve the Citizen Award and Recognition Program.

Luis Maldonado made a motion to approve and Daniel Lopez second.
All in Favor, none opposed, motion carries.

Item #13: Consideration and possible action to approve Ordinance 2024-05-002 for the second (2^{nd}) amendment to the 2023-2024 Operating Budget.

Nora Munoz made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #14: PUBLIC HEARING regarding proposed Zoning Change at 1410 N Hendrick Ave, Diboll, Texas from ("B2") Business District to ("SF2") Mixed Residential District as recommended by the Planning and Zoning Commission.

Public Participation: Tami Jones, Realtor representing the seller of this property spoke briefly regarding the requested change.
OPEN: 5:52p.m.
CLOSED: 5:53p.m.

Item #15: Consideration and possible action to approve Ordinance 2024-05-003, Zoning Change at 1410 N Hendrick Ave, Diboll, Texas.

Daniel Lopez made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #16: PUBLIC HEARING regarding proposed voluntary annexation of the following one (1) Property in Angelina County, Property ID 39951, Owner - GALLTER INVESMENTS LLC

Public Participation: NONE
OPEN: 5:54p.m.
CLOSED: 5:54p.m

Item #17: Consideration and possible action to approve Ordinance 2024-05-004, the voluntary annexation, Property ID 39951.

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Jason Arnold gave a brief overview to Council.
Nora Munoz made a motion to approve and Jana Coulter second.
All in Favor, none opposed, motion carries.

Item #18: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Item #19: Consideration and possible action to accept resignation for Councilmember District 1 – Jana Coulter.

Council Reconvened at 6:04p.m. then discussed Item #19 and #21
Luis Maldonado made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #20: The Diboll City Council will convene into a closed Executive Session, in accordance with Open Meetings Act, Chapter 551, Texas Government Code 551.074, for the purpose of discussing appointment for Councilmember District 1.

Council will reconvene into open session following closed door session and possibly take action on matters discussed in Executive Session.

Start: 5:56p.m.
Reconvened: 6:04p.m.

Item #21: Consideration and possible action to appoint Councilmember for District 1 as discussed in Executive Session.

Daniel Lopez made a motion to approve appointment of Schuyler Bacon as Councilmember for District 1 and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Adjournment

Mayor Wilkerson called to adjourn at 6:05p.m.

Minutes of the May 14, 2024 Regular Session Meeting approved by council on this the 11th day of June, 2024.

_____

Trey Wilkerson, Mayor

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ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	9,000.00	9,000.00	500.00	9,000.00	9,000.00	0.00
3200 - Fines and Fees	276,080.00	276,080.00	33,457.89	193,870.44	193,870.44	82,209.56
3210 - Licenses & Permits	26,000.00	26,000.00	2,120.39	25,815.74	25,815.74	184.26
3500 - Franchise Tax	375,000.00	375,000.00	26,824.03	113,756.33	113,756.33	261,243.67
3550 - Property Tax	1,421,018.00	1,421,018.00	16,570.10	1,414,208.09	1,414,208.09	6,809.91
3700 - Sales Tax	865,000.00	865,000.00	121,084.62	700,373.01	700,373.01	164,626.99
3800 - Interest	32,000.00	32,000.00	669.49	19,929.71	19,929.71	12,070.29
3805 - Miscellaneous	39,800.00	39,800.00	5,226.45	49,707.17	49,707.17	-9,907.17
3940 - Contributions & Grants	1,559.33	1,559.33	0.00	28,463.32	28,463.32	-26,903.99
3960 - Donations	10,800.00	10,800.00	0.00	10,800.00	10,800.00	0.00
Revenue Total:	**3,056,257.33**	**3,056,257.33**	**206,452.97**	**2,565,923.81**	**2,565,923.81**	**490,333.52**
Expense						
4000 - Insurance	67,600.44	67,600.44	1,589.56	68,238.87	68,238.87	-638.43
4010 - Grant Expense	0.00	0.00	0.00	433.20	433.20	-433.20
4030 - Fines & Fees	400.00	400.00	0.00	99.00	99.00	301.00
4040 - Administrative	249,216.00	249,216.00	20,391.94	211,765.99	212,645.57	36,570.43
4080 - Capital Purchase	22,378.00	22,378.00	0.00	22,377.00	22,377.00	1.00
4100 - Contractual & Professional Services	203,405.01	203,405.01	9,642.79	146,637.43	147,137.43	56,267.58
4110 - Intergov't Contracts	171,000.00	171,000.00	12,924.67	43,394.29	43,394.29	127,605.71
4210 - Project Expense	92,097.14	92,097.14	7,033.96	29,674.36	31,836.77	60,260.37
4300 - Utility	109,440.00	109,440.00	9,028.82	64,003.74	64,003.74	45,436.26
4400 - Repairs & Maintenance	294,516.02	294,516.02	13,705.80	119,382.24	122,754.84	171,761.18
4460 - Materials & Supplies	183,660.90	183,660.90	53,312.63	129,812.51	130,442.35	53,218.55
4500 - Miscellaneous	6,992.81	6,992.81	166.06	6,677.41	6,327.41	665.40
4800 - Payroll Expense	2,211,460.63	2,211,460.63	249,962.61	1,526,915.88	1,526,915.88	684,544.75
4860 - Personnel	47,975.00	47,975.00	1,711.12	26,109.33	27,141.07	20,833.93
9999 - Transfers	-465,939.62	-465,939.62	0.00	0.00	0.00	-465,939.62
Expense Total:	**3,194,202.33**	**3,194,202.33**	**379,469.96**	**2,395,521.25**	**2,403,747.42**	**790,454.91**
Fund: 01 - General Fund Surplus (Deficit):	**-137,945.00**	**-137,945.00**	**-173,016.99**	**170,402.56**	**162,176.39**	**-300,121.39**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	252,420.47	2,125,690.75	2,125,690.75	1,591,706.25
3130 - Penalties & Interest	25,000.00	25,000.00	152,037.98	896,999.67	896,999.67	-871,999.67
3800 - Interest	21,000.00	21,000.00	0.00	13,032.06	13,032.06	7,967.94
3805 - Miscellaneous	14,000.00	14,000.00	866.21	35,700.83	35,700.83	-21,700.83
3940 - Contributions & Grants	0.00	0.00	115,026.45	449,522.45	449,522.45	-449,522.45
Revenue Total:	**3,777,397.00**	**3,777,397.00**	**520,351.11**	**3,520,945.76**	**3,520,945.76**	**256,451.24**
Expense						
4000 - Insurance	32,347.27	32,347.27	0.00	32,297.27	32,297.27	50.00
4010 - Grant Expense	0.00	0.00	115,026.45	219,072.45	219,072.45	-219,072.45
4030 - Fines & Fees	1,755.00	1,755.00	0.00	288.44	288.44	1,466.56
4040 - Administrative	29,699.00	29,699.00	1,009.75	42,276.15	42,314.97	-12,615.97
4080 - Capital Purchase	211,352.00	211,352.00	0.00	60,270.50	60,270.50	151,081.50
4100 - Contractual & Professional Services	884,025.04	884,025.04	15,719.50	710,660.58	723,098.58	160,926.46
4110 - Intergov't Contracts	50,000.00	50,000.00	0.00	24,344.10	24,344.10	25,655.90
4300 - Utility	150,620.00	150,620.00	12,745.90	100,916.50	100,916.50	49,703.50
4400 - Repairs & Maintenance	269,951.00	269,951.00	5,554.27	132,106.40	145,322.77	124,628.23
4460 - Materials & Supplies	238,455.73	238,455.73	15,649.06	125,663.90	128,010.35	110,445.38
4800 - Payroll Expense	606,506.34	606,506.34	65,667.69	415,080.62	415,080.62	191,425.72
4860 - Personnel	9,001.00	9,001.00	0.00	796.88	796.88	8,204.12
9999 - Transfers	1,340,784.62	1,340,784.62	0.00	464,467.00	464,467.00	876,317.62
Expense Total:	**3,824,497.00**	**3,824,497.00**	**231,372.62**	**2,328,240.79**	**2,356,280.43**	**1,468,216.57**
Fund: 02 - Utility Fund Surplus (Deficit):	**-47,100.00**	**-47,100.00**	**288,978.49**	**1,192,704.97**	**1,164,665.33**	**-1,211,765.33**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	90.00	1,570.00	1,570.00	-1,570.00
3900 - Rentals & Leases	70,100.00	70,100.00	5,856.71	53,548.75	53,548.75	16,551.25
Revenue Total:	**70,100.00**	**70,100.00**	**5,946.71**	**55,118.75**	**55,118.75**	**14,981.25**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	117.45	1,369.52	1,369.52	44.48
4100 - Contractual & Professional Services	1,450.00	1,450.00	60.00	860.00	860.00	590.00
4300 - Utility	56,336.00	56,336.00	5,021.84	39,555.89	39,555.89	16,780.11
4400 - Repairs & Maintenance	20,800.00	20,800.00	0.00	19,563.50	20,763.50	36.50
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-51,147.00	-51,147.00	0.00	0.00	0.00	-51,147.00
Expense Total:	**70,100.00**	**70,100.00**	**5,199.29**	**61,979.01**	**63,179.01**	**6,920.99**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**747.42**	**-6,860.26**	**-8,060.26**	**8,060.26**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	2,941.17	2,941.17	0.00	1,330.96	1,330.96	1,610.21
Revenue Total:	**172,554.17**	**172,554.17**	**0.00**	**1,330.96**	**1,330.96**	**171,223.21**
Expense						
4010 - Grant Expense	108,224.00	108,224.00	534.50	16,724.11	16,724.11	91,499.89
4210 - Project Expense	5,344.17	5,344.17	2,656.40	2,981.40	3,357.57	1,986.60
Expense Total:	**113,568.17**	**113,568.17**	**3,190.90**	**19,705.51**	**20,081.68**	**93,486.49**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**-3,190.90**	**-18,374.55**	**-18,750.72**	**77,736.72**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	7,315.38	7,315.38	6,684.62
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**7,315.38**	**7,315.38**	**37,684.62**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**7,315.38**	**7,315.38**	**2,434.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.30	10.18	10.18	-10.18
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**1.30**	**10.18**	**10.18**	**7,593.82**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**1.30**	**10.18**	**10.18**	**6,093.82**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	1,144.52	5,800.14	5,800.14	1,367.86
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**1,144.52**	**5,800.14**	**5,800.14**	**12,578.86**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**1,144.52**	**5,800.14**	**5,800.14**	**5,410.86**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	971.80	5,031.10	5,031.10	1,976.90
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**971.80**	**5,031.10**	**5,031.10**	**9,081.90**
Expense						
4300 - Utility	7,008.00	7,008.00	241.78	1,910.28	1,910.28	5,097.72
Expense Total:	**7,008.00**	**7,008.00**	**241.78**	**1,910.28**	**1,910.28**	**5,097.72**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**730.02**	**3,120.82**	**3,120.82**	**3,984.18**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	25.73	202.23	202.23	-202.23
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**25.73**	**202.23**	**202.23**	**50,211.77**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**25.73**	**202.23**	**202.23**	**50,211.77**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	2,528.65	150,020.48	150,020.48	-4,576.48
3800 - Interest	0.00	0.00	42.93	128.13	128.13	-128.13
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**2,571.58**	**150,148.61**	**150,148.61**	**75,295.39**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	0.00	518,657.88	518,657.88	90,303.12
4020 - Note Expense	392,281.00	392,281.00	396,682.72	396,682.72	396,682.72	-4,401.72
4030 - Fines & Fees	950.00	950.00	0.00	475.00	475.00	475.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**396,682.72**	**451,348.60**	**451,348.60**	**-305,904.60**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**-394,111.14**	**-301,199.99**	**-301,199.99**	**381,199.99**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**45,000.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**247,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	1,102.73	5,283.64	5,283.64	2,716.36
Revenue Total:	**8,000.00**	**8,000.00**	**1,102.73**	**5,283.64**	**5,283.64**	**2,716.36**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**1,102.73**	**5,283.64**	**5,283.64**	**26,884.36**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	21.94	105.26	105.26	44.74
Revenue Total:	**150.00**	**150.00**	**21.94**	**105.26**	**105.26**	**44.74**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**21.94**	**105.26**	**105.26**	**527.74**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	51,780.69	51,780.69	0.00	0.00	0.00	51,780.69
3960 - Donations	310.11	310.11	33.29	346.40	346.40	-36.29
Revenue Total:	**52,090.80**	**52,090.80**	**33.29**	**346.40**	**346.40**	**51,744.40**
Expense						
4210 - Project Expense	52,090.80	52,090.80	0.00	9,907.06	9,907.06	42,183.74
Expense Total:	**52,090.80**	**52,090.80**	**0.00**	**9,907.06**	**9,907.06**	**42,183.74**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**0.00**	**33.29**	**-9,560.66**	**-9,560.66**	**9,560.66**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	86.63	680.96	680.96	-680.96
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**86.63**	**680.96**	**680.96**	**224,962.04**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**86.63**	**680.96**	**680.96**	**-680.96**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 05/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	588.27	4,639.55	4,639.55	-4,639.55
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**588.27**	**4,639.55**	**4,639.55**	**1,154,956.45**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	0.00	7,113.60	7,113.60	1,152,482.40
Expense Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**7,113.60**	**7,113.60**	**1,152,482.40**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**588.27**	**-2,474.05**	**-2,474.05**	**2,474.05**
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**-276,858.69**	**1,047,156.63**	**1,009,314.65**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	-137,945.00	-137,945.00	-173,016.99	170,402.56	162,176.39	-300,121.39
02 - Utility Fund	-47,100.00	-47,100.00	288,978.49	1,192,704.97	1,164,665.33	-1,211,765.33
03 - Recreation Fund	0.00	0.00	747.42	-6,860.26	-8,060.26	8,060.26
05 - Special Revenue Fund	58,986.00	58,986.00	-3,190.90	-18,374.55	-18,750.72	77,736.72
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	7,315.38	7,315.38	2,434.62
07 - Seized Fund	6,104.00	6,104.00	1.30	10.18	10.18	6,093.82
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	1,144.52	5,800.14	5,800.14	5,410.86
10 - MC Tech Fund	7,105.00	7,105.00	730.02	3,120.82	3,120.82	3,984.18
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	25.73	202.23	202.23	50,211.77
13 - Debt Service Fund	80,000.00	80,000.00	-394,111.14	-301,199.99	-301,199.99	381,199.99
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	247,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	1,102.73	5,283.64	5,283.64	26,884.36
17 - MC Municipal Jury Fund	633.00	633.00	21.94	105.26	105.26	527.74
18 - Keep Diboll Beautiful Fu...	0.00	0.00	33.29	-9,560.66	-9,560.66	9,560.66
19 - Street Project Fund	0.00	0.00	86.63	680.96	680.96	-680.96
20 - ARPA Fund	0.00	0.00	588.27	-2,474.05	-2,474.05	2,474.05
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**-276,858.69**	**1,047,156.63**	**1,009,314.65**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	.	6/13/2023	6/20/2023	7/11/2023	8/8/2023	9/5/2023	9/12/2023	10/10/2023
Schuyler Bacon								
Luis Maldonado		0	0	0	0	1	0	0
Nora Munoz		0	0	0	0	0	0	0
Daniel Lopez		0	1	0	0	0	0	0
Ruben Terrazas		0	1	0	0	0	0	0
Ray Williams, Jr.		0	0	0	0	0	1	0
Trey Wilkerson		0	0	0	0	0	0	0
Total Absences		**0**	**2**	**0**	**0**	**1**	**1**	**0**

Council Member	11/14/2023	12/12/2023	1/9/2024	2/13/2024	3/12/2024	4/9/2024	5/14/2024	TOTAL TO-DATE
Schuyler Bacon								**0**
Luis Maldonado	0	0	0	0	0	0	0	**1**
Nora Munoz	0	0	1	0	0	0	0	**1**
Daniel Lopez	0	0	0	0	0	0	0	**1**
Ruben Terrazas	0	0	0	0	0	0	0	**1**
Ray Williams, Jr.	0	0	0	0	0	0	1	**2**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**0**	**0**	**1**	**0**	**0**	**0**	**1**	**6**

Rosa M. Olvera - City Secretary

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Rev. 04/2017 **Submit to:** **Custodian of election records** **Filing Fee: None**	**This space reserved for office use**

OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Ray C. Williams, Jr. , do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Council, At-Large District 6 for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

State of Texas)
County of Angelina)

Sworn to and subscribed before me this 11th day of June, 20 24 .

(seal)

Signature of Notary Public or Other Officer Administering Oath

Trey Wilkerson
Printed or Typed Name

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Rev. 04/2017 **Submit to:** **Custodian of election records** **Filing Fee: None**	**This space reserved for office use**

OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Schuyler Bacon, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Council, District 1 for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

State of Texas)
County of Angelina)

Sworn to and subscribed before me this 11th day of June, 20 24 .

(seal)

Signature of Notary Public or Other Officer Administering Oath

Trey Wilkerson
Printed or Typed Name

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DETCOG Board Member Designation Form

(For Cities and Counties)

To the DETCOG Member Addressed:

It's time for your City Council or County Commissioners Court to designate the members who will serve on the DETCOG Board of Directors. The members you designate will serve a one-year term from July 1, 2024 through June 30, 2025. There is no limit on the number of terms a person may serve. The following guidelines are from the DETCOG Bylaws.

Cities: DETCOG Board members are selected by the City Council and must be Mayors or members of the City Council.

Counties: DETCOG Board members are selected by the County Commissioners Court.

Note to Counties: This does NOT include your county's Minority Representative.

Entity: City of Diboll
Number of Members: 1

Current Member(s):
1. Trey Wilkerson
2.
3.
4.

Designation of Members to serve effective July 1, 2024:

☐ ***If there are no changes for the 2024-2025 year, you may check this box and not list everyone's name again.***

Member(s) for 2024-2025

Name:	***Email Address:***	***Phone:***
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

CERTIFICATION: I certify that the information provided above accurately reflects the appointment(s) made by the governing body of _____.

_____	_____	_____
Signature	*Title*	*Date*

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CITY OF DIBOLL

PERSONNEL POLICIES MANUAL

DRAFT

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SECTION 1: Policy and Procedures General Information

I. Administration of Policies

A. The City reserves the right to interpret, change, suspend, or cancel, with or without notice, all or any part of these policies, procedures and/or benefits discussed herein.

B. General and final authority for policy administration rests with the City Manager, with the exception of matters reserved to the City Council by State law or the City Charter. Authority may be delegated to appropriate staff members to act on the City Manager's behalf in the administration of these policies; however, the final authority on personnel decisions shall be reserved by the City Manager.

C. Each Supervisor is responsible within the scope of their authority for enforcing the provisions of these policies in matters involving staff members within their department/divisions. Department Heads may create additional policies procedures within their own departments which may be more, but not less restrictive than, and which are not inconsistent with these policies.

D. The terms, conditions and provisions defined in these policies and procedures do not constitute an employment contract and are subject to change or modification at any time.

E. Each Supervisor shall not modify these policies or enter into any agreement, oral or written without City Manager authorization.

F. Human Resources or the City Manager's designee shall be responsible for updating and revising these policies and procedures as needed or requested. Human Resources for purposes of these policies, procedures and the processes communicated is defined as whomever the City Manager has assigned at the City to handle such until a formal department or position is defined.

G. Operational changes, adding a new policy or updating policies and/or procedures require approval by the City Manager.

H. Questions about application, interpretation or clarification regarding policies herein should be directed to Human Resources or to the City Manager.

II. Applicability and Scope of Policies

A. These policies apply to all City employees, unless specifically accepted by law, the terms of the policies, or action taken by the City Manager.

B. Full time is defined as an employee in a position budgeted to work 30 or more hours per week.

C. Part time is defined as an employee in a position budgeted to work less than 30 hours per week.

1. Part time positions regularly budgeted and scheduled to work less than 1000 hours annually are not eligible for TMRS retirement participation.

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2. Part time positions working between 20 and 29 hours per week are required to participate in TMRS.

D. Temporary or Seasonal employees may only work up to 29 hours on average per week due to provisions under Health Care Reform. If any employee works on average 30 hours or more per week (all positions combines) during the prior 12-month period, they are entitled to benefits, regardless of whether the position normally allows for benefit participation. (1560 hours)

E. A person on retainer or under contract is not considered to be a City employee in the absence of an agreement to that effect.

III. Distribution/Dissemination of Policies

A. All City employees shall be informed as to the existence of these policies and each Department Head should maintain a current copy for reference by its employees.

B. Employees may request printed copies of these policies from Human Resources.

C. New employees shall receive copies of these policies and shall sign acknowledging receipt.

D. Employees are responsible for reviewing and understanding policies and procedures and for obtaining the most current version available.

E. Acknowledgement of the policies upon hiring includes responsibility to follow any future revisions, amendments, revocations, etc. without additional signatures being obtained.

SECTION 2: Employment and Compensation

I. Employment at Will

A. The policies and procedures, including any modifications, are prepared for informational and guideline purposes only and do not constitute a contract (either express or implied) in any respect between the City and its employees.

B. Employment with the City is “at will,” and either the employee or the employer may terminate the relationship at any time for any reason not contrary to law.

C. Any employee of the City who is not appointed by the City Council may be removed with or without cause.

D. The at-will status of any employee may not be modified or rescinded by oral or written statements by any person, including appointed or elected officials, any employee handbooks, employment applications or other materials provided to employees.

II. Equal Employment

A. The City shall make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship, safety, and/or health risk.

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B. This policy applies to all terms and conditions of employment including, but not limited to recruitment, hiring, placement, training, transfer, promotion, termination, reduction in force, leaves of absence, compensation and benefits.

III. Work Standards

A. Supervisors are expected to ensure they organize and direct the work of their departments and personnel to achieve the highest standards.

B. Any deficiencies in the work standards noted shall result in appropriate application of the progressive discipline policy until such behavior is corrected to expected levels or the employee is separated from service.

IV. Political Activities

A. Except as allowed by law, the following restrictions on political activity shall apply to City employees:

1. Employees shall refrain from publicly using their positions for or against any candidate for public office in any jurisdiction.

2. No employee while on duty shall take an active part in any political campaign of another person for an elective position of the City. The term "active part" means making political speeches, passing out cards or other political literature, writing letters, signing petitions, actively and openly soliciting votes, and making public derogatory remarks about the candidates.

3. Employees may not be required to contribute money, labor, time or other valuable thing to any person for City election purposes.

4. No employee shall hold an appointive or elective City office of public trust, partisan office in any jurisdiction, or any other office where service would constitute a direct conflict of interest with City employment, with or without remuneration.

V. Solicitation

A. Solicitation of contributions or anything of value for any purpose whatsoever shall be prohibited without City Manager authorization.

B. Employees are not required to make contributions.

VI. Conflict of Interest/Gifts

A. Employees of the City shall not accept, directly or indirectly, any gift favor, privilege, or employment having a monetary value in excess of twenty-five dollars ($25.00) from any person, firm, or corporation doing business with, or seeking to do business with the City during the term of office or during the employment of such employee of the City and in connection with such office or employment, except as may be authorized by the City Manager and/or City Council on behalf of the City or its benefit.

B. Under no circumstance shall cash be accepted as a gift.

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C. Employees of the City who are employed, directly or indirectly, by any person, firm, or corporation doing business with, or seeking to do business with the City shall not in any manner participate in any discussion or decision of any agency, board, commission, or instrumentality of the City having to do with the business done or sought to be done with the City by such person, firm or corporation without first declaring publicly such employment.

D. Employees of the City shall not solicit, accept or engage in outside employment or enter into any contract or business relationship which would impair independence of judgment in, or the faithful performance of their official duties, that results in a conflict of interest with their duties as an employee of the City.

VII. Secondary Employment

A. Outside employment is not expressly prohibited by the City, but the full-time position the employee holds with the City shall take precedence over any other occupational involvement of the employee. Employees of the City shall not engage in any occupation or outside activity which interferes with their employment with the City or presents a conflict of interest.

VIII. Payday

A. Employees are paid on a biweekly basis on Friday. Pay dates falling on a City- designated holiday shall be scheduled for the preceding business day.

IX. Dress Code

A. This policy is designed to ensure that all employees project a professional image for our customers, the citizens of Diboll, as well as other visitors. This policy applies to all permanent and temporary employees. Employees in violation of this policy may be sent home. Under such circumstances, nonexempt employees shall not be paid for work time missed.

B. Employees of the City are expected to dress in a professional manner, practice good grooming and hygiene, and maintain a neat and clean appearance in good taste.

C. The City recognizes that different styles shall be necessary depending on changes of seasons, degree of customer contact, the nature of the work, and safety issues.

D. Casual or themed days may be authorized by the City Manager.

E. Attire and hygiene may be deemed appropriate or inappropriate based on Department Head discretion.

F. Each Department Head is responsible for implementing the dress code policy and communicating it to their employees. Departmental dress codes may be more restrictive than the policy. Exceptions to the dress code may be approved by the Department head or City Manager under certain circumstances, including a special departmental event, holiday weeks, etc.

G. Clothing should not be revealing in any manner. This includes body-hugging, sheer, strapless, or low-cut attire.

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H. Shirts and/or blouses should not be low cut or backless and should not reveal the midriff area or undergarments.

I. City uniform or logo shirts are not to be worn outside of working hours. An exception is made when employees are not working, such as on breaks, heading to and from work, or if the City logo can be covered up. No City uniform or logo shall be worn while purchasing or consuming alcohol.

J. Hair styles and colors must be appropriate to the work environment. Extreme hairstyles such as unnatural colors i.e., green, blue, purple, etc.

K. Visible tattoos, body jewelry or body modifications that could be deemed offensive, inappropriate, or do not project a professional image are prohibited.

L. Questions about proper attire should may be directed to the employee's Department Head, Human Resources or City Manager.

X. Bar from Employment

A. An applicant or employee who is separated or resigns in lieu of separation from employment for gross misconduct such as fraud, theft, harassment or discrimination may be barred from employment indefinitely.

XI. Nepotism

A. This section refers to the practice of favoring relatives, roommates or cohabitants over others.

B. Relatives Defined:

1. Relatives include, but are not limited to, the first, second, and third degree of consanguinity (blood); adoption; and the first and second degree of affinity (marriage).

    i. Persons related through the third degree of consanguinity (blood relation) include:

        a. FIRST DEGREE – father, mother, daughter, son.

        b. SECOND DEGREE – brother, sister, grandparent, grandson or granddaughter.

        c. THIRD DEGREE – uncle, aunt, niece, nephew, great grandparent, great grandson, or great granddaughter.

    ii. Persons related through the second degree of affinity (relative through marriage) include:

        a. FIRST DEGREE – husband, wife, son-in-law, daughter-in-law, mother-in- law, father-in-law, stepmother, stepfather, stepson, stepdaughter.

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b. SECOND DEGREE – brother-in-law, sister-in-law, or spouse's grandparent, grandchild, step-grandparent, stepsister or stepbrother.

2. Cohabitants are persons who live together in a sexual relationship but are not married, nor are declared to be married.

3. Roommates are anyone sharing the same residence in a non-sexual relationship.

C. General Provisions:

1. No applicant or employee may be hired, transferred or promoted into a position which would cause them to be regularly in the direct line of supervision of a relative, cohabitant or roommate.

2. All internal and external applicants must, at the time of application/hire, disclose the name(s) of any relative(s), cohabitant or roommate serving as elected City officials or currently working for the City in any capacity.

   i. Nondisclosure of this information shall be deemed as falsification of an application and shall result in non-consideration for a position or termination if the person has already been placed on the payroll. In the case of collusion, the current employee who is a relative shall be disciplined up to and including termination.

3. No relatives, cohabitants, or roommates shall be placed in positions allowing for financial signature approval of any purchasing or payroll transactions for one another.

   i. In the case where business demands require indirect or temporary supervision of relatives, the Department Head of the employees is responsible for establishing a process of auxiliary review for the affected employees to include review and signature authority over timesheets, purchase orders and any other action where a conflict could arise from the reporting relationship of family members.

4. The hiring and promotion of relatives shall not be allowed if that action creates a conflict of interest for the City as determined by the City Manager. When any relationship through blood, marriage, cohabitation or roommate presents a conflict of interest for the City, the City reserves the right to take appropriate action to eliminate the conflict.

5. Any relationship that creates a disruption to the work environment during or following that relationship may be addressed in the disciplinary policy.

6. Should a relationship develop that presents a conflict of interest for the City, the following procedures apply:

   i. One of the employees must resign his/her position and may apply for another position within the City through the established employment process.

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ii. The decision as to which employee shall vacate his/her position shall, initially, be left up to the affected employees.

iii. The affected employees shall be given thirty (30) calendar days to decide and vacate the position. If the affected employees do not make a decision as to who should vacate within the 30 calendar days, the Department Head shall notify the employee with the least seniority based on hire date that he/she must vacate their position.

XII. Residency Requirements

A. All Department Heads shall live within 30 miles of the Diboll City limits unless released or extended upon majority vote of the City Council.

B. Employees allowed take home vehicles may be required to reside within a reasonable mileage from the City as determined by the City Manager.

XIII. Overtime and Compensatory Time

A. Definitions for this section:

1. Exempt employees are defined by the Fair Labor Standards Act (FLSA) as salaried employees who, based on their duties and salary level, are ineligible to receive overtime, even if hours worked exceed 40-hours per week.

2. Non-exempt employees, as defined by the FLSA, are employees who are paid hourly and do not meet the salary and duties requirements of an exempt employee.

B. For all scheduled and approved time worked in excess of a regular work week, compensation shall be at the rate of one and one-half time the employee's regular base pay rate. Overtime, when ordered for the maintenance of essential City functions, shall be allocated as evenly as possible among all employees qualified to perform the work.

C. Overtime pay shall be paid for all time worked over the employee's normal work week schedule unless the employee is exempt from overtime pay eligibility. No sick time or time traveling to and from schools, conferences, or seminars shall be considered when determining overtime pay.

D. Exempt employees may flex their working schedule to accommodate a work week in excess of 40 hours.

E. Supervisors may implement an On-Call policy for their respective departments. All On-Call policies must be approved by the City Manager and made available to all employees subject to the On-Call policy. Some On-Call policies may include On-Call Pay as approved by the City Manager.

XIV. Work Period and Schedules – Police

A. The Police Chief or his designee sets the work schedule for police personnel and notifies them in advance of their schedule assignments.

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B. The City has chosen to establish an extended work period under § 553.201 Statutory provisions: section 7(k) of the FLSA (Fair Labor Standards Act). This act provides that employees engaged in law enforcement may be paid overtime on a "work period" basis. A "work period" may be from 7 consecutive days to 28 consecutive days in length. For work periods of at least 7 but less than 28 days, overtime pay is required when the number of hours worked exceeds 171 hours in a work period of 28 days. Therefore, City of Diboll law enforcement personnel shall receive overtime after 84 hours worked during a 14-day work period.

C. Each Officer is limited to 30 minutes for a meal during the shift. During this meal time, the officers are required to remain in contact with the department: therefore, the meal break counts as "hours worked" under FLSA.

XV. Termination Pay

A. Upon separation from employment, employees shall be paid any hours worked and overtime compensation due.

B. Only employees who have completed one (1) year of continuous employment shall be paid for unused vacation time earned.

C. No pay is provided for unused sick leave.

D. Any indebtedness to the City which the employee might have incurred shall be deducted from his or her final paycheck. Final paychecks may be held and processed during the next scheduled processing period.

E. If any employee dies while employed by the City, the City shall pay the beneficiary any unpaid pay, unused vacation and accumulated benefits as applicable to normal payouts.

XVI. Acting Pay

A. Acting pay may be authorized by the City Manager at the request of a Department Head. Acting pay is only considered for a full-time employee to be temporarily promoted to a higher-level position, and should typically be for a duration of more than two weeks.

B. Occasional or short-term help provided to cover higher level duties does not necessarily qualify for acting pay.

C. Such acting pay is typically only authorized for a high level or key position which is necessary to maintain safe, efficient and effective operations.

D. Employees who are temporarily assigned to a higher-level position must be qualified to perform.

XVII. Recruitment

A. General Information

1. Positions may be filled resultant from two different methods:

i. External applicants.

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ii. Internal applicants via a promotion, demotion or transfer for employees qualified to perform the position to which they are moving or interested.

a. Promotion: movement of an employee from a lower pay grade or position to one in a higher position, grade, duties and responsibilities in the organization. This usually involves an increase in pay.

b. Demotion: assignment of an employee from a higher pay grade or position to one in a lower position, grade, duties and responsibilities in the organization. This may be disciplinary or non-disciplinary, at the employee's request, or as an alternative to a reduction in force affecting the employee. This may result in a decrease in pay to remain equitable to other similarly situated employees.

c. Transfer: reassignment of an employee from one position to another that have similar responsibilities, authority, and in the same pay range/grade. Transfers can be done administratively at the discretion of the department head, or with authorization from the City Manager if between departments.

B. Vacancy/Job Posting

1. Department Heads shall notify Human Resources as soon as they determine a vacancy exists.

2. A personnel action form should be completed to notify Human Resources of the position, vacancy date, date needed to be filled, and any posting requests.

3. Human Resources shall properly post all open positions.

4. Promotions: For promotional opportunities, Department Heads may choose to only open the position to internal candidates. Internal candidates are considered an existing employee.

C. Applications and Disqualifiers:

1. Each Department Head shall receive applications, review candidates, conduct interviews and other activities related to the recruitment process for their department positions.

2. Applicants may be required to complete additional forms or take job related examinations such as oral, written or skills testing if requested by the hiring supervisor.

3. Applications may be considered incomplete and removed from consideration if:

i. Responses have not been provided to all entries on the employment application and supplements,

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ii. The applicant has not signed and dated all designated areas, or necessary diplomas, licensure, certification, or other requested documents have not been furnished as requested by the hiring manager.

4. Any applicant who is found to have made a false statement or who has practiced any deception, fraud, or misconduct in connection with his/her application, examination or appointment may be removed from further consideration, or if already working, be subject to disciplinary action up to and including termination.

5. Falsification of the application by failing to fully disclose information relating to criminal convictions shall result in automatic disqualification from employment; and may result in termination of employment if the employee is already hired when the falsification is discovered.

6. The City shall conduct criminal history records checks on all selected applicants, including those in part-time, seasonal, temporary and volunteer positions. The City Manager has the authority to waive or modify any testing requirements for temporary, seasonal, volunteer or other such positions that are not full time.

7. The criminal history is only one of several factors considered in the application and hiring process and does not automatically disqualify a candidate.

8. Department Heads shall not hire, promote, transfer or allow an employee to begin working without City Manager authorization.

D. Conditional Job Offer:

1. Once a final candidate is selected, the hiring manager may make a conditional job offer. Once the conditional job offer is made, the employees filling a safety and/or security sensitive position shall be required to complete a drug and alcohol screen at a City designated testing site. Medical examinations may be required for some positions as determined appropriate by the City.

2. The selected candidate shall undergo any of the following job-appropriate background checks: reference/prior employment check, criminal history, motor vehicle, credit check as determined appropriate by the City.

3. All conditional job offers are contingent upon the satisfactory completion of the testing and background checks and verification of information listed on the application. Refusal to take a drug test, physical examination or work fitness test shall result in automatic removal from further hiring consideration.

E. On-boarding:

1. Departments are responsible for covering department-specific orientations to advise new or transferred employees of any specific procedures or practices such as explaining working conditions, teaching proper use of equipment, and scheduling employees to attend new employee orientation.

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XVIII. Probationary Period

A. All employees must fulfill a minimum ninety (90) day probationary period starting from the date of employment.

B. All Police Sworn Personnel must fulfill a minimum six (6) month probationary period starting from the date of employment.

C. All employees who are promoted shall serve a ninety (90) day probationary period from the date of promotion.

D. All Police Sworn Personnel who are promoted shall serve a six (6) month probationary period after the date of the promotion.

E. The City reserves the right to terminate the probationary employee's service on the basis of unsatisfactory performance or on the basis of other reasons deemed sufficient by the City.

1. If the employee is terminated during the probationary period, there is no appeal right except on the grounds of discrimination or harassment. Such appeal must be filed within five (5) business days of the termination.

2. Promoted employees who fail the probationary period in the new position may be returned to the former position if the vacancy still exists and the Supervisor approves the reinstatement. Reinstatement to the former position is an option, not a requirement.

F. All employees who have completed the required probationary period shall receive a probationary period evaluation.

G. Probationary periods may be extended.

XIX. Annual Evaluation Policy

A. This policy is intended as a supplement to, not a substitute of, timely coaching and correction of employees as needed. Evaluations must be a consistent and continuous endeavor of all supervisors.

1. Evaluations shall be completed for all full-time employees who have a minimum of (1) one year of continuous employment with the City.

2. Evaluations shall consist of a written review of each employee and a verbal consultation discussing the written review.

3. The written review portion of annual evaluations shall be placed in the employee’s personnel file.

4. Evaluations of employee’s shall be completed by the immediate supervisor and approved by the appropriate Department Head prior to the verbal consultation.

5. Evaluations of Department Heads shall be completed by the City Manager.

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6. Evaluation of the City Manager shall be completed by the Mayor and City Council.

7. Evaluations shall be completed each January.

XX. Administrative Team Evaluation Policy

A. This policy is intended as an opportunity for employees to formally evaluate the Administrative Team. This is not a substitute to members of the Administrative Team making themselves available to employees with questions, concerns, etc. throughout the year. See Section 4. II. Grievance/Appeals for matters that require prompt attention.

1. Evaluations may be voluntarily completed by full-time employees who have a minimum of (1) one year of continuous employment with the City.

2. Digital copies shall be emailed to all employees with City of Diboll email addresses and distributed via hard copy by Department Heads.

3. Current members of the Administrative Team shall be listed on the evaluation form.

4. Evaluations shall consist of a written review of the Administrative Team submitted anonymously via drop box at City Hall.

5. Evaluations shall be completed each January.

XXI. Time Clock

A. Hourly employees may be required to utilize the appropriate time clock for their department.

B. If an employee must leave work for any reason including their lunch break, they must clock-out upon leaving and clock-in upon return. Prior to leaving, supervisor approval must be given.

XXII. Meal Periods

A. Supervisor Responsibility

1. Supervisors are responsible for scheduling the time for employee rest, meal and lactation breaks and should take into consideration the work load and nature of the job performed.

2. Whenever necessary, the supervisor may change the frequency and length of rest breaks.

B. Meal Periods

1. Full-time employees, are provided one unpaid meal break near the middle of the workday. Meal break length is determined by Supervisor to ensure proper performance of the work responsibilities and work schedules of each department.

2. Meal periods may be staggered by the Supervisors in order to minimize departmental interruption.

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3. Supervisors shall provide employees with the starting and ending times for their specific meal periods.

4. Employees shall be relieved from work responsibilities during unpaid meal breaks. Employees may not extend meal breaks beyond their assigned period, without express approval from their supervisor.

XXIII. Mother Friendly Worksite

A. The City shall provide working mothers with a reasonable amount of break time to breastfeed or express breast milk during the workday. Employees may use their normal meal or rest break time to breastfeed or express breast milk. If more time is needed beyond the normal breaks provided, a supervisor shall to arrange additional lactation breaks throughout the day.

B. This policy specifically prohibits:

1. Adverse employment actions of any kind as a result of time used for lactation.

2. Acts of discrimination or retaliation against lactating mothers or those who may become lactating mothers.

3. Disapproving comments or criticisms of staff who use time for lactation.

4. Jokes, comments, or ridicule that may result in embarrassment for a lactating mother or other staff.

C. Breastfeeding in Public Space

1. In accordance with Texas Health and Safety Code § 165.002, City of Diboll recognizes that a mother is entitled to breastfeed her baby in any location in which the mother is authorized to be. Mothers opting for more privacy may use designated private rooms for breastfeeding.

D. Private Room

1. The City shall provide a private space, other than a bathroom, for lactating mothers to express milk. The space shall include access to a nearby source of running water and a sink and a hygienic storage alternative (e.g., refrigeration or the employee's own cooler with an ice pack) for the mother's milk. In field locations with limited space options, the site supervisor must work with the lactating mother to identify feasible space and coordinate priority use of that space.

E. Employee Responsibilities

1. Employees who wish to express milk during the workday shall coordinate with their supervisors as needed so they can work together to satisfy the needs of both the employee and the City.

2. Employees must provide their own equipment and supplies for milk expression. Employees must keep their equipment in a safe place. The City shall not replace any equipment that is lost or stolen.

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3. Breastfeeding mothers must provide their own containers to store breast milk. All expressed breast milk must be taken home each night.

4. Employees must keep the room clean and sanitary for the next user.

XXIV. Computer, Internet, & Electronic Communications Usage

A. General Usage

1. Electronic messages include texts, emails, messages via social media platforms, etc.

2. Electronic messages should only be accessed by parties they are intended for.

3. Employees shall be cautious when opening electronic messages received from unknown senders as these may contain viruses, email bombs, or Trojan horse codes.

4. Employees shall not send sensitive information over unknown or uncertain email locations or broadcast channels.

5. Employees must not use e-mails to conduct financial transactions on behalf of the Organization unless explicit permission has been obtained from management and the necessary security controls is in place.

6. Access to email accounts for individuals no longer with the City will be promptly disabled immediately.

7. Explicit management consent is required before an e-mail or system administrator may access e-mail messages that are not his/her own.

B. User Identity

1. Employees must not use a user or messaging account assigned to another individual.

2. Employees must not use any City software or City account login information assigned to another individual.

3. Employees must not allow anyone else to send messages using his or her accounts.

4. Misrepresenting, obscuring, suppressing, or replacing a user's identity is forbidden.

5. Employees should not use private messaging platforms for official City communication purposes.

C. Expectation of Privacy

1. Electronic messages sent or received regarding City business, including on personal devices, are considered to be Public Information and therefore subject to disclosure or release to the public per requirements of the Texas Public Information Act.

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2. Employees expressly waive any right of privacy in anything they create, store, send, or receive on a City device or through the City Internet or through any City computer network.

3. The City has the right, but not the duty, to monitor any/all aspects of its computer system, including, but not limited to, monitoring sites visited by employees on the Internet, monitoring social media, chat groups and newsgroups, reviewing material downloaded or uploaded by employees to the Internet, and reviewing electronic messages sent and received by employees.

D. Usage Accountability

1. Electronic messages generally must be used only for City activities. Incidental personal use is permissible so long as it does not consume more than a trivial number of resources, does not interfere with user productivity, and/or does not pre-empt any City activity.

E. Prohibitive Usage

1. Employees shall not send electronic messages containing profanity, seditious content, language or images of defamatory nature or other unlawful or inappropriate remarks.

XXV. Personal Social Media Usage

A. Employees are free to express themselves as private citizens on their personal social media sites or web logs (blogs). However, employees are prohibited from using language or images that are obscene or sexually explicit, or that ridicule, malign, disparage, or otherwise expresses bias, or implies violence or physical harm against any person or group based on race, gender, religion, national origin or other protected characteristic.

B. Any person identified as an employee of the City on a publicly accessible site is also expected to maintain an online image that would encourage the public to have confidence in that employee. To this end, employees shall not post subject matter containing images or statements suggesting that the employee has engaged in theft, public intoxication, illegal drug activity, or other criminal behavior. Additionally, employees are prohibited from engaging in defamatory speech. Individuals who violate this policy may be subject to disciplinary action up to and including termination of employment.

XXVI. Tobacco Use

A. This directive applies to all employees of the City, including volunteer, seasonal, contractor, temporary, full time or part time.

B. The term "tobacco product" means any product made or derived from tobacco that is intended for human consumption, including any component, part, or accessory of a tobacco product. This includes, among other products, cigarettes, cigarette tobacco, smokeless tobacco, and any electronic delivery devices such as electronic cigarettes and vapor cigarettes.

C. The term “City operated facilities and buildings” includes all buildings, parking lots, grounds, sidewalks or other areas surrounding the worksite.

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D. The term "City vehicles and motorized equipment" includes all City-owned and operated automobiles, motorcycles, mobile equipment, including but not limited to tractors, riding lawnmowers, backhoes, etc.

E. The use of all tobacco products is prohibited in/around any City operated facility and/or buildings or when performing job duties or operating City vehicles and/or motorized equipment.

F. Use of tobacco products are not allowed around or within a hazardous range of flammable liquids or highly volatile substances.

G. Supervisors are responsible for seeing that employees in their areas comply with this policy. Employees who are in violation of this policy may have disciplinary action taken against them up to and including termination.

XXVII. Reduction in Force

A. Reduction in Force (RIF) is the elimination of a position or dismissal of an employee because of a change in a City program, a departmental reorganization, a budgetary restriction, the expiration of a grant or contract, or in the event of a financial or other urgency.

B. Department Heads shall be strictly prohibited from sharing any information about the RIF until specifically authorized to do so by the City Manager. Any breach of sensitive information determined may result in disciplinary action up to and including termination.

XXVIII. Exit-Processing

A. Purpose

1. The purpose of this directive is to establish a process to be followed whenever an employee separates employment from the City.

B. Resignations

1. A minimum of a two-week notice is expected for employees resigning from the City.

2. An earlier notice is desirable for employees who resign from highly skilled, executive, or technical positions or where replacement may require extensive recruitment.

3. Resignation letters are considered accepted when submitted to a supervisor or supervisor's designee.

4. An employee resignation cannot be withdrawn without City Manager authorization.

5. An employee who resigns, then demonstrates a poor attitude, work ethic, or undesirable work habits may be required by the supervisor to end employment prior to the resignation date. In such cases, the resignation date may be adjusted to the day released due to employee's actions.

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C. Involuntary Terminations

1. Involuntary terminations shall be reviewed with the City Manager prior to termination.

D. Procedures

1. All exiting employees must go through exit-processing with Human Resources to ensure that s/he receive any required federal, state or local benefits, retirement or other such notices.

2. Employees must return all City property in his or her possession; failure to do so may result in monies withheld from final pay, final pay being withheld until the processing date, and or legal action by the City.

3. Supervisors must complete exit-processing checklist from Human Resources noting what City property has or has not been turned in by the employee.

4. Supervisors must forward a copy of the exit-processing checklist and the resignation/termination letter to Human Resources as soon as possible and prior to separation of the employee.

5. Employees terminated for cause may not return to their work area.

    a. The supervisor shall set a time to collect personal belongings.

    b. This shall always be supervised, and the supervisor has the right to review any property the employee is removing to ensure it is personal and not City property.

6. The employee should call or email Human Resources to schedule the exit-processing on or near their last day.

SECTION 3: Benefits

I. Benefit Plans offered by the City

A. The City shall offer medical or other such benefits at its discretion.

1. For details of coverage, see City's Benefits Summary.

2. This insurance is effective so long as the employee remains on the full-time payroll.

3. Benefits determined by the City; including plans, coverage, eligibility, cost, and effective dates are at the sole discretion of the City and may be modified, added, or dropped by the City as deemed necessary.

B. Additional supplemental or "voluntary" insurance coverage for employees and members of their families may be offered by the City and shall be communicated if such benefits are instituted, added or changed. Supplemental or "voluntary" benefits are paid 100% by the employee.

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II. Workers Compensation

A. In cases of job-related injuries, provisions and benefits available under workers' compensation are activated.

B. Employees must notify their immediate supervisor in writing within 24 hours of an injury or illness that is job-related.

III. Social Security

A. Employees of the City are covered under the Federal Insurance Contribution Act (FICA).

IV. Unemployment

A. Employees of the City are covered under the Texas Unemployment Compensation Insurance program and the Federal Unemployment Tax Act (FUTA).

V. Holidays

A. All full-time employees are eligible for Holiday Pay for the following fourteen (14) days: New Year's Day, Martin Luther King, Jr. Day, Presidents' Day, Good Friday, Memorial Day, Juneteenth, Fourth of July, Labor Day, Veterans' Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve, Christmas Day and an 8-hour Floating Holiday.

B. Any other day as declared by the City Manager and/or City Council as a designated City Holiday.

C. Full-time employees shall receive Holiday Pay for their regularly scheduled shift on the day the holiday is observed.

D. Full-time employees who are scheduled to work on the day a holiday is observed, or called into work on the day a holiday is observed, shall be compensated with time and one half overtime for all hours physically worked.

E. Full-time employees whose regularly scheduled day off coincides with the day a holiday is observed shall receive paid Holiday Leave hours equal to a regularly scheduled shift. Paid Holiday Leave must be used within one (1) year or the hours shall be lost.

F. Unless prior approval has been received from the department head, employees are required to work their regularly scheduled shift before and following an observed holiday to be eligible for Holiday Pay and/or paid Holiday Leave.

G. Employees who call in sick for their regularly scheduled shift before and following an observed holiday may be required to provide a doctor's note to be eligible for Holiday Pay and/or paid Holiday Leave.

H. For holidays that fall on a Saturday or Sunday, it is the City Manager's discretion to choose which day the holiday shall be observed.

I. Floating Holiday Leave shall be equal to an employee's regularly scheduled shift for the day off requested.

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J. Floating Holiday leave shall be issued on January 1st and expire on December 31st.

K. Unused Holiday Leave hours are not paid out upon separation from employment.

VI. Vacation Leave

A. Full-time employees with less than one (1) year of service shall earn forty (40) hours of vacation leave per year. Employees who have completed one (1) year of continuous service with the City, but less than five (5) years of service, shall earn eighty (80) hours of vacation per year. Employees who have completed five (5) years of continuous service with the City, but less than fifteen (15) years of continuous service, shall earn one hundred twenty (120) hours of vacation leave per year. Employees who have completed fifteen (15) years of continuous service with the City shall earn one hundred sixty (160) hours of vacation leave per year. Salaried department head vacation annual earning rate shall be determined by the City Manager.

B. Vacation accrual and leave shall be administered according to the following:

1. <1 years of employment: 1.5384 hours per pay period
2. 1-5 years of employment: 3.0769 hours per pay period
3. 5-15 years of employment: 4.6153 hours per pay period
4. 15+ years of employment: 6.1538 hours per pay period

C. An employee shall be allowed to use vacation leave after completing ninety (90) days of continuous, full-time service with the City.

D. Vacation leave shall not be earned for any month during which the employee is not in a full-time pay status for more than half the standard number of paid days for his/her position.

E. No employee may have more than one hundred sixty (160) hours of vacation leave to his or her credit at any time.

F. Official holidays occurring during a vacation shall not be charged to vacation leave.

G. Vacation leave may be taken in one-hour increments with the approval of the department head.

H. Vacation leave may not be advanced to employees.

I. With approval of the City Manager, leave credits for vacation may be transferable between employees in the event that the transferring employee wishes to benefit another employee who has contracted an illness requiring the employee to deplete his or her sick and vacation accruals.

J. A supervisor may approve or reject a vacation request dependent upon minimum staffing or other departmental needs.

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K. Vacation leave may not be used in lieu of the termination notice. Payment upon separation from employment shall be made for unused vacation leave only after twelve (12) months of continuous service and shall be paid based on the final completed work cycle.

VII. Sick Leave

A. Full-time employee shall earn 3.6923 hours bi-weekly of sick leave hours.

B. An employee shall be allowed to use sick leave after completing ninety (90) days of continuous, full-time service with the City.

C. Sick leave shall not be earned for any month during which the employee is not in a full-time pay status for more than half the standard number of paid days for his/her position.

D. No employee may have more than four hundred twenty (420) hours of sick leave to his or her credit at any time.

E. Sick leave may not be advanced to employees unless authorized by the Supervisor.

F. Employees shall be charged sick leave based on the hours taken or the total hours they are scheduled to work on that day if absent a full day.

G. Sick leave may be used for an employee's illness or to care for a spouse/child/parent, non-work-related injury or health-related appointments that cannot be reasonably scheduled during non-working hours. An employee can use sick leave to take their pet to a veterinarian. A payment receipt is required to use sick leave for your pet.

H. Excessive use, misuse, misrepresentation and/or abuse of sick leave benefits is grounds for disciplinary action up to and including termination.

I. Departments may request a doctor's note or other verification if deemed warranted in any case. Employees shall provide a doctor's note for any absence greater than 3 consecutive workdays. Failure to do so may result in dismissal, suspension and/or forfeiture of such pay.

J. Unused sick leave is not paid out upon separation from employment.

VIII. Family Medical Leave Act (FMLA)

A. As a public agency, the City shall provide FMLA leave for all employees who qualify under the Family Medical Leave Act.

B. Employees must apply for FMLA leave with the City Secretary thirty (30) days in advance of the need to take FMLA leave. If thirty (30) days is not possible, applications must be submitted within twenty-four (24) hours of the need arising.

C. Employees who qualify for absence under the provisions of FMLA shall first be required to utilize all accumulated leave prior to starting an unpaid absence.

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IX. Bereavement

A. All full-time employees may be granted leave with pay for a period not to exceed three (3) work days to attend a funeral and handle the necessary family details in case of death in their immediate family or other relative living in the same household.

B. Immediate family for the purposes of this leave, include spouse, son, daughter, mother, father, mother-in-law, father-in-law, employee's grandparents, brother, sister, brother-in-law and sister-in-law.

X. Special Leave

A. Leave with pay may be granted by the City Manager as deemed appropriate.

B. The City Manager may authorize other leave without pay for other conditions not specifically noted herein. Employees taking leave without pay shall not lose or gain seniority. All employee benefits with the exception of vacation and sick time accruals shall remain in effect during periods of authorized leave without pay.

XI. Confidentiality of Medical Information

A. Federal law requires that the City maintain all employee medical information in separate, confidential files. Therefore, in addition to personnel files, the City maintains a separate medical file for each employee.

XII. Group Health Continuation Coverage

A. COBRA is a federal law that requires most employers who sponsor group health plans to offer employees and their families the opportunity to temporarily extend their group coverage at group rates in certain instances where coverage under the employer's group health plan would otherwise terminate. The employee is responsible for paying for the total cost of any such continuation coverage plus a 2% administration fee (102% total of the employee and City portion combined).

B. Employees must notify the City within 60 days of the occurrence of the employee's legal separation or divorce and of a covered dependent ceasing to qualify as a dependent under the medical plan.

XIII. Education, Certifications and Licenses

A. The City shall reimburse an employee for certifications, licenses or continuing education if such is:

1. Required for the position by another entity (such as the State of Texas or TCEQ) in order for the employee to be able to perform certain functions of his/her position (such as a water quality or signal technician license).

2. Not required, but is directly relevant to the position for which the employee is occupied and obtaining such would add value to the employee and the City.

3. And approved by the City Manager.

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B. Approvals for licenses, certifications and continuing education are at the discretion of the City Manager and may change without notice.

XIV. Longevity Pay

A. Longevity begins to accrue at a rate of $4.00 per month after the first year of employment. The maximum allowed for longevity is $1200.00 per year.

B. Payouts are made in the month of November each year.

C. Payouts are calculated based on prior fiscal year.

D. In order to be eligible to receive the end of fiscal year payout, the employee must be in active status during the first payroll period of November of that year.

XV. Retirement

A. All full-time and part-time employees budgeted and scheduled to work at least 1,000 hours per year at the time of their employment shall become members of the Texas Municipal Retirement System.

1. Seven (7) percent of the employee's gross wages shall be deducted each pay period for deposit into the system.

2. The City shall contribute a 2:1 match in the system to be credited toward the employee's retirement fund.

XVI. Jury Duty

A. Employees receiving a jury duty summons are expected to fulfill their obligation of citizenship by serving when called.

B. Employees who are subpoenaed as witnesses for the City or as an expert witness shall be excused from duty for the amount of time necessary to attend the jury selection process and/or service.

1. Employees must notify the supervisor as soon as notice is received and shall receive regular pay during such period required to be in attendance for jury selection, service, and/or witness testimony.

2. Supervisors shall require the employee to provide an official Certificate of Attendance.

XVII. Registered Voter

A. Employees on duty on the date of any national, state, or local election and who are eligible to vote in such elections shall be granted time off without the loss of pay or benefits to exercise this right if they cannot reach their polling place outside of working hours. Evidence of voter registration and voting may be required by the supervisor.

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XVIII. Military Leave

A. Covered Employees

1. The City complies with all state and federal laws relating to employees in reserve or active military service and does not discriminate against employees who serve in the military.

B. Notice to City of Need for Leave

1. Employees must provide written notice within twenty-four (24) hours of receiving military orders to the City for all military duty.

2. To be eligible for paid military leave, employees must complete and submit a military leave request along with the official documents setting forth the purpose of the leave and, if known, its duration within seventy-two (72) hours of receiving military orders.

C. Paid and Unpaid Leave for Training and Duty

1. Employees shall be paid for military absences of up to a maximum of 15 work days per fiscal year.

2. Employees who have exhausted all available paid military leave may use vacation leave, physical fitness leave, compensatory time or donation day leave.

3. After an employee has exhausted all available paid, the employee shall be placed on leave without pay.

XIX. Health Insurance Portability and Accountability Act (HIPAA)

A. The City shall make every reasonable effort to remain compliant with HIPAA and requires all employees to do the same.

XX. Guarantee of Benefits

A. The City retains the right to modify or discontinue any and all benefits at any time if the City deems necessary.

SECTION 4: Employee Relations

I. Discipline and Performance Management

A. General Guidelines

1. Supervisors are expected to use “Progressive Discipline” to communicate expectations in a professional and respectful manner.

2. Progressive discipline establishes formal levels of discipline to correct discipline problems with fairness and consistency.

3. Supervisors may skip levels of suggested progressive discipline in instances where the behavior, pattern or incidents are severe enough to warrant such.

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4. The following criteria should be used to help determine which level of discipline to use:

    i. Severity and kind of offense(s),

    ii. Impact of the offense(s) on other employees and/or operations in the City,

    iii. Employee's length of service and work record,

    iv. Period of time since counseling and/or coaching or previous disciplinary action, if any, and past disciplinary actions taken City-wide for similar offense(s).

5. Ignorance of the rules and regulations is not an excuse or justification for any violation of them by an employee. Employees are responsible for their own behavior and acts. An employee shall not attempt to shift the burden of responsibility for executing or failing to execute the employee's assigned instructions or responsibilities.

B. Grounds for Discipline

1. The City shall not take corrective or disciplinary action against an employee except for just cause, as defined below. The below examples are not all-inclusive and other behaviors or performance issues may warrant discipline at the discretion of the Supervisor.

2. Job Performance

    i. Inefficiency, incompetence or negligence in the performance of duties

    ii. Misuse of City time, equipment, materials, or property

    iii. Failure to assist the public and notify Supervisor

    iv. Failure to obtain or maintain a current license or certificate required as a condition for performing essential functions

    v. Conducting outside business while on duty

    vi. Failure to report incidents to Supervisor involving injury and/or damage to property

    vii. Incurring unauthorized expenses and/or duties under the name of the City of Diboll

    viii. Unsafe and/or illegal operations of vehicles, equipment, and/or tools

    ix. Violation of confidentiality or disclosing confidential information.

3. Attendance

    i. Failure to begin work at the designated start time or to call in when the employee is unable to work for any reason

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ii. Absence from three (3) consecutive scheduled work shifts without Supervisor notification and approval with or with/out plans to return and without formal submission of a notice of resignation shall be considered job abandonment and may result in termination of employment

iii. Misuse of authorized leave, including engaging in extra duty employment or any other actions that are inconsistent with the stated reason for taking paid or unpaid leave

iv. Absence without Supervisor approval

v. Frequent leave may be subject to review by the Supervisor and may result in disciplinary action.

4. Personal Conduct

i. Unbecoming conduct and/or conduct prejudicial to good order, both on and off the job, that could bring the City into disrepute or which reflects discredit upon or which impairs the operation of the City

ii. Participation in any incident involving immoral conduct or moral turpitude which causes the City or department to be brought in to disrepute.

iii. Inter-office dating that creates a disruption to the work environment during or following that relationship and which falls outside provisions outlined in the policy.

iv. Harassment or discrimination as defined in these policies, see Section 4. III. Discrimination/Harassment

v. Fraudulent employment by willfully misrepresented or omitted facts concerning personal, educational, employment history, qualifications for employment, physical condition and/or criminal history

vi. Intentional manufacture, falsification, destruction or withholding of information or knowingly making false accusations

vii. Failure to submit to tests upon the order of the Department Head or Human Resources

viii. Provoking or engaging in disorderly conduct while on duty, on City property or in City uniform

ix. Horse playing including rough or boisterous play while on duty, on City property, or in City uniform

x. Fictitious illness or injury reports intended to deceive

xi. Unauthorized use of information systems for anything other than official City business.

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xii. Insubordination: disobeying a supervisor's order; clear defiance of City or Departmental directive, rule, or regulation; criticizing or arguing with a supervisor in public or in front of other employees; blatantly ignoring supervisor's instructions; disrespect toward a supervisor including tone of voice, and facial expressions; or leading/ participating in an effort to undermine the supervising authority or refusing to accept a reasonable work assignment.

xiii. Failure to truthfully answer questions or to provide information relative to City operations upon request of a supervisor

xiv. Possession of prohibited weapons, explosives, or fireworks on City property unless otherwise authorized by the City Manager, see Section 6. III. Firearms Policy

xv. Misuse of City fund

xvi. Negligent or willful damage or destruction to property

xvii. Using City equipment or property for personal use

xviii. Willful acts of any kind that would endanger lives and/or damage property.

xix. Reporting to work under the influence of alcohol, illegal use of drugs, possession, sale, manufacture or use of illegal drugs or other actions violating City drug policies

xx. Discourteous treatment of the public or another employee

xxi. Failure to notify Supervisor within 24 hours of being arrested or charged with any crime other than a minor traffic violation; for purposes of this policy, a “criminal charge” occurs when an individual is officially charged with a criminal offense by the prosecuting agency

C. Progressive Discipline

1. Coaching: an everyday activity performed by supervisors to teach and show employees how to perform their jobs properly. Coaching is not a formal level of discipline.

2. Verbal Counseling: the first step in the performance improvement/discipline process. This is a discussion with the employee which is then documented and placed in the supervisor’s file, but not sent to Human Resources for the employee’s file.

3. Written Reprimand: required when an employee's commitment to improve is not immediately met and sustained following verbal counseling or an initial infraction of nature and seriousness that justifies a written reprimand. The written reprimand, known as the “Employee Disciplinary Action Form,” is signed by the employee and a copy is sent to Human Resources to be placed in the employee’s personnel file.

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4. Termination / Suspension: required when an employee's commitment to improve is not immediately met and sustained following a written reprimand or an initial infraction of nature and seriousness that justifies termination or suspension.

D. Refusal to Sign Employee Disciplinary Action Form

1. Employees may not agree with discipline, but are required to sign the Employee Disciplinary Action Form.

2. Employees may submit a response to Employee Disciplinary Action Form or notate a comment on the document that they do not agree with the facts as stated, but must sign.

3. Refusal to sign the Employee Disciplinary Action Form means the employee is immediately resigning from employment due to their unwillingness to accept the expectations communicated for continued employment.

II. Grievances/Appeals

A. The City believes that open communication is essential when employees have problems or concerns about their jobs. Should a situation persist, that cannot be resolved satisfactorily at the lowest level of supervision, an employee should follow the procedures outlined in this directive to bring the grievance to administration's attention.

B. Areas Covered by this Directive

1. Disagreements regarding interpretation, application, or violation of a specific law, ordinance, resolution, written policy, rule or regulation that an employee believes has affected him or her adversely.

2. Disciplinary actions that the employee feels are unjustified such as suspensions, demotions, or terminations.

C. Areas Not Covered by this Directive

1. Generalized feelings of unfairness; grievance must be specific.

2. Disagreements regarding performance evaluations or verbal counseling and written reprimands.

D. General Information

1. An official grievance must be submitted in writing thru the next level chain of command.

2. When an official grievance is submitted based on a termination, the department shall not be allowed to fill the position until the official grievance has been resolved.

3. Every effort shall be made to resolve problems at the lowest possible supervisory level.

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4. Grievances may be discussed during work hours without loss of pay to the employee.

5. Grievance discussions are not intended to be formal hearings. Discussions shall be conducted privately and shall not be recorded without full knowledge of all involved parties.

6. Employees shall not be subject to reprisal or any form of retaliation for using this procedure.

7. Human Resources shall monitor the grievance procedure and facilitate problem solving.

E. Grievance Procedures

1. Employees unable to resolve grievances by communication with their supervisor and/or chain of command, may file an Official Grievance within 5 working days from the date the discipline was issued.

2. After receiving the grievance, the Supervisor shall notify the Department Head and City Manager. If the grievance is with a Department Head, the grievance shall be reviewed by the City Manager.

3. If the Department Head was not the cause or issuer of the grievance, they shall review the grievance, research the facts, and may choose to speak with the employee or others involved in order to fairly consider the issue and to consider any optional resolution. Once a course of action, if any, is determined to address and/or resolve the grievance, they shall discuss with the City Manager.

4. The Department Head/City Manager shall meet with the employee to advise them of their decision.

5. The City Manager has the authority to uphold, revise, or overturn the Official Grievance.

6. The decision of the City Manager is final.

III. Discrimination/Harassment

A. General Information

1. The City is committed to a work environment in which all individuals are treated with respect and dignity. Each individual has the right to work in an atmosphere that promotes equal employment opportunities and prohibits discriminatory practices, including harassment.

2. The City of Diboll is committed to ensure equal employment opportunity, without discrimination or harassment on the basis of race, color, religion, gender, age, disability, national origin, or any other characteristic protected by law. The City shall not tolerate any discrimination or harassment of another based on any of the above, nor shall it tolerate reprisals or retaliation against any employee who makes a harassment complaint or participates in the investigation of a complaint. No

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employee shall discriminate against or favor any individual on the basis of the above areas with regard to any employment decisions.

3. Conduct prohibited by this directive is unacceptable in the workplace or in any work-related setting outside the workplace, such as during business trips, business meetings, and business-related social events.

4. Employees are expressly prohibited from displaying any form of conduct, verbal or non-verbal, which has the purpose or effect of interfering with another individual's work performance or which creates a hostile, offensive or intimidating work environment.

B. Scope

1. This directive applies to applicants and employees, as well as those employees who work with but who are not directly connected to the City (e.g., outside vendor, consultant, or customer) but whom are on City premises or interact with employees for City related business.

C. Policies

1. Human Resources shall provide information to employees and supervisors in the City regarding policies of the City and prohibited conduct under this policy.

2. The City is responsible for ensuring employees work in an environment free from harassment/discrimination and correct any such prohibited behavior.

3. The City requires immediate reporting of all perceived incidents of discrimination, harassment, or acts of retaliation. It is the policy of the City to investigate all reports of discrimination, harassment, and retaliation.

4. Any employee who is proven to have knowingly made malicious false accusations of harassment or discrimination shall be subject to disciplinary action up to and including termination.

D. Harassment Defined

1. Harassment includes implicit or explicit verbal or physical conduct that degrades or shows hostility or aversion toward an individual and that:

   i. Has the purpose or effect of creating an intimidating, hostile, or offensive work environment;

   ii. Interferes with an individual’s work performance; or

   iii. Adversely affects an individual’s employment opportunities.

2. Examples of prohibited general harassing conduct include but are not limited to: epithets, slurs, or negative stereotyping; threatening, intimidating, or hostile acts; denigrating jokes, or written or graphic material placed on walls or elsewhere on the employer’s premises, or circulated in the workplace.

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E. Sexual Harassment Defined

1. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

   i. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment;

   ii. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individuals; or

   iii. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

2. Examples of prohibited conduct including, but not limited to:

   i. Un-welcome or offensive sexual flirtation, advances, propositions, touching and/or hugging;

   ii. Graphic/suggestive comments of a sexual nature and/or suggestive or insulting sounds, leering, whistling or obscene gestures; or

   iii. Display, possession or forwarding of sexually suggestive objects or pictures in the workplace or during working hours.

F. Complaint Procedure

1. The City requires immediate reporting of all perceived incidents of discrimination, harassment, or acts of retaliation.

2. A written statement shall be requested to detail the facts, dates/times, and/or any witnesses to the events.

3. Any person notified of a complaint of harassment or discrimination has an obligation to advise their next level chain of command.

4. Allegations of prohibited conduct under this directive shall be investigated by a person designated by the City Manager in a prompt, fair, and thorough manner. This may include an outside consultant/attorney.

5. Knowingly making malicious false accusations shall be considered a serious offense. Any individual proven to have made a false accusation shall be subject to disciplinary action up to and including termination.

6. A complainant may withdraw a complaint at any time. However, once made aware of the accusations, the City shall still pursue the investigation to conclusion.

IV. Drug and Alcohol Abuse Policy

A. The City is concerned for the well-being of its employees. The City believes it has a responsibility to provide a safe, healthy, and productive working environment for all of its

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employees. The City adopts the following policy in furtherance of its goal to establish a drug-free workplace.

B. The City of Diboll demands an alcohol-free and drug-free workplace. Being under the influence, possession or use of illegal drugs (including prescription drugs) and alcohol in the workplace is, therefore, prohibited. The City recognizes that use and abuse of alcohol, prescription drugs, and illegal drugs outside the workplace may also cause problems in the workplace.

C. The implementation of a drug and alcohol abuse policy by the City shall further the overall interests of the City by (1) ensuring public safety; (2) developing public trust and integrity; (3) discouraging corruption; (4) developing high morale and safety in the workplace; (5) preventing a loss of productivity; and (6) minimizing or eliminating liability.

D. Illegal Drug or Alcohol Use in the Workplace

1. If it is determined that an employee is under the influence of, used, consumed, possessed, cultivated, or manufactured:

   i. illegal drugs

   ii. alcohol, during work hours or while off duty if such use or consumption in anyway impairs their ability to perform their job duties, that employee may be terminated. A drug screen or breath alcohol test shall be performed, if possible, to confirm the consumption or use by the employee.

   iii. prescription drugs or any other substance, during work hours or while off duty if such use or consumption in anyway impairs their ability to perform their job duties, that employee may be terminated. A drug screen shall be performed, if possible, to confirm the consumption or use by the employee.

   iv.

2. An “illegal drug”, for purposes of this policy, shall include cocaine, marijuana, PCP, opiates, amphetamines, ecstasy, as well as any prescription narcotic, opiate, and/or amphetamine-based drug for which the employee does not have a current valid prescription in their name and/or is not being used as prescribed.

3. Furthermore, a breath alcohol concentration of .02 or greater and/or not using medication as prescribed shall constitute a positive finding for purposes of this policy. Employees who engage in any prohibited conduct shall be subject to dismissal.

V. Drug and Alcohol Screening and Testing

A. Testing Based on Reasonable Suspicion during Employment

1. If there is reasonable suspicion to believe that an employee is using or possessing illegal drugs or is under the influence of alcohol while working for the City, this employee may be administered a drug screen and/or breath alcohol test.

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2. Supervisors are required to specify in writing the exact facts, symptoms, and/or observations of drug or alcohol use. Any corroboration by other sources, which formed the basis for a reasonable suspicion, must also be documented. The documentation is to be immediately forwarded to the employee's Department Head. The Department Head shall, in turn, forward the documentation to the Director of Human Resources who shall, in turn, set up a drug screen and/or breath alcohol test.

3. Circumstances which provide a basis for determining reasonable suspicion may include, but are not limited to:

   i. Direct observation of drug or alcohol use

   ii. Presence of physical symptoms consistent with drug or alcohol use, i.e., alcohol odor, slurred speech, poor coordination and/or reflexes

   iii. Abnormal or erratic behavior by the employee

   iv. Information concerning recent drug or alcohol use by the employee, from a reliable and credible source

B. On-the-Job Testing

1. Any employee who suffers an on-the-job injury that may result in a workers' compensation claim shall be subject to a drug screen and/or breath alcohol test. If the test results are positive for drug or alcohol use, workers compensation benefits may not be paid to the employee

2. The injured employee must submit to the breath alcohol test and/or drug screen immediately upon request. Failure to adhere to these time constraints may subject the employee to termination of employment and/or denial of workers' compensation benefits.

VI. Operators of City Owned Vehicles and Equipment

A. Random Testing

1. Employees in safety and/or security sensitive positions, including drivers of City-owned vehicles and equipment, or work in an area where injury can occur, may be subject to at random drug and alcohol testing during work hours. The City may submit at random a list of employees from each applicable department for testing.

B. Post-Vehicular Accident

1. A driver/operator of a vehicle involved in an accident while on duty may be given a drug screen and\or breath alcohol test immediately following any vehicular accident. "Immediately" is defined as "as soon as reasonably possible in the circumstances". The Director of Human resources shall be responsible for the scheduling of the drug and alcohol screening.

2. If the law enforcement officer who investigates the accident determines that the City driver was not at fault, and there is no injury to any person involved in the

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accident, and no vehicle has to be towed because of damage, and the driver does not show signs of being under the influence, the drug test/alcohol test may not be immediately required. The investigating police officer shall document their findings and determinations and supply that document to the Director of Human Resources the following business day. The Director of Human Resources, after reviewing the documents, may require that the drug and alcohol testing be administered.

3. If the driver is seriously injured and cannot provide a specimen for the screen, the driver must authorize the release of any hospital reports that would indicate the presence or non-presence of alcohol or controlled substances in their system. Failure to adhere to the time constraints of the testing procedure and to the release of records, could subject the employee to termination of employment. Drivers who operate under a CDL license must also comply with the CDL regulations relating to accidents.

C. For Public Safety Employees

1. This policy does not supersede any drug or alcohol testing policies already in place. It is merely designed to supplement and in no way intended to repeal any policies utilized by the Police Department.

D. Employee Search

1. The City reserves the right to search for illegal drugs and alcohol on any employee, City vehicles and equipment, on City property, personal affects and private vehicles.

E. Drug and Alcohol Testing Procedure

1. An employee who is requested to submit to a drug or alcohol screen pursuant to this policy must submit to such testing and be tested or be subject to termination. The testing may include, but is not limited to, the collection of urine, hair (non-pubic), and/or breath. If the testing involves the collection of hair and the employee intentionally cuts or removes hair thus making the testing reasonably impossible, without a valid medical or other excuse, failure to provide such a sample shall be deemed a refusal to submit to testing and could subject the employee to punishment, up to and including termination.

2. An employee who is requested to submit to a drug or alcohol screen shall report immediately to the City designated testing or collection facility. This is a priority over all other duties. All drug and alcohol testing procedures shall be in accordance with rules and regulations of the testing or collection facility.

F. Substances Covered by Drug/Alcohol Testing

1. Employees shall be tested for their use of commonly-abused controlled substances, including, but not limited to: Amphetamines, Barbiturates, Benzodiazepines, Opiates, Cannabinoids, Cocaine, Methadone, Methaqualone, Phencyclidine (PCP), Propoxyphene, and chemical derivatives of these substances.

G. Testing Methods and Procedure

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1. All testing shall be conducted by a licensed independent medical laboratory, which shall follow established testing standards. The City shall pay for the cost of the initial testing. The testing lab shall retain samples in accordance with the law, so that a candidate may request a retest (safety net) of the sample at their own expense if he or she disagrees with the test result.

H. Right to Review Records

1. The City shall only provide a copy of test results to individuals who test positive. An individual's test results shall not be released publicly unless agreed to by the employee or ordered by a court or administrative body. Information may be used for internal administrative purposes; however, the City shall strive not to breach the employee's expectation of privacy.

I. Drug and Alcohol Abuse Treatment

1. If an employee voluntarily admits to abusing alcohol, or the use of illegal drugs, or other mood or mind- altering substances and desires treatment, that employee may request treatment from any supervisory personnel of their department or request help from a medical provider outside the department. This request shall be kept confidential. The City of Diboll supports such requests for help and shall accommodate the needs of such employees. There shall be no disciplinary action taken against an employee for requesting such treatment; so long as such request is made prior to any of the following having occurred: an alleged violation of this policy, any City mandated drug screen or breath alcohol test request, and/or the arrest of such employee for a drug or alcohol related offense or crime. An employee shall be permitted to take advantage of the provisions of this subparagraph on no more than two (2) occasions during employment with the City. (Treatment is defined as the admission to a recognized inpatient or outpatient rehabilitation program and the subsequent follow-up care.) Providing false or misleading information to a treatment facility, department head, or other City official concerning the use of drugs is prohibited, and a violation shall result in termination from employment under this and other provisions of this handbook. Employees who cannot report to work while undergoing such rehabilitation may use sick leave, then vacation, then no-pay for the duration of the absence. If the employee is eligible under FMLA, it shall be properly designated.

2. Upon completion of treatment, the employee must adhere to all aftercare contracts and agreements imposed by the healthcare provider and the City and may be subject to a random drug screening. If the employee does not adhere to the terms and conditions of these agreements, disciplinary action, up to and including termination, may be brought against the employee. Each employee utilizing the provisions of this subparagraph shall be required to sign a form agreeing to be bound by this requirement.

SECTION 5: General Operations Procedures

I. Purchasing Policy

A. All City employees shall be informed of the "Procurement Policies and Procedures" and the City shall maintain a current copy for reference by its employees.

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B. All purchases are subject to review during the City's annual audit by an external auditing firm to determine compliance with the City's policies along with state and federal purchasing requirements.

C. It is the responsibility of each employee with purchasing authority to utilize all resources when expending funds belonging to the citizens of Diboll. The best value method should be used, regardless of how small the purchase.

D. It is the responsibility of each employee with purchasing authority to ensure compliance with the City's "Procurement Policies and Procedures", up to and including reporting employees who repeatedly fail to meet the requirements of the policy, which may lead to revocation of purchasing privileges.

E. All Vendors must be approved by the Finance Department prior to doing business. Vendors shall not be approved without proper vendor information including but not limited to their completed IRS Form W-9.

F. The City is exempt from federal, state, and local taxes in most cases. An exemption certificate must be provided to City vendors or contractors prior to doing business.

G. Requisitions and Purchase Orders shall be entered, approved, and processed in a timely manner in accordance with the guidelines set by the Finance Department.

H. No purchases shall be made without a Purchase Order unless otherwise authorized by the Finance Director.

I. All invoices shall be directed to the Finance Department and include purchase order number and/or Department Supervisor's authorization signature and budget code.

J. Any questions regarding purchasing compliance should be directed to the Finance Director prior to purchase.

II. Expense Reporting

A. All completed expense documentation, including but not limited to receipts, packing slips, purchase orders, and invoices, shall be turned in no later than 30 days after the date of the expense. All expenses occurring September 1st-30th must be turned in prior to completion of end of fiscal year reporting. Any expense reports not turned in within the designated time frame are subject to rejection of payment.

III. Invoicing Policy

A. It shall be the Department Head's responsibility to provide the Finance Director with all information needed to create an invoice by completing an "Invoice Request Form".

B. Invoice Request Forms must be submitted as soon as information becomes available.

C. The Finance Director shall create an invoice and send out to the person or business within thirty (30) business days.

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IV. Contacting the City Attorney

A. The City Attorney shall not be directly contacted by any employee, unless specifically authorized by the City Manager.

V. Travel Policy

A. This policy is applicable to all City employees and applies to all travel on City business outside the City limits and to all travel reimbursements, subject to budget limitations and authenticated expenses.

1. Travel and Business Meals shall be paid by the City if they are reasonable, appropriately documented, properly allocated and authorized, accommodated by the relevant operating budget or sponsored project funding, and within the guidelines of these policies.

   i. Travel Meals: Travel Meals are those taken by the individual employee, or employees traveling together, when away on City business. All reimbursements for travel meals must include a complete explanation of the City's business purpose for the expense.

      a. Meals shall be reimbursed for overnight travel on a per diem basis using federal GSA rates for the travel location.

      b. If a meal has been paid for as part of a registration fee or included in the hotel rate and the traveler wishes to use the federal per diem, a deduction must be made from the per diem allowance.

   ii. Business Meals: Business meals are those taken with business associates, City guests, job applicants, professional colleagues, or donors, during which City business discussions take place or hospitality is extended to distinguished guests. Receipts are required for all business meals and entertainment expenses and reimbursement must be approved by the City Manager.

   iii. Alcoholic Beverages: Alcoholic beverages are never reimbursable.

2. Overnight Accommodations: Overnight accommodations shall be reimbursed using federal GSA rates for the travel location or the conference hotel rate, if it is higher. When requesting reimbursement over the GSA rate, hotel receipts must be submitted upon return. If receipts are not returned, the difference between the GSA rate and the hotel rate paid shall be due to the City and shall be deducted from the employee's next pay check. Reimbursement shall not be made when the hotel is paid as part of registration fee.

3. Travel Per Diem Advances: Travel per diem advances are available for approved travel. All travel per diem requests must be approved by the Department Head, Finance Director and City Manager. Travel Per Diem Request forms must be submitted to the Finance Director no later than 15 days prior to travel and included the dates of travel, the business purpose and the total amounts requested. The Travel Per Diem Request form must be accompanied by supporting documentation,

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including conference/training registration forms, maps with mileage, and hotel reservation confirmations.

VI. Vehicle Use Policy

A. Vehicle Use

1. The purpose of this vehicle policy is to provide for the safe and effective utilization of the City vehicle fleet through rules, regulations and procedures.

2. This policy applies to all City owned vehicles and all persons assigned a vehicle, inclusive of operators and passengers.

3. All persons shall not operate a City owned vehicle without a valid driver's license.

4. All persons are required to immediately notify their chain of command if their driver's license becomes invalid or suspended.

5. All City equipment and vehicles are intended for official City business use only.

6. Except for maintenance, service and repair, only City officials and employees are allowed to operate a City vehicle. Ridership should be limited to employees or persons on official City business. Due to the nature of certain employees being required to be on call and take a vehicle home, the City Manager may exercise limited discretion in situations wherein the ridership policy might cause transportation difficulties to an employee required to be on standby and use a City vehicle.

7. Those personnel assigned use of a vehicle or piece of equipment shall be responsible for the maintenance and care of said vehicle/equipment. Damage arising from misuse or neglect attributable to operator negligence is subject to review by the City Manager and subsequent repair at the expense of employee held responsible for same.

8. No one shall operate a City vehicle or piece of equipment that is unsafe and the operator shall be responsible for exercising good judgment and performing a cursory inspection prior to operating said vehicle or equipment.

9. All operators and passengers shall be individually accountable for abiding with all laws pertaining to vehicles and their operation.

10. All operators and passengers must be secured with a vehicle safety belt while and before the vehicle is in motion.

11. No one is allowed to operate a City vehicle or piece of equipment while under the influence of alcohol, medication or drugs that in any way impairs their ability to perform their job duties. No alcohol shall be transported in a City vehicle.

12. Any person who is injured or becomes ill shall obtain assistance rather than try to operate a vehicle or piece of equipment.

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13. It shall be the responsibility of each operator of a City vehicle or piece of equipment to properly fill out any paperwork associated with the use, mileage, gas/lubricant application or any other documentation which may be required from time to time.

B. Take-Home Vehicle

1. Take-home vehicle assignments shall be designated by the Department Head and finalized by the City Manager.

2. To be eligible for a take-home vehicle, the employee selected for assignment must be in a position where direct on-call or emergency responses are part of the job duties.

3. An employee with an assigned vehicle understands that under no circumstance shall personal business or transportation of non-City employees be conducted while operating the vehicle unless specifically authorized by the City Manager. This includes school drop-offs and pick-ups.

4. Any violation to the Vehicle Use or Take-Home Vehicle policy shall result in the loss of City vehicle use privileges and may be subject to discipline, including termination.

VII. Essential Personnel Policy

A. This policy provides guidelines for the utilization of Essential Personnel during emergencies when normal operations may be suspended. Reasons for modified operations or emergency closure for which essential personnel are designated include but are not limited to inclement weather, a natural disaster, a public health incident, an active threat, or major facilities impairment. During a suspension of normal operations, Essential Personnel shall provide services that relate directly to the health, safety, and welfare of the citizens of Diboll, ensure continuity of key operations, and maintain and protect City property. **Due to the size of the City's workforce and the scope of potential emergencies, all employees are considered Essential Personnel.**

1. Essential Personnel may be required to work extended shifts before, during, or after an emergency.

2. Essential Personnel shall provide their updated contact information to supervisors immediately if a change is made.

3. Essential Personnel are expected to maintain communication with the chain of command before, during and after an emergency.

4. Nonexempt employees who perform work during an emergency closure shall receive payment of one-and-half multiplied by their hourly rate.

VIII. Firearms Policy

A. Pursuant to the rights of employers under Texas law, the City prohibits its employees from the possession and carrying of a firearm on City property, or while conducting City business off-premises with the following exception.

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B. Exception: Employees who are holders of a valid License to Carry in the State of Texas ("LTC") may possess and carry a properly concealed firearm upon written permission of the City Manager and successful completion of a Diboll Police Department Employee Active Shooter Defense Course.

IX. Property Control

A. Department Heads shall ensure that property under their control is properly safeguarded, accounted for, and administered.

B. The Department Head shall maintain or delegate the maintenance of an up- to-date inventory of all City property. All acquisitions, disposals, or transfers of property shall be reported to the Finance Department or City Manager's designee.

C. No City owned property shall be used for personal use without specific approval.

X. News Releases

A. All news releases by City employees shall be approved prior to their release by the City Manager and Mayor, as applicable.

B. The Public Information Officer for the City of Diboll shall be the Mayor and or City Manager or designee.

XI. Chain of Command.

A. Individual City employees are responsible to the Department Head or to a supervisor designated by the Department Head or City Manager. The City Manager is responsible to the City Council. Directions regarding work to be done, expected results, the adequacy of work performance, and grievances shall follow the Chain of Command.

XII. Abandonment of Position

A. Unauthorized absence from work for a period of three (3) consecutive working days shall be considered a resignation. Unless the City Manager determines otherwise, the resignation is not in good standing and the employee is not eligible for reemployment.

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SECTION 6: Employee Acknowledgement

The City of Diboll (the "City") Policy and Procedure Manual (the "Manual") effective May 14, 2024 and as amended at any time in the future, with or without notice, describes important information about the City's personnel policies and procedures. I have entered into my employment relationship with the City voluntarily and acknowledge that there is no specified length of employment. Accordingly, either I or the City can terminate the relationship at will, with or without cause, at any time.

With the exception of the City's employment-at-will policy, all of the information, policies, and benefits described in the Manual are subject to change. I acknowledge that revisions to the Manual may occur, except to the policy of employment-at-will provision. I understand that revised information may supersede, modify, or eliminate existing policies.

I acknowledge that this Manual is neither a contract of employment nor a legal document. I have received the Manual, understand my responsibility to read and comply with the policies contained herein and any as amended in the future. I also understand that the policies in this Manual supersede all prior written and/or oral City policies, except those as provided within departments for operating procedures. No departmental policy shall conflict with these policies.

Furthermore, I acknowledge that upon termination of my employment with the City of Diboll, I agree to return any city property in my possession. I acknowledge that failure to do so may result in monies withheld from final pay, final pay being withheld until the next processing date and or legal action by the city against me.

_____ _____

Employee Printed Name Date

_____

Employee Signature

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AMERICAN RESCUE PLAN ACT
STATE & LOCAL FISCAL RECOVERY FUNDING

FINANCIAL MANAGEMENT
POLICIES & PROCEDURES

City of Diboll

June 11, 2024

This document does not void existing internal policies and procedures. In the event of a conflict with existing local policies and procedures, the most stringent requirements should be applied.

These Policies and Procedures are adopted by the City Council on June 11, 2024

Trey Wilkerson, Mayor
Official's Name, Title

June 11, 2024
Date

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SECTION 1 – ARPA-SLFRF KEY RESOURCES

- The ARPA-SLFRF Award Terms & Conditions
- 31 CFR 35.6 – Eligible uses
- Uniform Guidance: 2 CFR 200, Parts A-F
- Final Rule Jan 2022 & Final Rule Overview
- 2022 Final Rule FAQs
- Compliance & Reporting Guidance
- Project & Expenditure Report User Guide
- 2023 Interim Final Rule
- Compliance Supplement
- Alternative Examination Engagement (ACEE) Guide

SECTION 2 – OVERVIEW & PURPOSE OF ARPA FUNDING

This Financial Management Policy and Procedures guidance provides an overview of the requirements applicable to the financial management of the American Rescue Plan Act – State and Local Fiscal Recovery Funding (ARPA – SLFRF) and related City procedures. This document covers critical aspects of internal controls, reporting and monitoring, audits, procurement and cost principles, and the City's related policies and procedures, specifically as it relates to ARPA-SLFRF (often referred to as "ARPA" hereafter in this document).

All local governments that have received ARPA State and Local Fiscal Recovery Funds (ARPA-SLFRF) are responsible for ensuring that they establish and maintain effective internal controls that provide reasonable assurance that funds are being managed in compliance with all applicable federal statutes, regulations, and the terms and conditions of the federal award. The City will comply with the ARPA Award Terms and Conditions and the Uniform Guidance requirements, particularly as outlined in 2 CFR 200.302.

ARPA funds must be spent on allowable activities and expenses, with consideration of equity and negative economic impacts which include:

- Supporting public health expenditures
- Addressing negative economic impacts caused by the public health emergency
- Replacing lost public sector revenue (government services)
- Providing premium pay for essential workers
- Investing in water, sewer, and broadband infrastructure
- Expanded surface transportation, Emergency disaster relief, and Title I projects
- SLFRF allowable projects (both enumerated and non-enumerated) and related expenditure categories are outlined in greater detail in the Treasury's Final Rule, Project & Expenditure Guide, 31 CFR 35.6 -- Eligible uses, and other resources.

SLFRF is considered "other financial assistance" per 2 CFR section 200.1 and is administered as direct payments for specified use. ARPA-SLFRF may be used for direct and indirect administrative expenses involved in administering the program. Cost-sharing/matching is not a requirement of ARPA-SLFRF.

SLFRF allocations made to ARPA Recipients are not subject to the requirements of the Cash Management Improvement Act and Treasury's implementing regulations at 31 CFR part 205 or 2 CFR 200.305(b)(8)(9). As such, recipients can place funds in interest-bearing accounts, do not need to remit interest to the Treasury, and are not limited to using that interest for eligible uses under the SLFRF award.

The Assistance Listing for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) was published May 28, 2021, on SAM.GOV under Assistance Listing Number ("ALN"), formerly known as CFDA Number, 21.027.

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The Assistance Listing includes helpful information including program purpose, statutory authority, eligibility requirements, and compliance requirements for recipients. The ALN is the unique 5-digit number assigned to identify a federal assistance listing and can be used to search for federal assistance program information, including funding opportunities, spending on USASpending.gov, or audit results through the Federal Audit Clearinghouse.

The City will adhere to generally accepted accounting principles (GAAP) and adequately trace all obligated/ budgeted funds, expenditure categories, disbursements, and balance data back to the source. In addition to tying all procurements, agreements and subawards to SLFRF, the City will add source or identification codes as part of its chart of accounts and reporting records for ease of tracking cost details.

SECTION 3 – PERIOD OF PERFORMANCE & OBLIGATIONS

In accordance with Treasury requirements, ARPA-SLFRF funds must be used to cover "costs incurred/obligated" between March 3, 2021, and December 31, 2024, and funds must be expended by December 31, 2026.

As outlined in the Interim Final Rule (August 2023), SLFRF costs incurred for expanded surface transportation and Title I projects must also be obligated by December 21, 2024, but must be expended by September 30, 2026.

As indicated in the *Reporting & Compliance Guidance*, any funds not obligated or expended for eligible uses by the timelines above must be returned to the Treasury, including any unobligated (Dec 2024) or unexpended (Dec 2026) funds that have been provided to subrecipients and contractors as part of the award closeout process pursuant to 2 CFR 200.344(d).

For the purposes of determining expenditure eligibility, the Treasury's final rule provides that "incurred" means the recipient has incurred an obligation, which has the same meaning given to "financial obligation" in 2 CFR 200.1:

> *Financial obligations, when referencing a recipient's or subrecipient's use of funds under a federal award, means orders placed for property and services, contracts and subawards made, and similar transactions that require payment.*

SECTION 4 – INELIGIBLE USES & RECOUPMENT

The following uses of SLFRF funds are NOT allowable:

- Deposits into any pension funds,
- Offsetting a reduction in net tax revenue,
- Non-federal match for other federal programs whose statute or regulations bar the use of federal funds to meet matching requirements,
- Contributions to rainy day funds, financial reserves, or similar funds as such payments constitute savings for future spending needs of the City,
- Payment of interest or principal on outstanding debt instruments, including, for example, short-term revenue or tax anticipation notes, or other debt service costs. Fees or issuance costs associated with the issuance of new debt would also not be covered using payments from the Fiscal Recovery Funds because such costs would not themselves have been incurred to address the needs of the pandemic response or its negative economic impacts,
- Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring plan in a judicial, administrative, or regulatory proceeding, except to the extent the judgment or settlement requires the provision of services that would respond to the COVID-19 public health emergency.

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Any project that conflicts with or contravenes the purpose of the American Rescue Plan Act, (e.g., uses of funds that undermine COVID-19 mitigation practices in line with CDC Guidance and recommendations) or violation of the Award Terms and Conditions or conflict of interest requirements under the Uniform Guidance, and other federal, state, and local laws and regulations is not allowed.

Pre-award costs, as defined in 2 CFR § 200.458, may not be paid with funding from this award.

Funds used in violation of the final rule are subject to remediation and recoupment. As outlined in the Final Rule, Treasury may identify funds used in violation through reporting or other sources. While not anticipated, the City understands, that if any amount of the ARPA-SLFRF allocation is considered at risk, the City will be provided with an initial written notice of recoupment with an opportunity to submit a request for reconsideration before the Treasury provides a final notice of recoupment. If the City does not submit a request for reconsideration, the initial notice will be deemed the final notice. Treasury may also pursue other forms of remediation and monitoring in conjunction with or as an alternative to, recoupment.

In addition to Treasury-specified guidelines, a more comprehensive list of unallowable or restricted costs can be referenced under 2 CFR 200 Subpart E. This list is also summarized in ***Section 12 – Cost Principles*** of this document in greater detail.

ARPA-SLFRF funding classified under Revenue Loss expenditures have reduced requirements as outlined within Treasury Guidance (re: Final Rule updates and, specifically, FAQ 13.15).

SECTION 5 – ACCOUNTING SYSTEMS & INTERNAL CONTROLS

ACCOUNTING SYSTEMS

The City is responsible for ensuring all expenditures are equitable, eligible, proportionate, and authorized in an approved, documented budget.

Pursuant to 2 CFR § 200.302(a), the City's financial management system, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award, must be sufficient to permit the preparation of reports required to demonstrate compliance with general and program-specific terms and conditions; and the tracing of funds to a level adequate to establish that such funds have been used according to the federal statutes, regulations, and the ARPA-SLFRF terms and conditions.

The City's financial management system includes the following:

1. Accurate, current, and complete disclosure of financial results,
2. Records that identify adequately the source and application of grant funds,
3. Comparison of actual outlays with amounts budgeted under ARPA-SLFRF,
4. Procedures to minimize the time elapsed between approval and disbursement of funds throughout the performance period,
5. Procedures for determining reasonableness and allowable costs,
6. Accounting records that are supported by appropriate source documentation, and
7. A systematic method to assure timely and appropriate resolution of audit findings and, recommendations.

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INTERNAL CONTROLS – 2 CFR§200.303

An internal control is a process, carried out by an entity's oversight body, management, and other personnel that provides reasonable assurance regarding the achievement of objectives in effectiveness and efficiency of operations, reliability of financial reporting, and compliance with applicable laws and regulations.

Internal controls are the combination of policies, procedures, job responsibilities, personnel, and records that together create accountability of the financial system and safeguard its cash, property, and other assets.

Through its system of internal controls, the City can ensure that:

- Resources are used for authorized purposes and consistent with applicable laws, regulations, and policies.
- Resources are protected against waste, mismanagement, or loss.
- Evaluation and monitoring of compliance are integrated into processes.
- If applicable, prompt action is taken on audit concerns or findings.
- Information on the source, amount, and use of funds is reliable, secure, up-to-date, and disclosed in the appropriate reports and records.

In accordance with 2 CFR § 200.303, the City ensures internal controls through a number of local procedures, including ensuring to the extent practicable that the duties of the staff are divided so that no one person handles all aspects of a transaction from beginning to end. Some effective techniques and best practices that the City follows include:

- An **organizational chart** and/or written definitions setting forth the actual lines of responsibility of personnel involved in financial transactions and that clarifies all key roles and an adequate segregation of duties.
- Maintaining City **accounting policy and procedures** that includes specific approval authority for financial transactions and guidelines for controlling expenditures, as typically followed for local funds. (This guide will include written procedures for recording transactions; maintaining a chart of accounts, a general ledger and other typical internal controls established by the City that will also be applied to ARPA-SLFRF.)
- **Bank Depository:** The City maintains funds in a bank, designated as its depository for banking services. The City Council reviews the selection in accordance with the City's charter or financial procedures. The City Council follows the internal financial procedures for all expenditures unless an individual funding agency/source prescribes specific (and more stringent) requirements.
- **Accounts Payable:** Four (4) individuals are authorized to sign checks written on the bank depository account: Mayor, City Manager, Finance Director, City Secretary. All checks require two (2) authorized signatures. No exceptions.
- **Accounting:** The Finance Director is responsible for establishing the structure for the City Chart of Accounts and for assuring that procedures are in place to properly record financial transactions and report the City's financial position. The Finance Director shall provide financial reports to the City Council monthly.
- **Audit of Accounts:** An independent audit of City accounts is performed annually. The Auditor is retained by and is accountable directly to the City Council. The City Council reviews the selection every five (5) years unless circumstances deem otherwise. The City will follow the audit requirements as outlined in the audit section of this document.
- **Internal Controls:** Whenever possible, written procedures will be established, maintained, and assessed per 2 CFR 200.303 by the City Secretary/Finance Director for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

Other internal controls the City follows include the following:

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- A chart of accounts will include account names and the numbers assigned to each and provides the following categories: assets, liabilities, net assets/fund balance, revenues, and expenses.
- Maintaining journal entries that are properly approved and supported by adequate source documentation and note the effective period of the agreement, list disbursement amounts paid out (or properly accrued); expended on eligible items; and approved by the appropriate official(s) within the organization.
    - Adequate documentation is not limited to but includes signed purchase orders with invoices to support authorizations, timecards to support labor, detailed receipts to support spending, periodic monitoring reports with support of review, and approval by management.
- Maintaining hiring policies that ensure financial staff qualifications are equal to job responsibilities and that individuals hired are competent to do the job.
- Adequately controlling access to accounting records, assets, blank forms, and confidential records, such that only authorized persons may access them.
- Conducting periodic comparisons of financial records to actual assets and liabilities (i.e., reconciliation).
    - Monthly reconciliation and verifications of cash balances with bank statements shall be made by employees who do not handle or record cash, or sign checks.
- Maintaining accounting records indicating the amounts budgeted for eligible activities and establishing Budget Controls (i.e., procedures to compare and control expenditures against approved budgets throughout the period of performance).
- Comparing actual obligations and expenditures to date against planned obligations and expenditures, and against projected accomplishments.
- Reporting deviations from budget and program plans and requesting approval for budget and program plan/scope revisions.
- Monitoring updated ARPA-SLFRF related regulations and guidance to continue integration into local implementation and/or financial management procedures.
- Reviewing, investigating, and/or reporting all claims of fraud, waste, or abuse related to ARPA-SLFRF addressing identified control risks and remediating plans while targeting continuous process improvements.
- Managing fixed assets through tracking and reporting to ensure compliance with Treasury guidance related to changes in use and disposition.

PROCEDURES FOR INVOICE REVIEWS & PAYMENTS

- An invoice is received and, if necessary, a request for payment is prepared by authorized staff and proper signatures obtained from Mayor, City Manager, Finance Director as authorized in original grant approval.
- Auditor's office reviews the invoice and compares it to the grant budget.
- Invoices must be approved by a city official involved in the financial management oversight or the Mayor. Approval is acknowledged by initialing the original invoice or through City Council action.
- Upon receipt of an approved and acknowledged invoice, Accounts Payable Clerk, records the expenditure and generates a check. Both Mayor and City Secretary signatures appear on the approved checks. Checks are then disbursed to the appropriate vendors. The Finance Director is responsible for ensuring that checks are signed and disbursed within five (5) calendar days.
- Copies of the request for payment, invoice, canceled check copy, and bank statement showing receipt of grant money are retained in the grant file in the City Secretary's office.
- The City Manager and Finance Director authorize payments and issuance of checks. Two (2) signatures are required on each check – the Mayor, City Manager, Finance Director, or City Secretary. The Finance Director is responsible for reconciling the monthly bank statements.

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SECTION 6 – PROPERTY MANAGEMENT & DISPOSITION

The City provides safeguards for all property, whether cash or other assets. Personnel duties will be segregated to the extent practicable for the City such that the individual or personnel responsible for the physical custody of an asset will be distinct from the designated personnel keeping the records related to assets.

The City will continue to monitor, track, and assess that all assets are being used solely for authorized purposes. The City will provide proper reporting and resolve discrepancies according to Treasury and applicable Uniform Administrative requirements.

As outlined in the ARPA Final Rule FAQ, *except* for property, supplies, or equipment acquired using *revenue loss funds (EC 6.1)*, the City must follow the applicable provisions of the Uniform Guidance regarding property standards (2 CFR 200.310-316), subject to the requirements set out in the Final Rule FAQ (13.16). During the period of performance, a recipient may use property, supplies, or equipment purchased or improved with ARPA funds for a purpose other than the purpose for which it was purchased or improved if such other purpose is also consistent with the eligible use requirements.

If the City changes the use of an asset to an ineligible use or sells the asset prior to the end of the period of performance, then the City will follow the disposition procedures in the Uniform Guidance. See 2 CFR 200.311, 200.313, 200.314, and 200.315.

After the period of performance, the property, supplies, or equipment must be used consistent with the purpose for which it was purchased or improved or for any other eligible purpose in the same category as the purpose reported to Treasury as of the final reporting period, as set forth in the table below:

Category	Use Requirements
Public Health and Assistance to Households and Individuals	Property, supplies, or equipment last reported as being used to respond to the public health impacts of the public health emergency, as outlined in 31 CFR 35.6(b)(3)(i) or being used for the provision of services to households provided in 31 CFR 35.6(b)(3)(ii)(A), are authorized to fulfill any eligible use of funds provided in these subparagraphs of the Final Rule.
Assistance to Small Businesses, Nonprofits, and Impacted Industries	Property, supplies, or equipment last reported as being used for the provision of services to small businesses, nonprofits, and impacted industries outlined in 31 CFR 35.6(b)(3)(ii)(B)-(D) are authorized to fulfill any eligible use of funds outlined in the public health and negative economic impacts eligible use category.
Water, Sewer, or Broadband Infrastructure	Property, supplies, or equipment last reported as being used to make investments in water, sewer, or broadband infrastructure pursuant to 31 CFR 35.6(e) are authorized to fulfill any eligible use of funds outlined in the water, sewer, and broadband infrastructure eligible use category.
Government Services/Revenue Loss	Property, supplies, or equipment acquired with revenue loss funds are exempt from the use and disposition requirements of the Uniform Guidance, regardless of award size.
Premium Pay	N/A

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If an asset's use shifts within the parameters of the eligible purpose according to the above table after the period of performance, no repayment would be required. For example, converting a hospital to a behavioral health facility would qualify as being used for the eligible purpose because both expenditures respond to the public health impacts of the public health emergency, as outlined in 31 CFR 35.6(b)(3)(i), so reimbursement to Treasury would be unnecessary.

If an asset's use shifts outside the parameters of the eligible purpose according to this table after the period of performance, then the City will follow the disposition procedures in the Uniform Guidance. See 2 CFR 200.311, 200.313, 200.314, and 200.315.

SECTION 7 – AUDITS

The City follows all prescribed federal, state, and local audit requirements. Specifically, for all federal funds, the *Uniform Guidance, Subpart F* provides additional standards for non-federal entities that expend $750,000 or more in federal awards during each fiscal year, including the requirement to have a single audit or program-specific audit.

- Single audits (or alternative audits, if applicable) are to be performed by independent public accounting firms engaged by the City.
- Costs for single audits are borne by the City and are allowable expenditures under ARPA-SLFRF.
- A program-specific audit may be conducted in lieu of a single audit only when ARPA funds are the only federal expenditures represented in a given fiscal year.

More specifically to ARPA-SLFRF and in lieu of a single audit, an "Alternative Compliance Examination Engagement" (ACEE) may also be applicable to the City for each fiscal year during the period of performance, if other (non-ARPA) federal expenditures *did not* exceed $750,000 beyond the ARPA expenditures.

If the City (and any of its subrecipients) expends less than $750,000 in a fiscal year in federal funds, a single audit or program-specific audit will NOT be required for that year.

As agreed, upon in the ARPA-SLFRF Award Terms and Conditions, all City records pertinent to the financial and programmatic aspects of the ARPA-SLFRF allocation will be fully accessible. The City (and its selected auditors) will consult the most up-to-date *Compliance Supplement* which provides information on the existing, important compliance requirements that the federal government expects to be considered for either the single audit or the alternative audit.

If single audits or program-specific audits are required, the City will submit the requisite audit reports to the Federal Audit Clearinghouse (FAC) thirty (30) to sixty (60) days after receipt of the auditor's report(s), or nine (9) months after the end of the fiscal year-end date, whichever comes first.

Alternative audits have the same completion timelines as single audits, but the audit report will be required to be uploaded to the Treasury's portal (as outlined in the Treasury's *Alternative Compliance Examination Engagement Report User Guide) rather than to the* FAC.

At the completion of the audit, the City will prepare, in a document separate from the auditor's findings as described in the Audit Findings section, a corrective action plan to address each audit concern or finding included in the current year auditor's reports. The corrective action plan must provide the name(s) of the contact person(s) responsible for the corrective action, the corrective action planned, and the anticipated completion date. If the auditee does not agree with the audit findings or believes corrective action is not required, then the corrective action plan must include an explanation and specific reasons.

Corrective action means action taken by the City that:

a. Corrects identified deficiencies
b. Produces recommended improvements; or

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c. Demonstrates that audit findings are either invalid or do not warrant auditee action.

The City considers continuous process improvement as critical to operations and will respond to all audit concerns in a timely manner.

Best Practice: To demonstrate a commitment to financial accountability and transparency, the City may also decide to obtain an annual independent financial statement audit, when practical. The City also produces internal financial statements at least quarterly, at a minimum, income statements and statements of financial position (balance sheet), which are monitored by leadership and the board.

SECTION 8 – STANDARD OF CONDUCT & CONFLICT OF INTEREST POLICY

The City will maintain a conflict-of-interest policy consistent with 2 CFR § 200.318(c) and that such conflict-of-interest policy will be applicable to each activity funded under this award.

City officials, employees, and affiliates may not have a direct or indirect interest, including financial and other interests, engage in a business transaction or professional activity, or incur an obligation of any nature that is in substantial conflict with the proper discharge of the officer or employee's duties in the public interest. By statute, officers and employees must comply with certain ethical responsibilities and disclosure obligations. The consequences for noncompliance may include a void contract, personal liability for ultra vires acts, or a criminal penalty. For specific information regarding the professional standards applicable to a particular business transaction, City employees or officers will consult with the City's legal counsel or other designated representative.

SECTION 9 – FINANCIAL RECORDS MANAGEMENT & RETENTION

The City will adhere to the following record-keeping policies, as agreed upon in the CLFRF Award Terms and Conditions and as outlined in 2 CFR 200.334-337.

a. The City will maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act and all Treasury's regulations and guidance related to implementing that section.
b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, will have the right of access to records (electronic and otherwise) of the City to conduct audits or other investigations.
c. Records will be maintained by the City for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.

Accounting records will be maintained to adequately identify the source and application of funds provided for ARPA-funded activities. Accounting records should also be fully supported by source documentation.

Source documentation should explain the basis of the costs incurred and the actual dates of the expenditure. For example, source documentation on payments to contractors would include a request for payment, proof of inspection to verify work and materials, and canceled checks.

Financial records include, but are not limited to the following:

- Transaction registry documenting:
  - All invoices associated with each Request for Payment; and
  - Source of funds for each invoice (disbursed funds by activity, matching funds, and/or other funds)

- Although not limited to the list below, source documentation will typically include the following:
  - Executed contract/purchase agreements, with terms and conditions

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- Purchase orders, invoices, and contractor requests for payments
- Purchase vouchers/receipts
- Payrolls
- Time and attendance records
- Addendum record of direct deposit payments
- Verification of deposits
- Monthly bank statements with canceled checks
- Check register/transaction ledger
- Employee time sheets; if applicable
- Equipment time record sheets
- Property inventory
- Performance/milestone reports or other status reports
- Electronic Transfer Form (ETF), etc.

Additional documentation examples related to financial management include a chart of accounts, financial statements, audit reports and corrective action plans, procurement records (micro-small through formal competitive procurements), etc.

SECTION 10 – MONITORING & REPORTING

The City will comply with all Treasury reporting requirements and submit all expenditure data in a timely manner. Financial statements and reporting will be complete, current, and reviewed periodically to provide complete disclosure of the financial results of all federally sponsored projects or programs.

All recipients of federal funds must complete financial, performance, and compliance reporting. Expenditures may be reported on a cash or accrual basis, as long as the methodology is disclosed and consistently applied.

Reporting must be consistent with the definition of expenditures pursuant to 2 CFR 200.1. The City will appropriately maintain accounting records for compiling and reporting accurate, compliant financial data, in accordance with appropriate accounting standards and principles.

Financial reporting will include Treasury-required data and will be aligned in accordance with [2 CFR 200.302], to include budgeted project amounts, advances/reimbursements received to date, actual expenditures/ disbursements, current encumbrances/obligations, program income (if applicable), and other miscellaneous receipts, and any unpaid requests for payments.

The City will report **obligations** and **expenditures** by project according to the corresponding Expenditure Category (EC). As noted in the Treasury's Compliance & Reporting Guidance, there are a wide range of eligible uses of the SLFRF funds, and the Treasury must be able to track how funds are used by recipients for oversight and transparency purposes.

ARPA reporting will follow the schedule and guidance outlined by the Treasury (shown below) and be accurate and specific in describing the project activity within the ARPA-SLFRF approved period of performance.

For the SLFRF program, reporting requirements vary by recipient type, as shown in the table that follows. Detailed instructions for the completion and submission of each report are covered in Part 2 of the *Compliance & Reporting Guidance*.

The reporting phase is anticipated to end once the ARPA funds are fully expended with a 0 balance, or April 30, 2027 (whichever is sooner).

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Reporting Requirements by Recipient Type

Tier	Recipient	Interim Report	Project and Expenditure Report	Recovery Plan Performance Report
1	States, U.S. territories, metropolitan cities and counties with a population that exceeds 250,000 residents	By August 31, 2021 or 60 days after receiving funding if funding was received by October 15, with expenditures by category. *Note: NEUs were not required to submit an Interim Report*	By January 31, 2022, and then the last day of the month after the end of each quarter thereafter *Note: NEUs were not required to submit a Project and Expenditure Report on January 31, 2022. The first reporting date for NEUs was April 30, 2022.*	By August 31, 2021 or 60 days after receiving funding, and annually thereafter by July 31
2	Metropolitan cities and counties with a population below 250,000 residents that are allocated more than $10 million in SLFRF funding, and NEUs that are allocated more than $10 million in SLFRF funding			
3	Tribal Governments that are allocated more than $30 million in SLFRF funding			
4	Tribal Governments that are allocated less than $30 million in SLFRF funding		By April 30, 2022, and then annually thereafter	
5	Metropolitan cities and counties with a population below 250,000 residents that are allocated less than $10 million in SLFRF funding, and NEUs that are allocated less than $10 million in SLFRF funding			

Note: Based on the period of performance, reports will be collected through April 30, 2027.

Monitoring Subrecipient Activities and Compliance

The City understands the requirements to manage and monitor their subrecipients to ensure compliance with requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Projects funded under the 6.1 Revenue Loss category are not subject to subrecipient designations or monitoring.

Except for projects classified under the revenue loss expenditure category, the City will clearly identify to the

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subrecipient: (1) that the award is a subaward of SLFRF funds; (2) any and all compliance requirements for use of SLFRF funds; and (3) any and all reporting requirements for expenditures of SLFRF funds.

The City will also evaluate each subrecipient's risk of noncompliance based on a set of common factors. These risk assessments will include factors such as prior experience in managing federal funds, previous audits, personnel, and policies or procedures for award execution and oversight. Ongoing monitoring of any given subrecipient should reflect its assessed risk and include monitoring, identification of deficiencies, and follow-up to ensure appropriate remediation.

The City will develop and adhere to written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

SECTION 11 – PROCUREMENT

The City as an ARPA Recipient will comply with the applicable requirements of the Uniform Guidance regarding procurement, contracting, and conflicts of interest and follow the applicable laws and regulations of our jurisdiction. When policies are overlapping or duplicated, the most stringent version will be followed.

Projects funded under the 6.1 Revenue Loss category are not subject to the procurement requirements outlined under 2 CFR 318-326 but are still required to follow the state and local requirements that the City typically adheres to for all local purchases.

Except for projects classified under the revenue loss expenditure category, the City will follow the ARPA required procurement requirements as prescribed, specifically in the uniform guidance 2 CFR 318-2 CFR 326.

To the extent practicable, the City will adapt established and standardized procurement materials and will ensure the ARPA-SLFRF provisions are included, as applicable. Authorized procurement specialists, legal, or other authorized City representatives will review all procurement and related contract content for quality prior to publication and execution.

Additionally, the City has written guidance outlining all procurement-related roles including levels of authorization and approvals necessary for all purchasing and contracting transactions.

Important procurement and contracting regulations from 2 CFR Part 200 that the City will follow include:

- Maintaining records to sufficiently detail the history of the procurement. These records include but are not necessarily limited to, the rationale for the method of procurement, selection of contract type, contractor selection or rejection, basis for the contract price, the contract document, and any contract modifications with signatures of all parties.
- Setting up procurements in a manner providing full and open competition, outside of justifiable emergency purchases and/or sole source scenarios.
- Performing a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold, including contract modifications. The method and degree of analysis is dependent on the facts surrounding the procurement situation, but as a starting point, non-federal entities must make independent estimates before receiving bids or proposals.
- Ensuring "Cost Plus a Percentage of Cost and Percentage of Construction Costs" are avoided as these methods of contracting are not allowed under the Uniform Guidance (2 CFR § 200.324).
- Using time-and-materials-type contracts only after determining that no other contract is suitable and including a ceiling price that the contractor exceeds at its own risk.
- Maintaining oversight to ensure contractors perform according to the terms, conditions, and specifications of their contracts or purchase orders.

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SECTION 12 – COST PRINCIPLES

The Uniform Guidance (2 CFR 200 Subpart E) requires recipients of federal assistance to have written procedures for determining the reasonableness, allocability, and allowability of costs in accordance with the provisions of the federal cost principles and the terms and conditions of the award.

The 2 CFR Part 200, Subpart E is applicable to expenditures under SLFRF unless stated otherwise. Given the purpose and very broad scope of eligible uses of the *revenue replacement funds (*≥$10M allocation), only a subset of the requirements in 2 CFR Part 200, Subpart E applies to the use of such funds, as follows:

- 2 CFR 200.400(a) - (c), and (e) Policy Guide
- 200.403(a), (c), (d), (g), and (h) Factors affecting allowability of costs; and
- 200.404(e) Reasonable costs.

Allowable: As outlined in 2 CFR § 200.403, a cost is allowable when it is compliant with the terms and conditions of the federal award and implementing agency regulations, and the Uniform Guidance (UG).

Allocable: As outlined in 2 CFR § 200.405, a cost is allocable if either (1) it is incurred solely to benefit an ARPA-SLFRF-eligible project, or (2) it benefits both an ARPA/SLFRF-eligible project and another ARPA-SLFRF-eligible project or other work of the local government, in proportions that can be approximated using reasonable methods. A local government must use a consistent method for allocating costs. Some costs will be charged directly to the grant award and other costs may be included in an indirect cost pool.

Reasonable: As described in 2 CFR § 200.404 cost is reasonable when, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. In determining the reasonableness of a given cost, consideration must be given to:

- Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the non-federal entity or the proper and efficient performance of the federal award.
- The restraints or requirements imposed by such factors as sound business practices; arm's-length bargaining; federal, state, local, and other laws and regulations; and terms and conditions of the federal award;
- Market prices for comparable goods or services for the geographic area.

Consistently applied: A cost is consistently applied when it is applied uniformly to both federally funded and other activities of the local government.

Properly documented: A local government must document its allocation method and its system of internal controls that provide reasonable assurance that amounts charged are accurate, allowable, and properly allocated.

Below is a list of allowable costs, allowable costs with restrictions, and unallowable costs that will be considered prior to project selection, obligations, and subsequent disbursement approvals.

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Unallowable Activities & Costs

In addition to the Treasury's specifically stated ineligible costs, listed in ***Section 4 – Ineligible Costs and Recoupment***, other unallowable costs include unnecessary costs that are not needed or required to achieve the objectives of the ARPA Terms and Conditions, 31 CFR Part 35 – the Final Rule, and the Project & Expenditure Guidance.

Fiscal Recovery Funds are also subject to the provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200 – the Uniform Guidance), including the cost principles and restrictions on general provisions for selected items of cost. These cost principles include restrictions that would apply to all federal awards unless otherwise stated.

The following are example cost types that are not allowed (or unallowed with some exceptions) according to 2 CFR 200.400, Subpart E:

Selected Items of Cost	Uniform Guidance General Reference	Allowability
Alcoholic Beverages	2 CFR §200.423	Unallowable
Bad Debts	2 CFR §200.426	Any losses arising from uncollected accounts and other claims, and related costs are unallowable
Contingency Provisions	2 CFR § 200.433	Unallowable with exceptions
Contributions and Donations	2 CFR §200.434	Costs of contributions and donations, including cash, property, and services from the recipient to other entities is unallowable
Certain Depreciation or Use Allowances	2 CFR §200.436	Unallowable on any portion of the buildings and equipment purchased with Federal funds or contributed to meet statutory matching requirements
Funds to Benefit Political Campaigns	NA	Unallowable
Entertainment	2 CFR §200.438	Although minor exceptions may apply, costs for amusement, social activities, ceremonials, hospitality, and activities relating thereto, such as meals, lodging, rentals, transportation, and gratuities are unallowable
Fines and Penalties	2 CFR §200.441	Resulting from violations of, or failure to comply with Federal, State, and local laws and regulations are unallowable. Some exceptions apply
Fundraising	2 CFR § 200.442	Includes costs of organized fundraising, endowment drives, solicitation of gifts and bequests, and similar expenses incurred solely to raise capital or obtain contributions are unallowable. Some exceptions apply

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Selected Items of Cost	Uniform Guidance General Reference	Allowability
*General Costs of Government	2 CFR § 200.444	Exceptions apply, most particularly under *EC 6.1 Revenue Loss cost allocations under ARPA – SLFRF*, but otherwise unallowable
Goods and Services for Personal Use	2 CFR § 200.445	Goods and services for personal use are unallowable although some exceptions may apply for housing
Idle Facilities and Idle Capacity	2 CFR § 200.446	Idle facilities – unallowable with exceptions; Idle capacity – allowable with restrictions
Lobbying Costs – includes direct legislative lobbying and grassroots lobbying	2 CFR §200.450	Unallowable
Losses on Other Awards or Contracts	2 CFR § 200.451	Unallowable
Organization Costs	2 CFR § 200.455	Unallowable unless federal prior approval
Participant Support Costs	2 CFR § 200.456	Only allowable with prior approval of the federal awarding agency
Selling and Marketing Costs	2 CFR § 200.467	Unallowable with exceptions
Student Activity Costs	2 CFR § 200.469	Unallowable unless specifically provided for in the federal award

Allowable Costs

In addition to the enumerated expenditure categories and other generally allowable activities/costs outlined in 31 CFR Part 35 – the Final Rule, the Project & Expenditure Report User Guide, the FAQs, and other Treasury source guides, the following summarized costs are typically allowable federal costs (although most of the following cost categories have *restrictions*) according to 2 CFR 200.400, Subpart E:

Selected Items of Cost	Uniform Guidance General Reference	Allowability
All expenditures using Revenue Loss funds (EC 6.1) should follow local policies for prudent spending and may have a broader coverage of allowable costs.		
Advertising and Public Relations	2 CFR § 200.421	Allowable with restrictions
Advisory Councils	2 CFR § 200.422	Allowable with restrictions
Bonding Costs	2 CFR § 200.427	Allowable with restrictions
Collection of Improper Payments	2 CFR § 200.428	Allowable
Compensation – Personal Services	2 CFR § 200.430	Special conditions apply [e.g., § 200.430(i)(5)]
Compensation – Fringe Benefits	2 CFR § 200.431	Allowable with restrictions
Conferences	2 CFR § 200.432	Allowable with restrictions
Defense and prosecution of criminal and civil proceedings, claims, appeals, and patent infringements	2 CFR § 200.435	Allowable with restrictions

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Selected Items of Cost	Uniform Guidance General Reference	Allowability
**** All expenditures using Revenue Loss funds (EC 6.1) should follow local policies for prudent spending and may have a broader coverage of allowable costs.***		
Depreciation	2 CFR § 200.436	Allowable with qualifications
Employee Health and Welfare Costs	2 CFR § 200.437	Allowable with restrictions
Exchange Rates	2 CFR § 200.440	Allowable with restrictions
Insurance and Indemnification	2 CFR § 200.447	Allowable with restrictions
Intellectual Property	2 CFR § 200.448	Allowable with restrictions
Interest	2 CFR § 200.449	Allowable with restrictions
Maintenance and Repair Costs	2 CFR § 200.452	Allowable with restrictions
Materials and Supplies Costs, including costs of computing devices	2 CFR § 200.453	Allowable with restrictions
Memberships, Subscriptions, and Professional Activity Costs	2 CFR § 200.454	Restrictions apply and unallowable for lobbying organizations
Plant and Security Costs	2 CFR § 200.457	Allowable; capital expenditures are subject to 2 CFR § 200.439
Professional Services Costs	2 CFR § 200.459	Allowable with restrictions
Proposal Costs	2 CFR § 200.460	Allowable with restrictions
Publication and Printing Costs	2 CFR § 200.461	Allowable with restrictions
Rearrangement and Reconversion Costs	2 CFR § 200.462	Allowable (ordinary and normal)
Recruiting Costs	2 CFR § 200.463	Allowable with restrictions
Relocation Costs of Employees	2 CFR § 200.464	Allowable with restrictions
Rental Costs of Real Property and Equipment	2 CFR § 200.465	Allowable with restrictions
Specialized Service Facilities	2 CFR § 200.468	Allowable with restrictions
Taxes (including Value Added Tax)	2 CFR § 200.470	Allowable with restrictions
Termination Costs	2 CFR § 200.472	Allowable with restrictions
Training and Education Costs	2 CFR § 200.473	Allowable with restrictions, for employee development
Transportation Costs	2 CFR § 200.474	Allowable with restrictions
Travel Costs	2 CFR § 200.475	Allowable with restrictions

The City understands funds may be used for administering the SLFRF program, including costs of consultants to support effective management and oversight, including consultation for ensuring compliance with legal, regulatory, and other requirements. Costs must be reasonable and allocable as outlined in 2 CFR 200.404 and 2 CFR 200.405. Pursuant to the SLFRF Award Terms and Conditions, direct and indirect costs may be charged to their ARPA award as administrative costs as long as they are accorded consistent treatment per 2 CFR 200.403.

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Direct costs are those that are identified specifically as costs of implementing the ARPA program objectives, such as contract support, materials, and supplies for a project.

Indirect costs are general overhead costs of an organization where a portion of such costs are allocable to the ARPA award such as the cost of facilities or administrative functions like a director's office. Each category of cost should be treated consistently in like circumstances as direct or indirect, and the City will not charge the same administrative costs to both direct and indirect cost categories, or to other programs.

Also review ***Section 15 – Match, Braided Funds & Loans*** for more specific details on allowable and unallowable cost scenarios.

Below are the City's procedures for determining reasonableness, allocability, and allowability of costs:

A. **Review and understand the Treasury's Award Terms and Conditions** as well as the federal cost principles that govern the project funding.
B. **Determine allowability, allocability, and cost reasonableness of all activities funded by ARPA-SLFRF and associated costs.** The initial assessment will be conducted at the project identification or selection stage to ensure eligibility, and then ongoing reviews and evaluations will continue throughout the course of the project prior to each invoice approval or disbursement.
    a. Measures to assess reasonableness will vary based on the items and context of the purchase. Micro and Small purchase types will be informal whereas formal purchases may require more analysis. The City will use approaches such as individual itemized cost analysis or total price comparisons when multiple vendors bid on items. Independent cost estimates and market research will often be conducted to assess and compare prices. Historical price data and pricing based on prior competitions for similar purchase types may also be used as a means to assess cost reasonableness.
C. **Monitor, track, and report funds** routinely against approved budgets, obligations, and expenditures and identify direct and indirect costs. Keep all records organized and easily accessible for potential audits or reviews.
D. **Document the process**. The City will maintain thorough documentation to support determinations and all associated costs.
E. **Seek Guidance**. The City will seek guidance when there is uncertainty or complexity in the determination process by consulting with appropriate personnel such as financial officers, legal advisers, internal auditors, or grant administrators. Also, the City will seek clarification from the funding agency as needed to ensure that costs meet the necessary standards.
F. **Implement Corrective Actions**. If any costs are later found to be unreasonable, unallocable, or unallowable, the City will assess for most appropriate actions and ensure process improvements are documented and implemented into ongoing operations. This may involve reallocating costs, adjusting budgets, or seeking approval for cost transfers or other remedies per the requirements provided by the Treasury and outlined in the Uniform Guidance.

SECTION 13 – CASH MANAGEMENT & DISBURSEMENTS

The City will budget, forecast, and routinely analyze cash flow statements. In addition to the City's established financial management procedures and related internal controls, efficient cash management ensures that funds are used optimally, and timely disbursements are made for all ARPA-SLFRF-funded activities. This City will ensure that all disbursements align with federal, state, and local policies.

While not stated specifically in the Final Rule, the Treasury does not require or have a preference as to the payment structure for recipients that transfer funds to subrecipients (e.g., advance payments, reimbursement basis, etc.). Ultimately, it is the City's responsibility to comply with the eligible use requirements and any other applicable laws or requirements and are responsible for the actions of their subrecipients or beneficiaries.

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The City may first opt for reimbursement-based payments, when feasible. However, the City will ultimately determine the most effective approach to accomplish the objectives of the project. All disbursements will be for allowable, allocable, and reasonable costs and will be supported by legal agreements and/or other relevant source documentation.

Not limited to the following examples but as part of internal control policies related to cash management and disbursements, the City uses prenumbered checks for all disbursements made by check. Unused check supplies are stored in a secure location with only authorized representatives having access. Blank checks are not to be signed in advance, checks are never made payable to cash, and checks are made only by representatives who are not also authorized to sign them. Authorized check signers must thoroughly review invoices and supporting documents and verify the receipt of all goods and services. Disbursements are only made to authorized vendors and all employees have a secure personnel file that at a minimum includes hiring authorization, salary history, hours authorized to work, federal and state withholding forms, health insurance and retirement deduction information, and authorization for all other payroll deductions.

SECTION 14 – PROGRAM INCOME

Program income policies and procedures under the American Rescue Plan Act's State and Local Fiscal Recovery Fund (ARPA-SLFRF) help ensure fiscal responsibility and regulatory compliance while maximizing the impact of federal assistance. Program Income, when applicable to the project, will be identified, tracked, reported, and appropriately utilized.

As clarified in the Final Rule FAQ 13.15, program income requirements of 2 CFR 200.307 do not apply under the revenue loss (EC 6.1) eligible use category. As such, recipients may maintain program income, which will not be considered an addition to the federal award.

Per Uniform Guidance definitions in 2 CFR 200.1, Program Income means gross income earned by the non-federal entity (the ARPA Recipient and its subrecipients) that is directly generated by a supported activity or earned as a result of the federal award (ARPA-SLFRF allocation) during the *period of performance* except as provided in § 200.307(f).

The U.S. Department of the Treasury has clarified in its Final Rule FAQs that recipients may add program income to the federal award. Any program income generated from SLFRF funds must be used for the purposes and under the conditions of the federal award.

Program income includes but is not limited to income from fees for services performed, the use or rental of real or personal property acquired under federal awards, the sale of commodities or items fabricated under a federal award, license fees and royalties on patents and copyrights, and principal and interest on loans made with federal award funds. For any SLFRF funded loans, the City will follow Treasury's guidance on tracking and disposing of program income from loans, consistent with the statutory requirements and timing of SLFRF expenditures.

Program income does *not* include:

- Interest earned on advances of federal funds, rebates, credits, discounts, or interest on rebates, credits, or discounts;
- Income earned from the investment of initial proceeds of a grant advance from the U.S. Treasury;
- Proceeds from subrecipient fundraising activities;
- Taxes, special assessments, levies, fines, and other such revenues raised by a non-federal entity are not program income unless the revenues are specifically identified in the federal award or federal awarding agency regulations as program income;
- Proceeds from the sale of real property, equipment, or supplies are not program income; such proceeds will be handled in accordance with the requirements of the Property Standards §§ 200.311, 200.313, and

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200.314, or as specifically identified in federal statutes, regulations, or the terms and conditions of the federal award.

SECTION 15 – MATCH, BRAIDED FUNDS, & LOANS

LOANS

SLFRF funds may be used to make loans, provided that the loan supports an activity that is an eligible use of funds, the SLFRF funds used to make the loan are obligated by December 31, 2024, and expended by December 31, 2026, and the cost of the loan is tracked and reported in accordance with the Final Rule.

In using SLFRF funds to make loans, recipients must be able to determine the amount of funds used to make a loan and must comply with Treasury guidance, all restrictions on the timing of the use of funds, and restrictions in the Uniform Guidance.

MATCH

SLFRF funds may be, but are not required to be, used along with other funding sources for a given project. As indicated by Treasury, the City understands that ARPA-SLFRF funds available under the "revenue loss" eligible use category generally may be used to meet the non-federal cost-share or matching requirements of other federal programs.

If the City decides to use SLFRF funds to satisfy match or cost-share requirements for a federal grant program, it will first be confirmed with the relevant awarding agency that no waiver has been granted for that program, that no other circumstances enumerated under 2 CFR 200.306(b) would limit the use of ARPA-SLFRF funds to meet the match or cost-share requirement, and that there is no other statutory or regulatory impediment to using the ARPA-SLFRF funds for the match or cost-share requirement.

SLFRF funds beyond those that are available under the revenue loss eligible use category may not be used to meet the non-federal match or cost-share requirements of other federal programs, other than as specifically provided for by statute. As an example, the *Infrastructure Investment and Jobs Act (IIJA)* provides that SLFRF funds may be used to meet the non-federal match requirements of authorized Bureau of Reclamation projects and certain broadband deployment projects. The final rule will be consulted for further details if the City's seeks to utilize ARPA-SLFRF funds as a match for these projects.

BRAIDED FUNDS

Blending and braiding refers to using multiple sources of funding for complementary purposes and provided that the costs are eligible costs under each source program and compliant with all other related statutory and regulatory requirements and policies, including restrictions on use of funds, is allowable under ARPA-SLFRF.

The use of ARPA-SLFRF funds on all braided projects would be subject to the (December 31, 2024) deadline on obligating funds and no later than (December 21, 2026), for expending funds and the ARPA portion of the funding must cover an eligible use of funds. The City will report to Treasury on the date and amount of SLFRF funds obligated and expended for any portion of a project covered by ARPA funds.

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SECTION 16 – CLOSEOUT

As outlined in § 200.344, the federal awarding agency or pass-through entity will close out the federal award when it determines that all applicable administrative actions and all required work of the federal award have been completed by the City.

The City must submit, no later than one hundred twenty (120) calendar days after the end date of the period of performance, all financial, performance, and other reports as required by the terms and conditions of the ARPA-SLFRF award.

A subrecipient must submit to the City, no later than ninety (90) calendar days (or an earlier date as agreed upon by the pass-through entity and subrecipient) after the end date of the period of performance, all financial, performance, and other reports as required by the terms and conditions of the federal award.

The City must promptly refund any balances of unobligated and/or unexpended funds. See OMB Circular A-129 and see § 200.346, for requirements regarding unreturned amounts that become delinquent debts.

If the City does not submit all reports in accordance with uniform guidance requirements and the terms and conditions of the federal award, the City is aware the federal awarding agency will proceed to close out with the information available within one (1) year of the period of performance end date.

If the City does not submit all reports in accordance with this section within one (1) year of the period of performance end date, the federal awarding agency must report the non-federal entity's material failure to comply with the terms and conditions of the award with the OMB-designated integrity and performance system (currently FAPIIS). Federal awarding agencies may also pursue other enforcement actions per § 200.339.

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City of Diboll

Document Management & Records Retention Policy (ARPA Project)

Policy Date

As of October 19, 2022

Version 1.0

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OVERVIEW & PURPOSE

This policy pertains to all documents created or maintained pursuant to the ARPA/SLFRF Award. The purpose of this Records Retention Policy is to ensure all applicable City of Diboll representatives, hereafter called "ARPA Recipient" understand and adhere to the record retention requirements as identified in the ARPA Terms and Conditions, the Federal Uniform Guidance 2 CFR 200, other official Treasury Guidance, as well as applicable State of Texas Record Keeping requirements.

This document is intended to provide the general protocols, guidance, and framework for the files, records, and reports used and stored by the ARPA Recipient for the purposes of carrying out the ARPA funded programs during the contractual period of performance and throughout the ARPA required retention period.

RETENTION OF RECORDS

The Coronavirus State and Local Fiscal Recovery Funds ("SLFRF") Award Terms and Conditions and the Compliance and Reporting Guidance set forth the U.S. Department of Treasury's ("Treasury") record retention requirements for the ARPA/SLFRF award.

It is the policy of ARPA Recipient to follow Treasury's record retention requirements as it expands SLFRF pursuant to the ARPA/SLFRF award. Accordingly, the ARPA Recipient agrees to:

- Retain all financial and programmatic records related to the use and expenditure of SLFRF pursuant to the ARPA/SLFRF award for a period of five (5) years after all SLFRF funds have been expended or returned to Treasury, whichever is later.
- Retain records for real property and equipment acquired with SLFRF for five (5) years after final disposition.
- Ensure that the financial and programmatic records retained sufficiently evidence compliance with section 603(c) of the Social Security Act "ARPA," Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
- Allow the Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, the right of timely and unrestricted access to any records for the purpose of audits or other investigations.
- If any litigation, claim, or audit is started before the expiration of the 5-year period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved.

COVERED RECORDS

For purposes of this policy, records are information, regardless of physical form or characteristics, that are created, received, or retained that evidence the ARPA Recipient's expenditure of SLFRF funds on eligible projects, programs, or activities pursuant to the ARPA/SLFRF award.

Records that shall be retained pursuant to this policy include, but are not limited to, the following:

- Financial statements and accounting records evidencing expenditures of SLFRF for eligible projects, programs, or activities;
- Documentation of rational to support a particular expenditure of SLFRF (e.g., expenditure constitutes the ARPA Recipient/subrecipient's scope of work;

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- Documentation of all costs invoiced or otherwise charged to the ARPA/SLFRF award;
- Procurement documents evidencing the significant history of a procurement, including, at a minimum, the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for contract cost or price;
- Documentation of all monitoring and/or audit and reporting activities as a direct result of SLFRF;
- Documentation evidencing compliance with the Uniform Guidance property management standards set forth in 2 CFR §§ 200.310-316 and 200.329;
- Personnel and payroll records for full-time and part-time employees compensated with SLFRF, including time and effort reports; and
- Indirect cost rate proposals.
- All other supporting documents, statistical records, reports, and all other non-federal entity records pertinent to the project funded by ARPA/SLFRF.

DISPOSITION OF RECORDS & STORAGE

The ARPA Recipient's records must/will be stored in a safe, secure, and accessible manner.

The ARPA Recipient's defined Management Information System (MIS) (as applicable) and/or Document Repository system which will be used for electronic file records is ENTER DESCRIPTION HERE:

The defined systems/Document Repository will maintain reliability to ensure records are accurate and available, preserve authenticity to protect against unauthorized access, and provide usability to staff so that records can be easily found and updated. Information shall be transferred to the ARPA Recipient and designated ARPA PM at key points throughout the project from various parties including subrecipients, beneficiaries, contractors/vendors, and others.

The ARPA Recipient will carry out this plan in its entirety with a preference for digitally stored data, password protection and limited building/file access. All Projects that involve personally identifiable information (PII) or any data deemed as sensitive or confidential in nature, shall be managed appropriately. PII data is in reference to but will not be limited to individual/applicant name, address, driver's license number, income level, or other personal information for determining identity and/or project eligibility. If such data is applicable to the project, the ARPA Recipient (or Subrecipient) should ensure a ***Client Data & Personally Identifiable Information (PII) Plan*** is in place that addresses specific steps to ensure potential PII data is handled and maintained in a secure and confidential manner. The ARPA Recipient agrees to comply with all local, state, and federal regulations regarding handling, release, or disclosure of such information.

DEPARTMENTAL RESPONSIBILITIES

Any department or unit of the ARPA Recipient and its employees, who are responsible for creating or maintaining the covered documents in this policy shall comply with the terms of this policy. Failure to do so may subject the ARPA Recipient to non-compliance with the ARPA Terms and Conditions. Any employee who fails to comply with the record retention requirements set forth herein may be subject to disciplinary sanctions, including suspension or termination.

The Department Director will work closely with the Finance Department and will be responsible for identifying and/or collecting the documents internally as well as from others receiving ARPA funds. The ARPA Recipient and

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its designees must retain and arrange for the proper storage, retrieval, and transfer of records. Finance Director shall also ensure that all personnel subject to the terms of this policy are aware of the record retention requirements set forth herein.

Reporting Policy Violations: The ARPA Recipient is committed to enforcing this policy as it applies to all forms of records. Any employee that suspects the terms of this policy have been violated shall report the incident immediately to that employee's supervisor. If an employee is not comfortable bringing the matter up with the supervisor, the employee may bring the matter to the attention of the City Manager. The ARPA Recipient prohibits any form of discipline, reprisal, intimidation, or retaliation for reporting incidents of inappropriate conduct of any kind, pursuing any record destruction claim, or cooperating in related investigations.

Questions About the Policy: Any questions about this policy should be referred to the Finance Department; 936-829-4757, who oversees administering, enforcing, and updating this policy. All revised policies should be clearly tracked and shared, and contingent on nature of revisions, may also require additional approval.

Project Closeout: The City of Diboll will identify and collect applicable records for each project carried out with ARPA funding. A document closeout checklist (by project) will then be shared accordingly with subrecipients, and other service providers along with record sharing, document transfers, and general document review procedures at closeout. The ARPA Recipient will work with the designated ARPA PM and other stakeholders such as subrecipients and contractors to ensure all records are transferred in a secure, efficient, and timely manner. The ARPA Recipient will continue to update and improve this Document Management & Records Retention Policy as additional best practices are identified and/or as Treasury SLFRF provides new relevant information related to record-keeping and compliance.

Attached in ***Appendix A*** of this document includes the current ARPA Recipient File Checklist that represents an initial list of ARPA Recipient administrative documents necessary for collection prior to closeout. This is not an exhaustive list and will remain subject to change. Additionally, <u>each</u> project carried out with ARPA funds will have a specific document closeout checklist to be used as a guide. There will be additional documents required for any projects carried out by parties other than the ARPA Recipient, such as subrecipients via a subaward and/or contractors and professional service providers.

These ARPA/SLFRF Document Management & Record Retention Policies and Procedures have been reviewed and adopted as applicable by legal or otherwise authorized representatives of the City of Diboll and are thereby approved on June 11, 2024.

Trey Wilkerson	Mayor
Printed Name	Title of Authorized Representative
	June 11, 2024
Signature of Authorized Representative	Date

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APPENDIX A – DOCUMENT CHECKLIST (SAMPLE)

The ARPA Recipient and Subrecipient Document Closeout Checklist are not exhaustive and subject to change. Below is the current list of ARPA document records required for potential collection. Although not specifically listed below, project specific documentation will also be applicable and saved as part of the ARPA records.

ARPA RECIPIENT DOCUMENTS CHECKLIST (ADMINISTRATIVE)	
☐	ARPA Recipient Executed ARPA – SLFRF Terms and Conditions
☐	ARPA Recipient Executed Title VI Form
☐	ARPA Recipient Budget Submitted to Treasury/TDEM
☐	Executed Agreements for Administrative Services
☐	ARPA Recipient Communication Plan
☐	Project Equity Review Form(s)
☐	Environmental Review Form
☐	Client Approval of Project
☐	Conflict of Interest Questionnaire (CIQ) (as applicable)
☐	Standards of Conduct with Conflict-of-Interest Policy
☐	SAM Clearance: Eligibility Verification (EV) Form with UEI
☐	Insurance and Indemnification Records (as applicable)
☐	Lobbying Certification & Disclosure of Lobbying *(ARPA Terms & Conditions #0 (b) (vii) Restrictions in Lobbying, 31 CFR Part 21) (as applicable)*
☐	ARPA Recipient's Prior Year Fiscal Audit 2022-2026 (as applicable) Check here
☐	ARPA Recipient's Federal/State/Local Procurement Policy (for purposes of carrying out ARPA Project)
☐	ARPA Recipient's Financial Management Plan (for purposes of carrying out ARPA Project)
☐	ARPA Recipient's Personally Identifiable Information (PII) Plan (if applicable)
☐	*ARPA Recipient's Document Management & Records Retention Policy
☐	ARPA Recipient's Project Reports (Expenditure/Milestone/Performance and all) (as applicable)
☐	Loss Revenue Calculation (if applicable)
☐	ARPA Recipient's Risk Action Plan (RAP) (as applicable)

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ARPA RECIPIENT DOCUMENTS CHECKLIST (ADMINISTRATIVE)	
☐	Additional Supplemental Documentation (as applicable)

PROJECT DELIVERY DOCUMENT SAMPLE CHECKLIST (for Subrecipient Delivered Projects – as applicable)	
☐	Sole Source/Emergency Justification Form
☐	Subrecipient NOFA/Application Final Document
☐	Subrecipient NOFA Advertisement
☐	Subrecipient NOFA Pre-Application Meeting
☐	Subrecipient NOFA Questions & Answers
☐	Subrecipient NOFA Addendum
☐	Subrecipient NOFA Application Packet
☐	Subrecipient NOFA Application Tabulation
☐	Subrecipient NOFA Review & Selection Docs
☐	Executed Subrecipient Agreement
☐	Subrecipient Submitted/Approved Change Orders
☐	Form 1295 Certificate of Interested Parties Form (if applicable – see FAQ for Form 1295 and 1295 Tipsheet
☐	Conflict of Interest Questionnaire (CIQ) as applicable
☐	Standard of Conduct with a Conflict-of-Interest Policy
☐	SAM Clearance: Subrecipient Eligibility Verification (SEV) Form
☐	Insurance and Indemnification Records (as applicable)
☐	Lobbying Certification & Disclosure of Lobbying *(ARPA Terms & Conditions #0 (b) (vii) Restrictions in Lobbying, 31 CFR Part 21)*
☐	Subrecipient's Prior Year Fiscal Audit Check here
☐	Subrecipient's Federal/State/Local Procurement Policy (for purposes of carrying out ARPA Project)
☐	Subrecipient's Financial Management Plan (for purposes of carrying out ARPA Project)
☐	Subrecipient's Invoice Packets
☐	Subrecipient's Personally Identifiable Information (PII) Plan (if applicable)
☐	Subrecipient's Document Management & Records Retention Policy

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PROJECT DELIVERY DOCUMENT SAMPLE CHECKLIST (for Subrecipient Delivered Projects – as applicable)	
☐	Subrecipient's Post-Award Monitoring Checklists & Correspondence
☐	Subrecipient's Project Reports (Expenditure/Milestone/Performance and all) (as applicable)
☐	Subrecipient's Corrective Action Plan (if applicable)
☐	Subrecipient Supplemental Document (as applicable)

PROJECT/OBLIGATION TYPE LEVEL DOCUMENT CHECKLISTS

This list is only a sample of documents that may be applicable and collected. Typical project/obligation categories that may apply include the following:

- Administrative Project Types
- EC 6.1 Awardee
- Beneficiary Services – Premium Pay
- Beneficiary Services – Entity
- Beneficiary Services – Individuals/Households
- Equipment/Software Purchases (Micro/Small and Standard/Sole Source/Emergency)
- Construction Services
- Professional Services – Engineering
- Professional Services – Consultants
- Acquisition and Relocation (as either a stand-alone project or subset of a project)

Additional documents will also be collected for projects that utilize Force Account Labor, and for projects that utilize a COOP for the purpose of purchasing equipment.

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STANDARDS OF CONDUCT

AND

CONFLICT OF INTEREST POLICY

CITY OF DIBOLL

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SECTION 1 – PRINCIPLES & VALUES

The City of Diboll management of the ARPA-SLFRF efforts are governed by an unyielding commitment to our Standards of Conduct and Conflict of Interest Policies (the Standards). Decisions and actions are made with the highest degree of integrity. The Standards are based on honesty, objectivity, fairness, and respect.

These City of Diboll's core principles and values guide relationships within our community, and all of those impacted by the use of ARPA-SLFRF funds including beneficiaries, subrecipients, consultants/contractors, vendors, awardees, local officials, staff, and all individuals who are directly affiliated with ARPA-SLFRF recovery efforts:

- **Integrity.** We will act in a lawful and ethical manner, never knowingly violating any law or our principles and standards of ethical conduct in the selection, award, and administration of all ARPA–SLFRF transactions.

- **Stewardship, Trust, & Service.** We will serve the people of our community to ensure an equitable recovery effort while following the prescribed rules of managing taxpayer resources.

- **Equity.** We will strive for a community that is fair for everyone and will ensure ARPA-SLFRF funded activities are selected and managed with equity fully in mind.

- **Transparency**. We will disclose any conflicts of interest we may have (or be made aware of) related to our responsibilities to the applicable parties including the State of Texas Ethics Commission, our internal Conflict of Interest Point of Contact, and the U.S. Treasury, and remove conflicts when necessary.

- **Honesty & Communication.** We will work to ensure an environment where employees (and all engaged stakeholders) are encouraged to seek advice, report misconduct, or question a business practice in good faith and without retaliation.

- **Partnership and Respect.** We will work with others who share our objectives and values and respect our stakeholders and fellow staff members, treating others with fairness and courtesy.

SECTION 2 – RESOURCE REFERENCES

Multiple federal, state, and local conduct and conflict of interest related laws govern the ARPA-SLFRF funded activities. ARPA funds are primarily governed by the ARPA regulations, the jurisdiction's signed agreement to the ARPA-SLFRF Terms and Conditions, and specific requirements of 2 CFR § 200.318(c). The conflict-of-interest policy applies to each activity funded under the ARPA-SLFRF award. Recipients (and subrecipients) must disclose in writing to the U.S. Treasury or the pass-through entity, as appropriate, any conflict and/or potential conflict of interest affecting the awarded funds in accordance with 2 CFR § 200.

This policy also aligns with and adheres to existing local and State of Texas requirements. While the following is not a fully exhausted list, the standards outlined in this policy conform with the following applicable federal and state regulations. Existing municipal, county and state-level adopted policies will also apply and may be referenced throughout this document as well, and where overlapping policies are identified, the most stringent application should apply.

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Uniform Guidance 2 CFR 200:

- **2 CFR 200.318(c)**
- **§ 200.112 Conflict of interest.** The Federal awarding agency must establish a conflict-of-interest policy for Federal awards. The non-Federal entity must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity by applicable Federal awarding agency policy.

State of Texas: The following includes references to additional relevant State of Texas conflict of interest and disclosure laws applicable to city officials, employees, and vendors. A home rule charter, local policy, or ordinance may provide for more stringent requirements in some circumstances.

- https://www.ethics.state.tx.us/resources/laws-regulations/
- Local Government Code Chapter 171: Real Property and Business Interests
- Local Government Code Chapter 176: Income and Gifts from and Family Relationships with Vendors
- Government Code Chapter 552: Public Information
- Government Code Chapter 572 Open Govt; Ethics. Personal Financial Disclosure, Standards of Conduct, and Conflict of Interest
- Local Government Code Chapter 145: Financial Disclosure in Cities with a population of 100,000 or more
- Section 15.01 – Texas Free Enterprise and Antitrust Act of 1983
- Government Code Section 2252.908 Vendor Disclosure of Interested Parties (Form 1295)
    - https://www.ethics.state.tx.us/
    - https://www.ethics.state.tx.us/resources/FAQs/FAQ_Form1295.php
    - https://www.ethics.state.tx.us/filinginfo/videos/Form1295/CreateCertificate/CreateCertificate.html
    - https://www.ethics.state.tx.us/data/filinginfo/1295Changes.pdf
- https://www.ethics.state.tx.us/statutes/ch36_39.php
- Texas Penal Code Title 8 Chapter 36 Bribery and Corrupt Influence
- Texas Penal Code Title 8, Chapter 39 Abuse of Office
- Chapter 305, Registration of Lobbyists and Chapter 34, Commission Rules: Regulations of Lobbyists (https://www.ethics.state.tx.us/resources/lobby/
- Texas Ethics Commission – Lobbying in Texas – A Guide to the TX Law

External Resource Reference Guides:

- TX Ethics Commission A Guide to Ethics Laws for State Officers and Employees
- TX Municipal League COI Disclosure Laws for City Officials, Employees and Vendors

In the event of any discrepancy between the provisions of Federal and local regulations, the most stringent provision will prevail. This Policy does not supersede the authority and duty to comply with the laws and regulations cited above.

This Standard of Conduct and Conflict of Interest Policy will be made available to government officers and employees as well as other identified stakeholders so that they are aware of shared responsibilities, individually or jointly, to ensure that the objectives of the Policy are fully met.

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Vendors, contractors, and subcontractors must also be made aware of their responsibilities related to the City of Diboll's Standard of Conduct and Conflict of Interest Policy.

This Policy should align with and adhere to existing local and State of Texas requirements as well as 2 CFR § 200.318(c), as agreed upon within the executed ARPA-SLFRF Terms and Conditions.

SECTION 3 – DEFINITIONS

- **Business Entity** means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or any other entity recognized by law.

- **Conflict of Interest (COI)** is an actual or potential COI situation described at 2 CFR 200.318(c)(1) or (c)(2). The term also includes situations that create, or may create, an unfair competitive advantage, or the appearance of such.

- **COI Point of Contact** means the individual identified in Section 7 of this Policy designated to receive, review, and coordinate necessary guidance, disclosures, and reporting steps as applicable to federal, state, and local handling requirements of all real or potential conflict of interests.

- **Contract** means, for the purpose of Federal Financial Assistance, a legal instrument by which the Entity purchases property or services needed to carry out a program or project under a Federal award, not limited to but including agreements, memorandums of understanding, and purchase orders properly executed with the recipient (or subrecipient).

- **Contractor** means an entity or individual that receives a Contract.

- **Covered Individual** means a Public Officer, employee, or agent of the City of Diboll.

- **Covered Nonprofit Organization** means a nonprofit corporation, organization, or association, incorporated or otherwise, that is organized or operating for religious, charitable, scientific, literary, public health and safety, or educational purposes, excluding any board, entity, or other organization created by the State or any political subdivision of the State (including the City of Diboll).

- **Covered Transaction** is a non-procurement or procurement transaction that is subject to the prohibitions outlined within this Policy.

- **Direct Benefit** means, with respect to a Public Officer or employee of the City of Diboll or the spouse of any such Public Officer or employee, (i) having a ten percent (10%) ownership interest or other interest in a Contract or Subaward; (ii) deriving any income or commission directly from a Contract or Subaward; or (iii) acquiring property under a Contract or Subaward.

- **Equity** means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black,

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Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

- **Federal Financial Assistance** means Federal financial assistance that the City of Diboll receives or administers in the form of grants, cooperative agreements, non-cash contributions or donations of property (including donated surplus property), direct appropriations, food commodities, and other Federal financial assistance (except that the term does not include loans, loan guarantees, interest subsidies, or insurance).

- **Gifts** means payment or enrichment without equivalent retribution or of lesser value. Includes, but is not limited to, money, goods, or any other object, favorable economic opportunities, tips, concessions, benefits, discounts, privileges, or special considerations.

- **Governing Board** means the City Council of the City of Diboll of government.

- **Immediate Family Member** is described at 2 CFR 200.465(c)(4) and means, with respect to any Covered Individual, (i) a spouse, and parents thereof, (ii) a child, and parent thereof, (iii) a parent, and spouse thereof, (iv) a sibling, and spouse thereof, (v) a grandparent and grandchild, and spouses thereof, (vi) domestic partners and parents thereof, including domestic partners of any individual in (ii) through (v) of this definition; and (vii) any individual related by blood or affinity whose close association with the Covered Individual is the equivalent of a family relationship.

- **Involved in Making or Administering** means (i) with respect to a Public Official or employee, (a) overseeing the performance of a Contract or Subaward, or having authority to make decisions regarding a Contract or Subaward or to interpret a Contract or Subaward, or (b) participating in the development of specifications or terms or the preparation or award of a Contract or Subaward, (ii) only with respect to a Public Official, being a member of a board, commission, or other body of which the Public Official is a member, taking action on the Contract or Subaward, whether or not the Public Official participates in that action.

- **Local Government Officer** is defined as a member of the governing body of a local governmental entity; Mayor, Council Members, local government corporation board members, the City Manager, and employees or other agents of a local governmental entity who exercise discretion in the planning, recommending, selecting, or contracting of a vendor. Also see ---"*local public official"* which means a member of the governing body or another officer, whether elected, appointed, paid, or unpaid, of any district (including a school district), county, municipality, precinct, central appraisal district, transit authority or district, or other local governmental entity who exercises responsibilities beyond those that are advisory in nature.

- **Non-Federal Entity** is defined at 2 CFR 200.1.

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- **Pass-Through Entity** means a non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal program.

- **Public Officer** means an individual who is elected or appointed to serve or represent the City of Diboll (including, without limitation, any member of the Governing Board), other than an employee or independent contractor of the City of Diboll. Other names for the same position may include: "Public Servant" (Texas Penal Code, Ch's 36 & 37, "Municipal Officer" (Texas Local Govt. Code Ch. 145), "Local Public Official" (Texas LGC Ch. 171), "Local Governmental Officer" (Texas LGC CH. 176), and "Public Official" (Texas Govt. Code Ch. 573).

- **Recipient ("ARPA Recipient")** means an entity, usually but not limited to a non-Federal entity, that receives a Federal award directly from a Federal awarding agency. The term does not include Subrecipients or individuals that are beneficiaries of the award (2 CFR 200.1).

- **Related Party** means (i) an Immediate Family Member of a Covered Individual, (ii) a partner of a Covered Individual, or (iii) a current or potential employer (other than the City of Diboll) of a Covered Individual, of a partner of a Covered Individual, or an Immediate Family Member of a Covered Individual.

- **Subaward** means an award provided by a Pass-Through Entity to carry out part of a Federal award received by the Pass-Through Entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program.

- **Subcontract** means any agreement entered into by a Subcontractor to furnish supplies or services for the performance of a Contract or a Subcontract. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

- **Subcontractor** means an entity that receives a Subcontract.

- **Subrecipient** means an entity, usually but not limited to a non-Federal entity, that receives a subaward from a Pass-Through Entity to carry out part of a Federal award; but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

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SECTION 4 – CONFLICT OF INTEREST REQUIREMENTS IN TEXAS

4.1 CONFLICT OF INTEREST STANDARDS OVERVIEW

These standards of conduct contained herein are applicable to all procurement application selections, and/or ARPA-SLFRF funds disbursement activities. A common source of alleged wrongdoing revolves around conflicts of interest. Whether real or perceived, these allegations often arise out of situations involving personal financial gain, employment, or special treatment for family members or business relations. To protect all ARPA transactions from the undue influence of such conflicts and to bolster an equitable recovery process, the City of Diboll will maintain this Standards of Conduct and Conflict of Interest Policy throughout the ARPA period of performance.

Prohibited Conflicts of Interest in Contracting. No City of Diboll employee, officer, or agent (including Subrecipients) may participate in the selection, award, or administration of a contract if he or she has a real or apparent conflict of interest. Such conflict of interest would arise when the employee, officer, or agent, any member of his or her family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. In the case of any aforementioned relationships, he/she shall not intervene, either directly or indirectly, in any matter related to them.

- Real Conflict of Interest. A real conflict of interest shall exist when the Covered Individual or any Related Party has a financial or other interest in or a tangible personal benefit from a firm considered for a Contract or Subaward.

- Apparent Conflict of Interest. An apparent conflict of interest shall exist where a real conflict of interest may not exist under Section 4 (4.2) (A), but where a reasonable person with knowledge of the relevant facts would find that an existing situation or relationship creates the appearance that a Covered Individual or any Related Party has a financial or other interest in or a tangible personal benefit from a firm considered for a Contract or Subaward.

4.2 CONFLICT OF INTEREST DISCLOSURE RESPONSIBILITIES

Officers, employees, and agents of the governmental entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, other than an unsolicited item of nominal value that may be accepted under a written policy adopted by the City of Diboll. This includes, but may not be limited to, gifts, gratuities, favors, benefits, loans, commissions, or other special discounts.

All persons covered by this policy shall fully disclose any real or potential conflicts of interest. Every person must report any act that violates the provisions of this Policy and Standards of Conduct. All persons shall collaborate with any investigation initiated by the City of Diboll, the State of Texas or the Federal Government

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related to conflicts of interest.

The City of Diboll shall adhere to Local Government Code Chapter 176 for specific requirements related to governmental officer disclosures in Texas.

In addition to the expectation that all officers understand and follow local, state, and federal law, and review all solicitation/contract documents and provisions closely, the City of Diboll's designated COI Point of Contact (see ***Section 5*** of this document) will be available to provide guidance on the proper use of a disclosure form and other related code of conduct requirements and details including required federal, state, and local reporting timelines, as applicable.

4.3 FEDERAL, STATE, AND/OR AGENCY-LEVEL DISCLOSURES

4.3.10 CONFLICT OF INTEREST QUESTIONNAIRE (CIQ)

CIQ: A questionnaire defined by Chapter 176, Texas Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

A vendor is required to file a conflict of interest questionnaire if the vendor has a business relationship with the City of Diboll and has: (1) an employment or other business relationship with an officer or an officer's family member that results in the officer receiving taxable income that is more than $2,500 in the preceding twelve months; (2) has given an officer or an officer's family member one or more gifts totaling more than $100 in the preceding twelve months; or (3) has a family relationship with an officer.

A vendor is required to file a questionnaire not later than the seventh business day after the later of the following: (1) the date that the vendor begins discussions or negotiations to enter into a contract with the City of Diboll or submits an application or response to a bid proposal; or (2) the date that the vendor becomes aware of a relationship or gives a gift to an officer or officer's family member, or becomes aware of a family relationship with an officer.

4.3.11 CERTIFICATION OF INTERESTED PARTIES FORM 1295

In 2015, the Texas Legislature adopted House Bill 1295, which added Section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least $1 million, or (3) is for services that would require a person to register as a lobbyist under Chapter 305 of the Government Code. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

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The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the Commission's website. The Commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The Commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The Commission does not have any additional authority to enforce or interpret House Bill 1295.

The Conflict-of-Interest Questionnaire (Form CIQ) can be reviewed here. *Note, this form copy is only for reference and cannot be filled out by hand. A vendor must use the filing application to generate the form and print it from there. Instructions for filing the form can be accessed here.*

Also refer to https://www.ethics.state.tx.us/ and ***Section 2 – Resource References*** of this document for additional links to access Form 1295 Frequently Asked Questions and related laws and regulations.

What Contracts Apply to Form 1295?

The law applies only to a contract between a governmental entity or state agency and a business entity at the time it is voted on by the governing body or at the time it binds the governmental entity or state agency, or whichever is earlier, including an amended, extended, or renewed contract, of a governmental entity or state agency that either:

- requires an action or vote by the governing body of the entity or agency before the contract may be signed; or
- has a value of at least $1 million or is for services that would require a person to register as a lobbyist under Chapter 305 of the Government Code. Gov't Code § 2252.908; 1 T.A.C. §§ 46.1(b), 46.3(a). The disclosure requirement applies to a contract entered into on or after January 1, 2016.

A contract does not require an action or vote by the governing body of a governmental entity or state agency if:

- the governing body has legal authority to delegate to its staff the authority to execute the contract;
- the governing body has delegated to its staff the authority to execute the contract; and
- the governing body does not participate in the selection of the business entity with which the contract is entered into.

4.3.12 CONFLICT OF INTEREST DISCLOSURES BY GOVERNMENT OFFICER (CIS)

The notice to the appropriate local governmental entity when a local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code. It provides the nature and extent of business and/or family relationships between officer and vendor and other disclosures, in accordance with Section 176.003 of the Local Government Code. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

1. An officer must file a statement if the officer or officer's family member has an employment or other business relationship with a vendor that results in the officer or officer's family member receiving

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taxable income of more than $2,500 in the preceding twelve (12) months. An officer who only receives investment income, regardless of the amount, is not required to file a disclosure statement. Investment income includes dividends, capital gains, or interest income gained from a personal or business checking or savings account or another similar account, a personal or business investment, or a personal or business loan.

2. An officer is required to file a statement if the officer or officer's family member accepts one or more gifts (including lodging, transportation, and entertainment accepted as a guest) from a vendor that has an aggregate value of more than $100 in the preceding twelve months. An officer is not required to file a statement in relation to a gift, regardless of amount, if the gift: (1) is a political contribution; (2) is food accepted as a guest; or (3) is offered on account of kinship or a personal, professional, or business relationship independent of the official status of the recipient.

3. An officer is required to file a statement if the officer has a family relationship with the vendor.

SECTION 5 – GIFT STANDARDS

Chapter 36 of the Penal Code prohibits public servants from accepting certain gifts or benefits. Violations of the laws in this chapter carry criminal penalties, and complaints alleging such violations are handled by local prosecutors, not by the Texas Ethics Commission.

Subject to the few exceptions set forth below and further described in the *Penal Code Section 36.08*, a Covered Individual may not solicit or accept gratuities, favors, or anything of monetary value from a Vendor/Contractor, or a Subcontractor or other direct recipients of ARPA-SLFRF related benefits.

Exception. A Covered Individual may accept an unsolicited gift from a Contractor or Subcontractor of one or more types specified below if the gift has an aggregate market value of $20 or less per source per occasion, provided that the aggregate market value of all gifts received by the Covered Individual pursuant to this does not exceed $50 in a calendar year:

- Honorariums for participating in meetings;
- Advertising items or souvenirs of nominal value; or
- Meals furnished at banquets.

Even if the acceptance of a gift is legally permissible, a governmental Officer or employee as well as vendors/contractors should always consider whether the gift raises the appearance of impropriety before giving or accepting.

Internal Reporting. A Covered Individual shall report any gift accepted to the COI Point of Contact. If required by regulation of a Federal awarding agency, the COI Point of Contact shall report such gifts to the Federal awarding agency.

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- A subrecipient shall also report all potential instances of known or potential conflicts of interest to the City of Diboll (also referred to as the ARPA Recipient or the Pass-Through Entity) and all instances of gifts, excluding those that fall within the exceptions outlined in 5.1(a).

SECTION 6 – VIOLATIONS OF POLICY

Any alleged violations of the standards set forth in this Policy shall be immediately referred to the City of Diboll's COI Point of Contact. The offending employee, officer, or agent will be subject to disciplinary actions that could result in their termination of employment.

Disciplinary Actions for Covered Individuals. Any Covered Individual that fails to disclose a real, apparent, or potential real or apparent conflict of interest arising concerning the Covered Individual or Related Party may be subject to disciplinary action, including, but not limited to, an employee's termination or suspension of employment with or without pay, the consideration or adoption of a resolution of censure of a Public Official by the Governing Board, or termination of an agent's contract.

Disciplinary Actions for Contractors and Subcontractors. The City of Diboll shall terminate any Contract with a Contractor or Subcontractor that violates any provision of this Policy.

Knowingly violating the terms of an agency's ethics and conflict of interest policy may also be penalized as a criminal offense. Any such occurrence will be reviewed on a case-by-case basis to determine steps beyond above stated disciplinary actions.

- As outlined in Chapter 176 of the Texas Government Code, "an officer or vendor who knowingly fails to file a statement or a disclosure when required to do so commits a Class A, B, or C misdemeanor, depending on the amount of the contract. It is an exception to prosecution that an officer/vendor files a statement/questionnaire not later than the seventh day after the date the person receives notice from the city of the alleged violation."

Protections for Whistleblowers. In accordance with 41 U.S.C. § 4712, the City of Diboll shall not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant: (i) a member of Congress or a representative of a committee of Congress; (ii) an Inspector General; (iii) the Government Accountability Office; (iv) a Treasury or other federal agency employee responsible for grant oversight or management; (v) an authorized official of the Department of Justice or other law enforcement agency; (vi) a court or grand jury; of (vii) a management official or other employee of the City of Diboll, a Contractor, or Subcontractor who has the responsibility to investigate, discover, or address misconduct.

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SECTION 7 – CONFLICT OF INTEREST POINT OF CONTACT

While all stakeholders have a responsibility to understand what represents a potential, perceived, or real conflict of interest and to follow state and local disclosure mandates, the City of Diboll has taken an additional step by identifying a centralized point of contact to oversee the collection, reporting, communications, and guidance related to real or potential conflicts of interest on all ARPA-SLFRF funded activities. The designated POC will ensure required state and local forms are completed, shared, and retained in a compliant manner. The designated POC will be available to provide information throughout the entire project life cycle for all SLFRF covered transactions.

The designated COI Point of Contact may be updated as needed, but at the time of publication of these Standards, the following information is accurate:

TITLE	FIRST & LAST NAME	EMAIL ADDRESS	PHONE NUMBER
COI Point of Contact (City Manager)	Jason Arnold	jarnold@cityofdiboll.com	936-829-4757

If the City of Diboll has a website and/or phone number for reporting potential conflicts and other unethical activities, add here as a reference for stakeholder awareness.

City of Diboll Ethics Hotline is 936-829-4757

Website: www.cityofdiboll.com

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1. PRIOR TO AWARD OF CONTRACT OR SUBAWARD.

a. Prior to the award of a Contract or Subaward, the COI Point of Contact shall advise Covered Individuals expected to be involved in the selection, award, or administration of the Contract or Subaward of such duty.
b. Prior to the award of a Contract or Subaward, appropriate ethics and conflict of interest related provisions should be included in solicitations and contractual template language.
c. Identified potential conflicts will be reviewed and evaluated. Removal from project involvement at any stage or removal from award consideration with a written record and other measures may be identified.

2. MANAGEMENT PRIOR TO AWARD OF CONTRACT OR SUBAWARD

If, after completing the Texas Ethics Commission COI related Forms, the COI Point of Contact identifies a potential real or apparent conflict of interest relating to a proposed Contract or Subaward, the COI Point of Contact shall disclose such finding in writing to the City Manager and to each member of the Governing Board. If the Governing Board desires to enter into the proposed Contract or Subaward despite the identification by the COI Point of Contact of a potential real or apparent conflict of interest, it may either:

a. Accept the finding of the COI Point of Contact and direct the COI Point of Contact to obtain authorization to enter into the Contract or Subaward from either:

    1) the Federal awarding agency (US Treasury) with appropriate mitigation measures, or
    2) the Pass-Through Entity (the ARPA Recipient) if a subrecipient

b. Reject the finding of the COI Point of Contact and enter into the Contract or Subaward. In rejecting any finding of the COI Point of Contact, the Governing Board shall, in writing, document a justification supporting such rejection. If the COI Point of Contact does not identify a potential real or apparent conflict of interest relating to a proposed Contract or Subaward, the City of Diboll may enter into the Contract or Subaward in accordance with the purchasing or subaward policy.

3. POST AWARD OF CONTRACT OR SUBAWARD

All contractors, subrecipients, awardees, beneficiaries and other identified stakeholder agents have an ongoing responsibility to provide notification immediately after the identification of any potential conflict of interest.

In accordance with Chapter 176, Local Government Code, if the conflict involves a government officer of the City of Diboll, the Conflicts Disclosure Statement (Form CIS) will be provided to the COI Coordinator serving as the "Records Administrator" no later than seven (7) business days from date of initial identification.

Confidentiality & Public Information Act

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- Potential conflicts of interest reports by a third party will remain anonymous and will be reviewed with legal representatives as appropriate.
- Reports of potential conflict of interest by the affiliated parties will be reviewed with a determination of the next steps.
- All filed COI disclosures in Texas will be subject to the Public Information Act of Texas.

4. GENERAL ADMINISTRATION

The Texas statements and disclosures must be filed with the records administrator of the city. A records administrator includes a city secretary, a person responsible for maintaining city records, or a person who is designated by the city to maintain the statements and disclosures filed under Chapter 176.

A city that maintains a website is required to post on that site statements and disclosures that are required to be filed under Chapter 176. However, a city that does not have a website is not required to create or maintain one.

The following conflict of interest documents, as deemed necessary by legal counsel and as applicable to any ARPA-SLFRF transactions will be retained on record:

- All types of disclosures including conflict of interest notifications via Conflict-of-Interest Disclosure (Form CID) or any other format;
- Certification of Interested Parties (Form 1295) as applicable;
- Conflict of Interest Questionnaire (Form CIQ);
- Cases of failure to disclose;
- Reviews or investigation of alleged conflicts; or
- Action(s) taken, or resolution(s).

The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.

These ARPA/SLFRF Standards of Conduct and Conflict of Interest Policies and Procedures have been reviewed and adopted as applicable by legal or otherwise authorized representatives of the City of Diboll and are thereby approved on June 11, 2024.

Trey Wilkerson	Mayor
Printed Name	Title of Authorized Representative
_____	June 11, 2024
Signature of Authorized Representative	Date

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City of Diboll Volunteer Fire Department

May 2024 Council Report

May 6

- Pledge
- Incident Reports
- Business meeting
- Clean station
  Fireman present (9)

May 13

- Pledge
- Incident Reports
- Discussion on water rescue
- Run trucks
- Clean station
  Fireman present (12)

May 20

- Pledge
- Incident Reports
- Training on water rescue
- Clean out 57
- Clean station
  Fireman Present (11)

May 27

- Pledge
- Incident Reports
- Spoke on recent calls
- Run trucks
- Clean station
  Fireman Present (5)

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City of Diboll Volunteer Fire Department

May 2024 Emergency Incidents (27)

May 2, 2024 - 1438

- **Call # 2400000076**
  Lumberjack and Elementary school
  Truck on fire
  In City
  Trucks 54
  Diboll Fire personnel responded (8)
  7805, 7810, 7814, 7822, 7825, 7827, 7835, 7836

May 2, 2024 - 0549

- **Call # 24000000574**
  FM 844 & 58
  Vehicle vs tree
  Out of City
  Trucks 58
  Diboll Fire personnel responded (4)
  7822, 7825, 7827, 7836

May 4, 2024 – 0822

- **Call # 2400000075**
  River bridge @ 59
  Tree in road
  Out of City
  Trucks 61
  Diboll Fire personnel responded (5)
  7814, 7822, 7825, 7827, 7836

May 4, 2024 - 2206

- **Call # 2400000077**
  100 Neil Pickett
  Truck in ditch
  In City
  Trucks 54
  Diboll Fire personnel responded (5)
  7819, 7820, 7822, 7827, 7835

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City of Diboll Volunteer Fire Department



May 12, 2024 – 1725

- **Call # 24000000079**
  1818 @ Buttermilk Rd
  High water on Rd
  Out of City
  Trucks 54
  Diboll Fire personnel responded (6)
  7801, 7810, 7814, 7821, 7822, 7827

May 12, 2024 - 1830

- **Call # 24000000080**
  13225 Hwy 59
  Tree on road
  Out of city
  Trucks 54
  Diboll Fire personnel responded (9)
  7801, 7808, 7810, 7814, 7821, 7822, 7825, 7827, 7835

May 12, 2024 - 2001

- **Call # 2400000081**
  1818 @ Buttermilk Rd
  Truck washed off Rd
  Out of City
  Trucks 54, 62, 63
  Diboll Fire personnel responded (11)
  7808, 7810, 7814, 7821, 7822, 7823, 7825, 7827, 7829, 7835, 7836

May 22, 2024 - 2335

- **Call # 2400000084**
  1502 South First St
  Smoke in lobby
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7814, 7820, 7822, 7827

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City of Diboll Volunteer Fire Department



May 22, 2024 - 2257

- **Call # 2400000083**
  Arrington near stadium
  Car vs pole
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7814, 7820, 7822, 7827

May 22, 2024 - 2023

- **Call # 2400000082**
  202 Cross St
  Car on fire
  In City
  Trucks 54, 55
  Diboll Fire personnel responded (9)
  7805, 7810, 7814, 7820, 7821, 7822, 7827, 7829, 7836

May 27, 2024 - 1038

- **Call # 2400000082**
  1663 FM 2109 Zavalla
  Structure fire
  Out of City
  Trucks 62
  Diboll Fire personnel responded (1)
  7814

May 28, 0000

- **Call # 24000000**
  359 Ben weeks Rd Beulah
  Pine tree on Rd
  Out of City
  Trucks 51
  Diboll Fire personnel responded (2)
  7825, 7836

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City of Diboll Volunteer Fire Department



May 28, 2024 - 1237

- **Call # 2400000086**
  Pine Oaks Mobil home
  Tree on car
  Out of City
  Trucks 54
  Diboll Fire personnel responded (7)
  7801, 7805, 7814, 7819, 7822, 7835, 7836

May 28, 2024 - 1237

- **Call # 2400000087**
  135 Mc Craty Rd
  Tree on road
  Out of City
  Trucks 55
  Diboll Fire personnel responded (7)
  7801, 7805, 7814, 7819, 7822, 7835, 7836

May 28, 2024 - 1318

- **Call # 2400000088**
  Stringer Rd
  Tree across Rd
  Out of City
  Trucks 61
  Diboll Fire personnel responded (6)
  7801, 7805, 7814, 7822, 7835, 7836

May 28, 2024 - 1338

- **Call # 2400000089**
  906 Roberts Ln
  Tree on power line
  In City
  Trucks 54
  Diboll Fire personnel responded (5)
  7805, 7814, 7822, 7835, 7836

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City of Diboll Volunteer Fire Department



May 28, 2024 - 1349

- **Call # 2400000090**
  Morris Rd
  Tree on Rd
  In City
  Trucks 54, 61, 63
  Diboll Fire personnel responded (7)
  7801, 7805, 7814, 7819, 7822, 7835, 7836

May 28, 2024 - 1427

- **Call # 2400000092**
  1126 Burk Halter Hollow
  Tree in road
  Out of City
  Trucks 54, 61, 63
  Diboll Fire personnel responded (7)
  7801, 7805, 7814, 7819, 7822, 7835, 7836

May 28, 2024 - 0000

- **Call # 24000000**
  Felix Weeks Rd
  Tree down
  Out of City
  Trucks 53, 54, 61, 63
  Diboll Fire personnel responded (6)
  7801, 7814, 7819, 7822, 7835, 7836

May 28, 2024 - 0000

- **Call # 2400000000**
  1306 Brown
  Pole down
  In City
  Trucks 54
  Diboll Fire personnel responded (6)
  7801, 7814, 7819, 7822, 7835, 7836

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City of Diboll Volunteer Fire Department



May 28, 2024 - 1458

- **Call # 2400000094**
  116 Hines St
  Tree on power line
  In City
  Trucks 54, 61, 63
  Diboll Fire personnel responded (7)
  7801, 7814, 7819, 7822, 7825, 7835, 7836

May 28, 2024 - 1528

- **Call # 2400000096**
  1402 Hendrix St
  Line on fence
  In City
  Trucks 54, 61, 63
  Diboll Fire personnel responded (7)
  7801, 7805, 7814, 7819, 7822, 7835, 7836

May 28, 2024 - 1552

- **Call # 2400000097**
  709 Mulberry
  Limb on powerline
  In City
  Trucks 54, 63
  Diboll Fire personnel responded (6)
  7801, 7805, 7814, 7822, 7835, 7836

May 30, 2024 - 1905

- **Call # 2400000101**
  Elm court 790
  Powerline down
  In City
  Trucks 54, 61, 63
  Diboll Fire personnel responded (8)
  7814, 7819, 7820, 7821, 7822, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department



May 30, 2024 - 1909

- **Call # 2400000102**
  2108 Buke
  Tree across road
  Out of City
  Trucks 54, 61, 63
  Diboll Fire personnel responded (8)
  7814, 7819, 7820, 7821, 7822, 7827, 7835, 7836

May 30, 2024 - 0000

- **Call # 2400000**
  2497 Diboll
  Powerline
  Out of City
  Trucks 54
  Diboll Fire personnel responded (8)
  7814, 7819, 7820, 7821, 7822, 7835, 7836

May 31, 2024 - 1028

- **Call # 2400000103**
  200 Largent
  Tree on powerline
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7810, 7814, 7822, 7827

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Diboll Police Department

Monthly DEPT. STATS

May 2024

CALLS FOR SERVICE	**251**
INCIDENT REPORTS	**26**
CRASH REPORTS	**8**
EXTRA PATROLS/ PATROL REQUESTS	**162**
TRAFFIC STOPS	**570**
TOTAL ARRESTS	**4**
MISD. ARREST	**4**
FELONY ARREST	**0**
BUSINESS CHECKS	**128**
TOTAL POLICE ACTIVITY	**1194**

400 Kenley · P.O. Box 340 · Diboll, Texas 75941 · (936) 829-5586 · Fax (936) 829-5436

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Public Works Director Council Report – June 2024

UCRM-2 SCADA Upgrades: SCADA procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.

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10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that

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NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn't function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

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SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24
SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.
SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule a final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

During the final walkthrough we found some issues with the SCADA programing at the WWTP. Techs are working with the manufacturers of the system controllers to correct the problem.

Estimated completion date TBD .

Status: 95% Complete

UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to
develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

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Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

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Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

The remaining meters have arrived, and installation scheduled for 5/22/2024

Incorrect meters were shipped. Correct meters have been reordered. Our second round of meter testing is scheduled for July.

Estimated completion date of TBD

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have

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environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks, Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

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We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

Estimated completion date of 12/1/2025.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

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Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Crews have mobilized equipment to the job site. The pipe and materials have been delivered. Construction planned to start on 3-6-2024. Delayed due to weather.

As of 4/3/2024 500 ft of pipe has been replaced, 2 new manholes installed, and 6 service taps completed.

Should be complete with all sewer work on Neil Pickett 5/9/2024. Street reconstruction to follow.

All sewer installation is complete. KSA is coordinating with Jeff Duplichain and Drewery to see when they can start the street reconstruction on Neil Pickett. Hopefully this rain will give us a little break.

Estimated completion 8/31/2024.

Status: 5% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the

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required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Last communication with Terry Black was that the materials have been delivered to his yard in Alto. He has a crew wrapping up a job in Greenville and should be onsite early this month.

Materials have been delivered to the job site and construction has started.

Estimated completion date of 9/13/2024.

Status: 30% Complete

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Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

We are seeking quotes for
Recommended Pumping Equipment and Services Well Rehabilitation
- Haul work pipe, air compressor, and ancillary equipment necessary for wire brushing and jetting operations.
- Service rig and crew to mechanically wire brush the screen and blank liner with a sodium hypochlorite solution.
- Service rig, crew. And air compressor to jet accumulated debris from the bottom of the well.

Pumping Equipment and Rehabilitation
- New 300 GPM submersible pump with lift nipple

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- New 50 HP, 3/60/460-volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor and downhole probe cables
- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box
- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders, conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

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Specifications are at KSA for review. We should be ready to advertise next week 5/13/2024

Bid opening scheduled for Jun 13th.

Estimated completion date 8-1-2024

Status: 20% completed

Department Projects

Bar Screen

The motor that runs the rake on the bar screen failed. We have ordered a new motor and expect to install it on 5/9/2023. We are currently cleaning the bar screen manually. New motor arrived and installed.

Estimated completion: 5/9/2024

Status: 100% complete

Lumber Jack Lift Station

We experienced an alarm notification at the Lumberjack lift station. After working with Oncore and Payne electric we were able to confirm that the pump failures were due to a lightning strike. We have ordered new pumps and plan to install them on 5/9/2024. New pumps are installed and are being controlled by floats. The lighting strike also burnt up the newly installed SADA controller and PLC.

Estimated completion: 7/9/2024

Status: 25% complete

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Park Clean Up

10 trees were blown down form the storm that passed through on 4/28/2024. Parks and street crews have been working daily to cut up and hall of the debris. Three sections of walking trail were damaged totaling 70 feet. On 5/9/2024 another storm hit the park and blew down 2 more trees. The playland behind pavilion 2 was damaged and 100 ft of hike and bike trail.

Estimated completion: 9/16/2024

Status of completion: 75%

Ground Storage Meter and Lumberjack Hydrant

The water department changed our the broken 6 in gate valve and 6 inch booster pump meter at ground storage. They opened a few fire hydrants on Lumberjack Dr. to relieve pressure on the main. After repairs were complete the hydrant in front of the golf course dropped an we were not able to shut it off. Locates were called in and crews excavated the area to access the hard head valve that controlled the hydrant. We have black bagged the hydrant and scheduled repairs.

Estimated completion 6/12/2024

Status of completion: 65%

Dead Park Trees

6 dead trees removed and 6 stums ground up.

Estimated Completion: 5/10/2024

Status: 100% complete

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#18 Golf Course Bridge

The water line has started leaking in another spot. Repairs were delayed. Waiting on parts to replace a 1/12 sprinkler on the front nine pump house. Repairs to bridge scheduled. Planning to install sprinkler valve 12/13/2023. Sprinkler valve was received and installation complete. Bridge crossing repairs were delayed due to weather. Due to weather and other project prioritization we have moved the completion date of this project. The water well on #18 has developed another leak. We plan to completely replace 200ft of the supply line from the well head before bridge crossing repairs are made.

We now have 2 bridges that need to be replaced on the golf course. #18 and #12. We are sourcing quotes now.

Estimated completion date of 12-15-2024.

Status: 65%Complete

Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 6/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The

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benches and food disperser will be ordered in next year's funding cycle. Benches and food dispensers have been delivered and scheduled for install 6/18/2024

Estimated completion date 7/12/2024.

Status: 5% Complete

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

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Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

Lynn Street (Robert Nash to Justice Clark)

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We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Bid opening scheduled for this Thursday 5/8/2024.

Lakey INC. Has been awarded the bid. Currently working with them on a timeline for construction.

Completion date TBD

Status 25% complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to “get the lead out” so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

“Lead” where the service line is made of lead.

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“Galvanized Requiring Replacement” where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a “Lead Status Unknown” service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

“Non-lead” where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as “non-lead.”

“Lead Status Unknown” where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 4/30/24

Status 10% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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Work Order Report

05/08/2024 - 06/07/2024

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0004307	605 ARRINGTON	6/6/2024	6/6/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-001255-00	ARomero	6/6/2024 8:22
SO0004308	705 PERSIMMON	6/6/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-001373-01	ARomero	6/6/2024 8:35
SO0004309	203 PINE	6/6/2024	6/6/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000623-04	CMays	6/6/2024 12:05
SO0004310	507 N SECOND	6/6/2024		Misc	Miscellaneous	Open		Public Works	02-001141-00	ICaffery	6/6/2024 13:41
SO0004311	811 APRIL AVE	6/6/2024		Misc	Miscellaneous	Open		Public Works	01-101528-00	ICaffery	6/6/2024 13:55
SO0004312	609 CARTER	6/6/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-001296-00	ARomero	6/6/2024 14:01
SO0004313	101 OC SCOTT	6/6/2024		Misc	Miscellaneous	Open		Public Works	03-000065-01	ICaffery	6/6/2024 15:02
SO0004314	1407 RYAN CHAPEL RD	6/6/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	02-000437-00	ARomero	6/6/2024 15:30
SO0004315	301 MARGIE HARREL	6/6/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-000787-02	ARomero	6/6/2024 17:29
SO0004303	700 LUMBERJACK DR (SPRINKLER) A	6/5/2024	6/5/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-001332-00	ARomero	6/5/2024 12:13
SO0004304	202 S TEMPLE	6/5/2024	6/5/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000608-01	ARomero	6/5/2024 11:52
SO0004305	725 NELSON	6/5/2024		Sewer Repairs/Maint	Miscellaneous	Open	WASTEWATER	Public Works	01-001466-00	ARomero	6/5/2024 15:08
SO0004306	213 RHONE	6/5/2024		Sewer Repairs/Maint	Miscellaneous	Open	WASTEWATER	Public Works	03-000710-02	ARomero	6/6/2024 8:09
SO0004297	1407 FAIRCHILD	6/4/2024	6/5/2024	Connect	Connect	Completed	WATER	Public Works	02-000434-03	RRoberts	6/5/2024 8:11
SO0004299	1580 N TEMPLE	6/4/2024	6/5/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	99-000552-01	RRoberts	6/5/2024 9:10
SO0004300	213 RHONE	6/4/2024	6/5/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	03-000710-02	RRoberts	6/5/2024 7:54
SO0004301	604 ARRINGTON	6/4/2024	6/4/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001242-00	ARomero	6/4/2024 15:24
SO0004302	300 WALNUT	6/4/2024	6/5/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	03-000775-05	FLopez	6/5/2024 8:33
SO0004284	317 MARGIE HARREL	6/3/2024		Misc	Miscellaneous	Open		Public Works	03-000921-00	ICaffery	6/3/2024 8:33
SO0004285	797 WELLS	6/3/2024	6/3/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	01-001484-08	RRoberts	6/3/2024 12:37
SO0004286	500 BOX FACTORY	6/3/2024	6/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001064-00	ARomero	6/3/2024 9:53
SO0004287	1429 RYAN CHAPEL RD	6/3/2024		Misc	Miscellaneous	Open		Public Works	02-000485-00	ICaffery	6/3/2024 10:16
SO0004288	202 CROSS	6/3/2024	6/5/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-000597-00	FLopez	6/5/2024 8:33
SO0004289	213 RHONE	6/3/2024	6/3/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000710-02	RRoberts	6/3/2024 12:35
SO0004290	925 DENMAN	6/3/2024	6/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-001682-02	ARomero	6/3/2024 11:29
SO0004291	806 CYPRESS	6/3/2024	6/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001513-02	RRoberts	6/3/2024 12:17
SO0004293	507 N SECOND	6/3/2024	6/5/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	02-001141-00	FLopez	6/5/2024 10:37
SO0004294	700 LUMBERJACK Dr # B	6/3/2024	6/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-101331-00	ARomero	6/3/2024 12:30
SO0004295	700 LUMBERJACK Dr # B	6/3/2024	6/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-001331-00	ARomero	6/3/2024 12:32
SO0004296	700 LUMBERJACK Dr # A	6/3/2024	6/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-001330-00	ARomero	6/3/2024 12:33
SO0004282	516 WESTCHESTER	5/31/2024	6/3/2024	Misc	Miscellaneous	Completed		Public Works	99-001177-01	RRoberts	6/3/2024 11:43
SO0004283	1410 N HENDRICK	5/31/2024	6/3/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	02-000451-02	RRoberts	6/3/2024 11:42
SO0004272	705 MULBERRY	5/30/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-001372-00	JRichard	5/30/2024 7:27
SO0004274	4162 MOCKINGBIRD LN	5/30/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001056-10	ARomero	5/30/2024 8:13
SO0004275	1500 N HENDRICK # APT H	5/30/2024	6/3/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000516-22	RRoberts	6/3/2024 9:32
SO0004277	1110 LAWRENCE	5/30/2024	6/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000234-03	RRoberts	6/3/2024 8:56
SO0004278	906 S MDWS	5/30/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-101633-00	ARomero	6/6/2024 9:20
SO0004281	1107 RED OAK Ln	5/30/2024	5/30/2024	Service Action	Service Action	Completed	WATER	Public Works	03-101737-00	ARomero	5/30/2024 17:03

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SO0004258	403 S FIRST	5/29/2024	5/29/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000979-14	CTee	5/29/2024 12:13
SO0004260	1206 CYPRESS	5/29/2024	5/29/2024	Disconnect	Disconnect	Completed	WATER	Public Works	03-101735-00	ARomero	5/29/2024 8:09
SO0004263	1206 CYPRESS	5/29/2024	5/29/2024	Connect	Connect	Completed	WATER	Public Works	03-101735-01	ARomero	5/29/2024 8:14
SO0004264	104 N TEMPLE	5/29/2024	6/4/2024	Misc	Miscellaneous	Completed		Public Works	02-000143-00	ARomero	6/4/2024 10:57
SO0004266	611 N TEMPLE	5/29/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-001308-00	ARomero	5/29/2024 12:39
SO0004267	1111 LAWRENCE	5/29/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-000237-00	ARomero	5/30/2024 8:18
SO0004268	613 S TEMPLE	5/29/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001316-00	ARomero	5/29/2024 16:08
SO0004269	608 ARRINGTON	5/29/2024	6/3/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001284-04	RRoberts	6/3/2024 14:01
SO0004248	200 HENDRICK	5/28/2024	5/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000573-04	ARomero	5/28/2024 7:51
SO0004249	308 PINE	5/28/2024	5/28/2024	Disconnect	Disconnect	Completed	WATER	Public Works	99-000877-00	ARomero	5/28/2024 9:57
SO0004251	1410 N HENDRICK	5/28/2024	5/28/2024	Connect	Connect	Completed	WATER	Public Works	02-000451-02	CTee	5/28/2024 13:41
SO0004252	223 N TEMPLE	5/28/2024	5/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000725-00	ARomero	5/28/2024 11:13
SO0004254	301 SAXTON	5/28/2024	5/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000792-01	CTee	5/28/2024 13:30
SO0004255	908 LYNN	5/28/2024	5/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001641-00	CTee	5/28/2024 16:06
SO0004256	308 PINE	5/28/2024	5/28/2024	Connect	Connect	Completed	WATER	Public Works	99-000877-01	CTee	5/28/2024 16:03
SO0004257	500 S TEMPLE	5/28/2024	5/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001072-02	CTee	5/28/2024 15:57
SO0004246	310 1/2 S FIRST	5/23/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-000888-00	ARomero	6/5/2024 12:15
SO0004247	1410 N HENDRICK	5/23/2024	5/28/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000451-01	ARomero	5/28/2024 10:30
SO0004236	702 S FIRST/AVALON	5/22/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-001352-00	FLopez	5/22/2024 13:29
SO0004237	400 NOGLE	5/22/2024	6/5/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-000947-01	FLopez	6/5/2024 10:36
SO0004238	1314 GLASS	5/22/2024	5/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000386-08	ARomero	5/28/2024 9:05
SO0004239	1314 GLASS	5/22/2024	5/22/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000386-08	ARomero	5/22/2024 14:05
SO0004240	9171 S US HIGHWAY 59	5/22/2024		Connect	Connect	Open	WATER	Public Works	99-101334-00	ARomero	5/22/2024 15:10
SO0004241	205 COSEY CIR	5/22/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	03-000640-00	ICaffery	6/6/2024 15:46
SO0004201	308 PINE	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000877-00	CTee	5/28/2024 9:39
SO0004202	405 RUTLAND	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001000-00	CTee	5/28/2024 12:28
SO0004203	4162 MOCKINGBIRD LN	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001056-10	CTee	5/28/2024 11:59
SO0004204	601 N NEAL PICKETT	5/21/2024		Cutoff	Cutoff	New	WATER	Public Works	03-001212-06		
SO0004205	806 CYPRESS	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001513-02	CTee	5/28/2024 9:47
SO0004206	925 DENMAN	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001682-02	ARomero	5/28/2024 9:19
SO0004207	1308 GLASS	5/21/2024	5/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000373-05	ARomero	5/21/2024 11:47
SO0004208	1394 N TEMPLE	5/21/2024	5/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000406-00	ARomero	5/21/2024 8:31
SO0004209	223 N TEMPLE	5/21/2024	5/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000725-00	ARomero	5/21/2024 8:29
SO0004210	301 SAXTON	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000792-01	CTee	5/28/2024 10:44
SO0004211	1011 HOLUBEC	5/21/2024		Cutoff	Cutoff	New	WATER	Public Works	02-000079-17		
SO0004212	407 RUTLAND	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-001020-05	ARomero	5/28/2024 9:15
SO0004213	1419 RYAN CHAPEL RD	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000475-00	ARomero	5/28/2024 9:14
SO0004214	500 S TEMPLE	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001072-02	CTee	5/28/2024 10:48
SO0004215	300 PARK BLDG	5/21/2024	5/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000770-00	ARomero	5/21/2024 8:29
SO0004216	310 BOX FACTORY	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000889-07	CTee	5/28/2024 10:37
SO0004217	908 LYNN	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001641-00	CTee	5/28/2024 10:09
SO0004218	103 FRANKENS	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000123-17	CTee	5/28/2024 12:10
SO0004219	200 HENDRICK	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000573-04	ARomero	5/28/2024 9:10
SO0004220	406 N TEMPLE Dr	5/21/2024	5/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-001010-02	ARomero	5/21/2024 8:31

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SO0004221	1021 HOLUBEC	5/21/2024	5/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000115-09	ARomero	5/21/2024 11:33
SO0004222	725 BOOKER	5/21/2024	5/22/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001465-02	ARomero	5/22/2024 13:03
SO0004223	300 S NEAL PICKETT	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000773-00	CTee	5/28/2024 10:06
SO0004224	LIFT STATION/HOLUBEC	5/21/2024	5/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001771-00	ARomero	5/21/2024 8:30
SO0004225	203 PINE	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000623-04	CTee	5/28/2024 9:43
SO0004226	608 ARRINGTON	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001284-04	CTee	5/28/2024 12:20
SO0004227	1110 LAWRENCE	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000234-03	CTee	5/28/2024 10:22
SO0004228	206 RHONE	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000663-06	ARomero	5/28/2024 9:08
SO0004229	1314 GLASS	5/21/2024	5/28/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000386-08	ARomero	5/28/2024 9:05
SO0004230	103 BORDEN DRIVE Remediation Field Treatment	5/21/2024	5/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000119-00	ARomero	5/21/2024 8:32
SO0004232	1111 LAWRENCE	5/21/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-000237-00	FLopez	5/22/2024 13:01
SO0004233	206 RHONE	5/21/2024	5/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000663-06	ARomero	5/21/2024 12:24
SO0004234	1419 RYAN CHAPEL RD	5/21/2024	5/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000475-00	ARomero	5/21/2024 12:38
SO0004194	605 S TEMPLE	5/20/2024	5/20/2024	Misc	Miscellaneous	Completed		Public Works	01-001267-04	CTee	5/21/2024 7:20
SO0004195	210 LARGENT	5/20/2024	5/20/2024	Misc	Miscellaneous	Completed		Public Works	02-000693-03	CTee	5/21/2024 7:18
SO0004196	413 CARTER	5/20/2024	5/20/2024	Connect	Connect	Completed	WATER	Public Works	01-001048-04	ARomero	5/20/2024 10:41
SO0004198	1211 PINECREST	5/20/2024	5/21/2024	Sewer Repairs/Maint	Miscellaneous	Completed	WASTEWATER	Public Works	03-000318-02	CTee	5/21/2024 7:24
SO0004199	803 S TEMPLE	5/20/2024	5/20/2024	Service Action	Service Action	Completed	WATER	Public Works	01-001500-00	ARomero	5/20/2024 14:10
SO0004200	1221 N TEMPLE	5/20/2024	5/21/2024	Service Action	Service Action	Open	WATER	Public Works	02-000335-10	ARomero	6/4/2024 16:48
SO0004192	700 NELSON	5/16/2024	5/22/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-001334-04	FLopez	5/22/2024 13:24
SO0004193	1218 N HENDRICK	5/16/2024		Misc	Miscellaneous	Open		Public Works	02-000334-01	ICaffery	5/16/2024 14:03
SO0004190	1604 S FIRST	5/15/2024	5/21/2024	Misc	Miscellaneous	Completed		Public Works	03-000553-02	FLopez	5/22/2024 13:53
SO0004191	107 MAGNOLIA	5/15/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	99-101333-00	ARomero	5/15/2024 17:26
SO0004189	1305 N TEMPLE	5/13/2024	5/22/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000365-03	ARomero	5/22/2024 17:05
SO0004185	1107 RED OAK Ln	5/10/2024	5/22/2024	Connect	Connect	Completed	WATER	Public Works	03-101737-00	CTee	5/22/2024 13:13
SO0004188	413 CARTER	5/10/2024	5/14/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-001048-03	ARomero	5/14/2024 10:49
SO0004181	1218 N HENDRICK	5/9/2024	5/9/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000334-01	CTee	5/9/2024 12:18
SO0004183	209 COSEY CIR	5/9/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-000685-01	ARomero	5/9/2024 17:00
SO0004178	398 N HENDRICK	5/8/2024	5/8/2024	Misc	Miscellaneous	Completed		Public Works	02-000936-00	CTee	5/8/2024 13:21
SO0004179	211 PINE	5/8/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-000702-08	ARomero	5/17/2024 11:12
SO0004180	803 S TEMPLE	5/8/2024	5/21/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001500-00	CTee	5/21/2024 7:23

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Samantha Durham
Director of Finance

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PO Box 340
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Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **June 11, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including May 2024 Financials Report for your review.

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Customer Meter Interface
Estimated Completion Date: June 2024
Status: 5% Complete

Fond regards,

Sam Durham

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DIBOLL, TX MUNICIPAL COURT

Fees and Fines Collection & Activity Report

As of May 31, 2024

Linebarger Goggan Blair & Sampson, LLP

PROPRIETARY AND CONFIDENTIAL INFORMATION

Linebarger Goggan Blair & Sampson, LLP considers the information contained in this report to be proprietary, confidential, trade secrets of the firm. We respectfully request that no copies of this information be made and/or distributed without the prior written consent of the firm.

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Collections & Activity Summary

Collection Disposition Summary - May 2024	
Citations Assigned	0
Amount Assigned	$0
Citations Collected	0
Amount Collected	$0
Citations Cancelled	0
Amount Cancelled	$0
Citations Resolved	0
Amount Resolved	$0

Collection Disposition Summary - Contract to Date	
Citations Assigned	28,780
Amount Assigned	$9,933,751
Citations Adjusted	1,751
Amount Adjusted	($69,033)
Citations Collected	6,031
Amount Collected	$1,989,234
Citations Cancelled	1,106
Amount Cancelled	$392,360
Citations Resolved	7,137
Amount Resolved	$2,381,593
Dollar Resolution Rate	24.7%

Collection Activity - May 2024		
Letters		27
Address/Phone Updated		70
Phone Activity	Inbound	24
	Outbound	134

Collection Activity - Contract to Date		
Letters		76,812
Address/Phone Updated		17,330
Phone Activity	Inbound	4,927
	Outbound	215,910

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Status of Open Accounts

Status	Count	Amount
ACT - Active Account	21,256	$7,283,349
ATT - Attorney Contact Only	9	$2,917
CAD - Cease And Desist Demand	3	$1,244
DEC - Deceased. No Estate Or Beyond Claim	134	$43,624
DIS - Dispute	20	$6,475
INC - Incarcerated	106	$35,995
PRM - Promise Payment	155	$52,234
REF - Refuse To Pay	18	$5,893
SKP - Skiptracing For Phone	21	$6,960
SWC - Stop Work Per Client	179	$43,719
SWF - Stop Work Per Firm	1	$432
Total	**21,902**	**$7,482,842**

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Monthly Collection Activity
Last 24 Months

Year	Month	Letters Mailed	Address/Phone Updated	Phone Activity		Dollars Collected
				Inbound	Outbound	
2024	**May**	27	70	24	134	$0
	April	153	63	32	586	$815
	March	212	137	61	653	$546
	February	3,078	203	198	535	$1,411
	January	265	313	34	619	$0
2023	**December**	21	70	8	632	$0
	November	16	173	29	872	$841
	October	717	44	82	882	$0
	September	981	50	71	1,205	$1,144
	August	816	1,054	62	1,421	$12,117
	July	884	163	92	812	$50,251
	June	1,817	194	100	727	$0
	May	999	1,890	87	570	$0
	April	64	181	29	524	$35,154
	March	90	23	116	549	$25,155
	February	6,424	542	9	499	$16,319
	January	191	49	10	562	$2,789
2022	**December**	4	17	2	841	$10,546
	November	2	16	0	626	$8,042
	October	8	30	4	708	$14,962
	September	654	41	15	727	$15,982
	August	440	105	16	775	$17,419
	July	9	28	6	1,066	$18,665
	June	92	18	11	1,407	$26,432
	May	5	30	11	1,328	$30,224
Total*		**17,969**	**5,504**	**1,109**	**19,260**	**$288,814**

***Total Amounts noted represent the last 24 months & not contract to date.**

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Portfolio Analysis
Outstanding Placements

	Accounts	Dollars	Acct. Pct.	Dollar Pct.	Average Balance
ALL ACCOUNTS	21,902	$7,482,842.15	100.00%	100.00%	$341.65
ADDRESSES					
No Mailing Address	33	$11,159.17	0.15%	0.15%	$338.16
Returned Mail	3,812	$1,297,589.12	17.40%	17.34%	$340.40
Good Address	18,057	$6,174,093.86	82.44%	82.51%	$341.92
OFFENSE AGE					
One Year or Less	0	$0.00	0.00%	0.00%	$0.00
1-2 Years	0	$0.00	0.00%	0.00%	$0.00
2-3 Years	1,802	$717,726.87	8.23%	9.59%	$398.29
+3 Years	20,100	$6,765,115.28	91.77%	90.41%	$336.57
PLACEMENT AGE					
One Year or Less	0	$0.00	0.00%	0.00%	$0.00
1-2 Years	976	$389,314.67	4.46%	5.20%	$398.89
2-3 Years	1,345	$530,725.20	6.14%	7.09%	$394.59
+3 Years	19,581	$6,562,802.28	89.40%	87.70%	$335.16

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Offense Age of Placements
Last 13 Months

	2017 & PRIOR	2018	2019	2020	2021	2022	2023	2024	Total Placements
May 2024	-	-	-	-	-	-	-	-	0
April 2024	-	-	-	-	-	-	-	-	0
March 2024	-	-	-	-	-	-	-	-	0
February 2024	-	-	-	-	-	-	-	-	0
January 2024	-	-	-	-	-	-	-	-	0
December 2023	-	-	-	-	-	-	-	-	0
November 2023	-	-	-	-	-	-	-	-	0
October 2023	-	-	-	-	-	-	-	-	0
September 2023	-	-	-	-	-	-	-	-	0
August 2023	-	-	-	-	-	-	-	-	0
July 2023	-	-	-	-	-	-	-	-	0
June 2023	-	-	-	-	-	-	-	-	0
May 2023	-	-	-	-	-	-	-	-	0

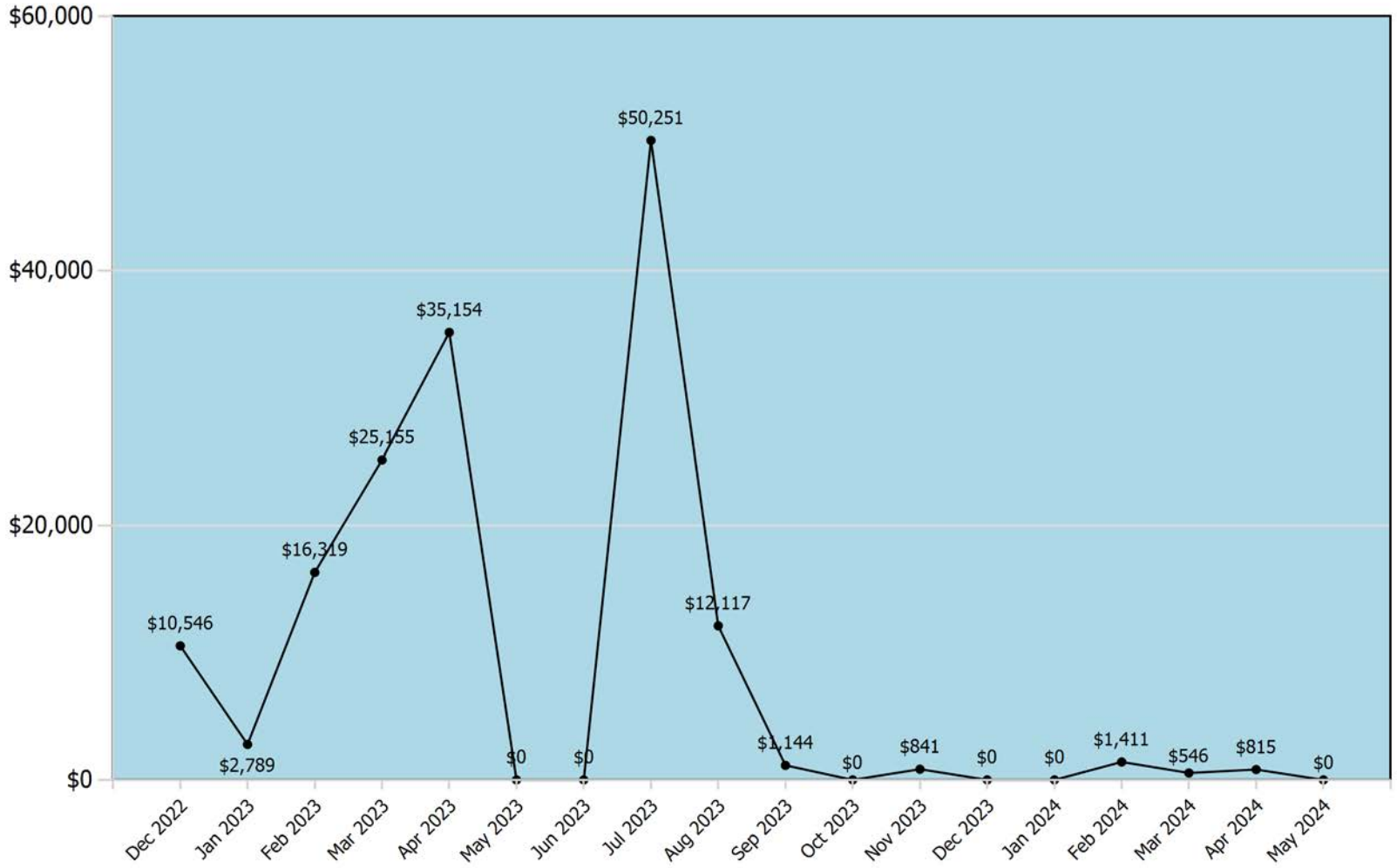
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Placement Activity Summary
Contract to Date

Year	Month	Count #	Orig Placement $	Cancelled $	Adjustment $	Net Placement $	Collected $	Collected %
	May	0	$0	$0	$0	$0	$0	0.00%
	April	0	$0	$0	$0	$0	$0	0.00%
	March	0	$0	$0	$0	$0	$0	0.00%
	February	0	$0	$0	$0	$0	$0	0.00%
	January	0	$0	$0	$0	$0	$0	0.00%
2024 Summary		**0**	**$0**	**$0**	**$0**	**$0**	**$0**	**#Error**
	December	0	$0	$0	$0	$0	$0	0.00%
	November	0	$0	$0	$0	$0	$0	0.00%
	October	0	$0	$0	$0	$0	$0	0.00%
	September	0	$0	$0	$0	$0	$0	0.00%
	August	0	$0	$0	$0	$0	$0	0.00%
	July	0	$0	$0	$0	$0	$0	0.00%
	June	0	$0	$0	$0	$0	$0	0.00%
	May	0	$0	$0	$0	$0	$0	0.00%
	April	0	$0	$0	$0	$0	$0	0.00%
	March	0	$0	$0	$0	$0	$0	0.00%
	February	0	$0	$0	$0	$0	$0	0.00%
2023 Summary	**January**	0	$0	$0	$0	$0	$0	0.00%
	December	0	$0	$0	$0	$0	$0	0.00%
	November	0	$0	$0	$0	$0	$0	0.00%
	October	0	$0	$0	$0	$0	$0	0.00%
	September	494	$198,064	$875	($181)	$197,008	$4,438	2.25%
	August	131	$52,798	$0	($49)	$52,750	$2,924	5.54%
	July	401	$158,509	$1,570	($194)	$156,744	$9,825	6.27%
	June	0	$0	$0	$0	$0	$0	0.00%
	May	0	$0	$0	$0	$0	$0	0.00%
2022 Summary		**1,376**	**$548,697**	**$5,110**	**($464)**	**$543,123**	**$27,928**	**5.14%**
2021 Summary		**1,749**	**$697,027**	**$7,794**	**($3,803)**	**$685,431**	**$93,596**	**13.66%**
2020 Summary		**1,370**	**$533,385**	**$12,466**	**($4,635)**	**$516,285**	**$105,267**	**20.39%**
2019 Summary		**2,114**	**$792,156**	**$17,576**	**($8,694)**	**$765,887**	**$197,056**	**25.73%**
Prior Years		**22,171**	**$7,362,484**	**$349,414**	**($51,438)**	**$6,961,632**	**$1,565,386**	**22.49%**

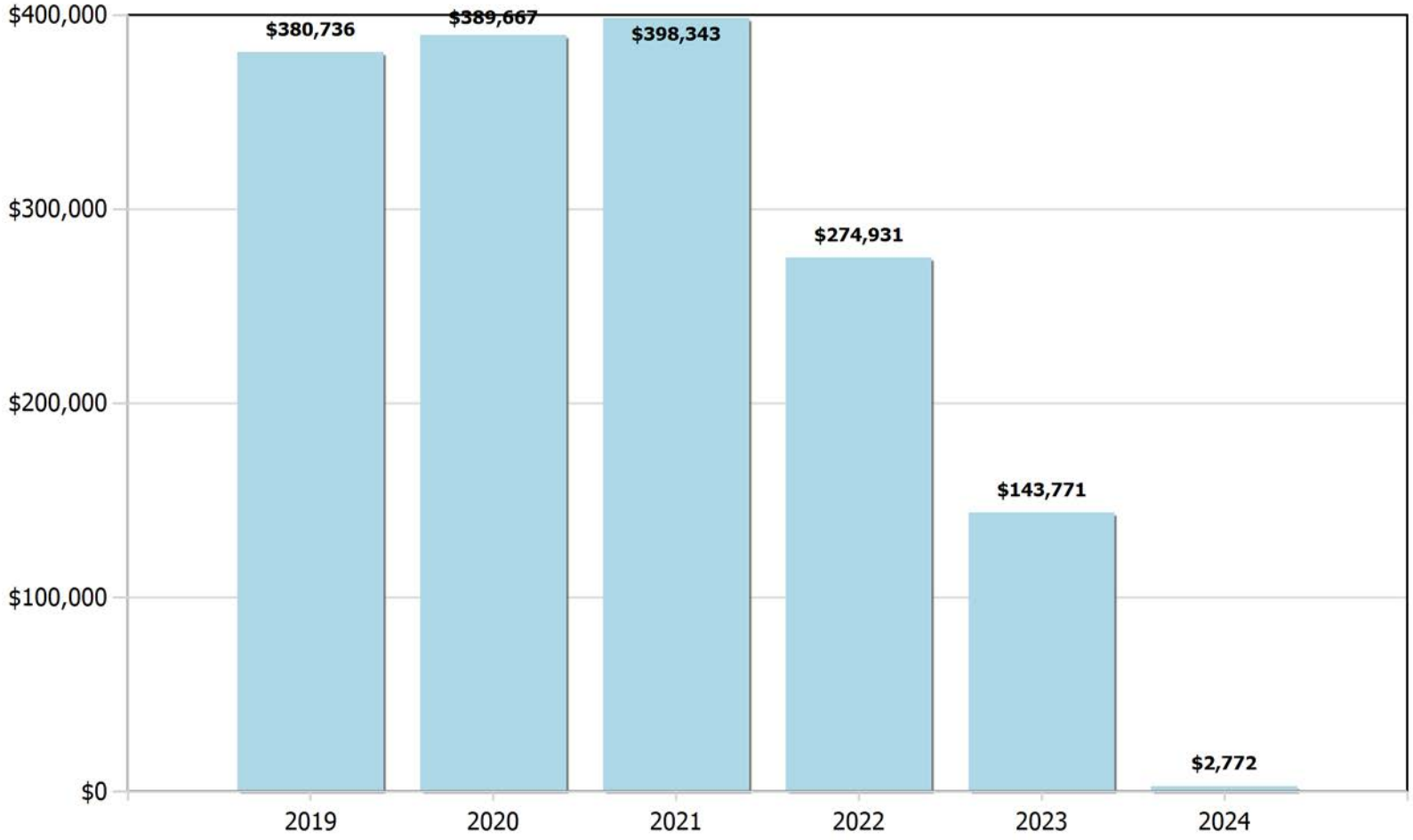
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Monthly Collections
Last 18 Months



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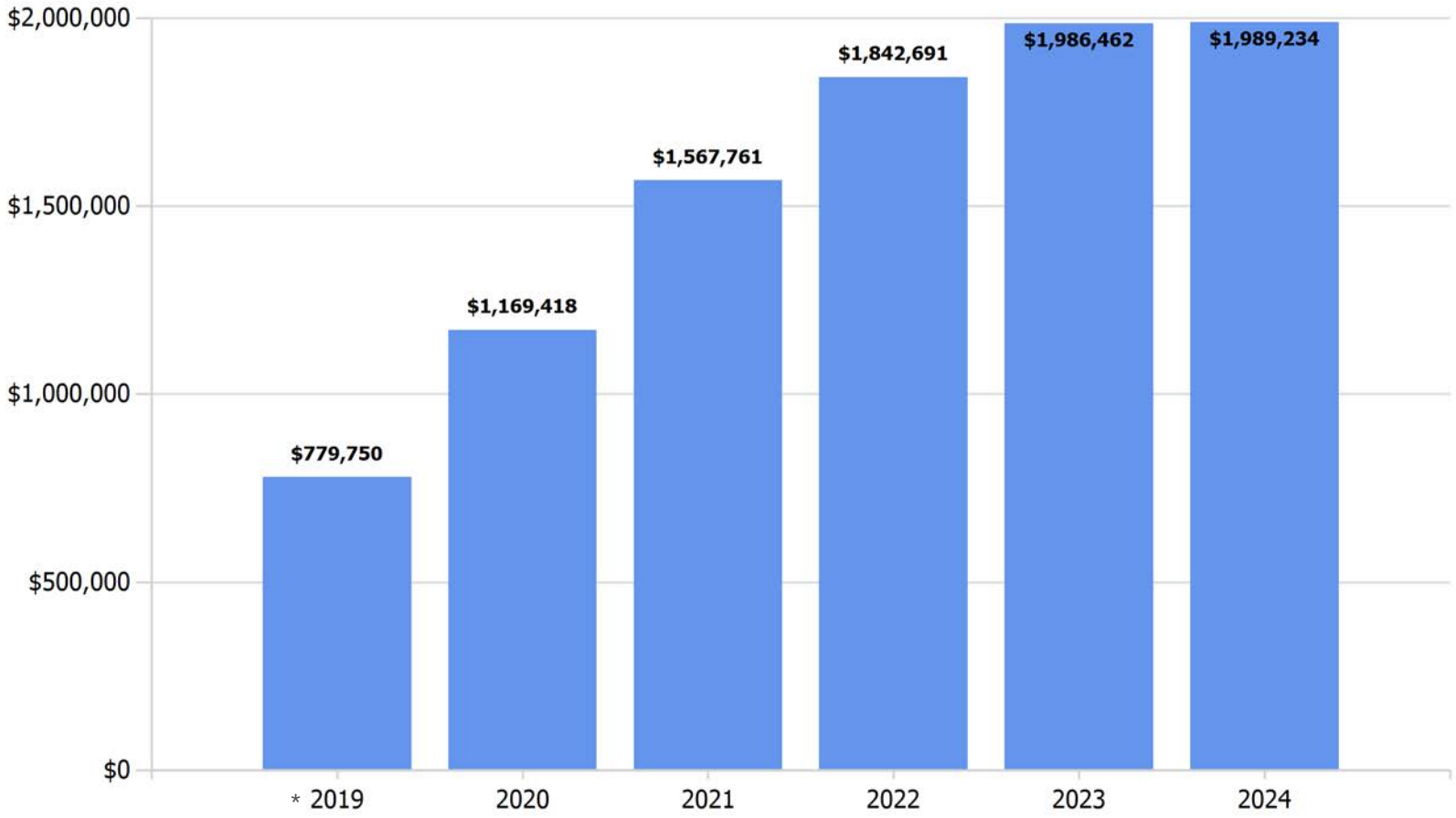
Delinquent Fees & Fines Annual Collections
Last 6 Years



***Current Year as of Reporting Month
***First Placement : June 2017

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Delinquent Fees & Fines Cumulative Collections



*Includes Prior Years

**Current Year as of Reporting Month
**First Placement : June 2017

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, JUNE 11, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from May 14, 2024, Regular Session Meeting
b. Financial Statement for May 2024
c. 12-Month Attendance Record for May 2024

Daniel Lopez made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #2: Oath of office administered by Mayor Trey Wilkerson, to unopposed Council Member.

Mayor Trey Wilkerson administered the Oath of Office and sworn in Councilmember, At-Large District 6 - Ray Williams, Jr

Item #3: Oath of office administered by Mayor Trey Wilkerson, to swear-in appointed Council Member.

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Mayor Trey Wilkerson administered the Oath of Office and sworn in Councilmember, District 1 - Schuyler Bacon and she immediately took office at this time.

Item #4: Consideration and possible action to appoint a board member for Deep East Texas Council of Governments & Economic Development District (DETCOG) Board.

Daniel Lopez nominated and made a motion to reappoint Trey Wilkerson and Luis Maldonado second. Trey Wilkerson accepted.
All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to approve the appointment of members to the Planning and Zoning Commission.

1 Year Term (Odd Years): Albert Duffield, Antoinette Berry and an available position

2 Year Term (Even Years): Patrina Mitchell, Bryan Wilson and Noelia Grimaldo - Alternate

Nora Munoz made a motion to approve reappointment of current PNZ Commission list with one position available and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #6: Consideration and possible action to approve modifications to the City of Diboll Personnel Policies Manual.

Ray Williams, Jr. made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #7: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Financial Management Policies & Procedures.

Daniel Lopez made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #8: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Document Management & Records Retention Policy.

Luis Maldonado made a motion to approve and Daniel Lopez second.
All in Favor, none opposed, motion carries.

Item #9: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Standards of Conduct and Conflict of Interest Policy.

Nora Munoz made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #10: DEPARTMENT HEAD REPORTS

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a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:29p.m.

Minutes of the June 11, 2024 Regular Session Meeting approved by council on this the 9th day of July, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a special called meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, June 25, 2024, at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: Consideration and possible action to approve bid results for the KSA Project No. 103126: Water Well #1 Rehab Project.

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on June 21, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 6/21/2024

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320 North Street, Ste. 205
Nacogdoches, TX 75961
936.317.3237

June 18, 2024

Mr. Jason Arnold
City Manager
City of Diboll
400 Kenley Street
Diboll, Texas 75941

Via Electronic Mail

Re: Water Well No. 1 Rehabilitation
Summary of Bid Results

Dear Mr. Arnold:

Bids on the above referenced project were publicly opened at 2:00 p.m. on June 13, 2024, at Diboll City Hall. A total of four (4) bids were received, publicly read, and reviewed by our office. Any exceptions to the bid requirements or irregularities in the required bid documents have been noted on the official project bid tabulation and further described herein.

As shown in the bid tabulation, the lowest bid received was from Smith Pump Company, Inc. of Waco, Texas with a total bid amount of $101,280.00. Based upon our review of the information submitted, and the list of similar project experience provided Smith Pump Company, Inc. appears to be qualified to perform the work required.

Sincerely,
KSA

C. Daniel "Danny" Hays, P.E.
Project Manager

Enclosure

cc: File: 102877/Correspondence/Client

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BID TABULATION

City of Diboll
Water Well No. 1 Rehabilitation
KSA Project No. 103126
Bid Date: June 13, 2024

BID ITEM	DESCRIPTION	UNIT	QTY	1 Smith Pump Company, Inc. 301 M-B Industrial Waco, TX 76712 254.744.1229 UNIT PRICE	1 TOTAL PRICE	2 Weisinger Incorporated 18150 IH-45 North Willis, TX 77378 936.756.7721 UNIT PRICE	2 TOTAL PRICE	3 Richardson & Dunn, Inc. dba J&S Water Wells 1056 E. 1st St. Bellville, TX 77418 979.865.2393 UNIT PRICE	3 TOTAL PRICE	4 Alsay Incorporated 6615 Gant Rd. Houston, TX 77066 832.392.3066 UNIT PRICE	4 TOTAL PRICE
BASE BID											
1.01	Mobilization	LS	1	$8,110.00	$8,110.00	$7,000.00	$7,000.00	$25,000.00	$25,000.00	$25,900.00	$25,900.00
1.02	Site Restoration	LS	1	$300.00	$300.00	$1,000.00	$1,000.00	$10,000.00	$10,000.00	$2,250.00	$2,250.00
1.03	Submersible Well Pump	LS	1	$65,170.00	$65,170.00	$80,000.00	$80,000.00	$78,700.00	$78,700.00	$75,330.00	$75,330.00
1.04	Well Cleaning, Disinfection, and Video Survey	LS	1	$27,700.00	$27,700.00	$42,000.00	$42,000.00	$22,000.00	$22,000.00	$37,687.50	$37,687.50
TOTAL BID AMOUNT					**$101,280.00**		**$130,000.00**		**$135,700.00**		**$141,167.50**

Compiled by:

KSA

TBPE Firm Registration No. F-1356

C. Daniel "Danny" Hays, P.E.
Project Manager

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS SPECIAL-CALLED MEETING ON TUESDAY, JUNE 25, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz and Ruben Terrazas.

COUNCIL ABSENT

Ray Williams, Jr.

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: Consideration and possible action to approve bid results for the KSA Project No. 103126: Water Well #1 Rehab Project.

Council reviewed bid results. Daniel Lopez made a motion to approve awarding bid to Smith Pump Company, Inc. of Waco, Texas and Ruben Terrazas second. All in Favor, none opposed, motion carries.

Adjournment

Mayor Wilkerson called to adjourn at 5:17p.m.

Minutes of the June 25, 2024 Special Called Meeting approved by council on this the 9th day of July, 2024.

Trey Wilkerson, Mayor

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ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, JULY 9, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon and Nora Munoz

COUNCIL ABSENT

Councilmembers Luis Maldonado, Ruben Terrazas and Ray Williams, Jr.

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera and Chief of Police Michael Skillern

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from June 11, 2024, Regular Session Meeting
b. Minutes from June 25, 2024 City Council Special Called Meeting
c. Financial Statement for June 2024
d. 12-Month Attendance Record for June 2024

Nora Munoz made a motion to approve and Schuyler Bacon second.
All in Favor, none opposed, motion carries.

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Chief of Police Michael Skillern introduced Officer LaMonica and Mayor Trey Wilkerson administered the Oath of Office.

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Item #3: Consideration and possible action to approve the Cyber Liability and Data Breach Response Interlocal Agreement between Texas Municipal League (TML) and the City of Diboll.

Daniel Lopez made a motion to approve and Schuyler Bacon second.
All in Favor, none opposed, motion carries.

Item #4: Consideration and possible action to approve Ordinance 2024-07-001; updates to the City of Diboll's Texas Municipal Retirement System (TMRS) benefits.

Schuyler Bacon made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:28p.m.

Minutes of the July 9, 2024 Regular Session Meeting approved by council on this the 13th day of August, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, July 9, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from June 11, 2024, Regular Session Meeting
b. Minutes from June 25, 2024 City Council Special Called Meeting
c. Financial Statement for June 2024
d. 12-Month Attendance Record for June 2024

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Item #3: Consideration and possible action to approve the Cyber Liability and Data Breach Response Interlocal Agreement between Texas Municipal League (TML) and the City of Diboll.

Item #4: Consideration and possible action to approve Ordinance 2024-07-001; updates to the City of Diboll's Texas Municipal Retirement System (TMRS) benefits.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

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Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on July 5, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 07/05/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, JUNE 11, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from May 14, 2024, Regular Session Meeting
b. Financial Statement for May 2024
c. 12-Month Attendance Record for May 2024

Daniel Lopez made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #2: Oath of office administered by Mayor Trey Wilkerson, to unopposed Council Member.

Mayor Trey Wilkerson administered the Oath of Office and sworn in Councilmember, At-Large District 6 - Ray Williams, Jr

Item #3: Oath of office administered by Mayor Trey Wilkerson, to swear-in appointed Council Member.

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Mayor Trey Wilkerson administered the Oath of Office and sworn in Councilmember, District 1 - Schuyler Bacon and she immediately took office at this time.

Item #4: Consideration and possible action to appoint a board member for Deep East Texas Council of Governments & Economic Development District (DETCOG) Board.

Daniel Lopez nominated and made a motion to reappoint Trey Wilkerson and Luis Maldonado second. Trey Wilkerson accepted.
All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to approve the appointment of members to the Planning and Zoning Commission.

1 Year Term (Odd Years): Albert Duffield, Antoinette Berry and an available position

2 Year Term (Even Years): Patrina Mitchell, Bryan Wilson and Noelia Grimaldo - Alternate

Nora Munoz made a motion to approve reappointment of current PNZ Commission list with one position available and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #6: Consideration and possible action to approve modifications to the City of Diboll Personnel Policies Manual.

Ray Williams, Jr. made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #7: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Financial Management Policies & Procedures.

Daniel Lopez made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #8: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Document Management & Records Retention Policy.

Luis Maldonado made a motion to approve and Daniel Lopez second.
All in Favor, none opposed, motion carries.

Item #9: Consideration and possible action to approve the American Rescue Plan Act State & Local Fiscal Recovery Funding (ARPA-SLFRF) Standards of Conduct and Conflict of Interest Policy**.**

Nora Munoz made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #10: DEPARTMENT HEAD REPORTS

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a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:29p.m.

Minutes of the June 11, 2024 Regular Session Meeting approved by council on this the 9th day of July, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS SPECIAL-CALLED MEETING ON TUESDAY, JUNE 25, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz and Ruben Terrazas.

COUNCIL ABSENT

Ray Williams, Jr.

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: Consideration and possible action to approve bid results for the KSA Project No. 103126: Water Well #1 Rehab Project.

Council reviewed bid results. Daniel Lopez made a motion to approve awarding bid to Smith Pump Company, Inc. of Waco, Texas and Ruben Terrazas second. All in Favor, none opposed, motion carries.

Adjournment

Mayor Wilkerson called to adjourn at 5:17p.m.

Minutes of the June 25, 2024 Special Called Meeting approved by council on this the 9th day of July, 2024.

_____

Trey Wilkerson, Mayor

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ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 06/30/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	9,000.00	9,000.00	1,000.00	10,000.00	10,000.00	-1,000.00
3200 - Fines and Fees	276,080.00	276,080.00	34,157.17	228,027.61	228,027.61	48,052.39
3210 - Licenses & Permits	26,000.00	26,000.00	1,665.97	27,481.71	27,481.71	-1,481.71
3500 - Franchise Tax	375,000.00	375,000.00	217,190.78	330,947.11	330,947.11	44,052.89
3550 - Property Tax	1,421,018.00	1,421,018.00	26,145.54	1,440,840.42	1,440,840.42	-19,822.42
3700 - Sales Tax	865,000.00	865,000.00	110,214.69	810,587.70	810,587.70	54,412.30
3800 - Interest	32,000.00	32,000.00	42.47	21,226.34	21,226.34	10,773.66
3805 - Miscellaneous	39,800.00	43,352.57	201.74	49,908.91	49,908.91	-6,556.34
3940 - Contributions & Grants	1,559.33	1,559.33	0.00	28,463.32	28,463.32	-26,903.99
3960 - Donations	10,800.00	10,800.00	0.00	10,800.00	10,800.00	0.00
Revenue Total:	**3,056,257.33**	**3,059,809.90**	**390,618.36**	**2,958,283.12**	**2,958,283.12**	**101,526.78**
Expense						
4000 - Insurance	67,600.44	67,600.44	0.00	68,238.87	68,238.87	-638.43
4010 - Grant Expense	0.00	0.00	1,027.08	3,239.76	3,239.76	-3,239.76
4030 - Fines & Fees	400.00	400.00	0.00	99.00	99.00	301.00
4040 - Administrative	249,216.00	249,216.00	5,706.17	217,668.40	218,277.04	30,938.96
4080 - Capital Purchase	22,378.00	22,378.00	0.00	22,377.00	22,377.00	1.00
4100 - Contractual & Professional Services	203,405.01	203,405.01	14,568.90	161,206.33	161,706.33	41,698.68
4110 - Intergov't Contracts	171,000.00	171,000.00	1,750.00	45,144.29	45,144.29	125,855.71
4210 - Project Expense	92,097.14	92,097.14	32,934.99	62,609.35	80,178.07	11,919.07
4300 - Utility	109,440.00	109,440.00	8,010.63	72,069.38	72,069.38	37,370.62
4400 - Repairs & Maintenance	294,516.02	294,516.02	1,681.59	121,342.53	125,943.41	168,572.61
4460 - Materials & Supplies	183,660.90	187,213.47	9,968.36	139,780.87	144,358.64	42,854.83
4500 - Miscellaneous	6,992.81	6,992.81	80.00	6,757.41	6,407.41	585.40
4800 - Payroll Expense	2,211,460.63	2,211,460.63	163,435.62	1,688,572.02	1,688,572.02	522,888.61
4860 - Personnel	47,975.00	47,975.00	1,046.75	27,156.08	28,187.82	19,787.18
9999 - Transfers	-465,939.62	-465,939.62	0.00	0.00	0.00	-465,939.62
Expense Total:	**3,194,202.33**	**3,197,754.90**	**240,210.09**	**2,636,261.29**	**2,664,799.04**	**532,955.86**
Fund: 01 - General Fund Surplus (Deficit):	**-137,945.00**	**-137,945.00**	**150,408.27**	**322,021.83**	**293,484.08**	**-431,429.08**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	285,829.83	2,411,428.54	2,411,428.54	1,305,968.46
3130 - Penalties & Interest	25,000.00	25,000.00	166,743.67	1,063,743.34	1,063,743.34	-1,038,743.34
3800 - Interest	21,000.00	21,000.00	0.00	14,938.16	14,938.16	6,061.84
3805 - Miscellaneous	14,000.00	14,000.00	1,509.09	37,279.92	37,279.92	-23,279.92
3940 - Contributions & Grants	0.00	0.00	0.00	449,522.45	449,522.45	-449,522.45
Revenue Total:	**3,777,397.00**	**3,777,397.00**	**454,082.59**	**3,976,912.41**	**3,976,912.41**	**-199,515.41**
Expense						
4000 - Insurance	32,347.27	32,347.27	0.00	32,297.27	32,297.27	50.00
4010 - Grant Expense	0.00	0.00	0.00	219,072.45	219,072.45	-219,072.45
4030 - Fines & Fees	1,755.00	1,755.00	0.00	288.44	288.44	1,466.56
4040 - Administrative	29,699.00	29,699.00	0.00	42,276.15	42,314.97	-12,615.97
4080 - Capital Purchase	211,352.00	211,352.00	0.00	60,270.50	60,270.50	151,081.50
4100 - Contractual & Professional Services	884,025.04	884,025.04	128,007.59	838,668.17	853,256.17	30,768.87
4110 - Intergov't Contracts	50,000.00	50,000.00	4,269.74	28,613.84	28,613.84	21,386.16
4300 - Utility	150,620.00	150,620.00	12,812.31	113,728.81	113,728.81	36,891.19
4400 - Repairs & Maintenance	269,951.00	269,951.00	3,054.00	141,165.73	145,567.21	124,383.79
4460 - Materials & Supplies	238,455.73	238,455.73	6,982.03	132,645.93	137,256.26	101,199.47
4800 - Payroll Expense	606,506.34	606,506.34	42,942.73	458,023.35	458,023.35	148,482.99
4860 - Personnel	9,001.00	9,001.00	0.00	796.88	796.88	8,204.12
9999 - Transfers	1,340,784.62	1,340,784.62	0.00	464,467.00	464,467.00	876,317.62
Expense Total:	**3,824,497.00**	**3,824,497.00**	**198,068.40**	**2,532,314.52**	**2,555,953.15**	**1,268,543.85**
Fund: 02 - Utility Fund Surplus (Deficit):	**-47,100.00**	**-47,100.00**	**256,014.19**	**1,444,597.89**	**1,420,959.26**	**-1,468,059.26**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	25.00	1,595.00	1,595.00	-1,595.00
3900 - Rentals & Leases	70,100.00	70,100.00	5,699.28	59,248.03	59,248.03	10,851.97
Revenue Total:	**70,100.00**	**70,100.00**	**5,724.28**	**60,843.03**	**60,843.03**	**9,256.97**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	0.00	1,369.52	1,369.52	44.48
4100 - Contractual & Professional Services	1,450.00	1,450.00	60.00	920.00	920.00	530.00
4300 - Utility	56,336.00	56,336.00	4,022.94	43,578.83	43,578.83	12,757.17
4400 - Repairs & Maintenance	20,800.00	20,800.00	0.00	19,563.50	20,763.50	36.50
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-51,147.00	-51,147.00	0.00	0.00	0.00	-51,147.00
Expense Total:	**70,100.00**	**70,100.00**	**4,082.94**	**66,061.95**	**67,261.95**	**2,838.05**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**1,641.34**	**-5,218.92**	**-6,418.92**	**6,418.92**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	2,941.17	2,941.17	0.00	1,330.96	1,330.96	1,610.21
Revenue Total:	**172,554.17**	**172,554.17**	**0.00**	**1,330.96**	**1,330.96**	**171,223.21**
Expense						
4010 - Grant Expense	108,224.00	108,224.00	16,014.69	32,738.80	67,525.86	40,698.14
4210 - Project Expense	5,344.17	5,344.17	1,236.24	4,217.64	4,217.64	1,126.53
Expense Total:	**113,568.17**	**113,568.17**	**17,250.93**	**36,956.44**	**71,743.50**	**41,824.67**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**-17,250.93**	**-35,625.48**	**-70,412.54**	**129,398.54**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	7,315.38	7,315.38	6,684.62
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**7,315.38**	**7,315.38**	**37,684.62**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**7,315.38**	**7,315.38**	**2,434.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.25	11.43	11.43	-11.43
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**1.25**	**11.43**	**11.43**	**7,592.57**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**1.25**	**11.43**	**11.43**	**6,092.57**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	1,284.80	7,084.94	7,084.94	83.06
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**1,284.80**	**7,084.94**	**7,084.94**	**11,294.06**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**1,284.80**	**7,084.94**	**7,084.94**	**4,126.06**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	1,079.64	6,110.74	6,110.74	897.26
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**1,079.64**	**6,110.74**	**6,110.74**	**8,002.26**
Expense						
4300 - Utility	7,008.00	7,008.00	241.91	2,152.19	2,152.19	4,855.81
Expense Total:	**7,008.00**	**7,008.00**	**241.91**	**2,152.19**	**2,152.19**	**4,855.81**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**837.73**	**3,958.55**	**3,958.55**	**3,146.45**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	24.90	227.13	227.13	-227.13
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**24.90**	**227.13**	**227.13**	**50,186.87**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**24.90**	**227.13**	**227.13**	**50,186.87**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	743.30	150,816.66	150,816.66	-5,372.66
3800 - Interest	0.00	0.00	0.00	128.13	128.13	-128.13
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**743.30**	**150,944.79**	**150,944.79**	**74,499.21**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	0.00	518,657.88	518,657.88	90,303.12
4020 - Note Expense	392,281.00	392,281.00	0.00	396,682.72	396,682.72	-4,401.72
4030 - Fines & Fees	950.00	950.00	0.00	475.00	475.00	475.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**0.00**	**451,348.60**	**451,348.60**	**-305,904.60**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**743.30**	**-300,403.81**	**-300,403.81**	**380,403.81**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**45,000.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**247,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	1,256.38	6,540.02	6,540.02	1,459.98
Revenue Total:	**8,000.00**	**8,000.00**	**1,256.38**	**6,540.02**	**6,540.02**	**1,459.98**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**1,256.38**	**6,540.02**	**6,540.02**	**25,627.98**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	25.02	130.28	130.28	19.72
Revenue Total:	**150.00**	**150.00**	**25.02**	**130.28**	**130.28**	**19.72**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**25.02**	**130.28**	**130.28**	**502.72**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	51,780.69	51,780.69	0.00	0.00	0.00	51,780.69
3960 - Donations	310.11	310.11	33.04	379.44	379.44	-69.33
Revenue Total:	**52,090.80**	**52,090.80**	**33.04**	**379.44**	**379.44**	**51,711.36**
Expense						
4210 - Project Expense	52,090.80	52,090.80	0.00	9,907.06	9,907.06	42,183.74
Expense Total:	**52,090.80**	**52,090.80**	**0.00**	**9,907.06**	**9,907.06**	**42,183.74**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**0.00**	**33.04**	**-9,527.62**	**-9,527.62**	**9,527.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	83.87	764.83	764.83	-764.83
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**83.87**	**764.83**	**764.83**	**224,878.17**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**83.87**	**764.83**	**764.83**	**-764.83**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 06/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	569.58	5,209.13	5,209.13	-5,209.13
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**569.58**	**5,209.13**	**5,209.13**	**1,154,386.87**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	0.00	7,113.60	7,113.60	1,152,482.40
Expense Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**7,113.60**	**7,113.60**	**1,152,482.40**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**569.58**	**-1,904.47**	**-1,904.47**	**1,904.47**
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**395,672.74**	**1,439,971.98**	**1,351,808.54**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	-137,945.00	-137,945.00	150,408.27	322,021.83	293,484.08	-431,429.08
02 - Utility Fund	-47,100.00	-47,100.00	256,014.19	1,444,597.89	1,420,959.26	-1,468,059.26
03 - Recreation Fund	0.00	0.00	1,641.34	-5,218.92	-6,418.92	6,418.92
05 - Special Revenue Fund	58,986.00	58,986.00	-17,250.93	-35,625.48	-70,412.54	129,398.54
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	7,315.38	7,315.38	2,434.62
07 - Seized Fund	6,104.00	6,104.00	1.25	11.43	11.43	6,092.57
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	1,284.80	7,084.94	7,084.94	4,126.06
10 - MC Tech Fund	7,105.00	7,105.00	837.73	3,958.55	3,958.55	3,146.45
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	24.90	227.13	227.13	50,186.87
13 - Debt Service Fund	80,000.00	80,000.00	743.30	-300,403.81	-300,403.81	380,403.81
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	247,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	1,256.38	6,540.02	6,540.02	25,627.98
17 - MC Municipal Jury Fund	633.00	633.00	25.02	130.28	130.28	502.72
18 - Keep Diboll Beautiful Fu...	0.00	0.00	33.04	-9,527.62	-9,527.62	9,527.62
19 - Street Project Fund	0.00	0.00	83.87	764.83	764.83	-764.83
20 - ARPA Fund	0.00	0.00	569.58	-1,904.47	-1,904.47	1,904.47
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**395,672.74**	**1,439,971.98**	**1,351,808.54**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	7/11/2023	8/8/2023	9/5/2023	9/12/2023	10/10/2023	11/14/2023	12/12/2023	1/9/2024
Schuyler Bacon								
Luis Maldonado	0	0	1	0	0	0	0	0
Nora Munoz	0	0	0	0	0	0	0	1
Daniel Lopez	0	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0	0
Ray Williams, Jr.	0	0	0	1	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**0**	**1**	**1**	**0**	**0**	**0**	**1**

Council Member	2/13/2024	3/12/2024	4/9/2024	5/14/2024	6/11/2024	6/25/2024		TOTAL TO-DATE
Schuyler Bacon					0	0		**0**
Luis Maldonado	0	0	0	0	0	0		**1**
Nora Munoz	0	0	0	0	0	0		**1**
Daniel Lopez	0	0	0	0	0	0		**0**
Ruben Terrazas	0	0	0	0	0	0		**0**
Ray Williams, Jr.	0	0	0	1	0	1		**3**
Trey Wilkerson	0	0	0	0	0	0		**0**
Total Absences	**0**	**0**	**0**	**1**	**0**	**1**		**5**

Rosa M. Olvera - City Secretary

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Form #2204 Rev 9/2017 **Submit to:** **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **FAX 512-463-5569** **Filing Fee: None**	**This space reserved for office use** **OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Julius L. LaMonica, IV , do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Police Officer for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Angelina

Sworn to and subscribed before me on this 9th day of July, 20 24.

(Affix Notary Seal, only if oath administered by a notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An Oath

Trey Wilkerson

Printed or Typed Name

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TML
INTERGOVERNMENTAL RISK POOL

WORKERS' COMPENSATION • PROPERTY • LIABILITY

CRITICAL ALERT:

Cyber Liability and Data Breach Response Coverage

DATE: June 7, 2024
TO: All Members with Core + (Band 1) Cyber Coverage
RE: 2024-2025 *Cyber Liability and Data Breach Response Coverage* Updates

Dear Valued Member:

Since 2016, when the TML Risk Pool first began offering ***Cyber Liability and Data Breach Response Coverage ("Cyber Coverage")***, cyber claims have exponentially increased in both frequency and severity.

Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That's why the Board of Trustees recently created a new Cyber Fund and approved changes to the Pool's Coverage structure, effective on October 1, 2024. ***Members must elect to continue coverage or "opt-in" by completing and returning the Cyber Interlocal Agreement to participate in the newly-created Cyber Fund.***

MEMBERS THAT DON'T FOLLOW THE OPT-IN PROCEDURES WILL LOSE THEIR EXISTING CYBER COVERAGE EFFECTIVE AT MIDNIGHT ON SEPTEMBER 30, 2024.

Included in this packet are:

1. A two-page flyer **explaining the updated Cyber Coverage and why the Pool made certain adjustments to ensure the viability of the program**.
2. A **Limits Page** for the updated Cyber Coverage and a link to the updated Cyber Coverage Document, which shows the contribution increases and available limits.
3. A **new, separate Interlocal Agreement (contract)** to join the Pool's new Cyber Fund.

Please review the above information.

If your entity wishes to continue Cyber Coverage, simply review, complete and sign, and return the completed Cyber Fund Interlocal Agreement as soon as possible but no later than September 30, 2024. (Each Member **must follow their own statutory and local policies related to contract approval prior to signing**.) You can either scan and return the completed and signed agreement by email to underwriting@tmlirp.org or mail or ship it to Cyber Coverage, c/o TML Intergovernmental Risk Pool, P.O. Box 149194, Austin, Texas 78714. To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement. An executed copy of the agreement will be returned to you.

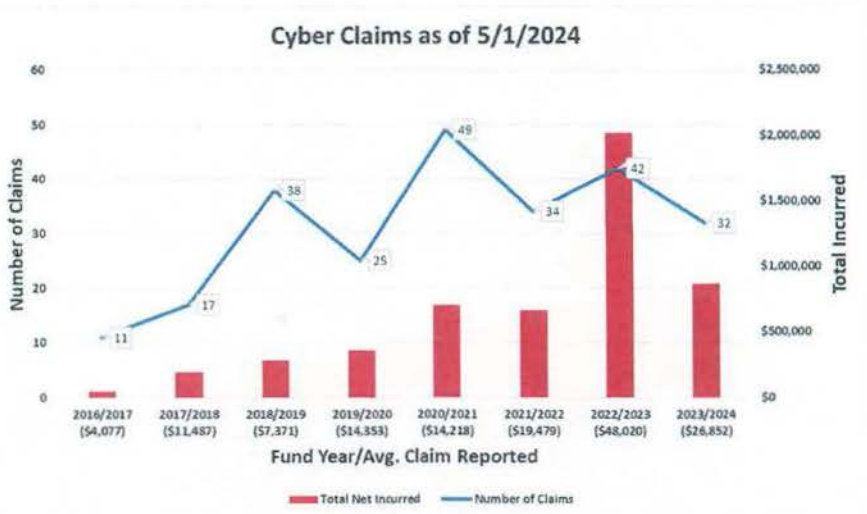
REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.

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CRITICAL ALERT: The Pool's NEW Cybersecurity Fund

Introduction

In 2016, the Pool recognized its Members' growing cyber liability exposure. Starting that year, complimentary coverage was provided to all Members with either General Liability or Real & Personal Property Coverage. Later, as the exposure increased, the Pool began charging a minimal amount for the coverage. As shown by the chart below, cyber claims have exponentially increased in both frequency and severity since that time.



Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That's why the Board of Trustees recently approved the Pool's formation of a new Cyber Fund and updated *Cyber Liability and Data Breach Response Coverage ("Cyber Coverage")*, effective October 1, 2024, **for those Members who opt-in and sign the Cyber Liability Interlocal Agreement**. Read on for details.

Of course, nothing can cover every possible scenario. That's why each Member *must* take steps to protect themselves, and we can help you do so (regardless of whether you choose our cyber coverage**). Most cyberattacks are preventable, and local officials *should implement basic policies, train on them, and follow them***. (See the final section below on loss prevention to learn more.)

The New Cyber Fund – Ensuring the Viability of the Pool's Cyber Coverage

Cyberattacks are becoming more common, more sophisticated, and more expensive. In fact, the Pool's cyber claims have increased exponentially since 2016. Right now, if every Member of the Pool was hit by a coordinated attack, the Pool's *total exposure is in the billions of dollars*. Thankfully, that hasn't happened. But the Pool is updating its Cyber Coverage to ensure that it never does.

The following is a brief overview of the changes:

- The Pool is creating a **separate Cyber Fund** – each Member that wants to continue coverage **must sign a new, separate interlocal agreement (contract) to join the Fund**.
- The Pool's **total annual payout** for cyber claims will be **capped at $25 million** – should criminals execute a widespread attack, the Pool's Board of Trustees would decide how to allocate those funds.
- The limit for third party liability has been reduced to **$500,000 or $1,000,000,** depending on whether Core or Core+ option is selected.
- **Cyber coverage contributions (premiums) will increase** based on a Member's elected limits. The new contribution ranges from $1,000 to $1,850 depending on Member type and coverage level (unless a Member chooses a different coverage level, the current level will roll over). Suggestion: Coverage will be renewed at the current elected limit.

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The Coverage: What You Get
Some of the worst news a local official can receive is that they have fallen victim to a cyberattack. Whether criminals lock up your data and ask you for a ransom to restore it, they trick you into sending money to a fraudulent account and steal it, or whatever the form of an attack, the Pool's coverage provides, among other things:

- **Breach response**, which includes access to computer experts, public relations specialists, attorneys, negotiators, and others with experience responding to cyberattacks – these experts help you lessen the damage from an attack.
- **Network business interruption**, which can help cover the loss of income and extra expenses (for a limited period) caused by an attack.
- **Cyber extortion**, which can help with ransom payments to recover data.
- **Data recovery costs**, which can help with costs to restore data that was damaged, corrupted, and/or deleted.
- **Fraud protection**, which can help (if certain conditions are met) with costs related to – for example – when an employee is tricked into sending money to a cybercriminal.

The above provides only a very basic overview of the coverage. Every claim is unique, and reading the above isn't a substitute for carefully reviewing the terms of the new interlocal agreement and coverage document. Please refer to the enclosed outline of the coverages, limit, and sublimit.

What You Need to Do to Continue Coverage
To continue coverage, simply review, complete and sign, and return the Cyber Fund Interlocal Agreement. (Each Member **must follow their own statutory and local policies related to contract approval prior to signing**.) To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement.

As part of this process, we encourage you to review the 2024-2025 Cyber Liability and Data Breach Response Coverage Document that is stored on the Pool's Member Portal, which you can access from the Pool's website at www.tmlirp.org.

That's it! You'll be billed later for the costs of all your coverages, including the cyber coverage.

REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.

Risk Management and Loss Prevention
As mentioned above, the best way to deal with a cyberattack is to avoid it altogether. The Pool has a dedicated Cyber Risk Services Manager – Ryan Burns (rburns@tmlirp.org) – who can assist any Member with loss prevention, including individual review of Member exposures and transfer of risk via contracts provisions, loss prevention efforts, appropriate coverage, and more.

Additional Resources
The Pool provides prevention education in various ways. The easiest to access are short podcast episodes and YouTube videos. For example, any local official who wants to know just how painful a cyberattack can be should listen to Episode 9c of the "Local Officials: *Stronger, Together* Podcast."

In the eye-opening episode, Scott interviews City of Tomball Assistant City Manager Jessica Rogers. Cyber-criminals hacked Tomball at the end of 2022, and the city is still — one year later — dealing with the aftermath. In this episode — which should be required listening for every city official in Texas (and beyond) — Jessica explains exactly what it's like to have essentially every computer system go down, including 9-1-1 dispatch, utility metering and billing, permitting, and everything in between. She also describes the long road to getting everything up and running. Don't miss our chance to learn from this chill-inducing story. (To listen, go to www.tmlirp.org, click on the "STP Podcast" link at the top of the page, and scroll down to Episode 9c.)

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LIMIT PAGE

Your entity currently has **Core** + Cyber Coverage with the Pool. The following is an abbreviated description of the Core and Core+ limit structure beginning October 1, 2024. The Coverage Document can be accessed at https://members.tmlirp.org/downloads (this link will ask you to log into the Member Portal for access).

*A limit of **$25,000,000** is shared by all **Members** for aggregate losses occurring within the Fund Year as defined in the Cyber Liability and Data Breach Response Interlocal Agreement.*

	Core	Core+
Tower 1 - Limit of Liability*	$500,000	$1,000,000
Data & Network and Media Liability Aggregate Limit of Liability	$500,000	$1,000,000
Retention	$0	$0
Tower 2 - Limit of Liability	$100,000	$250,000
First Party Loss		
Business Interruption Aggregate Sublimit	$20,000	$50,000
Cyber Extortion Loss Aggregate Sublimit	$25,000	$50,000
Data Recovery Costs Aggregate Sublimit	$20,000	$50,000
Reputational Loss Aggregate Sublimit	$5,000	$10,000
Retention (other than Business Interruption)	$0	$5,000
Income Loss Retention under Business Interruption	$5,000	$5,000
Third Party Loss		
Regulatory Defense and Penalities Aggregate Sublimit	$25,000	$75,000
Payment Card Liabilities & Costs Aggregate Sublimit	$10,000	$25,000
Retention	$0	$5,000
eCrime		
Fraudulent Instruction Aggregate Sublimit	$25,000	$50,000
Funds Transfer Aggregate Sublimit	$25,000	$50,000
Telephone Fraud Aggregate Sublimit	$25,000	$50,000
Criminal Reward	$2,500	$2,500
Retention (other than Criminal Reward)	$2,500	$5,000
Retention Criminal Reward	$0	$0
Tower 3 - Limit of Liability	$100,000	$150,000
Breach Breach Response Aggregate Limit of Liability Beazley Response Services	$100,000	$150,000
Retention	$0	$0
New 2024-25 Annual Contribution	**$1,000**	**$1,250**
Previous 2023-24 Contribution	*$175*	*$247.24*

**The Tower 1 Limit of Liability changed from $1 million to $500,000 for Core limits and from $2 million to $1 million for Core+ limits. All other limits remained unchanged.*

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Texas Municipal League
Intergovernmental Risk Pool

1821 Rutherford Lane, First Floor • Austin, Texas 78754

CYBER LIABILITY AND DATA BREACH RESPONSE INTERLOCAL AGREEMENT

This Contract and Interlocal Agreement is entered into by and between political subdivisions of this state (hereinafter referred to as "Pool Members") to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund (hereinafter referred to as the "Fund") for the purpose of providing coverages against risks which are inherent in operating a political subdivision.

WITNESSETH:

The undersigned Pool Member, in accordance with Chapter 2259, Texas Government Code, the Interlocal Cooperation Act, Tex. Gov't Code § 791.001, et seq., and the interpretation thereof by the Attorney General of the State of Texas (Opinion #MW-347, May 29, 1981), and in consideration of other political subdivisions executing like agreements, does hereby agree to become one of the Pool Members of this self-insured pool. The conditions of membership agreed upon by and between the parties are as follows:

1. Definitions of terms used in this Interlocal Agreement.

   a. Board. Refers to the Board of Trustees of the Fund.

   b. Fund Year. 12:01 a.m. October 1 through 12:01 a.m. the following October 1.

   c. Manual Rates. The basic rates applicable to each cyber liability and data breach response classification promulgated by the Insurance Service Office or the Board.

   d. Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The Cyber Liability and Data Breach Response Coverage Document that sets forth in exact detail the coverages provided as part of the overall plan.

   e. Adjustments. Refers to any offsets to manual premium that may result from the Pool Member's election of deductibles, loss experience, or Fund Modifier which reflects the savings to the Pool Member by entering into this Interlocal Agreement.

   f. Premium and Contribution. Used interchangeably in some parts of this Interlocal Agreement. Any reference at any time in this Interlocal Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only and is not construed as being contrary to the self-insurance concept except where the context clearly indicates no other possible interpretation such as but not limited to the reference to "reinsurance."

   g. Reimbursable Deductible. The amount that was chosen by this Pool Member to be applicable to the first monies paid by the Fund to effect judgment or settlement of any claim or suit. The Pool Member, upon notification of the action taken, shall promptly reimburse the Fund for all or such part of the deductible amount as has been paid by the Fund. Further, however, the Fund's obligation to pay damages shall be subject to the limits of liability stated in the Declarations of Coverage or Endorsements to this Interlocal Agreement less the stated deductible amount.

   h. Fund Modifier. A percentage figure that is applied to the manual rates by the Fund to reflect the savings to the Pool Member by entering into this Interlocal Agreement.

   i. Agreement Period. The continuous period since the Pool Member first became a member of this Fund excluding, however, any period or periods of time therein that the member did not participate as a member of the Pool.

   j. Declarations of Coverage. The specific indication of the coverages, limits, deductibles, contributions, and special provisions elected by each individual Pool Member. The Declarations of Coverages may be modified by Endorsement.

2. The Board, acting through its agents and Fund staff, is responsible for the administration of all Fund business on behalf of the Pool Members.

3. In consideration of the execution of this Interlocal Agreement by and between the Pool Member and the Fund and of the contributions of the Pool Member, the coverage elected by the Pool Member is afforded according to the terms of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The affirmative declaration of contributions and limits of liability in the Declarations of Coverage and Endorsements determine the applicability of the Self-Insurance Plan.

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Each Pool Member agrees to adopt and accept the coverages, provisions, terms, conditions, exclusions, and limitations as further provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan or as specifically modified by the Pool Member's Declarations of Coverage. This Interlocal Agreement shall be construed to incorporate the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, Declarations of Coverage, and Endorsements and addenda whether or not physically attached hereto.

4. It is understood that by participating in this risk sharing mechanism to cover cyber liability and data breach response exposures, the Pool Member does not intend to waive any of the immunities that its officers or its employees now possess. The Pool Member recognizes the Texas Tort Claims Act and its limitations to certain governmental functions as well as its monetary limitations and that by executing this Interlocal Agreement does not agree to expand those limitations.

5. The term of this Interlocal Agreement and the self-insurance provided to the Pool Member shall be continuous commencing 12:01 a.m. on the date designated in this Interlocal Agreement until terminated as provided below. Although the self-insurance provided for in this Interlocal Agreement shall be continuous until terminated, the limit of liability of the Fund under the coverages that the Pool Member elects shall be limited during any Fund Year to the amount stated in the Declarations of Coverage for that Fund Year.

   This Interlocal Agreement may be terminated by either party giving to the other sixty (60) days' prior written notice of intent to terminate except the Pool Member may terminate this Interlocal Agreement and its coverages thereunder without giving the sixty (60) days' notice if the reason is because of a change by the Fund in the Pool Member's contribution, coverage, or other change in the limits of liability, terms, conditions, exclusions, and limitations provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan provided that no termination by the Member shall be effective prior to the date that written notice of termination is actually received in the offices of the Fund and provided that the Pool Member agrees to and shall pay the applicable premium and contribution for those coverages it is terminating until the date the notice of termination is actually received by the Fund.

   The Fund shall provide the Pool Member with Declarations of Coverage and any Endorsements that determine the applicability of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan annually by December 1. Such Declarations of Coverage shall include, but not be limited to, the coverage period which shall be the applicable Fund Year, limits, deductibles, contributions, special provisions, and limitations. Changes made during the Fund Year, whether requested by the Pool Member or required by the Fund, will be handled by Endorsement.

   It is the intention of the parties that the Pool Member's coverages under this Interlocal Agreement shall remain in full force and effect from Fund Year to Fund Year, subject to the limits of liability that the Fund can provide each Fund Year and the terms, conditions, and limitations that the Fund may require to protect its solvency and to comply with reinsurance requirements, until notice of termination is given as herein provided. Realizing that the Pool Member needs the earliest possible information concerning the Fund coverages, limits, and exclusions, and the Pool Member's contribution that will be required for any new Fund Year, the Fund will endeavor to provide this information as soon as possible before the beginning of each Fund Year. The parties recognize, however, that conditions in the reinsurance industry are such that the Fund may not be able to provide this information to the Pool Member before the beginning of a Fund Year for various reasons including the failure of the Pool Member to timely submit the appropriate exposure summary or delays on the part of reinsurers in getting information to the Fund, and so, to protect the Pool Member from gaps in its coverage and to protect the solvency of the Fund, the parties agree as follows:

   If, for any reason other than the Pool Member's failure to provide the information requested in the exposure summary, the Fund has not been able to provide the Pool Member with information concerning available coverages for a new Fund Year or advise the Pool Member of the amount of its contribution for the new Fund Year by the beginning of the Fund Year, the Fund shall nevertheless continue the Pool Member's coverages at the same limits of liability (if still available and if not, then at the highest limit of liability available for the new Fund Year) so that the Pool Member shall at all times remain covered as herein provided and the Pool Member's initial contributions for the new Fund Year shall be determined by a "tentative contribution" as determined by the Board with the Pool Member's actual annual contribution to be credited by the amount paid in accordance with the tentative contribution and adjusted during the Fund Year. In the event the Pool Member does not wish to have its coverages extended or renewed at the end of any Fund Year, the burden shall be upon the Pool Member to give written notice to the Fund as provided hereinabove and the Pool Member agrees to pay as hereinabove stated all contributions or pro rata contributions until the date such written notice is received in the offices of the Fund or the date of termination of this Interlocal Agreement, whichever is later.

6. Commensurate with the execution of this Interlocal Agreement and annually thereafter, the Pool Member shall complete the appropriate exposure summary and deliver it or cause it to be delivered to the Fund, or, if so instructed, to a designated contractor, no later than September 1 of each year and new annual contributions shall be calculated using manual rates times exposure, less any adjustments. Intentional or reckless misstatements on the exposure summary shall be grounds for cancellation. In the event that the Pool Member fails or refuses to submit the appropriate exposure summary, the Fund reserves the right to terminate such Pool Member by giving thirty (30) days' written notice and to collect any and all contributions that are earned pro rata for the period preceding contract termination.

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The Pool Member agrees to pay the annual contribution to the Fund in four (4) equal quarterly installments, in advance, commencing at the beginning of this Interlocal Agreement with subsequent installments due the first quarter thereafter. In the event this Interlocal Agreement is terminated as herein provided, the Fund shall promptly repay to the Pool Member any such unearned annual contribution prorated as of the date of termination and the Pool Member agrees during the term of this Interlocal Agreement to promptly pay all reimbursable deductibles upon receipt of statement.

At the end of each and every Fund Year, the Fund may require the Pool Member to submit the actual data requested on the exposure summary as reflected by the books and records of the Pool Member. The Fund reserves the right to audit the records of any Pool Member and adjust contributions accordingly.

In the event that the Pool Member fails or refuses to make the payments, including accrued interest, as herein provided, the Fund reserves the right to terminate such Pool Member by giving them ten (10) days' written notice and to collect any and all amounts that are earned pro rata for the period preceding contract termination. If the amounts owed, including reimbursable deductibles, must be collected by suit, the Pool Member agrees to pay attorneys' fees and costs incurred in such suit.

7. The Fund shall maintain adequate protection from catastrophic losses to protect its financial integrity. Aggregate protection shall also be maintained. The Member's contributions shall be limited to that amount as calculated under this Interlocal Agreement. Notwithstanding anything to the contrary, the total combined aggregate limit of liability of the Fund for all Pool Members in any Fund Year, regardless of the number of occurrences or claims, shall be limited to the amount of money contained in the Fund. As to the Pool annual aggregate limits or the amount of money in the Fund, the Board of Trustees, in its sole discretion, may determine an allocation methodology among affected Pool Members should the Pool annual aggregate limit be reached, or should the money in the Fund be exhausted.

8. Notwithstanding the provisions of the foregoing paragraph, it is agreed the Board shall have the right to adjust the financial protection outlined above and/or amend coverages as it finds available or deems necessary to maintain the fiscal soundness of the Fund at the beginning of or during any Fund Year.

9. The Fund will make available loss control services to the Pool Members to assist them in following a plan of loss control that may result in reduced losses. The Pool Member agrees that it will cooperate in instituting any and all reasonable loss control recommendations. In the event that the recommendations submitted seem unreasonable, the Pool Member has a right to appeal to the Board. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decisions will be final and binding on all parties. Any Pool Member who does not agree to follow the decision of the Board shall be withdrawn from the Fund immediately.

10. The Pool Member agrees that it will appoint a contact of department head rank, and the Fund shall not be required to contact any other individual except this one person. Any notice to or any agreements with the contact shall be binding upon the Pool Member. The Pool Member reserves the right to change the contact from time to time by giving written notice to the Fund.

11. The Fund agrees to handle all cyber liability and data breach response claims, and provide a defense for any and all cyber liability and data breach response claims covered under this Interlocal Agreement after prompt notice has been given. The Pool Member hereby appoints the Fund staff and Contractors as its agents to act in all matters pertaining to processing and handling of claims covered under this Interlocal Agreement and shall cooperate fully in supplying any information needed or helpful in settlement or defense of such claims. As respects cyber liability and data breach response claims, the Fund staff and Contractors shall carry on all negotiations with the claimant and his/her attorney, when applicable, and negotiate within authority previously granted by the Fund. If a personal appearance by the Pool Member or an employee is necessary, the expense of this appearance will not be the responsibility of the Fund. With the advice and consent of the Fund, the Fund staff and the Contractors will retain and supervise legal counsel for the prosecution and defense of any litigation. All decisions on individual cases shall be made by the Fund through the Fund staff and the Contractors, which include, but are not limited to, the decision to appeal or not to appeal, settlement negotiations, the decision of whether to settle, and other litigation tactics. However, any Pool Member shall have the right in any case to consult with the Fund on any decision made by the Fund staff or Contractors. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decision will be final and binding on all parties. Any suit brought or defended by the Fund shall be brought or defended only in the name of the Pool Member and/or its officers or employees. There shall be supplied periodically to each Pool Member a computer printout involving a statement of claims. As respects the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, the Fund shall have priority in enforcing its subrogation claims against the claims of Pool Member.

12. The Pool Member acknowledges that it has received a copy of the Bylaws of the Fund and agrees to abide by the Bylaws and any amendments thereto.

13. The Fund agrees that all Fund transactions will be annually audited by a nationally recognized certified public accounting firm.

14. If legally required, the Fund shall cause to be filed the necessary tax forms with the Internal Revenue Service.

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15. As the administrators of the Fund, the Board shall primarily and consistently keep foremost in their deliberations and decisions in operating the Fund that each of the participating Pool Members is a "self-insured." At least annually, the Board shall carefully review, study, and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Pool Members, the pro rata savings to the Fund resulting from overall loss experience attributed to each Pool Member, and the pro rata portion of the cost of all catastrophic loss protection and aggregate stop loss protection allocated to each Pool Member as well as the pro rata allocation, as determined by the Board of the other and necessary administrative expenses of the Pool, in order to reasonably determine the actual pro rata cost, expense, and loss experience of each Pool Member in order to maintain as nearly as possible an equitable and reasonable self-insurance administration of the Fund as applied to each Pool Member.

    The Fund shall maintain case reserves and supplemental reserves computed in accordance with standard actuarial principles, taking into account historical and other data, designed to measure claims development and claims incurred but not yet reported, so that funds will be available to meet these claims as they become due, subject to paragraph 7 above. The Board has complete authority to determine all matters pertaining to the existence and dissolution of the Fund.

16. Venue of any suit or action arising out of or related to this Interlocal Agreement shall be exclusively in the state and federal courts of Travis County, Texas. The parties agree they shall assume their own expenses for attorney's fees in any suit or action arising out of or related to this Interlocal Agreement.

17. The parties agree this Interlocal Agreement may be executed by original written ink signature on paper documents, an exchange of copies showing the original written ink signature on paper documents, or electronic or digital signature technology in such a manner that the signature is unique and verifiable to the person signing. The use of any one or combination of these methods of execution shall constitute a legally binding and valid signing of this Interlocal Agreement, which may be executed in one or more counterparts, each of which, when duly executed, shall be deemed an original.

EMPLOYER MEMBERS' FUND CONTACT (See Section 10):

Member Name _____

Name of Contact _____ Title _____

Mailing Address _____ Email Address _____

Street Address (if different from above) _____

City _____ Zip _____ Phone _____

_____

SIGNATURE OF AUTHORIZED MEMBER OFFICIAL

_____ _____

Title Date

Member's Federal Tax I.D. Number ___ ___ - ___ ___ ___ ___ ___ ___ ___

This Information is MANDATORY

TO BE COMPLETED BY FUND: (OFFICE USE ONLY)

Effective Date of This Agreement _____

Member Name _____

Contract Number _____

_____

SIGNATURE OF AUTHORIZED FUND OFFICIAL

_____ _____

Title Date

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June 21, 2024

Samantha Jo Durham
Finance Director
City of Diboll
P.O. Box 340
Diboll, TX 75941-0340

Dear Ms. Durham:

We are pleased to enclose a model ordinance for your city to adopt:

100% Updated Service Credit with Transfers
&
70% Non-retroactive Cost of Living Adjustment Increase to Annuitants
Both Annually Repeating
Both Effective January 1, 2025

By statute, when a city offers Updated Service Credit (USC) on an annually repeating basis, the city must readopt this annually repeating provision when adopting a Cost of Living Adjustment (COLA). Therefore, the enclosed ordinance includes the city's readoption of this benefit.

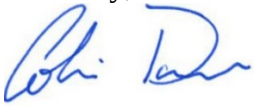
By adopting this ordinance, the city will not have to adopt an ordinance each year to reauthorize the calculation of Updated Service Credit and Cost of Living Adjustment. These benefits will remain in effect for future years until such time as they are discontinued by an ordinance adopted by the City Council.

With the adoption of these benefits, the city's contribution rate will be **14.73%** beginning January 1, 2025.

Please make sure the ordinance is adopted and signed before the effective date. When the ordinance is adopted, please send a copy to City Services at cityservices@tmrs.com.

If you have any questions about the model ordinance or anything else, please call me at 512-225-3742.

Sincerely,



Colin Davidson
Director of City and Member Services

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TMRS Comparison of Alternate Plan Design(s)

FOR CITIES

2025 Rates • Diboll

June 17, 2024

Plan Provisions	Current	Option 1
Employee Contribution Rate	7%	7%
City Matching Ratio	2 to 1	2 to 1
Updated Service Credit (USC)	100% (Repeating)	100% (Repeating)
Transfer USC *	Yes	Yes
COLA	70% (Repeating)	70% (Repeating)
Retroactive COLA	Yes	No
Retirement Eligibility Any Age	20 years	20 years
Vesting	5 years	5 years
Supplemental Death Benefit	Actives + Retirees	Actives + Retirees
Contribution Rates	**2025**	**2025**
Normal Cost Rate	11.42%	11.26%
Prior Service Rate	3.67%	3.07%
Retirement Rate	**15.09%**	**14.33%**
Supplemental Death Rate	0.40%	0.40%
Total Contribution Rate	**15.49%**	**14.73%**
Unfunded Actuarial Liability	$825,324	$690,341
Funded Ratio	93.6%	94.6%
Benefit Increase Amortization Period	20 years	20 years

* As of the December 31, 2023 valuation date, there were 8 employees with service in other TMRS cities eligible for transfer USC.

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ORDINANCE NO. 2024-07-001

AN ORDINANCE REGARDING THE CITY OF DIBOLL'S TEXAS MUNICIPAL RETIREMENT SYSTEM BENEFITS: (1) ADOPTING NON-RETROACTIVE REPEATING COLAS, FOR RETIREES AND THEIR BENEFICIARIES UNDER TMRS ACT §853.404(f) and (f-1), AND (2) AUTHORIZING ANNUALLY ACCRUING UPDATED SERVICE CREDITS AND TRANSFER UPDATED SERVICE CREDITS.

Whereas, the City of Diboll, Texas (the "City"), elected to participate in the Texas Municipal Retirement System (the "System" or "TMRS") pursuant to Subtitle G of Title 8, Texas Government Code, as amended (which subtitle is referred to as the "TMRS Act"); and

Whereas, House Bill 2464, 88th Texas Legislature, R.S., 2023 ("HB 2464"), added Subsections 853.404(f) and (f-1) to the TMRS Act and authorized cities participating in the System to provide certain retirees and their beneficiaries with an annually accruing ("repeating") annuity increase (also known as a cost of living adjustment, or "COLA") based on the change in the Consumer Price Index for All Urban Consumers for the one-year period that ends 12 months before the January 1 effective date of the applicable COLA (a "non-retroactive repeating COLA"); and

Whereas, new TMRS Act §853.404(f) and (f-1) allow participating cities to elect to provide non-retroactive repeating COLAs under certain circumstances, as further described by this Ordinance, by adopting an ordinance to be effective January 1 of 2024, 2025 or 2026, in accordance with TMRS Act §854.203 and §853.404; and

Whereas, TMRS Act §853.404(f-1) provides the non-retroactive repeating COLA option applies only to a participating city that, as of January 1, 2023, either (1) has not passed an annually repeating COLA ordinance under TMRS Act §853.404(c) or had previously passed a repeating COLA ordinance and then, before January 1, 2023, passed an ordinance rescinding such repeating COLA, or (2) does provide an annually repeating COLA under §853.404(c) and elects to provide a non-retroactive repeating COLA under §853.404(f) for purposes of maintaining or increasing the percentage amount of the COLA; and

Whereas, the City Council acknowledges that the City meets the above-described criteria under §853.404(f-1) and is eligible to elect a non-retroactive repeating COLA under §853.404(f) and that such election must occur before January 1, 2026, and after that date future benefit changes approved by the City may require reversion to a retroactive repeating COLA; and

Whereas, the City Council finds that it is in the public interest to: (1) adopt annually accruing non-retroactive COLAs for retirees and their beneficiaries under TMRS Act §853.404(f) and (f-1); and (2) in accordance with TMRS Act §853.404 and §854.203(h), reauthorize annually accruing Updated Service Credits and transfer Updated Service Credits, now:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS:

Section 1. Adoption of Non-Retroactive Repeating COLAs.

(a) On the terms and conditions set out in TMRS Act §854.203 and §853.404, the City authorizes and provides for payment of the increases described by this Section to the annuities paid to retired City employees and beneficiaries of deceased City retirees (such increases also called COLAs). An annuity increased under this Section replaces any annuity or increased annuity previously granted to the same person.

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(b) The amount of the annuity increase under this Section is computed in accordance with TMRS Act §853.404(f) as the sum of the prior service and current service annuities, as increased in subsequent years under TMRS Act §854.203 or TMRS Act §853.404(c), of the person on whose service the annuities are based on the effective date of the annuity increase, multiplied by **70%** of the percentage change in the Consumer Price Index for All Urban Consumers during the 12-month period ending in December of the year that is 13 months before the effective date of the increase under this Section.

(c) An increase in an annuity that was reduced because of an option selection is reducible in the same proportion and in the same manner that the original annuity was reduced.

(d) If a computation under this Section does not result in an increase in the amount of an annuity, the amount of the annuity will not be changed under this Section.

(e) In accordance with TMRS Act §853.404(f-1)(2), an increase under this Section only applies with respect to an annuity payable to a TMRS member, or their beneficiary(ies), which annuity is based on the service of a TMRS member who retired, or who is deemed to have retired under TMRS Act §854.003, not later than the last day of December of the year that is 13 months before the effective date of the increase under this Section.

(f) The amount of an increase under this Section is an obligation of this City and of its account in the benefit accumulation fund of the System.

(g) The initial increase in annuities authorized by this Section shall be effective on January 1 immediately following the year in which this Ordinance is approved, subject to receipt by the System prior to such January 1 and approval by the Board of Trustees of the System ("Board"). Pursuant to TMRS Act §853.404, an increase in retirement annuities shall be made on January 1 of each subsequent year, provided that, as to such subsequent year, the actuary for the System has made the determination set forth in TMRS Act §853.404(d), until this Ordinance ceases to be in effect as provided in TMRS Act §853.404(e).

Section 2. Authorization of Annually Accruing Updated Service Credits and Transfer Updated Service Credits.

(a) As authorized by TMRS Act §854.203(h) and §853.404, and on the terms and conditions set out in TMRS Act §§853.401 through 853.404, the City authorizes each member of the System who on the first day of January of the calendar year immediately preceding the January 1 on which the Updated Service Credits will take effect (i) has current service credit or prior service credit in the System by reason of service to the City, (ii) has at least 36 months of credited service with the System, and (iii) is a TMRS-contributing employee of the City, to receive "Updated Service Credit," as that term is defined and calculated in accordance with TMRS Act §853.402.

(b) The City authorizes and provides that each employee of the City who (i) is eligible for Updated Service Credits under Subsection (a) above, and (ii) who has unforfeited prior service credit and/or current service credit with another System-participating municipality or municipalities by reason of previous employment, shall be credited with Updated Service Credits pursuant to, calculated in accordance with, and subject to adjustment as set forth in TMRS Act §853.601 (also known as "Transfer USC"), both as to the initial grant and all future grants under this Ordinance.

(c) The Updated Service Credit authorized and provided under this Ordinance shall be **100%** of the "base Updated Service Credit" of the TMRS member calculated as provided in TMRS Act §853.402.

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(d) Each Updated Service Credit authorized and provided by this Ordinance shall replace any Updated Service Credit, prior service credit, special prior service credit, or antecedent service credit previously authorized for part of the same service.

(e) The initial Updated Service Credit authorized by this Section shall be effective on January 1 immediately following the year in which this Ordinance is approved, subject to receipt by the System prior to such January 1 and approval by the System's Board. Pursuant to TMRS Act §853.404, the authorization and grant of Updated Service Credits in this Section shall be effective on January 1 of each subsequent year, using the same percentage of the "base Updated Service Credit" stated in Subsection (c) in computing Updated Service Credits for each future year, provided that, as to such subsequent year, the actuary for the System has made the determination set forth in TMRS Act §853.404(d), until this Ordinance ceases to be in effect as provided in TMRS Act §853.404(e).

PASSED AND APPROVED this 9th day of July, 2024 by a majority vote in a public meeting, with a quorum present.

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll Volunteer Fire Department

June 2024 Council Report

June 3

- Pledge
- Incident Reports
- Business meeting
- Clean station
  Fireman present (10)

June 10

- Pledge
- Incident Reports
- Discussion on wreck on 1818
- Run trucks
- Clean station
  Fireman present (11)

June 17

- Pledge
- Incident Reports
- Presentation by Mid South
- Clean station
  Fireman Present (8)

June 24

- Pledge
- Incident Reports
- Spoke on recent calls
- Run trucks
- Clean station
  Fireman Present (9)

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City of Diboll Volunteer Fire Department

June 2024 Emergency Incidents (16)

June 1, 2024 - 1591

- **Call # 2400000104**
  601 Dennis St
  Fire alarm
  In City
  Trucks 54
  Diboll Fire personnel responded (2)
  7822, 7827

June 1, 2024 - 2059

- **Call # 24000000105**
  208 Devereaux St
  Cable line in tree
  In City
  Trucks 54
  Diboll Fire personnel responded (2)
  7822, 7827

June 2, 2024 – 1956

- **Call # 2400000106**
  1303 N Temple
  Water in House
  In City
  Trucks 54
  Diboll Fire personnel responded (7)
  7810, 7820, 7822, 7823, 7827, 7835, 7836

June 2, 2024 - 2006

- **Call # 2400000107**
  Buttermilk and Old Burke Rd
  Car floating
  Out of City
  Trucks 54, 56, 61
  Diboll Fire personnel responded (9)
  7810, 7820, 7821, 7822, 7823, 7825, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department



June 2, 2024 – 2110

- **Call # 24000000108**
  700 Borden Dr
  Tree on road
  In City
  Trucks 61
  Diboll Fire personnel responded (9)
  7810, 7820, 7821, 7822, 7823, 7825, 7827, 7835, 7836

June 3, 2024 - 1529

- **Call # 24000000109**
  59 South @ Jackson
  18-wheeler on fire
  In city
  Trucks 55
  Diboll Fire personnel responded (5)
  7822, 7825, 7827, 7835, 7836

June 4, 2024 - 0949

- **Call # 2400000110**
  Andrews Transport
  Culvert collapsed
  In City
  Trucks 54, 55
  Diboll Fire personnel responded (6)
  7805, 7814, 7822, 7825, 7827, 7836

June 4, 2024 - 2032

- **Call # 2400000111**
  900 S Temple
  Fire Alarm
  In City
  Trucks
  Diboll Fire personnel responded (7)
  7805, 7814, 7819, 7820, 7822, 7827, 7835

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City of Diboll Volunteer Fire Department



June 8, 2024 - 0720

- **Call # 2400000113**
  948 FM 1818
  10/50
  Out of City
  Trucks 54
  Diboll Fire personnel responded (9)
  7801, 7808, 7814, 7819, 7822, 7823, 7825, 7827, 7835

June 11, 2024 - 1521

- **Call # 2400000114**
  117 LBJ
  House fire
  In City
  Trucks 55
  Diboll Fire personnel responded (6)
  7814, 7821, 7825, 7827, 7835, 7836

June 13, 2024 - 1739

- **Call # 2400000115**
  Neil Pickett & Ash
  Gas leak
  In City
  Trucks 55
  Diboll Fire personnel responded (6)
  7810, 7814, 7820, 7822, 7827, 7835

June 15, 2047

- **Call # 240000116**
  8187 US 59 N
  Metal on roadway
  Out of City
  Trucks 54, 55
  Diboll Fire personnel responded (3)
  7814, 7820, 7822

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City of Diboll Volunteer Fire Department



June 17, 2024 - 1510

- **Call # 2400000118**
  601 Dennis
  Fire Alarm
  In City
  Trucks 54
  Diboll Fire personnel responded (7)
  7805, 7814, 7822

June 18, 2024 - 1136

- **Call # 2400000119**
  59 N River bridge
  10-50 minor
  In City
  Trucks 55
  Diboll Fire personnel responded (4)
  7814, 7822, 7825, 7827

June 18, 2024 - 1212

- **Call # 2400000120**
  1303 Lumberjack Dr
  Fire alarm
  In City
  Trucks 54
  Diboll Fire personnel responded (5)
  7805, 7814, 7822, 7825, 7827

June 19, 2024 - 1414

- **Call # 2400000121**
  404 Rutland
  TV cable down
  In City
  Trucks N/A
  Diboll Fire personnel responded (1)
  7827

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City of Diboll Volunteer Fire Department



June 20, 2024 - 1954

- **Call # 2400000122**
  601 Dennis St
  Fire alarm
  In City
  Trucks 54
  Diboll Fire personnel responded (5)
  7805, 7814, 7819, 7822, 7827

June 23, 2024 - 1535

- **Call # 2400000539**
  FM 1818
  Car found in ditch
  Out of City
  Trucks 58
  Diboll Fire personnel responded (3)
  7821, 7825, 7827

June 24, 2024 - 1529

- **Call # 2400000124**
  105 Pine St
  Limb on powerline
  In City
  Trucks 54
  Diboll Fire personnel responded (3)
  7820, 7822, 7827

June 24, 2024 - 1712

- **Call # 2400000125**
  Buttermilk @ Old Burk Rd
  Powerline down
  Out of City
  Trucks 54
  Diboll Fire personnel responded (2)
  7814, 7822

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Diboll Police Department

Monthly DEPT. STATS

June 2024

CALLS FOR SERVICE	**233**
INCIDENT REPORTS	**24**
CRASH REPORTS	**8**
EXTRA PATROLS/ PATROL REQUESTS	**212**
TRAFFIC STOPS	**735**
TOTAL ARRESTS	**14**
MISD. ARREST	**6**
FELONY ARREST	**8**
BUSINESS CHECKS	**75**
TOTAL POLICE ACTIVITY	**1316**

400 Kenley · P.O. Box 340 · Diboll, Texas 75941 · (936) 829-5586 · Fax (936) 829-5436

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Public Works Director Council Report – JUNE 2024

UCRM-2 SCADA Upgrades: SCADA procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather

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stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells

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are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule a final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

During the final walkthrough we found some issues with the SCADA programing at the WWTP. Techs are working with the manufacturers of the system controllers to correct the problem.

Estimated completion date TBD .

Status: 95% Complete

UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags

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and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

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Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

The remaining meters have arrived, and installation scheduled for 5/22/2024

Incorrect meters were shipped. Correct meters have been reordered. Our second round of meter testing is scheduled for July.

Estimated completion date of TBD

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

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I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on December 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

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Estimated completion date of 12/1/2025.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Crews have mobilized equipment to the job site. The pipe and materials have been delivered. Construction planned to start on 3-6-2024. Delayed due to weather.

As of 4/3/2024 500 ft of pipe has been replaced, 2 new manholes installed, and 6 service taps completed.

Should be complete with all sewer work on Neil Pickett 5/9/2024. Street reconstruction to follow.

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All sewer installation is complete. KSA is coordinating with Jeff Duplichain and Drewery to see when they can start the street reconstruction on Neil Pickett. Hopefully this rain will give us a little break.

Duplichain will be on site next week to mix 4 spots for Terracon to test. They plan to start pavement reconstruction in early August.

Estimated completion 9/31/2024.

Status: 5% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

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Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Last communication with Terry Black was that the materials have been delivered to his yard in Alto. He has a crew wrapping up a job in Greenville and should be onsite early this month.

Materials have been delivered to the job site and construction has started.

Estimated completion date of 9/13/2024.

Status: 30% Complete

Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation
- Haul work pipe, air compressor, and ancillary equipment necessary for wire brushing and jetting operations.
- Service rig and crew to mechanically wire brush the screen and blank liner with a sodium hypochlorite solution.
- Service rig, crew. And air compressor to jet accumulated debris from the bottom of the well.

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Pumping Equipment and Rehabilitation
- New 300 GPM submersible pump with lift nipple
- New 50 HP, 3/60/460-volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor and downhole probe cables
- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box
- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders, conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

Specifications are at KSA for review. We should be ready to advertise next week 5/13/2024

Bid opening scheduled for Jun 13th.

Estimated completion date 8-31-2024

Status: 20% completed

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Department Projects

Lumber Jack Lift Station

We experienced an alarm notification at the Lumberjack lift station. After working with Oncore and Payne electric we were able to confirm that the pump failures were due to a lightning strike. We have ordered new pumps and plan to install them on 5/9/2024. New pumps are installed and are being controlled by floats. The lighting strike also burnt up the newly installed SADA controller and PLC.

Estimated completion: 7/9/2024

Status: 25% complete

Park Clean Up

10 trees were blown down form the storm that passed through on 4/28/2024. Parks and street crews have been working daily to cut up and hall of the debris. Three sections of walking trail were damaged totaling 70 feet. On 5/9/2024 another storm hit the park and blew down 2 more trees. The playland behind pavilion 2 was damaged and 100 ft of hike and bike trail.

Estimated completion: 9/16/2024

Status of completion: 75%

Ground Storage Meter and Lumberjack Hydrant

The water department changed our the broken 6 in gate valve and 6 inch booster pump meter at ground storage. They opened a few fire hydrants on Lumberjack Dr. to relieve pressure on the main. After repairs were complete the hydrant in front of the golf course dropped an we were not able to shut it off. Locates were called in and crews excavated the area to access the hard head valve that controlled the hydrant. We have black bagged the hydrant and scheduled repairs.

Estimated completion 6/12/2024

Status of completion: 65%

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#18 Golf Course Bridge

The water line has started leaking in another spot. Repairs were delayed. Waiting on parts to replace a 1/12 sprinkler on the front nine pump house. Repairs to bridge scheduled. Planning to install sprinkler valve 12/13/2023. Sprinkler valve was received and installation complete. Bridge crossing repairs were delayed due to weather. Due to weather and other project prioritization we have moved the completion date of this project. The water well on #18 has developed another leak. We plan to completely replace 200ft of the supply line from the well head before bridge crossing repairs are made.

We now have 2 bridges that need to be replaced on the golf course. #18 and #12. We are sourcing quotes now.

Estimated completion date of 12-15-2024.

Status: 65%Complete

Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 67/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The benches and food disperser will be ordered in next year’s funding cycle. Benches and food dispensers have been delivered and scheduled for install 6/18/2024

Estimated completion date 7/12/2024.

Status: 5% Complete

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Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

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Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

Lynn Street (Robert Nash to Justice Clark)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Bid opening scheduled for this Thursday 5/8/2024.

Lakey INC. Has been awarded the bid. Currently working with them on a timeline for construction.

Danny with KSA is scheduling a preconstruction meeting for next week.

Completion date TBD

Status 25% complete

<u>Lead and Copper Water System Inventory</u>

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to “get the lead out” so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

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All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

“Lead” where the service line is made of lead.

“Galvanized Requiring Replacement” where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a “Lead Status Unknown” service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

“Non-lead” where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as “non-lead.”

“Lead Status Unknown” where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 4/30/24

Status 10% Complete

<u>Ditch excavation and culvert replacement</u>:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Borden and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Borden and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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Work Order Report

6/7/2024-7/5/2024

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0004517	405 DEVEREAUX	7/3/2024	7/3/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000992-00	CMays	7/3/2024 12:43
SO0004518	201 STUBBLEFIELD	7/3/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-000594-00	ARomero	7/3/2024 12:13
SO0004519	200 N TEMPLE	7/3/2024		Connect	Connect	Open	WATER	Public Works	02-000576-01	ARomero	7/3/2024 12:22
SO0004507	100 C ST	7/2/2024	7/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	05-000006-12	ARomero	7/2/2024 7:42
SO0004509	1500 N HENDRICK B 4	7/2/2024	7/2/2024	Service Action	Service Action	Completed	WATER	Public Works		ARomero	7/2/2024 10:01
SO0004511	618 S TEMPLE	7/2/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001321-04	ARomero	7/2/2024 11:51
SO0004512	313 S NEAL PICKETT	7/2/2024	7/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000907-00	CMays	7/2/2024 14:46
SO0004514	1127 PINECREST	7/2/2024	7/2/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000271-01	ARomero	7/2/2024 16:22
SO0004516	612 S TEMPLE	7/2/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001313-00	ARomero	7/2/2024 16:44
SO0004504	223 N TEMPLE	7/1/2024	7/1/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000725-00	ARomero	7/1/2024 11:25
SO0004505	610 CARTER	7/1/2024	7/1/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001302-06	CMays	7/1/2024 13:54
SO0004506	600 DENNIS	7/1/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-001199-00	ICaffery	7/1/2024 13:27
SO0004496	416 BIRDSONG	6/28/2024	6/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001055-04	CMays	6/28/2024 9:56
SO0004497	718 PINEWOOD	6/28/2024	6/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001451-00	CMays	6/28/2024 10:00
SO0004498	9171 S US HIGHWAY 59	6/28/2024	6/28/2024	Service Action	Service Action	Completed	WATER	Public Works	99-101334-00	ARomero	6/28/2024 10:39
SO0004499	9171 S US HIGHWAY 59	6/28/2024	6/28/2024	Service Action	Service Action	Completed	WATER	Public Works	99-101334-00	ARomero	6/28/2024 10:40
SO0004500	806 CYPRESS	6/28/2024	6/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001513-02	CMays	6/28/2024 12:24
SO0004503	205 CROSS	6/28/2024	6/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000641-00	CMays	6/28/2024 12:32
SO0004485	1008 HOLUBEC	6/27/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	99-000050-00	CMays	6/28/2024 12:34
SO0004486	707 CYPRESS	6/27/2024	6/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001383-00	CMays	6/27/2024 10:46
SO0004488	1419 RYAN CHAPEL RD	6/27/2024	6/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000475-00	CMays	6/27/2024 13:55

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SO0004489	514 RUTLAND	6/27/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-001173-00	ARomero	6/27/2024 11:07
SO0004490	307 LOCUST	6/27/2024	6/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000869-01	CMays	6/27/2024 13:15
SO0004491	200 HENDRICK	6/27/2024	6/27/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000573-04	CMays	6/27/2024 13:49
SO0004492	200 RHONE	6/27/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	03-000578-03	ICaffery	6/27/2024 14:47
SO0004493	200 RHONE	6/27/2024	6/28/2024	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	03-000578-03	ARomero	6/28/2024 11:27
SO0004477	5020 BELFORD RD	6/25/2024	6/25/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001097-03	CMays	6/25/2024 14:35
SO0004478	1100 RED OAK LN	6/25/2024	6/25/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000189-00	CMays	6/25/2024 14:32
SO0004479	205 CROSS	6/25/2024	6/27/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000641-00	CMays	6/27/2024 12:47
SO0004480	610 CARTER	6/25/2024	7/1/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001302-06	ICaffery	7/1/2024 13:55
SO0004481	600 DENNIS	6/25/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-001199-00	ICaffery	6/25/2024 12:04
SO0004484	110 HINES	6/25/2024	6/28/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000186-00	CMays	6/28/2024 12:45
SO0004357	600 DENNIS	6/25/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	01-001199-00	ARomero	6/25/2024 9:00
SO0004471	1217 WILLIE MASSEY	6/24/2024	6/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000333-00	ARomero	6/24/2024 7:36
SO0004472	727 BOOKER	6/24/2024	6/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001469-06	ARomero	6/24/2024 7:41
SO0004473	1008 LYNN	6/24/2024	6/25/2024	Connect	Connect	Completed	WATER	Public Works	03-000051-09	CMays	6/25/2024 14:44
SO0004474	204 THOMPSON	6/24/2024	6/24/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000638-10	ARomero	6/24/2024 11:28
SO0004475	303 PINE	6/24/2024	6/27/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000823-00	CMays	6/27/2024 12:34
SO0004476	1411 GLASS	6/24/2024	6/25/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-000456-00	CMays	6/25/2024 10:15
SO0004374	1006 OAK HOLW	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000044-00	CMays	6/27/2024 7:39
SO0004375	103 BORDEN DRIVE Remediation Field Treatment	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-000119-00	ARomero	6/21/2024 8:44
SO0004376	806 CYPRESS	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001513-02	CMays	6/27/2024 7:58
SO0004377	605 N NEAL PICKETT	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001263-02	CMays	6/27/2024 8:38
SO0004378	313 S NEAL PICKETT	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000907-00	CMays	6/27/2024 8:34
SO0004379	1411 GLASS	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000456-00	CMays	6/24/2024 14:51

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SO0004380	1419 RYAN CHAPEL RD	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000475-00	CMays	6/27/2024 9:05
SO0004381	608 N SECOND	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-001291-11	CMays	6/27/2024 8:56
SO0004382	200 HENDRICK	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000573-04	CMays	6/27/2024 9:52
SO0004383	1304 RYAN CHAPEL RD	6/21/2024	6/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-000361-06	CMays	6/25/2024 10:31
SO0004384	401 JACKSON	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000953-03	ARomero	6/24/2024 8:25
SO0004385	719 PERSIMMON	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-001453-01	ARomero	6/24/2024 8:46
SO0004386	110 HINES	6/21/2024	6/25/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000186-00	ARomero	6/25/2024 14:33
SO0004387	5020 BELFORD RD	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001097-03	ARomero	6/24/2024 8:23
SO0004388	307 LOCUST	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000869-01	CMays	6/27/2024 8:14
SO0004389	500 HACKBERRY	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001068-02	CMays	6/27/2024 10:02
SO0004390	1204 CYPRESS	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000298-00	ARomero	6/24/2024 8:44
SO0004391	1003 LYNN	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-101730-00	CMays	6/27/2024 7:55
SO0004392	507 BOOKER	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001137-00	ARomero	6/21/2024 8:38
SO0004393	1403 GLASS	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000419-00	ARomero	6/24/2024 11:20
SO0004394	202 STUBBLEFIELD	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000609-00	ARomero	6/21/2024 8:29
SO0004395	LIFT STATION/HOLUBEC	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001771-00	ARomero	6/21/2024 8:48
SO0004396	406 N TEMPLE Dr	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	99-001010-02	ARomero	6/21/2024 8:49
SO0004397	912 DOGWOOD RIDGE Dr	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001660-06	ARomero	6/24/2024 8:22
SO0004398	118 HINES	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000281-00	ARomero	6/24/2024 8:26
SO0004399	112 HINES	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000260-00	ARomero	6/21/2024 8:40
SO0004400	223 N TEMPLE	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000725-00	ARomero	6/21/2024 8:46
SO0004401	500 S TEMPLE	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001072-02	ARomero	6/24/2024 8:57
SO0004402	718 PINEWOOD	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001451-00	CMays	6/27/2024 10:13
SO0004403	204 THOMPSON	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-000638-10	ARomero	6/24/2024 11:36

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SO0004404	301 DEVEREAUX	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000780-02	ARomero	6/24/2024 8:27
SO0004405	908 LYNN	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001641-00	ARomero	6/21/2024 8:32
SO0004406	1217 WILLIE MASSEY	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000333-00	ARomero	6/24/2024 7:37
SO0004407	409 RUTLAND	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-001034-03	ARomero	6/21/2024 8:24
SO0004408	1018 HOLUBEC	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000102-15	ARomero	6/24/2024 8:26
SO0004409	100 C ST	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	05-000006-12	ARomero	6/24/2024 8:44
SO0004410	300 PARK BLDG	6/21/2024	6/21/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000770-00	ARomero	6/21/2024 8:47
SO0004411	707 CYPRESS	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-001383-00	CMays	6/27/2024 8:04
SO0004412	416 BIRDSONG	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001055-04	CMays	6/27/2024 10:19
SO0004413	727 BOOKER	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	01-001469-06	ARomero	6/24/2024 7:41
SO0004414	1215 CYPRESS	6/21/2024	6/27/2024	Cutoff	Cutoff	Completed	WATER	Public Works	03-000326-03	CMays	6/27/2024 7:46
SO0004415	1401 GLASS	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000412-06	ARomero	6/24/2024 8:25
SO0004416	1308 GLASS	6/21/2024	6/24/2024	Cutoff	Cutoff	Completed	WATER	Public Works	02-000373-05	ARomero	6/24/2024 12:23
SO0004460	1500 N HENDRICK C 2	6/21/2024	6/21/2024	Connect	Connect	Completed	WATER	Public Works	02-000524-14	CMays	6/21/2024 10:25
SO0004461	1204 CYPRESS	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-000298-00	ARomero	6/21/2024 8:18
SO0004462	100 C ST	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	05-000006-12	ARomero	6/21/2024 8:22
SO0004463	100 C ST	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	05-000006-12	ARomero	6/21/2024 8:23
SO0004464	409 RUTLAND	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	02-001034-03	ARomero	6/21/2024 8:26
SO0004465	202 STUBBLEFIELD	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000609-00	ARomero	6/21/2024 8:31
SO0004466	908 LYNN	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001641-00	ARomero	6/21/2024 8:33
SO0004467	908 LYNN	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	03-001641-00	ARomero	6/21/2024 8:37
SO0004468	112 HINES	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000260-00	ARomero	6/21/2024 8:41
SO0004469	507 BOOKER	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-001137-00	ARomero	6/21/2024 8:42
SO0004470	719 PERSIMMON	6/21/2024	6/21/2024	Reinstate	Reinstate	Completed	WATER	Public Works	99-001453-01	ARomero	6/21/2024 9:01

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SO0003954	1410 GLASS	6/20/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-000450-00	ICaffery	6/20/2024 9:38
SO0004069	600 ASH	6/20/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	05-001197-01	ICaffery	6/20/2024 9:40
SO0004145	312 BOX FACTORY	6/20/2024		Misc	Miscellaneous	Open		Public Works	03-000900-00	ICaffery	6/20/2024 9:41
SO0004193	1218 N HENDRICK	6/20/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-000334-01	ICaffery	6/20/2024 9:40
SO0004246	310 1/2 S FIRST	6/20/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-000888-00	ROlvera	6/25/2024 11:03
SO0004372	1408 FAIRCHILD	6/20/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	02-000438-00	CMays	6/28/2024 13:23
SO0004373	405 RUTLAND	6/20/2024	6/21/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001000-00	ARomero	6/21/2024 10:18
SO0004510	1500 N HENDRICK B 4	6/18/2024	7/2/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000521-32	ARomero	7/2/2024 10:02
SO0004364	104 N TEMPLE	6/18/2024	7/1/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000143-00	CMays	7/1/2024 9:53
SO0004365	600 ASH	6/18/2024	7/1/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-001197-01	CMays	7/1/2024 9:52
SO0004366	1500 N HENDRICK B 4	6/18/2024	7/2/2024	Connect	Connect	Completed	WATER	Public Works	02-000521-32	ARomero	7/2/2024 9:22
SO0004368	400 KENLEY CITY HALL	6/18/2024	6/28/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000942-00	CMays	6/28/2024 13:36
SO0004369	903 WILLOW OAK	6/18/2024	6/27/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001614-02	CMays	6/27/2024 13:00
SO0004370	605 ARRINGTON	6/18/2024	6/18/2024	Connect	Connect	Completed	WATER	Public Works	01-001255-01	ARomero	6/18/2024 16:07
SO0004371	1511 N TEMPLE	6/18/2024	6/28/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000546-05	CMays	6/28/2024 13:27
SO0004359	811 APRIL AVE	6/17/2024	6/17/2024	Service Action	Service Action	Completed	WATER	Public Works		ARomero	6/17/2024 14:08
SO0004361	811 APRIL AVE	6/17/2024	6/17/2024	Service Action	Service Action	Completed	WATER	Public Works	01-101528-00	ARomero	6/17/2024 14:10
SO0004363	811 APRIL AVE	6/17/2024	7/1/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-101528-00	CMays	7/1/2024 9:54
SO0004268	613 S TEMPLE	6/17/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001316-00	ARomero	6/17/2024 10:26
SO0004354	N HENDRICK GROCERY STORE	6/17/2024	6/28/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001784-00	CMays	6/28/2024 13:42
SO0004355	804 LYNN	6/17/2024	6/28/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001506-03	CMays	6/28/2024 15:04
SO0004356	504 DEVEREAUX	6/17/2024	6/28/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-001111-05	CMays	6/28/2024 14:19
SO0004494	205 CROSS	6/15/2024	6/27/2024	Connect	Connect	Completed	WATER	Public Works	01-000641-00	ARomero	6/27/2024 16:45
SO0004513	306 WHITE OAK	6/15/2024	7/2/2024	Service Action	Service Action	Completed	WATER	Public Works	99-000865-05	ARomero	7/2/2024 16:19

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SO0004340	1604 S FIRST	6/13/2024	6/13/2024	Service Action	Service Action	Completed	WATER	Public Works	03-000553-02	ARomero	6/13/2024 8:23
SO0004341	1604 S FIRST	6/13/2024	6/13/2024	Service Action	Service Action	Completed	WATER	Public Works	03-000553-02	ARomero	6/13/2024 8:24
SO0004342	BORDEN	6/13/2024	6/13/2024	Service Action	Service Action	Completed	WATER	Public Works	03-101729-00	ARomero	6/13/2024 8:38
SO0004344	101 W BORDEN	6/13/2024	6/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000072-00	ARomero	6/13/2024 8:53
SO0004345	100 E BORDEN	6/13/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-000007-00	ARomero	6/13/2024 9:25
SO0004346	203 HINES	6/13/2024	6/13/2024	Connect	Connect	Completed	WATER	Public Works	01-000621-02	CMays	6/13/2024 14:04
SO0004347	101 W BORDEN	6/13/2024	6/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000072-00	ARomero	6/13/2024 12:00
SO0004348	101 W BORDEN	6/13/2024	6/13/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000072-00	ARomero	6/13/2024 12:05
SO0004349	1500 N HENDRICK B 4	6/13/2024	6/13/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000536-02	CMays	6/13/2024 14:06
SO0004350	901 DOGWOOD RIDGE Dr	6/13/2024	6/13/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-001598-06	ARomero	6/13/2024 17:03
SO0004351	205 CROSS	6/13/2024	6/25/2024	Reinstate	Reinstate	Completed	WATER	Public Works	01-000641-00	ARomero	6/25/2024 12:36
SO0004352	901 DOGWOOD RIDGE Dr	6/13/2024	6/13/2024	Connect	Connect	Completed	WATER	Public Works	02-001598-07	ARomero	6/13/2024 17:04
SO0004335	1500 N HENDRICK B 4	6/12/2024	6/12/2024	Service Action	Service Action	Completed	WATER	Public Works	02-000536-02	ARomero	6/12/2024 12:44
SO0004336	1206 N HENDRICK	6/12/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	02-000304-00	ICaffery	6/12/2024 12:48
SO0004337	1500 N HENDRICK C 2	6/12/2024	6/13/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000524-13	CMays	6/13/2024 8:54
SO0004323	4162 MOCKINGBIRD LN	6/11/2024	6/11/2024	Disconnect	Disconnect	Completed	WATER	Public Works	01-001056-10	ARomero	6/28/2024 8:55
SO0004324	1011 HOLUBEC	6/11/2024	6/13/2024	Disconnect	Disconnect	Completed	WATER	Public Works	02-000079-17	CMays	6/13/2024 9:30
SO0004326	1410 N HENDRICK	6/11/2024	6/12/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000451-02	CMays	6/12/2024 15:16
SO0004328	401 S FIRST	6/11/2024		Street Repair/Maint	Miscellaneous	Open	STREET	Public Works	03-000956-00	ARomero	6/11/2024 15:13
SO0004329	300 WHITE OAK	6/11/2024		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	03-000776-02	ARomero	6/17/2024 10:40
SO0004334	1205 CYPRESS	6/11/2024	6/13/2024	Disconnect	Disconnect	Completed	WATER	Public Works	99-000300-00	CMays	6/13/2024 9:31
SO0004316	217 RHONE # A	6/11/2024	6/27/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000719-00	CMays	6/27/2024 8:46
SO0004317	797 WELLS	6/10/2024	6/12/2024	Misc	Miscellaneous	Completed		Public Works	01-001484-08	FLopez	6/12/2024 10:15
SO0004319	210 RHONE	6/10/2024	6/13/2024	Misc	Miscellaneous	Completed		Public Works	03-000695-00	ICaffery	6/13/2024 7:50

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SO0004320	1410 N HENDRICK	6/10/2024	7/1/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000451-02	CMays	7/1/2024 9:56
SO0004321	708 NELSON	6/10/2024	6/13/2024	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001395-00	CMays	6/13/2024 14:19
SO0004325	703 DENNIS	6/10/2024	6/11/2024	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001357-02	ARomero	6/11/2024 12:00

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Code Compliance Report – June 2024

Bank and Post Office – Daily

Residential permit applications-

Fence permit- 1404 Ryan Chapel

Storage/carport/shed permit- 809 South Meadows

Roofing permit- 203 Ashworth, 1003 Red Oak Ln, 305 Locust

Plumbing permit- 200 N Temple Dr.

Solar permit- 1211 Lynn St

Commercial permit applications- Roofing 702 N Temple Dr.

Electrical permit applications- 409 Devereaux

Junk vehicle letters- 2 on Pinewood St

Inspections – 944 Lindsey St., 938 Denman St., 942 Denman St., 107 Magnolia, 100 Martin Luther King, 200 N Temple Dr., 409 Devereaux, 809 South Meadows

Certificate of occupancy-

New addresses- 105 & 107 Magnolia

I received complaint about chickens loose on Ryan Chapel. I spoke with owner and advised him to the ordinance for livestock to be kept 100 feet from all residences.

I received complaint about an overgrown yard at 709 Cypress St. I was advised that the owner has passed away and no one is maintaining the property. I mailed a letter out to the address listed on Angelina CAD. I have contacted a contractor to clean up the lot. A lien will be placed against the property.

I sent out a letter to 400 Rutland concerning the overgrown yard. The letter was returned unclaimed. I have contacted a contractor to clean up the yard. A lien will be placed against the property.

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Mailed out tall grass and weeds noncompliance letters concerning properties on HWY 59, Lynn St., Rutland, Hendrick St., Wells, Pinewood, Birdsong, Cypress

I received a complaint that someone was living in a camper on Mulberry St. I spoke with the owner of the camper and he let me look inside. The camper is being used for storage. There was no indication that anyone is living inside.

After several attempts to work with a property owner on Westchester St. concerning the many trailers, ATVs, and other rubbish in the yard. There has been no attempt to address the violations, therefore I have turned over the noncompliance complaint to the court.

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Samantha Durham
Director of Finance

400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **July 9, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including June 2024 Financials Report for your review.

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Customer Meter Interface
Estimated Completion Date: August 2024
Status: 5% Complete

Fond regards,

Sam Durham

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, August 13, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from July 9, 2024, Regular Session Meeting
b. Minutes from July 23, 2024, Budget Workshop
c. Financial Statement for July 2024
d. 12-Month Attendance Record for July 2024
e. Investment Report for Quarter ending June 2024

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Item #3: Recognition of the 12U Dixie Allstar Team World Series Champions.

Item #4: Consideration and possible action to approve Ordinance 2024-08-001 for the third (3rd) amendment to the 2023-2024 Operating Budget.

Item #5: Consideration and possible action to excuse absences as requested by Councilman Ray Williams.

Item #6: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report

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f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on August 9, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 08/09/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, JULY 9, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon and Nora Munoz

COUNCIL ABSENT

Councilmembers Luis Maldonado, Ruben Terrazas and Ray Williams, Jr.

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera and Chief of Police Michael Skillern

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: None

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from June 11, 2024, Regular Session Meeting
b. Minutes from June 25, 2024 City Council Special Called Meeting
c. Financial Statement for June 2024
d. 12-Month Attendance Record for June 2024

Nora Munoz made a motion to approve and Schuyler Bacon second.
All in Favor, none opposed, motion carries.

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Chief of Police Michael Skillern introduced Officer LaMonica and Mayor Trey Wilkerson administered the Oath of Office.

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Item #3: Consideration and possible action to approve the Cyber Liability and Data Breach Response Interlocal Agreement between Texas Municipal League (TML) and the City of Diboll.

Daniel Lopez made a motion to approve and Schuyler Bacon second.
All in Favor, none opposed, motion carries.

Item #4: Consideration and possible action to approve Ordinance 2024-07-001; updates to the City of Diboll's Texas Municipal Retirement System (TMRS) benefits.

Schuyler Bacon made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:28p.m.

Minutes of the July 9, 2024 Regular Session Meeting approved by council on this the 13th day of August, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS BUDGET WORKSHOP HELD ON TUESDAY, JULY 23, 2024 AT 10:00 A.M., AT THE SOUTHERN PINE PLAZA.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Samantha Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Assistant Chief of Police Jacob Hopper.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 10:00a.m.

CITIZENS PRESENTATION: None

Item #1: Council to conduct a Budget Workshop to review and revise the 2024-2025 Fiscal Year Proposed Budget**.**

Mayor, Council and Staff discussed budget; making recommendations to be submitted for approval at future council meeting.

Adjournment

Mayor Wilkerson called to adjourn at 12:43p.m.

Minutes of the July 23, 2024 Budget Workshop approved by council on this the 13th day of August, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 07/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	9,000.00	9,000.00	500.00	10,500.00	10,500.00	-1,500.00
3200 - Fines and Fees	276,080.00	276,080.00	27,575.84	255,603.45	255,603.45	20,476.55
3210 - Licenses & Permits	26,000.00	26,000.00	928.84	28,410.55	28,410.55	-2,410.55
3500 - Franchise Tax	375,000.00	375,000.00	24,004.31	354,951.42	354,951.42	20,048.58
3550 - Property Tax	1,421,018.00	1,421,018.00	6,662.49	1,451,124.85	1,451,124.85	-30,106.85
3700 - Sales Tax	865,000.00	865,000.00	97,076.52	907,664.22	907,664.22	-42,664.22
3800 - Interest	32,000.00	32,000.00	1,674.88	26,482.66	26,482.66	5,517.34
3805 - Miscellaneous	39,800.00	43,724.57	1,387.97	51,296.88	51,296.88	-7,572.31
3940 - Contributions & Grants	1,559.33	1,559.33	1,268.70	29,732.02	29,732.02	-28,172.69
3960 - Donations	10,800.00	10,800.00	0.00	10,800.00	10,800.00	0.00
Revenue Total:	**3,056,257.33**	**3,060,181.90**	**161,079.55**	**3,126,566.05**	**3,126,566.05**	**-66,384.15**
Expense						
4000 - Insurance	67,600.44	67,600.44	0.00	68,238.87	68,238.87	-638.43
4010 - Grant Expense	0.00	0.00	125.28	3,365.04	3,365.04	-3,365.04
4030 - Fines & Fees	400.00	400.00	0.00	99.00	99.00	301.00
4040 - Administrative	249,216.00	248,883.62	6,112.72	223,781.12	229,864.56	19,019.06
4080 - Capital Purchase	22,378.00	22,378.00	0.00	22,377.00	22,377.00	1.00
4100 - Contractual & Professional Services	203,405.01	202,767.51	12,877.46	174,083.79	176,683.79	26,083.72
4110 - Intergov't Contracts	171,000.00	171,000.00	0.00	45,144.29	45,144.29	125,855.71
4210 - Project Expense	92,097.14	92,097.14	17,981.03	80,590.38	87,016.90	5,080.24
4300 - Utility	109,440.00	109,440.00	8,643.08	80,712.46	80,712.46	28,727.54
4400 - Repairs & Maintenance	294,516.02	298,365.47	8,555.93	129,978.46	134,706.64	163,658.83
4460 - Materials & Supplies	183,660.90	185,506.13	12,745.04	152,628.09	160,005.35	25,500.78
4500 - Miscellaneous	6,992.81	6,966.38	403.57	7,188.11	6,838.11	128.27
4800 - Payroll Expense	2,211,460.63	2,211,460.63	169,463.85	1,858,035.87	1,858,035.87	353,424.76
4860 - Personnel	47,975.00	47,201.20	913.26	28,069.34	34,329.73	12,871.47
9999 - Transfers	-465,939.62	-465,939.62	0.00	0.00	0.00	-465,939.62
Expense Total:	**3,194,202.33**	**3,198,126.90**	**237,821.22**	**2,874,291.82**	**2,907,417.61**	**290,709.29**
Fund: 01 - General Fund Surplus (Deficit):	**-137,945.00**	**-137,945.00**	**-76,741.67**	**252,274.23**	**219,148.44**	**-357,093.44**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	257,136.03	2,668,080.43	2,668,080.43	1,049,316.57
3130 - Penalties & Interest	25,000.00	25,000.00	184,376.79	1,248,120.13	1,248,120.13	-1,223,120.13
3800 - Interest	21,000.00	21,000.00	0.00	16,787.85	16,787.85	4,212.15
3805 - Miscellaneous	14,000.00	14,000.00	-17,145.23	20,134.69	20,134.69	-6,134.69
3940 - Contributions & Grants	0.00	0.00	0.00	449,522.45	449,522.45	-449,522.45
Revenue Total:	**3,777,397.00**	**3,777,397.00**	**424,367.59**	**4,402,645.55**	**4,402,645.55**	**-625,248.55**
Expense						
4000 - Insurance	32,347.27	32,347.27	0.00	32,297.27	32,297.27	50.00
4010 - Grant Expense	0.00	0.00	0.00	219,072.45	219,072.45	-219,072.45
4030 - Fines & Fees	1,755.00	1,755.00	555.22	967.82	967.82	787.18
4040 - Administrative	29,699.00	29,699.00	1,038.70	43,314.85	43,353.67	-13,654.67
4080 - Capital Purchase	211,352.00	196,882.00	10,250.00	70,520.50	74,920.50	121,961.50
4100 - Contractual & Professional Services	884,025.04	884,025.04	74,104.22	912,772.39	925,210.39	-41,185.35
4110 - Intergov't Contracts	50,000.00	50,000.00	36.07	28,648.91	28,648.91	21,351.09
4300 - Utility	150,620.00	150,620.00	12,443.04	126,171.85	126,171.85	24,448.15
4400 - Repairs & Maintenance	269,951.00	284,421.00	10,312.60	151,478.33	161,693.96	122,727.04
4460 - Materials & Supplies	238,455.73	238,455.73	16,748.23	149,394.16	156,430.77	82,024.96
4800 - Payroll Expense	606,506.34	606,506.34	41,907.91	499,931.26	499,931.26	106,575.08
4860 - Personnel	9,001.00	9,001.00	111.00	907.88	907.88	8,093.12
9999 - Transfers	1,340,784.62	1,340,784.62	0.00	464,467.00	464,467.00	876,317.62
Expense Total:	**3,824,497.00**	**3,824,497.00**	**167,506.99**	**2,699,944.67**	**2,734,073.73**	**1,090,423.27**
Fund: 02 - Utility Fund Surplus (Deficit):	**-47,100.00**	**-47,100.00**	**256,860.60**	**1,702,700.88**	**1,668,571.82**	**-1,715,671.82**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	55.00	1,650.00	1,650.00	-1,650.00
3900 - Rentals & Leases	70,100.00	70,100.00	3,950.00	63,198.03	63,198.03	6,901.97
Revenue Total:	**70,100.00**	**70,100.00**	**4,005.00**	**64,848.03**	**64,848.03**	**5,251.97**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	20.00	1,389.52	1,389.52	24.48
4100 - Contractual & Professional Services	1,450.00	1,450.00	243.10	1,163.10	1,163.10	286.90
4300 - Utility	56,336.00	56,336.00	5,741.92	49,320.75	49,320.75	7,015.25
4400 - Repairs & Maintenance	20,800.00	20,800.00	0.00	19,563.50	20,763.50	36.50
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-51,147.00	-51,147.00	0.00	0.00	0.00	-51,147.00
Expense Total:	**70,100.00**	**70,100.00**	**6,005.02**	**72,066.97**	**73,266.97**	**-3,166.97**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**-2,000.02**	**-7,218.94**	**-8,418.94**	**8,418.94**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	2,941.17	111,441.17	0.00	1,330.96	1,330.96	110,110.21
Revenue Total:	**172,554.17**	**281,054.17**	**0.00**	**1,330.96**	**1,330.96**	**279,723.21**
Expense						
4010 - Grant Expense	108,224.00	216,724.00	49,240.21	81,979.01	82,979.01	133,744.99
4210 - Project Expense	5,344.17	5,344.17	0.00	4,217.64	4,217.64	1,126.53
Expense Total:	**113,568.17**	**222,068.17**	**49,240.21**	**86,196.65**	**87,196.65**	**134,871.52**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**-49,240.21**	**-84,865.69**	**-85,865.69**	**144,851.69**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	7,315.38	7,315.38	6,684.62
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**7,315.38**	**7,315.38**	**37,684.62**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**7,315.38**	**7,315.38**	**2,434.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.30	12.73	12.73	-12.73
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**1.30**	**12.73**	**12.73**	**7,591.27**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**1.30**	**12.73**	**12.73**	**6,091.27**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	1,061.21	8,146.15	8,146.15	-978.15
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**1,061.21**	**8,146.15**	**8,146.15**	**10,232.85**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**1,061.21**	**8,146.15**	**8,146.15**	**3,064.85**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	882.31	6,993.05	6,993.05	14.95
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**882.31**	**6,993.05**	**6,993.05**	**7,119.95**
Expense						
4300 - Utility	7,008.00	7,008.00	242.20	2,394.39	2,394.39	4,613.61
Expense Total:	**7,008.00**	**7,008.00**	**242.20**	**2,394.39**	**2,394.39**	**4,613.61**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**640.11**	**4,598.66**	**4,598.66**	**2,506.34**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	25.74	252.87	252.87	-252.87
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**25.74**	**252.87**	**252.87**	**50,161.13**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**25.74**	**252.87**	**252.87**	**50,161.13**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	1,085.56	152,297.78	152,297.78	-6,853.78
3800 - Interest	0.00	0.00	0.00	128.13	128.13	-128.13
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**1,085.56**	**152,425.91**	**152,425.91**	**73,018.09**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	90,302.89	608,960.77	608,960.77	0.23
4020 - Note Expense	392,281.00	392,281.00	0.00	396,682.72	396,682.72	-4,401.72
4030 - Fines & Fees	950.00	950.00	475.00	950.00	950.00	0.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**90,777.89**	**542,126.49**	**542,126.49**	**-396,682.49**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**-89,692.33**	**-389,700.58**	**-389,700.58**	**469,700.58**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**45,000.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**247,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	1,046.15	7,586.17	7,586.17	413.83
Revenue Total:	**8,000.00**	**8,000.00**	**1,046.15**	**7,586.17**	**7,586.17**	**413.83**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**1,046.15**	**7,586.17**	**7,586.17**	**24,581.83**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	20.80	151.08	151.08	-1.08
Revenue Total:	**150.00**	**150.00**	**20.80**	**151.08**	**151.08**	**-1.08**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**20.80**	**151.08**	**151.08**	**481.92**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	51,780.69	51,780.69	0.00	0.00	0.00	51,780.69
3960 - Donations	310.11	310.11	48.14	427.58	427.58	-117.47
Revenue Total:	**52,090.80**	**52,090.80**	**48.14**	**427.58**	**427.58**	**51,663.22**
Expense						
4210 - Project Expense	52,090.80	52,090.80	0.00	9,907.06	12,542.06	39,548.74
Expense Total:	**52,090.80**	**52,090.80**	**0.00**	**9,907.06**	**12,542.06**	**39,548.74**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**0.00**	**48.14**	**-9,479.48**	**-12,114.48**	**12,114.48**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	86.69	851.52	851.52	-851.52
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**86.69**	**851.52**	**851.52**	**224,791.48**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**86.69**	**851.52**	**851.52**	**-851.52**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 07/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	588.86	5,797.99	5,797.99	-5,797.99
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**588.86**	**5,797.99**	**5,797.99**	**1,153,798.01**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	54,528.00	61,641.60	61,641.60	1,097,954.40
Expense Total:	**1,159,596.00**	**1,159,596.00**	**54,528.00**	**61,641.60**	**61,641.60**	**1,097,954.40**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**-53,939.14**	**-55,843.61**	**-55,843.61**	**55,843.61**
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**-11,822.63**	**1,436,781.37**	**1,364,691.52**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	-137,945.00	-137,945.00	-76,741.67	252,274.23	219,148.44	-357,093.44
02 - Utility Fund	-47,100.00	-47,100.00	256,860.60	1,702,700.88	1,668,571.82	-1,715,671.82
03 - Recreation Fund	0.00	0.00	-2,000.02	-7,218.94	-8,418.94	8,418.94
05 - Special Revenue Fund	58,986.00	58,986.00	-49,240.21	-84,865.69	-85,865.69	144,851.69
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	7,315.38	7,315.38	2,434.62
07 - Seized Fund	6,104.00	6,104.00	1.30	12.73	12.73	6,091.27
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	1,061.21	8,146.15	8,146.15	3,064.85
10 - MC Tech Fund	7,105.00	7,105.00	640.11	4,598.66	4,598.66	2,506.34
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	25.74	252.87	252.87	50,161.13
13 - Debt Service Fund	80,000.00	80,000.00	-89,692.33	-389,700.58	-389,700.58	469,700.58
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	247,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	1,046.15	7,586.17	7,586.17	24,581.83
17 - MC Municipal Jury Fund	633.00	633.00	20.80	151.08	151.08	481.92
18 - Keep Diboll Beautiful Fu...	0.00	0.00	48.14	-9,479.48	-12,114.48	12,114.48
19 - Street Project Fund	0.00	0.00	86.69	851.52	851.52	-851.52
20 - ARPA Fund	0.00	0.00	-53,939.14	-55,843.61	-55,843.61	55,843.61
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**-11,822.63**	**1,436,781.37**	**1,364,691.52**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	8/8/2023	9/5/2023	9/12/2023	10/10/2023	11/14/2023	12/12/2023	1/9/2024	2/13/2024
Schuyler Bacon								
Luis Maldonado	0	1	0	0	0	0	0	0
Nora Munoz	0	0	0	0	0	0	1	0
Daniel Lopez	0	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0	0
Ray Williams, Jr.	0	0	1	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**1**	**1**	**0**	**0**	**0**	**1**	**0**

Council Member	3/12/2024	4/9/2024	5/14/2024	6/11/2024	6/25/2024	7/9/2024	7/23/2024	TOTAL TO-DATE
Schuyler Bacon				0	0	0	0	**0**
Luis Maldonado	0	0	0	0	0	1	0	**2**
Nora Munoz	0	0	0	0	0	0	0	**1**
Daniel Lopez	0	0	0	0	0	0	0	**0**
Ruben Terrazas	0	0	0	0	0	1	0	**1**
Ray Williams, Jr.	0	0	1	0	1	1	0	**4**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**0**	**0**	**1**	**0**	**1**	**3**	**0**	**8**

Rosa M. Olvera - City Secretary

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Investment Report for the Quarter Ending June 30, 2024

INVESTMENT STRATEGY: The City intends to pursue a passive portfolio management philosophy. While the financial market will be monitored by investment officials and the City will purchase investments based on the parameters for liquidity and based on market conditions, investment officials do not intend to actively sell investments. Market and credit risk shall be minimized by diversification by investment instrument, by financial institution, and by maturity scheduling.

This report is in compliance with the Act, Chapter 2256 of the Local Government Code and the City of Diboll Investment Policy and Strategies

Respectfully Submitted: Sam Dunham

Dated: 06/30/2024

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City of Diboll
Endowment Investment Detail
through 06/30/2024

Money Market/Pooled Investments	Rate	Balance	Type	Description
Southside Trust Money Market - Investment Custody	5.2300%	23,587.69	Restricted	General Fund - Endowments
Total Pool and Money Market		23,587.69		

Endowment Investments

Principal may never be spent. Interest is used to fund operations of civic center, library, park and cemeteries.

Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
US Treasury Bond	4/30/2021	4/30/2026	0.75%	652	170,000	158,113.60	157,051.10	1,062.50
Austin Telco Federal Credit Union	2/15/2023	2/26/2027	4.75%	954	100,000	99,659.00	100,246.00	(587.00)
Federal Home Loan Bank	1/13/2022	12/20/2024	1.05%	156	250,000	244,930.00	242,592.50	2,337.50
Capital One Bank	4/21/2022	4/21/2025	2.75%	278	246,000	241,030.80	240,009.90	1,020.90
Bluepeal Credit Union	11/21/2023	11/20/2024	5.75%	126	57,000.00	57,043.32	57,148.00	(104.68)
Total Endowment Investments					823,000.00	800,776.72	797,047.50	3,833.90

Purchases / Redemptions

Issuer	*Purchase Date*	*Redemption Date*	*Rate*	*Par Value*	*Purchases/ Redemptions*

Due From (+) / To(-)	*Description*	
Southside Trust Money Market - Library		(22,258.30)
Southside Trust Money Market - Library (Annual Interest 2023-2024)		(2,581.95)
Southside Trust Money Market - City of Diboll		(138,159.75)
Southside Trust Money Market - City of Diboll (Annual Interest 2023-2024)		(15,362.62)
		(178,362.62)

Transfer From (+) / To(-)	*Description*	*Transfer Date*	*Transfer Amount*

SSB Trust Endowment Returns	Endow Amt (in $1,000)	%	Current Period 4/1/2024 thru 6/30/2024	YTD 10/1/23 thru 9/30/24	NOTES 10/1/23 thru 9/30/24
Civc Center	100	14%	1,115.96	2,581.95	Transfer to City
Forest haven	50	7%	557.98	1,290.98	Transfer to City
Library	100	14%	1,115.96	2,581.95	Transfer to Library
Park	20	3%	223.19	516.39	Transfer to City
Temple	425	61%	4,742.83	10,973.30	Transfer $5,100 per yr expenses + 15% remaining
Total	695	100%	7,755.92	17,944.57	
Total Fees			270.99	805.53	
Total Dividends/Interest			7,484.93	17,139.04	7,899.47

Year to Date Interest Earnings*		
** Interest is reflected net of bank service fees*		
Endowment - Due to Library	14-2630	2,581.95
Endowment - General Fund	14-01-3803	12,264.28
Endowment - Park	14-06-3803	516.39
Endowment - Civic Center	14-11-3803	2,581.95
Total interest earned		17,944.57

TOTAL ENDOWMENT INVESTMENTS	Balance
CASH EQUIVILENTS	23,587.69
FIXED INCOME SECURITIES	823,000.00
TOTAL ENDOWMENT INVESTMENTS	846,587.69

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City of Diboll
City Investment Detail
through 06/30/2024

Money Market/Pooled Investments				
	Rate	Balance	Type	Description
Southside Trust Money Market -				
City of Diboll	5.2300%	1,951.87	Unrestricted	General Fund
Commercial Bank	3.0400%	263,999.88	Unrestricted	General Fund
Texpool Contingency Account	5.3100%	280,241.74	Unrestricted	General Fund
Texpool Meter Deposit Account	5.3100%	114,449.57	Restricted	Water and Sewer Fund - Meter Deposits
Logic Contingency Account	5.4105%	305,512.07	Unrestricted	Water and Sewer Fund
Bank OZK	5.0000%	348,705.53	Restricted	General Fund - PSI Projects
BOK Financial	5.0600%	3,912,907.73	Restricted	Utility Fund - TWDB Loan Proceeds
Total Pool and Money Market		5,227,768.39		

Investments								
Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
Wells Fargo Bank	8/9/2023	8/14/2024	5.30%	28	100,000.00	99,959.00	99,924.00	35.00
Total Endowment Investments					100,000.00	99,959.00		35.00

Purchases / Redemptions					
Issuer	*Purchase Date*	*Redemption Date*	*Rate*	*Par Value*	*Purchases/ Redemptions*

Due From (+) / To(-)	*Description*	
Southside Trust Money Market - Investment Custody		138,159.75
Southside Trust Money Market - City of Diboll (Annual Interest 2023-2024)		15,362.62

Transfer From (+) / To(-)	*Description*	*Transfer Date*	*Transfer Amount*

Year to Date Interest Earnings*		
** Interest is reflected net of bank service fees*		
General Fund	01-01-3800	23,994.12
Utility Fund	02-09-3800	16,787.85
Utility Fund - Investments	02-09-3803	-
Seized Fund	07-03-3800	11.43
Red Light Fund	12-01-3800	227.13
Debt Service Fund	13-01-3800	128.13
Street Project Fund	19-07-3800	764.83
ARP Fund	20-01-3800	5,209.13
Total interest earned		47,122.62

SSB Trust Returns	YTD
	10/1/23 thru 9/30/24
Total	(24.17)
Total Fees	101.59
Total Dividends/Interest	77.42

TOTAL ENDOWMENT INVESTMENTS	
	Balance
CASH EQUIVILENTS	5,227,768.39
FIXED INCOME SECURITIES	100,000.00
TOTAL ENDOWMENT INVESTMENTS	5,327,768.39

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City of Diboll
Cash Detail
through 06/30/2024

Cash Balances

Restricted funds may only be used for the items described, Consolidated Cash Report

Account Name	Fund Description	Balance	Type	Description
Consolidated Cash	General	896,897.85	Unrestricted	General Fund Operations
Consolidated Cash	Utility	255,438.37	Unrestricted	Water and Sewer Fund Operations
Consolidated Cash	Recreation	42,770.64	Unrestricted	Recreation Fun Operations
Consolidated Cash	Equipment	356.27	Unrestricted	Funds from sale of equipment
Consolidated Cash	Restricted	137,471.70	Restricted	Donated funds for specific projects
Consolidated Cash	Hotel/Motel	30,644.45	Restricted	Hotel taxes are deposited in this account
Consolidated Cash	Municipal Court Security	42,214.63	Restricted	Funds to be used to enhance the security of the court
Consolidated Cash	Municipal Court Technology	16,884.25	Restricted	Funds to be used to enhance the technology of the court
Consolidated Cash	Debt Service	(322,259.45)	Restricted	Property taxes designated for the payment of debt are deposited in this account
Consolidated Cash	Retricted Project Fund	292,600.00	Restricted	Funds retricted to be used for Council Approved Projects
Consolidated Cash	MC Local Trueancy Prevention	33,242.74	Restricted	Funds to be used to finance a juvenile case manager
Consolidated Cash	MC Municipal Jury Fund	264.33	Restricted	Funds to be used for jury services
Consolidated Cash	Keep Diboll Beautiful	28,123.08	Restricted	Funds to be used for beautification of Diboll
Consolidated Cash	Diboll Day	-	Restricted	Funds to be used for Bi-Annual Diboll Day Support
	Total Consolidated Cash	1,454,648.86		
Operations	General Fund	501.79	Unrestricted	Funds to be used for the purpose of accounts payable processing
PEG	PEG Fund	57,602.51	Restricted	Fees received from cable franchise for use in public television capital projects
Seized Funds	Seized Fund	7,622.27	Restricted	Funds siezed from drug arrests are deposited in this account
Debt Service	Water and Sewer Fund	115,231.97	Restricted	Restricted to the payment of Debt Service
ARP	General Fund	1,155,552.46	Restricted	American Rescue Plan Grant Proceeds - restricted to approved projects
SIB	General Fund	226,834.61	Restricted	State Infrastructure Bank Loan proceeds - For the Contruction of Road
Red Light Revenue	General Fund	75,767.79	Restricted	Red Light Cameras no longer producing revenue, partial balance to fund pending litigation
	Total Other Cash	1,639,113.40		

Total Cash Balances	$ 3,093,762.26

Accounts Closed

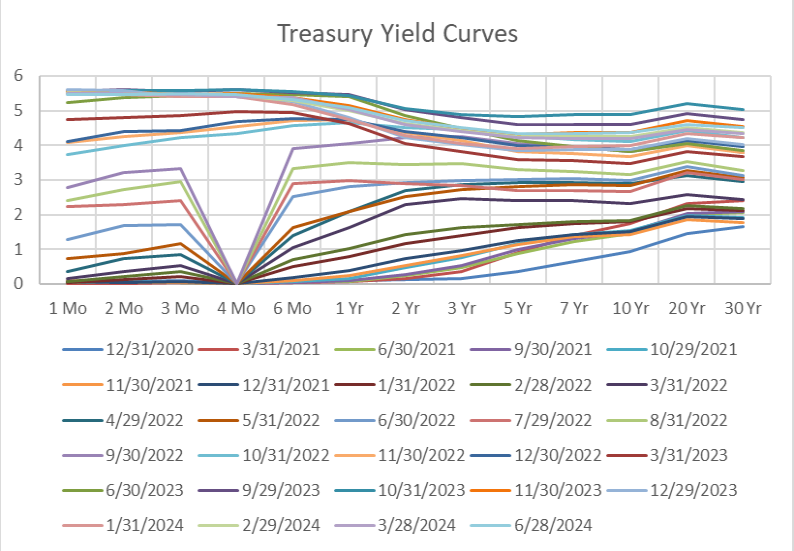
Bank	*Description*	*Notes*
None		

Accounts Opened

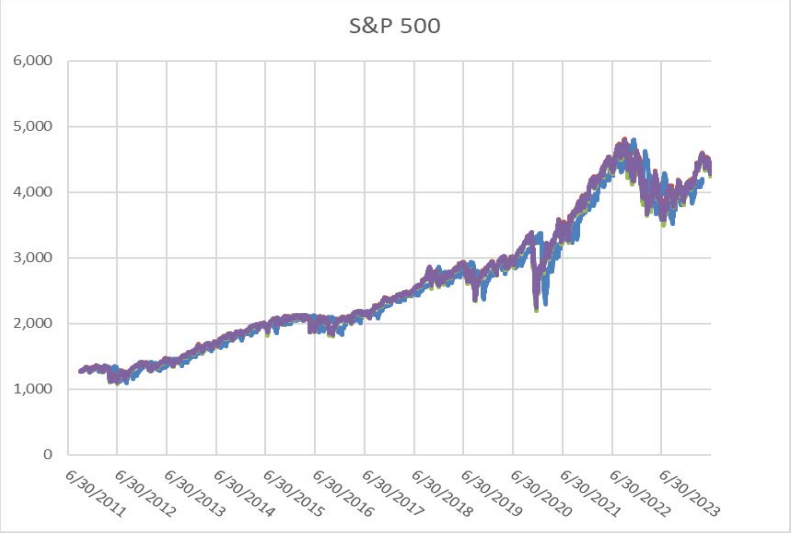
Bank	*Description*	*Notes*
None		

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City of Diboll
Market Detail
through 06/30/2024







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CBTx
Commercial Bank of Texas, N.A.

CITY OF DIBOLL
PO BOX 340
DIBOLL TX 75941-0340


```
**********************************************************************
*  ***Effective August 1, 2024 the                                   *
*  Garnishment/Levies/Freezes/Liens                                  *
*  (plus legal fees)fee will increase to $100***                     *
**********************************************************************
```

MMA PUBLIC FUNDS

ACCOUNT NO XXXXXXXX0792
STATEMENT DATE 06/28/2024
LAST STATEMENT DATE 05/31/2024

0 STATEMENT PERIOD

PREVIOUS BALANCE	263,393.71	# OF DAYS-STMT PERIOD	28
1 DEPOSITS	606.17		
0 WITHDRAWALS	0.00	AVERAGE BALANCE	263,393.71
ENDING BALANCE	263,999.88		
TOTAL SERV CHG TODAY	0.00	YTD INTEREST	3,914.91

INTEREST PERIOD

AVERAGE BALANCE	263,393.71
INT EARNED THIS STMT	606.17
ANNUAL PERCENTAGE YIELD EARNED	3.04 %

DEPOSITS

DATE	DESCRIPTION	AMOUNT
06/28/24	INTEREST COMPOUNDED	606.17

DAILY BALANCE SUMMARY

DATE	AMOUNT	DATE	AMOUNT
06/28/2024	263,999.88		

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LOGIC

CITY OF DIBOLL
ATTN SAMANTHA DURHAM
PO BOX 340
DIBOLL TX 75941-0340

MONTHLY STATEMENT OF ACCOUNT

ACCOUNT: 1104344001

ACCOUNT NAME: CONTINGENCY

STATEMENT PERIOD: 06/01/2024 - 06/30/2024

LOGIC MONTHLY SUMMARY: THE AVERAGE MONTHLY RATE WAS 5.4105%. THE AVERAGE WEIGHTED AVERAGE MATURITY WAS 46 DAYS AND THE NET ASSET VALUE FOR 6/28/24 WAS 0.999742.

MONTHLY ACTIVITY DETAIL

TRANSACTION DATE	DESCRIPTION	CONFIRMATION NUMBER	TRANSACTION AMOUNT	BALANCE
	BEGINNING BALANCE			304,159.90
06/28/2024	MONTHLY POSTING	9999888	1,352.17	305,512.07
	ENDING BALANCE			305,512.07

MONTHLY ACCOUNT SUMMARY

BEGINNING BALANCE	304,159.90
TOTAL DEPOSITS	0.00
TOTAL WITHDRAWALS	0.00
TOTAL INTEREST	1,352.17
ENDING BALANCE	305,512.07
AVERAGE BALANCE	304,159.90

ACTIVITY SUMMARY (YEAR-TO-DATE)

ACCOUNT NAME	DEPOSITS	WITHDRAWALS	INTEREST
CONTINGENCY	0.00	0.00	8,184.16

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT LOGIC PARTICIPANT SERVICES AT 1-800-895-6442

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TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002

TEXPOOL
AN INVESTMENT SERVICE FOR PUBLIC FUNDS

TEXAS TRUST
TEXAS TREASURY SAFEKEEPING TRUST COMPANY
COMPTROLLER GLENN HEGAR, CHAIRMAN

Participant Statement

CITY OF DIBOLL
METER FUND
ATTN SAMANTHA DURHAM
PO BOX 340
DIBOLL TX 75941-0340

Statement Period 06/01/2024 - 06/30/2024

Customer Service 1-866-TEX-POOL
Location ID 000077014
Investor ID 000003448

TexPool Update

With cyber-crime and other social engineering attacks on the rise, TexPool offers tips, resources, and other suggestions to help protect your participating entity from potential financial fraud. Please visit the Financial Fraud Prevention page on TexPool.com to learn more. We also encourage you to complete the Phishing and Cybersecurity Awareness course that is available through TexPool Academy.

TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	$113,952.05	$0.00	$0.00	$497.52	$114,449.57	$114,001.80
Total Dollar Value	**$113,952.05**	**$0.00**	**$0.00**	**$497.52**	**$114,449.57**	

Portfolio Value

Pool Name	Pool/Account	Market Value (06/01/2024)	Share Price (06/30/2024)	Shares Owned (06/30/2024)	Market Value (06/30/2024)
Texas Local Government Investment Pool	449/30300001	$113,952.05	$1.00	114,449.570	$114,449.57
Total Dollar Value		**$113,952.05**			**$114,449.57**

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/30300001	$497.52	$2,990.41
Total		**$497.52**	**$2,990.41**

00151791

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TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002

Statement Period 06/01/2024 - 06/30/2024

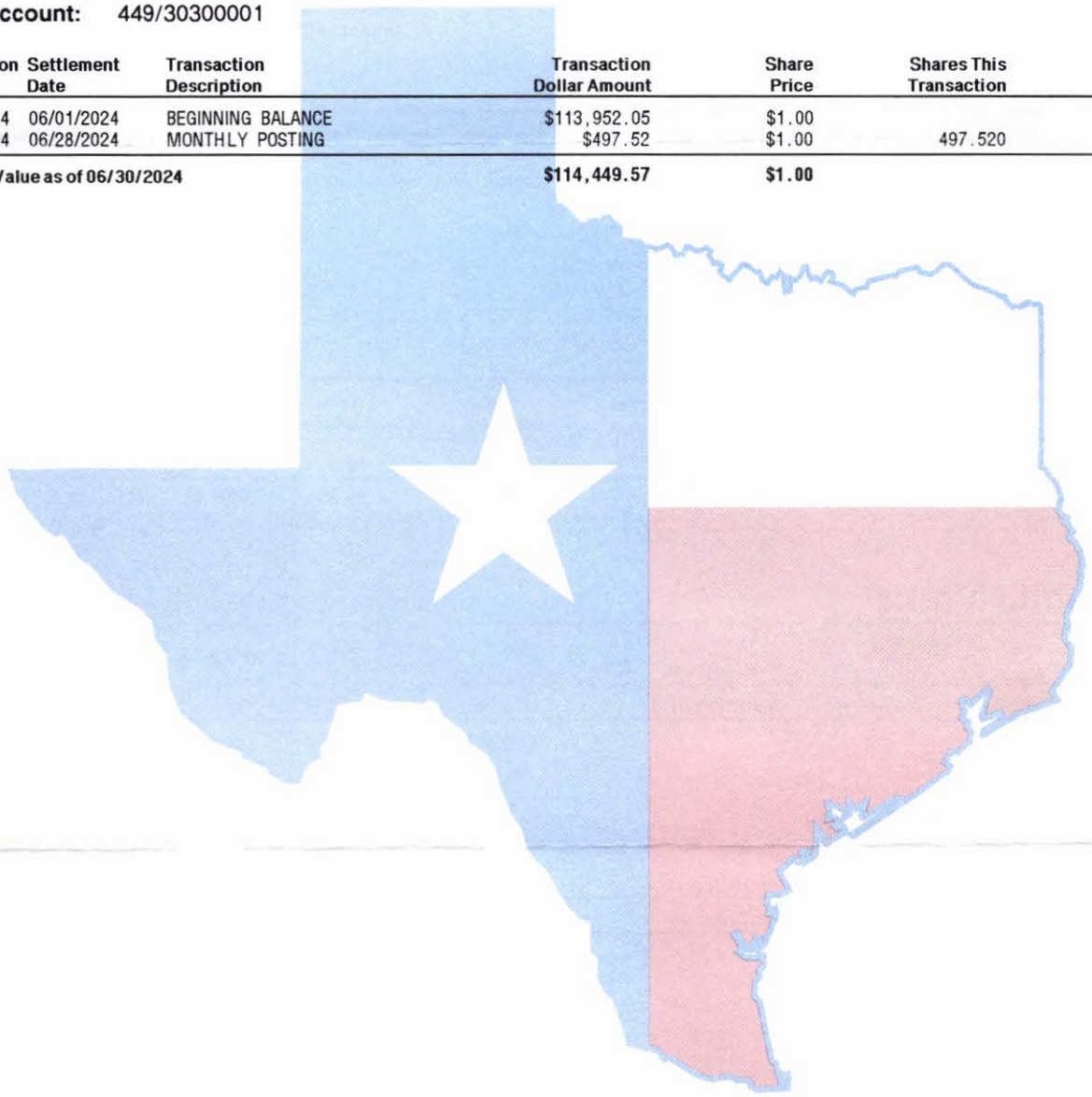
Transaction Detail

Texas Local Government Investment Pool

Participant: CITY OF DIBOLL

Pool/Account: 449/30300001

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
06/01/2024	06/01/2024	BEGINNING BALANCE	$113,952.05	$1.00		113,952.050
06/28/2024	06/28/2024	MONTHLY POSTING	$497.52	$1.00	497.520	114,449.570
Account Value as of 06/30/2024			**$114,449.57**	**$1.00**		**114,449.570**



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TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002

TEXPOOL
AN INVESTMENT SERVICE FOR PUBLIC FUNDS

TEXAS TRUST
TEXAS TREASURY SAFEKEEPING TRUST COMPANY
COMPTROLLER GLENN HEGAR, CHAIRMAN

Participant Statement

CITY OF DIBOLL
CONTINGENCY FUND
ATTN SAMANTHA DURHAM
PO BOX 340
DIBOLL TX 75941-0340

Statement Period 06/01/2024 - 06/30/2024

Customer Service 1-866-TEX-POOL
Location ID 000077014
Investor ID 000003450

TexPool Update

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TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	$279,023.51	$0.00	$0.00	$1,218.23	$280,241.74	$279,145.33
Total Dollar Value	**$279,023.51**	**$0.00**	**$0.00**	**$1,218.23**	**$280,241.74**	

Portfolio Value

Pool Name	Pool/Account	Market Value (06/01/2024)	Share Price (06/30/2024)	Shares Owned (06/30/2024)	Market Value (06/30/2024)
Texas Local Government Investment Pool	449/30300008	$279,023.51	$1.00	280,241.740	$280,241.74
Total Dollar Value		**$279,023.51**			**$280,241.74**

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/30300008	$1,218.23	$7,322.36
Total		**$1,218.23**	**$7,322.36**

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TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002

Statement Period 06/01/2024 - 06/30/2024

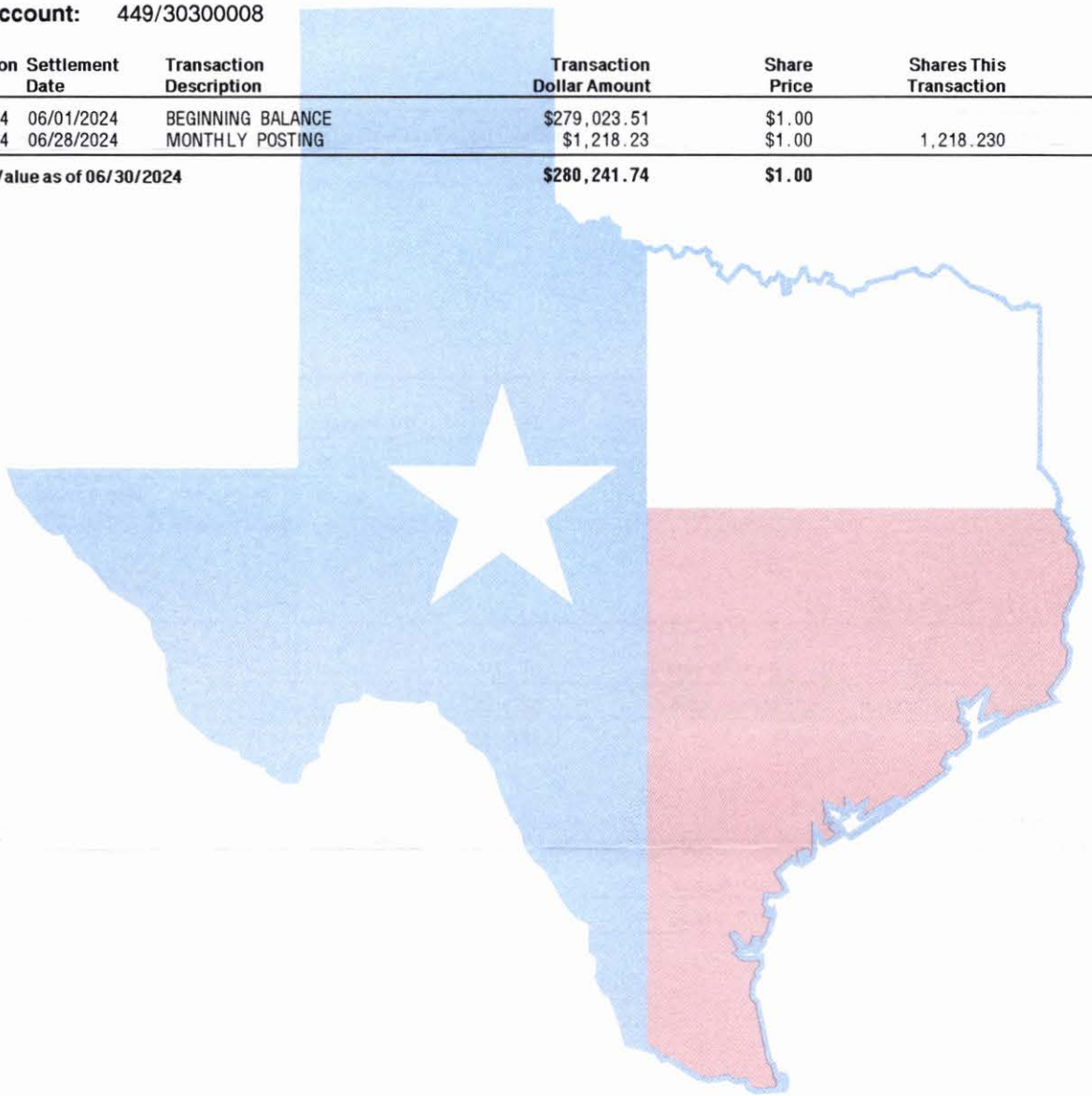
Transaction Detail

Texas Local Government Investment Pool

Participant: CITY OF DIBOLL

Pool/Account: 449/30300008

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
06/01/2024	06/01/2024	BEGINNING BALANCE	$279,023.51	$1.00		279,023.510
06/28/2024	06/28/2024	MONTHLY POSTING	$1,218.23	$1.00	1,218.230	280,241.740
Account Value as of 06/30/2024			**$280,241.74**	**$1.00**		**280,241.740**



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BOK FINANCIAL

Diboll TX 2021 Twdb ESC L1001202
April 1, 2024 - June 30, 2024

Account Number: 82-5175-01-1

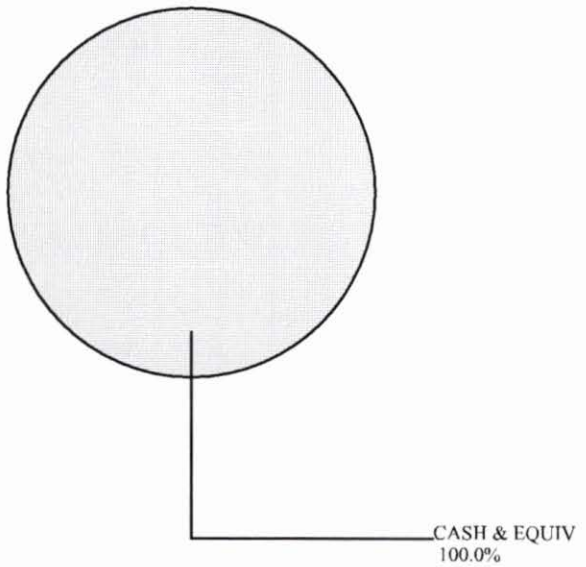
Administrator	*Investment*
Rayne Smith 210-904-8597	Does Not Apply

SAMANTHA DURHAM
CITY OF DIBOLL
400 KENLEY ST
DIBOLL TX 75941

Account Review

Your Beginning Market Value:	**$ 3,863,711.37**
Income Earned :	**$ 49,196.36**
Your Ending Market Value :	**$ 3,912,907.73**

Portfolio Summary



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BOK FINANCIAL

Diboll TX 2021 Twdb ESC L1001202
April 1, 2024 - June 30, 2024

Account Number: 82-5175-01-1

Earnings Summary

	This Period	*This Year*
Interest	49,196.36	147,524.00
Total	**$ 49,196.36**	**$ 147,524.00**

Withdrawal Summary

	This Period	*This Year*
Miscellaneous Payment	0.00	-230,450.00
Total	**$ 0.00**	**$ -230,450.00**

Gain/Loss Summary

	This Period	*This Year*
Realized Gain/(Loss)	0.00	0.00
Appreciation/(Depr.)	0.00	0.00
Total	**$ 0.00**	**$ 0.00**

List of Assets

Description	*Shares*	*Cost*	*Market Value*	*Percent Of Total Market*	*Projected Annual Income*	*Current Yield*
Cash and Equivalent						
Bot Short-Term Cash Fund I	3,912,907.730	3,912,907.73	3,912,907.73	100.00%	197,929	5.06%
Total Cash and Equivalent		***$ 3,912,907.73***	***$ 3,912,907.73***	***100.00%***	***$ 197,929***	***5.06%***
Total Assets		**$ 3,912,907.73**	**$ 3,912,907.73**	**100.00%**	**$ 197,929**	**5.06%**

Transaction Activity

Date	*Description*	*Income Cash*	*Principal Cash*	*Cost*
04/01/24	**Balances At Beginning of Period**	**$ 0.00**	**$ 0.00**	**$ 3,863,711.37**
04/01/24	Int To 03/31/24 Bot Short-Term Cash Fund I	16,523.11	0.00	0.00

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BOK FINANCIAL

Diboll TX 2021 Twdb ESC L1001202
April 1, 2024 - June 30, 2024

Account Number: 82-5175-01-1

Transaction Activity

Date	*Description*	*Income Cash*	*Principal Cash*	*Cost*
04/01/24	Purchased 16523.11 Units @ 1 Bot Short-Term Cash Fund I	0.00	-16,523.11	16,523.11
04/05/24	Income To Principal Transfer	-16,523.11	16,523.11	0.00
05/01/24	Int To 04/30/24 Bot Short-Term Cash Fund I	16,031.26	0.00	0.00
05/01/24	Purchased 16031.26 Units @ 1 Bot Short-Term Cash Fund I	0.00	-16,031.26	16,031.26
05/03/24	Income To Principal Transfer	-16,031.26	16,031.26	0.00
06/03/24	Int To 05/31/24 Bot Short-Term Cash Fund I	16,641.99	0.00	0.00
06/03/24	Purchased 16641.99 Units @ 1 Bot Short-Term Cash Fund I	0.00	-16,641.99	16,641.99
06/05/24	Income To Principal Transfer	-16,641.99	16,641.99	0.00
06/30/24	**Balances At End of Period**	**$ 0.00**	**$ 0.00**	**$ 3,912,907.73**

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BankOZK | TRUST & WEALTH

CITY OF DIBOLL TEXAS
PO BOX 340
DIBOLL TX 75941

City Of Diboll Texas Lease Purchase
Escrow Dated 06.28.2022 -
Capitalized Interest Fund

Account 76-0406-02-5

For Period 06/01/24 Through 06/30/24

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BankOZK | TRUST & WEALTH

STATEMENT OF ACCOUNT
FOR PERIOD 06/01/24 - 06/30/24

DIBOLL TX LEASE PUR ESC CAP INT

ACCOUNT NO. 76-0406-02-5
ADMINISTRATIVE OFFICER
SHEILA MAYDEN
501-978-2218 SHEILA.MAYDEN@OZK.COM

CITY OF DIBOLL TEXAS
PO BOX 340
DIBOLL TX 75941
759410000 4

MARKET RECONCILEMENT

	PERIOD	YEAR TO DATE
BEGINNING BALANCES	**5,847.31**	**5,726.98**
INCOME		
INTEREST	24.63	144.96
REALIZED GAIN/(LOSS)	0.00	0.00
UNREALIZED GAIN/(LOSS)	0.00	0.00
ENDING BALANCES	**5,871.94**	**5,871.94**

DIVERSIFICATION SUMMARY
ACCOUNT OBJECTIVE: NOT APPLICABLE

	PERCENT OF ASSETS	EST. ANNUAL INCOME	COST	MARKET VALUE
CASH & SHORT TERM INVESTMENTS	100.0%	291	5,871.94	5,871.94
TOTAL PORTFOLIO	**100.0%**	**291**	**5,871.94**	**5,871.94**

INDIVIDUAL INVESTMENTS

	QUANTITY	CURRENT YIELD	COST	MARKET VALUE
CASH AND EQUIVALENT				
PRINCIPAL CASH			-5,871.94	-5,871.94
INCOME CASH			5,871.94	5,871.94
BANK OZK INSTITUTIONAL INT BEARING BUSINESS	5,871.940	5.0%	5,871.94	5,871.94
TOTAL CASH AND EQUIVALENT			**5,871.94**	**5,871.94**

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Bank OZK | TRUST & WEALTH

DIBOLL TX LEASE PUR ESC CAP INT

ACCOUNT NO. 76-0406-02-5

TRANSACTIONS

DATE	DESCRIPTION	INCOME CASH	PRINCIPAL CASH	COST
INCOME ACTIVITY				
	INTEREST INCOME			
	BANK OZK			
	INSTITUTIONAL INT BEARING BUSINESS			
06/03/24	INT TO 05/31/24	24.63		
	TOTAL INTEREST INCOME	**24.63**	**0.00**	**0.00**
TOTAL INCOME		**24.63**	**0.00**	**0.00**
PURCHASE ACTIVITY				
	BANK OZK			
06/30/24	PURCHASES (1) 06/01/24 TO 06/30/24		-24.63	24.63
TOTAL PURCHASES		**0.00**	**-24.63**	**24.63**

NOTICE OF LIMITATION PERIODS FOR BREACH OF TRUST ACTIONS THIS NOTICE SERVES TO ALERT PERSONS INTERESTED IN THIS ACCOUNT (I) THAT IN MANY STATES, INCLUDING THOSE LISTED BELOW, STATUTES OF LIMIT ATIONS PROVIDE THAT A BENEFICIARY OF A TRUST MAY NOT COMMENCE A PROCEEDING AGAINST A TRUSTEE FOR BREACH OF T RUST MORE THAN A CERTAIN PERIOD ("PERIOD") AFTER THE DATE THE BENEFICIARY OR A REPRESENTATIVE OF THE BENEFIC IARY WAS SENT A REPORT DISCLOSING SUFFICIENT INFORMATION TO ALERT A RECIPIENT OF THE EXISTENCE OF A POTENTIA L CLAIM FOR BREACH OF TRUST, OR IN NC AFTER TERMINATION OF BENEFICIAL RELATIONSHIP, OR IN TX AFTER THE CAUSE OF ACTION ACCRUES; (II) THAT THIS STATEMENT IS A REPORT WITHIN THE MEANING OF SAID STATUTES; (III) PERSONS OBJECTING TO ANY TRANSACTIONS OR OTHERS DISCLOSED IN THIS STATEMENT MAY BE REQUIRED BY SUCH STATUTES TO PROV IDE WRITTEN NOTICE OF SUCH OBJECTIONS TO BANK OZK IN ORDER TO PRESERVE THEIR RIGHTS TO BRING LEGAL ACTION RE LATING TO SUCH OBJECTIONS. THIS NOTICE AND THE RELEVENT PERIODS LISTED BELOW ARE PROVIDED SOLELY FOR INFORMA TIONAL PURPOSES AND NOT AS LEGAL ADVICE. THE TERMS OF THE RELEVANT STATUTES ARE INCORPORATED HEREIN BY REFER ENCE AND ARE AVAILABLE ON STATE GOVERNMENT WEBSITES. YOU SHOULD CONSULT WITH YOUR OWN COUNSEL REGARDING ANY POTENTIAL CLAIM. AR: ARK. CODE 28-73-1005 1 YEAR; FL: FLA. STAT. 736.1008 6 MONTHS; GA: O.C.G.A. 53-12-307 2 YEARS; SC: S.C. CODE ANN 62.7-1005 1 YEAR; NC: N.C.G.S. 36C-10-1005 5 YEARS; TX: TX CIV PRAC & REM CODE 16 .004 4 YEARS

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BankOZK | TRUST & WEALTH

CITY OF DIBOLL TEXAS
PO BOX 340
DIBOLL TX 75941

City Of Diboll, Texas Lease Purchase
Escrow Dated 06.28.2022

Account 76-0406-01-7

For Period 06/01/24 Through 06/30/24

000021737

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BankOZK | TRUST & WEALTH

STATEMENT OF ACCOUNT
FOR PERIOD 06/01/24 - 06/30/24

DIBOLL TX LEASE PUR ESCROW 6.28.2022

ACCOUNT NO. 76-0406-01-7
ADMINISTRATIVE OFFICER
SHEILA MAYDEN
501-978-2218 SHEILA.MAYDEN@OZK.COM

CITY OF DIBOLL TEXAS
PO BOX 340
DIBOLL TX 75941
759410000 4

MARKET RECONCILEMENT

	PERIOD	YEAR TO DATE
BEGINNING BALANCES	**341,395.43**	**333,798.28**
INCOME		
INTEREST	1,438.16	9,035.31
REALIZED GAIN/(LOSS)	0.00	0.00
UNREALIZED GAIN/(LOSS)	0.00	0.00
ENDING BALANCES	**342,833.59**	**342,833.59**

DIVERSIFICATION SUMMARY
ACCOUNT OBJECTIVE: NOT APPLICABLE

	PERCENT OF ASSETS	EST. ANNUAL INCOME	COST	MARKET VALUE
CASH & SHORT TERM INVESTMENTS	100.0%	17,038	342,833.59	342,833.59
TOTAL PORTFOLIO	**100.0%**	**17,038**	**342,833.59**	**342,833.59**

INDIVIDUAL INVESTMENTS

	QUANTITY	CURRENT YIELD	COST	MARKET VALUE
CASH AND EQUIVALENT				
PRINCIPAL CASH			-154,275.56	-154,275.56
INCOME CASH			154,275.56	154,275.56
BANK OZK	342,833.590	5.0%	342,833.59	342,833.59
INSTITUTIONAL INT BEARING BUSINESS				
TOTAL CASH AND EQUIVALENT			**342,833.59**	**342,833.59**

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TRANSACTIONS

DATE	DESCRIPTION	INCOME CASH	PRINCIPAL CASH	COST
INCOME ACTIVITY				
	INTEREST INCOME			
	BANK OZK			
	INSTITUTIONAL INT BEARING BUSINESS			
06/03/24	INT TO 05/31/24	1,438.16		
	TOTAL INTEREST INCOME	**1,438.16**	**0.00**	**0.00**
TOTAL INCOME		**1,438.16**	**0.00**	**0.00**
PURCHASE ACTIVITY				
	BANK OZK			
06/30/24	PURCHASES (1) 06/01/24 TO 06/30/24		-1,438.16	1,438.16
TOTAL PURCHASES		**0.00**	**-1,438.16**	**1,438.16**

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SOUTHSIDE BANK
WEALTH MANAGEMENT & TRUST
PO BOX 152020 · LUFKIN, TEXAS 75915
936.631.3548

Account Summary Statement

Statement Period: Apr 01, 2024 Through Jun 30, 2024

CITY OF DIBOLL INVESTMENT
P.O. BOX 340
DIBOLL, TX 75941

Account Name:	**CITY OF DIBOLL INVESTMENT CUSTODY**
Account Number:	**30040000550**

Account Activity Summary

	This Period	Year To Date
Beginning Market Value	**101,883.86**	**102,042.98**
Bank Fees	33.78-	67.66-
Dividends & Interest	25.79	51.55
Change In Market Value	35.00	116.00-
Ending Market Value	**101,910.87**	**101,910.87**

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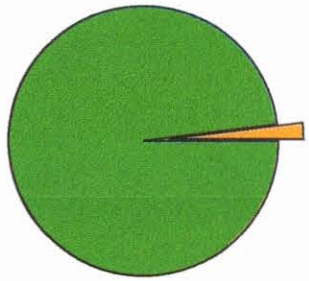
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Account Summary Statement

Statement Period: Apr 01, 2024 Through Jun 30, 2024

Asset Allocation Summary

	Tax Cost	Market Value	Percent
CASH & EQUIVALENTS	1,951.87	1,951.87	1.9%
FIXED INCOME	100,000.00	99,959.00	98.1%
Total Assets	101,951.87	101,910.87	100.0%
Accrued Income			
Other	4,656.75	4,656.75	
Total Accrued Income	4,656.75	4,656.75	
Total Assets & Accruals	106,608.62	106,567.62	



Beginning Market Value	105,223.17
Ending Market Value	106,567.62

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Statement Period: Apr 01, 2024 Through Jun 30, 2024

Portfolio Assets Detail

Description	Shares	Date Acquired	Total Cost	Current Share Price	Current Mkt Value	% Port	Unrealized Gain/loss	Est Ann Income	Est Ann Yield(%)
Cash & Equivalents									
608919718 MONEY MKT OBLIGS TR FH GV FEDERATED HERMES GOVT OBL	1,951.870		1,951.87	1.00	1,951.87	1.9	0.00	102.17	5.23
CASH			0.00		0.00	0.0	0.00	0.00	0.00
Total Cash & Equivalents			1,951.87		1,951.87		0.00	102.17	5.23
Fixed Income									
Fixed Income - Taxable									
949764ET7 WELLS FARGO BANK NATL ASSN DTD 08/15/2023 INT AT MAT 5.3% 08/14/2024	100,000.000	08/09/2023	100,000.00	99.96	99,959.00	98.1	41.00-	5,300.00	5.30
Total Fixed Income - Taxable			100,000.00		99,959.00		41.00-	5,300.00	5.30
Total Fixed Income			100,000.00		99,959.00		41.00-	5,300.00	5.30
Total Assets			101,951.87		101,910.87		41.00-	5,402.17	5.30
Total Accrued Income					4,656.75				
Total Account			101,951.87		106,567.62				

Statement Of Transactions

Date	Description	Principal Cash	Income Cash	Cost	Gain / Loss
04/01/24	Beginning Balance	4,080.22-	4,080.22	101,959.86	

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Account Summary Statement

Statement Period: Apr 01, 2024 Through Jun 30, 2024

Statement Of Transactions (Continued)

Date	Description	Principal Cash	Income Cash	Cost	Gain / Loss
	608919718				
04/01/24	DIVIDEND ON MONEY MKT OBLIGS TR FH GV FEDERATED HERMES GOVT OBL PAYABLE 04/01/2024 EFFECTIVE 03/31/2024 TAX EFFECTIVE 03/31/2024		8.71		
04/08/24	MANAGEMENT FEES SOUTHSIDE BANK FOR THE PERIOD ENDING 03/31/2024 BASED ON MARKET VALUE_____101,883.86		11.27-		
	608919718				
05/01/24	DIVIDEND ON MONEY MKT OBLIGS TR FH GV FEDERATED HERMES GOVT OBL PAYABLE 05/01/2024 EFFECTIVE 04/30/2024 TAX EFFECTIVE 04/30/2024		8.40		
05/08/24	MANAGEMENT FEES SOUTHSIDE BANK FOR THE PERIOD ENDING 04/30/2024 BASED ON MARKET VALUE_____101,880.30		11.26-		
	608919718				
06/03/24	DIVIDEND ON MONEY MKT OBLIGS TR FH GV FEDERATED HERMES GOVT OBL PAYABLE 06/03/2024 EFFECTIVE 05/31/2024 TAX EFFECTIVE 05/31/2024		8.68		
06/10/24	MANAGEMENT FEES SOUTHSIDE BANK FOR THE PERIOD ENDING 05/31/2024 BASED ON MARKET VALUE_____101,897.44		11.25-		
	NET WITHDRAWAL	7.99		7.99-	
06/30/24	**Ending Balance**	4,072.23-	4,072.23	101,951.87	0.00

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SOUTHSIDE BANK
WEALTH MANAGEMENT & TRUST
PO BOX 152020 · LUFKIN, TEXAS 75915
936.633.3548

Account Summary Statement

Statement Period: Apr 01, 2024 Through Jun 30, 2024

CITY OF DIBOLL INVESTMENT
P.O. BOX 340
DIBOLL, TX 75941

Account Name:	**CITY OF DIBOLL INVESTMENT CUSTODY**
Account Number:	**30040000541**

Account Activity Summary

	This Period	Year To Date
Beginning Market Value	**813,421.45**	**808,390.42**
Bank Fees	270.99-	540.53-
Dividends & Interest	7,484.93	9,678.15
Change In Market Value	3,729.02	6,836.37
Ending Market Value	**824,364.41**	**824,364.41**

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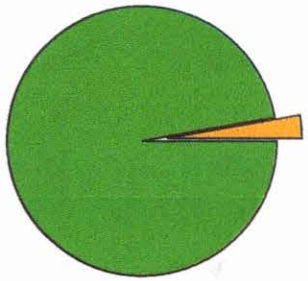
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Account Summary Statement

Statement Period: Apr 01, 2024 Through Jun 30, 2024

Asset Allocation Summary

	Tax Cost	Market Value	Percent
CASH & EQUIVALENTS	23, 587. 69	23, 587. 69	2. 9%
FIXED INCOME	822, 279. 25	800, 776. 72	97. 1%
Total Assets	845,866.94	824,364.41	100.0%
Accrued Income Other	2,176.13	2,176.13	
Total Accrued Income	2,176.13	2,176.13	
Total Assets & Accruals	848,043.07	826,540.54	



Beginning Market Value	818,208.61
Ending Market Value	826,540.54

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Statement Period: Apr 01, 2024 Through Jun 30, 2024

Portfolio Assets Detail

Description	Shares	Date Acquired	Total Cost	Current Share Price	Current Mkt Value	% Port	Unrealized Gain/loss	Est Ann Income	Est Ann Yield(%)
Cash & Equivalents									
608919718 MONEY MKT OBLIGS TR FH GV FEDERATED HERMES GOVT OBL	23,587.690		23,587.69	1.00	23,587.69	2.9	0.00	1,234.68	5.23
CASH			0.00		0.00	0.0	0.00	0.00	0.00
Total Cash & Equivalents			23,587.69		23,587.69		0.00	1,234.68	5.23
Fixed Income									
Fixed Income - Taxable									
052392CX3 AUSTIN TELCO FED CR UN TEX DTD 02/28/2023 4.75% 02/26/2027	100,000.000	02/15/2023	100,000.00	99.66	99,659.00	12.0	341.00-	4,750.00	4.77
09644EAR3 BLUPEAK CR UN SAN DIEGO DTD 11/21/2023 5.75% 11/20/2024	57,000.000	11/15/2023	57,000.00	100.08	57,043.32	6.9	43.32	3,277.50	5.75
14042TFL6 CAPITAL ONE BANK (USA) NAT DTD 04/20/2022 2.7% 04/21/2025	246,000.000	04/13/2022	246,000.00	97.98	241,030.80	29.2	4,969.20-	6,642.00	2.76
3130AQF40 FEDERAL HOME LOAN BANKS DTD 12/22/2021 1% 12/20/2024	250,000.000	01/12/2022	249,279.25	97.97	244,930.00	29.7	4,349.25-	2,500.00	1.02
91282CBW0 UNITED STATES TREAS NTS DTD 04/30/2021 .75% 04/30/2026	170,000.000	04/27/2021	170,000.00	93.01	158,113.60	19.2	11,886.40-	1,275.00	0.81
Total Fixed Income - Taxable			822,279.25		800,776.72		21,502.53-	18,444.50	2.30
Total Fixed Income			822,279.25		800,776.72		21,502.53-	18,444.50	2.30

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Account Summary Statement

Statement Period: Apr 01, 2024 Through Jun 30, 2024

Portfolio Assets Detail (Continued)

Description	Shares	Date Acquired	Total Cost	Current Share Price	Current Mkt Value	% Port	Unrealized Gain/loss	Est Ann Income	Est Ann Yield(%)
Total Assets			845,866.94		824,364.41		21,502.53-	19,679.18	2.39
Total Accrued Income					2,176.13				
Total Account			845,866.94		826,540.54				

Statement Of Transactions

Date	Description	Principal Cash	Income Cash	Cost	Gain / Loss
04/01/24	Beginning Balance	77,979.21-	77,979.21	838,653.00	
04/01/24	608919718 DIVIDEND ON MONEY MKT OBLIGS TR FH GV FEDERATED HERMES GOVT OBL PAYABLE 04/01/2024 EFFECTIVE 03/31/2024 TAX EFFECTIVE 03/31/2024		72.00		
04/01/24	052392CX3 INTEREST ON 100,000 UNITS AUSTIN TELCO FED CR UN TEX DTD 02/28/2023 4.75% 02/26/2027 PAYABLE 04/01/2024		403.42		
04/08/24	MANAGEMENT FEES SOUTHSIDE BANK FOR THE PERIOD ENDING 03/31/2024 BASED ON MARKET VALUE_____813,421.45		90.01-		
04/22/24	14042TFL6 INTEREST ON 246,000 UNITS CAPITAL ONE BANK (USA) NAT DTD 04/20/2022 2.7% 04/21/2025 PAYABLE 04/20/2024		3,330.10		

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Statement Period: Apr 01, 2024 Through Jun 30, 2024

Statement Of Transactions (Continued)

Date	Description	Principal Cash	Income Cash	Cost	Gain / Loss
04/22/24	09644EAR3 INTEREST ON 57,000 UNITS BLUPEAK CR UN SAN DIEGO DTD 11/21/2023 5.75% 11/20/2024 PAYABLE 04/21/2024		278.36		
04/30/24	91282CBW0 INTEREST ON 170,000 UNITS UNITED STATES TREAS NTS DTD 04/30/2021 .75% 04/30/2026 PAYABLE 04/30/2024		637.50		
05/01/24	608919718 DIVIDEND ON MONEY MKT OBLIGS TR FH GV FEDERATED HERMES GOVT OBL PAYABLE 05/01/2024 EFFECTIVE 04/30/2024 TAX EFFECTIVE 04/30/2024		76.58		
05/01/24	052392CX3 INTEREST ON 100,000 UNITS AUSTIN TELCO FED CR UN TEX DTD 02/28/2023 4.75% 02/26/2027 PAYABLE 05/01/2024		390.41		
05/08/24	MANAGEMENT FEES SOUTHSIDE BANK FOR THE PERIOD ENDING 04/30/2024 BASED ON MARKET VALUE_____817,775.03		90.38-		
05/21/24	09644EAR3 INTEREST ON 57,000 UNITS BLUPEAK CR UN SAN DIEGO DTD 11/21/2023 5.75% 11/20/2024 PAYABLE 05/21/2024		269.38		
06/03/24	052392CX3 INTEREST ON 100,000 UNITS AUSTIN TELCO FED CR UN TEX DTD 02/28/2023 4.75% 02/26/2027 PAYABLE 06/01/2024		403.42		

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Account Summary Statement

Statement Period: Apr 01, 2024 Through Jun 30, 2024

Statement Of Transactions (Continued)

Date	Description	Principal Cash	Income Cash	Cost	Gain / Loss
	608919718				
06/03/24	DIVIDEND ON MONEY MKT OBLIGS TR FH GV FEDERATED HERMES GOVT OBL PAYABLE 06/03/2024 EFFECTIVE 05/31/2024 TAX EFFECTIVE 05/31/2024		95.40		
06/10/24	MANAGEMENT FEES SOUTHSIDE BANK FOR THE PERIOD ENDING 05/31/2024 BASED ON MARKET VALUE_____820,263.45		90.60-		
	3130AQF40				
06/20/24	INTEREST ON 250,000 UNITS FEDERAL HOME LOAN BANKS DTD 12/22/2021 1% 12/20/2024 PAYABLE 06/20/2024		1,250.00		
	09644EAR3				
06/21/24	INTEREST ON 57,000 UNITS BLUPEAK CR UN SAN DIEGO DTD 11/21/2023 5.75% 11/20/2024 PAYABLE 06/21/2024		278.36		
	NET DEPOSIT	7,213.94-		7,213.94	
06/30/24	**Ending Balance**	**85,193.15-**	**85,193.15**	**845,866.94**	**0.00**

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T. L. L. TEMPLE MEMORIAL
LIBRARY
DIBOLL, TEXAS

May 9, 2024

The City of Diboll
ATTN: Jason Arnold, City Manager
400 Kenley St.
Diboll, Texas 75941

Dear Mr. Arnold and Council Members:

Please accept this letter as formal request of funds in the amount of $35,000.00 from the library's endowment interest funds that I understand are being held by the City. These funds will be used to replace drywall, paint, and install new flooring following the library's flood damage in April. Because the water entered the building through sewage drain lines, our insurance policy is not covering any of the repairs.

These funds will be allocated as follows:

Drywall, texture, and mold testing: $2,478
Polished Concrete and Epoxy Flooring: $27, 041.80
Front step tile removal and replacement: $3,500
Paint and unplanned needs: $1,980.20
Total requested from held funds: $35,000.00

This project will completely replace all flooring on the library's lower level with polished concrete and epoxy flooring that will be much easier to maintain, and easier to cleanup should this happen again in the future. We have already completed plumbing work to prevent future issues.

The great people of Diboll have generously come together and helped us raise funds to cover already completed plumbing and flood mitigation work. Release of these funds would allow us to immediately begin needed repairs so we can fully reopen and serve our community this summer and for years in the future.

I have attached for your information the bids accepted by a majority of the library board, and would be happy to answer questions as needed.

Sincerely,

Justin Barkley

Justin Barkley
Library Director

300 Park St Diboll, Texas 75941 | Phone: (936) 829-5497 | Fax: (936) 829-5465

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Form #2204 Rev 9/2017 **Submit to:** **SECRETARY OF STATE** **Government Filings Section** **P O Box 12887** **Austin, TX 78711-2887** **512-463-6334** **FAX 512-463-5569** **Filing Fee: None**	**This space reserved for office use** **OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Kyle A. Rayburn , do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Police Officer for the City of Diboll of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Angelina

Sworn to and subscribed before me on this 13th day of August, 20 24.

(Affix Notary Seal, only if oath administered by a notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An Oath

Trey Wilkerson

Printed or Typed Name

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City of Diboll

OFFICE OF THE MAYOR

DIBOLL, TEXAS 75941

Proclamation

TREY WILKERSON, MAYOR OF DIBOLL, IS PROUD TO RECOGNIZE DIBOLL 12U DIXIE ALLSTAR WORLD SERIES CHAMPIONS

WHEREAS, the Diboll 12U Dixie Allstar Team has won the title of World Series Champions; and

WHEREAS, the Diboll 12U Dixie Allstar Team is the first in Diboll history to win the title of World Series Champions in the 12U division; and

WHEREAS, the hard work and dedication of the Diboll 12U Dixie Allstar Team has allowed them to remain undefeated at the District and World Series levels; and

WHEREAS, the Diboll 12U Dixie Allstar Team is comprised of #2 Carsyn Garret, #3 Nick DeJesus, #6 Layton Gutierrez, #7 Luke Frye, #8 Jonah Bollich, #9 Robert Cedillo, #12 Landyn Gray, #20 Isaiah Velasquez, #22 Reece Ramos, #23 Landry Arnold, #33 Sammie Hernandez and #99 Jacob Bollich; and coached by Jason Arnold, Robert Cedillo and Craig Ramos; and

WHEREAS, the City of Diboll appreciates these members of the Diboll 12U Dixie Allstar Team for their sportsmanship, positive attitude, and for serving as excellent ambassadors for our community; and

WHEREAS, the City of Diboll commends the Diboll 12U Dixie Allstar Team for their historic season and bringing the World Series Champion trophy to Diboll where it belongs!

THEREFORE, LET IT BE KNOWN, I, Trey Wilkerson, Mayor of the City of Diboll, Texas hereby congratulate the Diboll 12U Dixie Allstar Team for their accomplishments and urge all citizens of Diboll to applaud and celebrate this deserving team.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed, the seal of the City of Diboll, this 13th day of August, 2024

Trey Wilkerson – Mayor
City of Diboll, Texas

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Samantha Durham
Director of Finance

400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email:
sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **August 13, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **2023-2024 Budget Amendment No. 3**

The cautious budgeting of the 2023-2024 fiscal year has resulted in better preparation, yielded increased reserves and limited spending, demonstrating that the city remains a good steward of public dollars. Therefore, we request approval of the 2023-2024 Mid-Year Budget Amendment, Amendment No. 3.

Budget highlights include:

- Additional Sales Tax Revenue increase of approx. $120,500 to date
- Code Compliance Auto Repair approx. $7,000.00
- Unexpected PD Accreditation Expense: CJIS Compliance $20,000
- Unexpected water system repairs of approx. $15,000.00
- Influent pump for the wastewater treatment plant $45,000.00

Therefore, requesting to amend the following accounts to cover the needed expenditures.

GL No.	Department	Account Name	Current Budget	Amended Budget
01-01-3700	General	Sales Tax	$865,000	$952,000
01-03-4210	Police	Project Expense	$45,000	$65,000
01-04-4450	Code	Fleet Repairs & Maintenance	$7,270	$14,270
02-09-4410	Utility	System & Structure Repair	$139,866	$154,886
02-08-4080	Wastewater	Capital Improvements	$50,352	$95,352

Despite the ups and downs, the 2023-2024 budget is in good health and city staff will continue to operate with a cautious spending approach for the remainder of the fiscal year and into 2024-2025 budget preparations.

Fond regards,

Sam Durham

Sam Durham, Finance Director

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ORDINANCE NO. 2024-08-001

AN APPROPRIATIONS ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2023/2024 OPERATING BUDGET (BUDGET AMENDMENT NO. 03), PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE GENERAL FUND & UTILITY FUND; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City Charter of the City of Diboll requires an Appropriations Ordinance be passed by the City Council each year showing revenue of the City from all sources and the expenditures to the various purposes for the fiscal year;

WHEREAS, City Council approved the 2023/2024 Operating Budget and appropriated the necessary funds out of the General and Utility Fund revenues for the maintenance and operation of various offices, departments and agencies of the City; and

WHEREAS, Council has reviewed and approves the report establishing the need to adjust appropriations in the General and Utility Funds.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS, THAT:

Section I

The City Council of the City of Diboll, Texas, hereby authorizes and approves an amendment to the 2023/2024 Operating Budget (Budget Amendment No. 02) for the purpose and in the amounts shown in the attached report, the amounts to be appropriated from Fund Balances:

The following are fund summaries of these adjustments for the budget line items that are affected:

General Fund

Current Expenditure Budget -	3,194,702.33
Proposed Expenditure Budget -	3,221,702.33
Decrease to Fund Balance	(27,000.00)
Current Revenue Budget -	3,056,257.33
Proposed Revenue Budget -	3,143,257.33
Increase to Fund Balance	87,000.00
Net effect to fund balance is an increase of	60,000.00

Utility Fund

Current Expenditure Budget -	3,824,497.00

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Proposed Expenditure Budget -	3,884,497.00
Decrease to Fund Balance	(60,000.00)
Current Revenue Budget -	3,777,397.00
Proposed Revenue Budget -	3,777,397.00
Increase to Fund Balance	0.00
Net effect to fund balance is a decrease of	(60,000.00)

Section II

The City Council of the City of Diboll, Texas, hereby amends the 2023/2024 Operating Budget in the General and Utility Funds, adjusting appropriations as stated in Section 1 above.

Section III

That this ordinance shall be and become effective immediately upon and after its adoption and approval.

PASSED AND APPROVED by the City Council of the City of Diboll, Texas on this the 13th day of August 2024.

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa Olvera, City Secretary

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	8/8/2023	9/5/2023	9/12/2023	10/10/2023	11/14/2023	12/12/2023	1/9/2024	2/13/2024
Schuyler Bacon								
Luis Maldonado	0	1	0	0	0	0	0	0
Nora Munoz	0	0	0	0	0	0	1	0
Daniel Lopez	0	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0	0
Ray Williams, Jr.	0	0	1	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**1**	**1**	**0**	**0**	**0**	**1**	**0**

Council Member	3/12/2024	4/9/2024	5/14/2024	6/11/2024	6/25/2024	7/9/2024	7/23/2024	TOTAL TO-DATE
Schuyler Bacon				0	0	0	0	**0**
Luis Maldonado	0	0	0	0	0	1	0	**2**
Nora Munoz	0	0	0	0	0	0	0	**1**
Daniel Lopez	0	0	0	0	0	0	0	**0**
Ruben Terrazas	0	0	0	0	0	1	0	**1**
Ray Williams, Jr.	0	0	1	0	1	1	0	**4**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**0**	**0**	**1**	**0**	**1**	**3**	**0**	**8**

Rosa M. Olvera - City Secretary

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City of Diboll Volunteer Fire Department

July 2024 Council Report

July 1st

- Pledge
- Incident Reports
- Business meeting
- Discussion on maintenance of sub station
- Clean station
  Fireman present (12)

July 8th

- Pledge
- Incident Reports
- Storm day
- Run trucks
- Clean station
  Fireman present (14)

July 15th

- Pledge
- Incident Reports
- Discussion on storm calls
- Clean station
  Fireman Present (11)

July 29th

- Pledge
- Incident Reports
- Moved SCBA rack
- Run trucks
- Clean station
  Fireman Present (13)

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City of Diboll Volunteer Fire Department

July 2024 Emergency Incidents (30)

July 3, 2024 - 1144

- **Call # 2400000127**
  JH pallets
  10/50 2 vehicle
  In City
  Trucks 54
  Diboll Fire personnel responded (5)
  7805, 7822, 7825, 7827, 7835

July 3, 2024 - 1645

- **Call # 24000000128**
  300 Park Street
  Alarm
  In City
  Trucks N/A
  Diboll Fire personnel responded (4)
  7814, 7822, 7825, 7827

July 4, 2024 – 0947

- **Call # 2400000129**
  217 Avalon St
  AC unit smoking
  In City
  Trucks N/A
  Diboll Fire personnel responded (5)
  7805, 7814, 7820, 7835, 7836

July 5, 2024 - 1705

- **Call # 2400000130**
  FM 1818 & IR Hannah
  10/50
  Out of City
  Trucks 54, 58
  Diboll Fire personnel responded (6)
  7814, 7822, 7825, 7827, 7829, 7836

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City of Diboll Volunteer Fire Department



July 7, 2024 – 1614

- **Call # 24000000131**
  Pine Grove @ old burke Rd
  Tractor roll over
  Out of City
  Trucks N/A
  Diboll Fire personnel responded (8)
  7801, 7808, 7810, 7814, 7821, 7824, 7827, 7836

July 8, 2024 - 1522

- **Call # 24000000136**
  209 Cosey Circle
  Power line on tree
  In city
  Trucks 55
  Diboll Fire personnel responded (13)
  7801, 7805, 7810, 7814, 7819, 7820, 7821, 7824, 7825, 7827, 7835, 7836

July 8, 2024 - 1332

- **Call # 2400000140**
  Stenson Rd
  Tree across road
  In City
  Trucks 54
  Diboll Fire personnel responded (7)
  7801, 7808, 7810, 7824, 7825, 7827, 7836

July 8, 2024 - 2144

- **Call # 2400000141**
  408 Box Factory Rd
  Power line in tree sparking
  In City
  Trucks 54
  Diboll Fire personnel responded (2)
  7814, 7820

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City of Diboll Volunteer Fire Department



July 8, 2024 - 2100

- **Call # 2400000**
  122 LBJ
  Line sparking
  In City
  Trucks N/A
  Diboll Fire personnel responded (1)
  7820

July 8, 2024 - 2100

- **Call # 2400000137**
  800 Ash St
  Power line down sparking
  In City
  Trucks 55
  Diboll Fire personnel responded (6)
  7801, 7805, 7810, 7824, 7835, 7836

July 8, 2024 - 1230

- **Call # 2400000**
  Fairchild Rd
  Tree across Rd
  In City
  Trucks 55
  Diboll Fire personnel responded (8)
  7801, 7805, 7808, 7824, 7825, 7827, 7835, 7836

July 8, 1703

- **Call # 240000140**
  59 South Neches River
  Tree on bridge
  Out of City
  Trucks 53, 61
  Diboll Fire personnel responded (12)
  7801, 7805, 7808, 7810, 7814, 7819, 7820, 7824, 7825, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department

July 8, 2024 - 1500

- **Call # 2400000**
  59 North @ weigh station
  Tree across roadway
  Out of City
  Trucks 53, 61
  Diboll Fire personnel responded (12)
  7801, 7805, 7808, 7810, 7814, 7819, 7820, 7824, 7825, 7827, 7835, 7836

July 8, 2024 - 1500

- **Call # 2400000**
  2108
  Tree on fire
  Out of City
  Trucks 53, 61
  Diboll Fire personnel responded (3)
  7824, 7827, 7835

July 8, 2024 - 1332

- **Call # 2400000**
  1818 @ Johnny Grimes Rd
  Tree on roadway
  Out of City
  Trucks 53, 61
  Diboll Fire personnel responded (6)
  7801, 7808, 7810, 7824, 7825, 7836

July 8, 2024 - 1735

- **Call # 2400000140**
  Neches River Bridge
  Tree across bridge
  Out of City
  Trucks 53, 61
  Diboll Fire personnel responded (8)
  7801, 7805, 7808, 7810, 7814, 7820, 7825, 7835

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City of Diboll Volunteer Fire Department



July 9, 2024 - 0617

- **Call # 2400000142**
  Cotton Thompson Rd
  Power line down
  Out of City
  Trucks N/A
  Diboll Fire personnel responded (2)
  7808, 7836

July 9, 2024 - 0750

- **Call # 2400000143**
  601 Dennis St
  Fire alarm
  In City
  Trucks N/A
  Diboll Fire personnel responded (6)
  7805, 7814, 7819, 7825, 7827, 7835

July 9, 2024 - 0057

- **Call # 2400000147**
  Lumberjack stadium
  Landing zone for PHI
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7814, 7820, 7824, 7836

July 9, 2024 - 1602

- **Call # 24000001144**
  207 Cosey Circle
  Powerline arcing on tree
  In City
  Trucks 54
  Diboll Fire personnel responded (2)
  7814, 7822

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City of Diboll Volunteer Fire Department



July 12, 2024 – 0748

- **Call # 2400000149**
  Nogle Street
  Utility
  In City
  Trucks N/A
  Diboll Fire personnel responded (3)
  7810, 7814, 7827

July 13, 2024 - 2241

- **Call # 2400000151**
  FM 1818 / Buttermilk
  Vehicle accident
  Out of City
  Trucks 54
  Diboll Fire personnel responded (5)
  7808, 7814, 7819, 7835, 7836

July 12, 2024 - 1213

- **Call # 2400000150**
  59 South construction zone
  10/50 minor
  Out of City
  Trucks 55
  Diboll Fire personnel responded (4)
  7808, 7810, 7814, 7825

July 15, 2024 - 1452

- **Call # 2400000153**
  Saucedo Rd
  Tree across road
  Out of City
  Trucks N/A
  Diboll Fire personnel responded (4)
  7805, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department



July 18, 2024 - 1550

- **Call # 2400000155**
  537 Felix Weeks
  Limb on powerline
  Out of City
  Trucks 54
  Diboll Fire personnel responded (4)
  7810, 7814, 7822, 7827

July 20, 2024 - 1445

- **Call # 2400000156**
  Fm 58 @ Olan Blake Rd
  3 vehicle wreck minor
  Out of City
  Trucks 54, 58
  Diboll Fire personnel responded (4)
  7801, 7820, 7822, 7825

July 22, 2024 - 0711

- **Call # 2400000157**
  North Temple Dr
  Control burn
  In City
  Trucks 54
  Diboll Fire personnel responded (3)
  7814, 7827, 7836

July 22, 2024 - 2149

- **Call # 2400000158**
  101 Borden Dr
  Fire alarm going off
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7814, 7820, 7822, 7827

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City of Diboll Volunteer Fire Department



July 25, 2024 - 1312

- **Call # 2400000160**
  300 S Temple Dr
  Two vehicle accident
  Out of City
  Trucks 55
  Diboll Fire personnel responded (6)
  7814, 7822, 7825, 7827, 7835, 7836

July 28, 2024 - 1401

- **Call # 2400000118**
  158 Brookhollow Rd
  Man stuck in tree
  Out of City
  Trucks N/A
  Diboll Fire personnel responded (8)
  7808, 7810, 7814, 7821, 7822, 7827, 7835, 7836

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Diboll Police Department

Monthly DEPT. STATS

July 2024

CALLS FOR SERVICE	**249**
INCIDENT REPORTS	**31**
CRASH REPORTS	**6**
EXTRA PATROLS/ PATROL REQUESTS	**175**
TRAFFIC STOPS	**513**
TOTAL ARRESTS	**18**
MISD. ARREST	**12**
FELONY ARREST	**6**
BUSINESS CHECKS	**90**
TOTAL POLICE ACTIVITY	**1085**

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Public Works Director Council Report – July 2024

UCRM-2 SCADA Upgrades: SCADA

Procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to

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temporary control panels. New control panel installation at lift stations completed 7/5. Weather stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells

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are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule a final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

During the final walkthrough we found some issues with the SCADA programing at the WWTP. Techs are working with the manufacturers of the system controllers to correct the problem.

SOAP contractors have had issues with completing the scope of work associated with this project. After conferring with PSI they have decided to hire Prime Controls to come in and perform a complete system analysis of work completed by SOAP. This will be at no additional cost to the City.

Estimated completion date TBD .

Status: 95% Complete

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UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

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Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

The remaining meters have arrived, and installation scheduled for 5/22/2024

Incorrect meters were shipped. Correct meters have been reordered. Our second round of meter testing is scheduled for July.

We are still waiting for the meters to arrive. We have rescheduled the meter testing for after all meters are installed.

Estimated completion date of TBD

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the

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engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

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Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

Proceeding with electrical design. KSA is wrapping up the final pieces of the specifications and contract documents. I anticipate submittal to TWDB for plan review next week.

Estimated completion date of 12/1/2025.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

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We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Crews have mobilized equipment to the job site. The pipe and materials have been delivered. Construction planned to start on 3-6-2024. Delayed due to weather.

As of 4/3/2024 500 ft of pipe has been replaced, 2 new manholes installed, and 6 service taps completed.

Should be complete with all sewer work on Neil Pickett 5/9/2024. Street reconstruction to follow.

All sewer installation is complete. KSA is coordinating with Jeff Duplichain and Drewery to see when they can start the street reconstruction on Neil Pickett. Hopefully this rain will give us a little break.

Duplichain will be on site next week to mix 4 spots for Terracon to test. They plan to start pavement reconstruction in early August.

The paving contractor is tentatively scheduled to be on-site by the end of August.

Estimated completion 8/31/2024.

Status: 85% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing

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the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Last communication with Terry Black was that the materials have been delivered to his yard in Alto. He has a crew wrapping up a job in Greenville and should be onsite early this month.

Materials have been delivered to the job site and construction has started.

Received Pay Application #2 from Terry Black Construction yesterday. As of the end of June they have installed approximately 1,250 LF of pipe. As of my last conversation with Terry Black, they had completed up to the bypass and were coordinating with the TxDOT contractor for some ROW clearing that had not been completed.

Estimated completion date of 9/13/2024.

Status: 30% Complete

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

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KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

Lynn Street (Robert Nash to Justice Clark)

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We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Bid opening scheduled for this Thursday 5/8/2024.

Lakey INC. Has been awarded the bid. Currently working with them on a timeline for construction.

Danny with KSA is scheduling a preconstruction meeting for next week.

Contractors have completed base repair on Mulberry/Hackberry Streets and Birdsong Lane. They are working on materials to replace the culvert on Hackberry. Pinevalley and Birdsong have been completed.

Completion date: TBD

Status: 45% complete

Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

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We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation

- Haul work pipe, air compressor, and ancillary equipment necessary for wire brushing and jetting operations.
- Service rig and crew to mechanically wire brush the screen and blank liner with a sodium hypochlorite solution.
- Service rig, crew. And air compressor to jet accumulated debris from the bottom of the well.

Pumping Equipment and Rehabilitation

- New 300 GPM submersible pump with lift nipple
- New 50 HP, 3/60/460 volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor and downhole probe cables
- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box
- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders, conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and

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final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

Specifications are at KSA for review. We should be ready to advertise next week 5/13/2024

Bid opening scheduled for Jun 13th.

Construction agreements have been sent to Smith Pump for execution. Once we have them back, we will review for completeness and send for execution by the mayor.

Preconstruction meeting scheduled for 8-9-2024. Notice to Proceed date will be set then.

Estimated completion date 9-31-2024

Status: 20% completed

SSO Project 2024

Completed last year in Area C.

Replace manhole ring and covers: 21 EA (Manholes 4,13,14,14A,15,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)
Install Insert dishes: 11 EA (Manholes 1A,3,18,22,41A,65,68,69,94,100,102)
Repair Sidewalk: 35 SF (Manhole 67)
Interior Rehabilitation 382 SF (Manholes 4,14,119,69)
Manhole Bench & Invert Repair: 4EA (Manholes 4,14,119,69)
Ring Encasements: 22 EA (Manholes 4,13,14,14A,15,18,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)

This year we will work on Area D and a few manholes in Area A.

Replace manhole ring and covers: 18 EA (D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)
Install Insert dishes: 1 EA (Manhole D28)
Interior Rehabilitation 384 SF (Manholes D52,D53,D55,D36B)
Manhole Bench & Invert Repair: 4EA (Manholes D52,D53,D55,D36B)
Chimney Seals/Bottom Seal 2 VF: 4 EA (Manholes A24,A30,D52,D53)
Ring Encasements: 18 EA (Manholes D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)

Estimated completion of: 12-15-2024
Status: 10% complete

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Tennis courts

We added new tennis court nets and painted pickle ball court lines over the existing tennis court nets for dual use.

Status 100%complete

Lumber Jack Lift Station

We experienced an alarm notification at the Lumberjack lift station. After working with Oncore and Payne electric we were able to confirm that the pump failures were due to a lightning strike. We have ordered new pumps and plan to install them on 5/9/2024. New pumps are installed and are being controlled by floats. The lighting strike also burnt up the newly installed SADA controller and PLC.

Scada controller installed. Waiting for TOSI box network controller repairs to be finished and the lift station repairs will be completed.

Estimated completion: 10/9/2024

Status: 25% complete

Park Clean Up

10 trees were blown down form the storm that passed through on 4/28/2024. Parks and street crews have been working daily to cut up and hall of the debris. Three sections of walking trail were damaged totaling 70 feet. On 5/9/2024 another storm hit the park and blew down 2 more trees. The playland behind pavilion 2 was damaged and 100 ft of hike and bike trail.

Quotes have been received to make hiking bike trail repairs. Waiting on playland quote to file insurance claim.

Estimated completion: 10/16/2024

Status of completion: 75%

Ground Storage Meter and Lumberjack Hydrant

The water department changed our the broken 6 in gate valve and 6 inch booster pump meter at ground storage. They opened a few fire hydrants on Lumberjack Dr. to relieve pressure on the main. After repairs were complete the hydrant in front of the golf course dropped an we were not able to shut it off. Locates were called in and crews excavated the area to access the hard head valve that controlled the hydrant. We have black bagged the hydrant and scheduled repairs.

Estimated completion 11/12/2024

Status of completion: 65%

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Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 12/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The benches and food disperser will be ordered in next year's funding cycle. Benches and food dispensers have been delivered and scheduled for install 6/18/2024

Estimated completion date 8/15/2024.

Status: 5% Complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to "get the lead out" so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

"Lead" where the service line is made of lead.

"Galvanized Requiring Replacement" where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a "Lead Status Unknown" service

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line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

“Non-lead” where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as “non-lead.”

“Lead Status Unknown” where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 12/30/24

Status 10% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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Work Order Report

7/5/2024-8/8/2024

Service Order #	Service Address	Job Date	Completion Date	Job Code	Status	Staff	Last Edited Date
SO0004517	405 DEVEREAUX	7/3/2024	7/3/2024	Water Repairs/Maint	Completed	WATER	07/03/2024 12:43 PM
SO0004518	201 STUBBLEFIELD	7/3/2024		Street Repair/Maint	Open	STREET	07/03/2024 12:13 PM
SO0004519	200 N TEMPLE	7/3/2024		Connect	Open	WATER	07/03/2024 12:22 PM
SO0004507	100 C ST	7/2/2024	7/2/2024	Reinstate	Completed	WATER	07/02/2024 07:42 AM
SO0004509	1500 N HENDRICK B 4	7/2/2024	7/2/2024	Service Action	Completed	WATER	07/02/2024 10:01 AM
SO0004511	618 S TEMPLE	7/2/2024		Water Repairs/Maint	Open	WATER	07/02/2024 11:51 AM
SO0004512	313 S NEAL PICKETT	7/2/2024	7/2/2024	Reinstate	Completed	WATER	07/02/2024 02:46 PM
SO0004514	1127 PINECREST	7/2/2024	7/2/2024	Reinstate	Completed	WATER	07/02/2024 04:22 PM
SO0004516	612 S TEMPLE	7/2/2024		Water Repairs/Maint	Open	WATER	07/02/2024 04:44 PM
SO0004504	223 N TEMPLE	7/1/2024	7/1/2024	Reinstate	Completed	WATER	07/01/2024 11:25 AM
SO0004505	610 CARTER	7/1/2024	7/1/2024	Water Repairs/Maint	Completed	WATER	07/01/2024 01:54 PM
SO0004506	600 DENNIS	7/1/2024		Street Repair/Maint	Open	STREET	07/01/2024 01:27 PM
SO0004496	416 BIRDSONG	6/28/2024	6/28/2024	Reinstate	Completed	WATER	06/28/2024 09:56 AM
SO0004497	718 PINEWOOD	6/28/2024	6/28/2024	Reinstate	Completed	WATER	06/28/2024 10:00 AM
SO0004498	9171 S US HIGHWAY 59	6/28/2024	6/28/2024	Service Action	Completed	WATER	06/28/2024 10:39 AM
SO0004499	9171 S US HIGHWAY 59	6/28/2024	6/28/2024	Service Action	Completed	WATER	06/28/2024 10:40 AM
SO0004500	806 CYPRESS	6/28/2024	6/28/2024	Reinstate	Completed	WATER	06/28/2024 12:24 PM
SO0004503	205 CROSS	6/28/2024	6/28/2024	Reinstate	Completed	WATER	06/28/2024 12:32 PM
SO0004485	1008 HOLUBEC	6/27/2024		Water Repairs/Maint	Open	WATER	06/28/2024 12:34 PM

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SO0004486	707 CYPRESS	6/27/2024	6/27/2024	Reinstate	Completed	WATER	06/27/2024 10:46 AM
SO0004488	1419 RYAN CHAPEL RD	6/27/2024	6/27/2024	Reinstate	Completed	WATER	06/27/2024 01:55 PM
SO0004489	514 RUTLAND	6/27/2024		Street Repair/Maint	Open	STREET	06/27/2024 11:07 AM
SO0004490	307 LOCUST	6/27/2024	6/27/2024	Reinstate	Completed	WATER	06/27/2024 01:15 PM
SO0004491	200 HENDRICK	6/27/2024	6/27/2024	Reinstate	Completed	WATER	06/27/2024 01:49 PM
SO0004492	200 RHONE	6/27/2024		Water Repairs/Maint	Open	WATER	06/27/2024 02:47 PM
SO0004493	200 RHONE	6/27/2024	6/28/2024	Street Repair/Maint	Completed	STREET	06/28/2024 11:27 AM
SO0004477	5020 BELFORD RD	6/25/2024	6/25/2024	Water Repairs/Maint	Completed	WATER	06/25/2024 02:35 PM
SO0004478	1100 RED OAK LN	6/25/2024	6/25/2024	Water Repairs/Maint	Completed	WATER	06/25/2024 02:32 PM
SO0004479	205 CROSS	6/25/2024	6/27/2024	Water Repairs/Maint	Completed	WATER	06/27/2024 12:47 PM
SO0004480	610 CARTER	6/25/2024	7/1/2024	Water Repairs/Maint	Completed	WATER	07/01/2024 01:55 PM
SO0004481	600 DENNIS	6/25/2024		Street Repair/Maint	Open	STREET	06/25/2024 12:04 PM
SO0004484	110 HINES	6/25/2024	6/28/2024	Reinstate	Completed	WATER	06/28/2024 12:45 PM
SO0004357	600 DENNIS	6/25/2024		Street Repair/Maint	Open	STREET	06/25/2024 09:00 AM
SO0004471	1217 WILLIE MASSEY	6/24/2024	6/24/2024	Reinstate	Completed	WATER	06/24/2024 07:36 AM
SO0004472	727 BOOKER	6/24/2024	6/24/2024	Reinstate	Completed	WATER	06/24/2024 07:41 AM
SO0004473	1008 LYNN	6/24/2024	6/25/2024	Connect	Completed	WATER	06/25/2024 02:44 PM
SO0004474	204 THOMPSON	6/24/2024	6/24/2024	Reinstate	Completed	WATER	06/24/2024 11:28 AM
SO0004475	303 PINE	6/24/2024	6/27/2024	Water Repairs/Maint	Completed	WATER	06/27/2024 12:34 PM
SO0004476	1411 GLASS	6/24/2024	6/25/2024	Reinstate	Completed	WATER	06/25/2024 10:15 AM
SO0004374	1006 OAK HOLW	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 07:39 AM
SO0004375	103 BORDEN DRIVE Remediation Field Treatment	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:44 AM
SO0004376	806 CYPRESS	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 07:58 AM
SO0004377	605 N NEAL PICKETT	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 08:38 AM
SO0004378	313 S NEAL PICKETT	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 08:34 AM
SO0004379	1411 GLASS	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 02:51 PM
SO0004380	1419 RYAN CHAPEL RD	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 09:05 AM

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SO0004381	608 N SECOND	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 08:56 AM
SO0004382	200 HENDRICK	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 09:52 AM
SO0004383	1304 RYAN CHAPEL RD	6/21/2024	6/25/2024	Cutoff	Completed	WATER	06/25/2024 10:31 AM
SO0004384	401 JACKSON	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:25 AM
SO0004385	719 PERSIMMON	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:46 AM
SO0004386	110 HINES	6/21/2024	6/25/2024	Cutoff	Completed	WATER	06/25/2024 02:33 PM
SO0004387	5020 BELFORD RD	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:23 AM
SO0004388	307 LOCUST	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 08:14 AM
SO0004389	500 HACKBERRY	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 10:02 AM
SO0004390	1204 CYPRESS	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:44 AM
SO0004391	1003 LYNN	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 07:55 AM
SO0004392	507 BOOKER	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:38 AM
SO0004393	1403 GLASS	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 11:20 AM
SO0004394	202 STUBBLEFIELD	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:29 AM
SO0004395	LIFT STATION/HOLUBEC	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:48 AM
SO0004396	406 N TEMPLE Dr	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:49 AM
SO0004397	912 DOGWOOD RIDGE Dr	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:22 AM
SO0004398	118 HINES	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:26 AM
SO0004399	112 HINES	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:40 AM
SO0004400	223 N TEMPLE	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:46 AM
SO0004401	500 S TEMPLE	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:57 AM
SO0004402	718 PINEWOOD	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 10:13 AM
SO0004403	204 THOMPSON	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 11:36 AM
SO0004404	301 DEVEREAUX	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:27 AM
SO0004405	908 LYNN	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:32 AM
SO0004406	1217 WILLIE MASSEY	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 07:37 AM
SO0004407	409 RUTLAND	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:24 AM

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SO0004408	1018 HOLUBEC	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:26 AM
SO0004409	100 C ST	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:44 AM
SO0004410	300 PARK BLDG	6/21/2024	6/21/2024	Cutoff	Completed	WATER	06/21/2024 08:47 AM
SO0004411	707 CYPRESS	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 08:04 AM
SO0004412	416 BIRDSONG	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 10:19 AM
SO0004413	727 BOOKER	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 07:41 AM
SO0004414	1215 CYPRESS	6/21/2024	6/27/2024	Cutoff	Completed	WATER	06/27/2024 07:46 AM
SO0004415	1401 GLASS	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 08:25 AM
SO0004416	1308 GLASS	6/21/2024	6/24/2024	Cutoff	Completed	WATER	06/24/2024 12:23 PM
SO0004460	1500 N HENDRICK C 2	6/21/2024	6/21/2024	Connect	Completed	WATER	06/21/2024 10:25 AM
SO0004461	1204 CYPRESS	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:18 AM
SO0004462	100 C ST	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:22 AM
SO0004463	100 C ST	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:23 AM
SO0004464	409 RUTLAND	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:26 AM
SO0004465	202 STUBBLEFIELD	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:31 AM
SO0004466	908 LYNN	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:33 AM
SO0004467	908 LYNN	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:37 AM
SO0004468	112 HINES	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:41 AM
SO0004469	507 BOOKER	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 08:42 AM
SO0004470	719 PERSIMMON	6/21/2024	6/21/2024	Reinstate	Completed	WATER	06/21/2024 09:01 AM
SO0003954	1410 GLASS	6/20/2024		Street Repair/Maint	Open	STREET	06/20/2024 09:38 AM
SO0004069	600 ASH	6/20/2024		Street Repair/Maint	Open	STREET	06/20/2024 09:40 AM
SO0004145	312 BOX FACTORY	6/20/2024		Misc	Open		06/20/2024 09:41 AM
SO0004193	1218 N HENDRICK	6/20/2024		Street Repair/Maint	Open	STREET	06/20/2024 09:40 AM
SO0004246	310 1/2 S FIRST	6/20/2024		Street Repair/Maint	Open	STREET	06/25/2024 11:03 AM
SO0004372	1408 FAIRCHILD	6/20/2024		Water Repairs/Maint	Open	WATER	06/28/2024 01:23 PM
SO0004373	405 RUTLAND	6/20/2024	6/21/2024	Water Repairs/Maint	Completed	WATER	06/21/2024 10:18 AM

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SO0004510	1500 N HENDRICK B 4	6/18/2024	7/2/2024	Service Action	Completed	WATER	07/02/2024 10:02 AM
SO0004364	104 N TEMPLE	6/18/2024	7/1/2024	Water Repairs/Maint	Completed	WATER	07/01/2024 09:53 AM
SO0004365	600 ASH	6/18/2024	7/1/2024	Water Repairs/Maint	Completed	WATER	07/01/2024 09:52 AM
SO0004366	1500 N HENDRICK B 4	6/18/2024	7/2/2024	Connect	Completed	WATER	07/02/2024 09:22 AM
SO0004368	400 KENLEY CITY HALL	6/18/2024	6/28/2024	Water Repairs/Maint	Completed	WATER	06/28/2024 01:36 PM
SO0004369	903 WILLOW OAK	6/18/2024	6/27/2024	Water Repairs/Maint	Completed	WATER	06/27/2024 01:00 PM
SO0004370	605 ARRINGTON	6/18/2024	6/18/2024	Connect	Completed	WATER	06/18/2024 04:07 PM
SO0004371	1511 N TEMPLE	6/18/2024	6/28/2024	Water Repairs/Maint	Completed	WATER	06/28/2024 01:27 PM
SO0004359	811 APRIL AVE	6/17/2024	6/17/2024	Service Action	Completed	WATER	06/17/2024 02:08 PM
SO0004361	811 APRIL AVE	6/17/2024	6/17/2024	Service Action	Completed	WATER	06/17/2024 02:10 PM
SO0004363	811 APRIL AVE	6/17/2024	7/1/2024	Water Repairs/Maint	Completed	WATER	07/01/2024 09:54 AM
SO0004268	613 S TEMPLE	6/17/2024		Water Repairs/Maint	Open	WATER	06/17/2024 10:26 AM
SO0004354	N HENDRICK GROCERY STORE	6/17/2024	6/28/2024	Water Repairs/Maint	Completed	WATER	06/28/2024 01:42 PM
SO0004355	804 LYNN	6/17/2024	6/28/2024	Water Repairs/Maint	Completed	WATER	06/28/2024 03:04 PM
SO0004356	504 DEVEREAUX	6/17/2024	6/28/2024	Water Repairs/Maint	Completed	WATER	06/28/2024 02:19 PM
SO0004494	205 CROSS	6/15/2024	6/27/2024	Connect	Completed	WATER	06/27/2024 04:45 PM
SO0004513	306 WHITE OAK	6/15/2024	7/2/2024	Service Action	Completed	WATER	07/02/2024 04:19 PM
SO0004340	1604 S FIRST	6/13/2024	6/13/2024	Service Action	Completed	WATER	06/13/2024 08:23 AM
SO0004341	1604 S FIRST	6/13/2024	6/13/2024	Service Action	Completed	WATER	06/13/2024 08:24 AM
SO0004342	BORDEN	6/13/2024	6/13/2024	Service Action	Completed	WATER	06/13/2024 08:38 AM
SO0004344	101 W BORDEN	6/13/2024	6/13/2024	Service Action	Completed	WATER	06/13/2024 08:53 AM
SO0004345	100 E BORDEN	6/13/2024		Street Repair/Maint	Open	STREET	06/13/2024 09:25 AM
SO0004346	203 HINES	6/13/2024	6/13/2024	Connect	Completed	WATER	06/13/2024 02:04 PM
SO0004347	101 W BORDEN	6/13/2024	6/13/2024	Service Action	Completed	WATER	06/13/2024 12:00 PM
SO0004348	101 W BORDEN	6/13/2024	6/13/2024	Service Action	Completed	WATER	06/13/2024 12:05 PM
SO0004349	1500 N HENDRICK B 4	6/13/2024	6/13/2024	Disconnect	Completed	WATER	06/13/2024 02:06 PM
SO0004350	901 DOGWOOD RIDGE Dr	6/13/2024	6/13/2024	Disconnect	Completed	WATER	06/13/2024 05:03 PM

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SO0004351	205 CROSS	6/13/2024	6/25/2024	Reinstate	Completed	WATER	06/25/2024 12:36 PM
SO0004352	901 DOGWOOD RIDGE Dr	6/13/2024	6/13/2024	Connect	Completed	WATER	06/13/2024 05:04 PM
SO0004335	1500 N HENDRICK B 4	6/12/2024	6/12/2024	Service Action	Completed	WATER	06/12/2024 12:44 PM
SO0004336	1206 N HENDRICK	6/12/2024		Street Repair/Maint	Open	STREET	06/12/2024 12:48 PM
SO0004337	1500 N HENDRICK C 2	6/12/2024	6/13/2024	Water Repairs/Maint	Completed	WATER	06/13/2024 08:54 AM
SO0004323	4162 MOCKINGBIRD LN	6/11/2024	6/11/2024	Disconnect	Completed	WATER	06/28/2024 08:55 AM
SO0004324	1011 HOLUBEC	6/11/2024	6/13/2024	Disconnect	Completed	WATER	06/13/2024 09:30 AM
SO0004326	1410 N HENDRICK	6/11/2024	6/12/2024	Water Repairs/Maint	Completed	WATER	06/12/2024 03:16 PM
SO0004328	401 S FIRST	6/11/2024		Street Repair/Maint	Open	STREET	06/11/2024 03:13 PM
SO0004329	300 WHITE OAK	6/11/2024		Water Repairs/Maint	Open	WATER	06/17/2024 10:40 AM
SO0004334	1205 CYPRESS	6/11/2024	6/13/2024	Disconnect	Completed	WATER	06/13/2024 09:31 AM
SO0004316	217 RHONE # A	6/11/2024	6/27/2024	Water Repairs/Maint	Completed	WATER	06/27/2024 08:46 AM
SO0004317	797 WELLS	6/10/2024	6/12/2024	Misc	Completed		06/12/2024 10:15 AM
SO0004319	210 RHONE	6/10/2024	6/13/2024	Misc	Completed		06/13/2024 07:50 AM
SO0004320	1410 N HENDRICK	6/10/2024	7/1/2024	Water Repairs/Maint	Completed	WATER	07/01/2024 09:56 AM
SO0004321	708 NELSON	6/10/2024	6/13/2024	Water Repairs/Maint	Completed	WATER	06/13/2024 02:19 PM
SO0004325	703 DENNIS	6/10/2024	6/11/2024	Occupant Change	Completed	WATER	06/11/2024 12:00 PM

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Code Compliance Report – July 2024

Bank and Post Office – Daily

Residential remodel permit applications- 1105 Redbud, 502 S Temple Dr., 300 Rutland

Residential New Construction- 105 Magnolia

Fence permit- 1205 Cypress, 1200 Lynn St.

Storage/carport/shed permit- 309 Margie Harrell St., 900 South Meadows,

Roofing permit- 1003 Red Oak Ln, 1200 Lynn St.,

Plumbing permit-

Solar permit- 706 Pinewood St.,

Generator Installation Permit- 603 Arrington, 1014 Red Bud,

Commercial permit applications-

Electrical permit applications- 200 Devereaux, 111 LBJ, 1037 Denman, 942 Denman, 1009 Denman

Junk vehicle letters- 1209 Willie Massey, Lot 12 von Willie Massey, 213 Pine St.

Inspections – 111 LBJ, 109 LBJ, 1200 Corrine, 1037 Denman, 942 Denman

Certificate of occupancy- 107 Magnolia

New addresses- 201 Willie B Davis St., 203 Willie B Davis St.

I received notice from the 911 address coordinator of an error with 2 addresses on Maynard St. I changed 100 Maynard St. to 105 and I changed 101 Maynard St. to 104.

I mailed out overgrown grass letters to 209 Pine St., 406 Devereaux, 303 ½ Hines St., 500 Arrington

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PD had dispatch to contact me after hours concerning 2 Pitbull dogs running loose around Lynn St. They had received a complaint. I picked up the dogs and took them to the animal shelter. The owner paid his fees and reclaimed his dogs.

Officer Murry contacted me concerning a dog bite case that I am following up on as soon as I receive all the information.

I received a call concerning a dog fight on Thompson St., I was able to catch one of the dogs and I took it to the animal shelter.

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Samantha Durham
Director of Finance

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Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **August 13, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including July 2024 Financials Report and 23-24 Budget Amendment No. 03 for your review.

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Customer Meter Interface
Estimated Completion Date: December 2024
Status: 5% Complete

Fond regards,

Sam Durham

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DIBOLL, TX MUNICIPAL COURT

Fees and Fines Collection & Activity Report

As of July 31, 2024

LINEBARGER
ATTORNEYS AT LAW

Linebarger Goggan Blair & Sampson, LLP

PROPRIETARY AND CONFIDENTIAL INFORMATION

Linebarger Goggan Blair & Sampson, LLP considers the information contained in this report to be proprietary, confidential, trade secrets of the firm. We respectfully request that no copies of this information be made and/or distributed without the prior written consent of the firm.

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Collections & Activity Summary

Collection Disposition Summary - July 2024	
Citations Assigned	0
Amount Assigned	$0
Citations Collected	0
Amount Collected	$0
Citations Cancelled	0
Amount Cancelled	$0
Citations Resolved	0
Amount Resolved	$0

Collection Disposition Summary - Contract to Date	
Citations Assigned	29,809
Amount Assigned	$10,236,915
Citations Adjusted	1,778
Amount Adjusted	($69,608)
Citations Collected	6,031
Amount Collected	$1,989,234
Citations Cancelled	1,106
Amount Cancelled	$392,360
Citations Resolved	7,137
Amount Resolved	$2,381,593
Dollar Resolution Rate	23.9%

Collection Activity - July 2024		
Letters		9
Address/Phone Updated		606
Phone Activity	Inbound	35
	Outbound	1,484

Collection Activity - Contract to Date		
Letters		77,502
Address/Phone Updated		18,116
Phone Activity	Inbound	5,012
	Outbound	218,558

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Status of Open Accounts

Status	Count	Amount
ACT - Active Account	22,037	$7,493,298
ATT - Attorney Contact Only	47	$14,646
CAD - Cease And Desist Demand	3	$1,244
DEC - Deceased. No Estate Or Beyond Claim	134	$43,624
DIS - Dispute	20	$6,475
INC - Incarcerated	106	$35,995
PRM - Promise Payment	149	$49,169
REF - Refuse To Pay	18	$5,893
SKP - Skiptracing For Phone	21	$6,960
SWC - Stop Work Per Client	395	$127,697
SWF - Stop Work Per Firm	1	$432
Total	**22,931**	**$7,785,431**

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Monthly Collection Activity
Last 24 Months

Year	Month	Letters Mailed	Address/Phone Updated	Phone Activity		Dollars Collected
				Inbound	Outbound	
2024	**July**	9	606	35	1,484	$0
	June	681	180	50	1,164	$0
	May	27	70	24	134	$0
	April	153	63	32	586	$815
	March	212	137	61	653	$546
	February	3,078	203	198	535	$1,411
	January	265	313	34	619	$0
2023	**December**	21	70	8	632	$0
	November	16	173	29	872	$841
	October	717	44	82	882	$0
	September	981	50	71	1,205	$1,144
	August	816	1,054	62	1,421	$12,117
	July	884	163	92	812	$50,251
	June	1,817	194	100	727	$0
	May	999	1,890	87	570	$0
	April	64	181	29	524	$35,154
	March	90	23	116	549	$25,155
	February	6,424	542	9	499	$16,319
	January	191	49	10	562	$2,789
2022	**December**	4	17	2	841	$10,546
	November	2	16	0	626	$8,042
	October	8	30	4	708	$14,962
	September	654	41	15	727	$15,982
	August	440	105	16	775	$17,419
	July	9	28	6	1,066	$18,665
Total*		**18,562**	**6,242**	**1,172**	**19,173**	**$232,158**

***Total Amounts noted represent the last 24 months & not contract to date.**

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Portfolio Analysis
Outstanding Placements

	Accounts	Dollars	Acct. Pct.	Dollar Pct.	Average Balance
ALL ACCOUNTS	22,931	$7,785,431.47	100.00%	100.00%	$339.52
ADDRESSES					
No Mailing Address	50	$16,646.47	0.22%	0.21%	$332.93
Returned Mail	3,048	$1,012,194.89	13.29%	13.00%	$332.08
Good Address	19,833	$6,756,590.11	86.49%	86.79%	$340.67
OFFENSE AGE					
One Year or Less	470	$144,801.18	2.05%	1.86%	$308.09
1-2 Years	501	$148,372.81	2.18%	1.91%	$296.15
2-3 Years	1,417	$564,457.01	6.18%	7.25%	$398.35
+3 Years	20,543	$6,927,800.47	89.59%	88.98%	$337.23
PLACEMENT AGE					
One Year or Less	1,029	$303,163.68	4.49%	3.89%	$294.62
1-2 Years	604	$242,395.87	2.63%	3.11%	$401.32
2-3 Years	1,531	$603,759.96	6.68%	7.75%	$394.36
+3 Years	19,767	$6,636,111.96	86.20%	85.24%	$335.72

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Offense Age of Placements
Last 13 Months

	2017 & PRIOR	2018	2019	2020	2021	2022	2023	2024	Total Placements
July 2024	-	-	-	-	-	-	-	-	**0**
June 2024	22	6	10	3	6	72	763	147	**1,029**
	2.14%	0.58%	0.97%	0.29%	0.58%	7.00%	74.15%	14.29%	
May 2024	-	-	-	-	-	-	-	-	**0**
April 2024	-	-	-	-	-	-	-	-	**0**
March 2024	-	-	-	-	-	-	-	-	**0**
February 2024	-	-	-	-	-	-	-	-	**0**
January 2024	-	-	-	-	-	-	-	-	**0**
December 2023	-	-	-	-	-	-	-	-	**0**
November 2023	-	-	-	-	-	-	-	-	**0**
October 2023	-	-	-	-	-	-	-	-	**0**
September 2023	-	-	-	-	-	-	-	-	**0**
August 2023	-	-	-	-	-	-	-	-	**0**
July 2023	-	-	-	-	-	-	-	-	**0**

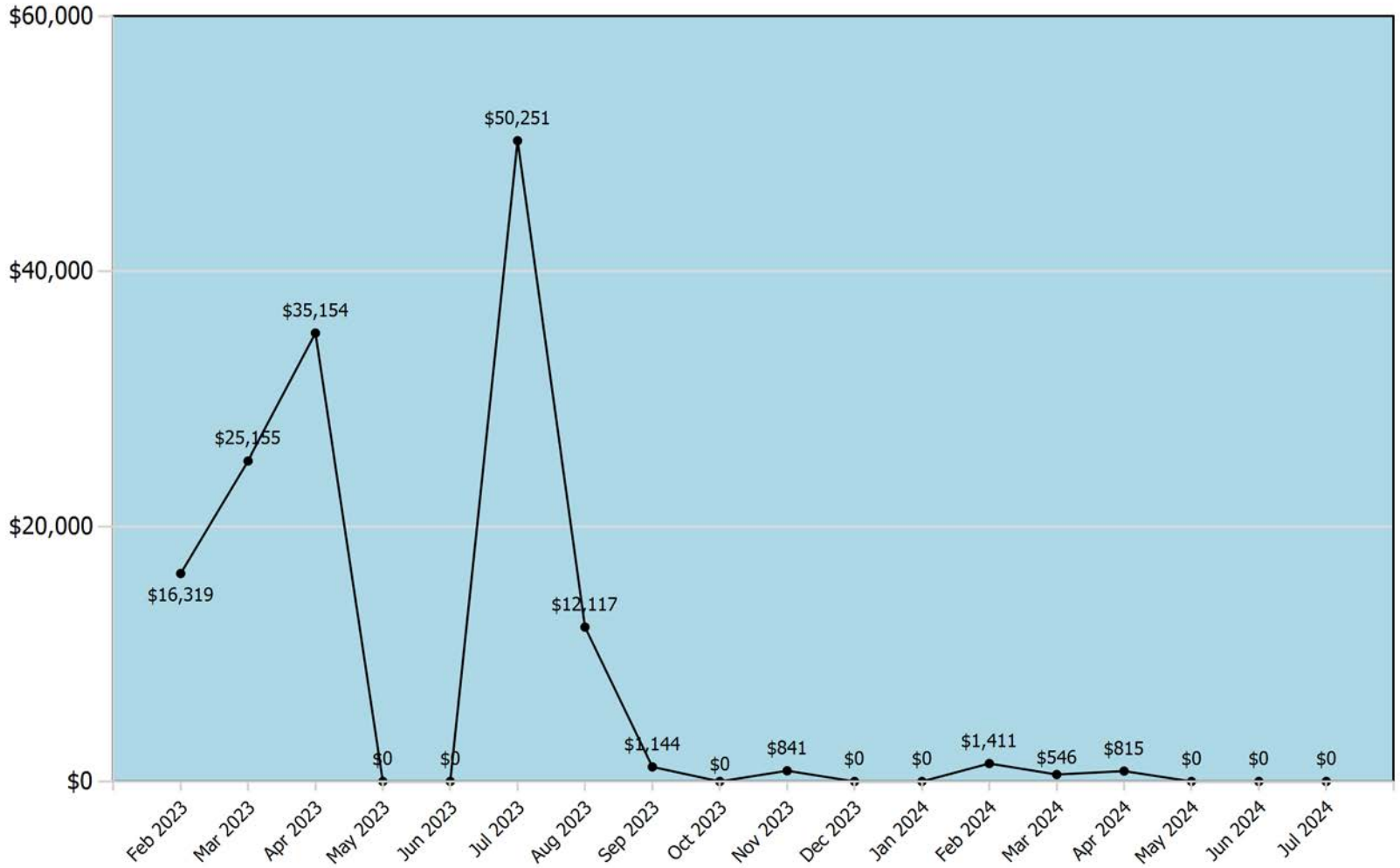
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Placement Activity Summary
Contract to Date

Year	Month	Count #	Orig Placement $	Cancelled $	Adjustment $	Net Placement $	Collected $	Collected %
	July	0	$0	$0	$0	$0	$0	0.00%
	June	1,029	$303,164	$0	$0	$303,164	$0	0.00%
	May	0	$0	$0	$0	$0	$0	0.00%
	April	0	$0	$0	$0	$0	$0	0.00%
	March	0	$0	$0	$0	$0	$0	0.00%
	February	0	$0	$0	$0	$0	$0	0.00%
	January	0	$0	$0	$0	$0	$0	0.00%
2024 Summary		**1,029**	**$303,164**	**$0**	**$0**	**$303,164**	**$0**	**0.00%**
	December	0	$0	$0	$0	$0	$0	0.00%
	November	0	$0	$0	$0	$0	$0	0.00%
	October	0	$0	$0	$0	$0	$0	0.00%
	September	0	$0	$0	$0	$0	$0	0.00%
	August	0	$0	$0	$0	$0	$0	0.00%
	July	0	$0	$0	$0	$0	$0	0.00%
	June	0	$0	$0	$0	$0	$0	0.00%
	May	0	$0	$0	$0	$0	$0	0.00%
	April	0	$0	$0	$0	$0	$0	0.00%
	March	0	$0	$0	$0	$0	$0	0.00%
	February	0	$0	$0	$0	$0	$0	0.00%
2023 Summary	**January**	0	$0	$0	$0	$0	$0	0.00%
	December	0	$0	$0	$0	$0	$0	0.00%
	November	0	$0	$0	$0	$0	$0	0.00%
	October	0	$0	$0	$0	$0	$0	0.00%
	September	494	$198,064	$875	($181)	$197,008	$4,438	2.25%
	August	131	$52,798	$0	($49)	$52,750	$2,924	5.54%
	July	401	$158,509	$1,570	($327)	$156,611	$9,825	6.27%
2022 Summary		**1,376**	**$548,697**	**$5,110**	**($499)**	**$543,088**	**$27,928**	**5.14%**
2021 Summary		**1,749**	**$697,027**	**$7,794**	**($4,150)**	**$685,084**	**$93,596**	**13.66%**
2020 Summary		**1,370**	**$533,385**	**$12,466**	**($4,684)**	**$516,236**	**$105,267**	**20.39%**
2019 Summary		**2,114**	**$792,156**	**$17,576**	**($8,500)**	**$766,080**	**$197,056**	**25.72%**
Prior Years		**22,171**	**$7,362,484**	**$349,414**	**($51,774)**	**$6,961,296**	**$1,565,386**	**22.49%**

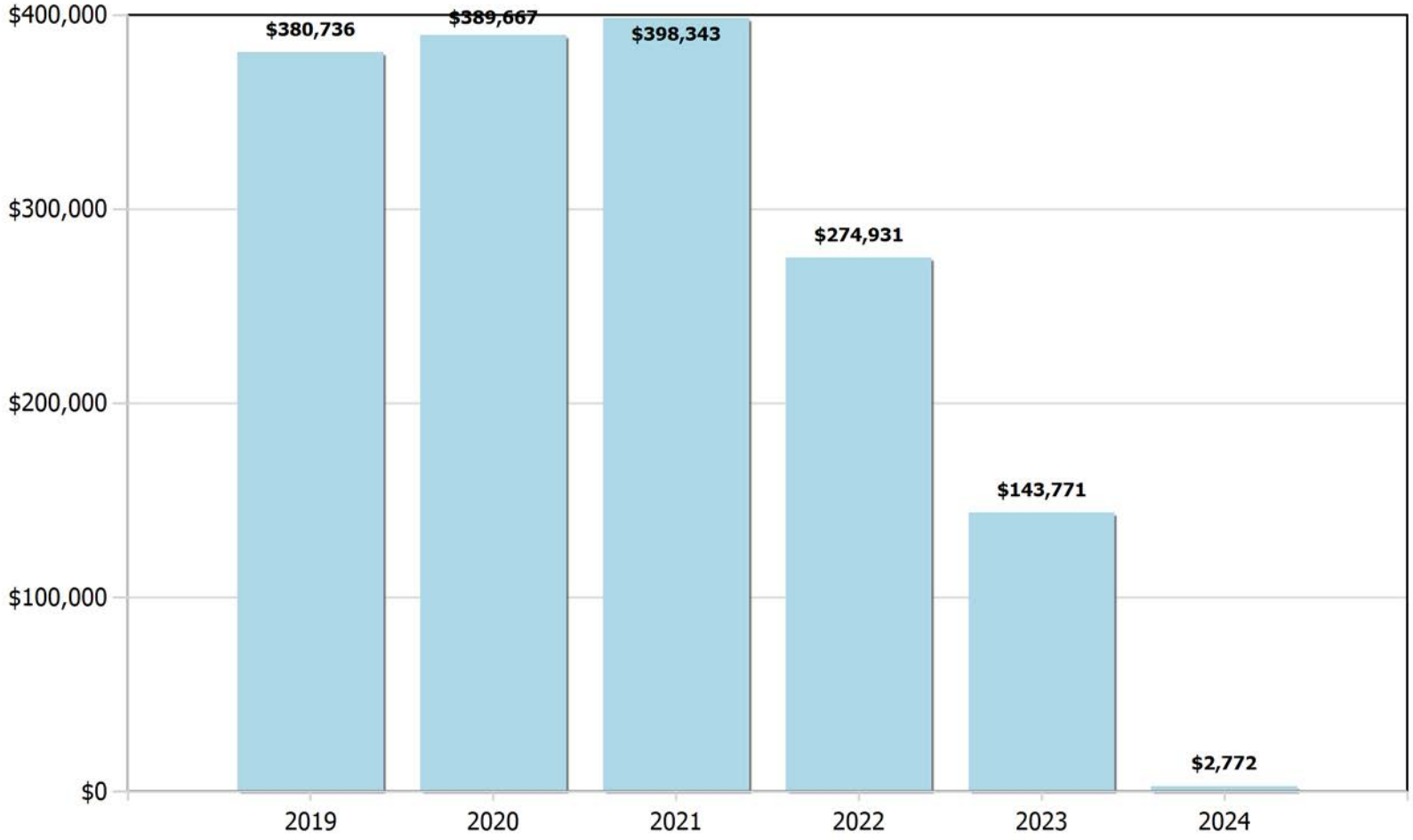
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Monthly Collections
Last 18 Months



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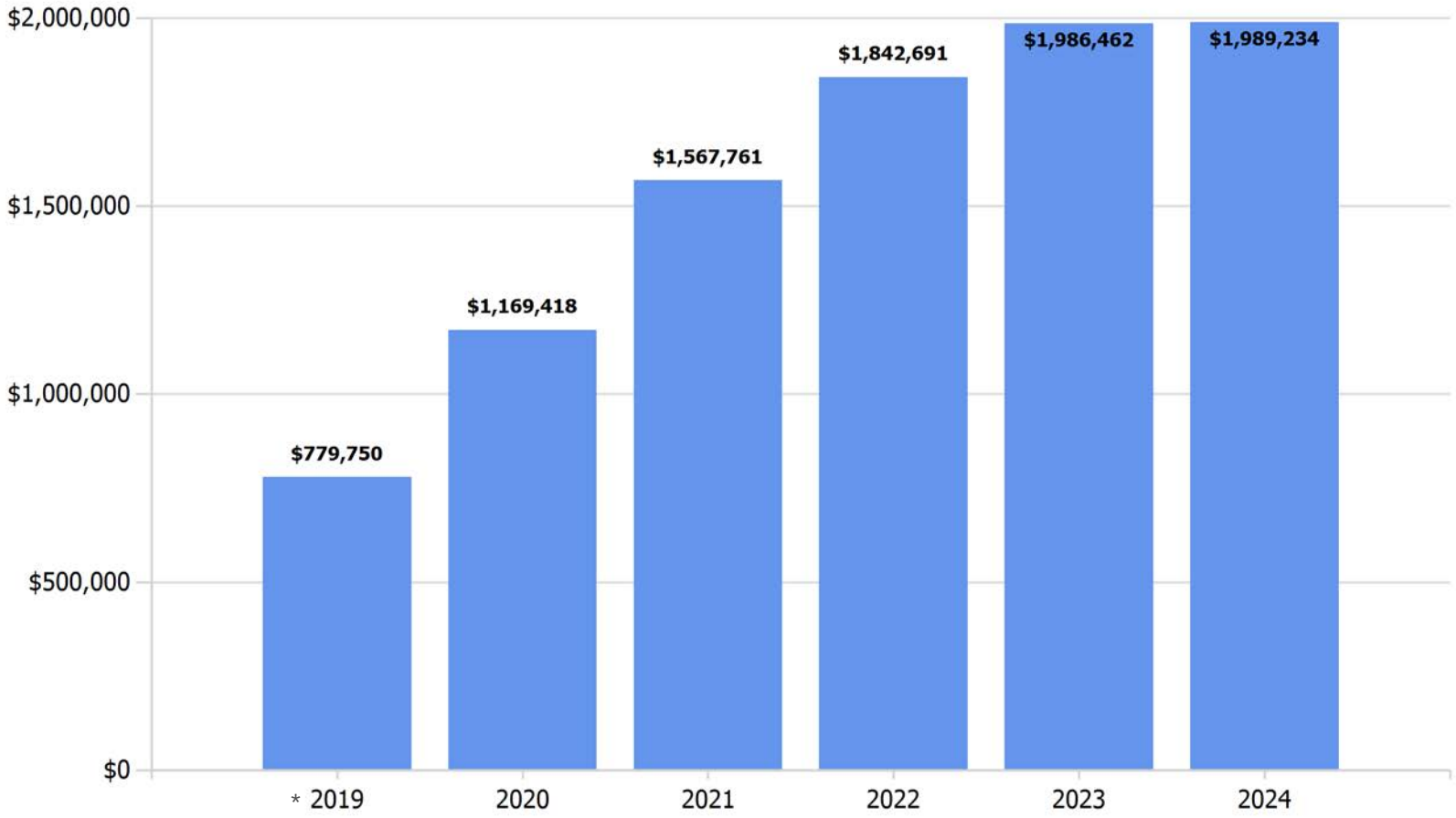
Delinquent Fees & Fines Annual Collections
Last 6 Years



***Current Year as of Reporting Month
***First Placement : June 2017

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Delinquent Fees & Fines Cumulative Collections



*Includes Prior Years

**Current Year as of Reporting Month
**First Placement : June 2017

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, AUGUST 13, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

Mayor Pro Tem Daniel Lopez

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: Mr. Gary Gores expressed concern regarding streets in Deer Trace area and overall tax rates.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from July 9, 2024, Regular Session Meeting
b. Minutes from July 23, 2024, Budget Workshop
c. Financial Statement for July 2024
d. 12-Month Attendance Record for July 2024
e. Investment Report for Quarter ending June 2024

Nora Munoz made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Chief of Police Michael Skillern introduced Officer Kyle Rayburn and Mayor Trey Wilkerson administered the Oath of Office.

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Item #3: Recognition of the 12U Dixie Allstar Team World Series Champions.

Mayor, Trey Wilkerson recognized the team and coaches for their accomplishments in front of Council and presented them with a Proclamation.

Item #4: Consideration and possible action to approve Ordinance 2024-08-001 for the third (3rd) amendment to the 2023-2024 Operating Budget.

Ray Williams, Jr. made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to excuse absences as requested by Councilman Ray Williams.

Councilmember Ray Williams, Jr. addressed Council.
Nora Munoz made a motion to approve and Schuyler Bacon second.
Unanimous vote to approve, none opposed, motion carries.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:33p.m.

Minutes of the August 13, 2024 Regular Session Meeting approved by council on this the 10th day of September, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a special called meeting in the City Hall Council Chambers, locatedat 400 Kenley, Diboll, Texas, on Tuesday, September 3, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: PUBLIC HEARING - 2024 Tax Year Proposed Property Tax Rate for City of Diboll.

Item #2: Consideration and possible action to approve Property Tax Rate Ordinance 2024-09-001.

Item #3: PUBLIC HEARING – First Reading of the Proposed 2024-2025 Fiscal Year Operating Budget for the City of Diboll.

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on August 30, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 08/30/2024

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NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of $0.583321 per $100 valuation has been proposed by the governing body of CITY OF DIBOLL.

PROPOSED TAX RATE	$0.583321 per $100
NO-NEW-REVENUE TAX RATE	$0.562800 per $100
VOTER-APPROVAL TAX RATE	$0.563323 per $100
DE MINIMIS RATE	$0.745293 per $100

The no-new-revenue tax rate is the tax rate for the 2024 tax year that will raise the same amount of property tax revenue for CITY OF DIBOLL from the same properties in both the 2023 tax year and the 2024 tax year.

The voter-approval rate is the highest tax rate that CITY OF DIBOLL may adopt without holding an election to seek voter approval of the rate, unless the de minimis rate for CITY OF DIBOLL exceeds the voter- approval rate for CITY OF DIBOLL.

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate for CITY OF DIBOLL, the rate that will raise $500,000, and the current debt rate for CITY OF DIBOLL.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that CITY OF DIBOLL is proposing to increase property taxes for the 2024 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 3, 2024 AT 5:15PM AT Diboll City Hall 400 Kenley Street Diboll, TX 75941.

The proposed tax rate is greater than the voter-approval tax rate but not greater than the de minimis rate and does not exceed the rate that allows voters to petition for an election under Section 26.075, Tax Code. If CITY OF DIBOLL adopts the proposed tax rate, the CITY OF DIBOLL is not required to hold an election so that voters may accept or reject the proposed tax rate and the qualified voters of the CITY OF DIBOLL may not petition the CITY OF DIBOLL to require an election to be held to determine whether to reduce the proposed tax rate.

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

Property tax amount= (tax rate) x (taxable value of your property)/100

Visit Texas.gov/PropertyTaxes to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by CITY OF DIBOLL last year to the taxes proposed to be imposed on the average residence homestead by CITY OF DIBOLL this year.

	2023	2024	Change
Total tax rate (per $100 of value)	$0.583321	$0.583321	increase of 0.000000, or 0.00%
Average homestead taxable value	$118,228	$126,307	increase of 8,079, or 6.83%
Tax on average homestead	$689.65	$736.78	increase of 47.13, or 6.83%
Total tax levy on all properties	$1,549,219	$1,602,395	increase of 53,176, or 3.43%

For assistance with tax calculations, please contact the Angelina County Tax Office at 936-634-8376 or www.angelinacounty.net.

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ORDINANCE No. 2024-09-001

TAX LEVY ORDINANCE OF THE CITY OF DIBOLL, TEXAS

WHEREAS the appraisal roll of the City of Diboll, Texas (the "City") for 2024 has been prepared and certified by the Angelina County Appraisal District; and

WHEREAS, following notice and hearings in accordance with applicable legal requirements and based upon said appraisal roll, the City Council has determined a tax rate to be levied for 2024 sufficient to provide the tax revenues required by the City, and

NOW THEREFORE BE IT ORDAINED BYTHE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS:

1. That there is hereby levied and ordered to be assessed and collected an ad valorem tax rate of $0.583321 on each One Hundred Dollars ($100.00) of assessed valuation for all taxable property located in the City of Diboll on the 1st day of January 2024, and not exempted from taxation by the constitution and laws of the State of Texas to provide for the expenses of the City of Diboll for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025. The said tax is made up of two components, as set forth in Section 2 and Section 3 of this Ordinance.

2. That $0.532976 on each One Hundred Dollars ($100.00) of said taxes shall be for the maintenance and operations of the City of Diboll.

3. That $0.050345 on each One Hundred Dollars ($100.00) of said taxes shall be for the purpose of paying interest and principal on the General Obligation and Certificates of Obligation debt for the City of Diboll.

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

5. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.90 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $7.26.

6. This ordinance shall be effective as of October 01, 2024 and upon its passage.

PASSED, APPROVED, AND ADOPTED on this 3th day of September, 2024

_____

Trey Wilkerson, Mayor

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ATTEST:

_____

Rosa Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF HEARINGS FOR THE FISCAL 2024-2025 PROPOSED BUDGET FOR THE CITY OF DIBOLL

Notice is hereby given that the City Council of the City of Diboll, Texas, will conduct two (2) Public Hearings on the Fiscal 2024-2025 Proposed Budget at the following scheduled City Council Meetings:

First Hearing: **Tuesday, September 3, 2024 at 5:15 pm**
Second Hearing: **Tuesday, September 10, 2024 at 5:15 pm**

Both hearings are scheduled to be held at the **Diboll City Hall Chambers**, located at 400 Kenley in Diboll.

A copy of the Fiscal 2024-2025 Proposed Budget for the City of Diboll may be reviewed on the City's website: www.cityofdiboll.com

All citizens are urged to attend and express your views at the following public hearings on the proposed budget.

Rosa M. Olvera

Rosa M. Olvera
City Secretary
City of Diboll

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PROPOSED

CITY OF DIBOLL
ANNUAL OPERATING BUDGET

FOR FISCAL YEAR
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

Trey Wilkerson
Mayor

CITY COUNCIL

Schuyler Bacon
District 1
Luis Maldonado
District 2
Nora Munoz
District 3

Daniel Lopez
Mayor Pro Tem, District 4
Ruben Terrazas
At Large Place 5
Ray Williams Jr.
At Large Place 6

Jason Arnold, City Manager
Sam Durham, Director of Finance

400 Kenley, Diboll TX 75941
Phone: 936-829-4757
Fax: 936-829-1179

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PROPOSED

CITY OF DIBOLL

Fiscal Year 2024-2025

S.B. 656 Notice

This budget will raise more revenue from property taxes than last year's budget by an amount of $53,176, which is a 3.43 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is $14,663.

The Members of the governing body voted on the Budget as follows: FOR:

AGAINST:

PRESENT

and not voting:

ABSENT:

Property Tax Rare Comparison

	2023-2024	2024-2025
Property Tax Rate:	$0.583321/100	$0.583321100
No New Revenue Tax Rate:	$0.545498/100	$0.562800/100
No New Revenue Maintenance & Operations	$0.491436/100	$0.513816/100
Voter Approval Rate	$0.718945/100	$0.563323/100
Debt Rate	$0.056726/100	$0.049462/100

Total debt obligation for CITY OF DIBOLL secured by property taxes: $1,470,000

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PROPOSED

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Budget Ordinance	*to be attached*
Fee Schedule Ordinance	*to be attached*
Water & Sewer Rate Ordinance	*to be attached*

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PROPOSED

CITY OF DIBOLL
FY2025 BUDGET
CALENDAR OF EVENTS

DATE	ACTION	RESPOSIBILITY	DESCRIPTION
April 29, 2024	Receive FY 24-25 Preliminary Property Values	Chief Appraiser Finance	Preliminary Ad Valorem revenue projections for FY 24-25 budget.
May 14, 2024	Mid-Year 24-25 Budget Amendment Submission to Council	City Manager	Mid-Year 24-25 Budget and transmittal letter submitted to City Council.
May 27-31, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Finance	Preliminary FY 24-25 Revenue and Expenditure estimates
June 3-7, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Finance City Manager	Review of preliminary FY 24-25 Revenue and Expenditure estimates
June 10-14, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Department Heads and Applicable Staff	Preliminary FY 24-25 Revenue and Expenditure estimates
June 14,2024	FY 22-23 Budget Request Submissions	Department Heads and Applicable Staff	Department Heads and Applicable Staff FY 24-25 Budget Request Submissions DUE and entered into Budget Mgmt. software.
	Completed FY 24-25 Dept. Budget Pages due to Finance	Department Heads and Applicable staff.	Completed FY 24-25 Departmental Budget Pages due to Finance Dept. including UPDATED Mission Statements. Description of Services, Work Program, and Performance Measures.
	Send FY 24-25 Budget Review Schedule to Department Heads	Finance	Schedule of meetings will be developed and sent to department heads.

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July 1-5, 2024	Departmental FY 24-25 Budget and Supplemental Request Reviews	Finance City Manager City Secretary Department Heads and Applicable Staff	Finance, City Manager, and City Secretary to meet with each Department Head to review FY 24-25 departmental budgets.
July 15-19, 2024	Review FY 24-25 budget line items.	Finance City Manager	Review of department FY 24-25 budgets for justification and details. Line items reviewed.
July 23, 2024	Council Budget Workshop	City Council Finance City Manager City Secretary Department Heads and Applicable Staff	Presentation and Council review of Preliminary FY 24-25 Budget, FY 24-25 Fee Schedule, FY 24-25 Tax Rates
	Establish meeting dates for Public hearings, Budget and tax	City Council	Council sets date for public hearings on the proposed budget and on the tax rate.
July 25, 2024 (by July 31, 2024)	Receive Certified Property Values	Chief Appraiser Finance	Complete Ad Valorem revenue projections for budget.
August 5, 2024	No-new-revenues and voter-approval Tax Rates Published	Tax Assessor/Collector Finance City Secretary	The effective tax rate for fiscal 24-25 is published in the local newspaper and City's website. Tex.Tax Code 26.04 (e).
August 5, 2024	File Draft Budget	Finance City Secretary	A copy of the Draft Budget Book is filed with the municipal clerk and is available for inspection by the public and published on the City's website.
August 26, 2024	Publish notice of budget hearing	Finance City Secretary	Publish notice of budget hearing in local newspaper and on the City's website.
August 26, 2024	Notice of Proposed Tax Rate	Finance City Secretary	1st ¼ Page notice in newspaper and City's Website. Must be published at least 7 days before public hearings.

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September 3, 2024	Budget Submission to Council	City Manager	Draft Budget submitted to City Council.
	Discussion and Vote on Proposed Tax Rate	City Council	Discussion and record vote of Council for the Proposed Tax Rate per Tax Code 26.06 (b-2)
	Public Hearing *	City Council City Secretary	A public hearing is held by Council to receive public input regarding the FY 24-25 Operating Budget. ***** Requires 72 hour Open Meeting Notice
	1st Reading of Budget Ordinance*	City Council	First reading of Budget Ordinance.
	1st Public Hearing on Tax Rate	City Council	First public hearing on proposed tax rate.
	1st Reading of Tax Rate Ordinance	City Council	First reading of Tax Rate Ordinance
	1st Reading Fee Schedule	City Council	First reading of Fee Schedule Ordinance
September 10, 2024	Public Hearing *	City Council City Secretary	A public hearing is held by Council to receive public input regarding the FY 24-25 Operating Budget. ***** Requires 72 hour Open Meeting Notice

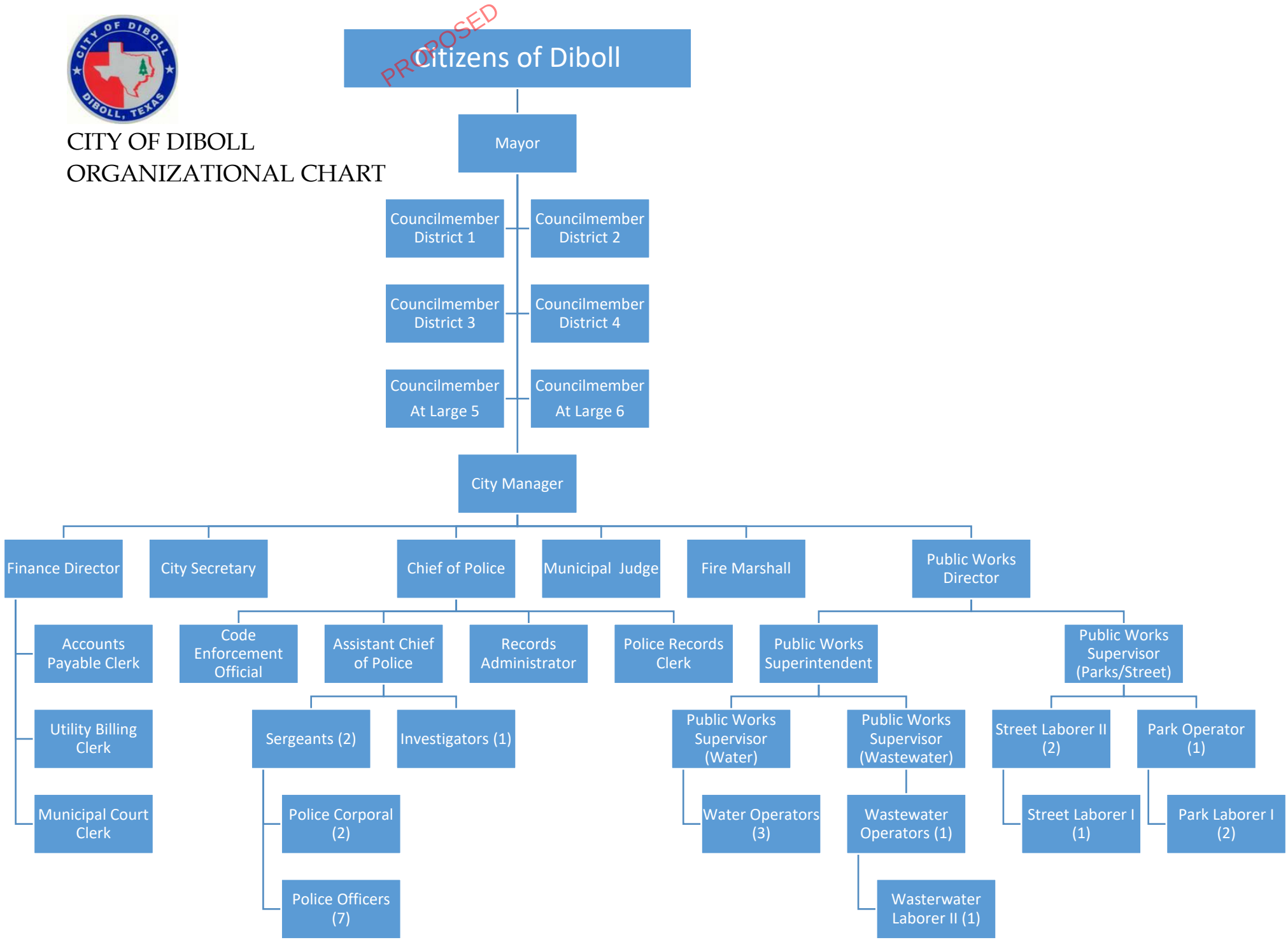
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PROPOSED

	2nd Reading of Budget Ordinance*	City Council	Second reading of Budget Ordinance and adoption.
	2nd Public Hearing on Tax Rate	City Council	Second public hearing on proposed tax rate.
	2nd Reading of Tax Rate Ordinance	City Council	Second reading of Tax Rate Ordinance and adoption.
	2nd Reading of Fee Schedule	City Council	Second reading of Fee Schedule Ordinance and adoption.
September 30, 2024	Distribution of Final Budget Document	Finance City Secretary	Final Budget Document published and distributed.

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CITY OF DIBOLL
ORGANIZATIONAL CHART



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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Police

Mission Statement

The mission of the Diboll Police Department is to effectively and efficiently provide for the protection of lives and property, preserve the public peace, and provide needed community services with the highest level of professionalism and ethical standards.

Description of Services

The Diboll Police Department is charged with protecting the citizens and property within the city limits of Diboll. This is accomplished by answering calls for service within the city, proactively patrolling during uncommitted time as well as monitoring traffic and issuing citations when appropriate. Additionally we investigate crimes after the fact in an attempt to bring those responsible to justice. The department also places a high value on community policing, interacting with the citizens and visitors in a non law enforcement setting whenever possible.

FY 2025 Goals

The department intends to complete the Texas Police Chief's Accreditation program during this fiscal year, ensuring the public that we are operating as a "Best Practices" agency. The department will also continue to focus on on citizen interactions, especially non law enforcement interactions which will allow us to become closer with and better known by our citizens. We will continue to be a transparent organization, as to keep the trust of our community. The department will also strive to maintain a full staffing level by keeping morale at the highest possible levels.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Code Compliance

Mission Statement

Code Compliance is dedicated to preserving a safe, clean, friendly community for all our citizens. We are committed to working with the public on compliance of City codes and State laws through education, awareness, and enforcement. Our goal is to inform, educate and provide a reasonable opportunity for voluntary compliance, and to take action when necessary. Code enforcement is a critical component to maintaining the health, safety, and vitality of the City of Diboll.

Description of Services

Communicate with property owners when you see violations. Give them the oppurtunity to correct the violation voluntarily. Working with owners and tenants to improve the value and apperance of properties and businesses in the City of Diboll. Investigate complaints made to the city concerning a property out of compliance. Monitor neighborhoods for violations. Follow-up on violations to confirm compliance. Work with Law Enforcement and Municipal Court to remedy violations. Issue building permits and certificates of occupancy. Coordinate with the Planning and Zoning Commission to correct or change zoning issues in the city.

FY 2025 Goals

Build trust and respect with the public. Educate the public about ordinances and State Laws that have to be followed in order to protect the community. Respond to issues and concerns in a timely manner. Strive to learn all Code Compliance responsibilities and become proficient in performing my duties.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Parks

Mission Statement

The City of Diboll Park and Recreation Departments mission is to champion lifelong recreation and serve as responsible stewards of the city's parks, trails, and cemeteries.

Description of Services

Just as water, sewer, and public safety are considered essential public services, parks are vitally important to establishing and maintaining the quality of life in a community, ensuring the health of families and youth, and contributing to the economic and environmental well-being of our community. We mow, weed-eat and maintain all the park grounds. Service and repair the restrooms in the park. Maintain the splash pad and pavilions. Repair Park equipment when needed. Pick up trash and empty trash receptacles in the park. Prepare and maintain our ball complex. Maintain Forest Haven Cemetery and Temple Cemetery grounds. Mow and weed-eat City Hall, water wells, median of HWY 59, red light medians, city entrance signs and the Police Department grounds.

FY 2025 Goals

Provide a safe and fun environment for all citizens in Old Orchard Park. Continue to work on updating the youth baseball complex. Keep all city properties manicured. Continue partnering with the other city departments to offer additional park enhancements to our citizens.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Street

Mission Statement

To provide a safe, efficient, and affordable system of movement of vehicle traffic through and within the city limits for residents and visitors.

Description of Services

The Street Department strives to improve, to the best of our ability, the quality of services the city provides for its citizens. This includes utilizing our Street Department to ensure our streets are adequately maintained. This also includes the mowing and upkeep of all the City of Diboll Street rights of way and other properties the city owns. The grounds maintenance crew is striving to make Diboll a cleaner and more beautiful place for everyone to live. We do this by patching potholes, installing new culverts and replace deteriorating old culverts, cleaning out ditch's to help with drainage, preparing city streets for inclement weather, keeping catch basins clear of debris and maintaining street lighting and signage.

FY 2025 Goals

Work on maintaining city streets. Mow and bush hog right of ways. Continue to clean out and dig ditches throughout the city. Replace culverts when requested.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Wastewater

Mission Statement

The mission of the Wastewater Department is to serve the community by treating the wastewater in a safe and cost effective manner. The wastewater department strives to meet all requirements set by TCEQ.

Description of Services

Wastewater is used water. It includes substances such as human waste, food scraps, oils, soaps and chemicals. In homes, this includes water from sinks, showers, bathtubs, toilets, washing machines and dishwashers. Businesses and industries also contribute their share of used water that must be cleaned. The major aim of wastewater treatment is to remove as much of the suspended solids as possible before the remaining water, called effluent, is discharged back to the environment. As solid material decays, it uses up oxygen, which is needed by the plants and animals living in the water. "Primary treatment" removes about 60 percent of suspended solids from wastewater. This treatment also involves aerating (stirring up) the wastewater, to put oxygen back in. Secondary treatment removes more than 90 percent of suspended solids.

FY 2025 Goals

Continue to stay in compliance with TCEQ. Get started on the plant upgrades. Get operators licensed through TCEQ and their Class B CDL. Maintain wastewater plant and lift stations for environmental safety of the citizens.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Water Utility

Mission Statement

The Water and Sewer Department is a customer service organization responsible for the treatment and distribution of high quality H2O, and disposal of wastewater. We will efficiently and effectively operate, protect, and manage all water infrastructure and water resources for the current and future needs of the community and the environment.

Description of Services

The Utility Department enables our community to thrive with clean water done right every time. The utility is responsible for providing drinking water and water service that protects human health and the environment. We Install and repair water mains, fire hydrants, check valves and water service lines, tap water mains, install sewer service taps, performs ground excavation work, manage AMI system for reliable readings and flush dead-end mains to meet TCEQ requirements. We maintain accurate records of all water well pump-age reports and logs of work performed including service orders, and accounting for time and materials used on various jobs. WE complete annual water use survey, water loss audit, consumer confidence reports and quarterly operating reports.

FY 2025 Goals

Meet all standards set by TCEQ in order to stay in compliance. Continue repairing water and sewer leaks. Replace old water meters for accurate readings. Submit annual water use survey, water loss audit, and consumer confidence report. Submit disinfectant level quarterly operating reports. Get all operators licensed through TCEQ.

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City of Diboll
2024-2025 Funds Overview

PROPOSED

Fund No.	Fund Description	Type	Description
01	General Fund	Unrestricted Governmental Fund	The general fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenues include local property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures include general government, public safety, public works, etc.
02	Utility Fund	Unrestricted Enterprise Fund	This fund is used to account for the provision of water, sewer, and garbage services to the residents of the City. Activities of the fund include administration, operations and maintenance of the water production and distribution system, water/garbage collection and treatment systems. The fund also accounts for the accumulation of resources for and the payment of long-term debt. All costs are financed through charges to utility customers.
03	Recreation Fund	Unrestricted Enterprise Fund	This fund is used to account for revenues and expenses for the maintenance, repairs, and upkeep of the City's golf course and Civic Center, as well as sports activated managed by the City.
04	Equipment Fund	Unrestricted Internal Service Fund	This fund is used to account for revenues and expenses related to services provided to the organizations inside the City on a cost reimbursement basis for equipment replacement.
05	Special Revenue Fund	Restricted Fiduciary Fund	This fund accounts for funds received from grants for specific purposes and is restricted to be spent
06	Hotel/Motel Fund	Restricted Nonmajor Governmental Fund	This fund accounts for funds derived from hotel/motel occupancy taxes and is legally restricted to promote tourism within the City.
07	Seized Fund	Restricted Nonmajor Governmental Fund	This fund is used to track drug seizures and related activity necessary for drug seizure operations.
08	Diboll Day Fund	Restricted	This fund is used to account for all financial transactions allocated for the support of the Diboll Booster Club's Biannual Diboll Day Community Fundraiser

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PROPOSED

09	Municipal Court Security Fund	Restricted Nonmajor Governmental Fund	This fund accounts for court feed that are legally restricted for court security expenses.
10	Municipal Court Technology Fund	Restricted Nonmajor Governmental Fund	This fund accounts for court fees that are legally restricted for court technology expenses.
11	PEG Fun	Restricted Nonmajor Governmental Fund	This fund accounts for fees received from cable franchises for the restricted use of public access television.
12	Red Light Fund	Unrestricted Nonmajor Governmental Fund	This fund accounts for the public safety activity pertaining to the inactive red light camera citations.
13	Debt Service Fund	Restricted Nonmajor Governmental Fund	This fund is used to account for the payment of interest/principal on all bonds and other long-term debt of governmental funds.
14	Endowment Fund	Restricted Fiduciary Fund	This fund is used to account for endowments invested for the purpose of supporting and maintaining the Lottie & Arthur Temple Civic Center, Forest Haven Cemetery, TLL Temple Library, Old Orchard Park, and the Temple Cemetery
15	Restricted Project Fund	Restricted Nonmajor Governmental Fund	This fund is used to account for all financial transactions for restricted Council Approved Projects.
16	MC Local Truancy Prevention Fund	Restricted Nonmajor Governmental Fund	This fund accounts for the court fees that are legally restricted for truancy prevention expenses.
17	MC Municipal Jury Fund	Restricted Nonmajor Governmental Fund	This fund accounts for the court fees legally restricted for jury expenses.
18	Keep Diboll Beautiful Fund	Restricted Nonmajor Governmental Fund	This fund accounts for grants and contributions restricted to the beautification and promotion of the City.
19	Street Project Fund	Restricted Nonmajor Governmental Fund	This fund accounts for State Infrastructure Bank Loan proceeds for street infrastructure improvements.
20	ARPA Fund	Restricted Nonmajor Governmental Fund	American Rescue Plan Grant fund is used to account for revenues and grant expenditures related to funds received through the federal government's COVID-19 response.

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City of Diboll
2024-2025 Budget Overview

PROPOSED

DEPARTMENTAL FUNDS

	2023-2024 Original Budget	2024-2025 Propoased Budget	Difference	% Diff
General Govt	2,312,548.00	2,638,775.00	326,227.00	14.11%
Municipal Court	303,792.00	262,825.00	(40,967.00)	-13.49%
Police	(1,656,082.00)	(1,867,187.00)	(211,105.00)	12.75%
Code Enforcement	(80,576.00)	(101,048.00)	(20,472.00)	25.41%
Fire	(178,915.00)	(149,892.00)	29,023.00	-16.22%
Parks	(243,489.00)	(269,450.00)	(25,961.00)	10.66%
Street	(457,278.00)	(514,023.00)	(56,745.00)	12.41%
GENERAL FUND	-	-	-	
Utility	(911,487.00)	637,772.00	1,549,259.00	-169.97%
Wastewater	911,487.00	(637,772.00)	(1,549,259.00)	-169.97%
UTILITY FUND	-	-	-	
Civic Center	19,900.00	20,000.00	100.00	0.50%
Recreation	(19,900.00)	(20,000.00)	(100.00)	0.50%
RECREATION FUND	-	-	-	
GENERAL BALANCED	-	-	-	
UTILITY BALANCED	-	-	-	
RECREATION BALANCED	-	-	-	
TOTAL	-	-	-	

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City of Diboll
2024-2025 Budget Overview

PROPOSED

DEPARTMENTAL FUNDS

		Revenues	Expenses	Transfers	To Fund Balance
Fund1	General Govt	2,814,093.00	(476,484.00)	651,802.00	2,638,775.00
	Municipal Court	364,093.00	101,268.00	-	262,825.00
	Police	-	1,856,867.00	10,320.00	(1,867,187.00)
	Code Enforcement	20,000.00	121,048.00		(101,048.00)
	Fire	-	149,892.00		(149,892.00)
	Parks	-	269,450.00		(269,450.00)
	Street	34,800.00	571,801.00	(22,978.00)	(514,023.00)
	Total General Fund	**3,232,986.00**	**2,593,842.00**	**639,144.00**	**-**
Fund 2	Utility	2,635,036.00	1,772,032.00	1,500,776.00	(637,772.00)
	Wastewater	1,221,151.00	583,379.00		637,772.00
	Total Utility Fund	**3,856,187.00**	**2,355,411.00**	**1,500,776.00**	**-**
Fund 3	Civic Center	35,000.00	(49,000.00)	64,000.00	20,000.00
	Recreation	30,100.00	50,100.00		(20,000.00)
	Total Recreation Fund	**65,100.00**	**1,100.00**	**64,000.00**	**-**
		7,154,273.00	**4,950,353.00**	**2,203,920.00**	**-**

RESTRICTED REVENUE FUNDS

		FY 2024 Est FB	Revenues	Expenses	Transfers	To/From Fund Balance	Est End Fund Balance
Fund 4	Equipment Fund	-	-	-	-	-	-
Fund 5	Special Revenue Fund	105,000.00	1,200.00	56,200.00	50,000.00	(105,000.00)	-
Fund 6	Hotel/Motel Tax Fund	22,500.00	14,000.00	-	14,000.00	-	22,500.00
Fund 7	Seized Fund	7,600.00	-	-	-	-	7,600.00
Fund 8	Diboll Day Fund		-	-	-	-	-
Fund 9	MC Security Fund	35,000.00	6,000.00	-	10,320.00	(4,320.00)	30,680.00
Fund 10	MC Tech Fund	13,000.00	7,000.00	12,000.00		(5,000.00)	8,000.00
Fund 11	PEG Fund	57,600.00				-	57,600.00
Fund 12	Red Light Fund	75,000.00				-	75,000.00
Fund 13	Debt Service Fund		135,569.00	1,007,516.00	(871,947.00)	-	-
Fund 14	Endowment Fund	80,000.00	8,050.00	-	-	8,050.00	88,050.00
Fund 15	Restricted Project Fund	262,000.00	-	136,000.00	-	(136,000.00)	126,000.00
Fund 16	MC Local Truency Prevention & Diversion Fund	26,000.00				-	26,000.00
Fund 17	MC Municipal Jury Fund	130.00				-	130.00
Fund 18	Keep Diboll Beautiful Fund	37,000.00		37,000.00		(37,000.00)	-
Fund 19	Street Project Fund	226,000.00		226,000.00		(226,000.00)	-
Fund 20	ARPA Fund	1,157,000.00		1,157,000.00		(1,157,000.00)	-
		2,103,830.00	**171,819.00**	**2,631,716.00**	**(797,627.00)**	**(1,662,270.00)**	**441,560.00**

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City of Diboll

PROPOSED

Budget Comparison Report
Account Detail

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 01 - General Fund								
Department: 01 - General Govt								
Revenue								
01-01-3200	Fines & Fees	0.00	0.00	82.32	0.00	0.00	0.00	0.00%
01-01-3300	Credit Card Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-01-3500	Franchise Tax	399,969.77	375,000.00	354,951.42	375,000.00	375,000.00	0.00	0.00%
01-01-3550	Payments in Lieu of Tax	75,754.05	50,842.00	53,150.78	50,842.00	12,000.00	-38,842.00	-76.40%
01-01-3600	Property Tax - Current	1,195,839.27	1,350,176.00	1,352,919.57	1,350,176.00	1,435,188.00	85,012.00	6.30%
01-01-3610	Property Tax - Delinquent	11,000.00	10,000.00	21,620.08	10,000.00	10,000.00	0.00	0.00%
01-01-3620	Property Tax - Penalties & Inte	11,000.00	10,000.00	22,445.73	10,000.00	10,000.00	0.00	0.00%
01-01-3700	Sales Tax	616,909.05	648,000.00	907,664.22	648,000.00	944,405.00	296,405.00	45.74%
01-01-3800	Interest Income	2,500.00	12,000.00	24,038.35	12,000.00	20,000.00	8,000.00	66.67%
01-01-3930	Cemetery Lots	5,000.00	2,500.00	10,500.00	2,500.00	5,000.00	2,500.00	100.00%
01-01-3940	Grant Proceeds	0.00	0.00	1,559.33	0.00	0.00	0.00	0.00%
01-01-3950	Miscellaneous	1,000.00	2,833.00	34,552.72	2,833.00	2,500.00	-333.00	-11.75%
01-01-3960	Donations	0.00	0.00	100.00	0.00	0.00	0.00	0.00%
01-01-3970	Reimbursements	0.00	0.00	7,996.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**2,318,972.14**	**2,461,351.00**	**2,791,580.52**	**2,461,351.00**	**2,814,093.00**	**352,742.00**	**14.33%**
Expense								
01-01-4000	Insurance - General Liability	8,920.80	7,208.00	6,880.82	7,208.00	7,570.00	362.00	5.02%
01-01-4001	Insurance - Property	965.32	1,163.00	1,260.20	1,163.00	1,386.00	223.00	19.17%
01-01-4003	Insurance - Public Officials	553.60	580.00	527.24	580.00	580.00	0.00	0.00%
01-01-4030	Bank Fees	450.00	400.00	99.00	400.00	950.00	550.00	137.50%
01-01-4040	Dues & Associations	4,236.00	5,252.00	3,692.00	5,252.00	4,583.00	-669.00	-12.74%
01-01-4041	Software & Subscriptions	106,393.00	106,525.00	85,731.51	106,525.00	60,650.00	-45,875.00	-43.07%
01-01-4043	Office & Janitorial Supplies	6,500.00	5,000.00	5,572.61	5,000.00	5,000.00	0.00	0.00%
01-01-4044	Postage & Shipping	2,803.00	350.00	5,268.68	350.00	350.00	0.00	0.00%
01-01-4045	Copy & Printing	2,640.00	5,196.00	2,830.10	5,196.00	5,196.00	0.00	0.00%
01-01-4046	Legal Notices	6,750.00	3,500.00	6,981.01	3,500.00	3,500.00	0.00	0.00%
01-01-4047	Elections	15,000.00	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00%
01-01-4048	Meetings	1,000.00	1,000.00	127.82	1,000.00	1,000.00	0.00	0.00%
01-01-4060	Contributions	26,220.00	26,930.00	23,050.04	26,930.00	25,930.00	-1,000.00	-3.71%
01-01-4070	Reimbursables	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00%

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-01-4100	Contractual Services	904.00	940.00	4,630.22	940.00	940.00	0.00	0.00%
01-01-4120	Intergov't Contract - Transport	21,000.00	21,000.00	15,750.00	21,000.00	21,000.00	0.00	0.00%
01-01-4150	Intergov't Contract - County	28,751.94	30,000.00	29,394.29	30,000.00	47,000.00	17,000.00	56.67%
01-01-4200	Professional Services	300.00	10,502.00	0.00	10,502.00	3,001.00	-7,501.00	-71.42%
01-01-4201	Professional Services - Legal	25,000.00	2,500.00	4,473.00	2,500.00	2,500.00	0.00	0.00%
01-01-4202	Professional Services - Finance	17,000.00	17,000.00	28,966.62	17,000.00	25,000.00	8,000.00	47.06%
01-01-4203	Professional Services - Enginee	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-01-4204	Professional Services - Equipm	3,240.00	800.00	0.00	800.00	800.00	0.00	0.00%
01-01-4210	Project Expense	0.00	49,751.32	22,439.35	49,751.32	20,000.00	-29,751.32	-59.80%
01-01-4300	Telephone & Internet Services	20,112.00	31,920.00	21,557.56	31,920.00	26,790.00	-5,130.00	-16.07%
01-01-4310	Utility Services	4,980.00	4,980.00	3,210.34	4,980.00	4,980.00	0.00	0.00%
01-01-4320	Security Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-01-4400	Building Repairs & Maint.	14,200.00	2,000.00	2,162.56	2,000.00	2,000.00	0.00	0.00%
01-01-4430	Ground Repairs & Maint.	4,750.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-01-4461	Small Equipment	1,000.00	2,625.00	33.96	2,625.00	1,500.00	-1,125.00	-42.86%
01-01-4480	Uniforms	450.00	600.00	32.00	600.00	600.00	0.00	0.00%
01-01-4495	Community Outreach	0.00	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
01-01-4500	Miscellaneous	0.00	0.00	883.46	0.00	0.00	0.00	0.00%
01-01-4800	Payroll - Salaries	623,305.20	321,944.00	269,163.46	321,944.00	342,976.00	21,032.00	6.53%
01-01-4810	Payroll - Overtime	161.00	800.00	366.81	800.00	800.00	0.00	0.00%
01-01-4814	Payroll - Comp	0.00	0.00	152.73	0.00	0.00	0.00	0.00%
01-01-4815	Payroll - Auto Allowance	7,800.00	7,800.00	6,600.00	7,800.00	7,800.00	0.00	0.00%
01-01-4816	Payroll - Certificate & Longevity	4,172.00	3,700.00	3,688.00	3,700.00	3,892.00	192.00	5.19%
01-01-4817	Payroll - Taxes	49,062.74	24,397.00	20,669.42	24,397.00	24,950.00	553.00	2.27%
01-01-4830	Payroll - Retirement Expense	97,289.35	48,638.00	41,712.72	48,638.00	50,400.00	1,762.00	3.62%
01-01-4840	Payroll - Health Benefits	45,527.74	29,313.00	22,342.81	29,313.00	49,507.00	20,194.00	68.89%
01-01-4850	Payroll - Workman's Comp	5,789.47	2,744.00	0.00	2,744.00	2,744.00	0.00	0.00%
01-01-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-01-4860	HR Onboarding	160.00	0.00	1,640.42	0.00	0.00	0.00	0.00%
01-01-4865	Personnel Screening	80.00	0.00	40.00	0.00	0.00	0.00	0.00%
01-01-4870	Training	8,780.00	8,780.00	2,502.26	8,780.00	9,180.00	400.00	4.56%
01-01-4880	Travel & Meals	14,880.00	16,680.00	14,210.12	16,680.00	36,565.00	19,885.00	119.21%
01-01-4895	Appreciation / Benevolence	3,500.00	3,500.00	3,448.27	3,500.00	3,500.00	0.00	0.00%
01-01-9999	Transfer / Balance	-698,572.00	-632,903.00	0.00	-632,903.00	-651,802.00	-18,899.00	2.99%
	Total Expense:	**487,055.16**	**185,115.32**	**672,091.41**	**185,115.32**	**175,318.00**	**-9,797.32**	**-5.29%**
	Total Department: 01 - General Govt:	**1,831,916.98**	**2,276,235.68**	**2,119,489.11**	**2,276,235.68**	**2,638,775.00**	**362,539.32**	**15.93%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 02 - Municipal Court								
Revenue								
01-02-3200	Fines & Fees	450,000.00	400,000.00	226,123.50	400,000.00	362,508.00	-37,492.00	-9.37%
01-02-3201	Time Payment Reimbursement	1,000.00	1,000.00	1,932.77	1,000.00	1,585.00	585.00	58.50%
	Total Revenue:	**451,000.00**	**401,000.00**	**228,056.27**	**401,000.00**	**364,093.00**	**-36,907.00**	**-9.20%**
Expense								
01-02-4040	Dues & Associations	75.00	101.00	264.95	101.00	101.00	0.00	0.00%
01-02-4041	Software & Subscriptions	9,220.00	10,595.00	9,220.00	10,595.00	10,595.00	0.00	0.00%
01-02-4043	Office & Janitorial Supplies	1,500.00	1,500.00	1,142.67	1,500.00	1,500.00	0.00	0.00%
01-02-4044	Postage & Shipping	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-02-4045	Copy & Printing	0.00	0.00	2,504.82	0.00	0.00	0.00	0.00%
01-02-4046	Legal Notices	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-02-4100	Contractual Services	1,620.00	1,728.00	84.00	1,728.00	1,728.00	0.00	0.00%
01-02-4200	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-02-4201	Professional Services - Legal	10,000.00	7,500.00	9,624.00	7,500.00	7,500.00	0.00	0.00%
01-02-4461	Small Equipment	500.00	500.00	0.00	500.00	0.00	-500.00	-100.00%
01-02-4800	Payroll - Salaries	112,940.94	56,544.00	46,447.35	56,544.00	59,375.00	2,831.00	5.01%
01-02-4810	Payroll - Overtime	232.00	800.00	758.37	800.00	800.00	0.00	0.00%
01-02-4816	Payroll - Certificate & Longevity	254.00	214.00	0.00	214.00	198.00	-16.00	-7.48%
01-02-4817	Payroll - Taxes	9,341.76	4,911.00	3,759.21	4,911.00	4,293.00	-618.00	-12.58%
01-02-4830	Payroll - Retirement Expense	14,080.25	5,440.00	4,347.64	5,440.00	5,460.00	20.00	0.37%
01-02-4840	Payroll - Health Benefits	13,183.18	5,978.00	5,609.50	5,978.00	8,321.00	2,343.00	39.19%
01-02-4850	Payroll - Workman's Comp	2,894.74	497.00	0.00	497.00	497.00	0.00	0.00%
01-02-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-02-4870	Training	350.00	300.00	875.00	300.00	300.00	0.00	0.00%
01-02-4880	Travel & Meals	1,200.00	600.00	288.00	600.00	600.00	0.00	0.00%
01-02-9999	Transfer / Balance	-400.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**176,991.87**	**97,208.00**	**84,925.51**	**97,208.00**	**101,268.00**	**4,060.00**	**4.18%**
	Total Department: 02 - Municipal Court:	**274,008.13**	**303,792.00**	**143,130.76**	**303,792.00**	**262,825.00**	**-40,967.00**	**-13.49%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 03 - Police								
Revenue								
01-03-3940	Grant Proceeds	26,783.00	0.00	28,172.69	0.00	0.00	0.00	0.00%
01-03-3950	Miscellaneous	0.00	8,100.00	8,472.00	8,100.00	0.00	-8,100.00	-100.00%
01-03-3960	Donations	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-03-3970	Reimbursements	-10,990.00	0.00	287.50	0.00	0.00	0.00	0.00%
	Total Revenue:	**18,793.00**	**8,100.00**	**36,932.19**	**8,100.00**	**0.00**	**-8,100.00**	**-100.00%**
Expense								
01-03-4001	Insurance - Property	3,378.62	4,070.00	6,000.25	4,070.00	4,850.00	780.00	19.16%
01-03-4002	Insurance - Fleet & equipment	8,178.67	7,529.00	7,848.79	7,529.00	10,400.00	2,871.00	38.13%
01-03-4005	Insurance - PD	12,879.99	10,032.00	9,601.06	10,032.00	10,560.00	528.00	5.26%
01-03-4010	Grant Expense	29,383.00	0.00	3,365.04	0.00	0.00	0.00	0.00%
01-03-4040	Dues & Associations	630.00	290.00	785.00	290.00	1,350.00	1,060.00	365.52%
01-03-4041	Software & Subscriptions	68,009.00	55,594.00	55,739.82	55,594.00	54,110.00	-1,484.00	-2.67%
01-03-4043	Office & Janitorial Supplies	3,500.00	4,800.00	4,195.62	4,800.00	4,625.00	-175.00	-3.65%
01-03-4044	Postage & Shipping	100.00	300.00	162.66	300.00	300.00	0.00	0.00%
01-03-4045	Copy & Printing	800.00	2,540.00	933.92	2,540.00	2,541.00	1.00	0.04%
01-03-4080	Capital Improvements	121,650.00	22,377.00	22,377.00	22,377.00	87,001.00	64,624.00	288.80%
01-03-4100	Contractual Services	2,510.00	760.00	788.06	760.00	1,300.00	540.00	71.05%
01-03-4170	Intergov't Contract - Dispatch S	120,000.00	120,000.00	0.00	120,000.00	120,000.00	0.00	0.00%
01-03-4204	Professional Services - Equipm	1,350.00	1,250.00	112.50	1,250.00	775.00	-475.00	-38.00%
01-03-4210	Project Expense	0.00	0.00	45,000.00	0.00	5,500.00	5,500.00	0.00%
01-03-4300	Telephone & Internet Services	12,520.00	24,000.00	18,185.50	24,000.00	61,020.00	37,020.00	154.25%
01-03-4310	Utility Services	3,900.00	5,400.00	4,047.26	5,400.00	5,400.00	0.00	0.00%
01-03-4400	Building Repairs & Maint.	1,000.00	2,200.00	1,418.01	2,200.00	2,250.00	50.00	2.27%
01-03-4440	Equipment Repairs & Maint.	2,000.00	2,000.00	45.19	2,000.00	2,000.00	0.00	0.00%
01-03-4450	Fleet Repairs & Maint.	12,000.00	25,187.68	29,532.77	25,187.68	25,001.00	-186.68	-0.74%
01-03-4461	Small Equipment	15,000.00	0.00	341.98	0.00	0.00	0.00	0.00%
01-03-4462	PD Equipment	7,500.00	9,650.00	5,733.09	9,650.00	10,955.00	1,305.00	13.52%
01-03-4463	PD K9	0.00	2,500.00	1,254.41	2,500.00	2,500.00	0.00	0.00%
01-03-4464	PD Ammo	3,000.00	3,000.00	765.88	3,000.00	3,000.00	0.00	0.00%
01-03-4471	Fuel	50,000.00	50,000.00	42,365.39	50,000.00	50,000.00	0.00	0.00%
01-03-4480	Uniforms	3,815.00	3,500.00	3,237.41	3,500.00	3,500.00	0.00	0.00%
01-03-4485	Uniform Maintenance	6,600.00	6,600.00	5,500.00	6,600.00	6,600.00	0.00	0.00%
01-03-4495	Community Outreach	0.00	2,000.00	839.93	2,000.00	1,200.00	-800.00	-40.00%
01-03-4500	Miscellaneous	7,900.00	0.00	856.38	0.00	0.00	0.00	0.00%
01-03-4800	Payroll - Salaries	1,761,903.08	945,536.00	736,053.13	945,536.00	984,259.00	38,723.00	4.10%
01-03-4810	Payroll - Overtime	25,000.00	38,600.00	48,886.43	38,600.00	25,000.00	-13,600.00	-35.23%
01-03-4816	Payroll - Certificate & Longevity	15,352.00	14,603.00	11,580.00	14,603.00	15,074.00	471.00	3.23%

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Budget Comparison Report

PROPOSED

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01-03-4817	Payroll - Taxes	139,666.17	73,213.00	61,196.00	73,213.00	70,542.00	-2,671.00	-3.65%
01-03-4830	Payroll - Retirement Expense	268,779.77	147,044.00	119,057.36	147,044.00	144,982.00	-2,062.00	-1.40%
01-03-4840	Payroll - Health Benefits	189,347.28	94,456.00	78,698.06	94,456.00	133,129.00	38,673.00	40.94%
01-03-4850	Payroll - Workman's Comp	20,263.16	17,783.00	17,688.75	17,783.00	17,783.00	0.00	0.00%
01-03-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-03-4870	Training	3,500.00	3,500.00	2,443.00	3,500.00	5,000.00	1,500.00	42.86%
01-03-4880	Travel & Meals	3,500.00	3,500.00	6,036.09	3,500.00	5,000.00	1,500.00	42.86%
01-03-9999	Transfer / Balance	0.00	-5,500.00	0.00	-5,500.00	-10,320.00	-4,820.00	87.64%
	Total Expense:	**2,924,915.74**	**1,698,314.68**	**1,352,671.74**	**1,698,314.68**	**1,867,187.00**	**168,872.32**	**9.94%**
	Total Department: 03 - Police:	**-2,906,122.74**	**-1,690,214.68**	**-1,315,739.55**	**-1,690,214.68**	**-1,867,187.00**	**-176,972.32**	**10.47%**

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Department: 04 - Code Compliance								
Revenue								
01-04-3210	Licenses & Permits	15,119.41	18,100.00	28,560.55	18,100.00	20,000.00	1,900.00	10.50%
	Total Revenue:	**15,119.41**	**18,100.00**	**28,560.55**	**18,100.00**	**20,000.00**	**1,900.00**	**10.50%**
Expense								
01-04-4002	Insurance - Fleet & equipment	803.12	737.00	770.14	737.00	850.00	113.00	15.33%
01-04-4041	Software & Subscriptions	3,000.00	2,993.00	3,968.00	2,993.00	2,993.00	0.00	0.00%
01-04-4043	Office & Janitorial Supplies	0.00	400.00	207.95	400.00	400.00	0.00	0.00%
01-04-4044	Postage & Shipping	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-04-4200	Professional Services	30,000.00	14,500.00	100.00	14,500.00	10,000.00	-4,500.00	-31.03%
01-04-4205	Professional Services - Inspecti	5,000.00	11,250.00	6,548.06	11,250.00	11,250.00	0.00	0.00%
01-04-4207	Professional Services - Animal	1,500.00	0.00	1,811.00	0.00	2,500.00	2,500.00	0.00%
01-04-4450	Fleet Repairs & Maint.	1,000.00	7,270.00	6,914.17	7,270.00	1,770.00	-5,500.00	-75.65%
01-04-4461	Small Equipment	400.00	105.00	0.00	105.00	105.00	0.00	0.00%
01-04-4470	Materials & Supplies	1,000.00	200.00	98.68	200.00	200.00	0.00	0.00%
01-04-4471	Fuel	1,800.00	2,000.00	1,840.57	2,000.00	4,000.00	2,000.00	100.00%
01-04-4480	Uniforms	200.00	200.00	198.11	200.00	200.00	0.00	0.00%
01-04-4800	Payroll - Salaries	78,624.00	41,496.00	40,953.62	41,496.00	60,543.00	19,047.00	45.90%
01-04-4810	Payroll - Overtime	229.00	1,100.00	219.65	1,100.00	1,100.00	0.00	0.00%
01-04-4816	Payroll - Certificate & Longevity	150.00	238.00	234.00	238.00	2,786.00	2,548.00	1,070.59%
01-04-4817	Payroll - Taxes	6,405.29	3,426.00	3,380.62	3,426.00	4,749.00	1,323.00	38.62%
01-04-4830	Payroll - Retirement Expense	12,143.71	6,420.00	6,157.92	6,420.00	8,918.00	2,498.00	38.91%
01-04-4840	Payroll - Health Benefits	13,183.18	5,978.00	5,572.00	5,978.00	8,321.00	2,343.00	39.19%
01-04-4850	Payroll - Workman's Comp	1,447.37	363.00	0.00	363.00	363.00	0.00	0.00%
01-04-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-04-4870	Training	300.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-04-4880	Travel & Meals	900.00	0.00	34.45	0.00	0.00	0.00	0.00%
	Total Expense:	**158,085.67**	**98,676.00**	**79,008.94**	**98,676.00**	**121,048.00**	**22,372.00**	**22.67%**
	Total Department: 04 - Code Compliance:	**-142,966.26**	**-80,576.00**	**-50,448.39**	**-80,576.00**	**-101,048.00**	**-20,472.00**	**25.41%**

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Budget Comparison Report

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Department: 05 - Fire								
Expense								
01-05-4001	Insurance - Property	965.32	1,163.00	1,260.20	1,163.00	1,385.00	222.00	19.09%
01-05-4002	Insurance - Fleet & equipment	8,981.79	8,266.00	8,618.93	8,266.00	9,480.00	1,214.00	14.69%
01-05-4004	Insurance - DVFD	8,222.55	7,300.00	7,821.00	7,300.00	8,605.00	1,305.00	17.88%
01-05-4040	Dues & Associations	1,825.00	1,825.00	60.00	1,825.00	1,825.00	0.00	0.00%
01-05-4100	Contractual Services	50,000.00	0.00	2,420.00	0.00	0.00	0.00	0.00%
01-05-4105	Stipends - Fire Chief	0.00	14,520.00	7,260.00	14,520.00	14,520.00	0.00	0.00%
01-05-4106	Stipends - Volunteers	0.00	40,000.00	45,985.00	40,000.00	50,000.00	10,000.00	25.00%
01-05-4200	Professional Services	1,560.00	1,560.00	0.00	1,560.00	0.00	-1,560.00	-100.00%
01-05-4205	Professional Services - Inspecti	5,100.00	5,100.00	4,973.27	5,100.00	5,100.00	0.00	0.00%
01-05-4300	Telephone & Internet Services	2,700.00	5,640.00	3,351.70	5,640.00	3,870.00	-1,770.00	-31.38%
01-05-4310	Utility Services	5,760.00	6,540.00	4,220.36	6,540.00	6,540.00	0.00	0.00%
01-05-4400	Building Repairs & Maint.	16,000.00	2,000.00	3,240.00	2,000.00	2,000.00	0.00	0.00%
01-05-4410	System & Structure Repairs & I	1,000.00	1,000.00	632.00	1,000.00	1,000.00	0.00	0.00%
01-05-4440	Equipment Repairs & Maint.	2,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-05-4450	Fleet Repairs & Maint.	5,100.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%
01-05-4460	Fleet Equipment	36,315.53	36,316.00	38,812.43	36,316.00	1.00	-36,315.00	-100.00%
01-05-4462	FD Equipment	14,900.00	13,000.00	0.00	13,000.00	9,000.00	-4,000.00	-30.77%
01-05-4471	Fuel	3,000.00	3,000.00	2,886.39	3,000.00	3,000.00	0.00	0.00%
01-05-4472	Chemicals	3,500.00	6,000.00	6,400.00	6,000.00	6,500.00	500.00	8.33%
01-05-4480	Uniforms	810.00	500.00	0.00	500.00	500.00	0.00	0.00%
01-05-4500	Miscellaneous	0.00	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00%
01-05-4800	Payroll - Salaries	15,970.50	7,986.00	6,435.00	7,986.00	7,986.00	0.00	0.00%
01-05-4817	Payroll - Taxes	1,471.21	834.00	628.64	834.00	715.00	-119.00	-14.27%
01-05-4835	Fireman's Pension	8,000.00	4,000.00	1,584.00	4,000.00	5,500.00	1,500.00	37.50%
01-05-4850	Payroll - Workman's Comp	1,447.37	365.00	0.00	365.00	365.00	0.00	0.00%
01-05-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-05-4870	Training	5,000.00	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00%
	Total Expense:	**199,629.27**	**178,915.00**	**148,588.92**	**178,915.00**	**149,892.00**	**-29,023.00**	**-16.22%**
	Total Department: 05 - Fire:	**199,629.27**	**178,915.00**	**148,588.92**	**178,915.00**	**149,892.00**	**-29,023.00**	**-16.22%**

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Department: 06 - Parks								
Revenue								
01-06-3960	Donations	0.00	10,700.00	10,700.00	10,700.00	0.00	-10,700.00	-100.00%
	Total Revenue:	**0.00**	**10,700.00**	**10,700.00**	**10,700.00**	**0.00**	**-10,700.00**	**-100.00%**
Expense								
01-06-4001	Insurance - Property	7,722.56	9,303.00	10,081.56	9,303.00	11,090.00	1,787.00	19.21%
01-06-4002	Insurance - Fleet & equipment	2,786.05	2,933.00	2,866.81	2,933.00	3,154.00	221.00	7.53%
01-06-4043	Office & Janitorial Supplies	2,400.00	1,400.00	1,439.38	1,400.00	2,700.00	1,300.00	92.86%
01-06-4080	Capital Improvements	16,745.00	1.00	0.00	1.00	1.00	0.00	0.00%
01-06-4210	Project Expense	0.00	10,700.00	13,151.03	10,700.00	0.00	-10,700.00	-100.00%
01-06-4300	Telephone & Internet Services	12,000.00	12,600.00	8,807.96	12,600.00	15,240.00	2,640.00	20.95%
01-06-4310	Utility Services	13,200.00	19,200.00	14,083.56	19,200.00	19,200.00	0.00	0.00%
01-06-4400	Building Repairs & Maint.	6,255.00	2,001.00	1,836.51	2,001.00	1,102.00	-899.00	-44.93%
01-06-4410	System & Structure Repairs & I	2,300.00	2,503.00	5,804.94	2,503.00	6,003.00	3,500.00	139.83%
01-06-4430	Ground Repairs & Maint.	4,200.00	6,400.00	11,098.75	6,400.00	11,200.00	4,800.00	75.00%
01-06-4440	Equipment Repairs & Maint.	2,800.00	6,500.00	5,626.14	6,500.00	8,700.00	2,200.00	33.85%
01-06-4450	Fleet Repairs & Maint.	3,200.00	7,500.00	7.54	7,500.00	7,650.00	150.00	2.00%
01-06-4460	Fleet Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-06-4461	Small Equipment	3,180.00	2,652.00	1,914.16	2,652.00	1,952.00	-700.00	-26.40%
01-06-4470	Materials & Supplies	3,250.00	7,250.00	6,423.68	7,250.00	7,200.00	-50.00	-0.69%
01-06-4471	Fuel	7,000.00	8,000.00	8,889.07	8,000.00	8,000.00	0.00	0.00%
01-06-4472	Chemicals	5,500.00	6,500.00	1,698.22	6,500.00	6,500.00	0.00	0.00%
01-06-4480	Uniforms	2,425.00	2,950.00	2,290.67	2,950.00	2,825.00	-125.00	-4.24%
01-06-4800	Payroll - Salaries	207,654.72	91,858.00	93,391.51	91,858.00	103,347.00	11,489.00	12.51%
01-06-4810	Payroll - Overtime	801.00	5,665.00	2,359.31	5,665.00	5,665.00	0.00	0.00%
01-06-4816	Payroll - Certificate & Longevity	1,180.00	1,668.00	1,156.00	1,668.00	1,398.00	-270.00	-16.19%
01-06-4817	Payroll - Taxes	16,198.05	7,088.00	7,938.48	7,088.00	7,774.00	686.00	9.68%
01-06-4830	Payroll - Retirement Expense	32,029.96	14,701.00	14,405.20	14,701.00	15,223.00	522.00	3.55%
01-06-4840	Payroll - Health Benefits	45,527.74	17,932.00	13,902.80	17,932.00	16,642.00	-1,290.00	-7.19%
01-06-4850	Payroll - Workman's Comp	4,342.11	6,884.00	0.00	6,884.00	6,884.00	0.00	0.00%
01-06-4870	Training	150.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**402,847.19**	**254,189.00**	**229,173.28**	**254,189.00**	**269,450.00**	**15,261.00**	**6.00%**
	Total Department: 06 - Parks:	**-402,847.19**	**-243,489.00**	**-218,473.28**	**-243,489.00**	**-269,450.00**	**-25,961.00**	**10.66%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 07 - Street								
Revenue								
01-07-3200	Fines & Fees	34,500.00	34,800.00	28,937.50	34,800.00	34,800.00	0.00	0.00%
	Total Revenue:	**34,500.00**	**34,800.00**	**28,937.50**	**34,800.00**	**34,800.00**	**0.00**	**0.00%**
Expense								
01-07-4002	Insurance - Fleet & equipment	4,834.71	4,730.00	4,701.87	4,730.00	5,170.00	440.00	9.30%
01-07-4043	Office & Janitorial Supplies	1,500.00	1,250.00	627.20	1,250.00	1,350.00	100.00	8.00%
01-07-4080	Capital Improvements	0.00	0.00	0.00	0.00	1.00	1.00	0.00%
01-07-4100	Contractual Services	250.00	300.00	300.00	300.00	300.00	0.00	0.00%
01-07-4102	Contractual Services - Lighting	88,325.00	73,200.00	56,408.06	73,200.00	68,400.00	-4,800.00	-6.56%
01-07-4310	Utility Services	4,200.00	4,200.00	3,248.22	4,200.00	4,200.00	0.00	0.00%
01-07-4400	Building Repairs & Maint.	4,200.00	1.00	0.00	1.00	2,001.00	2,000.00	00,000.00%
01-07-4420	Street Repairs & Maint.	139,200.00	198,001.00	52,782.64	198,001.00	183,000.00	-15,001.00	-7.58%
01-07-4440	Equipment Repairs & Maint.	10,450.00	8,650.00	4,218.72	8,650.00	6,200.00	-2,450.00	-28.32%
01-07-4450	Fleet Repairs & Maint.	7,200.00	7,900.00	4,658.52	7,900.00	10,350.00	2,450.00	31.01%
01-07-4461	Small Equipment	9,100.00	1,950.00	0.00	1,950.00	2,000.00	50.00	2.56%
01-07-4470	Materials & Supplies	10,200.00	10,000.00	8,599.02	10,000.00	9,350.00	-650.00	-6.50%
01-07-4471	Fuel	10,000.00	10,000.00	10,881.79	10,000.00	10,000.00	0.00	0.00%
01-07-4480	Uniforms	2,425.00	2,950.00	1,591.25	2,950.00	3,550.00	600.00	20.34%
01-07-4800	Payroll - Salaries	290,961.57	148,747.00	115,318.03	148,747.00	142,747.00	-6,000.00	-4.03%
01-07-4810	Payroll - Overtime	1,791.00	3,300.00	1,673.68	3,300.00	3,300.00	0.00	0.00%
01-07-4814	Payroll - Comp	0.00	0.00	92.22	0.00	0.00	0.00	0.00%
01-07-4816	Payroll - Certificate & Longevity	2,142.00	1,312.00	1,354.00	1,312.00	1,340.00	28.00	2.13%
01-07-4817	Payroll - Taxes	23,870.15	12,387.00	9,576.98	12,387.00	10,905.00	-1,482.00	-11.96%
01-07-4830	Payroll - Retirement Expense	45,122.26	22,916.00	17,658.32	22,916.00	21,027.00	-1,889.00	-8.24%
01-07-4840	Payroll - Health Benefits	46,754.52	17,935.00	21,008.02	17,935.00	33,283.00	15,348.00	85.58%
01-07-4850	Payroll - Workman's Comp	4,342.11	5,871.00	-5,741.88	5,871.00	5,871.00	0.00	0.00%
01-07-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-07-4870	Training	150.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-07-4880	Travel & Meals	0.00	500.00	0.00	500.00	500.00	0.00	0.00%
01-07-9999	Transfer / Balance	0.00	22,978.00	0.00	22,978.00	22,978.00	0.00	0.00%
	Total Expense:	**707,018.32**	**560,078.00**	**308,956.66**	**560,078.00**	**548,823.00**	**-11,255.00**	**-2.01%**
	Total Department: 07 - Street:	**-672,518.32**	**-525,278.00**	**-280,019.16**	**-525,278.00**	**-514,023.00**	**11,255.00**	**-2.14%**
	Total Fund: 01 - General Fund:	**-2,218,158.67**	**-138,445.00**	**249,350.57**	**-138,445.00**	**0.00**	**138,445.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 02 - Utility Fund								
Department: 08 - Wastewater								
Revenue								
02-08-3110	Utility - Sewer	1,154,201.00	1,462,551.00	819,015.25	1,462,551.00	1,221,151.00	-241,400.00	-16.51%
02-08-3940	Grant Proceeds	0.00	0.00	198,022.45	0.00	0.00	0.00	0.00%
02-08-3970	Reimbursements	0.00	0.00	1,630.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**1,154,201.00**	**1,462,551.00**	**1,018,667.70**	**1,462,551.00**	**1,221,151.00**	**-241,400.00**	**-16.51%**
Expense								
02-08-4001	Insurance - Property	9,653.20	11,628.00	12,601.96	11,628.00	13,875.00	2,247.00	19.32%
02-08-4002	Insurance - Fleet & equipment	1,753.72	1,815.00	1,687.67	1,815.00	1,860.00	45.00	2.48%
02-08-4010	Grant Expense	0.00	0.00	219,072.45	0.00	0.00	0.00	0.00%
02-08-4043	Office & Janitorial Supplies	1,600.00	1,750.00	1,152.04	1,750.00	1,950.00	200.00	11.43%
02-08-4070	Reimbursables	0.00	0.00	382.50	0.00	0.00	0.00	0.00%
02-08-4080	Capital Improvements	79,463.00	50,421.00	50,349.11	50,421.00	3.00	-50,418.00	-99.99%
02-08-4100	Contractual Services	2,220.00	720.00	1,000.00	720.00	520.00	-200.00	-27.78%
02-08-4200	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4204	Professional Services - Equipme	0.00	25,200.00	11,886.35	25,200.00	25,500.00	300.00	1.19%
02-08-4205	Professional Services - Inspecti	15,510.00	35,510.00	22,473.46	35,510.00	15,511.00	-19,999.00	-56.32%
02-08-4206	Professional Services - Systems	117,500.00	70,480.00	71,148.48	70,480.00	93,801.00	23,321.00	33.09%
02-08-4300	Telephone & Internet Services	600.00	2,460.00	963.26	2,460.00	2,460.00	0.00	0.00%
02-08-4310	Utility Services	75,600.00	68,400.00	55,900.93	68,400.00	68,400.00	0.00	0.00%
02-08-4400	Building Repairs & Maint.	2,000.00	7,000.00	6,443.00	7,000.00	10,000.00	3,000.00	42.86%
02-08-4410	System & Structure Repairs & M	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4440	Equipment Repairs & Maint.	2,700.00	1,400.00	1,375.53	1,400.00	600.00	-800.00	-57.14%
02-08-4450	Fleet Repairs & Maint.	5,800.00	1,500.00	1,047.73	1,500.00	8,330.00	6,830.00	455.33%
02-08-4461	Small Equipment	3,240.00	1,600.00	1,605.73	1,600.00	17,800.00	16,200.00	1,012.50%
02-08-4470	Materials & Supplies	10,000.00	16,800.00	9,123.56	16,800.00	13,300.00	-3,500.00	-20.83%
02-08-4471	Fuel	15,000.00	15,000.00	11,956.93	15,000.00	15,000.00	0.00	0.00%
02-08-4472	Chemicals	65,200.00	76,000.00	46,448.10	76,000.00	89,000.00	13,000.00	17.11%
02-08-4480	Uniforms	3,350.00	2,300.00	1,010.62	2,300.00	3,250.00	950.00	41.30%
02-08-4800	Payroll - Salaries	255,343.83	130,781.00	87,643.52	130,781.00	131,535.00	754.00	0.58%
02-08-4810	Payroll - Overtime	9,243.00	7,250.00	20,068.36	7,250.00	7,250.00	0.00	0.00%
02-08-4814	Payroll - Comp	0.00	0.00	87.10	0.00	0.00	0.00	0.00%
02-08-4816	Payroll - Certificate & Longevity	3,662.00	3,889.00	2,888.00	3,889.00	1,923.00	-1,966.00	-50.55%
02-08-4817	Payroll - Taxes	21,430.42	10,761.00	8,954.31	10,761.00	10,414.00	-347.00	-3.22%
02-08-4820	Payroll - FICA Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4825	Payroll - SUTA Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4830	Payroll - Retirement Expense	40,806.54	20,807.00	13,635.34	20,807.00	19,376.00	-1,431.00	-6.88%
02-08-4840	Payroll - Health Benefits	39,549.54	17,935.00	9,537.06	17,935.00	24,962.00	7,027.00	39.18%

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
02-08-4850	Payroll - Workman's Comp	4,342.11	1,657.00	0.00	1,657.00	1,657.00	0.00	0.00%
02-08-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4870	Training	1,650.00	2,700.00	472.00	2,700.00	2,702.00	2.00	0.07%
02-08-4880	Travel & Meals	1,000.00	2,400.00	324.88	2,400.00	2,400.00	0.00	0.00%
	Total Expense:	**788,217.36**	**588,164.00**	**671,239.98**	**588,164.00**	**583,379.00**	**-4,785.00**	**-0.81%**
	Total Department: 08 - Wastewater:	**365,983.64**	**874,387.00**	**347,427.72**	**874,387.00**	**637,772.00**	**-236,615.00**	**-27.06%**

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Department: 09 - Utility								
Revenue								
02-09-3100	Utility - Water	1,434,916.00	1,558,846.00	1,243,635.61	1,558,846.00	1,870,196.00	311,350.00	19.97%
02-09-3120	Utility - Garbage	720,000.00	696,000.00	605,355.70	696,000.00	723,840.00	27,840.00	4.00%
02-09-3130	Penalties & Interest	25,000.00	25,000.00	1,248,120.13	25,000.00	25,000.00	0.00	0.00%
02-09-3300	Credit Card Fees	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-09-3800	Interest Income	300.00	8,000.00	16,787.85	8,000.00	16,000.00	8,000.00	100.00%
02-09-3803	Endowment / Investment Inter	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-09-3940	Grant Proceeds	0.00	0.00	21,050.00	0.00	0.00	0.00	0.00%
02-09-3945	Loan Proceeds	0.00	0.00	230,450.00	0.00	0.00	0.00	0.00%
02-09-3950	Miscellaneous	0.00	0.00	15,126.19	0.00	0.00	0.00	0.00%
02-09-3970	Reimbursements	0.00	0.00	18,808.50	0.00	0.00	0.00	0.00%
	Total Revenue:	**2,181,216.00**	**2,287,846.00**	**3,399,333.98**	**2,287,846.00**	**2,635,036.00**	**347,190.00**	**15.18%**
Expense								
02-09-4001	Insurance - Property	10,618.51	12,791.00	13,862.16	12,791.00	15,296.00	2,505.00	19.58%
02-09-4002	Insurance - Fleet & equipment	4,310.55	4,008.00	4,145.48	4,008.00	4,560.00	552.00	13.77%
02-09-4030	Bank Fees	9,360.00	2,340.00	660.10	2,340.00	2,340.00	0.00	0.00%
02-09-4041	Software & Subscriptions	59,322.00	40,739.00	15,502.00	40,739.00	44,440.00	3,701.00	9.08%
02-09-4043	Office & Janitorial Supplies	1,600.00	1,450.00	417.79	1,450.00	1,550.00	100.00	6.90%
02-09-4044	Postage & Shipping	0.00	11,490.00	4,872.02	11,490.00	12,440.00	950.00	8.27%
02-09-4070	Reimbursables	0.00	0.00	20,988.50	0.00	0.00	0.00	0.00%
02-09-4080	Capital Improvements	15,275.00	10,000.00	24,571.39	10,000.00	2.00	-9,998.00	-99.98%
02-09-4100	Contractual Services	520.00	520.00	450.00	520.00	5,520.00	5,000.00	961.54%
02-09-4101	Contractual Services - Garbage	700,000.00	684,000.00	599,369.79	684,000.00	696,000.00	12,000.00	1.75%
02-09-4130	Intergov't Contract - Utility Pur	15,000.00	15,000.00	28,675.72	15,000.00	10,080.00	-4,920.00	-32.80%
02-09-4203	Professional Services - Enginee	0.00	0.00	170,787.50	0.00	0.00	0.00	0.00%
02-09-4204	Professional Services - Equipme	15,900.00	23,500.00	20,772.98	23,500.00	22,501.00	-999.00	-4.25%
02-09-4205	Professional Services - Inspecti	3,800.00	4,605.00	4,603.55	4,605.00	5,004.00	399.00	8.66%
02-09-4206	Professional Services - Systems	45,600.00	50,600.00	10,280.28	50,600.00	31,604.00	-18,996.00	-37.54%
02-09-4300	Telephone & Internet Services	8,460.00	10,860.00	12,798.78	10,860.00	5,280.00	-5,580.00	-51.38%
02-09-4310	Utility Services	65,520.00	65,700.00	56,508.88	65,700.00	65,700.00	0.00	0.00%
02-09-4400	Building Repairs & Maint.	11,300.00	18,000.00	99.10	18,000.00	2.00	-17,998.00	-99.99%
02-09-4410	System & Structure Repairs & I	121,200.00	125,396.00	123,758.24	125,396.00	138,000.00	12,604.00	10.05%
02-09-4411	Sanitary Sewer Overflow (SSO)	100,000.00	100,000.00	0.00	100,000.00	100,000.00	0.00	0.00%
02-09-4440	Equipment Repairs & Maint.	9,800.00	10,000.00	10,466.51	10,000.00	18,000.00	8,000.00	80.00%
02-09-4450	Fleet Repairs & Maint.	7,400.00	9,125.00	8,757.40	9,125.00	16,175.00	7,050.00	77.26%
02-09-4461	Small Equipment	16,000.00	14,900.00	5,985.98	14,900.00	20,000.00	5,100.00	34.23%
02-09-4470	Materials & Supplies	4,800.00	7,300.00	6,035.69	7,300.00	9,900.00	2,600.00	35.62%
02-09-4471	Fuel	20,000.00	20,000.00	17,441.11	20,000.00	20,000.00	0.00	0.00%

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02-09-4472	Chemicals	49,800.00	81,600.00	52,881.46	81,600.00	87,600.00	6,000.00	7.35%
02-09-4480	Uniforms	3,650.00	4,150.00	2,803.49	4,150.00	5,475.00	1,325.00	31.93%
02-09-4800	Payroll - Salaries	500,462.55	256,329.00	240,680.70	256,329.00	302,704.00	46,375.00	18.09%
02-09-4810	Payroll - Overtime	11,937.00	10,875.00	18,263.58	10,875.00	10,875.00	0.00	0.00%
02-09-4814	Payroll - Comp	0.00	0.00	670.13	0.00	0.00	0.00	0.00%
02-09-4816	Payroll - Certificate & Longevity	4,382.00	4,994.00	3,944.00	4,994.00	6,071.00	1,077.00	21.57%
02-09-4817	Payroll - Taxes	40,845.00	20,426.00	21,074.12	20,426.00	23,009.00	2,583.00	12.65%
02-09-4830	Payroll - Retirement Expense	79,004.70	40,276.00	39,114.75	40,276.00	38,077.00	-2,199.00	-5.46%
02-09-4840	Payroll - Health Benefits	79,099.08	35,869.00	33,370.29	35,869.00	41,603.00	5,734.00	15.99%
02-09-4850	Payroll - Workman's Comp	8,684.21	7,861.00	0.00	7,861.00	7,861.00	0.00	0.00%
02-09-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-09-4870	Training	2,350.00	3,160.00	111.00	3,160.00	3,163.00	3.00	0.09%
02-09-4880	Travel & Meals	100.00	1,200.00	0.00	1,200.00	1,200.00	0.00	0.00%
02-09-9999	Transfer / Balance	1,116,149.50	1,500,270.00	464,467.00	1,500,270.00	1,500,776.00	506.00	0.03%
	Total Expense:	**3,142,250.10**	**3,209,334.00**	**2,039,191.47**	**3,209,334.00**	**3,272,808.00**	**63,474.00**	**1.98%**
	Total Department: 09 - Utility:	**-961,034.10**	**-921,488.00**	**1,360,142.51**	**-921,488.00**	**-637,772.00**	**283,716.00**	**-30.79%**
	Total Fund: 02 - Utility Fund:	**-595,050.46**	**-47,101.00**	**1,707,570.23**	**-47,101.00**	**0.00**	**47,101.00**	**-100.00%**

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Fund: 03 - Recreation Fund								
Department: 11 - Civic Center								
Revenue								
03-11-3900	Rental Fees	28,000.00	30,000.00	37,300.00	30,000.00	35,000.00	5,000.00	16.67%
03-11-3960	Donations	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**29,000.00**	**30,000.00**	**37,300.00**	**30,000.00**	**35,000.00**	**5,000.00**	**16.67%**
Expense								
03-11-4001	Insurance - Property	482.66	600.00	630.10	600.00	695.00	95.00	15.83%
03-11-4002	Insurance - Fleet & equipment	147.47	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4040	Dues & Associations	125.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4042	Advertising & Promotions	375.00	214.00	199.09	214.00	214.00	0.00	0.00%
03-11-4043	Office & Janitorial Supplies	2,810.00	1,200.00	1,190.43	1,200.00	7,460.00	6,260.00	521.67%
03-11-4100	Contractual Services	4,550.00	1,450.00	1,163.10	1,450.00	1,450.00	0.00	0.00%
03-11-4200	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4300	Telephone & Internet Services	3,312.00	5,496.00	4,723.13	5,496.00	3,636.00	-1,860.00	-33.84%
03-11-4310	Utility Services	19,080.00	19,080.00	16,707.37	19,080.00	20,100.00	1,020.00	5.35%
03-11-4320	Security Services	855.40	1,760.00	1,214.75	1,760.00	1,760.00	0.00	0.00%
03-11-4400	Building Repairs & Maint.	2,500.00	800.00	763.50	800.00	13,685.00	12,885.00	1,610.63%
03-11-4430	Ground Repairs & Maint.	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4440	Equipment Repairs & Maint.	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4450	Fleet Repairs & Maint.	1,100.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4461	Small Equipment	1,300.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4471	Fuel	100.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4800	Payroll - Salaries	26,339.04	28,327.00	0.00	28,327.00	30,000.00	1,673.00	5.91%
03-11-4810	Payroll - Overtime	399.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4816	Payroll - Certificate & Longevity	886.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4817	Payroll - Taxes	2,132.09	2,072.00	0.00	2,072.00	0.00	-2,072.00	-100.00%
03-11-4830	Payroll - Retirement Expense	4,215.92	4,269.00	0.00	4,269.00	0.00	-4,269.00	-100.00%
03-11-4840	Payroll - Health Benefits	7,204.98	5,979.00	0.00	5,979.00	0.00	-5,979.00	-100.00%
03-11-4850	Payroll - Workman's Comp	1,447.37	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-9999	Transfer / Balance	-82,200.00	-61,147.00	0.00	-61,147.00	-64,000.00	-2,853.00	4.67%
	Total Expense:	**-1,838.07**	**10,100.00**	**26,591.47**	**10,100.00**	**15,000.00**	**4,900.00**	**48.51%**
	Total Department: 11 - Civic Center:	**30,838.07**	**19,900.00**	**10,708.53**	**19,900.00**	**20,000.00**	**100.00**	**0.50%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 12 - Recreation								
Revenue								
03-12-3910	Lease Fees	30,100.00	30,100.00	25,898.03	30,100.00	30,100.00	0.00	0.00%
03-12-3920	Sports Fees	0.00	0.00	1,650.00	0.00	0.00	0.00	0.00%
03-12-3960	Donations	6,700.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**36,800.00**	**30,100.00**	**27,548.03**	**30,100.00**	**30,100.00**	**0.00**	**0.00%**
Expense								
03-12-4310	Utility Services	30,000.00	30,000.00	26,675.50	30,000.00	30,000.00	0.00	0.00%
03-12-4410	System & Structure Repairs & M	36,900.00	20,000.00	8,354.02	20,000.00	20,100.00	100.00	0.50%
	Total Expense:	**66,900.00**	**50,000.00**	**35,029.52**	**50,000.00**	**50,100.00**	**100.00**	**0.20%**
	Total Department: 12 - Recreation:	**-30,100.00**	**-19,900.00**	**-7,481.49**	**-19,900.00**	**-20,000.00**	**-100.00**	**0.50%**
	Total Fund: 03 - Recreation Fund:	**738.07**	**0.00**	**3,227.04**	**0.00**	**0.00**	**0.00**	**0.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 05 - Special Revenue Fund								
Department: 01 - General Govt								
Revenue								
05-01-3950	Employee Appreciation Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Expense								
05-01-4216	Keeler	626.26	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**626.26**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 01 - General Govt:	**-626.26**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Budget Comparison Report

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 03 - Police								
Revenue								
05-03-3940	Grant Proceeds	0.00	2,941.17	1,330.96	2,941.17	1,200.00	-1,741.17	-59.20%
05-03-3950	Miscellaneous	1,200.00	169,613.00	0.00	169,613.00	0.00	-169,613.00	-100.00%
	Total Revenue:	**1,200.00**	**172,554.17**	**1,330.96**	**172,554.17**	**1,200.00**	**-171,354.17**	**-99.30%**
Expense								
05-03-4212	PD Project - LEOSE	2,403.93	5,344.17	4,217.64	5,344.17	1,200.00	-4,144.17	-77.55%
	Total Expense:	**2,403.93**	**5,344.17**	**4,217.64**	**5,344.17**	**1,200.00**	**-4,144.17**	**-77.55%**
	Total Department: 03 - Police:	**-1,203.93**	**167,210.00**	**-2,886.68**	**167,210.00**	**0.00**	**-167,210.00**	**-100.00%**

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Budget Comparison Report

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 06 - Parks								
Revenue								
05-06-3940	Grant Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Expense								
05-06-4214	Keeler - Sports Complex	0.00	15,488.00	6,936.54	15,488.00	0.00	-15,488.00	-100.00%
05-06-4217	Keeler - Parks	17,250.00	6,000.00	1,632.50	6,000.00	0.00	-6,000.00	-100.00%
	Total Expense:	**17,250.00**	**21,488.00**	**8,569.04**	**21,488.00**	**0.00**	**-21,488.00**	**-100.00%**
	Total Department: 06 - Parks:	**-17,250.00**	**-21,488.00**	**-8,569.04**	**-21,488.00**	**0.00**	**21,488.00**	**-100.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 11 - Civic Center								
Revenue								
05-11-3940	Grant Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Expense								
05-11-4213	Keeler - Civic Center	53,273.10	86,736.00	73,409.97	86,736.00	55,000.00	-31,736.00	-36.59%
05-11-9999	Transfer / Balance	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00%
	Total Expense:	**53,273.10**	**86,736.00**	**73,409.97**	**86,736.00**	**105,000.00**	**18,264.00**	**21.06%**
	Total Department: 11 - Civic Center:	**-53,273.10**	**-86,736.00**	**-73,409.97**	**-86,736.00**	**-105,000.00**	**-18,264.00**	**21.06%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 12 - Recreation								
Expense								
05-12-4215	Keeler - Baseball	7,788.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**7,788.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 12 - Recreation:	**7,788.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 05 - Special Revenue Fund:	**-80,141.29**	**58,986.00**	**-84,865.69**	**58,986.00**	**-105,000.00**	**-163,986.00**	**-278.01%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 06 - Hotel/Motel Tax Fund								
Department: 01 - General Govt								
Revenue								
06-01-3400	Hotel / Motel Tax	20,000.00	14,000.00	7,315.38	14,000.00	14,000.00	0.00	0.00%
06-01-3950	Miscellaneous	0.00	31,000.00	0.00	31,000.00	0.00	-31,000.00	-100.00%
	Total Revenue:	**20,000.00**	**45,000.00**	**7,315.38**	**45,000.00**	**14,000.00**	**-31,000.00**	**-68.89%**
Expense								
06-01-4042	Advertising & Promotions	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
06-01-9999	Transfer / Balance	66,000.00	35,250.00	0.00	35,250.00	14,000.00	-21,250.00	-60.28%
	Total Expense:	**70,000.00**	**35,250.00**	**0.00**	**35,250.00**	**14,000.00**	**-21,250.00**	**-60.28%**
	Total Department: 01 - General Govt:	**-50,000.00**	**9,750.00**	**7,315.38**	**9,750.00**	**0.00**	**-9,750.00**	**-100.00%**
	Total Fund: 06 - Hotel/Motel Tax Fund:	**-50,000.00**	**9,750.00**	**7,315.38**	**9,750.00**	**0.00**	**-9,750.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 07 - Seized Fund								
Department: 03 - Police								
Revenue								
07-03-3800	Interest Income	0.00	0.00	12.73	0.00	0.00	0.00	0.00%
07-03-3950	Miscellaneous	0.00	7,604.00	0.00	7,604.00	0.00	-7,604.00	-100.00%
	Total Revenue:	**0.00**	**7,604.00**	**12.73**	**7,604.00**	**0.00**	**-7,604.00**	**-100.00%**
Expense								
07-03-9999	Transfer / Balance	0.00	1,500.00	0.00	1,500.00	0.00	-1,500.00	-100.00%
	Total Expense:	**0.00**	**1,500.00**	**0.00**	**1,500.00**	**0.00**	**-1,500.00**	**-100.00%**
	Total Department: 03 - Police:	**0.00**	**6,104.00**	**12.73**	**6,104.00**	**0.00**	**-6,104.00**	**-100.00%**
	Total Fund: 07 - Seized Fund:	**0.00**	**6,104.00**	**12.73**	**6,104.00**	**0.00**	**-6,104.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 08 - Diboll Day Fund								
Department: 01 - General Govt								
Expense								
08-01-4043	Office & Janitorial Supplies	0.00	1,500.00	0.00	1,500.00	1.00	-1,499.00	-99.93%
08-01-4200	Professional Services	0.00	6,000.00	0.00	6,000.00	1.00	-5,999.00	-99.98%
08-01-4470	Materials & Supplies	0.00	5,500.00	0.00	5,500.00	1.00	-5,499.00	-99.98%
08-01-4480	Uniforms	0.00	750.00	0.00	750.00	1.00	-749.00	-99.87%
08-01-4800	Personnel	0.00	2,000.00	0.00	2,000.00	1.00	-1,999.00	-99.95%
08-01-9999	Transfer / Balance	0.00	-15,750.00	0.00	-15,750.00	-5.00	15,745.00	-99.97%
	Total Expense:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 01 - General Govt:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 08 - Diboll Day Fund:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Budget Comparison Report

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 09 - MC Security Fund								
Department: 02 - Municipal Court								
Revenue								
09-02-3200	Fines & Fees	7,000.00	7,168.00	8,214.76	7,168.00	6,000.00	-1,168.00	-16.29%
09-02-3950	Miscellaneous	0.00	11,211.00	0.00	11,211.00	0.00	-11,211.00	-100.00%
	Total Revenue:	**7,000.00**	**18,379.00**	**8,214.76**	**18,379.00**	**6,000.00**	**-12,379.00**	**-67.35%**
Expense								
09-02-4320	Security Services	0.00	3,168.00	0.00	3,168.00	0.00	-3,168.00	-100.00%
09-02-9999	Transfer / Balance	7,000.00	4,000.00	0.00	4,000.00	10,320.00	6,320.00	158.00%
	Total Expense:	**7,000.00**	**7,168.00**	**0.00**	**7,168.00**	**10,320.00**	**3,152.00**	**43.97%**
	Total Department: 02 - Municipal Court:	**0.00**	**11,211.00**	**8,214.76**	**11,211.00**	**-4,320.00**	**-15,531.00**	**-138.53%**
	Total Fund: 09 - MC Security Fund:	**0.00**	**11,211.00**	**8,214.76**	**11,211.00**	**-4,320.00**	**-15,531.00**	**-138.53%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 10 - MC Tech Fund								
Department: 02 - Municipal Court								
Revenue								
10-02-3200	Fines & Fees	7,000.00	7,008.00	7,049.05	7,008.00	7,000.00	-8.00	-0.11%
10-02-3950	Miscellaneous	0.00	7,105.00	0.00	7,105.00	0.00	-7,105.00	-100.00%
	Total Revenue:	**7,000.00**	**14,113.00**	**7,049.05**	**14,113.00**	**7,000.00**	**-7,113.00**	**-50.40%**
Expense								
10-02-4300	Telephone & Internet Services	5,070.00	7,008.00	2,394.39	7,008.00	12,000.00	4,992.00	71.23%
	Total Expense:	**5,070.00**	**7,008.00**	**2,394.39**	**7,008.00**	**12,000.00**	**4,992.00**	**71.23%**
	Total Department: 02 - Municipal Court:	**1,930.00**	**7,105.00**	**4,654.66**	**7,105.00**	**-5,000.00**	**-12,105.00**	**-170.37%**
	Total Fund: 10 - MC Tech Fund:	**1,930.00**	**7,105.00**	**4,654.66**	**7,105.00**	**-5,000.00**	**-12,105.00**	**-170.37%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 11 - PEG Fund								
Department: 01 - General Govt								
Revenue								
11-01-3500	Franchise Tax	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
11-01-3950	Miscellaneous	0.00	57,602.00	0.00	57,602.00	0.00	-57,602.00	-100.00%
	Total Revenue:	**4,000.00**	**57,602.00**	**0.00**	**57,602.00**	**0.00**	**-57,602.00**	**-100.00%**
	Total Department: 01 - General Govt:	**4,000.00**	**57,602.00**	**0.00**	**57,602.00**	**0.00**	**-57,602.00**	**-100.00%**
	Total Fund: 11 - PEG Fund:	**4,000.00**	**57,602.00**	**0.00**	**57,602.00**	**0.00**	**-57,602.00**	**-100.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 12 - Red Light Fund								
Department: 01 - General Govt								
Revenue								
12-01-3800	Interest Income	0.00	0.00	252.87	0.00	0.00	0.00	0.00%
12-01-3950	Miscellaneous	0.00	50,414.00	0.00	50,414.00	0.00	-50,414.00	-100.00%
	Total Revenue:	**0.00**	**50,414.00**	**252.87**	**50,414.00**	**0.00**	**-50,414.00**	**-100.00%**
Expense								
12-01-9999	Transfer / Balance	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**25,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 01 - General Govt:	**-25,000.00**	**50,414.00**	**252.87**	**50,414.00**	**0.00**	**-50,414.00**	**-100.00%**
	Total Fund: 12 - Red Light Fund:	**-25,000.00**	**50,414.00**	**252.87**	**50,414.00**	**0.00**	**-50,414.00**	**-100.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 13 - Debt Service Fund								
Department: 01 - General Govt								
Revenue								
13-01-3600	Property Tax - Current	145,318.75	145,444.00	145,738.53	145,444.00	135,569.00	-9,875.00	-6.79%
13-01-3610	Property Tax - Delinquent	0.00	0.00	3,051.70	0.00	0.00	0.00	0.00%
13-01-3620	Property Tax - Penalties & Inte	0.00	0.00	3,399.11	0.00	0.00	0.00	0.00%
13-01-3800	Interest Income	0.00	0.00	128.13	0.00	0.00	0.00	0.00%
13-01-3950	Miscellaneous	0.00	80,000.00	0.00	80,000.00	0.00	-80,000.00	-100.00%
	Total Revenue:	**145,318.75**	**225,444.00**	**152,317.47**	**225,444.00**	**135,569.00**	**-89,875.00**	**-39.87%**
Expense								
13-01-4015	Bond Expense	95,000.00	100,000.00	100,000.00	100,000.00	95,000.00	-5,000.00	-5.00%
13-01-4016	Bond Interest Expense	50,018.75	45,144.00	45,143.77	45,144.00	40,269.00	-4,875.00	-10.80%
13-01-4030	Bank Fees	600.00	300.00	300.00	300.00	300.00	0.00	0.00%
13-01-9999	Transfer / Balance	-434,427.50	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**-288,808.75**	**145,444.00**	**145,443.77**	**145,444.00**	**135,569.00**	**-9,875.00**	**-6.79%**
	Total Department: 01 - General Govt:	**434,127.50**	**80,000.00**	**6,873.70**	**80,000.00**	**0.00**	**-80,000.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 07 - Street								
Expense								
13-07-4020	Note Payable Expense	22,978.00	22,978.00	22,978.00	22,978.00	22,978.00	0.00	0.00%
13-07-9999	Transfer / Balance	0.00	-22,978.00	0.00	-22,978.00	-22,978.00	0.00	0.00%
	Total Expense:	**22,978.00**	**0.00**	**22,978.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 07 - Street:	**22,978.00**	**0.00**	**22,978.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 09 - Utility								
Expense								
13-09-4015	Bond Expense	305,000.00	320,000.00	320,000.00	320,000.00	340,000.00	20,000.00	6.25%
13-09-4016	Bond Interest Expense	155,249.50	143,817.00	143,817.00	143,817.00	131,705.00	-12,112.00	-8.42%
13-09-4020	Note Payable Expense	0.00	369,303.00	373,704.72	369,303.00	376,614.00	7,311.00	1.98%
13-09-4030	Bank Fees	900.00	650.00	650.00	650.00	650.00	0.00	0.00%
13-09-9999	Transfer / Balance	0.00	-833,770.00	-464,467.00	-833,770.00	-848,969.00	-15,199.00	1.82%
	Total Expense:	**461,149.50**	**0.00**	**373,704.72**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 09 - Utility:	**461,149.50**	**0.00**	**373,704.72**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 13 - Debt Service Fund:	**-50,000.00**	**80,000.00**	**-389,809.02**	**80,000.00**	**0.00**	**-80,000.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 14 - Endowment Fund								
Department: 01 - General Govt								
Revenue								
14-01-3800	Interest Income	8,050.00	8,050.00	0.00	8,050.00	8,050.00	0.00	0.00%
14-01-3803	Endowment / Investment Inter	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**8,050.00**	**8,050.00**	**0.00**	**8,050.00**	**8,050.00**	**0.00**	**0.00%**
Expense								
14-01-9999	Transfer / Balance	8,050.00	8,050.00	0.00	8,050.00	5.00	-8,045.00	-99.94%
	Total Expense:	**8,050.00**	**8,050.00**	**0.00**	**8,050.00**	**5.00**	**-8,045.00**	**-99.94%**
	Total Department: 01 - General Govt:	**0.00**	**0.00**	**0.00**	**0.00**	**8,045.00**	**8,045.00**	**0.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 06 - Parks								
Revenue								
14-06-3803	Endowment / Investment Inter	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 06 - Parks:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 11 - Civic Center								
Revenue								
14-11-3803	Endowment / Investment Inter	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 11 - Civic Center:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 14 - Endowment Fund:	**0.00**	**0.00**	**0.00**	**0.00**	**8,045.00**	**8,045.00**	**0.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 15 - Restricted Project Fund								
Department: 01 - General Govt								
Revenue								
15-01-3950	Miscellaneous	0.00	292,600.00	0.00	292,600.00	0.00	-292,600.00	-100.00%
	Total Revenue:	**0.00**	**292,600.00**	**0.00**	**292,600.00**	**0.00**	**-292,600.00**	**-100.00%**
Expense								
15-01-4210	Project Expense	0.00	45,000.00	0.00	45,000.00	136,000.00	91,000.00	202.22%
15-01-9999	Transfer / Balance	-153,438.29	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**-153,438.29**	**45,000.00**	**0.00**	**45,000.00**	**136,000.00**	**91,000.00**	**202.22%**
	Total Department: 01 - General Govt:	**153,438.29**	**247,600.00**	**0.00**	**247,600.00**	**-136,000.00**	**-383,600.00**	**-154.93%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 09 - Utility								
Expense								
15-09-9999	Transfer / Balance	70,429.16	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**70,429.16**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 09 - Utility:	**70,429.16**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 15 - Restricted Project Fund:	**83,009.13**	**247,600.00**	**0.00**	**247,600.00**	**-136,000.00**	**-383,600.00**	**-154.93%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 16 - MC Local Truancy Prevention & Diversion Fund								
Department: 02 - Municipal Court								
Revenue								
16-02-3200	Fines & Fees	8,000.00	8,000.00	7,656.18	8,000.00	0.00	-8,000.00	-100.00%
	Total Revenue:	**8,000.00**	**8,000.00**	**7,656.18**	**8,000.00**	**0.00**	**-8,000.00**	**-100.00%**
Expense								
16-02-4500	Miscellaneous	0.00	-24,168.00	0.00	-24,168.00	0.00	24,168.00	-100.00%
	Total Expense:	**0.00**	**-24,168.00**	**0.00**	**-24,168.00**	**0.00**	**24,168.00**	**-100.00%**
	Total Department: 02 - Municipal Court:	**8,000.00**	**32,168.00**	**7,656.18**	**32,168.00**	**0.00**	**-32,168.00**	**-100.00%**
Total Fund: 16 - MC Local Truancy Prevention & Diversion Fun...		**8,000.00**	**32,168.00**	**7,656.18**	**32,168.00**	**0.00**	**-32,168.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 17 - MC Municipal Jury Fund								
Department: 02 - Municipal Court								
Revenue								
17-02-3200	Fines & Fees	150.00	150.00	152.46	150.00	0.00	-150.00	-100.00%
	Total Revenue:	**150.00**	**150.00**	**152.46**	**150.00**	**0.00**	**-150.00**	**-100.00%**
Expense								
17-02-4500	Miscellaneous	0.00	-483.00	0.00	-483.00	0.00	483.00	-100.00%
17-02-9999	Transfer / Balance	400.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**400.00**	**-483.00**	**0.00**	**-483.00**	**0.00**	**483.00**	**-100.00%**
	Total Department: 02 - Municipal Court:	**-250.00**	**633.00**	**152.46**	**633.00**	**0.00**	**-633.00**	**-100.00%**
	Total Fund: 17 - MC Municipal Jury Fund:	**-250.00**	**633.00**	**152.46**	**633.00**	**0.00**	**-633.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 18 - Keep Diboll Beautiful Fund								
Department: 01 - General Govt								
Revenue								
18-01-3940	Grant Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
18-01-3950	Miscellaneous	0.00	45,572.00	0.00	45,572.00	0.00	-45,572.00	-100.00%
18-01-3960	Donations	0.00	250.00	435.58	250.00	0.00	-250.00	-100.00%
	Total Revenue:	**0.00**	**45,822.00**	**435.58**	**45,822.00**	**0.00**	**-45,822.00**	**-100.00%**
Expense								
18-01-4210	KDB Expense	26,780.69	47,011.18	20,353.04	47,011.18	37,000.00	-10,011.18	-21.30%
	Total Expense:	**26,780.69**	**47,011.18**	**20,353.04**	**47,011.18**	**37,000.00**	**-10,011.18**	**-21.30%**
	Total Department: 01 - General Govt:	**-26,780.69**	**-1,189.18**	**-19,917.46**	**-1,189.18**	**-37,000.00**	**-35,810.82**	**3,011.39%**
	Total Fund: 18 - Keep Diboll Beautiful Fund:	**-26,780.69**	**-1,189.18**	**-19,917.46**	**-1,189.18**	**-37,000.00**	**-35,810.82**	**3,011.39%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 19 - Street Project Fund								
Department: 07 - Street								
Revenue								
19-07-3800	Interest Income	0.00	0.00	851.52	0.00	0.00	0.00	0.00%
19-07-3950	Miscellaneous	0.00	225,643.00	0.00	225,643.00	0.00	-225,643.00	-100.00%
	Total Revenue:	**0.00**	**225,643.00**	**851.52**	**225,643.00**	**0.00**	**-225,643.00**	**-100.00%**
Expense								
19-07-4210	Project Expense	0.00	225,643.00	0.00	225,643.00	226,000.00	357.00	0.16%
	Total Expense:	**0.00**	**225,643.00**	**0.00**	**225,643.00**	**226,000.00**	**357.00**	**0.16%**
	Total Department: 07 - Street:	**0.00**	**0.00**	**851.52**	**0.00**	**-226,000.00**	**-226,000.00**	**0.00%**
	Total Fund: 19 - Street Project Fund:	**0.00**	**0.00**	**851.52**	**0.00**	**-226,000.00**	**-226,000.00**	**0.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 20 - ARPA Fund								
Department: 01 - General Govt								
Revenue								
20-01-3800	Interest Income	0.00	0.00	5,797.99	0.00	0.00	0.00	0.00%
20-01-3950	Miscellaneous	0.00	1,159,596.00	0.00	1,159,596.00	0.00	-1,159,596.00	-100.00%
	Total Revenue:	**0.00**	**1,159,596.00**	**5,797.99**	**1,159,596.00**	**0.00**	**-1,159,596.00**	**-100.00%**
Expense								
20-01-4210	Project Expense	0.00	1,159,596.00	61,641.60	1,159,596.00	1,157,000.00	-2,596.00	-0.22%
	Total Expense:	**0.00**	**1,159,596.00**	**61,641.60**	**1,159,596.00**	**1,157,000.00**	**-2,596.00**	**-0.22%**
	Total Department: 01 - General Govt:	**0.00**	**0.00**	**-55,843.61**	**0.00**	**-1,157,000.00**	**-1,157,000.00**	**0.00%**
	Total Fund: 20 - ARPA Fund:	**0.00**	**0.00**	**-55,843.61**	**0.00**	**-1,157,000.00**	**-1,157,000.00**	**0.00%**
	Report Total:	**-2,947,703.91**	**374,837.82**	**1,438,822.62**	**374,837.82**	**-1,662,275.00**	**-2,037,112.82**	**-543.47%**

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Budget Comparison Report

PROPOSED

Fund Summary

Fund	2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
01 - General Fund	-2,218,158.67	-138,445.00	249,350.57	-138,445.00	0.00	138,445.00	-100.00%
02 - Utility Fund	-595,050.46	-47,101.00	1,707,570.23	-47,101.00	0.00	47,101.00	-100.00%
03 - Recreation Fund	738.07	0.00	3,227.04	0.00	0.00	0.00	0.00%
05 - Special Revenue Fund	-80,141.29	58,986.00	-84,865.69	58,986.00	-105,000.00	-163,986.00	-278.01%
06 - Hotel/Motel Tax Fund	-50,000.00	9,750.00	7,315.38	9,750.00	0.00	-9,750.00	-100.00%
07 - Seized Fund	0.00	6,104.00	12.73	6,104.00	0.00	-6,104.00	-100.00%
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
09 - MC Security Fund	0.00	11,211.00	8,214.76	11,211.00	-4,320.00	-15,531.00	-138.53%
10 - MC Tech Fund	1,930.00	7,105.00	4,654.66	7,105.00	-5,000.00	-12,105.00	-170.37%
11 - PEG Fund	4,000.00	57,602.00	0.00	57,602.00	0.00	-57,602.00	-100.00%
12 - Red Light Fund	-25,000.00	50,414.00	252.87	50,414.00	0.00	-50,414.00	-100.00%
13 - Debt Service Fund	-50,000.00	80,000.00	-389,809.02	80,000.00	0.00	-80,000.00	-100.00%
14 - Endowment Fund	0.00	0.00	0.00	0.00	8,045.00	8,045.00	0.00%
15 - Restricted Project Fund	83,009.13	247,600.00	0.00	247,600.00	-136,000.00	-383,600.00	-154.93%
16 - MC Local Truancy Prevention & Divers…	8,000.00	32,168.00	7,656.18	32,168.00	0.00	-32,168.00	-100.00%
17 - MC Municipal Jury Fund	-250.00	633.00	152.46	633.00	0.00	-633.00	-100.00%
18 - Keep Diboll Beautiful Fund	-26,780.69	-1,189.18	-19,917.46	-1,189.18	-37,000.00	-35,810.82	3,011.39%
19 - Street Project Fund	0.00	0.00	851.52	0.00	-226,000.00	-226,000.00	0.00%
20 - ARPA Fund	0.00	0.00	-55,843.61	0.00	-1,157,000.00	-1,157,000.00	0.00%
Report Total:	**-2,947,703.91**	**374,837.82**	**1,438,822.62**	**374,837.82**	**-1,662,275.00**	**-2,037,112.82**	**-543.47%**

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PROPOSED

CITY OF DIBOLL
ANALYSIS OF TAX RATE
2024-2025

Debt Service

Description of Debt	Principal to be paid from Property Taxes	Interest to be paid from Property Taxes	Other Amts to be Paid	Total Payment
Series 2020, GO Refunding	95,000.00	40,268.76	300.00	135,568.76
Total	95,000.00	40,268.76	300.00	135,568.76

NET ADJUSTED TAX BASE 2024				274,773,923
TAX RATE	0.583321 Per $100 Valuation		$	1,602,814
ESTIMATED REVENUE	Based on	98% Collections +	$	1,570,758

TAX REVENUE DISTRIBUTION:

	PERCENT	TAX RATE DOLLAR EQUIVALENT		AMOUNT
General Fund Operation & Maintenance	91.37%	0.532976	$	1,435,189
General Fund Debt Service	8.63%	0.050345	$	135,569
	100.00%	0.583321	$	1,570,758

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CITY OF DIBOLL
Property Tax
2024-2025 Budget Analysis

PROPOSED

		2021 Cert Grand Totals	2022 Cert Grand Totals	2023 Cet Grand Totals	2024 Cet Grand Totals	%Diff 22 & 23 Cert	%Diff 23 & 24 Cert	2023 Preliminary Totals	2023 Preliminary Estimates	2023 Estimates	%Diff 22 & 23 Est	%Diff 23 Est vs Cert
A	Single Family Residence	89,250,064	101,864,384	115,246,947	123,241,554	13%	7%	116,168,104	109,016,244	109,016,244	7%	6%
B	Multifamily Residence	369,110	2,650,670	2,773,200	3,852,996	5%	39%	2,773,200	2,711,935	2,711,935	2%	2%
C	Vacant Lot	2,439,610	3,140,900	4,407,116	4,143,932	40%	-6%	4,504,010	3,822,455	3,822,455	22%	15%
D1	Qualified Ag Land	189,072	182,825	266,107	251,427	46%	-6%	259,916	221,371	221,371	21%	20%
D2	Non-qualified Land	18,176	49,807	55,386	53,726	11%	-3%	55,386	52,597	52,597	6%	5%
E	Farm or Ranch Improvement	2,094,180	2,860,516	3,483,396	3,679,987	22%	6%	3,642,665	3,251,591	3,251,591	14%	7%
F1	Commercial Real Property	15,099,800	15,614,560	20,973,140	19,305,850	34%	-8%	22,731,590	19,173,075	19,173,075	23%	9%
F2	Industrial Real Property	14,090,070	14,277,260	10,936,230	11,893,270	-23%	9%	41,889,780	28,083,520	28,083,520	97%	-61%
J2	Gas Distribution System	489,830	548,020	603,840	687,310	10%	14%	575,420	561,720	561,720	2%	7%
J3	Electric Company	4,723,250	4,847,030	3,910,530	5,152,350	-19%	32%	5,439,380	5,143,205	5,143,205	6%	-24%
J4	Telephone Company	1,295,970	1,049,490	991,550	620,980	-6%	-37%	1,111,090	1,080,290	1,080,290	3%	-8%
J5	Railroad	3,376,910	3,599,120	3,969,700	4,101,010	10%	3%	3,762,050	3,680,585	3,680,585	2%	8%
J6	Pipeland Company	43,280	198,080	220,180	238,740	11%	8%	199,980	199,030	199,030		11%
J7	Cable Television Company											
L1	Commercial Personal Property	4,190,300	3,615,270	9,286,990	12,969,830	157%	40%	3,603,570	3,609,420	3,609,420	0%	157%
L2	Industrial Personal Property	71,819,371	88,489,515	88,245,360	83,860,660	0%	-5%	88,928,555	88,709,035	88,709,035	0%	-1%
M1	Tangible Other Personal	669,243	650,979	624,317	618,591	-4%	-1%	940,817	795,898	795,898	22%	-22%
O	Residential Inventory	123,430	103,110	101,710	101,710	-1%	0%	101,710	102,410	102,410	-1%	-1%
S	Special Inventory Tax	2,510										
X	Total Exempt Property											
		210,284,176	243,741,536	266,095,699	274,773,923	9%	3%	296,687,223	270,214,380	270,214,380	11%	-2%
	Homestead Cap	(3,821,160)	(4,271,877)	(8,687,815)	(4,282,440)	103%	-51%	(8,915,705)	(4,518,788)	(4,518,788)	6%	92%
	Productivity Loss	(3,314,117)	(3,770,292)	(6,054,337)	(5,819,517)	61%	-4%	(5,978,378)	(3,475,010)	(3,475,010)	-8%	74%
	Total Exemptions	(79,034,212)	(95,469,125)	(114,047,290)	(114,075,078)	19%	0%	(110,614,218)	(92,039,085)	(92,039,085)	-4%	24%
		124,114,687	140,230,242	137,306,257	150,596,888	-2%	10%	171,178,922	170,181,497	170,181,497	21%	-19%
	Residential	92,713,275	108,362,291	122,551,063	131,799,991	13%	8%	123,941,798	116,152,045	116,152,045	7%	6%
	Commercial	19,290,100	19,229,830	30,260,130	32,275,680	57%	7%	26,335,160	22,782,495	22,782,495	18%	33%
	Industrial	95,838,681	113,008,515	108,877,390	106,554,320	-4%	-2%	141,906,255	127,457,385	127,457,385	13%	-15%
	Other	(83,727,369)	(100,370,394)	(124,382,326)	(120,033,103)	24%	-3%	(121,004,291)	(96,210,428)	(96,210,428)	-4%	29%
		124,114,687	140,230,242	137,306,257	150,596,888	-2%	10%	171,178,922	170,181,497	170,181,497	21%	-19%

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ANGELINA COUNTY

PROPOSED

2024 CERTIFIED TOTALS

CDI - CITY OF DIBOLL

ARB Approved Totals

As of Certification

Property Count: 2,100

7/25/2024 5:40:41PM

Land	Value
Homesite:	16,635,221
Non Homesite:	20,119,420
Ag Market:	1,698,530
Timber Market:	4,373,063

Improvement	Value
Homesite:	103,904,120
Non Homesite:	141,113,630

Non Real	Count	Value
Personal Property:	162	110,050,930
Mineral Property:	0	0
Autos:	1	10

Ag	Non Exempt	Exempt
Total Productivity Market:	6,071,593	0
Ag Use:	41,600	0
Timber Use:	210,476	0
Productivity Loss:	5,819,517	0

Total Land	(+)	42,826,234
Total Improvements	(+)	245,017,750
Total Non Real	(+)	110,050,940
Market Value	=	397,894,924
Productivity Loss	(-)	5,819,517
Appraised Value	=	392,075,407
Homestead Cap	(-)	4,282,440
23.231 Cap	(-)	1,317,506
Assessed Value	=	386,475,461
Total Exemptions Amount (Breakdown on Next Page)	(-)	114,075,078
Net Taxable	=	272,400,383

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
1,588,968.64 = 272,400,383 * (0.583321 / 100)

Certified Estimate of Market Value:	397,894,924
Certified Estimate of Taxable Value:	272,400,383
Tax Increment Finance Value:	0
Tax Increment Finance Levy:	0.00

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Exemption Breakdown

Exemption	Count	Local	State	Total
DP	34	590,244	0	590,244
DV1	4	0	27,000	27,000
DV2	1	0	7,500	7,500
DV3	4	0	20,000	20,000
DV4	17	0	132,000	132,000
DVHS	26	0	3,972,236	3,972,236
DVHSS	3	0	588,010	588,010
EX-XN	5	0	50	50
EX-XV	125	0	93,489,450	93,489,450
EX-XV (Prorated)	1	0	132,860	132,860
EX366	45	0	30,300	30,300
FR	1	0	0	0
OV65	340	6,270,641	0	6,270,641
OV65S	25	458,477	0	458,477
PC	4	8,356,310	0	8,356,310
	Totals	**15,675,672**	**98,399,406**	**114,075,078**

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ANGELINA COUNTY

PROPOSED

2024 CERTIFIED TOTALS

CDI - CITY OF DIBOLL

Under ARB Review Totals

As of Certification

Property Count: 17 7/25/2024 5:40:41PM

Land	Value
Homesite:	13,800
Non Homesite:	276,090
Ag Market:	0
Timber Market:	0

Improvement	Value
Homesite:	217,370
Non Homesite:	1,731,430

Non Real	Count	Value
Personal Property:	2	150,840
Mineral Property:	0	0
Autos:	0	0

Ag	Non Exempt	Exempt
Total Productivity Market:	0	0
Ag Use:	0	0
Timber Use:	0	0
Productivity Loss:	0	0

Total Land	(+)	289,890
Total Improvements	(+)	1,948,800
Total Non Real	(+)	150,840
Market Value	=	2,389,530
Productivity Loss	(-)	0
Appraised Value	=	2,389,530
Homestead Cap	(-)	0
23.231 Cap	(-)	15,990
Assessed Value	=	2,373,540
Total Exemptions Amount (Breakdown on Next Page)	(-)	0
Net Taxable	=	2,373,540

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
13,845.36 = 2,373,540 * (0.583321 / 100)

Certified Estimate of Market Value:	2,301,780
Certified Estimate of Taxable Value:	2,301,780
Tax Increment Finance Value:	0
Tax Increment Finance Levy:	0.00

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Exemption Breakdown

Exemption	Count	Local	State	Total
	Totals			

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PROPOSED

Land	Value
Homesite:	16,649,021
Non Homesite:	20,395,510
Ag Market:	1,698,530
Timber Market:	4,373,063

Improvement	Value
Homesite:	104,121,490
Non Homesite:	142,845,060

Non Real	Count	Value
Personal Property:	164	110,201,770
Mineral Property:	0	0
Autos:	1	10

Ag	Non Exempt	Exempt
Total Productivity Market:	6,071,593	0
Ag Use:	41,600	0
Timber Use:	210,476	0
Productivity Loss:	5,819,517	0

Total Land	(+)	43,116,124
Total Improvements	(+)	246,966,550
Total Non Real	(+)	110,201,780
Market Value	=	400,284,454
Productivity Loss	(-)	5,819,517
Appraised Value	=	394,464,937
Homestead Cap	(-)	4,282,440
23.231 Cap	(-)	1,333,496
Assessed Value	=	388,849,001
Total Exemptions Amount (Breakdown on Next Page)	(-)	114,075,078
Net Taxable	=	274,773,923

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
1,602,814.00 = 274,773,923 * (0.583321 / 100)

Certified Estimate of Market Value:	400,196,704
Certified Estimate of Taxable Value:	274,702,163
Tax Increment Finance Value:	0
Tax Increment Finance Levy:	0.00

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PROPOSED

Exemption Breakdown

Exemption	Count	Local	State	Total
DP	34	590,244	0	590,244
DV1	4	0	27,000	27,000
DV2	1	0	7,500	7,500
DV3	4	0	20,000	20,000
DV4	17	0	132,000	132,000
DVHS	26	0	3,972,236	3,972,236
DVHSS	3	0	588,010	588,010
EX-XN	5	0	50	50
EX-XV	125	0	93,489,450	93,489,450
EX-XV (Prorated)	1	0	132,860	132,860
EX366	45	0	30,300	30,300
FR	1	0	0	0
OV65	340	6,270,641	0	6,270,641
OV65S	25	458,477	0	458,477
PC	4	8,356,310	0	8,356,310
	Totals	**15,675,672**	**98,399,406**	**114,075,078**

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State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1,201	551.7450	$1,794,760	$138,901,031	$122,380,904
B	MULTIFAMILY RESIDENCE	11	4.8677	$737,940	$3,925,700	$3,852,996
C1	VACANT LOTS AND LAND TRACTS	323	197.0105	$0	$4,158,660	$4,143,932
D1	QUALIFIED OPEN-SPACE LAND	60	1,227.1315	$0	$6,071,593	$251,427
D2	IMPROVEMENTS ON QUALIFIED OP	6		$0	$53,740	$53,726
E	RURAL LAND, NON QUALIFIED OPE	46	178.5103	$0	$3,857,160	$3,679,987
F1	COMMERCIAL REAL PROPERTY	88	111.1086	$0	$18,733,580	$17,943,800
F2	INDUSTRIAL AND MANUFACTURIN	16	406.4489	$0	$17,533,630	$11,893,270
J2	GAS DISTRIBUTION SYSTEM	1		$0	$687,310	$687,310
J3	ELECTRIC COMPANY (INCLUDING C	1		$0	$5,152,350	$5,152,350
J4	TELEPHONE COMPANY (INCLUDI	3	0.3111	$0	$620,980	$620,980
J5	RAILROAD	5	2.8200	$0	$4,101,010	$4,101,010
J6	PIPELAND COMPANY	1		$0	$87,900	$87,900
L1	COMMERCIAL PERSONAL PROPE	73		$0	$12,969,830	$12,969,830
L2	INDUSTRIAL AND MANUFACTURIN	30		$0	$86,576,610	$83,860,660
M1	TANGIBLE OTHER PERSONAL, MOB	46		$0	$709,470	$618,591
O	RESIDENTIAL INVENTORY	41	19.5542	$0	$101,710	$101,710
S	SPECIAL INVENTORY TAX	2		$0	$0	$0
X	TOTALLY EXEMPT PROPERTY	176	724.2959	$0	$93,652,660	$0
	Totals	3,423.8037		$2,532,700	$397,894,924	$272,400,383

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State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	9	1.6557	$0	$860,650	$860,650
F1	COMMERCIAL REAL PROPERTY	6	5.8095	$0	$1,378,040	$1,362,050
J6	PIPELAND COMPANY	2		$0	$150,840	$150,840
	Totals		7.4652	$0	$2,389,530	$2,373,540

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State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1,210	553.4007	$1,794,760	$139,761,681	$123,241,554
B	MULTIFAMILY RESIDENCE	11	4.8677	$737,940	$3,925,700	$3,852,996
C1	VACANT LOTS AND LAND TRACTS	323	197.0105	$0	$4,158,660	$4,143,932
D1	QUALIFIED OPEN-SPACE LAND	60	1,227.1315	$0	$6,071,593	$251,427
D2	IMPROVEMENTS ON QUALIFIED OP	6		$0	$53,740	$53,726
E	RURAL LAND, NON QUALIFIED OPE	46	178.5103	$0	$3,857,160	$3,679,987
F1	COMMERCIAL REAL PROPERTY	94	116.9181	$0	$20,111,620	$19,305,850
F2	INDUSTRIAL AND MANUFACTURIN	16	406.4489	$0	$17,533,630	$11,893,270
J2	GAS DISTRIBUTION SYSTEM	1		$0	$687,310	$687,310
J3	ELECTRIC COMPANY (INCLUDING C	1		$0	$5,152,350	$5,152,350
J4	TELEPHONE COMPANY (INCLUDI	3	0.3111	$0	$620,980	$620,980
J5	RAILROAD	5	2.8200	$0	$4,101,010	$4,101,010
J6	PIPELAND COMPANY	3		$0	$238,740	$238,740
L1	COMMERCIAL PERSONAL PROPE	73		$0	$12,969,830	$12,969,830
L2	INDUSTRIAL AND MANUFACTURIN	30		$0	$86,576,610	$83,860,660
M1	TANGIBLE OTHER PERSONAL, MOB	46		$0	$709,470	$618,591
O	RESIDENTIAL INVENTORY	41	19.5542	$0	$101,710	$101,710
S	SPECIAL INVENTORY TAX	2		$0	$0	$0
X	TOTALLY EXEMPT PROPERTY	176	724.2959	$0	$93,652,660	$0
	Totals	3,431.2689		$2,532,700	$400,284,454	$274,773,923

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CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A		1	0.0700	$0	$31,420	$31,420
A1	REAL, RESIDENTIAL, SINGLE-FAMIL	1,162	540.4684	$1,794,760	$137,034,191	$120,685,864
A2	REAL, RESIDENTIAL, MOBILE HOME	39	10.6417	$0	$1,788,060	$1,616,260
A3	REAL, RESIDENTIAL, AUX IMPROVEM	7	0.5649	$0	$47,360	$47,360
B1	REAL, RESIDENTIAL APARTMENT	3		$0	$2,506,290	$2,453,586
B2	REAL, RESIDENTIAL DUPLEXES	6	3.9149	$737,940	$1,286,740	$1,266,740
B4	QUADRUPLEX	3	0.9528	$0	$132,670	$132,670
C1	LAND RESIDENTIAL VACANT (CITY)	290	125.0830	$0	$3,428,276	$3,413,548
C3	LAND VACANT (RURAL)	23	38.0986	$0	$350,344	$350,344
C4	LAND COMMERCIAL VACANT	17	33.8290	$0	$380,040	$380,040
D1	AG AND TIMBER LAND	60	1,227.1315	$0	$6,071,593	$251,427
D2	QUALIFIED OPEN-SPACE IMPROVEM	6		$0	$53,740	$53,726
E1	REAL, FARM/RANCH, HOUSE	15	16.0436	$0	$2,592,940	$2,517,399
E2	REAL, FARM/RANCH, MOBILE HOME	3	2.2500	$0	$220,490	$220,490
E3	REAL, FARM/RANCH, OTHER IMPROV	1		$0	$280	$45
E4	E4 Other Farm Ranch Improvement	1		$0	$9,910	$9,228
E5	Non Qualified Land	30	160.2167	$0	$1,033,540	$932,825
F1	REAL, Commercial	88	111.1086	$0	$18,733,580	$17,943,800
F2	REAL, Industrial	16	406.4489	$0	$17,533,630	$11,893,270
J2	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$687,310	$687,310
J3	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$5,152,350	$5,152,350
J4	REAL & TANGIBLE PERSONAL, UTIL	3	0.3111	$0	$620,980	$620,980
J5	REAL & TANGIBLE PERSONAL, UTIL	5	2.8200	$0	$4,101,010	$4,101,010
J6	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$87,900	$87,900
L1	COMMERCIAL PERSONAL PROPER	73		$0	$12,969,830	$12,969,830
L2	INDUSTRIAL PERSONAL PROPERTY,	30		$0	$86,576,610	$83,860,660
M1	TANGIBLE OTHER PERSONAL, MOBI	46		$0	$709,470	$618,591
O	RESIDENTIAL INVENTORY	41	19.5542	$0	$101,710	$101,710
S	SPECIAL INVENTORY	2		$0	$0	$0
X	EXEMPT PROPERTY	176	724.2959	$0	$93,652,660	$0
	Totals		3,423.8038	$2,532,700	$397,894,924	$272,400,383

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CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A1	REAL, RESIDENTIAL, SINGLE-FAMIL	9	1.6557	$0	$860,650	$860,650
F1	REAL, Commercial	6	5.8095	$0	$1,378,040	$1,362,050
J6	REAL & TANGIBLE PERSONAL, UTIL	2		$0	$150,840	$150,840
	Totals		7.4652	$0	$2,389,530	$2,373,540

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PROPOSED

CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A		1	0.0700	$0	$31,420	$31,420
A1	REAL, RESIDENTIAL, SINGLE-FAMIL	1,171	542.1241	$1,794,760	$137,894,841	$121,546,514
A2	REAL, RESIDENTIAL, MOBILE HOME	39	10.6417	$0	$1,788,060	$1,616,260
A3	REAL, RESIDENTIAL, AUX IMPROVEM	7	0.5649	$0	$47,360	$47,360
B1	REAL, RESIDENTIAL APARTMENT	3		$0	$2,506,290	$2,453,586
B2	REAL, RESIDENTIAL DUPLEXES	6	3.9149	$737,940	$1,286,740	$1,266,740
B4	QUADRUPLEX	3	0.9528	$0	$132,670	$132,670
C1	LAND RESIDENTIAL VACANT (CITY)	290	125.0830	$0	$3,428,276	$3,413,548
C3	LAND VACANT (RURAL)	23	38.0986	$0	$350,344	$350,344
C4	LAND COMMERCIAL VACANT	17	33.8290	$0	$380,040	$380,040
D1	AG AND TIMBER LAND	60	1,227.1315	$0	$6,071,593	$251,427
D2	QUALIFIED OPEN-SPACE IMPROVEM	6		$0	$53,740	$53,726
E1	REAL, FARM/RANCH, HOUSE	15	16.0436	$0	$2,592,940	$2,517,399
E2	REAL, FARM/RANCH, MOBILE HOME	3	2.2500	$0	$220,490	$220,490
E3	REAL, FARM/RANCH, OTHER IMPROV	1		$0	$280	$45
E4	E4 Other Farm Ranch Improvement	1		$0	$9,910	$9,228
E5	Non Qualified Land	30	160.2167	$0	$1,033,540	$932,825
F1	REAL, Commercial	94	116.9181	$0	$20,111,620	$19,305,850
F2	REAL, Industrial	16	406.4489	$0	$17,533,630	$11,893,270
J2	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$687,310	$687,310
J3	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$5,152,350	$5,152,350
J4	REAL & TANGIBLE PERSONAL, UTIL	3	0.3111	$0	$620,980	$620,980
J5	REAL & TANGIBLE PERSONAL, UTIL	5	2.8200	$0	$4,101,010	$4,101,010
J6	REAL & TANGIBLE PERSONAL, UTIL	3		$0	$238,740	$238,740
L1	COMMERCIAL PERSONAL PROPER	73		$0	$12,969,830	$12,969,830
L2	INDUSTRIAL PERSONAL PROPERTY,	30		$0	$86,576,610	$83,860,660
M1	TANGIBLE OTHER PERSONAL, MOBI	46		$0	$709,470	$618,591
O	RESIDENTIAL INVENTORY	41	19.5542	$0	$101,710	$101,710
S	SPECIAL INVENTORY	2		$0	$0	$0
X	EXEMPT PROPERTY	176	724.2959	$0	$93,652,660	$0
		Totals	3,431.2690	$2,532,700	$400,284,454	$274,773,923

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PROPOSED

New Value

TOTAL NEW VALUE MARKET:	**$2,532,700**
TOTAL NEW VALUE TAXABLE:	**$2,513,720**

New Exemptions

Exemption	Description	Count		
EX-XV	Other Exemptions (including public property, r	3	2023 Market Value	$2,807,740
EX366	HB366 Exempt	5	2023 Market Value	$19,670
		ABSOLUTE EXEMPTIONS VALUE LOSS		**$2,827,410**

Exemption	Description	Count	Exemption Amount
DV4	Disabled Veterans 70% - 100%	2	$24,000
OV65	Over 65	7	$121,523
	PARTIAL EXEMPTIONS VALUE LOSS	**9**	**$145,523**
		NEW EXEMPTIONS VALUE LOSS	**$2,972,933**

Increased Exemptions

Exemption	Description	Count	Increased Exemption Amount
	INCREASED EXEMPTIONS VALUE LOSS		

TOTAL EXEMPTIONS VALUE LOSS **$2,972,933**

New Ag / Timber Exemptions

New Annexations

New Deannexations

Average Homestead Value

Category A and E

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
789	$131,699	$5,392	$126,307

Category A Only

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
778	$132,107	$5,462	$126,645

Lower Value Used

Count of Protested Properties	Total Market Value	Total Value Used
17	$2,389,530.00	$2,301,780

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2024 Tax Rate Calculation Worksheet
Taxing Units Other Than School Districts or Water Districts

Form 50-856

PROPOSED

CITY OF DIBOLL	936-829-4757
Taxing Unit Name	Phone *(area code and number)*
400 Kenley St, Diboll, TX 75941	https://www.cityofdiboll.com/
Taxing Unit's Address, City, State, ZIP Code	Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per $100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements.*

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet.*

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	**Prior year total taxable value.** Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17).[1]	$ 265,252,683
2.	**Prior year tax ceilings.** Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step.[2]	$ 0
3.	**Preliminary prior year adjusted taxable value.** Subtract Line 2 from Line 1.	$ 265,252,683
4.	**Prior year total adopted tax rate.**	$ 0.583321 /$100
5.	**Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.** **A. Original prior year ARB values:** ..... $ 0 **B. Prior year values resulting from final court decisions:** ..... - $ 0 **C. Prior year value loss.** Subtract B from A.[3]	$ 0
6.	**Prior year taxable value subject to an appeal under Chapter 42, as of July 25.** **A. Prior year ARB certified value:** ..... $ 0 **B. Prior year disputed value:** ..... - $ 0 **C. Prior year undisputed value.** Subtract B from A.[4]	$ 0
7.	**Prior year Chapter 42 related adjusted values.** Add Line 5C and Line 6C.	$ 0

[1] Tex. Tax Code §26.012(14)
[2] Tex. Tax Code §26.012(14)
[3] Tex. Tax Code §26.012(13)
[4] Tex. Tax Code §26.012(13)

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Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	**Prior year taxable value, adjusted for actual and potential court-ordered adjustments.** Add Line 3 and Line 7.	$ 265,252,683
9.	**Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2023.** Enter the prior year value of property in deannexed territory. [5]	$ 0
10.	**Prior year taxable value lost because property first qualified for an exemption in the current year.** If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. **A. Absolute exemptions.** Use prior year market value: $ 2,827,410 **B. Partial exemptions.** Current year exemption amount or current year percentage exemption times prior year value: + $ 145,523 **C. Value loss.** Add A and B. [6]	$ 2,972,933
11.	**Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/ scenic appraisal or public access airport special appraisal in the current year.** Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. **A. Prior year market value:** $ 0 **B. Current year productivity or special appraised value:** - $ 0 **C. Value loss.** Subtract B from A. [7]	$ 0
12.	**Total adjustments for lost value.** Add Lines 9, 10C and 11C.	$ 2,972,933
13.	**Prior year captured value of property in a TIF.** Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. [8] If the taxing unit has no captured appraised value in line 18D, enter 0.	$ 0
14.	**Prior year total value.** Subtract Line 12 and Line 13 from Line 8.	$ 262,279,750
15.	**Adjusted prior year total levy.** Multiply Line 4 by Line 14 and divide by $100.	$ 1,529,932
16.	**Taxes refunded for years preceding the prior tax year.** Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. [9]	$ 1,945
17.	**Adjusted prior year levy with refunds and TIF adjustment.** Add Lines 15 and 16. [10]	$ 1,531,877
18.	**Total current year taxable value on the current year certified appraisal roll today.** This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. [11] **A. Certified values:** $ 272,400,383 **B. Counties:** Include railroad rolling stock values certified by the Comptroller's office: + $ **C. Pollution control and energy storage system exemption:** Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - $ 0 **D. Tax increment financing:** Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. [12] - $ 0 **E. Total current year value.** Add A and B, then subtract C and D.	$ 272,400,383

PROPOSED

[5] Tex. Tax Code §26.012(15)
[6] Tex. Tax Code §26.012(15)
[7] Tex. Tax Code §26.012(15)
[8] Tex. Tax Code §26.03(c)
[9] Tex. Tax Code §26.012(13)
[10] Tex. Tax Code §26.012(13)
[11] Tex. Tax Code §26.012, 26.04(c-2)
[12] Tex. Tax Code §26.03(c)

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Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	**Total value of properties under protest or not included on certified appraisal roll.** [13] **A. Current year taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. [14] ..... $ 2,301,780 **B. Current year value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. [15] ..... + $ 0 **C. Total value under protest or not certified.** Add A and B.	$ 2,301,780
20.	**Current year tax ceilings.** Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step.[16]	$ 0
21.	**Current year total taxable value.** Add Lines 18E and 19C. Subtract Line 20. [17]	$ 274,702,163
22.	**Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.** Include both real and personal property. Enter the current year value of property in territory annexed. [18]	$ 0
23.	**Total current year taxable value of new improvements and new personal property located in new improvements.** New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for the current year. [19]	$ 2,513,720
24.	**Total adjustments to the current year taxable value.** Add Lines 22 and 23.	$ 2,513,720
25.	**Adjusted current year taxable value.** Subtract Line 24 from Line 21.	$ 272,188,443
26.	**Current year NNR tax rate.** Divide Line 17 by Line 25 and multiply by $100. [20]	$ 0.562800 /$100
27.	**COUNTIES ONLY.** Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. [21]	$ /$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	**Prior year M&O tax rate.** Enter the prior year M&O tax rate.	$ 0.526595 /$100
29.	**Prior year taxable value, adjusted for actual and potential court-ordered adjustments.** Enter the amount in Line 8 of the *No-New-Revenue Tax Rate Worksheet.*	$ 265,252,683

[13] Tex. Tax Code §26.01(c) and (d)
[14] Tex. Tax Code §26.01(c)
[15] Tex. Tax Code §26.01(d)
[16] Tex. Tax Code §26.012(6)(B)
[17] Tex. Tax Code §26.012(6)
[18] Tex. Tax Code §26.012(17)
[19] Tex. Tax Code §26.012(17)
[20] Tex. Tax Code §26.04(c)
[21] Tex. Tax Code §26.04(d)

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Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	**Total prior year M&O levy.** Multiply Line 28 by Line 29 and divide by $100.	$ 1,396,807
31.	**Adjusted prior year levy for calculating NNR M&O rate.**	
	A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2023. This line applies only to tax years preceding the prior tax year. + $ 1,741	
	B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0. – $ 0	
	C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- $ 0	
	D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. $ 1,741	
	E. Add Line 30 to 31D.	$ 1,398,548
32.	**Adjusted current year taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$ 272,188,443
33.	**Current year NNR M&O rate (unadjusted).** Divide Line 31E by Line 32 and multiply by $100.	$ 0.513816 /$100
34.	**Rate adjustment for state criminal justice mandate.** [23]	
	A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. $ 0	
	B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. – $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. $ 0.000000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.000000 /$100
35.	**Rate adjustment for indigent health care expenditures.** [24]	
	A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. $ 0	
	B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose. – $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. $ 0.000000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.000000 /$100

[22] [Reserved for expansion]
[23] Tex. Tax Code §26.044
[24] Tex. Tax Code §26.0441

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Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	**Rate adjustment for county indigent defense compensation.** [25]	
	A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30,of the current tax year, less any state grants received by the county for the same purpose. . . . . $ 0	
	B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose. . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ 0.000000 /$100	
	D. Multiply B by 0.05 and divide by Line 32 and multiply by $100. . . . . $ 0.000000 /$100	
	E. Enter the lesser of C and D. If not applicable, enter 0.	$ 0.000000 /$100
37.	**Rate adjustment for county hospital expenditures.** [26]	
	A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. . . . . $ 0	
	B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ 0.000000 /$100	
	D. Multiply B by 0.08 and divide by Line 32 and multiply by $100. . . . . $ 0.000000 /$100	
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	$ 0.000000 /$100
38.	**Rate adjustment for defunding municipality.** This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
	A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. . . . . $ 0	
	B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year . . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100 . . . . . $ 0.000000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.000000 /$100
39.	**Adjusted current year NNR M&O rate.** Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	$ 0.513816 /$100
40.	**Adjustment for prior year sales tax specifically to reduce property taxes.** Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.	
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent . . . . . $ 271,131	
	B. Divide Line 40A by Line 32 and multiply by $100 . . . . . $ 0.099611 /$100	
	C. Add Line 40B to Line 39.	$ 0.613427 /$100
41.	**Current year voter-approval M&O rate.** Enter the rate as calculated by the appropriate scenario below. **Special Taxing Unit.** If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. **- or -** **Other Taxing Unit.** If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	$ 0.634896 /$100

PROPOSED

[25] Tex. Tax Code §26.0442
[26] Tex. Tax Code §26.0443

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Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	***Disaster Line 41 (D41):* Current year voter-approval M&O rate for taxing unit affected by disaster declaration.** If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of: 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. [27] If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	$ 0.000000 /$100
42.	**Total current year debt to be paid with property taxes and additional sales tax revenue.** Debt means the interest and principal that will be paid on debts that: **(1)** are paid by property taxes; **(2)** are secured by property taxes; **(3)** are scheduled for payment over a period longer than one year; and **(4)** are not classified in the taxing unit's budget as M&O expenses. **A. Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. [28] Enter debt amount ..... $ 135,569 **B.** Subtract **unencumbered fund amount** used to reduce total debt. ..... – $ 0 **C.** Subtract **certified amount spent from sales tax to reduce debt** (enter zero if none) ..... – $ 0 **D.** Subtract **amount paid** from other resources ..... – $ 0 **E. Adjusted debt.** Subtract B, C and D from A.	$ 135,569
43.	**Certified prior year excess debt collections.** Enter the amount certified by the collector. [29]	$ 2,411
44.	**Adjusted current year debt.** Subtract Line 43 from Line 42E.	$ 133,158
45.	**Current year anticipated collection rate.** **A.** Enter the current year anticipated collection rate certified by the collector. [30] ..... 98.00 % **B.** Enter the prior year actual collection rate. ..... 101.00 % **C.** Enter the 2022 actual collection rate. ..... 99.00 % **D.** Enter the 2021 actual collection rate. ..... 98.00 % **E.** If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. [31]	98.00 %
46.	**Current year debt adjusted for collections.** Divide Line 44 by Line 45E.	$ 135,875
47.	**Current year total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 274,702,163
48.	**Current year debt rate.** Divide Line 46 by Line 47 and multiply by $100.	$ 0.049462 /$100
49.	**Current year voter-approval M&O rate plus current year debt rate.** Add Lines 41 and 48.	$ 0.684358 /$100
D49.	***Disaster Line 49 (D49):* Current year voter-approval tax rate for taxing unit affected by disaster declaration.** Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	$ 0.000000 /$100

[27] Tex. Tax Code §26.042(a)
[28] Tex. Tax Code §26.012(7)
[29] Tex. Tax Code §26.012(10) and 26.04(b)
[30] Tex. Tax Code §26.04(b)
[31] Tex. Tax Code §§26.04(h), (h-1) and (h-2)

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Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	**COUNTIES ONLY.** Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	$ 0.000000 /$100

PROPOSED

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	**Taxable Sales.** For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. [32] Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	$ 0
52.	**Estimated sales tax revenue.** Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. [33] **Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year.** Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. [34] **- or -** **Taxing units that adopted the sales tax before November of the prior year.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	$ 332,486
53.	**Current year total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet*.	$ 274,702,163
54.	**Sales tax adjustment rate.** Divide Line 52 by Line 53 and multiply by $100.	$ 0.121035 /$100
55.	**Current year NNR tax rate, unadjusted for sales tax.**[35] Enter the rate from Line 26 or 27, as applicable, on the *No-New-Revenue Tax Rate Worksheet*.	$ 0.562800 /$100
56.	**Current year NNR tax rate, adjusted for sales tax.** **Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year.** Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	$ 0.562800 /$100
57.	**Current year voter-approval tax rate, unadjusted for sales tax.**[36] Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the *Voter-Approval Tax Rate Worksheet*.	$ 0.684358 /$100
58.	**Current year voter-approval tax rate, adjusted for sales tax.** Subtract Line 54 from Line 57.	$ 0.563323 /$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	**Certified expenses from the Texas Commission on Environmental Quality (TCEQ).** Enter the amount certified in the determination letter from TCEQ. [37] The taxing unit shall provide its tax assessor-collector with a copy of the letter. [38]	$ 0
60.	**Current year total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet*.	$ 274,702,163
61.	**Additional rate for pollution control.** Divide Line 59 by Line 60 and multiply by $100.	$ 0.000000 /$100

[32] Tex. Tax Code §26.041(d)
[33] Tex. Tax Code §26.041(i)
[34] Tex. Tax Code §26.041(d)
[35] Tex. Tax Code §26.04(c)
[36] Tex. Tax Code §26.04(c)
[37] Tex. Tax Code §26.045(d)
[38] Tex. Tax Code §26.045(i)

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Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	**Current year voter-approval tax rate, adjusted for pollution control.** Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	$ 0.563323 /$100

PROPOSED

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. [39] The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. [40]

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; [41]
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); [42] or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. [43]

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. [44]

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	**Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value**	
	A. Voter-approval tax rate (Line 67)	$ 0.718945 /$100
	B. Unused increment rate (Line 66)	$ 0.150437 /$100
	C. Subtract B from A	$ 0.568508 /$100
	D. Adopted Tax Rate	$ 0.583321 /$100
	E. Subtract D from C	$ -0.014813 /$100
	F. 2023 Total Taxable Value (Line 60)	$ 265,959,366
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero.	$ 0
64.	**Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value**	
	A. Voter-approval tax rate (Line 67)	$ 0.583321 /$100
	B. Unused increment rate (Line 66)	$ 0.000000 /$100
	C. Subtract B from A	$ 0.583321 /$100
	D. Adopted Tax Rate	$ 0.583321 /$100
	E. Subtract D from C	$ 0.000000 /$100
	F. 2022 Total Taxable Value (Line 60)	$ 243,853,956
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero.	$ 0
65.	**Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value**	
	A. Voter-approval tax rate (Line 67)	$ 0.616544 /$100
	B. Unused increment rate (Line 66)	$ 0.000000 /$100
	C. Subtract B from A	$ 0.616544 /$100
	D. Adopted Tax Rate	$ 0.616544 /$100
	E. Subtract D from C	$ 0.000000 /$100
	F. 2021 Total Taxable Value (Line 60)	$ 221,978,351
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero.	$ 0
66.	**Total Foregone Revenue Amount.** Add Lines 63G, 64G and 65G	$ 0 /$100
67.	**2024 Unused Increment Rate.** Divide Line 66 by Line 21 of the *No-New-Revenue Rate Worksheet*. Multiply the result by 100	$ 0.000000 /$100
68.	**Total 2024 voter-approval tax rate, including the unused increment rate.** Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	$ 0.563323 /$100

[39] Tex. Tax Code §26.013(b)
[40] Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)
[41] Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)
[42] Tex. Tax Code §§26.0501(a) and (c)
[43] Tex. Local Gov't Code §120.007(d)
[44] Tex. Local Gov't Code §120.007(d)

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SECTION 6: De Minimis Rate

PROPOSED

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise $500,000, and the current debt rate for a taxing unit. [44]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [45]

Line	De Minimis Rate Worksheet	Amount/Rate
69.	**Adjusted current year NNR M&O tax rate.** Enter the rate from Line 39 of the *Voter-Approval Tax Rate Worksheet.*	$ 0.513816 /$100
70.	**Current year total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 274,702,163
71.	**Rate necessary to impose $500,000 in taxes.** Divide $500,000 by Line 70 and multiply by $100.	$ 0.182015 /$100
72.	**Current year debt rate.** Enter the rate from Line 48 of the *Voter-Approval Tax Rate Worksheet.*	$ 0.049462 /$100
73.	**De minimis rate.** Add Lines 69, 71 and 72.	$ 0.745293 /$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.[48]

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. [49]

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago.This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	**2023 adopted tax rate.** Enter the rate in Line 4 of the *No-New-Revenue Tax Rate Worksheet.*	$ 0.583321 /$100
75.	**Adjusted 2023 voter-approval tax rate.** Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of *Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet.* **- or -** If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete form 50-856-a, *Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet* to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. [50] Enter the final adjusted 2023 voter-approval tax rate from the worksheet. **- or -** If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	$ 0.000000 /$100
76.	**Increase in 2023 tax rate due to disaster.** Subtract Line 75 from Line 74.	$ 0.000000 /$100
77.	**Adjusted 2023 taxable value.** Enter the amount in Line 14 of the *No-New-Revenue Tax Rate Worksheet.*	$
78.	**Emergency revenue.** Multiply Line 76 by Line 77 and divide by $100.	$
79.	**Adjusted 2023 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$
80.	**Emergency revenue rate.** Divide Line 78 by Line 79 and multiply by $100. [51]	$ 0.000000 /$100

[45] Tex. Tax Code §26.04(c)(2)(B)
[46] Tex. Tax Code §26.012(8-a)
[47] Tex. Tax Code §26.063(a)(1)
[48] Tex. Tax Code §26.042(b)
[49] Tex. Tax Code §26.042(f)
[50] Tex. Tax Code §26.042(c)
[51] Tex. Tax Code §26.042(b)

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Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	**Current year voter-approval tax rate, adjusted for emergency revenue.** Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	$ 0.563323 /$100

PROPOSED

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. ..... $ 0.562800 /$100
As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
Indicate the line number used: 26

Voter-approval tax rate ..... $ 0.563323 /$100
As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).
Indicate the line number used: 58

De minimis rate. ..... $ 0.745293 /$100
If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code. [52]

print here

Printed Name of Taxing Unit Representative

sign here

Taxing Unit Representative Date

[52] Tex. Tax Code §§26.04(c-2) and (d-2)

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City of Diboll
2024-2025 Sales Tax Analysis

State Comptroller estimating 8.5% Increase

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total	Percent Differenc
2025 Estimate (10yr Average - Outliers)	37,944.90	52,896.74	35,779.42	44,896.49	46,731.40	40,719.63	40,917.54	49,567.46	50,507.99	43,830.15	45,934.62	38,413.49	528,139.83	-48%
2025 Estimate (10yr Average)	49,349.20	67,974.92	45,670.96	60,015.51	63,131.73	48,713.94	50,306.67	66,271.78	61,474.28	59,740.76	58,407.26	54,874.17	685,931.19	-33%
2025 Estimate (Increase Prior Year by 5%)	89,743.53	99,102.42	60,895.17	92,716.43	127,839.57	72,012.24	65,943.44	127,138.85	115,725.42	101,930.35	61,139.47	57,766.97	1,071,953.87	5%
2025 Estimate (Decrease Prior Year 5%)	81,196.53	89,664.10	55,095.63	83,886.29	115,664.37	65,153.94	59,663.12	115,030.39	104,703.96	92,222.69	55,316.66	52,265.36	969,863.03	-5%
2025 Estimate (Decrease Prior Year 10%)	76,923.03	84,944.93	52,195.86	79,471.22	109,576.77	61,724.78	56,522.95	108,976.16	99,193.22	87,368.87	52,405.26	49,514.55	918,817.61	-10%
2025 Estimate (Decrease Prior Year 15%)	72,649.53	80,225.77	49,296.09	75,056.16	103,489.17	58,295.63	53,382.79	102,921.93	93,682.49	82,515.04	49,493.86	46,763.74	867,772.18	-15%
2025 Estimate (Decrease Prior Year 20%)	68,376.02	75,506.61	46,396.32	70,641.09	97,401.58	54,866.47	50,242.62	96,867.70	88,171.75	77,661.22	46,582.45	44,012.93	816,726.76	-20%
ACTUAL	85,470.03	94,383.26	57,995.40	88,301.36	121,751.97	68,583.09	62,803.28	121,084.62	110,214.69	97,076.52	77,954.09	55,016.16	1,040,634.47	36%
2023	49,521.90	73,148.99	64,557.04	57,506.34	78,988.41	58,931.63	62,906.24	63,460.17	66,862.72	67,111.10	66,368.30	53,492.08	762,854.92	-10%
2022	42,865.00	56,091.83	39,343.66	72,869.87	60,046.25	50,921.04	52,161.41	62,096.81	76,139.33	122,663.30	84,447.96	131,195.77	850,842.23	29%
2021	44,793.38	51,599.70	46,260.79	60,971.74	58,106.46	35,968.61	61,087.16	76,193.87	55,924.29	48,135.48	71,693.90	46,906.78	657,642.16	15%
2020	28,573.00	49,782.00	47,270.00	35,155.00	50,861.00	42,385.00	49,739.00	53,209.00	53,977.00	53,433.68	61,244.53	48,398.66	574,027.87	-16%
2019	43,542.46	104,506.71	40,502.95	54,576.11	68,220.02		41,927.85	59,033.86	75,884.69	44,929.64	49,089.94	33,411.00	683,770.37	5%
2018	70,092.90	93,634.33	39,515.68	33,182.58	42,251.35	59,214.32	48,127.84	63,167.36	60,969.22	42,911.50	61,810.82	39,178.19	654,056.09	32%
2017	41,529.29	47,613.26	34,358.34	36,649.16	43,466.44	33,027.73	30,985.05	45,958.54	33,523.66	46,945.39	47,154.20	54,268.34	495,479.40	-9%
2016	48,421.53	62,714.06	50,204.14	42,935.31	53,054.40	34,754.83	37,757.15	59,567.05	41,115.98	36,442.83	40,278.48	37,500.21	544,745.97	-11%
2015	38,682.51	46,275.03	36,701.60	118,007.67	54,571.02	35,208.04	55,571.73	58,946.47	40,131.26	37,758.17	43,756.45	49,374.51	614,984.46	-2%
2014	46,414.52	42,176.60	49,942.36	52,528.80	47,564.71	46,915.39	47,650.89	67,472.72	57,874.85	53,728.23	56,436.10	56,436.10	625,141.27	0%
2013	50,592.01	60,020.28	42,714.59	49,192.75	60,138.77	58,937.56	35,494.45	49,343.15	40,047.65	57,724.60	73,454.55	46,742.18	624,402.54	5%
2012	78,623.05	46,348.97	28,228.72	29,244.41	48,365.21	48,928.18	31,195.21	45,034.64	37,437.94	45,451.43	47,877.08	106,794.96	593,529.80	7%
2011	51,908.20	8,822.71	45,210.37	36,299.01	44,593.40	27,391.28	29,609.50	159,385.52	32,672.44	37,028.51	46,621.01	33,681.20	553,223.15	31%
2010	37,912.51	44,053.64	32,229.78	32,841.49	43,749.63	31,162.86	29,748.40	41,823.73	29,581.95	30,662.69	47,731.36	21,206.41	422,704.45	7%
2009	33,187.72	42,029.30	30,221.98	42,671.33	46,203.36	26,155.52	26,086.76	43,684.14	30,428.80	28,014.48	15,023.59	32,394.89	396,101.87	-18%
2008	16,978.74	72,433.12	48,199.56	27,051.28	63,003.91	28,179.22	20,997.38	50,660.83	34,518.44	29,201.40	50,074.93	43,958.11	485,256.92	-4%
2007	43,574.29	43,397.70	39,103.18	37,600.64	49,492.25	43,847.03	38,069.97	58,223.37	28,610.86	50,379.33	46,256.04	26,171.61	504,726.27	-4%
2006	31,288.86	46,187.58	30,311.46	52,010.08	51,013.75	39,104.86	34,367.00	49,233.43	50,934.55	40,021.99	64,407.02	35,065.12	523,945.70	13%
2005	32,228.91	38,000.62	30,162.84	28,726.04	50,149.75	37,795.34	27,688.49	59,307.75	34,283.15	32,345.95	53,229.59	40,767.24	464,685.67	0%
2004	34,224.79	55,879.05	24,042.00	29,033.63	63,199.90	25,962.19	23,137.42	53,610.17	40,965.24	34,633.06	49,789.33	30,421.52	464,898.30	-2%
2003	55,254.80	51,210.84	31,340.22	29,944.12	51,407.14	33,171.64	33,748.79	48,023.91	32,826.83	28,957.41	42,167.16	34,071.48	472,124.34	-16%
2002	48,175.41	53,306.80	52,405.49	43,949.45	53,714.12	41,221.63	43,585.45	48,274.44	41,224.66	49,413.62	57,134.57	29,541.58	561,947.22	-7%
2001	49,472.33	69,110.74	46,002.98	42,386.04	52,989.53	44,274.30	39,311.81	65,180.03	39,183.51	39,519.60	65,955.43	51,401.69	604,787.99	0%
2000	46,582.70	62,169.77	22,203.60	51,065.77	61,616.30	43,727.44	41,186.93	65,754.78	23,371.63	45,970.00	85,178.33	53,099.99	601,927.24	-26%
1999	57,440.20	76,043.25	68,199.88	51,132.92	81,551.24	78,614.81	82,863.32	87,534.87	53,599.01	53,724.84	79,408.17	46,916.77	817,029.28	18%
1998	69,963.71	85,532.90	58,376.63	44,458.22	42,671.50	64,465.95	45,915.89	47,202.32	41,545.50	58,507.43	74,982.39	56,583.06	690,205.50	17%
1997	40,858.03	57,834.00	43,582.81	56,929.80	71,494.41	27,337.94	22,751.11	75,785.80	39,360.40	45,498.85	58,146.08	48,770.63	588,349.86	-1%
1996	41,354.68	61,600.22	38,272.35	47,414.47	71,858.73	42,269.29	35,950.65	59,426.74	47,150.42	44,923.05	53,936.88	47,710.03	591,867.51	-3%
1995	45,418.41	66,589.80	46,172.75	39,881.45	62,804.04	50,710.53	42,988.44	69,358.35	45,414.28	42,513.59	63,347.07	32,794.36	607,993.07	4%
1994	41,919.11	61,861.10	47,410.07	53,082.94	62,298.21	37,466.95	34,531.74	53,032.98	40,926.56	44,128.01	56,453.05	52,864.60	585,975.32	9%
1993	25,326.86	31,748.27	35,557.19	33,363.82	63,825.30	35,635.52	56,632.70	61,899.08	50,867.08	42,663.69	60,499.13	38,443.01	536,461.65	-6%
1992	32,003.04	91,863.05	31,623.31	41,316.57	79,410.99	33,383.26	46,882.18	50,190.25	39,331.40	42,103.20	44,452.10	36,115.94	568,675.29	9%
1991	38,125.22	59,127.61	37,220.87	33,902.79	67,218.57	32,038.66	30,910.93	55,482.55	30,261.30	40,431.46	60,331.74	37,117.42	522,169.12	-20%
1990	28,960.29	35,146.78	20,442.35	45,161.26	43,983.87	167,634.67	48,778.13	66,036.58	50,070.85	44,288.52	62,244.84	36,727.34	649,475.48	138%
1989	15,426.75	26,407.90	29,701.85	13,270.64	29,948.74	17,803.58	15,804.81	28,136.83	22,030.20	20,244.88	30,751.22	23,732.98	273,260.38	1%
1988	11,688.17	34,734.56	13,450.89	17,321.58	31,156.14	17,709.21	23,956.34	25,594.03	18,932.38	18,060.94	27,134.16	30,540.01	270,278.41	14%
1987				15,101.94	33,123.96	20,332.81	13,017.04	46,185.94	18,634.71	32,986.10	31,718.93	25,083.59	236,185.02	
37 year average	43,199.87	56,848.28	39,974.05	44,917.20	57,479.48	45,107.68	40,348.96	60,740.83	44,545.80	45,879.69	55,597.18	45,373.30	580,012.31	
20 year average	45,810.04	56,160.98	41,651.72	49,416.05	56,779.60	43,777.83	41,198.74	64,344.35	49,556.67	50,098.31	54,259.20	49,597.98	602,651.48	
10 year average	49,349.20	67,974.92	45,670.96	60,015.51	63,131.73	48,713.94	50,306.67	66,271.78	61,474.28	59,740.76	58,407.26	54,874.17	685,931.19	
5 year average	50,244.66	65,001.16	51,085.38	62,960.86	73,950.82	51,357.87	57,739.42	75,208.89	72,623.61	77,684.02	68,396.55	67,001.89	773,255.13	
	47,150.94	61,496.33	44,595.53	54,327.41	62,835.41	47,239.33	47,398.45	66,641.46	57,050.09	58,350.69	59,165.05	54,211.83	590,415.94	

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City of Diboll
2024-2025 Utility Rate Analysis

PROPOSED

City of Diboll, Texas
Water and Wastewater Rate Model
Summary of Proposed Rate Performance - Water & Wastewater

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
WATER						
Rate Revenue Requirement	$1,202,233	$1,431,946	$1,462,551	$1,493,583	$1,530,412	$1,562,750
Projected Revenue Under Proposed Rates	1,424,994	1,576,812	1,582,474	1,613,403	1,646,909	1,679,175
Adjusted Over / (Under) Recovery	**$222,761**	**$144,866**	**$119,924**	**$119,820**	**$116,497**	**$116,426**
Adjusted Over / (Under) Recovery (%)	**18.53%**	**10.12%**	**8.20%**	**8.02%**	**7.61%**	**7.45%**
Projected Annual Billed Water Consumption (000's)	244,264	238,349	238,973	238,880	238,715	238,624
WASTEWATER						
Rate Revenue Requirement	$767,140	$1,154,201	$1,189,543	$1,221,151	$1,254,406	$1,294,136
Projected Revenue Under Proposed Rates	948,612	1,070,848	1,128,322	1,162,129	1,195,534	1,230,280
Adjusted Over / (Under) Recovery	**$181,472**	**($83,353)**	**($61,221)**	**($59,021)**	**($58,872)**	**($63,855)**
Adjusted Over / (Under) Recovery (%)	**23.66%**	**(7.22%)**	**(5.15%)**	**(4.83%)**	**(4.69%)**	**(4.93%)**
Projected Annual Billed Flow (000's)	151,842	152,442	153,042	153,642	154,242	154,842
WATER AND WASTEWATER TOTAL						
Rate Revenue Requirement	$1,969,373	$2,586,147	$2,652,094	$2,714,734	$2,784,818	$2,856,885
Projected Revenue Under Proposed Rates	2,373,606	2,647,660	2,710,796	2,775,532	2,842,443	2,909,456
Adjusted Over / (Under) Recovery	**$404,233**	**$61,513**	**$58,703**	**$60,799**	**$57,625**	**$52,570**
Adjusted Over / (Under) Recovery (%)	**20.53%**	**2.38%**	**2.21%**	**2.24%**	**2.07%**	**1.84%**

City of Diboll, Texas
Water and Wastewater Rate Model
Proposed Rates - Water

	Current	2021	2022	2023	2024	2025	2026
Minimum Rate Adjustment		5.00%	8.00%	5.00%	2.00%	2.00%	2.00%
Volumetric Rate Adjustment		5.00%	8.00%	5.00%	2.00%	2.00%	2.00%
Outside Multiplier		2.00	2.00	2.00	2.00	2.00	2.00
Comm./Indust. Min. Multiplier		1.35	1.35	1.35	1.35	1.35	1.35
Comm./Indust. Vol. Multiplier		1.35	1.35	1.35	1.35	1.35	1.35
No Volumes in Minimum		No	No	No	No	No	No
Residential Tier Differential		10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Comm./Indust. Tier Differential		10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Change Residential Tier Structure		Yes	No	No	No	No	No

City of Diboll, Texas
Water and Wastewater Rate Model
Proposed Rates - Wastewater

	Current	2021	2022	2023	2024	2025	2026
Minimum Rate Adjustment		5.00%	10.00%	5.00%	2.50%	2.50%	2.50%
Volumetric Rate Adjustment		5.00%	10.00%	5.00%	2.50%	2.50%	2.50%
Outside Multiplier		2.00	2.00	2.00	2.00	2.00	2.00
Comm./Indust. Min. Multiplier		1.35	1.35	1.35	1.35	1.35	1.35
Comm./Indust. Vol. Multiplier		1.35	1.35	1.35	1.35	1.35	1.35
No Volumes in Minimum		No	No	No	No	No	No
2 Tiers Only		Yes	No	No	No	No	No

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PROPOSED

CITY OF DIBOLL

APPENDIX A
FEE SCHEDULE

UTILITY RATES AND FEE SCHEDULE

Sewer System

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$21.42
All over two thousand (2,000) gallons	$5.79/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$28.90
All over two thousand (2,000) gallons	$7.70/kgal

The rates charged for sewer delivered to nonresidents of the city shall be double the above.

Waterworks System

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$29.24
Next three thousand (3,000) gallons (2,001 to 5,000)	$5.77/kgal
Next five thousand (5,000) gallons (5,001 to 10,000)	$6.34/kgal
Next ten thousand (10,000) gallons (10,001 to 20,000)	$6.98/kgal
All over twenty thousand (20,000) gallons	$7.69/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$39.48
Next eighteen thousand (18,000) gallons (2,001 to 20,000)	$7.57/kgal
Next eighty thousand (80,000) gallons (20,001 to 100,000)	$8.57/kgal
All over one hundred thousand (100,000) gallons	$9.42/kgal

The rates charged for water delivered to nonresidents of the city shall be double the above.

Turn On / Turn off / Courtesy Call	$15.00
Water Deposit	
Owner	$125.00
Renter	$175.00
New Service Connection Fee	$25.00

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Transfer Fee	$25.00
Late Charge, if paid after 10th	10% of total amount due, Min $10.00
Disconnection Processing Fee	$50.00
Sewer Tap Location Fee	$50.00
Meter Testing Fee	$25.00
Plug Meter Charge	$50.00
Pulled Meter Charge	Actual Cost Plus Time & Materials
Meter Repair	Actual Cost Plus Time & Materials

Sewer Taps	
4” Sewer Tap	$410.00
6” Sewer Tap	$430.00
Sewer Tap > 6”	Actual Cost Plus Time & Materials

Water Taps	
¾” Water Tap w/ Meter	$920
1” Water Tap w/ Meter	$1165
1.5” Water Tap w/ Meter	$2075
2” Water Tap w/ Meter	$2540
Water Tap > 2” w/ Meter	Actual Cost Plus Time & Materials

Water Meter Only	
¾” Water Meter	$550
1” Water Meter	$600
1.5” Water Meter	$1050
2” Water Meter	$1200
Water Meter > 2”	Actual Cost Plus Time & Materials

Wholesale Water (per 1,000 gallon)	$3.38/kgal
Fire Hydrant Meter Deposit	$1000.00
Fire Hydrant Meter Monthly Rental Fee	$100.00
Fire Hydrant Water Usage (per 1,000 gallons)	$9.08

Solid Waste

Residential Rate	$16.85

Commercial Rate

Size	Freq/Week	Rate
2 yd	1	$102.97
2 yd	2	$184.96
2 yd	3	$200.83
2 yd	4	$234.94
2 yd	5	$274.93
3 yd	1	$115.47
3 yd	2	$195.45
3 yd	3	$238.69

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3 yd	4	$278.68
3 yd	5	$324.92
4 yd	1	$140.96
4 yd	2	$212.95
4 yd	3	$269.93
4 yd	4	$362.90
4 yd	5	$465.56
6 yd	1	$147.96
6 yd	2	$267.94
6 yd	3	$370.42
6 yd	4	$487.89
6 yd	5	$587.87
8 yd	1	$212.95
8 yd	2	$334.17
8 yd	3	$456.14
8 yd	4	$578.61
8 yd	5	$687.33
Hand Account		$22.00
Cart Fee		$1.90

Roll-Offs

Open Top	Rate
20 yd	$513.79
30 yd	$614.47
40 yd	$715.16
42 yd	$768.81

Compactor	Rate
26 yd	$683.40
40 yd	$723.68
42 yd	$777.76

Open Top; no landfill	Rate
20 yd	$340.35
30 yd	$354.29
40 yd	$368.24
42 yd	$404.54

Compactor; no landfill	Rate
26 yd	$364.44
40 yd	$369.26
42 yd	$405.59

BUILDING AND DEVELOPMENT FEE SCHEDULE

Residential – New Single Family and Duplex Construction	
Building	$50.00 base fee plus $0.40 per sq. ft. conditioned space
Mechanical	$50.00 base fee plus $0.02 per sq. ft. conditioned space
Electrical	$50.00 base fee plus $0.04 per sq. ft. conditioned space
Plumbing	$50.00 base fee plus $0.06 per sq. ft. conditioned space

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Roofing	$50.00 base fee plus $1.25 per square

Residential – Remodeling, Alterations, Additions, and Repairs*	
Building	$50.00 base fee plus $0.25 per sq. ft.
Mechanical	$50.00 base fee plus $0.02 per sq. ft.
Electrical	$50.00 base fee plus $0.04 per sq. ft.
Plumbing	$50.00 base fee plus $0.06 per sq. ft.
Roofing	$50.00 base fee plus $1.25 per square

*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.

Commercial – New Construction /Apartments	
Building	$350.00 base fee plus $0.45 per sq. ft.
Shell Building	$350.00 base fee plus $0.30 per sq. ft.
Interior Finish Out	$150.00 base fee plus $0.15 per sq. ft.
Mechanical	$100.00 base fee plus $0.03 per sq. ft.
Electrical	$100.00 base fee plus $0.04 per sq. ft.
Plumbing	$100.00 base fee plus $0.06 per sq. ft.
Roofing	$100.00 base fee plus $1.25 per square

Commercial – Remodeling, Alterations, Additions, and Repairs*	
Building	$50.00 base fee plus $0.40 per sq. ft.
Mechanical	$50.00 base fee plus $0.03 per sq. ft.
Electrical	$50.00 base fee plus $0.04 per sq. ft.
Plumbing	$50.00 base fee plus $0.06 per sq. ft.
Roofing	$50.00 base fee plus $1.25 per square

*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.

Other Permits & Fees	
Certificate of Occupancy (per Unit)	$50.00
Vendor Permit	$5.00 / Day or $100 / Year
Signage Permit	$100.00
Demolition Fee	$100.00
Storage Building, Carport, Shed	$50.00
Fence Permit	$40.00
Permanent Electrical Service Connection	$50.00
Temporary Electric Pole	$50.00
False Alarm Fee*	$500.00

*Response to alarm site if the city representatives have to secure the premises

Construction Plan Review Fee	
Residential	Actual Cost Plus Time & Materials
Commercial	Actual Cost Plus Time & Materials
Plumbing Inspection Fee – Outside City Limits	$50.00
Inspection After Normal Business Hours	$50.00
Re-inspection Fee	$35.00
Any Fee Not Listed	$50.00
Building Permit Violation Penalty Fee*	$200.00 / Day

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*Where work for which a permit is required by code is started or proceeded prior to obtaining said permit. The payment of such penalty shall not relieve any persons from fully complying with the code requirements in the execution of the work nor from any other penalties prescribed herein.

Copies (8.5 x 11)	25¢ / sheet
Filing Fees	Actual Cost
Curb Cuts	Actual Cost Plus Time & Materials
Street Cuts	Actual Cost Plus Time & Materials
Water / Sewage Cuts	Actual Cost Plus Time & Materials

PLANNING AND ZONING FEE SCHEDULE

Plats			$250.00
Minor Plats	Preliminary & Final		$250.00
Re-Plats	Preliminary & Final		$250.00
Amended Plats	Preliminary & Final		$250.00
Vacated Plats	Preliminary & Final		
		Less than 10 Acres	$100.00
		10 to 50 Acres	$150.00
		Over 50 Acres	$200.00
Major Plats	Preliminary		
		Less than 10 Acres	$300.00
		10 to 50 Acres	$400.00
		Over 50 Acres	$500.00
Major Plats	Final		
		Less than 10 Acres	$300.00
		10 to 50 Acres	$400.00
		Over 50 Acres	$500.00
Application Fees			
	Rezoning		$200.00
	Variance		$200.00
	Specific Use Permit		$200.00
	Adult Oriented Business		$500.00
Document Fees			
	Comprehensive Plan Zoning Ordinance		Actual Cost
	Engineering		Actual Cost

CEMETERY FEE SCHEDULE

Plot – Adult	$500.00
Plot – Infant	$250.00

PARKS & RECREATION FEE SCHEDULE

Athletic Field

Field Permit*	$15.00 / Player

*Teams charged per player that did not register to play in a Diboll Youth Baseball / Softball League the preceding season

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Park Lights	$10.00 / Hour
Trash Service	$35.00 / Hour
Field Permit Violation	$250.00
Vendor Trailer Space	$25.00 per Month

ADMINISTRATIVE FEE SCHEDULE

Notary	$5.00
NSF Returned Check	$35.00

ANIMAL CONTROL FEE SCHEDULE

Impoundment Fee – First Offense	$35.00
Impoundment Fee	$85.00
Surrender Fee	$85.00
Animal at Large	$250.00
Animal at Large 2nd Offense	$500.00

CODE ENFORCEMENT FEE SCHEDULE

Violation of Ordinance – General Penalty		Up to $500.00
Violation of Ordinance – Failure to Obtain Permit		$200.00 / Day
Violation of Ordinance – High Grass & Weeds	Actual Cost Plus	$200.00 / Day
Violation of Ordinance – Illegally Parked of Inoperable Vehicle		$200.00 / Day
Violation of Ordinance – Trash & Debris		$200.00 / Day
Violation of Ordinance – Littering		$200.00
Violation of Ordinance – Prohibited Fireworks Sale or Discharge		$200.00 / Day
Violation of Ordinance – Curfew		$200.00
Violation of Ordinance – No Thru Traffic / No Truck Route		$200.00
Violation of Ordinance – Loitering		$200.00
Violation of Ordinance – Trespassing		$500.00
Violation of Ordinance – Park Regulations		$500.00
Violation of Ordinance – Urinating in Public Place		$500.00
Violation of Ordinance – Discharge Firearm		$500.00
Violation of Ordinance – Burn Ban		$500.00
Violation of Ordinance – Child Safety Zone Violation		$500.00 / Day

MUNICIPAL COURT VIOLATION FEE SCHEDULE

DPS Violation Code	Violation	Reference	OCA Case Category 2011	Base Fine
1075	Disorderly Conduct - Threat	PC 42.01	Penal Code	$ 250.00
1080	Disorderly Conduct - Loud Music / Noise	PC 42.01	Penal Code	$ 250.00
1085	Disorderly Conduct - Fighting	PC 42.01	Penal Code	$ 250.00

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1090	Disorderly Conduct - Obscene Gestures or Language	PC 42.01	Penal Code	$	200.00
1135	Sale of Cigarettes, E-Cigarettes, or Tobacco Products to Person Younger than 21 Years of Age	HSC 161.082	Other State Law	$	500.00
1140	Possession of Drug Paraphernalia	HSC 481.125	Other State Law	$	100.00
1145	Minor in Possession of Tobacco	HSC 161.252	Other State Law	$	100.00
1155	Possession of Intoxicants on Public School Grounds	EC 37.122	Other State Law	$	100.00
1170	Consumption of Alcohol on Licensed Premises	ABC 101.72	Other State Law	$	100.00
1215	Possession in Tobacco Free Zone	PC 48.01	Penal Code	$	250.00
1223	Assault Class C - Simple Assault	PC 22.01	Penal Code	$	500.00
1245	Leaving a Child Unattended in Vehicle	PC 22.10	Penal Code	$	500.00
1250	Reckless Damage	PC 28.04	Penal Code	$	250.00
1286	Theft	PC 31.03	Penal Code	$	250.00
1392	Unlawful Restraint of a Dog	HSC 821.102	Other State Law	$	500.00
3001	*Speeding*	*544.361*	*Non-parking*	*Scheduled*	
3001	Speeding < 10 mph over Speed Limit	545.361	Non-parking	$	100.00
3001	Speeding 11-15 mph over Speed Limit	545.361	Non-parking	$	150.00
3001	Speeding 16-20 mph over Speed Limit	545.361	Non-parking	$	175.00
3001	Speeding 21-25 mph over Speed Limit	545.361	Non-parking	$	190.00
3001	Speeding >26 mph over Speed Limit	545.361	Non-parking	$	200.00
3002	Unsafe Speed (too fast for conditions)	545.351	Non-parking	$	100.00
3003	Impeding traffic	545.363	Non-parking	$	100.00
3005	Fail to yield right of way	545.151	Non-parking	$	200.00
3006	Ran stop sign	545.151	Non-parking	$	200.00
3007	Ran red light	544.007	Non-parking	$	200.00
3009	Changed lane when unsafe	545.06	Non-parking	$	200.00
3011	Turned left from wrong lane	545.101	Non-parking	$	200.00
3012	Turned right from wrong lane	545.101	Non-parking	$	200.00

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3013	Cut corner left turn	545.101	Non-parking	$	150.00
3014	Improper tum	545.103	Non-parking	$	150.00
3015	Wrong Side of Road	545.056	Non-parking	$	200.00
3016	Drove wrong way on one-way roadway	545.059	Non-parking	$	200.00
3017	Following too closely	545.062	Non-parking	$	200.00
3018	Passed-insufficient clearance	545.054	Non-parking	$	200.00
3019	Disregarded no passing zone	545.055	Non-parking	$	200.00
3020	Illegal pass on right	545.057	Non-parking	$	200.00
3021	Fail to stop for School Bus / Passing School Bus	545.066	Non-parking	$	1,250.00
3022	Improper Passing	545.053	Non-parking	$	200.00
3024	Unsafe start from parked, stopped or standing position	545.402	Non-parking	$	200.00
3025	Fail to maintain financial responsibility- 2nd offense	601.191	Non-parking	$	375.00
3026	Parked on roadway	545.301	Parking	$	100.00
3028	Crossing physical barrier	545.063	Non-parking	$	100.00
3031	Unrestrained child - Safety seat violation	545.412	Non-parking	$	200.00
3032	No seat belt-driver	545.413	Non-parking	$	200.00
3033	No seat belt-passenger	545.413	Non-parking	$	200.00
3034	Child not secured by safety belt	545.413	Non-parking	$	200.00
3038	Operate vehicle with child in open bed	545.414	Non-parking	$	200.00
3045	Fail to Stop and Render Aid	550.022	Non-parking	$	200.00
3049	Fail to maintain financial responsibility	601.191	Non-parking	$	300.00
3050	Fail to control speed	545.351	Non-parking	$	100.00
3051	Speed under minimum	545.363	Non-parking	$	100.00
3052	Fail to yield at stop intersection	545.151	Non-parking	$	100.00
3053	Fail to yield at yield intersection	545.151	Non-parking	$	100.00
3054	Fail to yield right of way at open intersection	545.151	Non-parking	$	100.00
3055	Fail to yield right of way-turning left	545.152	Non-parking	$	100.00
3056	Fail to yield right of way leaving private drive, alley, building	545.155	Non-parking	$	100.00

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3057	Fail to yield right of way to emergency vehicle	545.156	Non-parking	$	200.00
3058	Fail to yield right of way - on Green Signal	544.007	Non-parking	$	100.00
3059	Disregarded traffic control device	544.004	Non-parking	$	100.00
3060	Fail to stop-designated point-at stop sign	544.01	Non-parking	$	100.00
3061	Fail to stop-designated point-at yield sign	544.01	Non-parking	$	100.00
3063	Fail to stop at proper place (at traffic light)	544.007	Non-parking	$	100.00
3064	Fail to stop at proper place (not intersection)	544.007	Non-parking	$	100.00
3066	Drove through safety zone	545.403	Non-parking	$	200.00
3069	Disregarded lane control signal	544.009	Non-parking	$	200.00
3070	Fail to drive in single lane	545.06	Non-parking	$	200.00
3071	Disregarded no lane change sign	545.06	Non-parking	$	200.00
3072	Disregarded signal at RR crossing	545.251	Non-parking	$	200.00
3073	Disregarded RR crossing gate or flagman	545.251	Non-parking	$	200.00
3074	Fail to stop at marked RR crossing	545.252	Non-parking	$	200.00
3075	Heavy equipment disregarded signal of train	545.255	Non-parking	$	100.00
3076	Turned across dividing section	545.063	Non-parking	$	100.00
3077	Turned right too wide	545.101	Non-parking	$	100.00
3078	Disregarded turn marks at intersection	545.101	Non-parking	$	100.00
3079	Made U-turn on curve or hill	545.102	Non-parking	$	100.00
3080	Turned when unsafe	545.103	Non-parking	$	100.00
3081	Cut across driveway to make turn	545.423	Non-parking	$	100.00
3082	Fail to yield right of way on left at obstruction	545.051	Non-parking	$	100.00
3083	Slower vehicle failed to keep right	545.051	Non-parking	$	100.00
3084	Failed to signal lane change	545.104	Non-parking	$	100.00
3085	Failed to give one-half of roadway	545.052	Non-parking	$	100.00
3086	Failed to pass met vehicle to right	545.052	Non-parking	$	100.00
3088	Drove on wrong side of divided highway	545.063	Non-parking	$	200.00

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3089	Drove center lane (not passing, not turning left)	545.06	Non-parking	$	200.00
3090	Drove wrong way in designated lane	545.06	Non-parking	$	200.00
3091	Wrong side road-not passing	545.055	Non-parking	$	200.00
3092	Cut in after passing	545.053	Non-parking	$	200.00
3093	Passed vehicle stopped for pedestrian	552.003	Non-parking	$	200.00
3096	Failed to Signal Turn	545.106	Non-parking	$	200.00
3097	Fail to signal distance before turning	545.104	Non-parking	$	200.00
3098	Failed to Signal - for Stop	547.701	Non-parking	$	200.00
3099	Improper tum or stop hand signal	545.106	Non-parking	$	200.00
3101	Driving while license invalid	521.457	Non-parking	$	300.00
3103	No driver’s license	521.021	Non-parking	$	200.00
3104	Disregard School Crossing Guard	542.501	Non-parking	$	200.00
3106	Violate DL restrictions	521.221	Non-parking	$	200.00
3112	No motorcycle endorsement	521.221	Non-parking	$	200.00
3114	Fail to yield right of way to pedestrian at signal intersection	552.002	Non-parking	$	200.00
3115	Fail to yield right of way to pedestrian on sidewalk	552.006	Non-parking	$	200.00
3116	Fail to yield right of way to pedestrian in crosswalk fail to yield ROW to pedestrian in crosswalk-no signal	552.003	Non-parking	$	200.00
3117	Fail to use due care for pedestrian	552.008	Non-parking	$	100.00
3118	Fail to yield for blind or incapacitated person	552.008	Non-parking	$	100.00
3119	Too many riders on motorcycle	545.416	Non-parking	$	200.00
3120	Carry passenger without a helmet	661.003	Non-parking	$	200.00
3121	Disregarded police officer	542.501	Non-parking	$	200.00
3124	Failed to give way when overtaken	545.053	Non-parking	$	100.00
3125	Increased speed while being overtaken	545.053	Non-parking	$	100.00
3126	Did not use designated lane or direction	545.064	Non-parking	$	100.00
3127	Drove onto (or from) controlled access highway where prohibited	545.064	Non-parking	$	100.00

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3128	Prohibited motor vehicle on controlled-access highway	545.065	Non-parking	$	100.00
3131	Failed to stop for approaching train	545.251	Non-parking	$	100.00
3132	Bus failed to stop at RR crossing	545.253	Non-parking	$	200.00
3134	Vehicle hauling explosives failed to reduce speed at RR crossing	545.254	Non-parking	$	200.00
3135	Vehicle hauling explosives (or flammable materials) failed to stop at RR crossing	545.254	Non-parking	$	200.00
3136	Crossed RR with heavy equipment without notice	545.255	Non-parking	$	100.00
3137	Crossed RR with heavy equipment without stop (or safety)	545.255	Non-parking	$	100.00
3138	Fail to stop-emerging from alley, driveway or building	545.256	Non-parking	$	100.00
3147	Possess Deceptive DL/ID	521.453	Non-Parking	$	500.00
3150	Improper use of auxiliary passing lamps	547.329	Non-parking	$	100.00
3151	Too many auxiliary passing lamps	547.329	Non-parking	$	100.00
3152	Improper use of auxiliary driving lamps	547.33	Non-parking	$	100.00
3153	Too many auxiliary driving lamps	547.33	Non-parking	$	100.00
3154	Fail to use proper headlight beam	547.333	Non-parking	$	100.00
3155	Fail to dim headlights-meeting	547.333	Non-parking	$	100.00
3156	Fail to dim headlights-following	547.333	Non-parking	$	100.00
3157	More than four driving lamps lighted	547.302	Non-parking	$	100.00
3158	Unauthorized use of siren, bell or whistle	547.501	Non-parking	$	100.00
3159	Warning devices not displayed	547.503	Non-parking	$	100.00
3160	Passengers/load obstruct driver's view or control	545.417	Non-parking	$	100.00
3161	No head lamp(s)	547.321	Non-parking	$	100.00
3162	Defective head lamp(s)	547.801	Non-parking	$	100.00
3166	No tail lamp(s)	547.801	Non-parking	$	100.00
3167	Defective taillamp(s)	547.322	Non-parking	$	100.00
3169	No stop lamps	547.323	Non-parking	$	100.00
3170	Defective stop lamp(s)	547.323	Non-parking	$	100.00

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PROPOSED

3171	No turn signal lamp(s) when required	545.106	Non-parking	$	100.00
3172	Defective tum signal lamp(s)	547.324	Non-parking	$	100.00
3173	No parking lamp(s)	547.383	Non-parking	$	100.00
3174	Defective parking lamp(s)	547.383	Non-parking	$	100.00
3175	Improper use of back-up lamp	547.332	Non-parking	$	100.00
3176	No front/rear reflector(s) when required	547.325	Non-parking	$	100.00
3180	Wrong color clearance lamp(s)	547.353	Non-parking	$	100.00
3181	Wrong color side marker	547.353	Non-parking	$	100.00
3182	Wrong color identification lamps	547.353	Non-parking	$	100.00
3183	Wrong color reflectors	547.353	Non-parking	$	100.00
3184	Wrong color stoplight	547.303	Non-parking	$	100.00
3185	Wrong color license plate light	547.303	Non-parking	$	100.00
3186	Wrong color back-up lamp	547.303	Non-parking	$	100.00
3187	Wrong color signal device	547.303	Non-parking	$	100.00
3188	Reflectors not visible sufficient distance	547.355	Non-parking	$	100.00
3189	Clearance lights not visible sufficient distance	547.355	Non-parking	$	100.00
3190	Identification lamps not visible sufficient distance	547.355	Non-parking	$	100.00
3191	Side markers lamps not visible sufficient distance	547.355	Non-parking	$	100.00
3198	Drove without lights-when required	547.302	Non-parking	$	100.00
3201	Operate vehicle more than one passenger-minor	545.424	Non-parking	$	100.00
3202	Violate operating hours-minor	545.424	Non-parking	$	100.00
3204	Passing authorized emergency vehicle	545.157	Non-parking	$	500.00
3207	Operate motorcycle without approved headgear	66l.003	Non-parking	$	100.00
3208	Parked with headlamps not dimmed	547.383	Non-parking	$	100.00
3209	Improper use of spot lamps	547.327	Non-parking	$	100.00
3210	Too many spot lamps	547.327	Non-parking	$	100.00
3211	Improper use of fog lamps	547.328	Non-parking	$	100.00
3212	Too many fog lamps	547.328	Non-parking	$	100.00
3213	Defective Brakes	547.402	Non-parking	$	200.00

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PROPOSED

3225	Horn violation	547.501	Non-parking	$	100.00
3226	Equipped with unauthorized siren, whistle, or bell	547.501	Non-parking	$	100.00
3227	Muffler violation	547.604	Non-parking	$	100.00
3228	Removed original equipment exhaust emission' system	547.605	Non-parking	$	100.00
3229	Defective exhaust emission system-equipped but not in good working order	547.605	Non-parking	$	100.00
3230	Mirror violation	547.602	Non-parking	$	100.00
3231	Affix color/light altering material to windshield/window / Obstructed view through windshield	547.613	Non-parking	$	100.00
3232	No windshield wiper	547.603	Non-parking	$	100.00
3233	Defective windshield wiper	547.603	Non-parking	$	100.00
3234	Defective safety glazing material	547.608	Non-parking	$	100.00
3235	Warning devices not installed or defective	547.502	Non-parking	$	100.00
3238	No mud flaps or improper mud flaps	547.606	Non-parking	$	100.00
3250	Television receiver improperly located (visible to driver)	547.611	Non-parking	$	100.00
3251	No front seat belts (when required)	547.601	Non-parking	$	100.00
3252	Parked within an intersection	545.302	Parking	$	100.00
3253	Parked on crosswalk	545.302	Parking	$	100.00
3254	Parked on a bridge or in a tunnel	545.302	Parking	$	100.00
3255	Parked on grade-failed to turn wheels	545.404	Parking	$	100.00
3256	Parked and failed to set brakes	545.404	Parking	$	100.00
3257	Parked without stopping engine	545.404	Parking	$	100.00
3259	Expired Driver License	521.021; 521.026	Non-parking	$	200.00
3260	Expired commercial driver license	522.051	Non-parking	$	300.00
3263	Fail to display DL	521.025	Non-parking	$	200.00
3264	Fail to report change of address/name	521.054	Non-parking	$	200.00
3267	Driving While License Suspended	521.241	Non-parking	$	200.00

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PROPOSED

3272	Fail to comply with requirements on striking unattended vehicle	550.024	Non-parking	$	200.00
3273	Fail to comply with requirements on striking fixtures on highway	550.025	Non-parking	$	200.00
3274	No or defective license plate light	547.322	Non-parking	$	100.00
3275	No beam indicator	547.333	Non-parking	$	100.00
3276	Improper color light(s) on front	547.305	Non-parking	$	100.00
3277	Improper flashing lights	547.305	Non-parking	$	100.00
3278	No Fire Extinguisher	547.607	Non-parking	$	200.00
3282	Improperly transporting more than 3 vehicles	545.409	Non-parking	$	100.00
3284	Parked double	545.302	Parking	$	100.00
3285	Violate DL restriction on occupational license	521.253	Non-parking	$	100.00
3286	Fail to report accident-SR (under SR laws, as required)	601.004	Non-parking	$	100.00
3287	Fail to yield right of way - turning right on red signal	544.007	Non-parking	$	100.00
3288	Fail to yield right of way - changing lanes	545.061	Non-parking	$	100.00
3301	No commercial driver's license (CDL)	522.011	Non-parking	$	500.00
3302	Fail to report change of address or name (CDL)	522.032	Non-parking	$	300.00
3307	Use Wireless Device While Driving as a Minor	545.424a	Non-parking	$	200.00
3309	Open Container in Motor Vehicle	PC 49.031	Penal Code	$	500.00
3314	Interfere with funeral procession	PC 42.05	Penal Code	$	100.00
3315	Drove on sidewalk	545.422	Non-parking	$	100.00
3316	Illegal backing	545.415	Non-parking	$	100.00
3319	Leaving Scene of Accident	550.021	Non-parking	$	300.00
3320	Obstructing traffic	545.363	Non-parking	$	100.00
3321	Driver opened door in moving traffic	545.418	Non-parking	$	100.00
3322	Operate vehicle where prohibited	545.064	Non-parking	$	100.00
3323	Open container - passenger area	PC 49.031; 49.04(c)	Penal Code	$	500.00
3333	Violate promise to appear	543.009	Other State Law	$	200.00
3334	Unauthorized glass coating material	547.101	Non-parking	$	100.00

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PROPOSED

3337	Failure to Appear	PC 38.10	Penal Code	$	500.00
3338	Fail to identify	PC 38.02	Penal Code	$	500.00
3341	Driving around barricades	472.022	Non-parking	$	100.00
3342	Disregard warning signs or barricades	472.022	Non-parking	$	100.00
3361	Passenger interfered with driver view or control	545.417	Non-parking	$	100.00
3363	Permit livestock to roam	AGC 143.108	Other State Law	$	100.00
3364	Parent or guardian permitted unlicensed minor to drive	521.458	Non-parking	$	200.00
3365	Non-guardian permitted unlicensed operator to drive	521.458	Non-parking	$	200.00
3366	Non-driver opened door in lane traffic	545.418	Non-parking	$	100.00
3377	Place or maintain flashing light or sign within 1000 feet of intersection w/o permission	544.006	Non-parking	$	100.00
3503	Failure to keep bicycle on right side of road	551.103	Other State Law	$	100.00
3504	No or defective brake on bicycle or motor-assisted bike	551.104	Other State Law	$	100.00
3505	No or defective white light on front of bicycle or motor assisted bicycle at night	551.104	Other State Law	$	100.00
3506	Bicycle rider committed hazardous traffic violation	551.101	Other State Law	$	200.00
3507	Bicycle rider failed to use due care when passing	551.103	Other State Law	$	100.00
3520	Non-motorized vehicle on prohibited roadway	545.065	Non-parking	$	100.00
3523	Pedestrian failed to yield right of way to vehicle not at crosswalk	552.005	Other State Law	$	100.00
3524	Pedestrian on prohibited roadway	545.065	Other State Law	$	100.00
3525	Public Intoxication	PC 49.02	Penal Code	$	500.00
3528	Walked on highway with traffic-no sidewalks	552.006	Other State Law	$	100.00
3529	Walked on roadway where sidewalks provided	552.006	Other State Law	$	150.00
3552	Park/stand in front of public/private drive	545.302	Parking	$	100.00
3553	Parking in prohibited area	545.302	Parking	$	200.00
3555	Stopping in prohibited area	545.302	Parking	$	100.00
3561	Parked facing traffic	545.303	Parking	$	100.00
3581	Disregarded sole green turn signal arrow	544.007	Non-parking	$	100.00

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PROPOSED

3582	Disregarded pedestrian control signal	552.002	Other State Law	$	100.00
3583	Pedestrian disregarded red signal at regular traffic light	552.001	Other State Law	$	100.00
3584	Pedestrian disregarded yellow signal at regular traffic light	552.001	Other State Law	$	100.00
3585	Drove on wrong side RR crossing	545.056	Non-parking	$	100.00
3589	Crossing fire hose without permission	545.205	Non-parking	$	200.00
3590	Drive into block where fire engine stopped	545.407	Non-parking	$	200.00
3591	Following ambulance / fire apparatus	545.407	Non-parking	$	200.00
3596	Speeding-in a school zone	541.302	Non-parking	$	200.00
3655	Dealers license violation	503.068-503.094-503.09	Non-parking	$	500.00
3656	Expired Registration	502.407	Non-parking	$	100.00
3658	Obscured License Plate	502.409	Non-parking	$	100.00
3667	Operate motor vehicle without license plates or with one License plate	502.404	Non-parking	$	200.00
3668	Operate unregistered motor vehicle	502.402	Non-parking	$	200.00
3669	Operate w/license for other class vehicle	502.403	Non-parking	$	100.00
3669	Operate with license plate for other class vehicle	502.403	Non-parking	$	100.00
3800	Minor in possession	ABC 106.05	Other State Law	$	300.00
3801	Attempt to purchase alcohol-minor	ABC 106.025	Other State Law	$	300.00
3802	Purchase of alcohol-minor	ABC 106.02	Other State Law	$	300.00
3803	Consumption of alcohol-minor	ABC 106.04	Other State Law	$	300.00
3804	Misrepresentation of age-minor	ABC 106.07	Other State Law	$	300.00
3805	Public intoxication-minor	PC 49.02	Penal Code	$	500.00
3806	DUI Driving under the Influence – Minor	ABC 106.041	Other State Law	$	500.00
3999	Use of Wireless Device in School Zone	545.425	Non-parking	$	200.00

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PROPOSED

CITY OF DIBOLL
Tax Rate, Debt Service
2024-2025 Budget Analysis

Debt Service Worksheet **2024-2025** **Name of Taxing Unit:** City of Diboll

Schedule A: Unencumbered Fund Balance - The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Fund Type	Balance	Fund Type	Balance
General Fund	650,000.00		
Debt Service Fund	50,000.00		

Schedule B: Debt Service - The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Amount (if any) paid from Schedule A:	135,568.75
Amount (if any) paid from other resources:	871,945.58

Debt Description	Principal	Interest	Other Amount	Total
Series 2019, GO Refunding	225,000.00	70,375.00	300.00	295,675.00
Series 2020, GO Refunding	95,000.00	40,268.75	300.00	135,568.75
Series 2021, TWDB	115,000.00	61,329.50	350.00	176,679.50
SIB LOAN	21,791.95	1,186.10	-	22,978.05
PSI Project LOAN	175,155.00	201,458.03		376,613.03

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PROPOSED

CITY OF DIBOLL
Outstanding Loans
2024-2025 Budget Analysis

PSI Project LOAN

Loan Data		
Original Principal	$	5,640,536.00
Loan Term (Years)		20
Annual Interest Rate		3.68%, 30/360 basis
Payments per Year		1
Payment		Variable

Paid from Utility Fund, Utility

Year	Payment	Interest	Principal	Due Date
0	$ 190,839.30	$ 190,839.30	$ -	6/1/2023
1	$ 373,704.72	$ 207,571.72	$ 166,133.00	6/1/2024
2	$ 376,613.03	$ 201,458.03	$ 175,155.00	6/1/2025
3	$ 382,409.32	$ 195,012.32	$ 187,397.00	6/1/2026
4	$ 388,299.11	$ 188,116.11	$ 200,183.00	6/1/2027
5	$ 394,283.38	$ 180,749.38	$ 213,534.00	6/1/2028
6	$ 400,360.33	$ 172,891.33	$ 227,469.00	6/1/2029
7	$ 406,537.48	$ 164,520.48	$ 242,017.00	6/1/2030
8	$ 412,811.24	$ 155,614.24	$ 257,197.00	6/1/2031
9	$ 419,145.39	$ 146,149.39	$ 272,996.00	6/1/2032
10	$ 414,921.14	$ 136,103.14	$ 278,818.00	6/1/2033
11	$ 414,920.64	$ 125,842.64	$ 289,078.00	6/1/2034
12	$ 414,920.57	$ 115,204.57	$ 299,716.00	6/1/2035
13	$ 414,921.02	$ 104,175.02	$ 310,746.00	6/1/2036
14	$ 414,920.57	$ 92,739.57	$ 322,181.00	6/1/2037
15	$ 414,921.31	$ 80,883.31	$ 334,038.00	6/1/2038
16	$ 414,920.71	$ 68,590.71	$ 346,330.00	6/1/2039
17	$ 414,920.77	$ 55,845.77	$ 359,075.00	6/1/2040
18	$ 414,920.81	$ 42,631.81	$ 372,289.00	6/1/2041
19	$ 414,921.57	$ 28,931.57	$ 385,990.00	6/1/2042
20	$ 414,921.14	$ 14,727.14	$ 400,194.00	6/1/2043

SIB LOAN

Loan Data		
Original Principal	$	225,000.00
Loan Term (Years)		10
Annual Interest Rate		0-.76%
Payments per Year		1
Payment		$22,978.00
Additional Principal		$0.00

Paid from: General Fund, Street

Month	Payment	Interest	Principal	Balance	Due Date
0				225,000.00	4/23/2021
1	22,978.00	-	22,978.00	202,022.00	4/23/2022
2	22,978.00	-	22,978.00	179,044.00	4/23/2023
3	22,978.00	-	22,978.00	156,066.00	4/23/2024
4	22,978.05	1,186.10	21,791.95	134,274.05	4/23/2025
5	22,978.05	1,020.48	21,957.57	112,316.48	4/23/2026
6	22,978.05	853.61	22,124.44	90,192.04	4/23/2027
7	22,978.05	685.46	22,292.59	67,899.45	4/23/2028
8	22,978.05	516.04	22,462.01	45,437.44	4/23/2029
9	22,978.05	345.32	22,632.73	22,804.71	4/23/2030
10	22,978.05	173.34	22,804.71	-	4/23/2031

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PROPOSED

CITY OF DIBOLL
Outstanding Bonds
2024-2025 Budget Analysis

Series 2019

Paid from Utility Fund

Year	Payment	Interest	Principal	FY
0	$ 291,500.00	$ 91,500.00	$ 200,000.00	2022-2023
1	$ 291,250.00	$ 81,250.00	$ 210,000.00	2023-2024
2	$ 295,375.00	$ 70,375.00	$ 225,000.00	2024-2025
3	$ 293,875.00	$ 58,875.00	$ 235,000.00	2025-2026
4	$ 291,875.00	$ 46,875.00	$ 245,000.00	2026-2027
5	$ 294,250.00	$ 34,250.00	$ 260,000.00	2027-2028
6	$ 291,000.00	$ 21,000.00	$ 270,000.00	2028-2029
7	$ 292,125.00	$ 7,125.00	$ 285,000.00	2029-2030

Series 2020

Paid from General Fund

Year	Payment	Interest	Principal	FY
0	$ 145,018.75	$ 50,018.75	$ 95,000.00	2022-2023
1	$ 145,143.75	$ 45,143.75	$ 100,000.00	2023-2024
2	$ 135,268.75	$ 40,268.75	$ 95,000.00	2024-2025
3	$ 135,393.75	$ 35,393.75	$ 100,000.00	2025-2026
4	$ 135,268.75	$ 30,268.75	$ 105,000.00	2026-2027
5	$ 136,543.75	$ 26,543.75	$ 110,000.00	2027-2028
6	$ 139,293.75	$ 24,293.75	$ 115,000.00	2028-2029
7	$ 141,943.75	$ 21,943.75	$ 120,000.00	2029-2030
8	$ 144,493.75	$ 19,493.75	$ 125,000.00	2030-2031
9	$ 141,915.63	$ 16,915.63	$ 125,000.00	2031-2032
10	$ 144,206.25	$ 14,206.25	$ 130,000.00	2032-2033
11	$ 141,281.25	$ 11,281.25	$ 130,000.00	2033-2034
12	$ 143,134.38	$ 8,134.38	$ 135,000.00	2034-2035
13	$ 139,928.13	$ 4,928.13	$ 135,000.00	2035-2036
14	$ 141,662.50	$ 1,662.50	$ 140,000.00	2036-2037

Series 2021, TWDB

Paid from Utility Fund

Year	Payment	Interest	Principal	FY
0	$ 168,749.50	$ 63,749.50	$ 105,000.00	2022-2023
1	$ 172,567.00	$ 62,567.00	$ 110,000.00	2023-2024
2	$ 176,329.50	$ 61,329.50	$ 115,000.00	2024-2025
3	$ 175,064.50	$ 60,064.50	$ 115,000.00	2025-2026
4	$ 178,772.00	$ 58,772.00	$ 120,000.00	2026-2027
5	$ 177,452.00	$ 57,452.00	$ 120,000.00	2027-2028
6	$ 176,132.00	$ 56,132.00	$ 120,000.00	2028-2029
7	$ 174,812.00	$ 54,812.00	$ 120,000.00	2029-2030
8	$ 178,464.50	$ 53,464.50	$ 125,000.00	2030-2031
9	$ 177,089.50	$ 52,089.50	$ 125,000.00	2031-2032
10	$ 180,687.00	$ 50,687.00	$ 130,000.00	2032-2033
11	$ 179,257.00	$ 49,257.00	$ 130,000.00	2033-2034
12	$ 177,794.50	$ 47,794.50	$ 130,000.00	2034-2035
13	$ 181,183.00	$ 46,183.00	$ 135,000.00	2035-2036
14	$ 179,367.25	$ 44,367.25	$ 135,000.00	2036-2037
15	$ 177,382.75	$ 42,382.75	$ 135,000.00	2037-2038
16	$ 180,209.00	$ 40,209.00	$ 140,000.00	2038-2039
17	$ 177,857.00	$ 37,857.00	$ 140,000.00	2039-2040
18	$ 180,333.75	$ 35,333.75	$ 145,000.00	2040-2041
19	$ 177,658.50	$ 32,658.50	$ 145,000.00	2041-2042
20	$ 179,833.00	$ 29,833.00	$ 150,000.00	2042-2043
21	$ 176,863.00	$ 26,863.00	$ 150,000.00	2043-2044
22	$ 178,751.25	$ 23,751.25	$ 155,000.00	2044-2045
23	$ 180,451.00	$ 20,451.00	$ 160,000.00	2045-2046
24	$ 177,035.00	$ 17,035.00	$ 160,000.00	2046-2047
25	$ 178,508.25	$ 13,508.25	$ 165,000.00	2047-2048
26	$ 179,814.50	$ 9,814.50	$ 170,000.00	2048-2049
27	$ 180,958.75	$ 5,958.75	$ 175,000.00	2049-2050
28	$ 176,995.00	$ 1,995.00	$ 175,000.00	2050-2051

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS SPECIAL-CALLED MEETING ON TUESDAY, SEPTEMBER 3, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: PUBLIC HEARING - 2024 Tax Year Proposed Property Tax Rate for City of Diboll.

Open: 5:16pm Closed: 5:16pm
Public Participation: None

Item #2: Consideration and possible action to approve Property Tax Rate Ordinance 2024-09-001.

Reading the required language, Daniel Lopez made a motion to approve and Luis Maldonado second.
Unanimous vote to approve, none opposed, motion carries.

Item #3: PUBLIC HEARING – First Reading of the Proposed 2024-2025 Fiscal Year Operating Budget for the City of Diboll.

Open: 5:17pm Closed: 5:17pm
Public Participation: None

Adjournment

Mayor Wilkerson called to adjourn at 5:18p.m.

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Minutes of the September 3, 2024 special called meeting approved by Council on this the 10th day of September, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, September 10, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from August 13, 2024, Regular Session Meeting
b. Minutes from September 3, 2024, Special Called Meeting
c. Financial Statement for August 2024
d. 12-Month Attendance Record for August 2024

Item #2: Consideration and possible action to approve Ordinance 2024-09-002; establishing rates charged for water and sanitary sewer usage in the City of Diboll, Texas.

Item #3: Consideration and possible action to adopt Ordinance 2024-09-003, approving and documenting a revised 2024 fee schedules, combining all categories of fees, for the City of Diboll.

Item #4: PUBLIC HEARING – Second Reading of the Proposed 2024-2025 Fiscal Year Operating Budget for the City of Diboll.

Item #5: Consideration and possible action to adopt Ordinance 2024-09-004, approving proposed 2024-2025 Fiscal Year Operating Budget.

Item #6: Consideration and possible action to approve a rate increase requested by Piney Woods Sanitation, Inc. (Live Oak Environmental, LLC d/b/a Live Oak Waste, LLC).

Item #7: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report

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c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on September 6, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 09/06/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, AUGUST 13, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

Mayor Pro Tem Daniel Lopez

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: Mr. Gary Gores expressed concern regarding streets in Deer Trace area and overall tax rates.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from July 9, 2024, Regular Session Meeting
b. Minutes from July 23, 2024, Budget Workshop
c. Financial Statement for July 2024
d. 12-Month Attendance Record for July 2024
e. Investment Report for Quarter ending June 2024

Nora Munoz made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Mayor Trey Wilkerson to present the Oath and Statement of Officer to newly hired Police Officer.

Chief of Police Michael Skillern introduced Officer Kyle Rayburn and Mayor Trey Wilkerson administered the Oath of Office.

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Item #3: Recognition of the 12U Dixie Allstar Team World Series Champions.

Mayor, Trey Wilkerson recognized the team and coaches for their accomplishments in front of Council and presented them with a Proclamation.

Item #4: Consideration and possible action to approve Ordinance 2024-08-001 for the third (3rd) amendment to the 2023-2024 Operating Budget.

Ray Williams, Jr. made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to excuse absences as requested by Councilman Ray Williams.

Councilmember Ray Williams, Jr. addressed Council.
Nora Munoz made a motion to approve and Schuyler Bacon second.
Unanimous vote to approve, none opposed, motion carries.

Item #5: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:33p.m.

Minutes of the August 13, 2024 Regular Session Meeting approved by council on this the 10th day of September, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS SPECIAL-CALLED MEETING ON TUESDAY, SEPTEMBER 3, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern and Public Works Director Joshua Richard.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: PUBLIC HEARING - 2024 Tax Year Proposed Property Tax Rate for City of Diboll.

Open: 5:16pm Closed: 5:16pm
Public Participation: None

Item #2: Consideration and possible action to approve Property Tax Rate Ordinance 2024-09-001.

Reading the required language, Daniel Lopez made a motion to approve and Luis Maldonado second.
Unanimous vote to approve, none opposed, motion carries.

Item #3: PUBLIC HEARING – First Reading of the Proposed 2024-2025 Fiscal Year Operating Budget for the City of Diboll.

Open: 5:17pm Closed: 5:17pm
Public Participation: None

Adjournment

Mayor Wilkerson called to adjourn at 5:18p.m.

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Minutes of the September 3, 2024 special called meeting approved by Council on this the 10th day of September, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 08/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	9,000.00	9,000.00	0.00	10,500.00	10,500.00	-1,500.00
3200 - Fines and Fees	276,080.00	276,080.00	39,978.36	295,581.81	295,581.81	-19,501.81
3210 - Licenses & Permits	26,000.00	26,000.00	6,367.51	34,778.06	34,778.06	-8,778.06
3500 - Franchise Tax	375,000.00	375,000.00	22,581.50	377,532.92	377,532.92	-2,532.92
3550 - Property Tax	1,421,018.00	1,421,018.00	5,224.75	1,456,349.60	1,456,349.60	-35,331.60
3700 - Sales Tax	865,000.00	952,000.00	77,954.09	985,618.31	985,618.31	-33,618.31
3800 - Interest	32,000.00	32,000.00	664.61	28,412.87	28,412.87	3,587.13
3805 - Miscellaneous	39,800.00	43,724.57	4,529.39	55,826.27	55,826.27	-12,101.70
3940 - Contributions & Grants	1,559.33	1,559.33	0.00	29,732.02	29,732.02	-28,172.69
3960 - Donations	10,800.00	10,800.00	0.00	10,800.00	10,800.00	0.00
Revenue Total:	**3,056,257.33**	**3,147,181.90**	**157,300.21**	**3,285,131.86**	**3,285,131.86**	**-137,949.96**
Expense						
4000 - Insurance	67,600.44	67,600.44	0.00	68,238.87	68,238.87	-638.43
4010 - Grant Expense	0.00	0.00	0.00	3,365.04	3,365.04	-3,365.04
4030 - Fines & Fees	400.00	400.00	318.05	417.05	417.05	-17.05
4040 - Administrative	249,216.00	248,883.62	7,179.25	230,960.37	237,702.33	11,181.29
4080 - Capital Purchase	22,378.00	22,378.00	0.00	22,377.00	22,377.00	1.00
4100 - Contractual & Professional Services	203,405.01	202,767.51	10,873.84	184,957.63	187,157.63	15,609.88
4110 - Intergov't Contracts	171,000.00	171,000.00	132,609.81	177,754.10	177,754.10	-6,754.10
4210 - Project Expense	92,097.14	112,097.14	14,197.32	94,787.70	101,214.22	10,882.92
4300 - Utility	109,440.00	109,440.00	6,440.03	87,152.49	87,152.49	22,287.51
4400 - Repairs & Maintenance	294,516.02	305,365.47	12,199.21	142,177.67	146,193.73	159,171.74
4460 - Materials & Supplies	183,660.90	185,506.13	12,965.02	165,593.11	173,450.28	12,055.85
4500 - Miscellaneous	6,992.81	6,966.38	-1,655.00	5,533.11	5,183.11	1,783.27
4800 - Payroll Expense	2,211,460.63	2,211,460.63	169,077.48	2,027,113.35	2,027,113.35	184,347.28
4860 - Personnel	47,975.00	47,201.20	0.00	28,069.34	33,509.24	13,691.96
9999 - Transfers	-465,939.62	-465,939.62	0.00	0.00	0.00	-465,939.62
Expense Total:	**3,194,202.33**	**3,225,126.90**	**364,205.01**	**3,238,496.83**	**3,270,828.44**	**-45,701.54**
Fund: 01 - General Fund Surplus (Deficit):	**-137,945.00**	**-77,945.00**	**-206,904.80**	**46,635.03**	**14,303.42**	**-92,248.42**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	264,135.13	2,932,071.36	2,932,071.36	785,325.64
3130 - Penalties & Interest	25,000.00	25,000.00	200,581.21	1,447,646.57	1,447,646.57	-1,422,646.57
3800 - Interest	21,000.00	21,000.00	0.00	18,706.68	18,706.68	2,293.32
3805 - Miscellaneous	14,000.00	14,000.00	22,645.40	42,705.09	42,705.09	-28,705.09
3940 - Contributions & Grants	0.00	0.00	0.00	449,522.45	449,522.45	-449,522.45
Revenue Total:	**3,777,397.00**	**3,777,397.00**	**487,361.74**	**4,890,652.15**	**4,890,652.15**	**-1,113,255.15**
Expense						
4000 - Insurance	32,347.27	32,347.27	999.60	33,296.87	33,296.87	-949.60
4010 - Grant Expense	0.00	0.00	0.00	219,072.45	219,072.45	-219,072.45
4030 - Fines & Fees	1,755.00	1,755.00	0.00	967.82	967.82	787.18
4040 - Administrative	29,699.00	29,699.00	4,317.67	47,632.52	47,837.34	-18,138.34
4080 - Capital Purchase	211,352.00	241,882.00	5,180.00	75,700.50	75,700.50	166,181.50
4100 - Contractual & Professional Services	884,025.04	884,025.04	67,083.53	979,855.92	997,031.66	-113,006.62
4110 - Intergov't Contracts	50,000.00	50,000.00	108.42	28,757.33	28,757.33	21,242.67
4300 - Utility	150,620.00	150,620.00	11,900.40	138,072.25	138,072.25	12,547.75
4400 - Repairs & Maintenance	269,951.00	299,421.00	20,150.28	171,628.61	277,171.44	22,249.56
4460 - Materials & Supplies	238,455.73	238,455.73	20,631.31	170,025.47	183,366.55	55,089.18
4800 - Payroll Expense	606,506.34	606,506.34	43,272.89	543,204.15	543,204.15	63,302.19
4860 - Personnel	9,001.00	9,001.00	0.00	907.88	977.88	8,023.12
9999 - Transfers	1,340,784.62	1,340,784.62	0.00	464,467.00	464,467.00	876,317.62
Expense Total:	**3,824,497.00**	**3,884,497.00**	**173,644.10**	**2,873,588.77**	**3,009,923.24**	**874,573.76**
Fund: 02 - Utility Fund Surplus (Deficit):	**-47,100.00**	**-107,100.00**	**313,717.64**	**2,017,063.38**	**1,880,728.91**	**-1,987,828.91**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	0.00	1,650.00	1,650.00	-1,650.00
3900 - Rentals & Leases	70,100.00	70,100.00	0.00	63,198.03	63,198.03	6,901.97
Revenue Total:	**70,100.00**	**70,100.00**	**0.00**	**64,848.03**	**64,848.03**	**5,251.97**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	0.00	1,389.52	1,389.52	24.48
4100 - Contractual & Professional Services	1,450.00	1,450.00	140.00	1,303.10	1,303.10	146.90
4300 - Utility	56,336.00	56,336.00	6,141.20	55,461.95	55,461.95	874.05
4400 - Repairs & Maintenance	20,800.00	20,800.00	-8,964.04	10,599.46	14,176.93	6,623.07
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-51,147.00	-51,147.00	0.00	0.00	0.00	-51,147.00
Expense Total:	**70,100.00**	**70,100.00**	**-2,682.84**	**69,384.13**	**72,961.60**	**-2,861.60**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**2,682.84**	**-4,536.10**	**-8,113.57**	**8,113.57**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	2,941.17	111,441.17	108,500.00	109,830.96	109,830.96	1,610.21
Revenue Total:	**172,554.17**	**281,054.17**	**108,500.00**	**109,830.96**	**109,830.96**	**171,223.21**
Expense						
4010 - Grant Expense	108,224.00	216,724.00	5,003.75	86,982.76	87,653.19	129,070.81
4210 - Project Expense	5,344.17	5,344.17	0.00	4,217.64	4,217.64	1,126.53
Expense Total:	**113,568.17**	**222,068.17**	**5,003.75**	**91,200.40**	**91,870.83**	**130,197.34**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**103,496.25**	**18,630.56**	**17,960.13**	**41,025.87**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	7,315.38	7,315.38	6,684.62
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**7,315.38**	**7,315.38**	**37,684.62**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**7,315.38**	**7,315.38**	**2,434.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.29	14.02	14.02	-14.02
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**1.29**	**14.02**	**14.02**	**7,589.98**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**1.29**	**14.02**	**14.02**	**6,089.98**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	50.00	1,450.00
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**0.00**	**0.00**	**50.00**	**-50.00**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**0.00**	**0.00**	**50.00**	**-50.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	1,488.50	9,634.65	9,634.65	-2,466.65
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**1,488.50**	**9,634.65**	**9,634.65**	**8,744.35**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**1,488.50**	**9,634.65**	**9,634.65**	**1,576.35**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	1,271.88	8,264.93	8,264.93	-1,256.93
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**1,271.88**	**8,264.93**	**8,264.93**	**5,848.07**
Expense						
4300 - Utility	7,008.00	7,008.00	242.07	2,636.46	2,636.46	4,371.54
Expense Total:	**7,008.00**	**7,008.00**	**242.07**	**2,636.46**	**2,636.46**	**4,371.54**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**1,029.81**	**5,628.47**	**5,628.47**	**1,476.53**

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Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	25.75	278.62	278.62	-278.62
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**25.75**	**278.62**	**278.62**	**50,135.38**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**25.75**	**278.62**	**278.62**	**50,135.38**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	630.13	152,927.91	152,927.91	-7,483.91
3800 - Interest	0.00	0.00	0.00	128.13	128.13	-128.13
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**630.13**	**153,056.04**	**153,056.04**	**72,387.96**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	0.00	608,960.77	608,960.77	0.23
4020 - Note Expense	392,281.00	392,281.00	0.00	396,682.72	396,682.72	-4,401.72
4030 - Fines & Fees	950.00	950.00	0.00	950.00	950.00	0.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**0.00**	**542,126.49**	**542,126.49**	**-396,682.49**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**630.13**	**-389,070.45**	**-389,070.45**	**469,070.45**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**45,000.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**247,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	1,401.48	8,987.65	8,987.65	-987.65
Revenue Total:	**8,000.00**	**8,000.00**	**1,401.48**	**8,987.65**	**8,987.65**	**-987.65**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**1,401.48**	**8,987.65**	**8,987.65**	**23,180.35**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	27.93	179.01	179.01	-29.01
Revenue Total:	**150.00**	**150.00**	**27.93**	**179.01**	**179.01**	**-29.01**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**27.93**	**179.01**	**179.01**	**453.99**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	51,780.69	51,780.69	0.00	0.00	0.00	51,780.69
3960 - Donations	310.11	310.11	37.66	465.24	465.24	-155.13
Revenue Total:	**52,090.80**	**52,090.80**	**37.66**	**465.24**	**465.24**	**51,625.56**
Expense						
4210 - Project Expense	52,090.80	52,090.80	19,370.98	29,278.04	29,278.04	22,812.76
Expense Total:	**52,090.80**	**52,090.80**	**19,370.98**	**29,278.04**	**29,278.04**	**22,812.76**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**0.00**	**-19,333.32**	**-28,812.80**	**-28,812.80**	**28,812.80**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	86.73	938.25	938.25	-938.25
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**86.73**	**938.25**	**938.25**	**224,704.75**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**86.73**	**938.25**	**938.25**	**-938.25**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 08/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	535.37	6,333.36	6,333.36	-6,333.36
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**535.37**	**6,333.36**	**6,333.36**	**1,153,262.64**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	308,879.13	370,520.73	370,520.73	789,075.27
Expense Total:	**1,159,596.00**	**1,159,596.00**	**308,879.13**	**370,520.73**	**370,520.73**	**789,075.27**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**-308,343.76**	**-364,187.37**	**-364,187.37**	**364,187.37**
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**-109,993.53**	**1,328,698.30**	**1,155,734.32**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	-137,945.00	-77,945.00	-206,904.80	46,635.03	14,303.42	-92,248.42
02 - Utility Fund	-47,100.00	-107,100.00	313,717.64	2,017,063.38	1,880,728.91	-1,987,828.91
03 - Recreation Fund	0.00	0.00	2,682.84	-4,536.10	-8,113.57	8,113.57
05 - Special Revenue Fund	58,986.00	58,986.00	103,496.25	18,630.56	17,960.13	41,025.87
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	7,315.38	7,315.38	2,434.62
07 - Seized Fund	6,104.00	6,104.00	1.29	14.02	14.02	6,089.98
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	-50.00	50.00
09 - MC Security Fund	11,211.00	11,211.00	1,488.50	9,634.65	9,634.65	1,576.35
10 - MC Tech Fund	7,105.00	7,105.00	1,029.81	5,628.47	5,628.47	1,476.53
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	25.75	278.62	278.62	50,135.38
13 - Debt Service Fund	80,000.00	80,000.00	630.13	-389,070.45	-389,070.45	469,070.45
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	247,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	1,401.48	8,987.65	8,987.65	23,180.35
17 - MC Municipal Jury Fund	633.00	633.00	27.93	179.01	179.01	453.99
18 - Keep Diboll Beautiful Fu...	0.00	0.00	-19,333.32	-28,812.80	-28,812.80	28,812.80
19 - Street Project Fund	0.00	0.00	86.73	938.25	938.25	-938.25
20 - ARPA Fund	0.00	0.00	-308,343.76	-364,187.37	-364,187.37	364,187.37
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**-109,993.53**	**1,328,698.30**	**1,155,734.32**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	9/12/2023	10/10/2023	11/14/2023	12/12/2023	1/9/2024	2/13/2024	3/12/2024	4/9/2024
Schuyler Bacon								
Luis Maldonado	0	0	0	0	0	0	0	0
Nora Munoz	0	0	0	0	1	0	0	0
Daniel Lopez	0	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0	0
Ray Williams, Jr.	1	0	0	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**1**	**0**	**0**	**0**	**1**	**0**	**0**	**0**

Council Member	5/14/2024	6/11/2024	6/25/2024	7/9/2024	7/23/2024	8/13/2024	9/3/2024	TOTAL TO-DATE
Schuyler Bacon		0	0	0	0	0	0	**0**
Luis Maldonado	0	0	0	1	0	0	0	**1**
Nora Munoz	0	0	0	0	0	0	0	**1**
Daniel Lopez	0	0	0	0	0	1	0	**1**
Ruben Terrazas	0	0	0	1	0	0	0	**1**
Ray Williams, Jr.	1	0	1	1	0	0	0	**4**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**1**	**0**	**1**	**3**	**0**	**1**	**0**	**8**

Rosa M. Olvera - City Secretary

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ORDINANCE NO. 2024-09-002

AN ORDINANCE AMENDING CHAPTER 21, ARTICLE II, SECTION 21-17 AND CHAPTER 21, ARTICLE III, SECTION 21-33 OF THE CODE OF ORDINANCES FOR THE CITY OF DIBOLL BY ESTABLISHING RATES CHARGED FOR WATER AND SANITARY SEWER USAGE IN THE CITY OF DIBOLL, TEXAS.

WHEREAS, the Code of Ordinances of the City of Diboll, Angelina County, Texas in various chapters and sections, provides for certain rates and fees to be charges for water and sanitary sewer usage; and

WHEREAS, the City Council desires that these rates and fees will supersede all rates and fees previously established in all chapters, articles, and sections of the Code of Ordinances for the City of Diboll, Texas; and

WHEREAS, the City Council desires that those rates and fees shall be set by ordinance and kept on file with the City Secretary of the City of Diboll.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Diboll, Texas, that:

I.

Chapter 21, Article II, Section 21-17 is hereby amended as follows until changed by Ordinance of City Council of the City of Diboll, Texas:

The following schedule of monthly rates and charges for services furnished by the city's waterworks system is adopted:

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$29.24
Next three thousand (3,000) gallons (2,001 to 5,000)	$5.77/kgal
Next five thousand (5,000) gallons (5,001 to 10,000)	$6.34/kgal
Next ten thousand (10,000) gallons (10,001 to 20,000)	$6.98/kgal
All over twenty thousand (20,000) gallons	$7.69/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$39.48
Next eighteen thousand (18,000) gallons (2,001 to 20,000)	$7.57/kgal
Next eighty thousand (80,000) gallons (20,001 to 100,000)	$8.57/kgal
All over one hundred thousand (100,000) gallons	$9.42/kgal

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The rates charged for water delivered to nonresidents of the city shall be double the above.

II.

Chapter 21, Article III, Section 21-33 is hereby amended as follows until changed by Ordinance of City Council of the City of Diboll, Texas:

The following schedule of monthly rates and charges for services furnished by the city's sanitary sewer system is adopted:

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$21.42
All over two thousand (2,000) gallons	$5.79/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$28.90
All over two thousand (2,000) gallons	$7.70/kgal

The rates charged for water delivered to nonresidents of the city shall be double the above.

III.

For industrial users who can substantiate that less than seventy (70) percent of their metered water use is returned to the sewer system, sewer bills may be calculated based upon the actual amount returned to the sewer. The industrial user shall be responsible for accurate measurement of the sewer flows. The industrial user shall obtain city approval of the method of measurement prior to measuring flows. Approval of the method of measurements and the flow measurements shall be solely that of the City of Diboll. For industrial users whose sewer does not meet the definition of normal domestic waste as defined in section 21-46, sewer bills shall be calculated as required in section 21-53.

IV.

This Ordinance shall take effect and be in full force and effect on October 1, 2024.

PASSES AND APPROVED this the 10th day of September, 2024

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_____

Trey Wilkerson, Mayor

ATTEST:

_____

Rosa Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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ORDINANCE NO. 2024-09-003

AN ORDINANCE CREATING A FEE SCHEDULE IN THE CODE OF ORDINANCES FOR THE CITY OF DIBOLL, TEXAS ESTABLISHING RATES AND FEES FOR CERTAIN ITEMS, MUNICIPAL COURT, SERVICES AND PERMITS PROVIDED FOR IN THE CODE OF ORDINANCES OF THE CITY OF DIBOLL, TEXAS.

WHEREAS, the Code of Ordinances of the City of Diboll, Angelina County, Texas in various chapters and sections, provides for certain rates and fees to be charges for certain items, municipal court, services and permits; and

WHEREAS, the City Council desires that these rates and fees will supersede all rates and fees previously established in all chapters, articles, and sections of the Code of Ordinances for the City of Diboll, Texas; and

WHEREAS, the City Council desires that those rates and fees shall be set by ordinance and kept on file with the City Secretary of the City of Diboll.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Diboll, Texas, that:

I.

The attached schedule of fees, rates and permits, described as Appendix "A" and incorporated herein for all purposes is hereby adopted in its entirety and the amounts set forth for fees, rated and permits therein shall stand until changed by Ordinance of City Council of the City of Diboll, Texas.

II.

This Ordinance together with its Appendix "A" shall at all times be available for public viewing in the office of the City Secretary of the City of Diboll, Texas.

III.

This Ordinance shall take effect and be in full force and effect on October 1, 2024.

PASSES AND APPROVED this the 10th day of September, 2024

_____

Trey Wilkerson, Mayor

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ATTEST:

_____

Rosa Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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CITY OF DIBOLL

APPENDIX A
FEE SCHEDULE

UTILITY RATES AND FEE SCHEDULE

Sewer System

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$21.42
All over two thousand (2,000) gallons	$5.79/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$28.90
All over two thousand (2,000) gallons	$7.70/kgal

The rates charged for sewer delivered to nonresidents of the city shall be double the above.

Waterworks System

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$29.24
Next three thousand (3,000) gallons (2,001 to 5,000)	$5.77/kgal
Next five thousand (5,000) gallons (5,001 to 10,000)	$6.34/kgal
Next ten thousand (10,000) gallons (10,001 to 20,000)	$6.98/kgal
All over twenty thousand (20,000) gallons	$7.69/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$39.48
Next eighteen thousand (18,000) gallons (2,001 to 20,000)	$7.57/kgal
Next eighty thousand (80,000) gallons (20,001 to 100,000)	$8.57/kgal
All over one hundred thousand (100,000) gallons	$9.42/kgal

The rates charged for water delivered to nonresidents of the city shall be double the above.

Turn On / Turn off / Courtesy Call		$15.00
Water Deposit		
	Owner	$125.00
	Renter	$175.00
New Service Connection Fee		$25.00

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Transfer Fee	$25.00
Late Charge, if paid after 10th	10% of total amount due, Min $10.00
Disconnection Processing Fee	$50.00
Sewer Tap Location Fee	$50.00
Meter Testing Fee	$25.00
Plug Meter Charge	$50.00
Pulled Meter Charge	Actual Cost Plus Time & Materials
Meter Repair	Actual Cost Plus Time & Materials

Sewer Taps	
4” Sewer Tap	$410.00
6” Sewer Tap	$430.00
Sewer Tap > 6”	Actual Cost Plus Time & Materials

Water Taps	
¾” Water Tap w/ Meter	$920
1” Water Tap w/ Meter	$1165
1.5” Water Tap w/ Meter	$2075
2” Water Tap w/ Meter	$2540
Water Tap > 2” w/ Meter	Actual Cost Plus Time & Materials

Water Meter Only	
¾” Water Meter	$550
1” Water Meter	$600
1.5” Water Meter	$1050
2” Water Meter	$1200
Water Meter > 2”	Actual Cost Plus Time & Materials

Wholesale Water (per 1,000 gallon)	$3.38/kgal
Fire Hydrant Meter Deposit	$1000.00
Fire Hydrant Meter Monthly Rental Fee	$100.00
Fire Hydrant Water Usage (per 1,000 gallons)	$9.08

Solid Waste

Residential Rate	$16.85

Commercial Rate

Size	Freq/Week	Rate
2 yd	1	$102.97
2 yd	2	$184.96
2 yd	3	$200.83
2 yd	4	$234.94
2 yd	5	$274.93
3 yd	1	$115.47
3 yd	2	$195.45
3 yd	3	$238.69

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3 yd	4	$278.68
3 yd	5	$324.92
4 yd	1	$140.96
4 yd	2	$212.95
4 yd	3	$269.93
4 yd	4	$362.90
4 yd	5	$465.56
6 yd	1	$147.96
6 yd	2	$267.94
6 yd	3	$370.42
6 yd	4	$487.89
6 yd	5	$587.87
8 yd	1	$212.95
8 yd	2	$334.17
8 yd	3	$456.14
8 yd	4	$578.61
8 yd	5	$687.33
Hand Account		$22.00
Cart Fee		$1.90

Roll-Offs

Open Top	Rate
20 yd	$513.79
30 yd	$614.47
40 yd	$715.16
42 yd	$768.81

Compactor	Rate
26 yd	$683.40
40 yd	$723.68
42 yd	$777.76

Open Top; no landfill	Rate
20 yd	$340.35
30 yd	$354.29
40 yd	$368.24
42 yd	$404.54

Compactor; no landfill	Rate
26 yd	$364.44
40 yd	$369.26
42 yd	$405.59

BUILDING AND DEVELOPMENT FEE SCHEDULE

Residential – New Single Family and Duplex Construction	
Building	$50.00 base fee plus $0.40 per sq. ft. conditioned space
Mechanical	$50.00 base fee plus $0.02 per sq. ft. conditioned space
Electrical	$50.00 base fee plus $0.04 per sq. ft. conditioned space
Plumbing	$50.00 base fee plus $0.06 per sq. ft. conditioned space

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Roofing	$50.00 base fee plus $1.25 per square

Residential – Remodeling, Alterations, Additions, and Repairs*	
Building	$50.00 base fee plus $0.25 per sq. ft.
Mechanical	$50.00 base fee plus $0.02 per sq. ft.
Electrical	$50.00 base fee plus $0.04 per sq. ft.
Plumbing	$50.00 base fee plus $0.06 per sq. ft.
Roofing	$50.00 base fee plus $1.25 per square

*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.

Commercial – New Construction /Apartments	
Building	$350.00 base fee plus $0.45 per sq. ft.
Shell Building	$350.00 base fee plus $0.30 per sq. ft.
Interior Finish Out	$150.00 base fee plus $0.15 per sq. ft.
Mechanical	$100.00 base fee plus $0.03 per sq. ft.
Electrical	$100.00 base fee plus $0.04 per sq. ft.
Plumbing	$100.00 base fee plus $0.06 per sq. ft.
Roofing	$100.00 base fee plus $1.25 per square

Commercial – Remodeling, Alterations, Additions, and Repairs*	
Building	$50.00 base fee plus $0.40 per sq. ft.
Mechanical	$50.00 base fee plus $0.03 per sq. ft.
Electrical	$50.00 base fee plus $0.04 per sq. ft.
Plumbing	$50.00 base fee plus $0.06 per sq. ft.
Roofing	$50.00 base fee plus $1.25 per square

*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.

Other Permits & Fees	
Certificate of Occupancy (per Unit)	$50.00
Vendor Permit	$5.00 / Day or $100 / Year
Signage Permit	$100.00
Demolition Fee	$100.00
Storage Building, Carport, Shed	$50.00
Fence Permit	$40.00
Permanent Electrical Service Connection	$50.00
Temporary Electric Pole	$50.00
False Alarm Fee*	$500.00

*Response to alarm site if the city representatives have to secure the premises

Construction Plan Review Fee	
Residential	Actual Cost Plus Time & Materials
Commercial	Actual Cost Plus Time & Materials
Plumbing Inspection Fee – Outside City Limits	$50.00
Inspection After Normal Business Hours	$50.00
Re-inspection Fee	$35.00
Any Fee Not Listed	$50.00
Building Permit Violation Penalty Fee*	$200.00 / Day

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*Where work for which a permit is required by code is started or proceeded prior to obtaining said permit. The payment of such penalty shall not relieve any persons from fully complying with the code requirements in the execution of the work nor from any other penalties prescribed herein.

Copies (8.5 x 11)	25¢ / sheet
Filing Fees	Actual Cost
Curb Cuts	Actual Cost Plus Time & Materials
Street Cuts	Actual Cost Plus Time & Materials
Water / Sewage Cuts	Actual Cost Plus Time & Materials

PLANNING AND ZONING FEE SCHEDULE

Plats			$250.00
Minor Plats	Preliminary & Final		$250.00
Re-Plats	Preliminary & Final		$250.00
Amended Plats	Preliminary & Final		$250.00
Vacated Plats	Preliminary & Final		
		Less than 10 Acres	$100.00
		10 to 50 Acres	$150.00
		Over 50 Acres	$200.00
Major Plats	Preliminary		
		Less than 10 Acres	$300.00
		10 to 50 Acres	$400.00
		Over 50 Acres	$500.00
Major Plats	Final		
		Less than 10 Acres	$300.00
		10 to 50 Acres	$400.00
		Over 50 Acres	$500.00
Application Fees			
	Rezoning		$200.00
	Variance		$200.00
	Specific Use Permit		$200.00
	Adult Oriented Business		$500.00
Document Fees			
	Comprehensive Plan Zoning Ordinance		Actual Cost
	Engineering		Actual Cost

CEMETERY FEE SCHEDULE

Plot – Adult	$500.00
Plot – Infant	$250.00

PARKS & RECREATION FEE SCHEDULE

Athletic Field

Field Permit*	$15.00 / Player

*Teams charged per player that did not register to play in a Diboll Youth Baseball / Softball League the preceding season

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Park Lights	$10.00 / Hour
Trash Service	$35.00 / Hour
Field Permit Violation	$250.00
Vendor Trailer Space	$25.00 per Month

ADMINISTRATIVE FEE SCHEDULE

Notary	$5.00
NSF Returned Check	$35.00

ANIMAL CONTROL FEE SCHEDULE

Impoundment Fee – First Offense	$35.00
Impoundment Fee	$85.00
Surrender Fee	$85.00
Animal at Large	$250.00
Animal at Large 2nd Offense	$500.00

CODE ENFORCEMENT FEE SCHEDULE

Violation of Ordinance – General Penalty		Up to $500.00
Violation of Ordinance – Failure to Obtain Permit		$200.00 / Day
Violation of Ordinance – High Grass & Weeds	Actual Cost Plus	$200.00 / Day
Violation of Ordinance – Illegally Parked of Inoperable Vehicle		$200.00 / Day
Violation of Ordinance – Trash & Debris		$200.00 / Day
Violation of Ordinance – Littering		$200.00
Violation of Ordinance – Prohibited Fireworks Sale or Discharge		$200.00 / Day
Violation of Ordinance – Curfew		$200.00
Violation of Ordinance – No Thru Traffic / No Truck Route		$200.00
Violation of Ordinance – Loitering		$200.00
Violation of Ordinance – Trespassing		$500.00
Violation of Ordinance – Park Regulations		$500.00
Violation of Ordinance – Urinating in Public Place		$500.00
Violation of Ordinance – Discharge Firearm		$500.00
Violation of Ordinance – Burn Ban		$500.00
Violation of Ordinance – Child Safety Zone Violation		$500.00 / Day

MUNICIPAL COURT VIOLATION FEE SCHEDULE

DPS Violation Code	Violation	Reference	OCA Case Category 2011	Base Fine
1075	Disorderly Conduct - Threat	PC 42.01	Penal Code	$ 250.00
1080	Disorderly Conduct - Loud Music / Noise	PC 42.01	Penal Code	$ 250.00
1085	Disorderly Conduct - Fighting	PC 42.01	Penal Code	$ 250.00

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1090	Disorderly Conduct - Obscene Gestures or Language	PC 42.01	Penal Code	$	200.00
1135	Sale of Cigarettes, E-Cigarettes, or Tobacco Products to Person Younger than 21 Years of Age	HSC 161.082	Other State Law	$	500.00
1140	Possession of Drug Paraphernalia	HSC 481.125	Other State Law	$	100.00
1145	Minor in Possession of Tobacco	HSC 161.252	Other State Law	$	100.00
1155	Possession of Intoxicants on Public School Grounds	EC 37.122	Other State Law	$	100.00
1170	Consumption of Alcohol on Licensed Premises	ABC 101.72	Other State Law	$	100.00
1215	Possession in Tobacco Free Zone	PC 48.01	Penal Code	$	250.00
1223	Assault Class C - Simple Assault	PC 22.01	Penal Code	$	500.00
1245	Leaving a Child Unattended in Vehicle	PC 22.10	Penal Code	$	500.00
1250	Reckless Damage	PC 28.04	Penal Code	$	250.00
1286	Theft	PC 31.03	Penal Code	$	250.00
1392	Unlawful Restraint of a Dog	HSC 821.102	Other State Law	$	500.00
3001	*Speeding*	*544.361*	*Non-parking*	*Scheduled*	
3001	Speeding < 10 mph over Speed Limit	545.361	Non-parking	$	100.00
3001	Speeding 11-15 mph over Speed Limit	545.361	Non-parking	$	150.00
3001	Speeding 16-20 mph over Speed Limit	545.361	Non-parking	$	175.00
3001	Speeding 21-25 mph over Speed Limit	545.361	Non-parking	$	190.00
3001	Speeding >26 mph over Speed Limit	545.361	Non-parking	$	200.00
3002	Unsafe Speed (too fast for conditions)	545.351	Non-parking	$	100.00
3003	Impeding traffic	545.363	Non-parking	$	100.00
3005	Fail to yield right of way	545.151	Non-parking	$	200.00
3006	Ran stop sign	545.151	Non-parking	$	200.00
3007	Ran red light	544.007	Non-parking	$	200.00
3009	Changed lane when unsafe	545.06	Non-parking	$	200.00
3011	Turned left from wrong lane	545.101	Non-parking	$	200.00
3012	Turned right from wrong lane	545.101	Non-parking	$	200.00

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3013	Cut corner left turn	545.101	Non-parking	$	150.00
3014	Improper tum	545.103	Non-parking	$	150.00
3015	Wrong Side of Road	545.056	Non-parking	$	200.00
3016	Drove wrong way on one-way roadway	545.059	Non-parking	$	200.00
3017	Following too closely	545.062	Non-parking	$	200.00
3018	Passed-insufficient clearance	545.054	Non-parking	$	200.00
3019	Disregarded no passing zone	545.055	Non-parking	$	200.00
3020	Illegal pass on right	545.057	Non-parking	$	200.00
3021	Fail to stop for School Bus / Passing School Bus	545.066	Non-parking	$	1,250.00
3022	Improper Passing	545.053	Non-parking	$	200.00
3024	Unsafe start from parked, stopped or standing position	545.402	Non-parking	$	200.00
3025	Fail to maintain financial responsibility- 2nd offense	601.191	Non-parking	$	375.00
3026	Parked on roadway	545.301	Parking	$	100.00
3028	Crossing physical barrier	545.063	Non-parking	$	100.00
3031	Unrestrained child - Safety seat violation	545.412	Non-parking	$	200.00
3032	No seat belt-driver	545.413	Non-parking	$	200.00
3033	No seat belt-passenger	545.413	Non-parking	$	200.00
3034	Child not secured by safety belt	545.413	Non-parking	$	200.00
3038	Operate vehicle with child in open bed	545.414	Non-parking	$	200.00
3045	Fail to Stop and Render Aid	550.022	Non-parking	$	200.00
3049	Fail to maintain financial responsibility	601.191	Non-parking	$	300.00
3050	Fail to control speed	545.351	Non-parking	$	100.00
3051	Speed under minimum	545.363	Non-parking	$	100.00
3052	Fail to yield at stop intersection	545.151	Non-parking	$	100.00
3053	Fail to yield at yield intersection	545.151	Non-parking	$	100.00
3054	Fail to yield right of way at open intersection	545.151	Non-parking	$	100.00
3055	Fail to yield right of way-turning left	545.152	Non-parking	$	100.00
3056	Fail to yield right of way leaving private drive, alley, building	545.155	Non-parking	$	100.00

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3057	Fail to yield right of way to emergency vehicle	545.156	Non-parking	$	200.00
3058	Fail to yield right of way - on Green Signal	544.007	Non-parking	$	100.00
3059	Disregarded traffic control device	544.004	Non-parking	$	100.00
3060	Fail to stop-designated point-at stop sign	544.01	Non-parking	$	100.00
3061	Fail to stop-designated point-at yield sign	544.01	Non-parking	$	100.00
3063	Fail to stop at proper place (at traffic light)	544.007	Non-parking	$	100.00
3064	Fail to stop at proper place (not intersection)	544.007	Non-parking	$	100.00
3066	Drove through safety zone	545.403	Non-parking	$	200.00
3069	Disregarded lane control signal	544.009	Non-parking	$	200.00
3070	Fail to drive in single lane	545.06	Non-parking	$	200.00
3071	Disregarded no lane change sign	545.06	Non-parking	$	200.00
3072	Disregarded signal at RR crossing	545.251	Non-parking	$	200.00
3073	Disregarded RR crossing gate or flagman	545.251	Non-parking	$	200.00
3074	Fail to stop at marked RR crossing	545.252	Non-parking	$	200.00
3075	Heavy equipment disregarded signal of train	545.255	Non-parking	$	100.00
3076	Turned across dividing section	545.063	Non-parking	$	100.00
3077	Turned right too wide	545.101	Non-parking	$	100.00
3078	Disregarded turn marks at intersection	545.101	Non-parking	$	100.00
3079	Made U-turn on curve or hill	545.102	Non-parking	$	100.00
3080	Turned when unsafe	545.103	Non-parking	$	100.00
3081	Cut across driveway to make turn	545.423	Non-parking	$	100.00
3082	Fail to yield right of way on left at obstruction	545.051	Non-parking	$	100.00
3083	Slower vehicle failed to keep right	545.051	Non-parking	$	100.00
3084	Failed to signal lane change	545.104	Non-parking	$	100.00
3085	Failed to give one-half of roadway	545.052	Non-parking	$	100.00
3086	Failed to pass met vehicle to right	545.052	Non-parking	$	100.00
3088	Drove on wrong side of divided highway	545.063	Non-parking	$	200.00

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3089	Drove center lane (not passing, not turning left)	545.06	Non-parking	$	200.00
3090	Drove wrong way in designated lane	545.06	Non-parking	$	200.00
3091	Wrong side road-not passing	545.055	Non-parking	$	200.00
3092	Cut in after passing	545.053	Non-parking	$	200.00
3093	Passed vehicle stopped for pedestrian	552.003	Non-parking	$	200.00
3096	Failed to Signal Turn	545.106	Non-parking	$	200.00
3097	Fail to signal distance before turning	545.104	Non-parking	$	200.00
3098	Failed to Signal - for Stop	547.701	Non-parking	$	200.00
3099	Improper tum or stop hand signal	545.106	Non-parking	$	200.00
3101	Driving while license invalid	521.457	Non-parking	$	300.00
3103	No driver’s license	521.021	Non-parking	$	200.00
3104	Disregard School Crossing Guard	542.501	Non-parking	$	200.00
3106	Violate DL restrictions	521.221	Non-parking	$	200.00
3112	No motorcycle endorsement	521.221	Non-parking	$	200.00
3114	Fail to yield right of way to pedestrian at signal intersection	552.002	Non-parking	$	200.00
3115	Fail to yield right of way to pedestrian on sidewalk	552.006	Non-parking	$	200.00
3116	Fail to yield right of way to pedestrian in crosswalk fail to yield ROW to pedestrian in crosswalk-no signal	552.003	Non-parking	$	200.00
3117	Fail to use due care for pedestrian	552.008	Non-parking	$	100.00
3118	Fail to yield for blind or incapacitated person	552.008	Non-parking	$	100.00
3119	Too many riders on motorcycle	545.416	Non-parking	$	200.00
3120	Carry passenger without a helmet	661.003	Non-parking	$	200.00
3121	Disregarded police officer	542.501	Non-parking	$	200.00
3124	Failed to give way when overtaken	545.053	Non-parking	$	100.00
3125	Increased speed while being overtaken	545.053	Non-parking	$	100.00
3126	Did not use designated lane or direction	545.064	Non-parking	$	100.00
3127	Drove onto (or from) controlled access highway where prohibited	545.064	Non-parking	$	100.00

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3128	Prohibited motor vehicle on controlled-access highway	545.065	Non-parking	$	100.00
3131	Failed to stop for approaching train	545.251	Non-parking	$	100.00
3132	Bus failed to stop at RR crossing	545.253	Non-parking	$	200.00
3134	Vehicle hauling explosives failed to reduce speed at RR crossing	545.254	Non-parking	$	200.00
3135	Vehicle hauling explosives (or flammable materials) failed to stop at RR crossing	545.254	Non-parking	$	200.00
3136	Crossed RR with heavy equipment without notice	545.255	Non-parking	$	100.00
3137	Crossed RR with heavy equipment without stop (or safety)	545.255	Non-parking	$	100.00
3138	Fail to stop-emerging from alley, driveway or building	545.256	Non-parking	$	100.00
3147	Possess Deceptive DL/ID	521.453	Non-Parking	$	500.00
3150	Improper use of auxiliary passing lamps	547.329	Non-parking	$	100.00
3151	Too many auxiliary passing lamps	547.329	Non-parking	$	100.00
3152	Improper use of auxiliary driving lamps	547.33	Non-parking	$	100.00
3153	Too many auxiliary driving lamps	547.33	Non-parking	$	100.00
3154	Fail to use proper headlight beam	547.333	Non-parking	$	100.00
3155	Fail to dim headlights-meeting	547.333	Non-parking	$	100.00
3156	Fail to dim headlights-following	547.333	Non-parking	$	100.00
3157	More than four driving lamps lighted	547.302	Non-parking	$	100.00
3158	Unauthorized use of siren, bell or whistle	547.501	Non-parking	$	100.00
3159	Warning devices not displayed	547.503	Non-parking	$	100.00
3160	Passengers/load obstruct driver's view or control	545.417	Non-parking	$	100.00
3161	No head lamp(s)	547.321	Non-parking	$	100.00
3162	Defective head lamp(s)	547.801	Non-parking	$	100.00
3166	No tail lamp(s)	547.801	Non-parking	$	100.00
3167	Defective taillamp(s)	547.322	Non-parking	$	100.00
3169	No stop lamps	547.323	Non-parking	$	100.00
3170	Defective stop lamp(s)	547.323	Non-parking	$	100.00

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3171	No turn signal lamp(s) when required	545.106	Non-parking	$	100.00
3172	Defective tum signal lamp(s)	547.324	Non-parking	$	100.00
3173	No parking lamp(s)	547.383	Non-parking	$	100.00
3174	Defective parking lamp(s)	547.383	Non-parking	$	100.00
3175	Improper use of back-up lamp	547.332	Non-parking	$	100.00
3176	No front/rear reflector(s) when required	547.325	Non-parking	$	100.00
3180	Wrong color clearance lamp(s)	547.353	Non-parking	$	100.00
3181	Wrong color side marker	547.353	Non-parking	$	100.00
3182	Wrong color identification lamps	547.353	Non-parking	$	100.00
3183	Wrong color reflectors	547.353	Non-parking	$	100.00
3184	Wrong color stoplight	547.303	Non-parking	$	100.00
3185	Wrong color license plate light	547.303	Non-parking	$	100.00
3186	Wrong color back-up lamp	547.303	Non-parking	$	100.00
3187	Wrong color signal device	547.303	Non-parking	$	100.00
3188	Reflectors not visible sufficient distance	547.355	Non-parking	$	100.00
3189	Clearance lights not visible sufficient distance	547.355	Non-parking	$	100.00
3190	Identification lamps not visible sufficient distance	547.355	Non-parking	$	100.00
3191	Side markers lamps not visible sufficient distance	547.355	Non-parking	$	100.00
3198	Drove without lights-when required	547.302	Non-parking	$	100.00
3201	Operate vehicle more than one passenger-minor	545.424	Non-parking	$	100.00
3202	Violate operating hours-minor	545.424	Non-parking	$	100.00
3204	Passing authorized emergency vehicle	545.157	Non-parking	$	500.00
3207	Operate motorcycle without approved headgear	66l.003	Non-parking	$	100.00
3208	Parked with headlamps not dimmed	547.383	Non-parking	$	100.00
3209	Improper use of spot lamps	547.327	Non-parking	$	100.00
3210	Too many spot lamps	547.327	Non-parking	$	100.00
3211	Improper use of fog lamps	547.328	Non-parking	$	100.00
3212	Too many fog lamps	547.328	Non-parking	$	100.00
3213	Defective Brakes	547.402	Non-parking	$	200.00

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3225	Horn violation	547.501	Non-parking	$	100.00
3226	Equipped with unauthorized siren, whistle, or bell	547.501	Non-parking	$	100.00
3227	Muffler violation	547.604	Non-parking	$	100.00
3228	Removed original equipment exhaust emission' system	547.605	Non-parking	$	100.00
3229	Defective exhaust emission system-equipped but not in good working order	547.605	Non-parking	$	100.00
3230	Mirror violation	547.602	Non-parking	$	100.00
3231	Affix color/light altering material to windshield/window / Obstructed view through windshield	547.613	Non-parking	$	100.00
3232	No windshield wiper	547.603	Non-parking	$	100.00
3233	Defective windshield wiper	547.603	Non-parking	$	100.00
3234	Defective safety glazing material	547.608	Non-parking	$	100.00
3235	Warning devices not installed or defective	547.502	Non-parking	$	100.00
3238	No mud flaps or improper mud flaps	547.606	Non-parking	$	100.00
3250	Television receiver improperly located (visible to driver)	547.611	Non-parking	$	100.00
3251	No front seat belts (when required)	547.601	Non-parking	$	100.00
3252	Parked within an intersection	545.302	Parking	$	100.00
3253	Parked on crosswalk	545.302	Parking	$	100.00
3254	Parked on a bridge or in a tunnel	545.302	Parking	$	100.00
3255	Parked on grade-failed to turn wheels	545.404	Parking	$	100.00
3256	Parked and failed to set brakes	545.404	Parking	$	100.00
3257	Parked without stopping engine	545.404	Parking	$	100.00
3259	Expired Driver License	521.021; 521.026	Non-parking	$	200.00
3260	Expired commercial driver license	522.051	Non-parking	$	300.00
3263	Fail to display DL	521.025	Non-parking	$	200.00
3264	Fail to report change of address/name	521.054	Non-parking	$	200.00
3267	Driving While License Suspended	521.241	Non-parking	$	200.00

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3272	Fail to comply with requirements on striking unattended vehicle	550.024	Non-parking	$	200.00
3273	Fail to comply with requirements on striking fixtures on highway	550.025	Non-parking	$	200.00
3274	No or defective license plate light	547.322	Non-parking	$	100.00
3275	No beam indicator	547.333	Non-parking	$	100.00
3276	Improper color light(s) on front	547.305	Non-parking	$	100.00
3277	Improper flashing lights	547.305	Non-parking	$	100.00
3278	No Fire Extinguisher	547.607	Non-parking	$	200.00
3282	Improperly transporting more than 3 vehicles	545.409	Non-parking	$	100.00
3284	Parked double	545.302	Parking	$	100.00
3285	Violate DL restriction on occupational license	521.253	Non-parking	$	100.00
3286	Fail to report accident-SR (under SR laws, as required)	601.004	Non-parking	$	100.00
3287	Fail to yield right of way - turning right on red signal	544.007	Non-parking	$	100.00
3288	Fail to yield right of way - changing lanes	545.061	Non-parking	$	100.00
3301	No commercial driver’s license (CDL)	522.011	Non-parking	$	500.00
3302	Fail to report change of address or name (CDL)	522.032	Non-parking	$	300.00
3307	Use Wireless Device While Driving as a Minor	545.424a	Non-parking	$	200.00
3309	Open Container in Motor Vehicle	PC 49.031	Penal Code	$	500.00
3314	Interfere with funeral procession	PC 42.05	Penal Code	$	100.00
3315	Drove on sidewalk	545.422	Non-parking	$	100.00
3316	Illegal backing	545.415	Non-parking	$	100.00
3319	Leaving Scene of Accident	550.021	Non-parking	$	300.00
3320	Obstructing traffic	545.363	Non-parking	$	100.00
3321	Driver opened door in moving traffic	545.418	Non-parking	$	100.00
3322	Operate vehicle where prohibited	545.064	Non-parking	$	100.00
3323	Open container - passenger area	PC 49.031; 49.04(c)	Penal Code	$	500.00
3333	Violate promise to appear	543.009	Other State Law	$	200.00
3334	Unauthorized glass coating material	547.101	Non-parking	$	100.00

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3337	Failure to Appear	PC 38.10	Penal Code	$	500.00
3338	Fail to identify	PC 38.02	Penal Code	$	500.00
3341	Driving around barricades	472.022	Non-parking	$	100.00
3342	Disregard warning signs or barricades	472.022	Non-parking	$	100.00
3361	Passenger interfered with driver view or control	545.417	Non-parking	$	100.00
3363	Permit livestock to roam	AGC 143.108	Other State Law	$	100.00
3364	Parent or guardian permitted unlicensed minor to drive	521.458	Non-parking	$	200.00
3365	Non-guardian permitted unlicensed operator to drive	521.458	Non-parking	$	200.00
3366	Non-driver opened door in lane traffic	545.418	Non-parking	$	100.00
3377	Place or maintain flashing light or sign within 1000 feet of intersection w/o permission	544.006	Non-parking	$	100.00
3503	Failure to keep bicycle on right side of road	551.103	Other State Law	$	100.00
3504	No or defective brake on bicycle or motor-assisted bike	551.104	Other State Law	$	100.00
3505	No or defective white light on front of bicycle or motor assisted bicycle at night	551.104	Other State Law	$	100.00
3506	Bicycle rider committed hazardous traffic violation	551.101	Other State Law	$	200.00
3507	Bicycle rider failed to use due care when passing	551.103	Other State Law	$	100.00
3520	Non-motorized vehicle on prohibited roadway	545.065	Non-parking	$	100.00
3523	Pedestrian failed to yield right of way to vehicle not at crosswalk	552.005	Other State Law	$	100.00
3524	Pedestrian on prohibited roadway	545.065	Other State Law	$	100.00
3525	Public Intoxication	PC 49.02	Penal Code	$	500.00
3528	Walked on highway with traffic-no sidewalks	552.006	Other State Law	$	100.00
3529	Walked on roadway where sidewalks provided	552.006	Other State Law	$	150.00
3552	Park/stand in front of public/private drive	545.302	Parking	$	100.00
3553	Parking in prohibited area	545.302	Parking	$	200.00
3555	Stopping in prohibited area	545.302	Parking	$	100.00
3561	Parked facing traffic	545.303	Parking	$	100.00
3581	Disregarded sole green turn signal arrow	544.007	Non-parking	$	100.00

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3582	Disregarded pedestrian control signal	552.002	Other State Law	$	100.00
3583	Pedestrian disregarded red signal at regular traffic light	552.001	Other State Law	$	100.00
3584	Pedestrian disregarded yellow signal at regular traffic light	552.001	Other State Law	$	100.00
3585	Drove on wrong side RR crossing	545.056	Non-parking	$	100.00
3589	Crossing fire hose without permission	545.205	Non-parking	$	200.00
3590	Drive into block where fire engine stopped	545.407	Non-parking	$	200.00
3591	Following ambulance / fire apparatus	545.407	Non-parking	$	200.00
3596	Speeding-in a school zone	541.302	Non-parking	$	200.00
3655	Dealers license violation	503.068-503.094-503.09	Non-parking	$	500.00
3656	Expired Registration	502.407	Non-parking	$	100.00
3658	Obscured License Plate	502.409	Non-parking	$	100.00
3667	Operate motor vehicle without license plates or with one License plate	502.404	Non-parking	$	200.00
3668	Operate unregistered motor vehicle	502.402	Non-parking	$	200.00
3669	Operate w/license for other class vehicle	502.403	Non-parking	$	100.00
3669	Operate with license plate for other class vehicle	502.403	Non-parking	$	100.00
3800	Minor in possession	ABC 106.05	Other State Law	$	300.00
3801	Attempt to purchase alcohol-minor	ABC 106.025	Other State Law	$	300.00
3802	Purchase of alcohol-minor	ABC 106.02	Other State Law	$	300.00
3803	Consumption of alcohol-minor	ABC 106.04	Other State Law	$	300.00
3804	Misrepresentation of age-minor	ABC 106.07	Other State Law	$	300.00
3805	Public intoxication-minor	PC 49.02	Penal Code	$	500.00
3806	DUI Driving under the Influence – Minor	ABC 106.041	Other State Law	$	500.00
3999	Use of Wireless Device in School Zone	545.425	Non-parking	$	200.00

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NOTICE OF HEARINGS FOR THE FISCAL 2024-2025 PROPOSED BUDGET FOR THE CITY OF DIBOLL

Notice is hereby given that the City Council of the City of Diboll, Texas, will conduct two (2) Public Hearings on the Fiscal 2024-2025 Proposed Budget at the following scheduled City Council Meetings:

First Hearing: **Tuesday, September 3, 2024 at 5:15 pm**
Second Hearing: **Tuesday, September 10, 2024 at 5:15 pm**

Both hearings are scheduled to be held at the **Diboll City Hall Chambers**, located at 400 Kenley in Diboll.

A copy of the Fiscal 2024-2025 Proposed Budget for the City of Diboll may be reviewed on the City's website: www.cityofdiboll.com

All citizens are urged to attend and express your views at the following public hearings on the proposed budget.



Rosa M. Olvera

Rosa M. Olvera
City Secretary
City of Diboll

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PROPOSED

CITY OF DIBOLL
ANNUAL OPERATING BUDGET

FOR FISCAL YEAR
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

Trey Wilkerson
Mayor

CITY COUNCIL

Schuyler Bacon
District 1
Luis Maldonado
District 2
Nora Munoz
District 3

Daniel Lopez
Mayor Pro Tem, District 4
Ruben Terrazas
At Large Place 5
Ray Williams Jr.
At Large Place 6

Jason Arnold, City Manager
Sam Durham, Director of Finance

400 Kenley, Diboll TX 75941
Phone: 936-829-4757
Fax: 936-829-1179

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PROPOSED

CITY OF DIBOLL

Fiscal Year 2024-2025

S.B. 656 Notice

This budget will raise more revenue from property taxes than last year's budget by an amount of $53,176, which is a 3.43 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is $14,663.

The Members of the governing body voted on the Budget as follows: FOR:

AGAINST:

PRESENT

and not voting:

ABSENT:

Property Tax Rare Comparison

	2023-2024	2024-2025
Property Tax Rate:	$0.583321/100	$0.583321100
No New Revenue Tax Rate:	$0.545498/100	$0.562800/100
No New Revenue Maintenance & Operations	$0.491436/100	$0.513816/100
Voter Approval Rate	$0.718945/100	$0.563323/100
Debt Rate	$0.056726/100	$0.049462/100

Total debt obligation for CITY OF DIBOLL secured by property taxes: $1,470,000

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PROPOSED

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Budget Ordinance	*to be attached*
Fee Schedule Ordinance	*to be attached*
Water & Sewer Rate Ordinance	*to be attached*

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PROPOSED

CITY OF DIBOLL
FY2025 BUDGET
CALENDAR OF EVENTS

DATE	ACTION	RESPOSIBILITY	DESCRIPTION
April 29, 2024	Receive FY 24-25 Preliminary Property Values	Chief Appraiser Finance	Preliminary Ad Valorem revenue projections for FY 24-25 budget.
May 14, 2024	Mid-Year 24-25 Budget Amendment Submission to Council	City Manager	Mid-Year 24-25 Budget and transmittal letter submitted to City Council.
May 27-31, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Finance	Preliminary FY 24-25 Revenue and Expenditure estimates
June 3-7, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Finance City Manager	Review of preliminary FY 24-25 Revenue and Expenditure estimates
June 10-14, 2024	FY 24-25 Revenue Estimates and Budget Expenditure Estimates	Department Heads and Applicable Staff	Preliminary FY 24-25 Revenue and Expenditure estimates
June 14,2024	FY 22-23 Budget Request Submissions	Department Heads and Applicable Staff	Department Heads and Applicable Staff FY 24-25 Budget Request Submissions DUE and entered into Budget Mgmt. software.
	Completed FY 24-25 Dept. Budget Pages due to Finance	Department Heads and Applicable staff.	Completed FY 24-25 Departmental Budget Pages due to Finance Dept. including UPDATED Mission Statements. Description of Services, Work Program, and Performance Measures.
	Send FY 24-25 Budget Review Schedule to Department Heads	Finance	Schedule of meetings will be developed and sent to department heads.

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July 1-5, 2024	Departmental FY 24-25 Budget and Supplemental Request Reviews	Finance City Manager City Secretary Department Heads and Applicable Staff	Finance, City Manager, and City Secretary to meet with each Department Head to review FY 24-25 departmental budgets.
July 15-19, 2024	Review FY 24-25 budget line items.	Finance City Manager	Review of department FY 24-25 budgets for justification and details. Line items reviewed.
July 23, 2024	Council Budget Workshop	City Council Finance City Manager City Secretary Department Heads and Applicable Staff	Presentation and Council review of Preliminary FY 24-25 Budget, FY 24-25 Fee Schedule, FY 24-25 Tax Rates
	Establish meeting dates for Public hearings, Budget and tax	City Council	Council sets date for public hearings on the proposed budget and on the tax rate.
July 25, 2024 (by July 31, 2024)	Receive Certified Property Values	Chief Appraiser Finance	Complete Ad Valorem revenue projections for budget.
August 5, 2024	No-new-revenues and voter-approval Tax Rates Published	Tax Assessor/Collector Finance City Secretary	The effective tax rate for fiscal 24-25 is published in the local newspaper and City's website. Tex.Tax Code 26.04 (e).
August 5, 2024	File Draft Budget	Finance City Secretary	A copy of the Draft Budget Book is filed with the municipal clerk and is available for inspection by the public and published on the City's website.
August 26, 2024	Publish notice of budget hearing	Finance City Secretary	Publish notice of budget hearing in local newspaper and on the City's website.
August 26, 2024	Notice of Proposed Tax Rate	Finance City Secretary	1st ¼ Page notice in newspaper and City's Website. Must be published at least 7 days before public hearings.

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September 3, 2024	Budget Submission to Council	City Manager	Draft Budget submitted to City Council.
	Discussion and Vote on Proposed Tax Rate	City Council	Discussion and record vote of Council for the Proposed Tax Rate per Tax Code 26.06 (b-2)
	Public Hearing *	City Council City Secretary	A public hearing is held by Council to receive public input regarding the FY 24-25 Operating Budget. ***** Requires 72 hour Open Meeting Notice
	1st Reading of Budget Ordinance*	City Council	First reading of Budget Ordinance.
	1st Public Hearing on Tax Rate	City Council	First public hearing on proposed tax rate.
	1st Reading of Tax Rate Ordinance	City Council	First reading of Tax Rate Ordinance
	1st Reading Fee Schedule	City Council	First reading of Fee Schedule Ordinance
September 10, 2024	Public Hearing *	City Council City Secretary	A public hearing is held by Council to receive public input regarding the FY 24-25 Operating Budget. ***** Requires 72 hour Open Meeting Notice

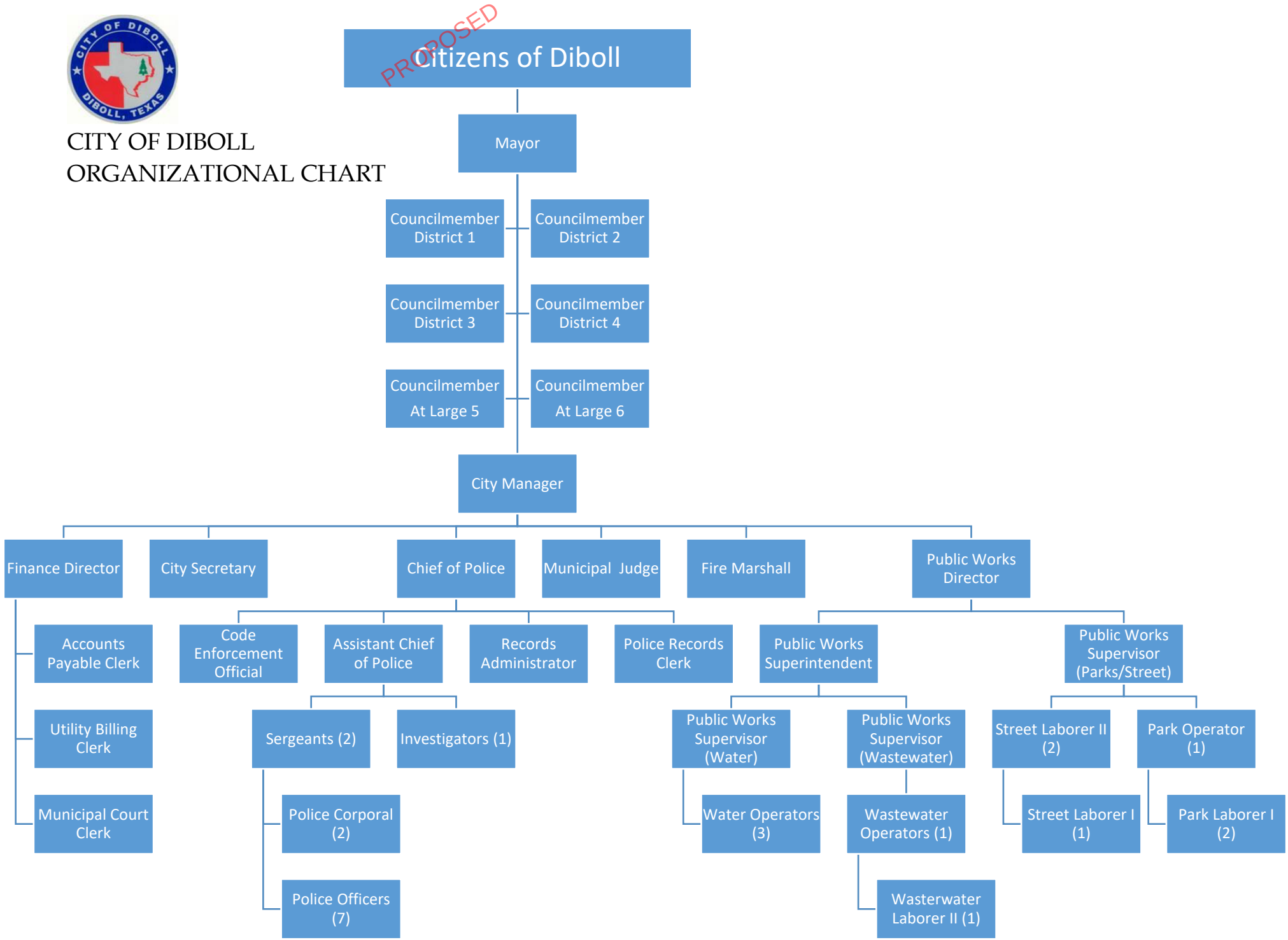
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	2nd Reading of Budget Ordinance*	City Council	Second reading of Budget Ordinance and adoption.
	2nd Public Hearing on Tax Rate	City Council	Second public hearing on proposed tax rate.
	2nd Reading of Tax Rate Ordinance	City Council	Second reading of Tax Rate Ordinance and adoption.
	2nd Reading of Fee Schedule	City Council	Second reading of Fee Schedule Ordinance and adoption.
September 30, 2024	Distribution of Final Budget Document	Finance City Secretary	Final Budget Document published and distributed.

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CITY OF DIBOLL
ORGANIZATIONAL CHART



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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Police

Mission Statement

The mission of the Diboll Police Department is to effectively and efficiently provide for the protection of lives and property, preserve the public peace, and provide needed community services with the highest level of professionalism and ethical standards.

Description of Services

The Diboll Police Department is charged with protecting the citizens and property within the city limits of Diboll. This is accomplished by answering calls for service within the city, proactively patrolling during uncommitted time as well as monitoring traffic and issuing citations when appropriate. Additionally we investigate crimes after the fact in an attempt to bring those responsible to justice. The department also places a high value on community policing, interacting with the citizens and visitors in a non law enforcement setting whenever possible.

FY 2025 Goals

The department intends to complete the Texas Police Chief's Accreditation program during this fiscal year, ensuring the public that we are operating as a "Best Practices" agency. The department will also continue to focus on on citizen interactions, especially non law enforcement interactions which will allow us to become closer with and better known by our citizens. We will continue to be a transparent organization, as to keep the trust of our community. The department will also strive to maintain a full staffing level by keeping morale at the highest possible levels.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Code Compliance

Mission Statement

Code Compliance is dedicated to preserving a safe, clean, friendly community for all our citizens. We are committed to working with the public on compliance of City codes and State laws through education, awareness, and enforcement. Our goal is to inform, educate and provide a reasonable opportunity for voluntary compliance, and to take action when necessary. Code enforcement is a critical component to maintaining the health, safety, and vitality of the City of Diboll.

Description of Services

Communicate with property owners when you see violations. Give them the oppurtunity to correct the violation voluntarily. Working with owners and tenants to improve the value and apperance of properties and businesses in the City of Diboll. Investigate complaints made to the city concerning a property out of compliance. Monitor neighborhoods for violations. Follow-up on violations to confirm compliance. Work with Law Enforcement and Municipal Court to remedy violations. Issue building permits and certificates of occupancy. Coordinate with the Planning and Zoning Commission to correct or change zoning issues in the city.

FY 2025 Goals

Build trust and respect with the public. Educate the public about ordinances and State Laws that have to be followed in order to protect the community. Respond to issues and concerns in a timely manner. Strive to learn all Code Compliance responsibilities and become proficient in performing my duties.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Parks

Mission Statement

The City of Diboll Park and Recreation Departments mission is to champion lifelong recreation and serve as responsible stewards of the city's parks, trails, and cemeteries.

Description of Services

Just as water, sewer, and public safety are considered essential public services, parks are vitally important to establishing and maintaining the quality of life in a community, ensuring the health of families and youth, and contributing to the economic and environmental well-being of our community. We mow, weed-eat and maintain all the park grounds. Service and repair the restrooms in the park. Maintain the splash pad and pavilions. Repair Park equipment when needed. Pick up trash and empty trash receptacles in the park. Prepare and maintain our ball complex. Maintain Forest Haven Cemetery and Temple Cemetery grounds. Mow and weed-eat City Hall, water wells, median of HWY 59, red light medians, city entrance signs and the Police Department grounds.

FY 2025 Goals

Provide a safe and fun environment for all citizens in Old Orchard Park. Continue to work on updating the youth baseball complex. Keep all city properties manicured. Continue partnering with the other city departments to offer additional park enhancements to our citizens.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Street

Mission Statement

To provide a safe, efficient, and affordable system of movement of vehicle traffic through and within the city limits for residents and visitors.

Description of Services

The Street Department strives to improve, to the best of our ability, the quality of services the city provides for its citizens. This includes utilizing our Street Department to ensure our streets are adequately maintained. This also includes the mowing and upkeep of all the City of Diboll Street rights of way and other properties the city owns. The grounds maintenance crew is striving to make Diboll a cleaner and more beautiful place for everyone to live. We do this by patching potholes, installing new culverts and replace deteriorating old culverts, cleaning out ditch's to help with drainage, preparing city streets for inclement weather, keeping catch basins clear of debris and maintaining street lighting and signage.

FY 2025 Goals

Work on maintaining city streets. Mow and bush hog right of ways. Continue to clean out and dig ditches throughout the city. Replace culverts when requested.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Wastewater

Mission Statement

The mission of the Wastewater Department is to serve the community by treating the wastewater in a safe and cost effective manner. The wastewater department strives to meet all requirements set by TCEQ.

Description of Services

Wastewater is used water. It includes substances such as human waste, food scraps, oils, soaps and chemicals. In homes, this includes water from sinks, showers, bathtubs, toilets, washing machines and dishwashers. Businesses and industries also contribute their share of used water that must be cleaned. The major aim of wastewater treatment is to remove as much of the suspended solids as possible before the remaining water, called effluent, is discharged back to the environment. As solid material decays, it uses up oxygen, which is needed by the plants and animals living in the water. "Primary treatment" removes about 60 percent of suspended solids from wastewater. This treatment also involves aerating (stirring up) the wastewater, to put oxygen back in. Secondary treatment removes more than 90 percent of suspended solids.

FY 2025 Goals

Continue to stay in compliance with TCEQ. Get started on the plant upgrades. Get operators licensed through TCEQ and their Class B CDL. Maintain wastewater plant and lift stations for environmental safety of the citizens.

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PROPOSED

City of Diboll
FY 2025 Department Declarations

Department: Water Utility

Mission Statement

The Water and Sewer Department is a customer service organization responsible for the treatment and distribution of high quality H2O, and disposal of wastewater. We will efficiently and effectively operate, protect, and manage all water infrastructure and water resources for the current and future needs of the community and the environment.

Description of Services

The Utility Department enables our community to thrive with clean water done right every time. The utility is responsible for providing drinking water and water service that protects human health and the environment. We Install and repair water mains, fire hydrants, check valves and water service lines, tap water mains, install sewer service taps, performs ground excavation work, manage AMI system for reliable readings and flush dead-end mains to meet TCEQ requirements. We maintain accurate records of all water well pump-age reports and logs of work performed including service orders, and accounting for time and materials used on various jobs. WE complete annual water use survey, water loss audit, consumer confidence reports and quarterly operating reports.

FY 2025 Goals

Meet all standards set by TCEQ in order to stay in compliance. Continue repairing water and sewer leaks. Replace old water meters for accurate readings. Submit annual water use survey, water loss audit, and consumer confidence report. Submit disinfectant level quarterly operating reports. Get all operators licensed through TCEQ.

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City of Diboll
2024-2025 Funds Overview

PROPOSED

Fund No.	Fund Description	Type	Description
01	General Fund	Unrestricted Governmental Fund	The general fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenues include local property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures include general government, public safety, public works, etc.
02	Utility Fund	Unrestricted Enterprise Fund	This fund is used to account for the provision of water, sewer, and garbage services to the residents of the City. Activities of the fund include administration, operations and maintenance of the water production and distribution system, water/garbage collection and treatment systems. The fund also accounts for the accumulation of resources for and the payment of long-term debt. All costs are financed through charges to utility customers.
03	Recreation Fund	Unrestricted Enterprise Fund	This fund is used to account for revenues and expenses for the maintenance, repairs, and upkeep of the City's golf course and Civic Center, as well as sports activated managed by the City.
04	Equipment Fund	Unrestricted Internal Service Fund	This fund is used to account for revenues and expenses related to services provided to the organizations inside the City on a cost reimbursement basis for equipment replacement.
05	Special Revenue Fund	Restricted Fiduciary Fund	This fund accounts for funds received from grants for specific purposes and is restricted to be spent
06	Hotel/Motel Fund	Restricted Nonmajor Governmental Fund	This fund accounts for funds derived from hotel/motel occupancy taxes and is legally restricted to promote tourism within the City.
07	Seized Fund	Restricted Nonmajor Governmental Fund	This fund is used to track drug seizures and related activity necessary for drug seizure operations.
08	Diboll Day Fund	Restricted	This fund is used to account for all financial transactions allocated for the support of the Diboll Booster Club's Biannual Diboll Day Community Fundraiser

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PROPOSED

09	Municipal Court Security Fund	Restricted Nonmajor Governmental Fund	This fund accounts for court feed that are legally restricted for court security expenses.
10	Municipal Court Technology Fund	Restricted Nonmajor Governmental Fund	This fund accounts for court fees that are legally restricted for court technology expenses.
11	PEG Fun	Restricted Nonmajor Governmental Fund	This fund accounts for fees received from cable franchises for the restricted use of public access television.
12	Red Light Fund	Unrestricted Nonmajor Governmental Fund	This fund accounts for the public safety activity pertaining to the inactive red light camera citations.
13	Debt Service Fund	Restricted Nonmajor Governmental Fund	This fund is used to account for the payment of interest/principal on all bonds and other long-term debt of governmental funds.
14	Endowment Fund	Restricted Fiduciary Fund	This fund is used to account for endowments invested for the purpose of supporting and maintaining the Lottie & Arthur Temple Civic Center, Forest Haven Cemetery, TLL Temple Library, Old Orchard Park, and the Temple Cemetery
15	Restricted Project Fund	Restricted Nonmajor Governmental Fund	This fund is used to account for all financial transactions for restricted Council Approved Projects.
16	MC Local Truancy Prevention Fund	Restricted Nonmajor Governmental Fund	This fund accounts for the court fees that are legally restricted for truancy prevention expenses.
17	MC Municipal Jury Fund	Restricted Nonmajor Governmental Fund	This fund accounts for the court fees legally restricted for jury expenses.
18	Keep Diboll Beautiful Fund	Restricted Nonmajor Governmental Fund	This fund accounts for grants and contributions restricted to the beautification and promotion of the City.
19	Street Project Fund	Restricted Nonmajor Governmental Fund	This fund accounts for State Infrastructure Bank Loan proceeds for street infrastructure improvements.
20	ARPA Fund	Restricted Nonmajor Governmental Fund	American Rescue Plan Grant fund is used to account for revenues and grant expenditures related to funds received through the federal government's COVID-19 response.

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City of Diboll
2024-2025 Budget Overview

PROPOSED

DEPARTMENTAL FUNDS

	2023-2024 Original Budget	2024-2025 Propoased Budget	Difference	% Diff
General Govt	2,312,548.00	2,638,775.00	326,227.00	14.11%
Municipal Court	303,792.00	262,825.00	(40,967.00)	-13.49%
Police	(1,656,082.00)	(1,867,187.00)	(211,105.00)	12.75%
Code Enforcement	(80,576.00)	(101,048.00)	(20,472.00)	25.41%
Fire	(178,915.00)	(149,892.00)	29,023.00	-16.22%
Parks	(243,489.00)	(269,450.00)	(25,961.00)	10.66%
Street	(457,278.00)	(514,023.00)	(56,745.00)	12.41%
GENERAL FUND	-	-	-	
Utility	(911,487.00)	637,772.00	1,549,259.00	-169.97%
Wastewater	911,487.00	(637,772.00)	(1,549,259.00)	-169.97%
UTILITY FUND	-	-	-	
Civic Center	19,900.00	20,000.00	100.00	0.50%
Recreation	(19,900.00)	(20,000.00)	(100.00)	0.50%
RECREATION FUND	-	-	-	
GENERAL BALANCED	-	-	-	
UTILITY BALANCED	-	-	-	
RECREATION BALANCED	-	-	-	
TOTAL	-	-	-	

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City of Diboll
2024-2025 Budget Overview

PROPOSED

DEPARTMENTAL FUNDS

		Revenues	Expenses	Transfers	To Fund Balance
Fund1	General Govt	2,814,093.00	(476,484.00)	651,802.00	2,638,775.00
	Municipal Court	364,093.00	101,268.00	-	262,825.00
	Police	-	1,856,867.00	10,320.00	(1,867,187.00)
	Code Enforcement	20,000.00	121,048.00		(101,048.00)
	Fire	-	149,892.00		(149,892.00)
	Parks	-	269,450.00		(269,450.00)
	Street	34,800.00	571,801.00	(22,978.00)	(514,023.00)
	Total General Fund	**3,232,986.00**	**2,593,842.00**	**639,144.00**	**-**
Fund 2	Utility	2,635,036.00	1,772,032.00	1,500,776.00	(637,772.00)
	Wastewater	1,221,151.00	583,379.00		637,772.00
	Total Utility Fund	**3,856,187.00**	**2,355,411.00**	**1,500,776.00**	**-**
Fund 3	Civic Center	35,000.00	(49,000.00)	64,000.00	20,000.00
	Recreation	30,100.00	50,100.00		(20,000.00)
	Total Recreation Fund	**65,100.00**	**1,100.00**	**64,000.00**	**-**
		7,154,273.00	**4,950,353.00**	**2,203,920.00**	**-**

RESTRICTED REVENUE FUNDS

		FY 2024 Est FB	Revenues	Expenses	Transfers	To/From Fund Balance	Est End Fund Balance
Fund 4	Equipment Fund	-	-	-	-	-	-
Fund 5	Special Revenue Fund	105,000.00	1,200.00	56,200.00	50,000.00	(105,000.00)	-
Fund 6	Hotel/Motel Tax Fund	22,500.00	14,000.00	-	14,000.00	-	22,500.00
Fund 7	Seized Fund	7,600.00	-	-	-	-	7,600.00
Fund 8	Diboll Day Fund		-	-	-	-	-
Fund 9	MC Security Fund	35,000.00	6,000.00	-	10,320.00	(4,320.00)	30,680.00
Fund 10	MC Tech Fund	13,000.00	7,000.00	12,000.00		(5,000.00)	8,000.00
Fund 11	PEG Fund	57,600.00				-	57,600.00
Fund 12	Red Light Fund	75,000.00				-	75,000.00
Fund 13	Debt Service Fund		135,569.00	1,007,516.00	(871,947.00)	-	-
Fund 14	Endowment Fund	80,000.00	8,050.00	-	-	8,050.00	88,050.00
Fund 15	Restricted Project Fund	262,000.00	-	136,000.00	-	(136,000.00)	126,000.00
Fund 16	MC Local Truency Prevention & Diversion Fund	26,000.00				-	26,000.00
Fund 17	MC Municipal Jury Fund	130.00				-	130.00
Fund 18	Keep Diboll Beautiful Fund	37,000.00		37,000.00		(37,000.00)	-
Fund 19	Street Project Fund	226,000.00		226,000.00		(226,000.00)	-
Fund 20	ARPA Fund	1,157,000.00		1,157,000.00		(1,157,000.00)	-
		2,103,830.00	**171,819.00**	**2,631,716.00**	**(797,627.00)**	**(1,662,270.00)**	**441,560.00**

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City of Diboll

PROPOSED

Budget Comparison Report
Account Detail

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 01 - General Fund								
Department: 01 - General Govt								
Revenue								
01-01-3200	Fines & Fees	0.00	0.00	82.32	0.00	0.00	0.00	0.00%
01-01-3300	Credit Card Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-01-3500	Franchise Tax	399,969.77	375,000.00	354,951.42	375,000.00	375,000.00	0.00	0.00%
01-01-3550	Payments in Lieu of Tax	75,754.05	50,842.00	53,150.78	50,842.00	12,000.00	-38,842.00	-76.40%
01-01-3600	Property Tax - Current	1,195,839.27	1,350,176.00	1,352,919.57	1,350,176.00	1,435,188.00	85,012.00	6.30%
01-01-3610	Property Tax - Delinquent	11,000.00	10,000.00	21,620.08	10,000.00	10,000.00	0.00	0.00%
01-01-3620	Property Tax - Penalties & Inte	11,000.00	10,000.00	22,445.73	10,000.00	10,000.00	0.00	0.00%
01-01-3700	Sales Tax	616,909.05	648,000.00	907,664.22	648,000.00	944,405.00	296,405.00	45.74%
01-01-3800	Interest Income	2,500.00	12,000.00	24,038.35	12,000.00	20,000.00	8,000.00	66.67%
01-01-3930	Cemetery Lots	5,000.00	2,500.00	10,500.00	2,500.00	5,000.00	2,500.00	100.00%
01-01-3940	Grant Proceeds	0.00	0.00	1,559.33	0.00	0.00	0.00	0.00%
01-01-3950	Miscellaneous	1,000.00	2,833.00	34,552.72	2,833.00	2,500.00	-333.00	-11.75%
01-01-3960	Donations	0.00	0.00	100.00	0.00	0.00	0.00	0.00%
01-01-3970	Reimbursements	0.00	0.00	7,996.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**2,318,972.14**	**2,461,351.00**	**2,791,580.52**	**2,461,351.00**	**2,814,093.00**	**352,742.00**	**14.33%**
Expense								
01-01-4000	Insurance - General Liability	8,920.80	7,208.00	6,880.82	7,208.00	7,570.00	362.00	5.02%
01-01-4001	Insurance - Property	965.32	1,163.00	1,260.20	1,163.00	1,386.00	223.00	19.17%
01-01-4003	Insurance - Public Officials	553.60	580.00	527.24	580.00	580.00	0.00	0.00%
01-01-4030	Bank Fees	450.00	400.00	99.00	400.00	950.00	550.00	137.50%
01-01-4040	Dues & Associations	4,236.00	5,252.00	3,692.00	5,252.00	4,583.00	-669.00	-12.74%
01-01-4041	Software & Subscriptions	106,393.00	106,525.00	85,731.51	106,525.00	60,650.00	-45,875.00	-43.07%
01-01-4043	Office & Janitorial Supplies	6,500.00	5,000.00	5,572.61	5,000.00	5,000.00	0.00	0.00%
01-01-4044	Postage & Shipping	2,803.00	350.00	5,268.68	350.00	350.00	0.00	0.00%
01-01-4045	Copy & Printing	2,640.00	5,196.00	2,830.10	5,196.00	5,196.00	0.00	0.00%
01-01-4046	Legal Notices	6,750.00	3,500.00	6,981.01	3,500.00	3,500.00	0.00	0.00%
01-01-4047	Elections	15,000.00	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00%
01-01-4048	Meetings	1,000.00	1,000.00	127.82	1,000.00	1,000.00	0.00	0.00%
01-01-4060	Contributions	26,220.00	26,930.00	23,050.04	26,930.00	25,930.00	-1,000.00	-3.71%
01-01-4070	Reimbursables	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00%

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Budget Comparison Report

PROPOSED

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01-01-4100	Contractual Services	904.00	940.00	4,630.22	940.00	940.00	0.00	0.00%
01-01-4120	Intergov't Contract - Transport	21,000.00	21,000.00	15,750.00	21,000.00	21,000.00	0.00	0.00%
01-01-4150	Intergov't Contract - County	28,751.94	30,000.00	29,394.29	30,000.00	47,000.00	17,000.00	56.67%
01-01-4200	Professional Services	300.00	10,502.00	0.00	10,502.00	3,001.00	-7,501.00	-71.42%
01-01-4201	Professional Services - Legal	25,000.00	2,500.00	4,473.00	2,500.00	2,500.00	0.00	0.00%
01-01-4202	Professional Services - Finance	17,000.00	17,000.00	28,966.62	17,000.00	25,000.00	8,000.00	47.06%
01-01-4203	Professional Services - Enginee	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-01-4204	Professional Services - Equipm	3,240.00	800.00	0.00	800.00	800.00	0.00	0.00%
01-01-4210	Project Expense	0.00	49,751.32	22,439.35	49,751.32	20,000.00	-29,751.32	-59.80%
01-01-4300	Telephone & Internet Services	20,112.00	31,920.00	21,557.56	31,920.00	26,790.00	-5,130.00	-16.07%
01-01-4310	Utility Services	4,980.00	4,980.00	3,210.34	4,980.00	4,980.00	0.00	0.00%
01-01-4320	Security Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-01-4400	Building Repairs & Maint.	14,200.00	2,000.00	2,162.56	2,000.00	2,000.00	0.00	0.00%
01-01-4430	Ground Repairs & Maint.	4,750.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-01-4461	Small Equipment	1,000.00	2,625.00	33.96	2,625.00	1,500.00	-1,125.00	-42.86%
01-01-4480	Uniforms	450.00	600.00	32.00	600.00	600.00	0.00	0.00%
01-01-4495	Community Outreach	0.00	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
01-01-4500	Miscellaneous	0.00	0.00	883.46	0.00	0.00	0.00	0.00%
01-01-4800	Payroll - Salaries	623,305.20	321,944.00	269,163.46	321,944.00	342,976.00	21,032.00	6.53%
01-01-4810	Payroll - Overtime	161.00	800.00	366.81	800.00	800.00	0.00	0.00%
01-01-4814	Payroll - Comp	0.00	0.00	152.73	0.00	0.00	0.00	0.00%
01-01-4815	Payroll - Auto Allowance	7,800.00	7,800.00	6,600.00	7,800.00	7,800.00	0.00	0.00%
01-01-4816	Payroll - Certificate & Longevity	4,172.00	3,700.00	3,688.00	3,700.00	3,892.00	192.00	5.19%
01-01-4817	Payroll - Taxes	49,062.74	24,397.00	20,669.42	24,397.00	24,950.00	553.00	2.27%
01-01-4830	Payroll - Retirement Expense	97,289.35	48,638.00	41,712.72	48,638.00	50,400.00	1,762.00	3.62%
01-01-4840	Payroll - Health Benefits	45,527.74	29,313.00	22,342.81	29,313.00	49,507.00	20,194.00	68.89%
01-01-4850	Payroll - Workman's Comp	5,789.47	2,744.00	0.00	2,744.00	2,744.00	0.00	0.00%
01-01-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-01-4860	HR Onboarding	160.00	0.00	1,640.42	0.00	0.00	0.00	0.00%
01-01-4865	Personnel Screening	80.00	0.00	40.00	0.00	0.00	0.00	0.00%
01-01-4870	Training	8,780.00	8,780.00	2,502.26	8,780.00	9,180.00	400.00	4.56%
01-01-4880	Travel & Meals	14,880.00	16,680.00	14,210.12	16,680.00	36,565.00	19,885.00	119.21%
01-01-4895	Appreciation / Benevolence	3,500.00	3,500.00	3,448.27	3,500.00	3,500.00	0.00	0.00%
01-01-9999	Transfer / Balance	-698,572.00	-632,903.00	0.00	-632,903.00	-651,802.00	-18,899.00	2.99%
	Total Expense:	**487,055.16**	**185,115.32**	**672,091.41**	**185,115.32**	**175,318.00**	**-9,797.32**	**-5.29%**
	Total Department: 01 - General Govt:	**1,831,916.98**	**2,276,235.68**	**2,119,489.11**	**2,276,235.68**	**2,638,775.00**	**362,539.32**	**15.93%**

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Budget Comparison Report

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 02 - Municipal Court								
Revenue								
01-02-3200	Fines & Fees	450,000.00	400,000.00	226,123.50	400,000.00	362,508.00	-37,492.00	-9.37%
01-02-3201	Time Payment Reimbursement	1,000.00	1,000.00	1,932.77	1,000.00	1,585.00	585.00	58.50%
	Total Revenue:	**451,000.00**	**401,000.00**	**228,056.27**	**401,000.00**	**364,093.00**	**-36,907.00**	**-9.20%**
Expense								
01-02-4040	Dues & Associations	75.00	101.00	264.95	101.00	101.00	0.00	0.00%
01-02-4041	Software & Subscriptions	9,220.00	10,595.00	9,220.00	10,595.00	10,595.00	0.00	0.00%
01-02-4043	Office & Janitorial Supplies	1,500.00	1,500.00	1,142.67	1,500.00	1,500.00	0.00	0.00%
01-02-4044	Postage & Shipping	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-02-4045	Copy & Printing	0.00	0.00	2,504.82	0.00	0.00	0.00	0.00%
01-02-4046	Legal Notices	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-02-4100	Contractual Services	1,620.00	1,728.00	84.00	1,728.00	1,728.00	0.00	0.00%
01-02-4200	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-02-4201	Professional Services - Legal	10,000.00	7,500.00	9,624.00	7,500.00	7,500.00	0.00	0.00%
01-02-4461	Small Equipment	500.00	500.00	0.00	500.00	0.00	-500.00	-100.00%
01-02-4800	Payroll - Salaries	112,940.94	56,544.00	46,447.35	56,544.00	59,375.00	2,831.00	5.01%
01-02-4810	Payroll - Overtime	232.00	800.00	758.37	800.00	800.00	0.00	0.00%
01-02-4816	Payroll - Certificate & Longevity	254.00	214.00	0.00	214.00	198.00	-16.00	-7.48%
01-02-4817	Payroll - Taxes	9,341.76	4,911.00	3,759.21	4,911.00	4,293.00	-618.00	-12.58%
01-02-4830	Payroll - Retirement Expense	14,080.25	5,440.00	4,347.64	5,440.00	5,460.00	20.00	0.37%
01-02-4840	Payroll - Health Benefits	13,183.18	5,978.00	5,609.50	5,978.00	8,321.00	2,343.00	39.19%
01-02-4850	Payroll - Workman's Comp	2,894.74	497.00	0.00	497.00	497.00	0.00	0.00%
01-02-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-02-4870	Training	350.00	300.00	875.00	300.00	300.00	0.00	0.00%
01-02-4880	Travel & Meals	1,200.00	600.00	288.00	600.00	600.00	0.00	0.00%
01-02-9999	Transfer / Balance	-400.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**176,991.87**	**97,208.00**	**84,925.51**	**97,208.00**	**101,268.00**	**4,060.00**	**4.18%**
	Total Department: 02 - Municipal Court:	**274,008.13**	**303,792.00**	**143,130.76**	**303,792.00**	**262,825.00**	**-40,967.00**	**-13.49%**

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Budget Comparison Report

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Department: 03 - Police								
Revenue								
01-03-3940	Grant Proceeds	26,783.00	0.00	28,172.69	0.00	0.00	0.00	0.00%
01-03-3950	Miscellaneous	0.00	8,100.00	8,472.00	8,100.00	0.00	-8,100.00	-100.00%
01-03-3960	Donations	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-03-3970	Reimbursements	-10,990.00	0.00	287.50	0.00	0.00	0.00	0.00%
	Total Revenue:	**18,793.00**	**8,100.00**	**36,932.19**	**8,100.00**	**0.00**	**-8,100.00**	**-100.00%**
Expense								
01-03-4001	Insurance - Property	3,378.62	4,070.00	6,000.25	4,070.00	4,850.00	780.00	19.16%
01-03-4002	Insurance - Fleet & equipment	8,178.67	7,529.00	7,848.79	7,529.00	10,400.00	2,871.00	38.13%
01-03-4005	Insurance - PD	12,879.99	10,032.00	9,601.06	10,032.00	10,560.00	528.00	5.26%
01-03-4010	Grant Expense	29,383.00	0.00	3,365.04	0.00	0.00	0.00	0.00%
01-03-4040	Dues & Associations	630.00	290.00	785.00	290.00	1,350.00	1,060.00	365.52%
01-03-4041	Software & Subscriptions	68,009.00	55,594.00	55,739.82	55,594.00	54,110.00	-1,484.00	-2.67%
01-03-4043	Office & Janitorial Supplies	3,500.00	4,800.00	4,195.62	4,800.00	4,625.00	-175.00	-3.65%
01-03-4044	Postage & Shipping	100.00	300.00	162.66	300.00	300.00	0.00	0.00%
01-03-4045	Copy & Printing	800.00	2,540.00	933.92	2,540.00	2,541.00	1.00	0.04%
01-03-4080	Capital Improvements	121,650.00	22,377.00	22,377.00	22,377.00	87,001.00	64,624.00	288.80%
01-03-4100	Contractual Services	2,510.00	760.00	788.06	760.00	1,300.00	540.00	71.05%
01-03-4170	Intergov't Contract - Dispatch S	120,000.00	120,000.00	0.00	120,000.00	120,000.00	0.00	0.00%
01-03-4204	Professional Services - Equipm	1,350.00	1,250.00	112.50	1,250.00	775.00	-475.00	-38.00%
01-03-4210	Project Expense	0.00	0.00	45,000.00	0.00	5,500.00	5,500.00	0.00%
01-03-4300	Telephone & Internet Services	12,520.00	24,000.00	18,185.50	24,000.00	61,020.00	37,020.00	154.25%
01-03-4310	Utility Services	3,900.00	5,400.00	4,047.26	5,400.00	5,400.00	0.00	0.00%
01-03-4400	Building Repairs & Maint.	1,000.00	2,200.00	1,418.01	2,200.00	2,250.00	50.00	2.27%
01-03-4440	Equipment Repairs & Maint.	2,000.00	2,000.00	45.19	2,000.00	2,000.00	0.00	0.00%
01-03-4450	Fleet Repairs & Maint.	12,000.00	25,187.68	29,532.77	25,187.68	25,001.00	-186.68	-0.74%
01-03-4461	Small Equipment	15,000.00	0.00	341.98	0.00	0.00	0.00	0.00%
01-03-4462	PD Equipment	7,500.00	9,650.00	5,733.09	9,650.00	10,955.00	1,305.00	13.52%
01-03-4463	PD K9	0.00	2,500.00	1,254.41	2,500.00	2,500.00	0.00	0.00%
01-03-4464	PD Ammo	3,000.00	3,000.00	765.88	3,000.00	3,000.00	0.00	0.00%
01-03-4471	Fuel	50,000.00	50,000.00	42,365.39	50,000.00	50,000.00	0.00	0.00%
01-03-4480	Uniforms	3,815.00	3,500.00	3,237.41	3,500.00	3,500.00	0.00	0.00%
01-03-4485	Uniform Maintenance	6,600.00	6,600.00	5,500.00	6,600.00	6,600.00	0.00	0.00%
01-03-4495	Community Outreach	0.00	2,000.00	839.93	2,000.00	1,200.00	-800.00	-40.00%
01-03-4500	Miscellaneous	7,900.00	0.00	856.38	0.00	0.00	0.00	0.00%
01-03-4800	Payroll - Salaries	1,761,903.08	945,536.00	736,053.13	945,536.00	984,259.00	38,723.00	4.10%
01-03-4810	Payroll - Overtime	25,000.00	38,600.00	48,886.43	38,600.00	25,000.00	-13,600.00	-35.23%
01-03-4816	Payroll - Certificate & Longevity	15,352.00	14,603.00	11,580.00	14,603.00	15,074.00	471.00	3.23%

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01-03-4817	Payroll - Taxes	139,666.17	73,213.00	61,196.00	73,213.00	70,542.00	-2,671.00	-3.65%
01-03-4830	Payroll - Retirement Expense	268,779.77	147,044.00	119,057.36	147,044.00	144,982.00	-2,062.00	-1.40%
01-03-4840	Payroll - Health Benefits	189,347.28	94,456.00	78,698.06	94,456.00	133,129.00	38,673.00	40.94%
01-03-4850	Payroll - Workman's Comp	20,263.16	17,783.00	17,688.75	17,783.00	17,783.00	0.00	0.00%
01-03-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-03-4870	Training	3,500.00	3,500.00	2,443.00	3,500.00	5,000.00	1,500.00	42.86%
01-03-4880	Travel & Meals	3,500.00	3,500.00	6,036.09	3,500.00	5,000.00	1,500.00	42.86%
01-03-9999	Transfer / Balance	0.00	-5,500.00	0.00	-5,500.00	-10,320.00	-4,820.00	87.64%
	Total Expense:	**2,924,915.74**	**1,698,314.68**	**1,352,671.74**	**1,698,314.68**	**1,867,187.00**	**168,872.32**	**9.94%**
	Total Department: 03 - Police:	**-2,906,122.74**	**-1,690,214.68**	**-1,315,739.55**	**-1,690,214.68**	**-1,867,187.00**	**-176,972.32**	**10.47%**

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Department: 04 - Code Compliance								
Revenue								
01-04-3210	Licenses & Permits	15,119.41	18,100.00	28,560.55	18,100.00	20,000.00	1,900.00	10.50%
	Total Revenue:	**15,119.41**	**18,100.00**	**28,560.55**	**18,100.00**	**20,000.00**	**1,900.00**	**10.50%**
Expense								
01-04-4002	Insurance - Fleet & equipment	803.12	737.00	770.14	737.00	850.00	113.00	15.33%
01-04-4041	Software & Subscriptions	3,000.00	2,993.00	3,968.00	2,993.00	2,993.00	0.00	0.00%
01-04-4043	Office & Janitorial Supplies	0.00	400.00	207.95	400.00	400.00	0.00	0.00%
01-04-4044	Postage & Shipping	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-04-4200	Professional Services	30,000.00	14,500.00	100.00	14,500.00	10,000.00	-4,500.00	-31.03%
01-04-4205	Professional Services - Inspecti	5,000.00	11,250.00	6,548.06	11,250.00	11,250.00	0.00	0.00%
01-04-4207	Professional Services - Animal	1,500.00	0.00	1,811.00	0.00	2,500.00	2,500.00	0.00%
01-04-4450	Fleet Repairs & Maint.	1,000.00	7,270.00	6,914.17	7,270.00	1,770.00	-5,500.00	-75.65%
01-04-4461	Small Equipment	400.00	105.00	0.00	105.00	105.00	0.00	0.00%
01-04-4470	Materials & Supplies	1,000.00	200.00	98.68	200.00	200.00	0.00	0.00%
01-04-4471	Fuel	1,800.00	2,000.00	1,840.57	2,000.00	4,000.00	2,000.00	100.00%
01-04-4480	Uniforms	200.00	200.00	198.11	200.00	200.00	0.00	0.00%
01-04-4800	Payroll - Salaries	78,624.00	41,496.00	40,953.62	41,496.00	60,543.00	19,047.00	45.90%
01-04-4810	Payroll - Overtime	229.00	1,100.00	219.65	1,100.00	1,100.00	0.00	0.00%
01-04-4816	Payroll - Certificate & Longevity	150.00	238.00	234.00	238.00	2,786.00	2,548.00	1,070.59%
01-04-4817	Payroll - Taxes	6,405.29	3,426.00	3,380.62	3,426.00	4,749.00	1,323.00	38.62%
01-04-4830	Payroll - Retirement Expense	12,143.71	6,420.00	6,157.92	6,420.00	8,918.00	2,498.00	38.91%
01-04-4840	Payroll - Health Benefits	13,183.18	5,978.00	5,572.00	5,978.00	8,321.00	2,343.00	39.19%
01-04-4850	Payroll - Workman's Comp	1,447.37	363.00	0.00	363.00	363.00	0.00	0.00%
01-04-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-04-4870	Training	300.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-04-4880	Travel & Meals	900.00	0.00	34.45	0.00	0.00	0.00	0.00%
	Total Expense:	**158,085.67**	**98,676.00**	**79,008.94**	**98,676.00**	**121,048.00**	**22,372.00**	**22.67%**
	Total Department: 04 - Code Compliance:	**-142,966.26**	**-80,576.00**	**-50,448.39**	**-80,576.00**	**-101,048.00**	**-20,472.00**	**25.41%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 05 - Fire								
Expense								
01-05-4001	Insurance - Property	965.32	1,163.00	1,260.20	1,163.00	1,385.00	222.00	19.09%
01-05-4002	Insurance - Fleet & equipment	8,981.79	8,266.00	8,618.93	8,266.00	9,480.00	1,214.00	14.69%
01-05-4004	Insurance - DVFD	8,222.55	7,300.00	7,821.00	7,300.00	8,605.00	1,305.00	17.88%
01-05-4040	Dues & Associations	1,825.00	1,825.00	60.00	1,825.00	1,825.00	0.00	0.00%
01-05-4100	Contractual Services	50,000.00	0.00	2,420.00	0.00	0.00	0.00	0.00%
01-05-4105	Stipends - Fire Chief	0.00	14,520.00	7,260.00	14,520.00	14,520.00	0.00	0.00%
01-05-4106	Stipends - Volunteers	0.00	40,000.00	45,985.00	40,000.00	50,000.00	10,000.00	25.00%
01-05-4200	Professional Services	1,560.00	1,560.00	0.00	1,560.00	0.00	-1,560.00	-100.00%
01-05-4205	Professional Services - Inspecti	5,100.00	5,100.00	4,973.27	5,100.00	5,100.00	0.00	0.00%
01-05-4300	Telephone & Internet Services	2,700.00	5,640.00	3,351.70	5,640.00	3,870.00	-1,770.00	-31.38%
01-05-4310	Utility Services	5,760.00	6,540.00	4,220.36	6,540.00	6,540.00	0.00	0.00%
01-05-4400	Building Repairs & Maint.	16,000.00	2,000.00	3,240.00	2,000.00	2,000.00	0.00	0.00%
01-05-4410	System & Structure Repairs & I	1,000.00	1,000.00	632.00	1,000.00	1,000.00	0.00	0.00%
01-05-4440	Equipment Repairs & Maint.	2,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-05-4450	Fleet Repairs & Maint.	5,100.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%
01-05-4460	Fleet Equipment	36,315.53	36,316.00	38,812.43	36,316.00	1.00	-36,315.00	-100.00%
01-05-4462	FD Equipment	14,900.00	13,000.00	0.00	13,000.00	9,000.00	-4,000.00	-30.77%
01-05-4471	Fuel	3,000.00	3,000.00	2,886.39	3,000.00	3,000.00	0.00	0.00%
01-05-4472	Chemicals	3,500.00	6,000.00	6,400.00	6,000.00	6,500.00	500.00	8.33%
01-05-4480	Uniforms	810.00	500.00	0.00	500.00	500.00	0.00	0.00%
01-05-4500	Miscellaneous	0.00	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00%
01-05-4800	Payroll - Salaries	15,970.50	7,986.00	6,435.00	7,986.00	7,986.00	0.00	0.00%
01-05-4817	Payroll - Taxes	1,471.21	834.00	628.64	834.00	715.00	-119.00	-14.27%
01-05-4835	Fireman's Pension	8,000.00	4,000.00	1,584.00	4,000.00	5,500.00	1,500.00	37.50%
01-05-4850	Payroll - Workman's Comp	1,447.37	365.00	0.00	365.00	365.00	0.00	0.00%
01-05-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-05-4870	Training	5,000.00	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00%
	Total Expense:	**199,629.27**	**178,915.00**	**148,588.92**	**178,915.00**	**149,892.00**	**-29,023.00**	**-16.22%**
	Total Department: 05 - Fire:	**199,629.27**	**178,915.00**	**148,588.92**	**178,915.00**	**149,892.00**	**-29,023.00**	**-16.22%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 06 - Parks								
Revenue								
01-06-3960	Donations	0.00	10,700.00	10,700.00	10,700.00	0.00	-10,700.00	-100.00%
	Total Revenue:	**0.00**	**10,700.00**	**10,700.00**	**10,700.00**	**0.00**	**-10,700.00**	**-100.00%**
Expense								
01-06-4001	Insurance - Property	7,722.56	9,303.00	10,081.56	9,303.00	11,090.00	1,787.00	19.21%
01-06-4002	Insurance - Fleet & equipment	2,786.05	2,933.00	2,866.81	2,933.00	3,154.00	221.00	7.53%
01-06-4043	Office & Janitorial Supplies	2,400.00	1,400.00	1,439.38	1,400.00	2,700.00	1,300.00	92.86%
01-06-4080	Capital Improvements	16,745.00	1.00	0.00	1.00	1.00	0.00	0.00%
01-06-4210	Project Expense	0.00	10,700.00	13,151.03	10,700.00	0.00	-10,700.00	-100.00%
01-06-4300	Telephone & Internet Services	12,000.00	12,600.00	8,807.96	12,600.00	15,240.00	2,640.00	20.95%
01-06-4310	Utility Services	13,200.00	19,200.00	14,083.56	19,200.00	19,200.00	0.00	0.00%
01-06-4400	Building Repairs & Maint.	6,255.00	2,001.00	1,836.51	2,001.00	1,102.00	-899.00	-44.93%
01-06-4410	System & Structure Repairs & I	2,300.00	2,503.00	5,804.94	2,503.00	6,003.00	3,500.00	139.83%
01-06-4430	Ground Repairs & Maint.	4,200.00	6,400.00	11,098.75	6,400.00	11,200.00	4,800.00	75.00%
01-06-4440	Equipment Repairs & Maint.	2,800.00	6,500.00	5,626.14	6,500.00	8,700.00	2,200.00	33.85%
01-06-4450	Fleet Repairs & Maint.	3,200.00	7,500.00	7.54	7,500.00	7,650.00	150.00	2.00%
01-06-4460	Fleet Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-06-4461	Small Equipment	3,180.00	2,652.00	1,914.16	2,652.00	1,952.00	-700.00	-26.40%
01-06-4470	Materials & Supplies	3,250.00	7,250.00	6,423.68	7,250.00	7,200.00	-50.00	-0.69%
01-06-4471	Fuel	7,000.00	8,000.00	8,889.07	8,000.00	8,000.00	0.00	0.00%
01-06-4472	Chemicals	5,500.00	6,500.00	1,698.22	6,500.00	6,500.00	0.00	0.00%
01-06-4480	Uniforms	2,425.00	2,950.00	2,290.67	2,950.00	2,825.00	-125.00	-4.24%
01-06-4800	Payroll - Salaries	207,654.72	91,858.00	93,391.51	91,858.00	103,347.00	11,489.00	12.51%
01-06-4810	Payroll - Overtime	801.00	5,665.00	2,359.31	5,665.00	5,665.00	0.00	0.00%
01-06-4816	Payroll - Certificate & Longevity	1,180.00	1,668.00	1,156.00	1,668.00	1,398.00	-270.00	-16.19%
01-06-4817	Payroll - Taxes	16,198.05	7,088.00	7,938.48	7,088.00	7,774.00	686.00	9.68%
01-06-4830	Payroll - Retirement Expense	32,029.96	14,701.00	14,405.20	14,701.00	15,223.00	522.00	3.55%
01-06-4840	Payroll - Health Benefits	45,527.74	17,932.00	13,902.80	17,932.00	16,642.00	-1,290.00	-7.19%
01-06-4850	Payroll - Workman's Comp	4,342.11	6,884.00	0.00	6,884.00	6,884.00	0.00	0.00%
01-06-4870	Training	150.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**402,847.19**	**254,189.00**	**229,173.28**	**254,189.00**	**269,450.00**	**15,261.00**	**6.00%**
	Total Department: 06 - Parks:	**-402,847.19**	**-243,489.00**	**-218,473.28**	**-243,489.00**	**-269,450.00**	**-25,961.00**	**10.66%**

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Budget Comparison Report

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 07 - Street								
Revenue								
01-07-3200	Fines & Fees	34,500.00	34,800.00	28,937.50	34,800.00	34,800.00	0.00	0.00%
	Total Revenue:	**34,500.00**	**34,800.00**	**28,937.50**	**34,800.00**	**34,800.00**	**0.00**	**0.00%**
Expense								
01-07-4002	Insurance - Fleet & equipment	4,834.71	4,730.00	4,701.87	4,730.00	5,170.00	440.00	9.30%
01-07-4043	Office & Janitorial Supplies	1,500.00	1,250.00	627.20	1,250.00	1,350.00	100.00	8.00%
01-07-4080	Capital Improvements	0.00	0.00	0.00	0.00	1.00	1.00	0.00%
01-07-4100	Contractual Services	250.00	300.00	300.00	300.00	300.00	0.00	0.00%
01-07-4102	Contractual Services - Lighting	88,325.00	73,200.00	56,408.06	73,200.00	68,400.00	-4,800.00	-6.56%
01-07-4310	Utility Services	4,200.00	4,200.00	3,248.22	4,200.00	4,200.00	0.00	0.00%
01-07-4400	Building Repairs & Maint.	4,200.00	1.00	0.00	1.00	2,001.00	2,000.00	00,000.00%
01-07-4420	Street Repairs & Maint.	139,200.00	198,001.00	52,782.64	198,001.00	183,000.00	-15,001.00	-7.58%
01-07-4440	Equipment Repairs & Maint.	10,450.00	8,650.00	4,218.72	8,650.00	6,200.00	-2,450.00	-28.32%
01-07-4450	Fleet Repairs & Maint.	7,200.00	7,900.00	4,658.52	7,900.00	10,350.00	2,450.00	31.01%
01-07-4461	Small Equipment	9,100.00	1,950.00	0.00	1,950.00	2,000.00	50.00	2.56%
01-07-4470	Materials & Supplies	10,200.00	10,000.00	8,599.02	10,000.00	9,350.00	-650.00	-6.50%
01-07-4471	Fuel	10,000.00	10,000.00	10,881.79	10,000.00	10,000.00	0.00	0.00%
01-07-4480	Uniforms	2,425.00	2,950.00	1,591.25	2,950.00	3,550.00	600.00	20.34%
01-07-4800	Payroll - Salaries	290,961.57	148,747.00	115,318.03	148,747.00	142,747.00	-6,000.00	-4.03%
01-07-4810	Payroll - Overtime	1,791.00	3,300.00	1,673.68	3,300.00	3,300.00	0.00	0.00%
01-07-4814	Payroll - Comp	0.00	0.00	92.22	0.00	0.00	0.00	0.00%
01-07-4816	Payroll - Certificate & Longevity	2,142.00	1,312.00	1,354.00	1,312.00	1,340.00	28.00	2.13%
01-07-4817	Payroll - Taxes	23,870.15	12,387.00	9,576.98	12,387.00	10,905.00	-1,482.00	-11.96%
01-07-4830	Payroll - Retirement Expense	45,122.26	22,916.00	17,658.32	22,916.00	21,027.00	-1,889.00	-8.24%
01-07-4840	Payroll - Health Benefits	46,754.52	17,935.00	21,008.02	17,935.00	33,283.00	15,348.00	85.58%
01-07-4850	Payroll - Workman's Comp	4,342.11	5,871.00	-5,741.88	5,871.00	5,871.00	0.00	0.00%
01-07-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-07-4870	Training	150.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-07-4880	Travel & Meals	0.00	500.00	0.00	500.00	500.00	0.00	0.00%
01-07-9999	Transfer / Balance	0.00	22,978.00	0.00	22,978.00	22,978.00	0.00	0.00%
	Total Expense:	**707,018.32**	**560,078.00**	**308,956.66**	**560,078.00**	**548,823.00**	**-11,255.00**	**-2.01%**
	Total Department: 07 - Street:	**-672,518.32**	**-525,278.00**	**-280,019.16**	**-525,278.00**	**-514,023.00**	**11,255.00**	**-2.14%**
	Total Fund: 01 - General Fund:	**-2,218,158.67**	**-138,445.00**	**249,350.57**	**-138,445.00**	**0.00**	**138,445.00**	**-100.00%**

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Fund: 02 - Utility Fund								
Department: 08 - Wastewater								
Revenue								
02-08-3110	Utility - Sewer	1,154,201.00	1,462,551.00	819,015.25	1,462,551.00	1,221,151.00	-241,400.00	-16.51%
02-08-3940	Grant Proceeds	0.00	0.00	198,022.45	0.00	0.00	0.00	0.00%
02-08-3970	Reimbursements	0.00	0.00	1,630.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**1,154,201.00**	**1,462,551.00**	**1,018,667.70**	**1,462,551.00**	**1,221,151.00**	**-241,400.00**	**-16.51%**
Expense								
02-08-4001	Insurance - Property	9,653.20	11,628.00	12,601.96	11,628.00	13,875.00	2,247.00	19.32%
02-08-4002	Insurance - Fleet & equipment	1,753.72	1,815.00	1,687.67	1,815.00	1,860.00	45.00	2.48%
02-08-4010	Grant Expense	0.00	0.00	219,072.45	0.00	0.00	0.00	0.00%
02-08-4043	Office & Janitorial Supplies	1,600.00	1,750.00	1,152.04	1,750.00	1,950.00	200.00	11.43%
02-08-4070	Reimbursables	0.00	0.00	382.50	0.00	0.00	0.00	0.00%
02-08-4080	Capital Improvements	79,463.00	50,421.00	50,349.11	50,421.00	3.00	-50,418.00	-99.99%
02-08-4100	Contractual Services	2,220.00	720.00	1,000.00	720.00	520.00	-200.00	-27.78%
02-08-4200	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4204	Professional Services - Equipme	0.00	25,200.00	11,886.35	25,200.00	25,500.00	300.00	1.19%
02-08-4205	Professional Services - Inspecti	15,510.00	35,510.00	22,473.46	35,510.00	15,511.00	-19,999.00	-56.32%
02-08-4206	Professional Services - Systems	117,500.00	70,480.00	71,148.48	70,480.00	93,801.00	23,321.00	33.09%
02-08-4300	Telephone & Internet Services	600.00	2,460.00	963.26	2,460.00	2,460.00	0.00	0.00%
02-08-4310	Utility Services	75,600.00	68,400.00	55,900.93	68,400.00	68,400.00	0.00	0.00%
02-08-4400	Building Repairs & Maint.	2,000.00	7,000.00	6,443.00	7,000.00	10,000.00	3,000.00	42.86%
02-08-4410	System & Structure Repairs & M	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4440	Equipment Repairs & Maint.	2,700.00	1,400.00	1,375.53	1,400.00	600.00	-800.00	-57.14%
02-08-4450	Fleet Repairs & Maint.	5,800.00	1,500.00	1,047.73	1,500.00	8,330.00	6,830.00	455.33%
02-08-4461	Small Equipment	3,240.00	1,600.00	1,605.73	1,600.00	17,800.00	16,200.00	1,012.50%
02-08-4470	Materials & Supplies	10,000.00	16,800.00	9,123.56	16,800.00	13,300.00	-3,500.00	-20.83%
02-08-4471	Fuel	15,000.00	15,000.00	11,956.93	15,000.00	15,000.00	0.00	0.00%
02-08-4472	Chemicals	65,200.00	76,000.00	46,448.10	76,000.00	89,000.00	13,000.00	17.11%
02-08-4480	Uniforms	3,350.00	2,300.00	1,010.62	2,300.00	3,250.00	950.00	41.30%
02-08-4800	Payroll - Salaries	255,343.83	130,781.00	87,643.52	130,781.00	131,535.00	754.00	0.58%
02-08-4810	Payroll - Overtime	9,243.00	7,250.00	20,068.36	7,250.00	7,250.00	0.00	0.00%
02-08-4814	Payroll - Comp	0.00	0.00	87.10	0.00	0.00	0.00	0.00%
02-08-4816	Payroll - Certificate & Longevity	3,662.00	3,889.00	2,888.00	3,889.00	1,923.00	-1,966.00	-50.55%
02-08-4817	Payroll - Taxes	21,430.42	10,761.00	8,954.31	10,761.00	10,414.00	-347.00	-3.22%
02-08-4820	Payroll - FICA Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4825	Payroll - SUTA Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4830	Payroll - Retirement Expense	40,806.54	20,807.00	13,635.34	20,807.00	19,376.00	-1,431.00	-6.88%
02-08-4840	Payroll - Health Benefits	39,549.54	17,935.00	9,537.06	17,935.00	24,962.00	7,027.00	39.18%

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
02-08-4850	Payroll - Workman's Comp	4,342.11	1,657.00	0.00	1,657.00	1,657.00	0.00	0.00%
02-08-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-08-4870	Training	1,650.00	2,700.00	472.00	2,700.00	2,702.00	2.00	0.07%
02-08-4880	Travel & Meals	1,000.00	2,400.00	324.88	2,400.00	2,400.00	0.00	0.00%
	Total Expense:	**788,217.36**	**588,164.00**	**671,239.98**	**588,164.00**	**583,379.00**	**-4,785.00**	**-0.81%**
	Total Department: 08 - Wastewater:	**365,983.64**	**874,387.00**	**347,427.72**	**874,387.00**	**637,772.00**	**-236,615.00**	**-27.06%**

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Department: 09 - Utility								
Revenue								
02-09-3100	Utility - Water	1,434,916.00	1,558,846.00	1,243,635.61	1,558,846.00	1,870,196.00	311,350.00	19.97%
02-09-3120	Utility - Garbage	720,000.00	696,000.00	605,355.70	696,000.00	723,840.00	27,840.00	4.00%
02-09-3130	Penalties & Interest	25,000.00	25,000.00	1,248,120.13	25,000.00	25,000.00	0.00	0.00%
02-09-3300	Credit Card Fees	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-09-3800	Interest Income	300.00	8,000.00	16,787.85	8,000.00	16,000.00	8,000.00	100.00%
02-09-3803	Endowment / Investment Inter	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-09-3940	Grant Proceeds	0.00	0.00	21,050.00	0.00	0.00	0.00	0.00%
02-09-3945	Loan Proceeds	0.00	0.00	230,450.00	0.00	0.00	0.00	0.00%
02-09-3950	Miscellaneous	0.00	0.00	15,126.19	0.00	0.00	0.00	0.00%
02-09-3970	Reimbursements	0.00	0.00	18,808.50	0.00	0.00	0.00	0.00%
	Total Revenue:	**2,181,216.00**	**2,287,846.00**	**3,399,333.98**	**2,287,846.00**	**2,635,036.00**	**347,190.00**	**15.18%**
Expense								
02-09-4001	Insurance - Property	10,618.51	12,791.00	13,862.16	12,791.00	15,296.00	2,505.00	19.58%
02-09-4002	Insurance - Fleet & equipment	4,310.55	4,008.00	4,145.48	4,008.00	4,560.00	552.00	13.77%
02-09-4030	Bank Fees	9,360.00	2,340.00	660.10	2,340.00	2,340.00	0.00	0.00%
02-09-4041	Software & Subscriptions	59,322.00	40,739.00	15,502.00	40,739.00	44,440.00	3,701.00	9.08%
02-09-4043	Office & Janitorial Supplies	1,600.00	1,450.00	417.79	1,450.00	1,550.00	100.00	6.90%
02-09-4044	Postage & Shipping	0.00	11,490.00	4,872.02	11,490.00	12,440.00	950.00	8.27%
02-09-4070	Reimbursables	0.00	0.00	20,988.50	0.00	0.00	0.00	0.00%
02-09-4080	Capital Improvements	15,275.00	10,000.00	24,571.39	10,000.00	2.00	-9,998.00	-99.98%
02-09-4100	Contractual Services	520.00	520.00	450.00	520.00	5,520.00	5,000.00	961.54%
02-09-4101	Contractual Services - Garbage	700,000.00	684,000.00	599,369.79	684,000.00	696,000.00	12,000.00	1.75%
02-09-4130	Intergov't Contract - Utility Pur	15,000.00	15,000.00	28,675.72	15,000.00	10,080.00	-4,920.00	-32.80%
02-09-4203	Professional Services - Enginee	0.00	0.00	170,787.50	0.00	0.00	0.00	0.00%
02-09-4204	Professional Services - Equipme	15,900.00	23,500.00	20,772.98	23,500.00	22,501.00	-999.00	-4.25%
02-09-4205	Professional Services - Inspecti	3,800.00	4,605.00	4,603.55	4,605.00	5,004.00	399.00	8.66%
02-09-4206	Professional Services - Systems	45,600.00	50,600.00	10,280.28	50,600.00	31,604.00	-18,996.00	-37.54%
02-09-4300	Telephone & Internet Services	8,460.00	10,860.00	12,798.78	10,860.00	5,280.00	-5,580.00	-51.38%
02-09-4310	Utility Services	65,520.00	65,700.00	56,508.88	65,700.00	65,700.00	0.00	0.00%
02-09-4400	Building Repairs & Maint.	11,300.00	18,000.00	99.10	18,000.00	2.00	-17,998.00	-99.99%
02-09-4410	System & Structure Repairs & I	121,200.00	125,396.00	123,758.24	125,396.00	138,000.00	12,604.00	10.05%
02-09-4411	Sanitary Sewer Overflow (SSO)	100,000.00	100,000.00	0.00	100,000.00	100,000.00	0.00	0.00%
02-09-4440	Equipment Repairs & Maint.	9,800.00	10,000.00	10,466.51	10,000.00	18,000.00	8,000.00	80.00%
02-09-4450	Fleet Repairs & Maint.	7,400.00	9,125.00	8,757.40	9,125.00	16,175.00	7,050.00	77.26%
02-09-4461	Small Equipment	16,000.00	14,900.00	5,985.98	14,900.00	20,000.00	5,100.00	34.23%
02-09-4470	Materials & Supplies	4,800.00	7,300.00	6,035.69	7,300.00	9,900.00	2,600.00	35.62%
02-09-4471	Fuel	20,000.00	20,000.00	17,441.11	20,000.00	20,000.00	0.00	0.00%

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Budget Comparison Report

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02-09-4472	Chemicals	49,800.00	81,600.00	52,881.46	81,600.00	87,600.00	6,000.00	7.35%
02-09-4480	Uniforms	3,650.00	4,150.00	2,803.49	4,150.00	5,475.00	1,325.00	31.93%
02-09-4800	Payroll - Salaries	500,462.55	256,329.00	240,680.70	256,329.00	302,704.00	46,375.00	18.09%
02-09-4810	Payroll - Overtime	11,937.00	10,875.00	18,263.58	10,875.00	10,875.00	0.00	0.00%
02-09-4814	Payroll - Comp	0.00	0.00	670.13	0.00	0.00	0.00	0.00%
02-09-4816	Payroll - Certificate & Longevity	4,382.00	4,994.00	3,944.00	4,994.00	6,071.00	1,077.00	21.57%
02-09-4817	Payroll - Taxes	40,845.00	20,426.00	21,074.12	20,426.00	23,009.00	2,583.00	12.65%
02-09-4830	Payroll - Retirement Expense	79,004.70	40,276.00	39,114.75	40,276.00	38,077.00	-2,199.00	-5.46%
02-09-4840	Payroll - Health Benefits	79,099.08	35,869.00	33,370.29	35,869.00	41,603.00	5,734.00	15.99%
02-09-4850	Payroll - Workman's Comp	8,684.21	7,861.00	0.00	7,861.00	7,861.00	0.00	0.00%
02-09-4855	TX Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
02-09-4870	Training	2,350.00	3,160.00	111.00	3,160.00	3,163.00	3.00	0.09%
02-09-4880	Travel & Meals	100.00	1,200.00	0.00	1,200.00	1,200.00	0.00	0.00%
02-09-9999	Transfer / Balance	1,116,149.50	1,500,270.00	464,467.00	1,500,270.00	1,500,776.00	506.00	0.03%
	Total Expense:	**3,142,250.10**	**3,209,334.00**	**2,039,191.47**	**3,209,334.00**	**3,272,808.00**	**63,474.00**	**1.98%**
	Total Department: 09 - Utility:	**-961,034.10**	**-921,488.00**	**1,360,142.51**	**-921,488.00**	**-637,772.00**	**283,716.00**	**-30.79%**
	Total Fund: 02 - Utility Fund:	**-595,050.46**	**-47,101.00**	**1,707,570.23**	**-47,101.00**	**0.00**	**47,101.00**	**-100.00%**

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Fund: 03 - Recreation Fund								
Department: 11 - Civic Center								
Revenue								
03-11-3900	Rental Fees	28,000.00	30,000.00	37,300.00	30,000.00	35,000.00	5,000.00	16.67%
03-11-3960	Donations	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**29,000.00**	**30,000.00**	**37,300.00**	**30,000.00**	**35,000.00**	**5,000.00**	**16.67%**
Expense								
03-11-4001	Insurance - Property	482.66	600.00	630.10	600.00	695.00	95.00	15.83%
03-11-4002	Insurance - Fleet & equipment	147.47	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4040	Dues & Associations	125.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4042	Advertising & Promotions	375.00	214.00	199.09	214.00	214.00	0.00	0.00%
03-11-4043	Office & Janitorial Supplies	2,810.00	1,200.00	1,190.43	1,200.00	7,460.00	6,260.00	521.67%
03-11-4100	Contractual Services	4,550.00	1,450.00	1,163.10	1,450.00	1,450.00	0.00	0.00%
03-11-4200	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4300	Telephone & Internet Services	3,312.00	5,496.00	4,723.13	5,496.00	3,636.00	-1,860.00	-33.84%
03-11-4310	Utility Services	19,080.00	19,080.00	16,707.37	19,080.00	20,100.00	1,020.00	5.35%
03-11-4320	Security Services	855.40	1,760.00	1,214.75	1,760.00	1,760.00	0.00	0.00%
03-11-4400	Building Repairs & Maint.	2,500.00	800.00	763.50	800.00	13,685.00	12,885.00	1,610.63%
03-11-4430	Ground Repairs & Maint.	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4440	Equipment Repairs & Maint.	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4450	Fleet Repairs & Maint.	1,100.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4461	Small Equipment	1,300.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4471	Fuel	100.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4800	Payroll - Salaries	26,339.04	28,327.00	0.00	28,327.00	30,000.00	1,673.00	5.91%
03-11-4810	Payroll - Overtime	399.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4816	Payroll - Certificate & Longevity	886.00	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-4817	Payroll - Taxes	2,132.09	2,072.00	0.00	2,072.00	0.00	-2,072.00	-100.00%
03-11-4830	Payroll - Retirement Expense	4,215.92	4,269.00	0.00	4,269.00	0.00	-4,269.00	-100.00%
03-11-4840	Payroll - Health Benefits	7,204.98	5,979.00	0.00	5,979.00	0.00	-5,979.00	-100.00%
03-11-4850	Payroll - Workman's Comp	1,447.37	0.00	0.00	0.00	0.00	0.00	0.00%
03-11-9999	Transfer / Balance	-82,200.00	-61,147.00	0.00	-61,147.00	-64,000.00	-2,853.00	4.67%
	Total Expense:	**-1,838.07**	**10,100.00**	**26,591.47**	**10,100.00**	**15,000.00**	**4,900.00**	**48.51%**
	Total Department: 11 - Civic Center:	**30,838.07**	**19,900.00**	**10,708.53**	**19,900.00**	**20,000.00**	**100.00**	**0.50%**

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Department: 12 - Recreation								
Revenue								
03-12-3910	Lease Fees	30,100.00	30,100.00	25,898.03	30,100.00	30,100.00	0.00	0.00%
03-12-3920	Sports Fees	0.00	0.00	1,650.00	0.00	0.00	0.00	0.00%
03-12-3960	Donations	6,700.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**36,800.00**	**30,100.00**	**27,548.03**	**30,100.00**	**30,100.00**	**0.00**	**0.00%**
Expense								
03-12-4310	Utility Services	30,000.00	30,000.00	26,675.50	30,000.00	30,000.00	0.00	0.00%
03-12-4410	System & Structure Repairs & M	36,900.00	20,000.00	8,354.02	20,000.00	20,100.00	100.00	0.50%
	Total Expense:	**66,900.00**	**50,000.00**	**35,029.52**	**50,000.00**	**50,100.00**	**100.00**	**0.20%**
	Total Department: 12 - Recreation:	**-30,100.00**	**-19,900.00**	**-7,481.49**	**-19,900.00**	**-20,000.00**	**-100.00**	**0.50%**
	Total Fund: 03 - Recreation Fund:	**738.07**	**0.00**	**3,227.04**	**0.00**	**0.00**	**0.00**	**0.00%**

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Fund: 05 - Special Revenue Fund								
Department: 01 - General Govt								
Revenue								
05-01-3950	Employee Appreciation Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Expense								
05-01-4216	Keeler	626.26	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**626.26**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 01 - General Govt:	**-626.26**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Department: 03 - Police								
Revenue								
05-03-3940	Grant Proceeds	0.00	2,941.17	1,330.96	2,941.17	1,200.00	-1,741.17	-59.20%
05-03-3950	Miscellaneous	1,200.00	169,613.00	0.00	169,613.00	0.00	-169,613.00	-100.00%
	Total Revenue:	**1,200.00**	**172,554.17**	**1,330.96**	**172,554.17**	**1,200.00**	**-171,354.17**	**-99.30%**
Expense								
05-03-4212	PD Project - LEOSE	2,403.93	5,344.17	4,217.64	5,344.17	1,200.00	-4,144.17	-77.55%
	Total Expense:	**2,403.93**	**5,344.17**	**4,217.64**	**5,344.17**	**1,200.00**	**-4,144.17**	**-77.55%**
	Total Department: 03 - Police:	**-1,203.93**	**167,210.00**	**-2,886.68**	**167,210.00**	**0.00**	**-167,210.00**	**-100.00%**

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Department: 06 - Parks								
Revenue								
05-06-3940	Grant Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Expense								
05-06-4214	Keeler - Sports Complex	0.00	15,488.00	6,936.54	15,488.00	0.00	-15,488.00	-100.00%
05-06-4217	Keeler - Parks	17,250.00	6,000.00	1,632.50	6,000.00	0.00	-6,000.00	-100.00%
	Total Expense:	**17,250.00**	**21,488.00**	**8,569.04**	**21,488.00**	**0.00**	**-21,488.00**	**-100.00%**
	Total Department: 06 - Parks:	**-17,250.00**	**-21,488.00**	**-8,569.04**	**-21,488.00**	**0.00**	**21,488.00**	**-100.00%**

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Department: 11 - Civic Center								
Revenue								
05-11-3940	Grant Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Expense								
05-11-4213	Keeler - Civic Center	53,273.10	86,736.00	73,409.97	86,736.00	55,000.00	-31,736.00	-36.59%
05-11-9999	Transfer / Balance	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00%
	Total Expense:	**53,273.10**	**86,736.00**	**73,409.97**	**86,736.00**	**105,000.00**	**18,264.00**	**21.06%**
	Total Department: 11 - Civic Center:	**-53,273.10**	**-86,736.00**	**-73,409.97**	**-86,736.00**	**-105,000.00**	**-18,264.00**	**21.06%**

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Department: 12 - Recreation								
Expense								
05-12-4215	Keeler - Baseball	7,788.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**7,788.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 12 - Recreation:	**7,788.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 05 - Special Revenue Fund:	**-80,141.29**	**58,986.00**	**-84,865.69**	**58,986.00**	**-105,000.00**	**-163,986.00**	**-278.01%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 06 - Hotel/Motel Tax Fund								
Department: 01 - General Govt								
Revenue								
06-01-3400	Hotel / Motel Tax	20,000.00	14,000.00	7,315.38	14,000.00	14,000.00	0.00	0.00%
06-01-3950	Miscellaneous	0.00	31,000.00	0.00	31,000.00	0.00	-31,000.00	-100.00%
	Total Revenue:	**20,000.00**	**45,000.00**	**7,315.38**	**45,000.00**	**14,000.00**	**-31,000.00**	**-68.89%**
Expense								
06-01-4042	Advertising & Promotions	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
06-01-9999	Transfer / Balance	66,000.00	35,250.00	0.00	35,250.00	14,000.00	-21,250.00	-60.28%
	Total Expense:	**70,000.00**	**35,250.00**	**0.00**	**35,250.00**	**14,000.00**	**-21,250.00**	**-60.28%**
	Total Department: 01 - General Govt:	**-50,000.00**	**9,750.00**	**7,315.38**	**9,750.00**	**0.00**	**-9,750.00**	**-100.00%**
	Total Fund: 06 - Hotel/Motel Tax Fund:	**-50,000.00**	**9,750.00**	**7,315.38**	**9,750.00**	**0.00**	**-9,750.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 07 - Seized Fund								
Department: 03 - Police								
Revenue								
07-03-3800	Interest Income	0.00	0.00	12.73	0.00	0.00	0.00	0.00%
07-03-3950	Miscellaneous	0.00	7,604.00	0.00	7,604.00	0.00	-7,604.00	-100.00%
	Total Revenue:	**0.00**	**7,604.00**	**12.73**	**7,604.00**	**0.00**	**-7,604.00**	**-100.00%**
Expense								
07-03-9999	Transfer / Balance	0.00	1,500.00	0.00	1,500.00	0.00	-1,500.00	-100.00%
	Total Expense:	**0.00**	**1,500.00**	**0.00**	**1,500.00**	**0.00**	**-1,500.00**	**-100.00%**
	Total Department: 03 - Police:	**0.00**	**6,104.00**	**12.73**	**6,104.00**	**0.00**	**-6,104.00**	**-100.00%**
	Total Fund: 07 - Seized Fund:	**0.00**	**6,104.00**	**12.73**	**6,104.00**	**0.00**	**-6,104.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 08 - Diboll Day Fund								
Department: 01 - General Govt								
Expense								
08-01-4043	Office & Janitorial Supplies	0.00	1,500.00	0.00	1,500.00	1.00	-1,499.00	-99.93%
08-01-4200	Professional Services	0.00	6,000.00	0.00	6,000.00	1.00	-5,999.00	-99.98%
08-01-4470	Materials & Supplies	0.00	5,500.00	0.00	5,500.00	1.00	-5,499.00	-99.98%
08-01-4480	Uniforms	0.00	750.00	0.00	750.00	1.00	-749.00	-99.87%
08-01-4800	Personnel	0.00	2,000.00	0.00	2,000.00	1.00	-1,999.00	-99.95%
08-01-9999	Transfer / Balance	0.00	-15,750.00	0.00	-15,750.00	-5.00	15,745.00	-99.97%
	Total Expense:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 01 - General Govt:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 08 - Diboll Day Fund:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 09 - MC Security Fund								
Department: 02 - Municipal Court								
Revenue								
09-02-3200	Fines & Fees	7,000.00	7,168.00	8,214.76	7,168.00	6,000.00	-1,168.00	-16.29%
09-02-3950	Miscellaneous	0.00	11,211.00	0.00	11,211.00	0.00	-11,211.00	-100.00%
	Total Revenue:	**7,000.00**	**18,379.00**	**8,214.76**	**18,379.00**	**6,000.00**	**-12,379.00**	**-67.35%**
Expense								
09-02-4320	Security Services	0.00	3,168.00	0.00	3,168.00	0.00	-3,168.00	-100.00%
09-02-9999	Transfer / Balance	7,000.00	4,000.00	0.00	4,000.00	10,320.00	6,320.00	158.00%
	Total Expense:	**7,000.00**	**7,168.00**	**0.00**	**7,168.00**	**10,320.00**	**3,152.00**	**43.97%**
	Total Department: 02 - Municipal Court:	**0.00**	**11,211.00**	**8,214.76**	**11,211.00**	**-4,320.00**	**-15,531.00**	**-138.53%**
	Total Fund: 09 - MC Security Fund:	**0.00**	**11,211.00**	**8,214.76**	**11,211.00**	**-4,320.00**	**-15,531.00**	**-138.53%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 10 - MC Tech Fund								
Department: 02 - Municipal Court								
Revenue								
10-02-3200	Fines & Fees	7,000.00	7,008.00	7,049.05	7,008.00	7,000.00	-8.00	-0.11%
10-02-3950	Miscellaneous	0.00	7,105.00	0.00	7,105.00	0.00	-7,105.00	-100.00%
	Total Revenue:	**7,000.00**	**14,113.00**	**7,049.05**	**14,113.00**	**7,000.00**	**-7,113.00**	**-50.40%**
Expense								
10-02-4300	Telephone & Internet Services	5,070.00	7,008.00	2,394.39	7,008.00	12,000.00	4,992.00	71.23%
	Total Expense:	**5,070.00**	**7,008.00**	**2,394.39**	**7,008.00**	**12,000.00**	**4,992.00**	**71.23%**
	Total Department: 02 - Municipal Court:	**1,930.00**	**7,105.00**	**4,654.66**	**7,105.00**	**-5,000.00**	**-12,105.00**	**-170.37%**
	Total Fund: 10 - MC Tech Fund:	**1,930.00**	**7,105.00**	**4,654.66**	**7,105.00**	**-5,000.00**	**-12,105.00**	**-170.37%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 11 - PEG Fund								
Department: 01 - General Govt								
Revenue								
11-01-3500	Franchise Tax	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
11-01-3950	Miscellaneous	0.00	57,602.00	0.00	57,602.00	0.00	-57,602.00	-100.00%
	Total Revenue:	**4,000.00**	**57,602.00**	**0.00**	**57,602.00**	**0.00**	**-57,602.00**	**-100.00%**
	Total Department: 01 - General Govt:	**4,000.00**	**57,602.00**	**0.00**	**57,602.00**	**0.00**	**-57,602.00**	**-100.00%**
	Total Fund: 11 - PEG Fund:	**4,000.00**	**57,602.00**	**0.00**	**57,602.00**	**0.00**	**-57,602.00**	**-100.00%**

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PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 12 - Red Light Fund								
Department: 01 - General Govt								
Revenue								
12-01-3800	Interest Income	0.00	0.00	252.87	0.00	0.00	0.00	0.00%
12-01-3950	Miscellaneous	0.00	50,414.00	0.00	50,414.00	0.00	-50,414.00	-100.00%
	Total Revenue:	**0.00**	**50,414.00**	**252.87**	**50,414.00**	**0.00**	**-50,414.00**	**-100.00%**
Expense								
12-01-9999	Transfer / Balance	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**25,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 01 - General Govt:	**-25,000.00**	**50,414.00**	**252.87**	**50,414.00**	**0.00**	**-50,414.00**	**-100.00%**
	Total Fund: 12 - Red Light Fund:	**-25,000.00**	**50,414.00**	**252.87**	**50,414.00**	**0.00**	**-50,414.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 13 - Debt Service Fund								
Department: 01 - General Govt								
Revenue								
13-01-3600	Property Tax - Current	145,318.75	145,444.00	145,738.53	145,444.00	135,569.00	-9,875.00	-6.79%
13-01-3610	Property Tax - Delinquent	0.00	0.00	3,051.70	0.00	0.00	0.00	0.00%
13-01-3620	Property Tax - Penalties & Inte	0.00	0.00	3,399.11	0.00	0.00	0.00	0.00%
13-01-3800	Interest Income	0.00	0.00	128.13	0.00	0.00	0.00	0.00%
13-01-3950	Miscellaneous	0.00	80,000.00	0.00	80,000.00	0.00	-80,000.00	-100.00%
	Total Revenue:	**145,318.75**	**225,444.00**	**152,317.47**	**225,444.00**	**135,569.00**	**-89,875.00**	**-39.87%**
Expense								
13-01-4015	Bond Expense	95,000.00	100,000.00	100,000.00	100,000.00	95,000.00	-5,000.00	-5.00%
13-01-4016	Bond Interest Expense	50,018.75	45,144.00	45,143.77	45,144.00	40,269.00	-4,875.00	-10.80%
13-01-4030	Bank Fees	600.00	300.00	300.00	300.00	300.00	0.00	0.00%
13-01-9999	Transfer / Balance	-434,427.50	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**-288,808.75**	**145,444.00**	**145,443.77**	**145,444.00**	**135,569.00**	**-9,875.00**	**-6.79%**
	Total Department: 01 - General Govt:	**434,127.50**	**80,000.00**	**6,873.70**	**80,000.00**	**0.00**	**-80,000.00**	**-100.00%**

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Department: 07 - Street								
Expense								
13-07-4020	Note Payable Expense	22,978.00	22,978.00	22,978.00	22,978.00	22,978.00	0.00	0.00%
13-07-9999	Transfer / Balance	0.00	-22,978.00	0.00	-22,978.00	-22,978.00	0.00	0.00%
	Total Expense:	**22,978.00**	**0.00**	**22,978.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 07 - Street:	**22,978.00**	**0.00**	**22,978.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 09 - Utility								
Expense								
13-09-4015	Bond Expense	305,000.00	320,000.00	320,000.00	320,000.00	340,000.00	20,000.00	6.25%
13-09-4016	Bond Interest Expense	155,249.50	143,817.00	143,817.00	143,817.00	131,705.00	-12,112.00	-8.42%
13-09-4020	Note Payable Expense	0.00	369,303.00	373,704.72	369,303.00	376,614.00	7,311.00	1.98%
13-09-4030	Bank Fees	900.00	650.00	650.00	650.00	650.00	0.00	0.00%
13-09-9999	Transfer / Balance	0.00	-833,770.00	-464,467.00	-833,770.00	-848,969.00	-15,199.00	1.82%
	Total Expense:	**461,149.50**	**0.00**	**373,704.72**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 09 - Utility:	**461,149.50**	**0.00**	**373,704.72**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 13 - Debt Service Fund:	**-50,000.00**	**80,000.00**	**-389,809.02**	**80,000.00**	**0.00**	**-80,000.00**	**-100.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 14 - Endowment Fund								
Department: 01 - General Govt								
Revenue								
14-01-3800	Interest Income	8,050.00	8,050.00	0.00	8,050.00	8,050.00	0.00	0.00%
14-01-3803	Endowment / Investment Inter	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**8,050.00**	**8,050.00**	**0.00**	**8,050.00**	**8,050.00**	**0.00**	**0.00%**
Expense								
14-01-9999	Transfer / Balance	8,050.00	8,050.00	0.00	8,050.00	5.00	-8,045.00	-99.94%
	Total Expense:	**8,050.00**	**8,050.00**	**0.00**	**8,050.00**	**5.00**	**-8,045.00**	**-99.94%**
	Total Department: 01 - General Govt:	**0.00**	**0.00**	**0.00**	**0.00**	**8,045.00**	**8,045.00**	**0.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 06 - Parks								
Revenue								
14-06-3803	Endowment / Investment Inter	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 06 - Parks:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 11 - Civic Center								
Revenue								
14-11-3803	Endowment / Investment Inter	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Revenue:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 11 - Civic Center:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 14 - Endowment Fund:	**0.00**	**0.00**	**0.00**	**0.00**	**8,045.00**	**8,045.00**	**0.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 15 - Restricted Project Fund								
Department: 01 - General Govt								
Revenue								
15-01-3950	Miscellaneous	0.00	292,600.00	0.00	292,600.00	0.00	-292,600.00	-100.00%
	Total Revenue:	**0.00**	**292,600.00**	**0.00**	**292,600.00**	**0.00**	**-292,600.00**	**-100.00%**
Expense								
15-01-4210	Project Expense	0.00	45,000.00	0.00	45,000.00	136,000.00	91,000.00	202.22%
15-01-9999	Transfer / Balance	-153,438.29	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**-153,438.29**	**45,000.00**	**0.00**	**45,000.00**	**136,000.00**	**91,000.00**	**202.22%**
	Total Department: 01 - General Govt:	**153,438.29**	**247,600.00**	**0.00**	**247,600.00**	**-136,000.00**	**-383,600.00**	**-154.93%**

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Department: 09 - Utility								
Expense								
15-09-9999	Transfer / Balance	70,429.16	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**70,429.16**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 09 - Utility:	**70,429.16**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Fund: 15 - Restricted Project Fund:	**83,009.13**	**247,600.00**	**0.00**	**247,600.00**	**-136,000.00**	**-383,600.00**	**-154.93%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 16 - MC Local Truancy Prevention & Diversion Fund								
Department: 02 - Municipal Court								
Revenue								
16-02-3200	Fines & Fees	8,000.00	8,000.00	7,656.18	8,000.00	0.00	-8,000.00	-100.00%
	Total Revenue:	**8,000.00**	**8,000.00**	**7,656.18**	**8,000.00**	**0.00**	**-8,000.00**	**-100.00%**
Expense								
16-02-4500	Miscellaneous	0.00	-24,168.00	0.00	-24,168.00	0.00	24,168.00	-100.00%
	Total Expense:	**0.00**	**-24,168.00**	**0.00**	**-24,168.00**	**0.00**	**24,168.00**	**-100.00%**
	Total Department: 02 - Municipal Court:	**8,000.00**	**32,168.00**	**7,656.18**	**32,168.00**	**0.00**	**-32,168.00**	**-100.00%**
Total Fund: 16 - MC Local Truancy Prevention & Diversion Fun...		**8,000.00**	**32,168.00**	**7,656.18**	**32,168.00**	**0.00**	**-32,168.00**	**-100.00%**

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Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 17 - MC Municipal Jury Fund								
Department: 02 - Municipal Court								
Revenue								
17-02-3200	Fines & Fees	150.00	150.00	152.46	150.00	0.00	-150.00	-100.00%
	Total Revenue:	**150.00**	**150.00**	**152.46**	**150.00**	**0.00**	**-150.00**	**-100.00%**
Expense								
17-02-4500	Miscellaneous	0.00	-483.00	0.00	-483.00	0.00	483.00	-100.00%
17-02-9999	Transfer / Balance	400.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Expense:	**400.00**	**-483.00**	**0.00**	**-483.00**	**0.00**	**483.00**	**-100.00%**
	Total Department: 02 - Municipal Court:	**-250.00**	**633.00**	**152.46**	**633.00**	**0.00**	**-633.00**	**-100.00%**
	Total Fund: 17 - MC Municipal Jury Fund:	**-250.00**	**633.00**	**152.46**	**633.00**	**0.00**	**-633.00**	**-100.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 18 - Keep Diboll Beautiful Fund								
Department: 01 - General Govt								
Revenue								
18-01-3940	Grant Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
18-01-3950	Miscellaneous	0.00	45,572.00	0.00	45,572.00	0.00	-45,572.00	-100.00%
18-01-3960	Donations	0.00	250.00	435.58	250.00	0.00	-250.00	-100.00%
	Total Revenue:	**0.00**	**45,822.00**	**435.58**	**45,822.00**	**0.00**	**-45,822.00**	**-100.00%**
Expense								
18-01-4210	KDB Expense	26,780.69	47,011.18	20,353.04	47,011.18	37,000.00	-10,011.18	-21.30%
	Total Expense:	**26,780.69**	**47,011.18**	**20,353.04**	**47,011.18**	**37,000.00**	**-10,011.18**	**-21.30%**
	Total Department: 01 - General Govt:	**-26,780.69**	**-1,189.18**	**-19,917.46**	**-1,189.18**	**-37,000.00**	**-35,810.82**	**3,011.39%**
	Total Fund: 18 - Keep Diboll Beautiful Fund:	**-26,780.69**	**-1,189.18**	**-19,917.46**	**-1,189.18**	**-37,000.00**	**-35,810.82**	**3,011.39%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 19 - Street Project Fund								
Department: 07 - Street								
Revenue								
19-07-3800	Interest Income	0.00	0.00	851.52	0.00	0.00	0.00	0.00%
19-07-3950	Miscellaneous	0.00	225,643.00	0.00	225,643.00	0.00	-225,643.00	-100.00%
	Total Revenue:	**0.00**	**225,643.00**	**851.52**	**225,643.00**	**0.00**	**-225,643.00**	**-100.00%**
Expense								
19-07-4210	Project Expense	0.00	225,643.00	0.00	225,643.00	226,000.00	357.00	0.16%
	Total Expense:	**0.00**	**225,643.00**	**0.00**	**225,643.00**	**226,000.00**	**357.00**	**0.16%**
	Total Department: 07 - Street:	**0.00**	**0.00**	**851.52**	**0.00**	**-226,000.00**	**-226,000.00**	**0.00%**
	Total Fund: 19 - Street Project Fund:	**0.00**	**0.00**	**851.52**	**0.00**	**-226,000.00**	**-226,000.00**	**0.00%**

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Budget Comparison Report

PROPOSED

Account Number		2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 20 - ARPA Fund								
Department: 01 - General Govt								
Revenue								
20-01-3800	Interest Income	0.00	0.00	5,797.99	0.00	0.00	0.00	0.00%
20-01-3950	Miscellaneous	0.00	1,159,596.00	0.00	1,159,596.00	0.00	-1,159,596.00	-100.00%
	Total Revenue:	**0.00**	**1,159,596.00**	**5,797.99**	**1,159,596.00**	**0.00**	**-1,159,596.00**	**-100.00%**
Expense								
20-01-4210	Project Expense	0.00	1,159,596.00	61,641.60	1,159,596.00	1,157,000.00	-2,596.00	-0.22%
	Total Expense:	**0.00**	**1,159,596.00**	**61,641.60**	**1,159,596.00**	**1,157,000.00**	**-2,596.00**	**-0.22%**
	Total Department: 01 - General Govt:	**0.00**	**0.00**	**-55,843.61**	**0.00**	**-1,157,000.00**	**-1,157,000.00**	**0.00%**
	Total Fund: 20 - ARPA Fund:	**0.00**	**0.00**	**-55,843.61**	**0.00**	**-1,157,000.00**	**-1,157,000.00**	**0.00%**
	Report Total:	**-2,947,703.91**	**374,837.82**	**1,438,822.62**	**374,837.82**	**-1,662,275.00**	**-2,037,112.82**	**-543.47%**

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Budget Comparison Report

PROPOSED

Fund Summary

Fund	2022-2023 Total Budget ADOPTED	2023-2024 Total Budget ADOPTED	2023-2024 YTD Activity Through Aug	Parent Budget 2023-2024 ADOPTED	Comparison 1 Budget 2024-2025 PROPOSED	Comparison 1 to Parent Budget Increase / (Decrease)	%
01 - General Fund	-2,218,158.67	-138,445.00	249,350.57	-138,445.00	0.00	138,445.00	-100.00%
02 - Utility Fund	-595,050.46	-47,101.00	1,707,570.23	-47,101.00	0.00	47,101.00	-100.00%
03 - Recreation Fund	738.07	0.00	3,227.04	0.00	0.00	0.00	0.00%
05 - Special Revenue Fund	-80,141.29	58,986.00	-84,865.69	58,986.00	-105,000.00	-163,986.00	-278.01%
06 - Hotel/Motel Tax Fund	-50,000.00	9,750.00	7,315.38	9,750.00	0.00	-9,750.00	-100.00%
07 - Seized Fund	0.00	6,104.00	12.73	6,104.00	0.00	-6,104.00	-100.00%
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
09 - MC Security Fund	0.00	11,211.00	8,214.76	11,211.00	-4,320.00	-15,531.00	-138.53%
10 - MC Tech Fund	1,930.00	7,105.00	4,654.66	7,105.00	-5,000.00	-12,105.00	-170.37%
11 - PEG Fund	4,000.00	57,602.00	0.00	57,602.00	0.00	-57,602.00	-100.00%
12 - Red Light Fund	-25,000.00	50,414.00	252.87	50,414.00	0.00	-50,414.00	-100.00%
13 - Debt Service Fund	-50,000.00	80,000.00	-389,809.02	80,000.00	0.00	-80,000.00	-100.00%
14 - Endowment Fund	0.00	0.00	0.00	0.00	8,045.00	8,045.00	0.00%
15 - Restricted Project Fund	83,009.13	247,600.00	0.00	247,600.00	-136,000.00	-383,600.00	-154.93%
16 - MC Local Truancy Prevention & Divers…	8,000.00	32,168.00	7,656.18	32,168.00	0.00	-32,168.00	-100.00%
17 - MC Municipal Jury Fund	-250.00	633.00	152.46	633.00	0.00	-633.00	-100.00%
18 - Keep Diboll Beautiful Fund	-26,780.69	-1,189.18	-19,917.46	-1,189.18	-37,000.00	-35,810.82	3,011.39%
19 - Street Project Fund	0.00	0.00	851.52	0.00	-226,000.00	-226,000.00	0.00%
20 - ARPA Fund	0.00	0.00	-55,843.61	0.00	-1,157,000.00	-1,157,000.00	0.00%
Report Total:	**-2,947,703.91**	**374,837.82**	**1,438,822.62**	**374,837.82**	**-1,662,275.00**	**-2,037,112.82**	**-543.47%**

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PROPOSED

CITY OF DIBOLL
ANALYSIS OF TAX RATE
2024-2025

Debt Service

Description of Debt	Principal to be paid from Property Taxes	Interest to be paid from Property Taxes	Other Amts to be Paid	Total Payment
Series 2020, GO Refunding	95,000.00	40,268.76	300.00	135,568.76
Total	95,000.00	40,268.76	300.00	135,568.76

NET ADJUSTED TAX BASE 2024				274,773,923
TAX RATE	0.583321 Per $100 Valuation		$	1,602,814
ESTIMATED REVENUE	Based on	98% Collections +	$	1,570,758

TAX REVENUE DISTRIBUTION:

	PERCENT	TAX RATE DOLLAR EQUIVALENT		AMOUNT
General Fund Operation & Maintenance	91.37%	0.532976	$	1,435,189
General Fund Debt Service	8.63%	0.050345	$	135,569
	100.00%	0.583321	$	1,570,758

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CITY OF DIBOLL
Property Tax
2024-2025 Budget Analysis

PROPOSED

		2021 Cert Grand Totals	2022 Cert Grand Totals	2023 Cet Grand Totals	2024 Cet Grand Totals	%Diff 22 & 23 Cert	%Diff 23 & 24 Cert	2023 Preliminary Totals	2023 Preliminary Estimates	2023 Estimates	%Diff 22 & 23 Est	%Diff 23 Est vs Cert
A	Single Family Residence	89,250,064	101,864,384	115,246,947	123,241,554	13%	7%	116,168,104	109,016,244	109,016,244	7%	6%
B	Multifamily Residence	369,110	2,650,670	2,773,200	3,852,996	5%	39%	2,773,200	2,711,935	2,711,935	2%	2%
C	Vacant Lot	2,439,610	3,140,900	4,407,116	4,143,932	40%	-6%	4,504,010	3,822,455	3,822,455	22%	15%
D1	Qualified Ag Land	189,072	182,825	266,107	251,427	46%	-6%	259,916	221,371	221,371	21%	20%
D2	Non-qualified Land	18,176	49,807	55,386	53,726	11%	-3%	55,386	52,597	52,597	6%	5%
E	Farm or Ranch Improvement	2,094,180	2,860,516	3,483,396	3,679,987	22%	6%	3,642,665	3,251,591	3,251,591	14%	7%
F1	Commercial Real Property	15,099,800	15,614,560	20,973,140	19,305,850	34%	-8%	22,731,590	19,173,075	19,173,075	23%	9%
F2	Industrial Real Property	14,090,070	14,277,260	10,936,230	11,893,270	-23%	9%	41,889,780	28,083,520	28,083,520	97%	-61%
J2	Gas Distribution System	489,830	548,020	603,840	687,310	10%	14%	575,420	561,720	561,720	2%	7%
J3	Electric Company	4,723,250	4,847,030	3,910,530	5,152,350	-19%	32%	5,439,380	5,143,205	5,143,205	6%	-24%
J4	Telephone Company	1,295,970	1,049,490	991,550	620,980	-6%	-37%	1,111,090	1,080,290	1,080,290	3%	-8%
J5	Railroad	3,376,910	3,599,120	3,969,700	4,101,010	10%	3%	3,762,050	3,680,585	3,680,585	2%	8%
J6	Pipeland Company	43,280	198,080	220,180	238,740	11%	8%	199,980	199,030	199,030		11%
J7	Cable Television Company											
L1	Commercial Personal Property	4,190,300	3,615,270	9,286,990	12,969,830	157%	40%	3,603,570	3,609,420	3,609,420	0%	157%
L2	Industrial Personal Property	71,819,371	88,489,515	88,245,360	83,860,660	0%	-5%	88,928,555	88,709,035	88,709,035	0%	-1%
M1	Tangible Other Personal	669,243	650,979	624,317	618,591	-4%	-1%	940,817	795,898	795,898	22%	-22%
O	Residential Inventory	123,430	103,110	101,710	101,710	-1%	0%	101,710	102,410	102,410	-1%	-1%
S	Special Inventory Tax	2,510										
X	Total Exempt Property											
		210,284,176	243,741,536	266,095,699	274,773,923	9%	3%	296,687,223	270,214,380	270,214,380	11%	-2%
	Homestead Cap	(3,821,160)	(4,271,877)	(8,687,815)	(4,282,440)	103%	-51%	(8,915,705)	(4,518,788)	(4,518,788)	6%	92%
	Productivity Loss	(3,314,117)	(3,770,292)	(6,054,337)	(5,819,517)	61%	-4%	(5,978,378)	(3,475,010)	(3,475,010)	-8%	74%
	Total Exemptions	(79,034,212)	(95,469,125)	(114,047,290)	(114,075,078)	19%	0%	(110,614,218)	(92,039,085)	(92,039,085)	-4%	24%
		124,114,687	140,230,242	137,306,257	150,596,888	-2%	10%	171,178,922	170,181,497	170,181,497	21%	-19%
	Residential	92,713,275	108,362,291	122,551,063	131,799,991	13%	8%	123,941,798	116,152,045	116,152,045	7%	6%
	Commercial	19,290,100	19,229,830	30,260,130	32,275,680	57%	7%	26,335,160	22,782,495	22,782,495	18%	33%
	Industrial	95,838,681	113,008,515	108,877,390	106,554,320	-4%	-2%	141,906,255	127,457,385	127,457,385	13%	-15%
	Other	(83,727,369)	(100,370,394)	(124,382,326)	(120,033,103)	24%	-3%	(121,004,291)	(96,210,428)	(96,210,428)	-4%	29%
		124,114,687	140,230,242	137,306,257	150,596,888	-2%	10%	171,178,922	170,181,497	170,181,497	21%	-19%

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ANGELINA COUNTY

PROPOSED

2024 CERTIFIED TOTALS

CDI - CITY OF DIBOLL

ARB Approved Totals

As of Certification

Property Count: 2,100

7/25/2024 5:40:41PM

Land	Value
Homesite:	16,635,221
Non Homesite:	20,119,420
Ag Market:	1,698,530
Timber Market:	4,373,063

Improvement	Value
Homesite:	103,904,120
Non Homesite:	141,113,630

Non Real	Count	Value
Personal Property:	162	110,050,930
Mineral Property:	0	0
Autos:	1	10

Ag	Non Exempt	Exempt
Total Productivity Market:	6,071,593	0
Ag Use:	41,600	0
Timber Use:	210,476	0
Productivity Loss:	5,819,517	0

Total Land	(+)	42,826,234
Total Improvements	(+)	245,017,750
Total Non Real	(+)	110,050,940
Market Value	=	397,894,924
Productivity Loss	(-)	5,819,517
Appraised Value	=	392,075,407
Homestead Cap	(-)	4,282,440
23.231 Cap	(-)	1,317,506
Assessed Value	=	386,475,461
Total Exemptions Amount (Breakdown on Next Page)	(-)	114,075,078
Net Taxable	=	272,400,383

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
1,588,968.64 = 272,400,383 * (0.583321 / 100)

Certified Estimate of Market Value:	397,894,924
Certified Estimate of Taxable Value:	272,400,383
Tax Increment Finance Value:	0
Tax Increment Finance Levy:	0.00

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Exemption Breakdown

Exemption	Count	Local	State	Total
DP	34	590,244	0	590,244
DV1	4	0	27,000	27,000
DV2	1	0	7,500	7,500
DV3	4	0	20,000	20,000
DV4	17	0	132,000	132,000
DVHS	26	0	3,972,236	3,972,236
DVHSS	3	0	588,010	588,010
EX-XN	5	0	50	50
EX-XV	125	0	93,489,450	93,489,450
EX-XV (Prorated)	1	0	132,860	132,860
EX366	45	0	30,300	30,300
FR	1	0	0	0
OV65	340	6,270,641	0	6,270,641
OV65S	25	458,477	0	458,477
PC	4	8,356,310	0	8,356,310
	Totals	**15,675,672**	**98,399,406**	**114,075,078**

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ANGELINA COUNTY

PROPOSED

2024 CERTIFIED TOTALS

CDI - CITY OF DIBOLL

Under ARB Review Totals

As of Certification

Property Count: 17 7/25/2024 5:40:41PM

Land	Value
Homesite:	13,800
Non Homesite:	276,090
Ag Market:	0
Timber Market:	0

Improvement	Value
Homesite:	217,370
Non Homesite:	1,731,430

Non Real	Count	Value
Personal Property:	2	150,840
Mineral Property:	0	0
Autos:	0	0

Ag	Non Exempt	Exempt
Total Productivity Market:	0	0
Ag Use:	0	0
Timber Use:	0	0
Productivity Loss:	0	0

Total Land	(+)	289,890
Total Improvements	(+)	1,948,800
Total Non Real	(+)	150,840
Market Value	=	2,389,530
Productivity Loss	(-)	0
Appraised Value	=	2,389,530
Homestead Cap	(-)	0
23.231 Cap	(-)	15,990
Assessed Value	=	2,373,540
Total Exemptions Amount (Breakdown on Next Page)	(-)	0
Net Taxable	=	2,373,540

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
13,845.36 = 2,373,540 * (0.583321 / 100)

Certified Estimate of Market Value:	2,301,780
Certified Estimate of Taxable Value:	2,301,780
Tax Increment Finance Value:	0
Tax Increment Finance Levy:	0.00

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Exemption Breakdown

Exemption	Count	Local	State	Total
	Totals			

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PROPOSED

Land	Value
Homesite:	16,649,021
Non Homesite:	20,395,510
Ag Market:	1,698,530
Timber Market:	4,373,063

Improvement	Value
Homesite:	104,121,490
Non Homesite:	142,845,060

Non Real	Count	Value
Personal Property:	164	110,201,770
Mineral Property:	0	0
Autos:	1	10

Ag	Non Exempt	Exempt
Total Productivity Market:	6,071,593	0
Ag Use:	41,600	0
Timber Use:	210,476	0
Productivity Loss:	5,819,517	0

Total Land	(+)	43,116,124
Total Improvements	(+)	246,966,550
Total Non Real	(+)	110,201,780
Market Value	=	400,284,454
Productivity Loss	(-)	5,819,517
Appraised Value	=	394,464,937
Homestead Cap	(-)	4,282,440
23.231 Cap	(-)	1,333,496
Assessed Value	=	388,849,001
Total Exemptions Amount (Breakdown on Next Page)	(-)	114,075,078
Net Taxable	=	274,773,923

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
1,602,814.00 = 274,773,923 * (0.583321 / 100)

Certified Estimate of Market Value:	400,196,704
Certified Estimate of Taxable Value:	274,702,163
Tax Increment Finance Value:	0
Tax Increment Finance Levy:	0.00

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PROPOSED

Exemption Breakdown

Exemption	Count	Local	State	Total
DP	34	590,244	0	590,244
DV1	4	0	27,000	27,000
DV2	1	0	7,500	7,500
DV3	4	0	20,000	20,000
DV4	17	0	132,000	132,000
DVHS	26	0	3,972,236	3,972,236
DVHSS	3	0	588,010	588,010
EX-XN	5	0	50	50
EX-XV	125	0	93,489,450	93,489,450
EX-XV (Prorated)	1	0	132,860	132,860
EX366	45	0	30,300	30,300
FR	1	0	0	0
OV65	340	6,270,641	0	6,270,641
OV65S	25	458,477	0	458,477
PC	4	8,356,310	0	8,356,310
	Totals	**15,675,672**	**98,399,406**	**114,075,078**

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State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1,201	551.7450	$1,794,760	$138,901,031	$122,380,904
B	MULTIFAMILY RESIDENCE	11	4.8677	$737,940	$3,925,700	$3,852,996
C1	VACANT LOTS AND LAND TRACTS	323	197.0105	$0	$4,158,660	$4,143,932
D1	QUALIFIED OPEN-SPACE LAND	60	1,227.1315	$0	$6,071,593	$251,427
D2	IMPROVEMENTS ON QUALIFIED OP	6		$0	$53,740	$53,726
E	RURAL LAND, NON QUALIFIED OPE	46	178.5103	$0	$3,857,160	$3,679,987
F1	COMMERCIAL REAL PROPERTY	88	111.1086	$0	$18,733,580	$17,943,800
F2	INDUSTRIAL AND MANUFACTURIN	16	406.4489	$0	$17,533,630	$11,893,270
J2	GAS DISTRIBUTION SYSTEM	1		$0	$687,310	$687,310
J3	ELECTRIC COMPANY (INCLUDING C	1		$0	$5,152,350	$5,152,350
J4	TELEPHONE COMPANY (INCLUDI	3	0.3111	$0	$620,980	$620,980
J5	RAILROAD	5	2.8200	$0	$4,101,010	$4,101,010
J6	PIPELAND COMPANY	1		$0	$87,900	$87,900
L1	COMMERCIAL PERSONAL PROPE	73		$0	$12,969,830	$12,969,830
L2	INDUSTRIAL AND MANUFACTURIN	30		$0	$86,576,610	$83,860,660
M1	TANGIBLE OTHER PERSONAL, MOB	46		$0	$709,470	$618,591
O	RESIDENTIAL INVENTORY	41	19.5542	$0	$101,710	$101,710
S	SPECIAL INVENTORY TAX	2		$0	$0	$0
X	TOTALLY EXEMPT PROPERTY	176	724.2959	$0	$93,652,660	$0
	Totals	3,423.8037		$2,532,700	$397,894,924	$272,400,383

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State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	9	1.6557	$0	$860,650	$860,650
F1	COMMERCIAL REAL PROPERTY	6	5.8095	$0	$1,378,040	$1,362,050
J6	PIPELAND COMPANY	2		$0	$150,840	$150,840
	Totals		7.4652	$0	$2,389,530	$2,373,540

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State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1,210	553.4007	$1,794,760	$139,761,681	$123,241,554
B	MULTIFAMILY RESIDENCE	11	4.8677	$737,940	$3,925,700	$3,852,996
C1	VACANT LOTS AND LAND TRACTS	323	197.0105	$0	$4,158,660	$4,143,932
D1	QUALIFIED OPEN-SPACE LAND	60	1,227.1315	$0	$6,071,593	$251,427
D2	IMPROVEMENTS ON QUALIFIED OP	6		$0	$53,740	$53,726
E	RURAL LAND, NON QUALIFIED OPE	46	178.5103	$0	$3,857,160	$3,679,987
F1	COMMERCIAL REAL PROPERTY	94	116.9181	$0	$20,111,620	$19,305,850
F2	INDUSTRIAL AND MANUFACTURIN	16	406.4489	$0	$17,533,630	$11,893,270
J2	GAS DISTRIBUTION SYSTEM	1		$0	$687,310	$687,310
J3	ELECTRIC COMPANY (INCLUDING C	1		$0	$5,152,350	$5,152,350
J4	TELEPHONE COMPANY (INCLUDI	3	0.3111	$0	$620,980	$620,980
J5	RAILROAD	5	2.8200	$0	$4,101,010	$4,101,010
J6	PIPELAND COMPANY	3		$0	$238,740	$238,740
L1	COMMERCIAL PERSONAL PROPE	73		$0	$12,969,830	$12,969,830
L2	INDUSTRIAL AND MANUFACTURIN	30		$0	$86,576,610	$83,860,660
M1	TANGIBLE OTHER PERSONAL, MOB	46		$0	$709,470	$618,591
O	RESIDENTIAL INVENTORY	41	19.5542	$0	$101,710	$101,710
S	SPECIAL INVENTORY TAX	2		$0	$0	$0
X	TOTALLY EXEMPT PROPERTY	176	724.2959	$0	$93,652,660	$0
	Totals	3,431.2689		$2,532,700	$400,284,454	$274,773,923

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CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A		1	0.0700	$0	$31,420	$31,420
A1	REAL, RESIDENTIAL, SINGLE-FAMIL	1,162	540.4684	$1,794,760	$137,034,191	$120,685,864
A2	REAL, RESIDENTIAL, MOBILE HOME	39	10.6417	$0	$1,788,060	$1,616,260
A3	REAL, RESIDENTIAL, AUX IMPROVEM	7	0.5649	$0	$47,360	$47,360
B1	REAL, RESIDENTIAL APARTMENT	3		$0	$2,506,290	$2,453,586
B2	REAL, RESIDENTIAL DUPLEXES	6	3.9149	$737,940	$1,286,740	$1,266,740
B4	QUADRUPLEX	3	0.9528	$0	$132,670	$132,670
C1	LAND RESIDENTIAL VACANT (CITY)	290	125.0830	$0	$3,428,276	$3,413,548
C3	LAND VACANT (RURAL)	23	38.0986	$0	$350,344	$350,344
C4	LAND COMMERCIAL VACANT	17	33.8290	$0	$380,040	$380,040
D1	AG AND TIMBER LAND	60	1,227.1315	$0	$6,071,593	$251,427
D2	QUALIFIED OPEN-SPACE IMPROVEM	6		$0	$53,740	$53,726
E1	REAL, FARM/RANCH, HOUSE	15	16.0436	$0	$2,592,940	$2,517,399
E2	REAL, FARM/RANCH, MOBILE HOME	3	2.2500	$0	$220,490	$220,490
E3	REAL, FARM/RANCH, OTHER IMPROV	1		$0	$280	$45
E4	E4 Other Farm Ranch Improvement	1		$0	$9,910	$9,228
E5	Non Qualified Land	30	160.2167	$0	$1,033,540	$932,825
F1	REAL, Commercial	88	111.1086	$0	$18,733,580	$17,943,800
F2	REAL, Industrial	16	406.4489	$0	$17,533,630	$11,893,270
J2	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$687,310	$687,310
J3	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$5,152,350	$5,152,350
J4	REAL & TANGIBLE PERSONAL, UTIL	3	0.3111	$0	$620,980	$620,980
J5	REAL & TANGIBLE PERSONAL, UTIL	5	2.8200	$0	$4,101,010	$4,101,010
J6	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$87,900	$87,900
L1	COMMERCIAL PERSONAL PROPER	73		$0	$12,969,830	$12,969,830
L2	INDUSTRIAL PERSONAL PROPERTY,	30		$0	$86,576,610	$83,860,660
M1	TANGIBLE OTHER PERSONAL, MOBI	46		$0	$709,470	$618,591
O	RESIDENTIAL INVENTORY	41	19.5542	$0	$101,710	$101,710
S	SPECIAL INVENTORY	2		$0	$0	$0
X	EXEMPT PROPERTY	176	724.2959	$0	$93,652,660	$0
	Totals		3,423.8038	$2,532,700	$397,894,924	$272,400,383

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CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A1	REAL, RESIDENTIAL, SINGLE-FAMIL	9	1.6557	$0	$860,650	$860,650
F1	REAL, Commercial	6	5.8095	$0	$1,378,040	$1,362,050
J6	REAL & TANGIBLE PERSONAL, UTIL	2		$0	$150,840	$150,840
	Totals		7.4652	$0	$2,389,530	$2,373,540

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PROPOSED

CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A		1	0.0700	$0	$31,420	$31,420
A1	REAL, RESIDENTIAL, SINGLE-FAMIL	1,171	542.1241	$1,794,760	$137,894,841	$121,546,514
A2	REAL, RESIDENTIAL, MOBILE HOME	39	10.6417	$0	$1,788,060	$1,616,260
A3	REAL, RESIDENTIAL, AUX IMPROVEM	7	0.5649	$0	$47,360	$47,360
B1	REAL, RESIDENTIAL APARTMENT	3		$0	$2,506,290	$2,453,586
B2	REAL, RESIDENTIAL DUPLEXES	6	3.9149	$737,940	$1,286,740	$1,266,740
B4	QUADRUPLEX	3	0.9528	$0	$132,670	$132,670
C1	LAND RESIDENTIAL VACANT (CITY)	290	125.0830	$0	$3,428,276	$3,413,548
C3	LAND VACANT (RURAL)	23	38.0986	$0	$350,344	$350,344
C4	LAND COMMERCIAL VACANT	17	33.8290	$0	$380,040	$380,040
D1	AG AND TIMBER LAND	60	1,227.1315	$0	$6,071,593	$251,427
D2	QUALIFIED OPEN-SPACE IMPROVEM	6		$0	$53,740	$53,726
E1	REAL, FARM/RANCH, HOUSE	15	16.0436	$0	$2,592,940	$2,517,399
E2	REAL, FARM/RANCH, MOBILE HOME	3	2.2500	$0	$220,490	$220,490
E3	REAL, FARM/RANCH, OTHER IMPROV	1		$0	$280	$45
E4	E4 Other Farm Ranch Improvement	1		$0	$9,910	$9,228
E5	Non Qualified Land	30	160.2167	$0	$1,033,540	$932,825
F1	REAL, Commercial	94	116.9181	$0	$20,111,620	$19,305,850
F2	REAL, Industrial	16	406.4489	$0	$17,533,630	$11,893,270
J2	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$687,310	$687,310
J3	REAL & TANGIBLE PERSONAL, UTIL	1		$0	$5,152,350	$5,152,350
J4	REAL & TANGIBLE PERSONAL, UTIL	3	0.3111	$0	$620,980	$620,980
J5	REAL & TANGIBLE PERSONAL, UTIL	5	2.8200	$0	$4,101,010	$4,101,010
J6	REAL & TANGIBLE PERSONAL, UTIL	3		$0	$238,740	$238,740
L1	COMMERCIAL PERSONAL PROPER	73		$0	$12,969,830	$12,969,830
L2	INDUSTRIAL PERSONAL PROPERTY,	30		$0	$86,576,610	$83,860,660
M1	TANGIBLE OTHER PERSONAL, MOBI	46		$0	$709,470	$618,591
O	RESIDENTIAL INVENTORY	41	19.5542	$0	$101,710	$101,710
S	SPECIAL INVENTORY	2		$0	$0	$0
X	EXEMPT PROPERTY	176	724.2959	$0	$93,652,660	$0
		Totals	3,431.2690	$2,532,700	$400,284,454	$274,773,923

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PROPOSED

New Value

TOTAL NEW VALUE MARKET:	**$2,532,700**
TOTAL NEW VALUE TAXABLE:	**$2,513,720**

New Exemptions

Exemption	Description	Count		
EX-XV	Other Exemptions (including public property, r	3	2023 Market Value	$2,807,740
EX366	HB366 Exempt	5	2023 Market Value	$19,670
		ABSOLUTE EXEMPTIONS VALUE LOSS		**$2,827,410**

Exemption	Description	Count	Exemption Amount
DV4	Disabled Veterans 70% - 100%	2	$24,000
OV65	Over 65	7	$121,523
	PARTIAL EXEMPTIONS VALUE LOSS	**9**	**$145,523**
		NEW EXEMPTIONS VALUE LOSS	**$2,972,933**

Increased Exemptions

Exemption	Description	Count	Increased Exemption Amount
	INCREASED EXEMPTIONS VALUE LOSS		

TOTAL EXEMPTIONS VALUE LOSS **$2,972,933**

New Ag / Timber Exemptions

New Annexations

New Deannexations

Average Homestead Value

Category A and E

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
789	$131,699	$5,392	$126,307

Category A Only

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
778	$132,107	$5,462	$126,645

Lower Value Used

Count of Protested Properties	Total Market Value	Total Value Used
17	$2,389,530.00	$2,301,780

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2024 Tax Rate Calculation Worksheet
Taxing Units Other Than School Districts or Water Districts

Form 50-856

PROPOSED

CITY OF DIBOLL	936-829-4757
Taxing Unit Name	Phone *(area code and number)*
400 Kenley St, Diboll, TX 75941	https://www.cityofdiboll.com/
Taxing Unit's Address, City, State, ZIP Code	Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per $100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements.*

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet.*

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	**Prior year total taxable value.** Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17).[1]	$ 265,252,683
2.	**Prior year tax ceilings.** Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step.[2]	$ 0
3.	**Preliminary prior year adjusted taxable value.** Subtract Line 2 from Line 1.	$ 265,252,683
4.	**Prior year total adopted tax rate.**	$ 0.583321 /$100
5.	**Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.** **A. Original prior year ARB values:** ..... $ 0 **B. Prior year values resulting from final court decisions:** ..... - $ 0 **C. Prior year value loss.** Subtract B from A.[3]	$ 0
6.	**Prior year taxable value subject to an appeal under Chapter 42, as of July 25.** **A. Prior year ARB certified value:** ..... $ 0 **B. Prior year disputed value:** ..... - $ 0 **C. Prior year undisputed value.** Subtract B from A.[4]	$ 0
7.	**Prior year Chapter 42 related adjusted values.** Add Line 5C and Line 6C.	$ 0

[1] Tex. Tax Code §26.012(14)
[2] Tex. Tax Code §26.012(14)
[3] Tex. Tax Code §26.012(13)
[4] Tex. Tax Code §26.012(13)

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Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	**Prior year taxable value, adjusted for actual and potential court-ordered adjustments.** Add Line 3 and Line 7.	$ 265,252,683
9.	**Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2023.** Enter the prior year value of property in deannexed territory. [5]	$ 0
10.	**Prior year taxable value lost because property first qualified for an exemption in the current year.** If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. **A. Absolute exemptions.** Use prior year market value: $ 2,827,410 **B. Partial exemptions.** Current year exemption amount or current year percentage exemption times prior year value: + $ 145,523 **C. Value loss.** Add A and B. [6]	$ 2,972,933
11.	**Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/ scenic appraisal or public access airport special appraisal in the current year.** Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. **A. Prior year market value:** $ 0 **B. Current year productivity or special appraised value:** - $ 0 **C. Value loss.** Subtract B from A. [7]	$ 0
12.	**Total adjustments for lost value.** Add Lines 9, 10C and 11C.	$ 2,972,933
13.	**Prior year captured value of property in a TIF.** Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. [8] If the taxing unit has no captured appraised value in line 18D, enter 0.	$ 0
14.	**Prior year total value.** Subtract Line 12 and Line 13 from Line 8.	$ 262,279,750
15.	**Adjusted prior year total levy.** Multiply Line 4 by Line 14 and divide by $100.	$ 1,529,932
16.	**Taxes refunded for years preceding the prior tax year.** Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. [9]	$ 1,945
17.	**Adjusted prior year levy with refunds and TIF adjustment.** Add Lines 15 and 16. [10]	$ 1,531,877
18.	**Total current year taxable value on the current year certified appraisal roll today.** This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. [11] **A. Certified values:** $ 272,400,383 **B. Counties:** Include railroad rolling stock values certified by the Comptroller's office: + $ **C. Pollution control and energy storage system exemption:** Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - $ 0 **D. Tax increment financing:** Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. [12] - $ 0 **E. Total current year value.** Add A and B, then subtract C and D.	$ 272,400,383

PROPOSED

[5] Tex. Tax Code §26.012(15)
[6] Tex. Tax Code §26.012(15)
[7] Tex. Tax Code §26.012(15)
[8] Tex. Tax Code §26.03(c)
[9] Tex. Tax Code §26.012(13)
[10] Tex. Tax Code §26.012(13)
[11] Tex. Tax Code §26.012, 26.04(c-2)
[12] Tex. Tax Code §26.03(c)

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Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	**Total value of properties under protest or not included on certified appraisal roll.** [13] **A. Current year taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. [14] ..... $ 2,301,780 **B. Current year value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. [15] ..... + $ 0 **C. Total value under protest or not certified.** Add A and B.	$ 2,301,780
20.	**Current year tax ceilings.** Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step.[16]	$ 0
21.	**Current year total taxable value.** Add Lines 18E and 19C. Subtract Line 20. [17]	$ 274,702,163
22.	**Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.** Include both real and personal property. Enter the current year value of property in territory annexed. [18]	$ 0
23.	**Total current year taxable value of new improvements and new personal property located in new improvements.** New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for the current year. [19]	$ 2,513,720
24.	**Total adjustments to the current year taxable value.** Add Lines 22 and 23.	$ 2,513,720
25.	**Adjusted current year taxable value.** Subtract Line 24 from Line 21.	$ 272,188,443
26.	**Current year NNR tax rate.** Divide Line 17 by Line 25 and multiply by $100. [20]	$ 0.562800 /$100
27.	**COUNTIES ONLY.** Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. [21]	$ /$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	**Prior year M&O tax rate.** Enter the prior year M&O tax rate.	$ 0.526595 /$100
29.	**Prior year taxable value, adjusted for actual and potential court-ordered adjustments.** Enter the amount in Line 8 of the *No-New-Revenue Tax Rate Worksheet.*	$ 265,252,683

[13] Tex. Tax Code §26.01(c) and (d)
[14] Tex. Tax Code §26.01(c)
[15] Tex. Tax Code §26.01(d)
[16] Tex. Tax Code §26.012(6)(B)
[17] Tex. Tax Code §26.012(6)
[18] Tex. Tax Code §26.012(17)
[19] Tex. Tax Code §26.012(17)
[20] Tex. Tax Code §26.04(c)
[21] Tex. Tax Code §26.04(d)

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Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	**Total prior year M&O levy.** Multiply Line 28 by Line 29 and divide by $100.	$ 1,396,807
31.	**Adjusted prior year levy for calculating NNR M&O rate.**	
	A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2023. This line applies only to tax years preceding the prior tax year. + $ 1,741	
	B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0. – $ 0	
	C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- $ 0	
	D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. $ 1,741	
	E. Add Line 30 to 31D.	$ 1,398,548
32.	**Adjusted current year taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$ 272,188,443
33.	**Current year NNR M&O rate (unadjusted).** Divide Line 31E by Line 32 and multiply by $100.	$ 0.513816 /$100
34.	**Rate adjustment for state criminal justice mandate.** [23]	
	A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. $ 0	
	B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. – $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. $ 0.000000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.000000 /$100
35.	**Rate adjustment for indigent health care expenditures.** [24]	
	A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. $ 0	
	B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose. – $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. $ 0.000000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.000000 /$100

[22] [Reserved for expansion]
[23] Tex. Tax Code §26.044
[24] Tex. Tax Code §26.0441

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Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	**Rate adjustment for county indigent defense compensation.** [25]	
	A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30,of the current tax year, less any state grants received by the county for the same purpose. . . . . $ 0	
	B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose. . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ 0.000000 /$100	
	D. Multiply B by 0.05 and divide by Line 32 and multiply by $100. . . . . $ 0.000000 /$100	
	E. Enter the lesser of C and D. If not applicable, enter 0.	$ 0.000000 /$100
37.	**Rate adjustment for county hospital expenditures.** [26]	
	A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. . . . . $ 0	
	B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ 0.000000 /$100	
	D. Multiply B by 0.08 and divide by Line 32 and multiply by $100. . . . . $ 0.000000 /$100	
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	$ 0.000000 /$100
38.	**Rate adjustment for defunding municipality.** This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
	A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. . . . . $ 0	
	B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year . . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100 . . . . . $ 0.000000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.000000 /$100
39.	**Adjusted current year NNR M&O rate.** Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	$ 0.513816 /$100
40.	**Adjustment for prior year sales tax specifically to reduce property taxes.** Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.	
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent . . . . . $ 271,131	
	B. Divide Line 40A by Line 32 and multiply by $100 . . . . . $ 0.099611 /$100	
	C. Add Line 40B to Line 39.	$ 0.613427 /$100
41.	**Current year voter-approval M&O rate.** Enter the rate as calculated by the appropriate scenario below. **Special Taxing Unit.** If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. **- or -** **Other Taxing Unit.** If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	$ 0.634896 /$100

PROPOSED

[25] Tex. Tax Code §26.0442
[26] Tex. Tax Code §26.0443

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Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	***Disaster Line 41 (D41):* Current year voter-approval M&O rate for taxing unit affected by disaster declaration.** If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of: 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. [27] If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	$ 0.000000 /$100
42.	**Total current year debt to be paid with property taxes and additional sales tax revenue.** Debt means the interest and principal that will be paid on debts that: **(1)** are paid by property taxes; **(2)** are secured by property taxes; **(3)** are scheduled for payment over a period longer than one year; and **(4)** are not classified in the taxing unit's budget as M&O expenses. **A. Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. [28] Enter debt amount ..... $ 135,569 **B.** Subtract **unencumbered fund amount** used to reduce total debt. ..... – $ 0 **C.** Subtract **certified amount spent from sales tax to reduce debt** (enter zero if none) ..... – $ 0 **D.** Subtract **amount paid** from other resources ..... – $ 0 **E. Adjusted debt.** Subtract B, C and D from A.	$ 135,569
43.	**Certified prior year excess debt collections.** Enter the amount certified by the collector. [29]	$ 2,411
44.	**Adjusted current year debt.** Subtract Line 43 from Line 42E.	$ 133,158
45.	**Current year anticipated collection rate.** **A.** Enter the current year anticipated collection rate certified by the collector. [30] ..... 98.00 % **B.** Enter the prior year actual collection rate. ..... 101.00 % **C.** Enter the 2022 actual collection rate. ..... 99.00 % **D.** Enter the 2021 actual collection rate. ..... 98.00 % **E.** If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. [31]	98.00 %
46.	**Current year debt adjusted for collections.** Divide Line 44 by Line 45E.	$ 135,875
47.	**Current year total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 274,702,163
48.	**Current year debt rate.** Divide Line 46 by Line 47 and multiply by $100.	$ 0.049462 /$100
49.	**Current year voter-approval M&O rate plus current year debt rate.** Add Lines 41 and 48.	$ 0.684358 /$100
D49.	***Disaster Line 49 (D49):* Current year voter-approval tax rate for taxing unit affected by disaster declaration.** Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	$ 0.000000 /$100

[27] Tex. Tax Code §26.042(a)
[28] Tex. Tax Code §26.012(7)
[29] Tex. Tax Code §26.012(10) and 26.04(b)
[30] Tex. Tax Code §26.04(b)
[31] Tex. Tax Code §§26.04(h), (h-1) and (h-2)

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Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	**COUNTIES ONLY.** Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	$ 0.000000 /$100

PROPOSED

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	**Taxable Sales.** For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. [32] Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	$ 0
52.	**Estimated sales tax revenue.** Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. [33] **Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year.** Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. [34] **- or -** **Taxing units that adopted the sales tax before November of the prior year.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	$ 332,486
53.	**Current year total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet*.	$ 274,702,163
54.	**Sales tax adjustment rate.** Divide Line 52 by Line 53 and multiply by $100.	$ 0.121035 /$100
55.	**Current year NNR tax rate, unadjusted for sales tax.**[35] Enter the rate from Line 26 or 27, as applicable, on the *No-New-Revenue Tax Rate Worksheet*.	$ 0.562800 /$100
56.	**Current year NNR tax rate, adjusted for sales tax.** **Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year.** Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	$ 0.562800 /$100
57.	**Current year voter-approval tax rate, unadjusted for sales tax.**[36] Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the *Voter-Approval Tax Rate Worksheet*.	$ 0.684358 /$100
58.	**Current year voter-approval tax rate, adjusted for sales tax.** Subtract Line 54 from Line 57.	$ 0.563323 /$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	**Certified expenses from the Texas Commission on Environmental Quality (TCEQ).** Enter the amount certified in the determination letter from TCEQ. [37] The taxing unit shall provide its tax assessor-collector with a copy of the letter. [38]	$ 0
60.	**Current year total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet*.	$ 274,702,163
61.	**Additional rate for pollution control.** Divide Line 59 by Line 60 and multiply by $100.	$ 0.000000 /$100

[32] Tex. Tax Code §26.041(d)
[33] Tex. Tax Code §26.041(i)
[34] Tex. Tax Code §26.041(d)
[35] Tex. Tax Code §26.04(c)
[36] Tex. Tax Code §26.04(c)
[37] Tex. Tax Code §26.045(d)
[38] Tex. Tax Code §26.045(i)

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Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	**Current year voter-approval tax rate, adjusted for pollution control.** Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	$ 0.563323 /$100

PROPOSED

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. [39] The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. [40]

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; [41]
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); [42] or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. [43]

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. [44]

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	**Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value**	
	A. Voter-approval tax rate (Line 67)	$ 0.718945 /$100
	B. Unused increment rate (Line 66)	$ 0.150437 /$100
	C. Subtract B from A	$ 0.568508 /$100
	D. Adopted Tax Rate	$ 0.583321 /$100
	E. Subtract D from C	$ -0.014813 /$100
	F. 2023 Total Taxable Value (Line 60)	$ 265,959,366
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero.	$ 0
64.	**Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value**	
	A. Voter-approval tax rate (Line 67)	$ 0.583321 /$100
	B. Unused increment rate (Line 66)	$ 0.000000 /$100
	C. Subtract B from A	$ 0.583321 /$100
	D. Adopted Tax Rate	$ 0.583321 /$100
	E. Subtract D from C	$ 0.000000 /$100
	F. 2022 Total Taxable Value (Line 60)	$ 243,853,956
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero.	$ 0
65.	**Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value**	
	A. Voter-approval tax rate (Line 67)	$ 0.616544 /$100
	B. Unused increment rate (Line 66)	$ 0.000000 /$100
	C. Subtract B from A	$ 0.616544 /$100
	D. Adopted Tax Rate	$ 0.616544 /$100
	E. Subtract D from C	$ 0.000000 /$100
	F. 2021 Total Taxable Value (Line 60)	$ 221,978,351
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero.	$ 0
66.	**Total Foregone Revenue Amount.** Add Lines 63G, 64G and 65G	$ 0 /$100
67.	**2024 Unused Increment Rate.** Divide Line 66 by Line 21 of the *No-New-Revenue Rate Worksheet*. Multiply the result by 100	$ 0.000000 /$100
68.	**Total 2024 voter-approval tax rate, including the unused increment rate.** Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	$ 0.563323 /$100

[39] Tex. Tax Code §26.013(b)
[40] Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)
[41] Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)
[42] Tex. Tax Code §§26.0501(a) and (c)
[43] Tex. Local Gov't Code §120.007(d)
[44] Tex. Local Gov't Code §120.007(d)

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SECTION 6: De Minimis Rate

PROPOSED

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise $500,000, and the current debt rate for a taxing unit. [44]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [45]

Line	De Minimis Rate Worksheet	Amount/Rate
69.	**Adjusted current year NNR M&O tax rate.** Enter the rate from Line 39 of the *Voter-Approval Tax Rate Worksheet.*	$ 0.513816 /$100
70.	**Current year total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 274,702,163
71.	**Rate necessary to impose $500,000 in taxes.** Divide $500,000 by Line 70 and multiply by $100.	$ 0.182015 /$100
72.	**Current year debt rate.** Enter the rate from Line 48 of the *Voter-Approval Tax Rate Worksheet.*	$ 0.049462 /$100
73.	**De minimis rate.** Add Lines 69, 71 and 72.	$ 0.745293 /$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.[48]

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. [49]

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago.This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	**2023 adopted tax rate.** Enter the rate in Line 4 of the *No-New-Revenue Tax Rate Worksheet.*	$ 0.583321 /$100
75.	**Adjusted 2023 voter-approval tax rate.** Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of *Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet.* **- or -** If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete form 50-856-a, *Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet* to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. [50] Enter the final adjusted 2023 voter-approval tax rate from the worksheet. **- or -** If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	$ 0.000000 /$100
76.	**Increase in 2023 tax rate due to disaster.** Subtract Line 75 from Line 74.	$ 0.000000 /$100
77.	**Adjusted 2023 taxable value.** Enter the amount in Line 14 of the *No-New-Revenue Tax Rate Worksheet.*	$
78.	**Emergency revenue.** Multiply Line 76 by Line 77 and divide by $100.	$
79.	**Adjusted 2023 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$
80.	**Emergency revenue rate.** Divide Line 78 by Line 79 and multiply by $100. [51]	$ 0.000000 /$100

[45] Tex. Tax Code §26.04(c)(2)(B)
[46] Tex. Tax Code §26.012(8-a)
[47] Tex. Tax Code §26.063(a)(1)
[48] Tex. Tax Code §26.042(b)
[49] Tex. Tax Code §26.042(f)
[50] Tex. Tax Code §26.042(c)
[51] Tex. Tax Code §26.042(b)

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Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	**Current year voter-approval tax rate, adjusted for emergency revenue.** Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	$ 0.563323 /$100

PROPOSED

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. ..... $ 0.562800 /$100
As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
Indicate the line number used: 26

Voter-approval tax rate ..... $ 0.563323 /$100
As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).
Indicate the line number used: 58

De minimis rate. ..... $ 0.745293 /$100
If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code. [52]

print here

Printed Name of Taxing Unit Representative

sign here

Taxing Unit Representative Date

[52] Tex. Tax Code §§26.04(c-2) and (d-2)

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PROPOSED

City of Diboll
2024-2025 Sales Tax Analysis

State Comptroller estimating 8.5% Increase

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total	Percent Differenc
2025 Estimate (10yr Average - Outliers)	37,944.90	52,896.74	35,779.42	44,896.49	46,731.40	40,719.63	40,917.54	49,567.46	50,507.99	43,830.15	45,934.62	38,413.49	528,139.83	-48%
2025 Estimate (10yr Average)	49,349.20	67,974.92	45,670.96	60,015.51	63,131.73	48,713.94	50,306.67	66,271.78	61,474.28	59,740.76	58,407.26	54,874.17	685,931.19	-33%
2025 Estimate (Increase Prior Year by 5%)	89,743.53	99,102.42	60,895.17	92,716.43	127,839.57	72,012.24	65,943.44	127,138.85	115,725.42	101,930.35	61,139.47	57,766.97	1,071,953.87	5%
2025 Estimate (Decrease Prior Year 5%)	81,196.53	89,664.10	55,095.63	83,886.29	115,664.37	65,153.94	59,663.12	115,030.39	104,703.96	92,222.69	55,316.66	52,265.36	969,863.03	-5%
2025 Estimate (Decrease Prior Year 10%)	76,923.03	84,944.93	52,195.86	79,471.22	109,576.77	61,724.78	56,522.95	108,976.16	99,193.22	87,368.87	52,405.26	49,514.55	918,817.61	-10%
2025 Estimate (Decrease Prior Year 15%)	72,649.53	80,225.77	49,296.09	75,056.16	103,489.17	58,295.63	53,382.79	102,921.93	93,682.49	82,515.04	49,493.86	46,763.74	867,772.18	-15%
2025 Estimate (Decrease Prior Year 20%)	68,376.02	75,506.61	46,396.32	70,641.09	97,401.58	54,866.47	50,242.62	96,867.70	88,171.75	77,661.22	46,582.45	44,012.93	816,726.76	-20%
ACTUAL	85,470.03	94,383.26	57,995.40	88,301.36	121,751.97	68,583.09	62,803.28	121,084.62	110,214.69	97,076.52	77,954.09	55,016.16	1,040,634.47	36%
2023	49,521.90	73,148.99	64,557.04	57,506.34	78,988.41	58,931.63	62,906.24	63,460.17	66,862.72	67,111.10	66,368.30	53,492.08	762,854.92	-10%
2022	42,865.00	56,091.83	39,343.66	72,869.87	60,046.25	50,921.04	52,161.41	62,096.81	76,139.33	122,663.30	84,447.96	131,195.77	850,842.23	29%
2021	44,793.38	51,599.70	46,260.79	60,971.74	58,106.46	35,968.61	61,087.16	76,193.87	55,924.29	48,135.48	71,693.90	46,906.78	657,642.16	15%
2020	28,573.00	49,782.00	47,270.00	35,155.00	50,861.00	42,385.00	49,739.00	53,209.00	53,977.00	53,433.68	61,244.53	48,398.66	574,027.87	-16%
2019	43,542.46	104,506.71	40,502.95	54,576.11	68,220.02		41,927.85	59,033.86	75,884.69	44,929.64	49,089.94	33,411.00	683,770.37	5%
2018	70,092.90	93,634.33	39,515.68	33,182.58	42,251.35	59,214.32	48,127.84	63,167.36	60,969.22	42,911.50	61,810.82	39,178.19	654,056.09	32%
2017	41,529.29	47,613.26	34,358.34	36,649.16	43,466.44	33,027.73	30,985.05	45,958.54	33,523.66	46,945.39	47,154.20	54,268.34	495,479.40	-9%
2016	48,421.53	62,714.06	50,204.14	42,935.31	53,054.40	34,754.83	37,757.15	59,567.05	41,115.98	36,442.83	40,278.48	37,500.21	544,745.97	-11%
2015	38,682.51	46,275.03	36,701.60	118,007.67	54,571.02	35,208.04	55,571.73	58,946.47	40,131.26	37,758.17	43,756.45	49,374.51	614,984.46	-2%
2014	46,414.52	42,176.60	49,942.36	52,528.80	47,564.71	46,915.39	47,650.89	67,472.72	57,874.85	53,728.23	56,436.10	56,436.10	625,141.27	0%
2013	50,592.01	60,020.28	42,714.59	49,192.75	60,138.77	58,937.56	35,494.45	49,343.15	40,047.65	57,724.60	73,454.55	46,742.18	624,402.54	5%
2012	78,623.05	46,348.97	28,228.72	29,244.41	48,365.21	48,928.18	31,195.21	45,034.64	37,437.94	45,451.43	47,877.08	106,794.96	593,529.80	7%
2011	51,908.20	8,822.71	45,210.37	36,299.01	44,593.40	27,391.28	29,609.50	159,385.52	32,672.44	37,028.51	46,621.01	33,681.20	553,223.15	31%
2010	37,912.51	44,053.64	32,229.78	32,841.49	43,749.63	31,162.86	29,748.40	41,823.73	29,581.95	30,662.69	47,731.36	21,206.41	422,704.45	7%
2009	33,187.72	42,029.30	30,221.98	42,671.33	46,203.36	26,155.52	26,086.76	43,684.14	30,428.80	28,014.48	15,023.59	32,394.89	396,101.87	-18%
2008	16,978.74	72,433.12	48,199.56	27,051.28	63,003.91	28,179.22	20,997.38	50,660.83	34,518.44	29,201.40	50,074.93	43,958.11	485,256.92	-4%
2007	43,574.29	43,397.70	39,103.18	37,600.64	49,492.25	43,847.03	38,069.97	58,223.37	28,610.86	50,379.33	46,256.04	26,171.61	504,726.27	-4%
2006	31,288.86	46,187.58	30,311.46	52,010.08	51,013.75	39,104.86	34,367.00	49,233.43	50,934.55	40,021.99	64,407.02	35,065.12	523,945.70	13%
2005	32,228.91	38,000.62	30,162.84	28,726.04	50,149.75	37,795.34	27,688.49	59,307.75	34,283.15	32,345.95	53,229.59	40,767.24	464,685.67	0%
2004	34,224.79	55,879.05	24,042.00	29,033.63	63,199.90	25,962.19	23,137.42	53,610.17	40,965.24	34,633.06	49,789.33	30,421.52	464,898.30	-2%
2003	55,254.80	51,210.84	31,340.22	29,944.12	51,407.14	33,171.64	33,748.79	48,023.91	32,826.83	28,957.41	42,167.16	34,071.48	472,124.34	-16%
2002	48,175.41	53,306.80	52,405.49	43,949.45	53,714.12	41,221.63	43,585.45	48,274.44	41,224.66	49,413.62	57,134.57	29,541.58	561,947.22	-7%
2001	49,472.33	69,110.74	46,002.98	42,386.04	52,989.53	44,274.30	39,311.81	65,180.03	39,183.51	39,519.60	65,955.43	51,401.69	604,787.99	0%
2000	46,582.70	62,169.77	22,203.60	51,065.77	61,616.30	43,727.44	41,186.93	65,754.78	23,371.63	45,970.00	85,178.33	53,099.99	601,927.24	-26%
1999	57,440.20	76,043.25	68,199.88	51,132.92	81,551.24	78,614.81	82,863.32	87,534.87	53,599.01	53,724.84	79,408.17	46,916.77	817,029.28	18%
1998	69,963.71	85,532.90	58,376.63	44,458.22	42,671.50	64,465.95	45,915.89	47,202.32	41,545.50	58,507.43	74,982.39	56,583.06	690,205.50	17%
1997	40,858.03	57,834.00	43,582.81	56,929.80	71,494.41	27,337.94	22,751.11	75,785.80	39,360.40	45,498.85	58,146.08	48,770.63	588,349.86	-1%
1996	41,354.68	61,600.22	38,272.35	47,414.47	71,858.73	42,269.29	35,950.65	59,426.74	47,150.42	44,923.05	53,936.88	47,710.03	591,867.51	-3%
1995	45,418.41	66,589.80	46,172.75	39,881.45	62,804.04	50,710.53	42,988.44	69,358.35	45,414.28	42,513.59	63,347.07	32,794.36	607,993.07	4%
1994	41,919.11	61,861.10	47,410.07	53,082.94	62,298.21	37,466.95	34,531.74	53,032.98	40,926.56	44,128.01	56,453.05	52,864.60	585,975.32	9%
1993	25,326.86	31,748.27	35,557.19	33,363.82	63,825.30	35,635.52	56,632.70	61,899.08	50,867.08	42,663.69	60,499.13	38,443.01	536,461.65	-6%
1992	32,003.04	91,863.05	31,623.31	41,316.57	79,410.99	33,383.26	46,882.18	50,190.25	39,331.40	42,103.20	44,452.10	36,115.94	568,675.29	9%
1991	38,125.22	59,127.61	37,220.87	33,902.79	67,218.57	32,038.66	30,910.93	55,482.55	30,261.30	40,431.46	60,331.74	37,117.42	522,169.12	-20%
1990	28,960.29	35,146.78	20,442.35	45,161.26	43,983.87	167,634.67	48,778.13	66,036.58	50,070.85	44,288.52	62,244.84	36,727.34	649,475.48	138%
1989	15,426.75	26,407.90	29,701.85	13,270.64	29,948.74	17,803.58	15,804.81	28,136.83	22,030.20	20,244.88	30,751.22	23,732.98	273,260.38	1%
1988	11,688.17	34,734.56	13,450.89	17,321.58	31,156.14	17,709.21	23,956.34	25,594.03	18,932.38	18,060.94	27,134.16	30,540.01	270,278.41	14%
1987				15,101.94	33,123.96	20,332.81	13,017.04	46,185.94	18,634.71	32,986.10	31,718.93	25,083.59	236,185.02	
37 year average	43,199.87	56,848.28	39,974.05	44,917.20	57,479.48	45,107.68	40,348.96	60,740.83	44,545.80	45,879.69	55,597.18	45,373.30	580,012.31	
20 year average	45,810.04	56,160.98	41,651.72	49,416.05	56,779.60	43,777.83	41,198.74	64,344.35	49,556.67	50,098.31	54,259.20	49,597.98	602,651.48	
10 year average	49,349.20	67,974.92	45,670.96	60,015.51	63,131.73	48,713.94	50,306.67	66,271.78	61,474.28	59,740.76	58,407.26	54,874.17	685,931.19	
5 year average	50,244.66	65,001.16	51,085.38	62,960.86	73,950.82	51,357.87	57,739.42	75,208.89	72,623.61	77,684.02	68,396.55	67,001.89	773,255.13	
	47,150.94	61,496.33	44,595.53	54,327.41	62,835.41	47,239.33	47,398.45	66,641.46	57,050.09	58,350.69	59,165.05	54,211.83	590,415.94	

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City of Diboll
2024-2025 Utility Rate Analysis

PROPOSED

City of Diboll, Texas
Water and Wastewater Rate Model
Summary of Proposed Rate Performance - Water & Wastewater

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
WATER						
Rate Revenue Requirement	$1,202,233	$1,431,946	$1,462,551	$1,493,583	$1,530,412	$1,562,750
Projected Revenue Under Proposed Rates	1,424,994	1,576,812	1,582,474	1,613,403	1,646,909	1,679,175
Adjusted Over / (Under) Recovery	**$222,761**	**$144,866**	**$119,924**	**$119,820**	**$116,497**	**$116,426**
Adjusted Over / (Under) Recovery (%)	**18.53%**	**10.12%**	**8.20%**	**8.02%**	**7.61%**	**7.45%**
Projected Annual Billed Water Consumption (000's)	244,264	238,349	238,973	238,880	238,715	238,624
WASTEWATER						
Rate Revenue Requirement	$767,140	$1,154,201	$1,189,543	$1,221,151	$1,254,406	$1,294,136
Projected Revenue Under Proposed Rates	948,612	1,070,848	1,128,322	1,162,129	1,195,534	1,230,280
Adjusted Over / (Under) Recovery	**$181,472**	**($83,353)**	**($61,221)**	**($59,021)**	**($58,872)**	**($63,855)**
Adjusted Over / (Under) Recovery (%)	**23.66%**	**(7.22%)**	**(5.15%)**	**(4.83%)**	**(4.69%)**	**(4.93%)**
Projected Annual Billed Flow (000's)	151,842	152,442	153,042	153,642	154,242	154,842
WATER AND WASTEWATER TOTAL						
Rate Revenue Requirement	$1,969,373	$2,586,147	$2,652,094	$2,714,734	$2,784,818	$2,856,885
Projected Revenue Under Proposed Rates	2,373,606	2,647,660	2,710,796	2,775,532	2,842,443	2,909,456
Adjusted Over / (Under) Recovery	**$404,233**	**$61,513**	**$58,703**	**$60,799**	**$57,625**	**$52,570**
Adjusted Over / (Under) Recovery (%)	**20.53%**	**2.38%**	**2.21%**	**2.24%**	**2.07%**	**1.84%**

City of Diboll, Texas
Water and Wastewater Rate Model
Proposed Rates - Water

	Current	2021	2022	2023	2024	2025	2026
Minimum Rate Adjustment		5.00%	8.00%	5.00%	2.00%	2.00%	2.00%
Volumetric Rate Adjustment		5.00%	8.00%	5.00%	2.00%	2.00%	2.00%
Outside Multiplier		2.00	2.00	2.00	2.00	2.00	2.00
Comm./Indust. Min. Multiplier		1.35	1.35	1.35	1.35	1.35	1.35
Comm./Indust. Vol. Multiplier		1.35	1.35	1.35	1.35	1.35	1.35
No Volumes in Minimum		No	No	No	No	No	No
Residential Tier Differential		10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Comm./Indust. Tier Differential		10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Change Residential Tier Structure		Yes	No	No	No	No	No

City of Diboll, Texas
Water and Wastewater Rate Model
Proposed Rates - Wastewater

	Current	2021	2022	2023	2024	2025	2026
Minimum Rate Adjustment		5.00%	10.00%	5.00%	2.50%	2.50%	2.50%
Volumetric Rate Adjustment		5.00%	10.00%	5.00%	2.50%	2.50%	2.50%
Outside Multiplier		2.00	2.00	2.00	2.00	2.00	2.00
Comm./Indust. Min. Multiplier		1.35	1.35	1.35	1.35	1.35	1.35
Comm./Indust. Vol. Multiplier		1.35	1.35	1.35	1.35	1.35	1.35
No Volumes in Minimum		No	No	No	No	No	No
2 Tiers Only		Yes	No	No	No	No	No

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PROPOSED

CITY OF DIBOLL

APPENDIX A
FEE SCHEDULE

UTILITY RATES AND FEE SCHEDULE

Sewer System

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$21.42
All over two thousand (2,000) gallons	$5.79/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$28.90
All over two thousand (2,000) gallons	$7.70/kgal

The rates charged for sewer delivered to nonresidents of the city shall be double the above.

Waterworks System

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$29.24
Next three thousand (3,000) gallons (2,001 to 5,000)	$5.77/kgal
Next five thousand (5,000) gallons (5,001 to 10,000)	$6.34/kgal
Next ten thousand (10,000) gallons (10,001 to 20,000)	$6.98/kgal
All over twenty thousand (20,000) gallons	$7.69/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$39.48
Next eighteen thousand (18,000) gallons (2,001 to 20,000)	$7.57/kgal
Next eighty thousand (80,000) gallons (20,001 to 100,000)	$8.57/kgal
All over one hundred thousand (100,000) gallons	$9.42/kgal

The rates charged for water delivered to nonresidents of the city shall be double the above.

Turn On / Turn off / Courtesy Call	$15.00
Water Deposit	
Owner	$125.00
Renter	$175.00
New Service Connection Fee	$25.00

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PREPROCESSED

Transfer Fee	$25.00
Late Charge, if paid after 10th	10% of total amount due, Min $10.00
Disconnection Processing Fee	$50.00
Sewer Tap Location Fee	$50.00
Meter Testing Fee	$25.00
Plug Meter Charge	$50.00
Pulled Meter Charge	Actual Cost Plus Time & Materials
Meter Repair	Actual Cost Plus Time & Materials

Sewer Taps	
4” Sewer Tap	$410.00
6” Sewer Tap	$430.00
Sewer Tap > 6”	Actual Cost Plus Time & Materials

Water Taps	
¾” Water Tap w/ Meter	$920
1” Water Tap w/ Meter	$1165
1.5” Water Tap w/ Meter	$2075
2” Water Tap w/ Meter	$2540
Water Tap > 2” w/ Meter	Actual Cost Plus Time & Materials

Water Meter Only	
¾” Water Meter	$550
1” Water Meter	$600
1.5” Water Meter	$1050
2” Water Meter	$1200
Water Meter > 2”	Actual Cost Plus Time & Materials

Wholesale Water (per 1,000 gallon)	$3.38/kgal
Fire Hydrant Meter Deposit	$1000.00
Fire Hydrant Meter Monthly Rental Fee	$100.00
Fire Hydrant Water Usage (per 1,000 gallons)	$9.08

Solid Waste

Residential Rate	$16.85

Commercial Rate

Size	Freq/Week	Rate
2 yd	1	$102.97
2 yd	2	$184.96
2 yd	3	$200.83
2 yd	4	$234.94
2 yd	5	$274.93
3 yd	1	$115.47
3 yd	2	$195.45
3 yd	3	$238.69

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PROPOSED

3 yd	4	$278.68
3 yd	5	$324.92
4 yd	1	$140.96
4 yd	2	$212.95
4 yd	3	$269.93
4 yd	4	$362.90
4 yd	5	$465.56
6 yd	1	$147.96
6 yd	2	$267.94
6 yd	3	$370.42
6 yd	4	$487.89
6 yd	5	$587.87
8 yd	1	$212.95
8 yd	2	$334.17
8 yd	3	$456.14
8 yd	4	$578.61
8 yd	5	$687.33
Hand Account		$22.00
Cart Fee		$1.90

Roll-Offs

Open Top	Rate
20 yd	$513.79
30 yd	$614.47
40 yd	$715.16
42 yd	$768.81

Compactor	Rate
26 yd	$683.40
40 yd	$723.68
42 yd	$777.76

Open Top; no landfill	Rate
20 yd	$340.35
30 yd	$354.29
40 yd	$368.24
42 yd	$404.54

Compactor; no landfill	Rate
26 yd	$364.44
40 yd	$369.26
42 yd	$405.59

BUILDING AND DEVELOPMENT FEE SCHEDULE

Residential – New Single Family and Duplex Construction	
Building	$50.00 base fee plus $0.40 per sq. ft. conditioned space
Mechanical	$50.00 base fee plus $0.02 per sq. ft. conditioned space
Electrical	$50.00 base fee plus $0.04 per sq. ft. conditioned space
Plumbing	$50.00 base fee plus $0.06 per sq. ft. conditioned space

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PROPOSED

Roofing	$50.00 base fee plus $1.25 per square

Residential – Remodeling, Alterations, Additions, and Repairs*	
Building	$50.00 base fee plus $0.25 per sq. ft.
Mechanical	$50.00 base fee plus $0.02 per sq. ft.
Electrical	$50.00 base fee plus $0.04 per sq. ft.
Plumbing	$50.00 base fee plus $0.06 per sq. ft.
Roofing	$50.00 base fee plus $1.25 per square

*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.

Commercial – New Construction /Apartments	
Building	$350.00 base fee plus $0.45 per sq. ft.
Shell Building	$350.00 base fee plus $0.30 per sq. ft.
Interior Finish Out	$150.00 base fee plus $0.15 per sq. ft.
Mechanical	$100.00 base fee plus $0.03 per sq. ft.
Electrical	$100.00 base fee plus $0.04 per sq. ft.
Plumbing	$100.00 base fee plus $0.06 per sq. ft.
Roofing	$100.00 base fee plus $1.25 per square

Commercial – Remodeling, Alterations, Additions, and Repairs*	
Building	$50.00 base fee plus $0.40 per sq. ft.
Mechanical	$50.00 base fee plus $0.03 per sq. ft.
Electrical	$50.00 base fee plus $0.04 per sq. ft.
Plumbing	$50.00 base fee plus $0.06 per sq. ft.
Roofing	$50.00 base fee plus $1.25 per square

*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.

Other Permits & Fees	
Certificate of Occupancy (per Unit)	$50.00
Vendor Permit	$5.00 / Day or $100 / Year
Signage Permit	$100.00
Demolition Fee	$100.00
Storage Building, Carport, Shed	$50.00
Fence Permit	$40.00
Permanent Electrical Service Connection	$50.00
Temporary Electric Pole	$50.00
False Alarm Fee*	$500.00

*Response to alarm site if the city representatives have to secure the premises

Construction Plan Review Fee	
Residential	Actual Cost Plus Time & Materials
Commercial	Actual Cost Plus Time & Materials
Plumbing Inspection Fee – Outside City Limits	$50.00
Inspection After Normal Business Hours	$50.00
Re-inspection Fee	$35.00
Any Fee Not Listed	$50.00
Building Permit Violation Penalty Fee*	$200.00 / Day

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PROPOSED

*Where work for which a permit is required by code is started or proceeded prior to obtaining said permit. The payment of such penalty shall not relieve any persons from fully complying with the code requirements in the execution of the work nor from any other penalties prescribed herein.

Copies (8.5 x 11)	25¢ / sheet
Filing Fees	Actual Cost
Curb Cuts	Actual Cost Plus Time & Materials
Street Cuts	Actual Cost Plus Time & Materials
Water / Sewage Cuts	Actual Cost Plus Time & Materials

PLANNING AND ZONING FEE SCHEDULE

Plats			$250.00
Minor Plats	Preliminary & Final		$250.00
Re-Plats	Preliminary & Final		$250.00
Amended Plats	Preliminary & Final		$250.00
Vacated Plats	Preliminary & Final		
		Less than 10 Acres	$100.00
		10 to 50 Acres	$150.00
		Over 50 Acres	$200.00
Major Plats	Preliminary		
		Less than 10 Acres	$300.00
		10 to 50 Acres	$400.00
		Over 50 Acres	$500.00
Major Plats	Final		
		Less than 10 Acres	$300.00
		10 to 50 Acres	$400.00
		Over 50 Acres	$500.00
Application Fees			
	Rezoning		$200.00
	Variance		$200.00
	Specific Use Permit		$200.00
	Adult Oriented Business		$500.00
Document Fees			
	Comprehensive Plan Zoning Ordinance		Actual Cost
	Engineering		Actual Cost

CEMETERY FEE SCHEDULE

Plot – Adult	$500.00
Plot – Infant	$250.00

PARKS & RECREATION FEE SCHEDULE

Athletic Field

Field Permit*	$15.00 / Player

*Teams charged per player that did not register to play in a Diboll Youth Baseball / Softball League the preceding season

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PROPOSED

Park Lights	$10.00 / Hour
Trash Service	$35.00 / Hour
Field Permit Violation	$250.00
Vendor Trailer Space	$25.00 per Month

ADMINISTRATIVE FEE SCHEDULE

Notary	$5.00
NSF Returned Check	$35.00

ANIMAL CONTROL FEE SCHEDULE

Impoundment Fee – First Offense	$35.00
Impoundment Fee	$85.00
Surrender Fee	$85.00
Animal at Large	$250.00
Animal at Large 2nd Offense	$500.00

CODE ENFORCEMENT FEE SCHEDULE

Violation of Ordinance – General Penalty		Up to $500.00
Violation of Ordinance – Failure to Obtain Permit		$200.00 / Day
Violation of Ordinance – High Grass & Weeds	Actual Cost Plus	$200.00 / Day
Violation of Ordinance – Illegally Parked of Inoperable Vehicle		$200.00 / Day
Violation of Ordinance – Trash & Debris		$200.00 / Day
Violation of Ordinance – Littering		$200.00
Violation of Ordinance – Prohibited Fireworks Sale or Discharge		$200.00 / Day
Violation of Ordinance – Curfew		$200.00
Violation of Ordinance – No Thru Traffic / No Truck Route		$200.00
Violation of Ordinance – Loitering		$200.00
Violation of Ordinance – Trespassing		$500.00
Violation of Ordinance – Park Regulations		$500.00
Violation of Ordinance – Urinating in Public Place		$500.00
Violation of Ordinance – Discharge Firearm		$500.00
Violation of Ordinance – Burn Ban		$500.00
Violation of Ordinance – Child Safety Zone Violation		$500.00 / Day

MUNICIPAL COURT VIOLATION FEE SCHEDULE

DPS Violation Code	Violation	Reference	OCA Case Category 2011	Base Fine
1075	Disorderly Conduct - Threat	PC 42.01	Penal Code	$ 250.00
1080	Disorderly Conduct - Loud Music / Noise	PC 42.01	Penal Code	$ 250.00
1085	Disorderly Conduct - Fighting	PC 42.01	Penal Code	$ 250.00

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1090	Disorderly Conduct - Obscene Gestures or Language	PC 42.01	Penal Code	$	200.00
1135	Sale of Cigarettes, E-Cigarettes, or Tobacco Products to Person Younger than 21 Years of Age	HSC 161.082	Other State Law	$	500.00
1140	Possession of Drug Paraphernalia	HSC 481.125	Other State Law	$	100.00
1145	Minor in Possession of Tobacco	HSC 161.252	Other State Law	$	100.00
1155	Possession of Intoxicants on Public School Grounds	EC 37.122	Other State Law	$	100.00
1170	Consumption of Alcohol on Licensed Premises	ABC 101.72	Other State Law	$	100.00
1215	Possession in Tobacco Free Zone	PC 48.01	Penal Code	$	250.00
1223	Assault Class C - Simple Assault	PC 22.01	Penal Code	$	500.00
1245	Leaving a Child Unattended in Vehicle	PC 22.10	Penal Code	$	500.00
1250	Reckless Damage	PC 28.04	Penal Code	$	250.00
1286	Theft	PC 31.03	Penal Code	$	250.00
1392	Unlawful Restraint of a Dog	HSC 821.102	Other State Law	$	500.00
3001	*Speeding*	*544.361*	*Non-parking*	*Scheduled*	
3001	Speeding < 10 mph over Speed Limit	545.361	Non-parking	$	100.00
3001	Speeding 11-15 mph over Speed Limit	545.361	Non-parking	$	150.00
3001	Speeding 16-20 mph over Speed Limit	545.361	Non-parking	$	175.00
3001	Speeding 21-25 mph over Speed Limit	545.361	Non-parking	$	190.00
3001	Speeding >26 mph over Speed Limit	545.361	Non-parking	$	200.00
3002	Unsafe Speed (too fast for conditions)	545.351	Non-parking	$	100.00
3003	Impeding traffic	545.363	Non-parking	$	100.00
3005	Fail to yield right of way	545.151	Non-parking	$	200.00
3006	Ran stop sign	545.151	Non-parking	$	200.00
3007	Ran red light	544.007	Non-parking	$	200.00
3009	Changed lane when unsafe	545.06	Non-parking	$	200.00
3011	Turned left from wrong lane	545.101	Non-parking	$	200.00
3012	Turned right from wrong lane	545.101	Non-parking	$	200.00

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3013	Cut corner left turn	545.101	Non-parking	$	150.00
3014	Improper tum	545.103	Non-parking	$	150.00
3015	Wrong Side of Road	545.056	Non-parking	$	200.00
3016	Drove wrong way on one-way roadway	545.059	Non-parking	$	200.00
3017	Following too closely	545.062	Non-parking	$	200.00
3018	Passed-insufficient clearance	545.054	Non-parking	$	200.00
3019	Disregarded no passing zone	545.055	Non-parking	$	200.00
3020	Illegal pass on right	545.057	Non-parking	$	200.00
3021	Fail to stop for School Bus / Passing School Bus	545.066	Non-parking	$	1,250.00
3022	Improper Passing	545.053	Non-parking	$	200.00
3024	Unsafe start from parked, stopped or standing position	545.402	Non-parking	$	200.00
3025	Fail to maintain financial responsibility- 2nd offense	601.191	Non-parking	$	375.00
3026	Parked on roadway	545.301	Parking	$	100.00
3028	Crossing physical barrier	545.063	Non-parking	$	100.00
3031	Unrestrained child - Safety seat violation	545.412	Non-parking	$	200.00
3032	No seat belt-driver	545.413	Non-parking	$	200.00
3033	No seat belt-passenger	545.413	Non-parking	$	200.00
3034	Child not secured by safety belt	545.413	Non-parking	$	200.00
3038	Operate vehicle with child in open bed	545.414	Non-parking	$	200.00
3045	Fail to Stop and Render Aid	550.022	Non-parking	$	200.00
3049	Fail to maintain financial responsibility	601.191	Non-parking	$	300.00
3050	Fail to control speed	545.351	Non-parking	$	100.00
3051	Speed under minimum	545.363	Non-parking	$	100.00
3052	Fail to yield at stop intersection	545.151	Non-parking	$	100.00
3053	Fail to yield at yield intersection	545.151	Non-parking	$	100.00
3054	Fail to yield right of way at open intersection	545.151	Non-parking	$	100.00
3055	Fail to yield right of way-turning left	545.152	Non-parking	$	100.00
3056	Fail to yield right of way leaving private drive, alley, building	545.155	Non-parking	$	100.00

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3057	Fail to yield right of way to emergency vehicle	545.156	Non-parking	$	200.00
3058	Fail to yield right of way - on Green Signal	544.007	Non-parking	$	100.00
3059	Disregarded traffic control device	544.004	Non-parking	$	100.00
3060	Fail to stop-designated point-at stop sign	544.01	Non-parking	$	100.00
3061	Fail to stop-designated point-at yield sign	544.01	Non-parking	$	100.00
3063	Fail to stop at proper place (at traffic light)	544.007	Non-parking	$	100.00
3064	Fail to stop at proper place (not intersection)	544.007	Non-parking	$	100.00
3066	Drove through safety zone	545.403	Non-parking	$	200.00
3069	Disregarded lane control signal	544.009	Non-parking	$	200.00
3070	Fail to drive in single lane	545.06	Non-parking	$	200.00
3071	Disregarded no lane change sign	545.06	Non-parking	$	200.00
3072	Disregarded signal at RR crossing	545.251	Non-parking	$	200.00
3073	Disregarded RR crossing gate or flagman	545.251	Non-parking	$	200.00
3074	Fail to stop at marked RR crossing	545.252	Non-parking	$	200.00
3075	Heavy equipment disregarded signal of train	545.255	Non-parking	$	100.00
3076	Turned across dividing section	545.063	Non-parking	$	100.00
3077	Turned right too wide	545.101	Non-parking	$	100.00
3078	Disregarded turn marks at intersection	545.101	Non-parking	$	100.00
3079	Made U-turn on curve or hill	545.102	Non-parking	$	100.00
3080	Turned when unsafe	545.103	Non-parking	$	100.00
3081	Cut across driveway to make turn	545.423	Non-parking	$	100.00
3082	Fail to yield right of way on left at obstruction	545.051	Non-parking	$	100.00
3083	Slower vehicle failed to keep right	545.051	Non-parking	$	100.00
3084	Failed to signal lane change	545.104	Non-parking	$	100.00
3085	Failed to give one-half of roadway	545.052	Non-parking	$	100.00
3086	Failed to pass met vehicle to right	545.052	Non-parking	$	100.00
3088	Drove on wrong side of divided highway	545.063	Non-parking	$	200.00

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PROPOSED

3089	Drove center lane (not passing, not turning left)	545.06	Non-parking	$	200.00
3090	Drove wrong way in designated lane	545.06	Non-parking	$	200.00
3091	Wrong side road-not passing	545.055	Non-parking	$	200.00
3092	Cut in after passing	545.053	Non-parking	$	200.00
3093	Passed vehicle stopped for pedestrian	552.003	Non-parking	$	200.00
3096	Failed to Signal Turn	545.106	Non-parking	$	200.00
3097	Fail to signal distance before turning	545.104	Non-parking	$	200.00
3098	Failed to Signal - for Stop	547.701	Non-parking	$	200.00
3099	Improper tum or stop hand signal	545.106	Non-parking	$	200.00
3101	Driving while license invalid	521.457	Non-parking	$	300.00
3103	No driver’s license	521.021	Non-parking	$	200.00
3104	Disregard School Crossing Guard	542.501	Non-parking	$	200.00
3106	Violate DL restrictions	521.221	Non-parking	$	200.00
3112	No motorcycle endorsement	521.221	Non-parking	$	200.00
3114	Fail to yield right of way to pedestrian at signal intersection	552.002	Non-parking	$	200.00
3115	Fail to yield right of way to pedestrian on sidewalk	552.006	Non-parking	$	200.00
3116	Fail to yield right of way to pedestrian in crosswalk fail to yield ROW to pedestrian in crosswalk-no signal	552.003	Non-parking	$	200.00
3117	Fail to use due care for pedestrian	552.008	Non-parking	$	100.00
3118	Fail to yield for blind or incapacitated person	552.008	Non-parking	$	100.00
3119	Too many riders on motorcycle	545.416	Non-parking	$	200.00
3120	Carry passenger without a helmet	661.003	Non-parking	$	200.00
3121	Disregarded police officer	542.501	Non-parking	$	200.00
3124	Failed to give way when overtaken	545.053	Non-parking	$	100.00
3125	Increased speed while being overtaken	545.053	Non-parking	$	100.00
3126	Did not use designated lane or direction	545.064	Non-parking	$	100.00
3127	Drove onto (or from) controlled access highway where prohibited	545.064	Non-parking	$	100.00

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3128	Prohibited motor vehicle on controlled-access highway	545.065	Non-parking	$	100.00
3131	Failed to stop for approaching train	545.251	Non-parking	$	100.00
3132	Bus failed to stop at RR crossing	545.253	Non-parking	$	200.00
3134	Vehicle hauling explosives failed to reduce speed at RR crossing	545.254	Non-parking	$	200.00
3135	Vehicle hauling explosives (or flammable materials) failed to stop at RR crossing	545.254	Non-parking	$	200.00
3136	Crossed RR with heavy equipment without notice	545.255	Non-parking	$	100.00
3137	Crossed RR with heavy equipment without stop (or safety)	545.255	Non-parking	$	100.00
3138	Fail to stop-emerging from alley, driveway or building	545.256	Non-parking	$	100.00
3147	Possess Deceptive DL/ID	521.453	Non-Parking	$	500.00
3150	Improper use of auxiliary passing lamps	547.329	Non-parking	$	100.00
3151	Too many auxiliary passing lamps	547.329	Non-parking	$	100.00
3152	Improper use of auxiliary driving lamps	547.33	Non-parking	$	100.00
3153	Too many auxiliary driving lamps	547.33	Non-parking	$	100.00
3154	Fail to use proper headlight beam	547.333	Non-parking	$	100.00
3155	Fail to dim headlights-meeting	547.333	Non-parking	$	100.00
3156	Fail to dim headlights-following	547.333	Non-parking	$	100.00
3157	More than four driving lamps lighted	547.302	Non-parking	$	100.00
3158	Unauthorized use of siren, bell or whistle	547.501	Non-parking	$	100.00
3159	Warning devices not displayed	547.503	Non-parking	$	100.00
3160	Passengers/load obstruct driver's view or control	545.417	Non-parking	$	100.00
3161	No head lamp(s)	547.321	Non-parking	$	100.00
3162	Defective head lamp(s)	547.801	Non-parking	$	100.00
3166	No tail lamp(s)	547.801	Non-parking	$	100.00
3167	Defective taillamp(s)	547.322	Non-parking	$	100.00
3169	No stop lamps	547.323	Non-parking	$	100.00
3170	Defective stop lamp(s)	547.323	Non-parking	$	100.00

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3171	No turn signal lamp(s) when required	545.106	Non-parking	$	100.00
3172	Defective tum signal lamp(s)	547.324	Non-parking	$	100.00
3173	No parking lamp(s)	547.383	Non-parking	$	100.00
3174	Defective parking lamp(s)	547.383	Non-parking	$	100.00
3175	Improper use of back-up lamp	547.332	Non-parking	$	100.00
3176	No front/rear reflector(s) when required	547.325	Non-parking	$	100.00
3180	Wrong color clearance lamp(s)	547.353	Non-parking	$	100.00
3181	Wrong color side marker	547.353	Non-parking	$	100.00
3182	Wrong color identification lamps	547.353	Non-parking	$	100.00
3183	Wrong color reflectors	547.353	Non-parking	$	100.00
3184	Wrong color stoplight	547.303	Non-parking	$	100.00
3185	Wrong color license plate light	547.303	Non-parking	$	100.00
3186	Wrong color back-up lamp	547.303	Non-parking	$	100.00
3187	Wrong color signal device	547.303	Non-parking	$	100.00
3188	Reflectors not visible sufficient distance	547.355	Non-parking	$	100.00
3189	Clearance lights not visible sufficient distance	547.355	Non-parking	$	100.00
3190	Identification lamps not visible sufficient distance	547.355	Non-parking	$	100.00
3191	Side markers lamps not visible sufficient distance	547.355	Non-parking	$	100.00
3198	Drove without lights-when required	547.302	Non-parking	$	100.00
3201	Operate vehicle more than one passenger-minor	545.424	Non-parking	$	100.00
3202	Violate operating hours-minor	545.424	Non-parking	$	100.00
3204	Passing authorized emergency vehicle	545.157	Non-parking	$	500.00
3207	Operate motorcycle without approved headgear	66l.003	Non-parking	$	100.00
3208	Parked with headlamps not dimmed	547.383	Non-parking	$	100.00
3209	Improper use of spot lamps	547.327	Non-parking	$	100.00
3210	Too many spot lamps	547.327	Non-parking	$	100.00
3211	Improper use of fog lamps	547.328	Non-parking	$	100.00
3212	Too many fog lamps	547.328	Non-parking	$	100.00
3213	Defective Brakes	547.402	Non-parking	$	200.00

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3225	Horn violation	547.501	Non-parking	$	100.00
3226	Equipped with unauthorized siren, whistle, or bell	547.501	Non-parking	$	100.00
3227	Muffler violation	547.604	Non-parking	$	100.00
3228	Removed original equipment exhaust emission' system	547.605	Non-parking	$	100.00
3229	Defective exhaust emission system-equipped but not in good working order	547.605	Non-parking	$	100.00
3230	Mirror violation	547.602	Non-parking	$	100.00
3231	Affix color/light altering material to windshield/window / Obstructed view through windshield	547.613	Non-parking	$	100.00
3232	No windshield wiper	547.603	Non-parking	$	100.00
3233	Defective windshield wiper	547.603	Non-parking	$	100.00
3234	Defective safety glazing material	547.608	Non-parking	$	100.00
3235	Warning devices not installed or defective	547.502	Non-parking	$	100.00
3238	No mud flaps or improper mud flaps	547.606	Non-parking	$	100.00
3250	Television receiver improperly located (visible to driver)	547.611	Non-parking	$	100.00
3251	No front seat belts (when required)	547.601	Non-parking	$	100.00
3252	Parked within an intersection	545.302	Parking	$	100.00
3253	Parked on crosswalk	545.302	Parking	$	100.00
3254	Parked on a bridge or in a tunnel	545.302	Parking	$	100.00
3255	Parked on grade-failed to turn wheels	545.404	Parking	$	100.00
3256	Parked and failed to set brakes	545.404	Parking	$	100.00
3257	Parked without stopping engine	545.404	Parking	$	100.00
3259	Expired Driver License	521.021; 521.026	Non-parking	$	200.00
3260	Expired commercial driver license	522.051	Non-parking	$	300.00
3263	Fail to display DL	521.025	Non-parking	$	200.00
3264	Fail to report change of address/name	521.054	Non-parking	$	200.00
3267	Driving While License Suspended	521.241	Non-parking	$	200.00

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3272	Fail to comply with requirements on striking unattended vehicle	550.024	Non-parking	$	200.00
3273	Fail to comply with requirements on striking fixtures on highway	550.025	Non-parking	$	200.00
3274	No or defective license plate light	547.322	Non-parking	$	100.00
3275	No beam indicator	547.333	Non-parking	$	100.00
3276	Improper color light(s) on front	547.305	Non-parking	$	100.00
3277	Improper flashing lights	547.305	Non-parking	$	100.00
3278	No Fire Extinguisher	547.607	Non-parking	$	200.00
3282	Improperly transporting more than 3 vehicles	545.409	Non-parking	$	100.00
3284	Parked double	545.302	Parking	$	100.00
3285	Violate DL restriction on occupational license	521.253	Non-parking	$	100.00
3286	Fail to report accident-SR (under SR laws, as required)	601.004	Non-parking	$	100.00
3287	Fail to yield right of way - turning right on red signal	544.007	Non-parking	$	100.00
3288	Fail to yield right of way - changing lanes	545.061	Non-parking	$	100.00
3301	No commercial driver's license (CDL)	522.011	Non-parking	$	500.00
3302	Fail to report change of address or name (CDL)	522.032	Non-parking	$	300.00
3307	Use Wireless Device While Driving as a Minor	545.424a	Non-parking	$	200.00
3309	Open Container in Motor Vehicle	PC 49.031	Penal Code	$	500.00
3314	Interfere with funeral procession	PC 42.05	Penal Code	$	100.00
3315	Drove on sidewalk	545.422	Non-parking	$	100.00
3316	Illegal backing	545.415	Non-parking	$	100.00
3319	Leaving Scene of Accident	550.021	Non-parking	$	300.00
3320	Obstructing traffic	545.363	Non-parking	$	100.00
3321	Driver opened door in moving traffic	545.418	Non-parking	$	100.00
3322	Operate vehicle where prohibited	545.064	Non-parking	$	100.00
3323	Open container - passenger area	PC 49.031; 49.04(c)	Penal Code	$	500.00
3333	Violate promise to appear	543.009	Other State Law	$	200.00
3334	Unauthorized glass coating material	547.101	Non-parking	$	100.00

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3337	Failure to Appear	PC 38.10	Penal Code	$	500.00
3338	Fail to identify	PC 38.02	Penal Code	$	500.00
3341	Driving around barricades	472.022	Non-parking	$	100.00
3342	Disregard warning signs or barricades	472.022	Non-parking	$	100.00
3361	Passenger interfered with driver view or control	545.417	Non-parking	$	100.00
3363	Permit livestock to roam	AGC 143.108	Other State Law	$	100.00
3364	Parent or guardian permitted unlicensed minor to drive	521.458	Non-parking	$	200.00
3365	Non-guardian permitted unlicensed operator to drive	521.458	Non-parking	$	200.00
3366	Non-driver opened door in lane traffic	545.418	Non-parking	$	100.00
3377	Place or maintain flashing light or sign within 1000 feet of intersection w/o permission	544.006	Non-parking	$	100.00
3503	Failure to keep bicycle on right side of road	551.103	Other State Law	$	100.00
3504	No or defective brake on bicycle or motor-assisted bike	551.104	Other State Law	$	100.00
3505	No or defective white light on front of bicycle or motor assisted bicycle at night	551.104	Other State Law	$	100.00
3506	Bicycle rider committed hazardous traffic violation	551.101	Other State Law	$	200.00
3507	Bicycle rider failed to use due care when passing	551.103	Other State Law	$	100.00
3520	Non-motorized vehicle on prohibited roadway	545.065	Non-parking	$	100.00
3523	Pedestrian failed to yield right of way to vehicle not at crosswalk	552.005	Other State Law	$	100.00
3524	Pedestrian on prohibited roadway	545.065	Other State Law	$	100.00
3525	Public Intoxication	PC 49.02	Penal Code	$	500.00
3528	Walked on highway with traffic-no sidewalks	552.006	Other State Law	$	100.00
3529	Walked on roadway where sidewalks provided	552.006	Other State Law	$	150.00
3552	Park/stand in front of public/private drive	545.302	Parking	$	100.00
3553	Parking in prohibited area	545.302	Parking	$	200.00
3555	Stopping in prohibited area	545.302	Parking	$	100.00
3561	Parked facing traffic	545.303	Parking	$	100.00
3581	Disregarded sole green turn signal arrow	544.007	Non-parking	$	100.00

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3582	Disregarded pedestrian control signal	552.002	Other State Law	$	100.00
3583	Pedestrian disregarded red signal at regular traffic light	552.001	Other State Law	$	100.00
3584	Pedestrian disregarded yellow signal at regular traffic light	552.001	Other State Law	$	100.00
3585	Drove on wrong side RR crossing	545.056	Non-parking	$	100.00
3589	Crossing fire hose without permission	545.205	Non-parking	$	200.00
3590	Drive into block where fire engine stopped	545.407	Non-parking	$	200.00
3591	Following ambulance / fire apparatus	545.407	Non-parking	$	200.00
3596	Speeding-in a school zone	541.302	Non-parking	$	200.00
3655	Dealers license violation	503.068-503.094-503.09	Non-parking	$	500.00
3656	Expired Registration	502.407	Non-parking	$	100.00
3658	Obscured License Plate	502.409	Non-parking	$	100.00
3667	Operate motor vehicle without license plates or with one License plate	502.404	Non-parking	$	200.00
3668	Operate unregistered motor vehicle	502.402	Non-parking	$	200.00
3669	Operate w/license for other class vehicle	502.403	Non-parking	$	100.00
3669	Operate with license plate for other class vehicle	502.403	Non-parking	$	100.00
3800	Minor in possession	ABC 106.05	Other State Law	$	300.00
3801	Attempt to purchase alcohol-minor	ABC 106.025	Other State Law	$	300.00
3802	Purchase of alcohol-minor	ABC 106.02	Other State Law	$	300.00
3803	Consumption of alcohol-minor	ABC 106.04	Other State Law	$	300.00
3804	Misrepresentation of age-minor	ABC 106.07	Other State Law	$	300.00
3805	Public intoxication-minor	PC 49.02	Penal Code	$	500.00
3806	DUI Driving under the Influence – Minor	ABC 106.041	Other State Law	$	500.00
3999	Use of Wireless Device in School Zone	545.425	Non-parking	$	200.00

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CITY OF DIBOLL
Tax Rate, Debt Service
2024-2025 Budget Analysis

Debt Service Worksheet **2024-2025** **Name of Taxing Unit:** City of Diboll

Schedule A: Unencumbered Fund Balance - The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Fund Type	Balance	Fund Type	Balance
General Fund	650,000.00		
Debt Service Fund	50,000.00		

Schedule B: Debt Service - The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Amount (if any) paid from Schedule A:	135,568.75
Amount (if any) paid from other resources:	871,945.58

Debt Description	Principal	Interest	Other Amount	Total
Series 2019, GO Refunding	225,000.00	70,375.00	300.00	295,675.00
Series 2020, GO Refunding	95,000.00	40,268.75	300.00	135,568.75
Series 2021, TWDB	115,000.00	61,329.50	350.00	176,679.50
SIB LOAN	21,791.95	1,186.10	-	22,978.05
PSI Project LOAN	175,155.00	201,458.03		376,613.03

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PROPOSED

CITY OF DIBOLL
Outstanding Loans
2024-2025 Budget Analysis

PSI Project LOAN

Loan Data		
Original Principal	$	5,640,536.00
Loan Term (Years)		20
Annual Interest Rate		3.68%, 30/360 basis
Payments per Year		1
Payment		Variable

Paid from Utility Fund, Utility

Year	Payment	Interest	Principal	Due Date
0	$ 190,839.30	$ 190,839.30	$ -	6/1/2023
1	$ 373,704.72	$ 207,571.72	$ 166,133.00	6/1/2024
2	$ 376,613.03	$ 201,458.03	$ 175,155.00	6/1/2025
3	$ 382,409.32	$ 195,012.32	$ 187,397.00	6/1/2026
4	$ 388,299.11	$ 188,116.11	$ 200,183.00	6/1/2027
5	$ 394,283.38	$ 180,749.38	$ 213,534.00	6/1/2028
6	$ 400,360.33	$ 172,891.33	$ 227,469.00	6/1/2029
7	$ 406,537.48	$ 164,520.48	$ 242,017.00	6/1/2030
8	$ 412,811.24	$ 155,614.24	$ 257,197.00	6/1/2031
9	$ 419,145.39	$ 146,149.39	$ 272,996.00	6/1/2032
10	$ 414,921.14	$ 136,103.14	$ 278,818.00	6/1/2033
11	$ 414,920.64	$ 125,842.64	$ 289,078.00	6/1/2034
12	$ 414,920.57	$ 115,204.57	$ 299,716.00	6/1/2035
13	$ 414,921.02	$ 104,175.02	$ 310,746.00	6/1/2036
14	$ 414,920.57	$ 92,739.57	$ 322,181.00	6/1/2037
15	$ 414,921.31	$ 80,883.31	$ 334,038.00	6/1/2038
16	$ 414,920.71	$ 68,590.71	$ 346,330.00	6/1/2039
17	$ 414,920.77	$ 55,845.77	$ 359,075.00	6/1/2040
18	$ 414,920.81	$ 42,631.81	$ 372,289.00	6/1/2041
19	$ 414,921.57	$ 28,931.57	$ 385,990.00	6/1/2042
20	$ 414,921.14	$ 14,727.14	$ 400,194.00	6/1/2043

SIB LOAN

Loan Data		
Original Principal	$	225,000.00
Loan Term (Years)		10
Annual Interest Rate		0-.76%
Payments per Year		1
Payment		$22,978.00
Additional Principal		$0.00

Paid from: General Fund, Street

Month	Payment	Interest	Principal	Balance	Due Date
0				225,000.00	4/23/2021
1	22,978.00	-	22,978.00	202,022.00	4/23/2022
2	22,978.00	-	22,978.00	179,044.00	4/23/2023
3	22,978.00	-	22,978.00	156,066.00	4/23/2024
4	22,978.05	1,186.10	21,791.95	134,274.05	4/23/2025
5	22,978.05	1,020.48	21,957.57	112,316.48	4/23/2026
6	22,978.05	853.61	22,124.44	90,192.04	4/23/2027
7	22,978.05	685.46	22,292.59	67,899.45	4/23/2028
8	22,978.05	516.04	22,462.01	45,437.44	4/23/2029
9	22,978.05	345.32	22,632.73	22,804.71	4/23/2030
10	22,978.05	173.34	22,804.71	-	4/23/2031

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PROPOSED

CITY OF DIBOLL
Outstanding Bonds
2024-2025 Budget Analysis

Series 2019

Paid from Utility Fund

Year	Payment	Interest	Principal	FY
0	$ 291,500.00	$ 91,500.00	$ 200,000.00	2022-2023
1	$ 291,250.00	$ 81,250.00	$ 210,000.00	2023-2024
2	$ 295,375.00	$ 70,375.00	$ 225,000.00	2024-2025
3	$ 293,875.00	$ 58,875.00	$ 235,000.00	2025-2026
4	$ 291,875.00	$ 46,875.00	$ 245,000.00	2026-2027
5	$ 294,250.00	$ 34,250.00	$ 260,000.00	2027-2028
6	$ 291,000.00	$ 21,000.00	$ 270,000.00	2028-2029
7	$ 292,125.00	$ 7,125.00	$ 285,000.00	2029-2030

Series 2020

Paid from General Fund

Year	Payment	Interest	Principal	FY
0	$ 145,018.75	$ 50,018.75	$ 95,000.00	2022-2023
1	$ 145,143.75	$ 45,143.75	$ 100,000.00	2023-2024
2	$ 135,268.75	$ 40,268.75	$ 95,000.00	2024-2025
3	$ 135,393.75	$ 35,393.75	$ 100,000.00	2025-2026
4	$ 135,268.75	$ 30,268.75	$ 105,000.00	2026-2027
5	$ 136,543.75	$ 26,543.75	$ 110,000.00	2027-2028
6	$ 139,293.75	$ 24,293.75	$ 115,000.00	2028-2029
7	$ 141,943.75	$ 21,943.75	$ 120,000.00	2029-2030
8	$ 144,493.75	$ 19,493.75	$ 125,000.00	2030-2031
9	$ 141,915.63	$ 16,915.63	$ 125,000.00	2031-2032
10	$ 144,206.25	$ 14,206.25	$ 130,000.00	2032-2033
11	$ 141,281.25	$ 11,281.25	$ 130,000.00	2033-2034
12	$ 143,134.38	$ 8,134.38	$ 135,000.00	2034-2035
13	$ 139,928.13	$ 4,928.13	$ 135,000.00	2035-2036
14	$ 141,662.50	$ 1,662.50	$ 140,000.00	2036-2037

Series 2021, TWDB

Paid from Utility Fund

Year	Payment	Interest	Principal	FY
0	$ 168,749.50	$ 63,749.50	$ 105,000.00	2022-2023
1	$ 172,567.00	$ 62,567.00	$ 110,000.00	2023-2024
2	$ 176,329.50	$ 61,329.50	$ 115,000.00	2024-2025
3	$ 175,064.50	$ 60,064.50	$ 115,000.00	2025-2026
4	$ 178,772.00	$ 58,772.00	$ 120,000.00	2026-2027
5	$ 177,452.00	$ 57,452.00	$ 120,000.00	2027-2028
6	$ 176,132.00	$ 56,132.00	$ 120,000.00	2028-2029
7	$ 174,812.00	$ 54,812.00	$ 120,000.00	2029-2030
8	$ 178,464.50	$ 53,464.50	$ 125,000.00	2030-2031
9	$ 177,089.50	$ 52,089.50	$ 125,000.00	2031-2032
10	$ 180,687.00	$ 50,687.00	$ 130,000.00	2032-2033
11	$ 179,257.00	$ 49,257.00	$ 130,000.00	2033-2034
12	$ 177,794.50	$ 47,794.50	$ 130,000.00	2034-2035
13	$ 181,183.00	$ 46,183.00	$ 135,000.00	2035-2036
14	$ 179,367.25	$ 44,367.25	$ 135,000.00	2036-2037
15	$ 177,382.75	$ 42,382.75	$ 135,000.00	2037-2038
16	$ 180,209.00	$ 40,209.00	$ 140,000.00	2038-2039
17	$ 177,857.00	$ 37,857.00	$ 140,000.00	2039-2040
18	$ 180,333.75	$ 35,333.75	$ 145,000.00	2040-2041
19	$ 177,658.50	$ 32,658.50	$ 145,000.00	2041-2042
20	$ 179,833.00	$ 29,833.00	$ 150,000.00	2042-2043
21	$ 176,863.00	$ 26,863.00	$ 150,000.00	2043-2044
22	$ 178,751.25	$ 23,751.25	$ 155,000.00	2044-2045
23	$ 180,451.00	$ 20,451.00	$ 160,000.00	2045-2046
24	$ 177,035.00	$ 17,035.00	$ 160,000.00	2046-2047
25	$ 178,508.25	$ 13,508.25	$ 165,000.00	2047-2048
26	$ 179,814.50	$ 9,814.50	$ 170,000.00	2048-2049
27	$ 180,958.75	$ 5,958.75	$ 175,000.00	2049-2050
28	$ 176,995.00	$ 1,995.00	$ 175,000.00	2050-2051

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ORDINANCE NO. 2024-09-004

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS ADOPTING THE DIBOLL MUNICIPAL OPERATING BUDGET FOR FISCAL YEAR 2024-2025

WHEREAS, heretofore an operating budget for the Fiscal Year of October 01, 2024 through September 30, 2025 has been prepared by the Finance Director and City Manager and submitted to the City Council; and

WHEREAS, the City Council has reviewed, commented, and made changes that were incorporated into the budget through a public workshop held July 23, 2024, as well as public hearings held September 3, 2024 and September 10, 2024; and

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS THAT:

Section 1. The budget for Fiscal Year 2024-2025 is hereby approved.

Section 2. This ordinance shall be effective from October 1, 2024 through September 30, 2025.

PASSED, APPROVED, AND ADOPTED on this 10th day of September, 2024.

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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SOLID WASTE COLLECTION SERVICE CONTRACT

This Contract made and entered into effective as of the 30th day of November, 2017, by and between the CITY OF DIBOLL, Texas (the "CITY"), and PINEY WOODS SANITATION, INC., a Texas Corporation (the "CONTRACTOR"), with its principal office located at P. O. Box 1417, Huntington, Texas 75949, and with the same business address:

W I T N E S S E T H:

WHEREAS, the CITY desires to retain the services of a waste disposal company; and

WHEREAS, the CITY desires to protect and preserve the public health and safety of its citizens; and

WHEREAS, the CITY has approximately 1,500 active residential and approximately 80 commercial solid waste collection accounts in its corporate limits, which it will require to pay for solid waste disposal service; and

WHEREAS, CONTRACTOR represents and affirms that it is a competent and qualified waste disposal company and desires to provide services according to the terms and conditions stated herein;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties do agree as follows:

1. TERM.

The initial term of this Contract shall be for a five-year period commencing on December 1, 2017. This Contract may be terminated by City at the end of the initial term by giving CONTRACTOR written notice of such intention at least six (60) days prior to the expiration of such term. Unless terminated at the end of the initial term, this Contract will automatically be renewed for up to two successive five-year periods until notified by CITY six (60) days prior to end of renewal term.

2. DEFINITIONS.

A. Bags. Plastic sacks designed to store refuse with sufficient wall strength to maintain physical integrity when lifted by top. Total weight of a bag and its contents shall not exceed 45 pounds.

B. Bulky Waste. Stoves, refrigerators, water tanks, washing machines, furniture and other waste materials other than construction debris, dead animals, hazardous waste or stable matter with weights or volumes greater than those allowed for containers.

C. Bundle. Tree, shrub and brush trimmings or newspaper and magazines, securely tied together, forming an easily handled package not exceeding four feet in length or 40 pounds in weight.

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D. City. City of Diboll, Texas

E. Construction Debris. Waste building materials, resulting from construction remodeling, repair or demolition operations.

F. Container. For residential customers providing their own container, this term shall mean a receptacle having handles of adequate strength for lifting and having a tight fitting lid capable of preventing entrance into the containers by vectors. The mount of a container shall have a diameter greater than or equal to that of the base. The weight of such a container and its contents shall not exceed 60 pounds. Commercial containers and residential containers equal to or larger than 35 gallons will be of a size and type specified by the CONTRACTOR. In no instance will barrels be considered to be approved containers.

G. Contractor. The person, corporation or partnership performing the solid waste collection and disposal under contract with the CITY.

H. Dead Animals. Animals, or portions thereof, equal to or greater than 10 pounds, including any and all household animals, that have expired from any cause, except those slaughtered or killed for human use.

I. Disposal Site. A refuse depository, including but not limited to, sanitary landfills, transfer stations, incinerators, and waste processing/separation centers licensed, permitted, or approved to receive for processing or final disposal of refuse and dead animals by all governmental bodies and agencies having jurisdiction and requiring such licenses, permits or approvals.

J. Garbage. Every accumulation of waste (animal, vegetable and/or other matter) that results from the preparation, processing, consumption, dealing in, handling, packing, canning, storage, transportation, decay or decomposition of meats, fish, fowl, birds, fruits, grains, or other animal or vegetable matter (including, but not by way of limitation, used tin cans and other food containers; and all putrescible or easily decomposable waste animal or vegetable matter which is likely to attract flies or rodents). Any and all dead animals of less than 10 pounds in weight, except those slaughtered for human consumption; except (in all cases) any matter included in the definition of Bulky Waste, Construction Debris, Dead Animals, Hazardous Waste, Rubbish or Stable Matter.

K. Hazardous Waste. Any chemical, compound, mixture, substance or article which is designated by the United States Environmental Protection Agency, or appropriate agency of the State to be "hazardous" s that term is defined by or pursuant to Federal or State law.

L. Producer. An occupant of a Residential Unit who generates Refuse.

M. Refuse. This term shall refer to Residential Refuse and Bulky Waste, Construction Debris and Stable Matter generated at a Residential Unit, unless the context otherwise requires.

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N. Residential Refuse. All Garbage and Rubbish generated by a Producer at a Residential Unit.

O. Residential Unit. A dwelling within the corporate limits of the City occupied by a person or group of persons comprising not more than two families. A Residential Unit shall be deemed occupied when a utility is being supplied thereto.

P. Rubbish. All paper, printed matter, used and discarded clothing, used and discarded shoes and boots, combustible waste pulp and other products, such as are used for packaging, or wrapping, crockery and glass, ashes, cinders, floor sweepings, glass, mineral or metallic substances, and any and all other waste materials not included in the definition of Bulky Waste, Construction Debris, Dead Animals, Garbage, Hazardous Waste or Stable Matter.

Q. Stable Matter. All manure and other waste matter normally accumulated in or about a stable, or any animal, livestock or poultry enclosure, and resulting from the keeping of animals, poultry or livestock.

3. CONTRACTOR'S WARRANTIES.

CONTRACTOR warrants and represents that it is qualified to engage in the business of waste disposal, in the event that certain certification or licensing is necessary as a result of state or federal law to perform the services to be provided, CONTRACTOR agrees to secure such certification or license within the prescribed time frame set by the certifying or licensing entity.

In performing all services required of it under this service contract, CONTRACTOR shall comply with applicable federal, state, county, and city statutes, ordinances and regulations.

4. CITY'S WARRANTIES.

CITY warrants and represents that it shall timely perform its obligations hereunder and shall at no time request CONTRACTOR to take any action with regard to waste disposal services which would or could violate any federal, state, county and/or city statutes, ordinances, laws, regulations, licensing or permitting requirement(s). Further, CITY warrants and represents, based on its best information and belief, that it has taken all actions which are necessary and/or provided for in accordance with all federal, state, county, city, and/or local statutes, laws, ordinances, and regulations to legally enter into and execute this Contract so as to render the same effective and binding upon the CITY under the terms and conditions stated herein.

5. OPERATIONS.

CONTRACTOR shall have exclusive right and privilege within the jurisdictional boundaries of the City and any tracts, territories and areas hereafter annexed to, or acquired by the City, to conduct business for the purpose of collection and disposal of residential, commercial, and roll-off solid waste, garbage, refuse, trash, rubbish, and recycle materials so long as any agreement is in full force and in effect.

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A. CONTRACTOR's Requirements:

CONTRACTOR shall furnish all labor, supervision, and equipment necessary to provide waste disposal services within the CITY for the consideration set out herein. It is expressly understood and agreed that CONTRACTOR shall collect and deliver at a disposal site, all garbage, trash, and the refuse accumulated within the CITY where a charge for such service is made.

CONTRACTOR will provide once per week service of properly packaged residential waste, grass clippings, leaves, tree trimmings and branches. Collection times shall be set by CONTRACTOR. Residential solid waste collections shall not start before 6 a.m. or continue after 6 p.m. of any day, unless the CONTRACTOR reasonably determines that an exception is necessary to complete collection on an existing route due to unusual circumstances. CONTRACTOR will pay to CITY a sum equal to 12% per month of the gross collection for residential services, excluding sales tax.

CONTRACTOR may designate up to three (3) holidays per year when waste disposal services will not be provided. Designation of holidays will occur by January 15 of each year of this Contract. In those weeks having a scheduled holiday, CONTRACTOR will provide once per week service to residential customers.

The schedule may also be altered by CONTRACTOR in the event of inclement weather and Acts of God that makes it unsafe to transport the waste to landfill site. Notice of any such change in pickup shall be made with at least twenty-four (24) hour advance notice, except when circumstances prevent such notice.

CONTRACTOR shall not be required to pick up any stumps, concrete, dirt, stable matter, dead animals, or hazardous waste.

CONTRACTOR shall not pick up and/or haul waste that is prohibited under federal and/or state law. Further, CONTRACTOR shall not pick up and/or dispose of any type of medical waste, paint or paint containers, liquid waste, automobile tires, oil filters, lead acid batteries, petroleum products and by-products and/or explosive materials, or any other disposal site/landfill prohibited material, as part of this service for the fee specified. In the event such waste and/or products are found, CONTRACTOR shall not pick up the same and/or the containers in which the waste and/or waste products are located.

CONTRACTOR shall not be required to pick up any garbage or rubbish that is not in a bag or container. There will be a bag limit of or equal to ten (10), thirty-gallon bags per residential unit.

CONTRACTOR will provide solid waste collection service to all commercial accounts within the CITY's corporate limits. CONTRACTOR will pay to CITY a sum equal to 12% per month of the gross collection for commercial and roll-off services, excluding sales tax. CONTRACTOR will pay to CITY a franchise fee of 6% (excluding sales tax), quarterly, of gross collection of customers that require temporary roll-off service, such as construction, remodeling and demolition debris.

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Commercial and roll-off solid waste collections shall not start before 5 a.m. or continue after 6 p.m. of any day, unless the CONTRACTOR reasonably determines that an exception is necessary to complete collection on an existing route due to unusual circumstances.

CONTRACTOR will provide waste collection and recycling services to all municipal facilities at no charge; provided, however, service shall not exceed the size of container provided to City by CONTRACTOR. Further, CONTRACTOR will not be required to accept, without charge, those items otherwise prohibited by this paragraph. CONTRACTOR will annually provide up to 10 roll-off containers, at no charge, for the CITY's use at their discretion. Services required by CITY beyond the allotted free services will be at regular charges.

CONTRACTOR will have a telephone number that will be answered between the hours of 8:00 a.m. and 5:00 p.m. Monday-Friday (except holidays) for customers' complaints, and Contractor will act promptly to address or remedy service complaints that are received.

CONTRACTOR agrees to respond within a reasonable time not to exceed two (2) days any complaint from the CITY or any citizen regarding services. CONTRACTOR shall maintain a written log of the source, date and nature of such complaint, the resolution thereof, and shall provide the CITY a written report regarding complaints and their resolutions upon request.

If requested by the CITY, CONTRACTOR will provide roll-off service for CITY's sewer sludge. Documentation of proper disposal will be provided to the CITY. Rates for sewer sludge disposal are listed in Attachment "A".

B. CITY'S Requirements:

CITY will require all residential customers to timely place garbage and rubbish in bags, boxes or containers as close as safely possible to the traveled portion of the right-of-way for collection.

CITY will be responsible for collecting a monthly charge for sanitation service from each of its residential and commercial utility customers and/or residential and commercial units located within the CITY'S corporate limits. CITY will remit payment to CONTRACTOR, on a monthly basis, for trash collection services provided by CONTRACTOR, with payment to be calculated based on the actual number of residential and commercial trash collection customers billed at the rate set forth in paragraph 9 herein. CITY will remit payment to CONTRACTOR by the 10th day of each month following the end of the service month for which payment is due.

CITY will be responsible for the collection and payment of all applicable sales taxes and all billing and collection costs and procedures for residential and commercial customers serviced hereunder.

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6. MATERIALS AND SUPPLIES.

CONTRACTOR may make containers and rollout carts available to customers. Containers and carts shall be maintained by CONTRACTOR in a safe and sanitary condition. All containers and carts shall be delivered and inventoried by the CONTRACTOR. Ownership of containers and rollout carts shall remain with the CONTRACTOR. CONTRACTOR will provide all other equipment and vehicles necessary for the collection and transportation of the waste material. CONTRACTOR will provide a total of 200 receptacles, approximately 30 gallon in size, at no cost to the CITY for their use during the term of the contract.

7. SUPERVISION.

Systematic inspection will be conducted by the representative of CONTRACTOR to ensure that all services are properly performed. CONTRACTOR'S employees, officers, and agents shall at no time be allowed to identify themselves or in any way represent themselves as being employees of the CITY. CONTRACTOR shall designate a representative who shall be available as a contact on a twenty-four (24) hour basis.

8. INSURANCE AND INDEMNIFICATION.

CONTRACTOR shall carry and maintain in force during the term of this Contract insurance coverage and limits listed as follows:

Coverage	Limits Liability
Workman's Compensation	Statutory
Employer's Liability	$1,000,000
Bodily Injury Liability	$1,000,000 each occurrence
Except Vehicle	$500,000 aggregate
Property Damage Liability	$1,000,000 each occurrence
Except Vehicle	$300,000 aggregate
Vehicle Property Damage Liability	$500,000 each occurrence
Vehicle Bodily Injury Liability	$500,000 combined single limit

CONTRACTOR must furnish a certificate of insurance establishing the insurance coverage stated herein, with insurance company(ies) acceptable to CITY before commencing work under this contract. All liability insurance coverage will name the CITY as an additional insured for claims, demands, suits, judgments, costs, charges, and expenses arising out of or in connection with any loss, damage, injury resulting from the negligence or other fault of CONTRACTOR, or CONTRACTOR'S agents, representatives, or employees. All certificates of insurance coverage, including worker's compensation coverage, shall provide that such coverage will not be canceled without at least thirty (30) days notice to CITY.

CONTRACTOR shall indemnify and hold harmless the CITY and its agents and employees from all damages, costs, expenses, and attorney fees for all claims, actions, and suits including claims and suits for death, personal injury, and property damage, arising out of, or connected with the work performed under this contract.

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9. COMPENSATION.

CONTRACTOR'S residential and commercial rates as set forth below shall be paid to CONTRACTOR in accordance with paragraph 5(B). Residential and commercial rates may be adjusted during the term of this Contract each time landfill costs are increased. Rate adjustments for landfill increases can not exceed actual increased amounts implemented by the landfill. Such increase shall be included in rates beginning thirty (30) days after written verification of such increase is provided to CITY by CONTRACTOR. Rates established by this agreement are calculated based upon the CITY'S representation to CONTRACTOR that there are approximately 1,500 active residential customer accounts in the CITY:

Rates for services provided are outlined in Exhibit "A", attached hereto and made a part of this Agreement.

Residences requiring cart service will be invoiced directly by CONTRACTOR on a quarterly basis. CONTRACTOR will pay to CITY a franchise fee of 6% (excluding sales tax), quarterly, of gross collection of customers that require cart service. The CITY will not be responsible for maintenance, inventory, repair, purchase, or control of residential carts.

Rolloff Container Service for residential or commercial usage shall be referred to the CONTRACTOR for current pricing.

Beginning on the first anniversary date of this Contract and on the anniversary date of this Contract each year thereafter, rates may be adjusted by CONTRACTOR by up to 75% of the annual change in the Consumer Price Index for the region, as published by the Bureau of Labor Statistics of the United States Department of Labor for the twelve (12) month period ending thirty (30) days before the anniversary date of this Contract. CONTRACTOR will notify CITY of the changes to be implemented at least thirty (30) days prior to the anniversary date hereof. CITY will have ten (10) days to contest the proposed change in rates, by providing CONTRACTOR written information as to why such proposed change is incorrect. Parties will use their best efforts to resolve any disagreement over rate adjustments.

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10. TERMINATION.

A. This Contract may be terminated by the CITY upon the following occurrences:

(1) Mutual agreement of the parties.

(2) Breach by CONTRACTOR of any of the conditions, covenants, or agreements contained herein after thirty (30) days written notice to CONTRACTOR by the CITY to cure such breach, covenant, condition or violation by CONTRACTOR. Such notice must define with specificity the alleged breach and requirements to cure and CONTRACTOR is required to remedy such breach within said thirty (30) day period of time. However, in the event the alleged breach cannot be cured within the thirty (30) day time period, this Contract will not be terminated provided CONTRACTOR immediately institutes actions required to cure such breach and continue such actions to cure until the breach is remedied. Remedy for said breach should not take longer than a total sixty (60) days.

(3) Failure of CONTRACTOR to dispose of waste to a certified disposal site or in any other manner as allowed by law.

B. This Contract may be terminated by CONTRACTOR upon the following occurrences:

(1) Mutual agreement of the parties.

(2) Breach by the CITY of any of the conditions, covenants or agreements contained herein upon thirty (30) days written notice to CITY by CONTRACTOR to cure such breach, covenant, condition or violation by CITY.

(3) Any changes in law, regulations and/or requirements implemented subsequent to the execution of this Contract which, in CONTRACTOR'S sole discretion, make it financially impractical to provide the service contemplated under this Contract and CITY is unwilling to negotiate for additional expenses caused by such changes. If CONTRACTOR elects to terminate this Contract pursuant to this paragraph, CONTRACTOR shall be required to provide the CITY a sixty (60) day notice to its intent to terminate this Contract in accordance with this paragraph.

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11. MISCELLANEOUS PROVISIONS.

A. Amendments. This Contract constitutes the entire agreement between the parties hereto and may not be changed except by written notice by all parties hereto.

B. Choice of Law. This Contract shall be governed by and construed in accordance with the laws of the State of Texas.

C. Construction. The language of this Contract shall be construed according to its fair meaning and not strictly for or against either party. All words in this Contract refer to whatever number or gender the context requires. Headings are for reference purposes and do not control interpretation. All the terms and words used in this Contract, regardless of the number and gender in which they are used, shall be deemed and construed to include any other number (singular and plural) or any other gender (masculine, feminine, or neuter) as the context or sense of this Contract, or any section or clause hereof may require. The locative adverbs "herein," "hereunder," "hereto," "hereinafter," and like words wherever the same appear herein, mean and refer to the Contract in its entirety and not to any specific paragraph, section or subsection hereof unless otherwise expressly designated in context.

D. Severability. To the extent that any provision herein is inconsistent with or in violation of any applicable law, rule or regulation, such provision shall be deemed modified so as to comply with such applicable law, rule or regulation, and shall not otherwise affect any other provisions of this Contract. Any provision of this Contract that is invalid or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining provisions of this Contract or affecting the validity or enforceability of that provision or any other provisions of this Contract in any other jurisdiction.

E. Incorporation by Reference. All exhibits, attachments or annexes referred to and attached hereto are incorporated by reference herein and made part of this Contract for all purposes, the same as if written in full in this Contract.

F. Survival of Covenants and Conditions. It is expressly agreed that all covenants and conditions relating to the rights and obligations of the parties hereto subsequent to the termination of this Contract shall survive the termination and shall continue in full force and effect in accordance with the terms of the specific provision.

G. Venue. The parties hereto consent that venue for any action brought under this Contract shall be in Angelina County.

H. Assignability. This Contract and any rights, duties and obligations thereunder may not be assigned without the prior written consent of all of the parties hereto and in the event of an attempted assignment by one party to this Contract without the express prior written consent of all other parties, such attempted assignment shall be void and without effect.

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I. Nondiscrimination. CONTRACTOR shall not discriminate against any person in the performance of obligations pursuant to this Contract because of race, sex, age, color, creed, religion, national origin, or disability.

J. Waiver. Any waiver by any party of a breach of any provision of this Contract shall not operate as or be construed to be a waiver of any other breach of such provision or of any breach of any other provision of this Contract. The failure of a party to insist upon strict adherence to any term of this Contract on one or more occasions shall not be considered a waver or deprive that party of the right thereafter to insist upon strict adherence to that term or any other term of this Contract. Any waiver must be in writing and signed by a duly authorized representative of the waiving party.

K. Counterparts. This Contract may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Contract shall not become effective until it is executed by both parties to this Contract.

L. Binding Effect. This Contract shall be binding upon and inure solely to the benefit of the parties hereto, and their respective successors, legal representatives, heirs and permitted assigns, and no other person shall have any legal or equitable right, remedy or claim under or in respect of or by virtue of this Contract or any provision herein contained.

M. Entire Contract. This Contract and the instruments called for by this Contract constitute the whole contract of the parties and supersede any commitment, agreement, memorandum or understanding previously made by the parties or any of those with respect to the subject matter of this Contract.

N. Remedies. The remedies provided to the parties by this Contract are not exclusive or exhaustive, nor cumulative of each other and in addition to any other remedies the parties may have.

O. Prior Agreements Suspended. This Contract constitutes the sole and only contract of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the within subject matter.

P. Attorney's Fees and Costs. If any action at law or in equity is necessary to enforce or interpret the terms of this Contract, the prevailing party shall be entitled to reasonable attorney fees, costs and necessary disbursements in addition to any other relief to which such party may be entitled.

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Q. Notices. All notices contemplated and/or required herein shall be in writing and shall be delivered in person or sent via certified mail, unless specifically provided otherwise.

Notices to CONTRACTOR shall be sent to:

Piney Woods Sanitation, Inc.
5002 Business 50 West
Jefferson City, MO 65109

Notices to CITY shall be sent to:

City of Diboll, Texas
P.O. Box 340
Diboll, TX 75941

The parties may consent to a different address for notices from time to time in writing signed by both parties hereto.

EXECUTED in multiple copies, each of which shall be deemed to be an original.

CITY OF DIBOLL, TEXAS

BY: _____

DATE: 3/20/17

PINEY WOODS SANITATION, INC.

BY: _____
Title: President

DATE: 3/24/17

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ATTACHMENT "A"

Residential Rate Schedule	Price	City 12%	Contractor
2017	$14.58	$1.75	$12.83

Commercial Solid Waste Collection

Size	Freq/Week	Price	City 12%	Contractor
2 yd	1	$ 86.79	$10.41	$76.38
2 yd	2	$155.89	$18.71	$137.18
2 yd	3	$169.26	$20.31	$148.95
2 yd	4	$198.02	$23.76	$174.26
2 yd	5	$231.72	$27.81	$203.92
3 yd	1	$97.32	$11.68	$85.65
3 yd	2	$164.73	$19.77	$144.97
3 yd	3	$201.18	$24.14	$177.04
3 yd	4	$234.88	$28.19	$206.70
3 yd	5	$273.86	$32.86	$240.99
4 yd	1	$118.81	$14.26	$104.55
4 yd	2	$179.48	$21.54	$157.94
4 yd	3	$227.51	$27.30	$200.21
4 yd	4	$305.87	$36.70	$269.17
4 yd	5	$392.39	$47.09	$345.31
6 yd	1	$124.71	$14.97	$109.74
6 yd	2	$225.83	$27.10	$198.73
6 yd	3	$312.20	$37.46	$274.73
6 yd	4	$411.21	$49.34	$361.86
6 yd	5	$495.47	$59.46	$436.01
8 yd	1	$179.48	$21.54	$157.94
8 yd	2	$281.65	$33.80	$247.85
8 yd	3	$384.45	$46.13	$338.32
8 yd	4	$487.67	$58.52	$429.15
8 yd	5	$579.31	$69.52	$509.79
Hand Acct		$18.54	$2.22	$16.31

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Rolloffs

Open top	Price	City 12%	Contractor
20 yd	$453.53	$49.34	$404.19
30 yd	$542.40	$59.00	$483.40
40 yd	$631.28	$68.67	$562.61
42 yd	$678.63	$73.82	$604.81

Compactor	Price	City 12%	Contractor
36 yd	$603.25	$65.62	$537.63
40 yd	$638.80	$69.49	$569.31
42 yd	$686.53	$74.68	$611.85

Open top; no landfill	Price	City 12%	Contractor
20 yd	$300.42	$32.68	$267.74
30 yd	$312.73	$34.02	$278.71
40 yd	$325.05	$35.36	$289.69
42 yd	$357.10	$38.85	$318.25

Compactor; no landfill	Price	City 12%	Contractor
36 yd	$321.69	$34.99	$286.70
40 yd	$325.96	$35.46	$290.50
42 yd	$358.05	$38.95	$319.10

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City of Diboll Volunteer Fire Department

August 2024 Council Report

August 5th

- Pledge
- Incident Reports
- Business meeting
- Discussion over tree call
- Clean station

  Fireman present (9)

August 12th

- Pledge
- Incident Reports
- Training SCBA
- Run trucks
- Clean station

  Fireman present (12)

August 19th

- Pledge
- Incident Reports
- Inspected equipment
- Clean station

  Fireman Present (10)

August 26th

- Pledge
- Incident Reports
- Run trucks
- Clean station

  Fireman Present (9)

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City of Diboll Volunteer Fire Department



August 2024 Emergency Incidents (17)

August 1, 2024 - 0750

- **Call # 2400000000**
  Atlas
  Alarm
  In City
  Trucks 55
  Diboll Fire personnel responded (3)
  7805, 7814, 7827

August 1, 2024 - 1515

- **Call # 2400000165**
  293 Morris Rd.
  Structure Fire
  Out of City
  Trucks 54, 55, 62
  Diboll Fire personnel responded (8)
  7801, 7810, 7814, 7820, 7822, 7825, 7827, 7836

August 2, 2024 - 1408

- **Call # 2400000166**
  HWY 59 South
  10/50
  Out of city
  Trucks 54, 58
  Diboll Fire personnel responded (5)
  7814, 7822, 7825, 7827, 7835

August 6, 2024 - 1322

- **Call # 2400000167**
  3436 FM 1818
  Tree on fire
  Out of City
  Trucks 54, 58
  Diboll Fire personnel responded (5)
  7805, 7814, 7822, 7825, 7827

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City of Diboll Volunteer Fire Department



August 6, 2024 - 1837

- **Call # 24000000168**
  174 Camp Rd
  Lift Assist
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7819, 7822, 7826, 7827

August 8, 2024 - 1822

- **Call # 24000000170**
  719 Dennis St
  10/50
  In city
  Trucks 54, 63
  Diboll Fire personnel responded (6)
  7814, 7820, 7822, 7825, 7826, 7827

August 10, 2024 - 1222

- **Call # 2400000164**
  Maynard / South First St
  10/50
  In City
  Trucks NA
  Diboll Fire personnel responded (5)
  7821, 7824, 7825, 7835, 7836

August 12, 2024 - 1030

- **Call # 2400000173**
  1775 Old Diboll HWY
  10/50
  In City
  Trucks NA
  Diboll Fire personnel responded (3)
  7805, 7827, 7836

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City of Diboll Volunteer Fire Department



August 12, 2024 - 1614

- **Call # 2400000174**
  813 Nelson
  Alarm
  In City
  Trucks N/A
  Diboll Fire personnel responded (6)
  7805, 7810, 7819, 7820, 7825, 7827

August 15, 2024 - 1042

- **Call # 2400000000**
  Old Diboll HWY/ Borden St
  Car Engine Fire
  In City
  Trucks 55
  Diboll Fire personnel responded (4)
  7805, 7827, 7835, 7836

August 16, 2024 - 1840

- **Call # 2400000000**
  HWY 59 N
  10/50
  Out of City
  Trucks 54, 55
  Diboll Fire personnel responded (6)
  7805, 7814, 7823, 7827, 7835, 7836

August 18, 2024 - 1214

- **Call # 2400000000**
  Temple Dr behind hotel/ washateria
  Power line on tree
  In City
  Trucks 63
  Diboll Fire personnel responded (4)
  7805, 7826, 7827, 7835

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City of Diboll Volunteer Fire Department



August 2024 - 0951

- **Call # 2400000154**
  FM 2108 / FM 819
  10/50
  Out of City
  Trucks NA
  Diboll Fire personnel responded (3)
  7825, 7824, 7827

August 20, 2024 - 1840

- **Call # 2400000179**
  Buttermilk / FM 1818
  10/50
  Out of City
  Trucks 54
  Diboll Fire personnel responded (5)
  7814, 7819, 7827, 7835, 7836

August 22, 2024 - NA

- **Call # 2400000000**
  201 Stubblefield Dr
  Natural Gas Leak
  In City
  Trucks NA
  Diboll Fire personnel responded (1)
  7827

August 27, 2024 - 1815

- **Call # 2400000181**
  HWY 59 N / Conner Rd
  10/50
  Out of City
  Trucks 54, 55
  Diboll Fire personnel responded (7)
  7805, 7814, 7819, 7820, 7826, 7827, 7835

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City of Diboll Volunteer Fire Department



August 30, 2024 - 1925

- **Call # 2400000184**
  8320 US HWY 59 S
  10/50
  Out of City
  Trucks 55
  Diboll Fire personnel responded (3)
  7810, 7820, 7826

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Diboll Police Department

Monthly DEPT. STATS

AUG 2024

CALLS FOR SERVICE (DISPATCHED)	**249**
CALLS FOR SERVICE (SELF-INITIATED)	**958**
BUSINESS/BUILDING CHECKS	**73**
EXTRA PATROLS/ PATROL REQUESTS	**189**
TRAFFIC STOPS	**702**
TOTAL ARRESTS	**10**
MISD. ARREST	**7**
FELONY ARREST	**3**
INCIDENT REPORTS	**32**
CRASH REPORTS	**7**

400 Kenley · P.O. Box 340 · Diboll, Texas 75941 · (936) 829-5586 · Fax (936) 829-5436

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Public Works Director Council Report – September 2024

UCRM-2 SCADA Upgrades: SCADA

Procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather

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stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

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Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule a final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

During the final walkthrough we found some issues with the SCADA programing at the WWTP. Techs are working with the manufacturers of the system controllers to correct the problem.

SOAP contractors have had issues with completing the scope of work associated with this project. After conferring with PSI they have decided to hire Prime Controls to come in and perform a complete system analysis of work completed by SOAP. This will be at no additional cost to the City.

Prime controls were on site 9/4/2024. We made site visits to all locations controlled by SCADA. Original scope of work was provided. They are now working on a complete system analysis for us to review.

Estimated completion date TBD .

Status: 95% Complete

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UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

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Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

The remaining meters have arrived, and installation scheduled for 5/22/2024

Incorrect meters were shipped. Correct meters have been reordered. Our second round of meter testing is scheduled for July.

We are still waiting for the meters to arrive. We have rescheduled the meter testing for after all meters are installed.

Estimated completion date of TBD

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

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Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

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KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

Proceeding with electrical design. KSA is wrapping up the final pieces of the specifications and contract documents. I anticipate submittal to TWDB for plan review next week.

Estimated completion date of 12/1/2025.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Crews have mobilized equipment to the job site. The pipe and materials have been delivered. Construction planned to start on 3-6-2024. Delayed due to weather.

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As of 4/3/2024 500 ft of pipe has been replaced, 2 new manholes installed, and 6 service taps completed.

Should be complete with all sewer work on Neil Pickett 5/9/2024. Street reconstruction to follow.

All sewer installation is complete. KSA is coordinating with Jeff Duplichain and Drewery to see when they can start the street reconstruction on Neil Pickett. Hopefully this rain will give us a little break.

Duplichain will be on site next week to mix 4 spots for Terracon to test. They plan to start pavement reconstruction in early August.

The paving contractor is tentatively scheduled to be on-site by the end of August.

Angelina Excavating (weather permitting) will complete the cement stabilization 9/6/2024. Randy McClemore of Namco said he would start the asphalt work as soon as Angelina was complete.

Estimated completion 9/31/2024.

Status: 85% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

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We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Last communication with Terry Black was that the materials have been delivered to his yard in Alto. He has a crew wrapping up a job in Greenville and should be onsite early this month.

Materials have been delivered to the job site and construction has started.

Received Pay Application #2 from Terry Black Construction yesterday. As of the end of June they have installed approximately 1,250 LF of pipe. As of my last conversation with Terry Black, they had completed up to the bypass and were coordinating with the TxDOT contractor for some ROW clearing that had not been completed.

Estimated completion date of 9/13/2024.

Status: 30% Complete

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

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Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

Lynn Street (Robert Nash to Justice Clark)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

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KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Bid opening scheduled for this Thursday 5/8/2024.

Lakey INC. Has been awarded the bid. Currently working with them on a timeline for construction.

Danny with KSA is scheduling a preconstruction meeting for next week.

Contractors have completed base repair on Mulberry/Hackberry Streets and Birdsong Lane. They are working on materials to replace the culvert on Hackberry. Pinevalley and Birdsong have been completed.

All streets within original scope of work are completed. Danny with KSA will be processing final invoices and make recommendations on the project moving forward.

Completion date: TBD

Status: 90% complete

Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

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We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation

- Haul work pipe, air compressor, and ancillary equipment necessary for wire brushing and jetting operations.
- Service rig and crew to mechanically wire brush the screen and blank liner with a sodium hypochlorite solution.
- Service rig, crew. And air compressor to jet accumulated debris from the bottom of the well.

Pumping Equipment and Rehabilitation

- New 300 GPM submersible pump with lift nipple
- New 50 HP, 3/60/460 volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor and downhole probe cables
- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box
- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders,

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conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

Specifications are at KSA for review. We should be ready to advertise next week 5/13/2024

Bid opening scheduled for Jun 13th.

Construction agreements have been sent to Smith Pump for execution. Once we have them back, we will review for completeness and send for execution by the mayor.

Preconstruction meeting scheduled for 8-9-2024. Notice to Proceed date will be set then.

Site visits completed 8/14/2024. Smith pump mobilizing and scheduling crews to be began work. They are planning to be on site by the middle of September.

Estimated completion date 11-31-2024

Status: 20% completed

SSO Project 2024

Completed last year in Area C.

Replace manhole ring and covers: 21 EA (Manholes 4,13,14,14A,15,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)
Install Insert dishes: 11 EA (Manholes 1A,3,18,22,41A,65,68,69,94,100,102)
Repair Sidewalk: 35 SF (Manhole 67)
Interior Rehabilitation 382 SF (Manholes 4,14,119,69)
Manhole Bench & Invert Repair: 4EA (Manholes 4,14,119,69)
Ring Encasements: 22 EA (Manholes 4,13,14,14A,15,18,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)

This year we will work on Area D and a few manholes in Area A.

Replace manhole ring and covers: 18 EA (D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)
Install Insert dishes: 1 EA (Manhole D28)
Interior Rehabilitation 384 SF (Manholes D52,D53,D55,D36B)

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Manhole Bench & Invert Repair: 4EA (Manholes D52,D53,D55,D36B)
Chimney Seals/Bottom Seal 2 VF: 4 EA (Manholes A24,A30,D52,D53)
Ring Encasements: 18 EA (Manholes
D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)

Estimated completion of: 12-15-2024
Status: 10% complete

Lumber Jack Lift Station

We experienced an alarm notification at the Lumberjack lift station. After working with Oncore and Payne electric we were able to confirm that the pump failures were due to a lightning strike. We have ordered new pumps and plan to install them on 5/9/2024. New pumps are installed and are being controlled by floats. The lighting strike also burnt up the newly installed SADA controller and PLC.

Scada controller installed. Waiting for TOSI box network controller repairs to be finished and the lift station repairs will be completed.

All logic programming completed lift station is fully operational.

Estimated completion: 10/9/2024

Status: 100% complete

Park Clean Up

10 trees were blown down form the storm that passed through on 4/28/2024. Parks and street crews have been working daily to cut up and hall of the debris. Three sections of walking trail were damaged totaling 70 feet. On 5/9/2024 another storm hit the park and blew down 2 more trees. The playland behind pavilion 2 was damaged and 100 ft of hike and bike trail.

Quotes have been received to make hiking bike trail repairs. Waiting on playland quote to file insurance claim.

Estimated completion: 10/16/2024

Status of completion: 75%

Ground Storage Meter and Lumberjack Hydrant

The water department changed our the broken 6 in gate valve and 6 inch booster pump meter at ground storage. They opened a few fire hydrants on Lumberjack Dr. to relieve pressure on the main. After repairs were complete the hydrant in front of the golf course dropped an we were not able to shut it off. Locates were called in and crews excavated the area to access the hard head valve that controlled the hydrant. We have black bagged the hydrant and scheduled repairs.

Estimated completion 11/12/2024

Status of completion: 65%

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Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 12/30/2024.

Status: 15% complete

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks, and geese. The benches and food disperser will be ordered in next year's funding cycle. Benches and food dispensers have been delivered and scheduled for install 6/18/2024

Estimated completion date 9/6/2024.

Status: 100% Complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to "get the lead out" so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

"Lead" where the service line is made of lead.

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"Galvanized Requiring Replacement" where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a "Lead Status Unknown" service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

"Non-lead" where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as "non-lead."

"Lead Status Unknown" where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 12/30/24

Status 10% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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Work Order Report

8/8/2024-9/6/2024

Service Address	Job Date	Job Code	Status	Staff	Last Edited Date
604 HALL	9/5/2024	Water Repairs/Maint	Open	WATER	09/05/2024 08:23 AM
1509 N TEMPLE	9/5/2024	Water Repairs/Maint	Open	WATER	09/05/2024 10:18 AM
3832 MOCKINGBIRD LN	9/5/2024	Water Repairs/Maint	Open	WATER	09/05/2024 08:29 AM
409 N FIRST	9/5/2024	Water Repairs/Maint	Open	WATER	09/05/2024 10:18 AM
190 FM 2497 meter near city flush box gandy	9/5/2024	Water Repairs/Maint	Open	WATER	09/05/2024 08:33 AM
1500 N HENDRICK B 3	9/5/2024	Water Repairs/Maint	Open	WATER	09/05/2024 11:40 AM
703 BOOKER	9/5/2024	Water Repairs/Maint	Open	WATER	09/05/2024 01:20 PM
1011 HOLUBEC	9/5/2024	Connect	Open	WATER	09/05/2024 02:30 PM
605 N TEMPLE	9/4/2024	Sewer Repairs/Maint	Open	WASTEWATER	09/04/2024 01:23 PM
1001 LYNN	9/4/2024	Service Action	Completed	WATER	09/04/2024 04:37 PM
1003 A LYNN	9/4/2024	Service Action	Completed	WATER	09/04/2024 04:46 PM
1003 C LYNN	9/4/2024	Service Action	Completed	WATER	09/04/2024 04:53 PM
1003 D LYNN	9/4/2024	Service Action	Completed	WATER	09/04/2024 04:55 PM
500 BURKE	9/4/2024	Disconnect	Open	WATER	09/04/2024 05:22 PM
814 WELLS	9/3/2024	Disconnect	Open	WATER	09/03/2024 08:46 AM
108 MAGNOLIA	9/3/2024	Service Action	Open	WATER	09/03/2024 09:16 AM
1103 LAWRENCE	9/3/2024	Occupant Change	Completed	WATER	09/03/2024 02:51 PM
1485 MOCKINGBIRD LN	9/3/2024	Street Repair/Maint	Open	STREET	09/03/2024 04:24 PM
1414 N HENDRICK	9/3/2024	Street Repair/Maint	Open	STREET	09/03/2024 04:49 PM
1394 N TEMPLE	8/30/2024	Reinstate	Completed	WATER	08/30/2024 09:08 AM
1516 S TEMPLE	8/30/2024	Street Repair/Maint	Open	STREET	08/30/2024 11:40 AM
308 THOMPSON	8/29/2024	Sewer Repairs/Maint	Completed	WASTEWATER	09/06/2024 07:42 AM

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1110 LAWRENCE	8/29/2024	Reinstate	Open	WATER	08/29/2024 11:45 AM
818 WELLS	8/28/2024	Reinstate	Open	WATER	08/28/2024 07:40 AM
1228 N TEMPLE	8/28/2024	Water Repairs/Maint	Completed	WATER	08/29/2024 07:41 AM
4162 MOCKINGBIRD LN	8/27/2024	Water Repairs/Maint	Open	WATER	08/27/2024 08:03 AM
1500 N HENDRICK B 1	8/27/2024	Reinstate	Completed	WATER	09/06/2024 07:31 AM
113 HENDRICK	8/27/2024	Water Repairs/Maint	Open	WATER	08/28/2024 02:53 PM
806 CYPRESS	8/27/2024	Misc	Open		08/27/2024 12:32 PM
306 PINE St	8/27/2024	Reinstate	Open	WATER	08/27/2024 02:05 PM
405 RUTLAND	8/27/2024	Reinstate	Open	WATER	08/27/2024 05:07 PM
1005 B LYNN	8/26/2024	Service Action	Completed	WATER	08/26/2024 09:16 AM
708 BOOKER	8/26/2024	Water Repairs/Maint	Completed	WATER	09/06/2024 07:30 AM
405 BIRDSONG	8/23/2024	Reinstate	Completed	WATER	08/23/2024 09:04 AM
1502 S FIRST	8/23/2024	Water Repairs/Maint	Open	WATER	08/23/2024 10:18 AM
223 N TEMPLE	8/23/2024	Reinstate	Completed	WATER	08/23/2024 10:46 AM
303 S TEMPLE	8/22/2024	Water Repairs/Maint	Open	WATER	08/22/2024 05:13 PM
709 PINEWOOD	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:32 AM
709 PINEWOOD	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:35 AM
112 HINES	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:37 AM
200 DEVEREAUX	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:39 AM
1125 PINECREST	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:44 AM
507 BOOKER	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:46 AM
118 HINES	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:48 AM
202 STUBBLEFIELD	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:50 AM
727 BOOKER	8/22/2024	Reinstate	Completed	WATER	08/22/2024 07:51 AM
1403 GLASS	8/22/2024	Reinstate	Completed	WATER	08/22/2024 08:02 AM
207 RUTLAND	8/22/2024	Reinstate	Completed	WATER	08/22/2024 08:35 AM
1005 B LYNN	8/22/2024	Connect	Completed	WATER	08/23/2024 08:19 AM
1005 A LYNN	8/22/2024	Connect	Completed	WATER	08/26/2024 09:11 AM

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1500 N HENDRICK B 2	8/21/2024	Cutoff	Completed WATER	08/26/2024 02:58 PM
1110 LAWRENCE	8/21/2024	Cutoff	Completed WATER	08/26/2024 02:43 PM
1419 RYAN CHAPEL RD	8/21/2024	Cutoff	Completed WATER	08/26/2024 08:12 AM
301 SAXTON	8/21/2024	Cutoff	Completed WATER	09/06/2024 07:26 AM
1212 PINECREST	8/21/2024	Cutoff	Completed WATER	08/21/2024 03:13 PM
700 LUMBERJACK Dr # B	8/21/2024	Cutoff	Completed WATER	08/22/2024 09:08 AM
707 CYPRESS	8/21/2024	Cutoff	Completed WATER	09/06/2024 07:27 AM
1500 N HENDRICK C 2	8/21/2024	Cutoff	Completed WATER	08/26/2024 03:00 PM
605 S TEMPLE	8/21/2024	Cutoff	Completed WATER	08/23/2024 07:38 AM
1403 GLASS	8/21/2024	Cutoff	Completed WATER	08/22/2024 09:08 AM
LIFT STATION/HOLUBEC	8/21/2024	Cutoff	Completed WATER	08/21/2024 09:02 AM
401 JACKSON	8/21/2024	Cutoff	Completed WATER	08/26/2024 08:03 AM
500 S TEMPLE	8/21/2024	Cutoff	Completed WATER	08/21/2024 09:05 AM
1500 N HENDRICK B 2	8/21/2024	Cutoff	Completed WATER	08/22/2024 09:13 AM
405 BIRDSONG	8/21/2024	Cutoff	Completed WATER	08/23/2024 11:02 AM
207 RUTLAND	8/21/2024	Cutoff	Completed WATER	08/23/2024 10:09 AM
1009 HOLUBEC	8/21/2024	Cutoff	Completed WATER	08/26/2024 03:00 PM
103 BORDEN DRIVE Remediation Field Treatment	8/21/2024	Cutoff	Completed WATER	08/21/2024 09:04 AM
1125 PINECREST	8/21/2024	Cutoff	Completed WATER	08/22/2024 07:55 AM
112 HINES	8/21/2024	Cutoff	Completed WATER	08/22/2024 07:54 AM
118 HINES	8/21/2024	Cutoff	Completed WATER	08/22/2024 07:56 AM
703 ASHFORD	8/21/2024	Cutoff	Completed WATER	08/26/2024 02:31 PM
300 PARK BLDG	8/21/2024	Cutoff	Completed WATER	08/21/2024 09:02 AM
202 DEVEREAUX	8/21/2024	Cutoff	Completed WATER	08/21/2024 11:46 AM
405 RUTLAND	8/21/2024	Cutoff	Completed WATER	08/26/2024 02:59 PM
1394 N TEMPLE	8/21/2024	Cutoff	Completed WATER	08/21/2024 09:03 AM
204 THOMPSON	8/21/2024	Cutoff	Completed WATER	08/29/2024 10:03 AM

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727 BOOKER	8/21/2024	Cutoff	Completed	WATER	08/22/2024 07:57 AM
306 PINE St	8/21/2024	Cutoff	Completed	WATER	08/26/2024 02:17 PM
202 ARRINGTON	8/21/2024	Cutoff	Completed	WATER	08/21/2024 09:13 AM
200 DEVEREAUX	8/21/2024	Cutoff	Completed	WATER	08/22/2024 07:54 AM
718 PINEWOOD	8/21/2024	Cutoff	Completed	WATER	08/26/2024 08:22 AM
200 HENDRICK	8/21/2024	Cutoff	Completed	WATER	08/21/2024 09:25 AM
202 STUBBLEFIELD	8/21/2024	Cutoff	Completed	WATER	08/22/2024 07:57 AM
507 BOOKER	8/21/2024	Cutoff	Completed	WATER	08/22/2024 07:55 AM
407 RUTLAND	8/21/2024	Cutoff	Completed	WATER	08/26/2024 02:59 PM
406 N TEMPLE Dr	8/21/2024	Cutoff	Completed	WATER	08/21/2024 09:03 AM
1106 LYNN	8/21/2024	Cutoff	Completed	WATER	08/22/2024 04:15 PM
709 PINEWOOD	8/21/2024	Cutoff	Completed	WATER	08/22/2024 07:33 AM
818 WELLS	8/21/2024	Cutoff	Completed	WATER	08/26/2024 02:09 PM
714 NELSON	8/21/2024	Cutoff	Completed	WATER	08/22/2024 07:55 AM
1307 GLASS	8/21/2024	Cutoff	Completed	WATER	08/23/2024 07:39 AM
202 ARRINGTON	8/21/2024	Reinstate	Completed	WATER	08/21/2024 09:09 AM
200 HENDRICK	8/21/2024	Reinstate	Completed	WATER	08/21/2024 09:24 AM
600 DENNIS	8/21/2024	Street Repair/Maint	Completed	STREET	08/27/2024 08:06 AM
1005 A LYNN	8/21/2024	Water Repairs/Maint	Open	WATER	08/21/2024 11:29 AM
202 DEVEREAUX	8/21/2024	Reinstate	Completed	WATER	08/21/2024 11:48 AM
1212 PINECREST	8/21/2024	Reinstate	Completed	WATER	08/21/2024 03:09 PM
1224 N TEMPLE	8/20/2024	Water Repairs/Maint	Completed	WATER	08/20/2024 08:10 AM
1228 N TEMPLE	8/20/2024	Water Repairs/Maint	Completed	WATER	08/21/2024 08:06 AM
1109 REDBUD AVE	8/20/2024	Service Action	Open	WATER	09/06/2024 07:22 AM
300 PARK BLDG	8/20/2024	Water Repairs/Maint	Open	WATER	08/20/2024 12:26 PM
700 PINE VALLEY Rd # west	8/20/2024	Water Repairs/Maint	Open	WATER	08/20/2024 12:52 PM
225 VFW # 1818	8/20/2024	Water Repairs/Maint	Open	WATER	08/20/2024 02:04 PM
925 DENMAN	8/20/2024	Sewer Repairs/Maint	Open	WASTEWATER	08/20/2024 02:33 PM

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1003 B LYNN	8/19/2024	Water Repairs/Maint	Completed	WATER	09/04/2024 04:17 PM
601 MULBERRY	8/19/2024	Sewer Repairs/Maint	Open	WASTEWATER	08/19/2024 12:07 PM
797 WELLS	8/19/2024	Water Repairs/Maint	Completed	WATER	08/21/2024 09:37 AM
601 MULBERRY	8/19/2024	Water Repairs/Maint	Open	WATER	08/19/2024 02:36 PM
1108 REDBUD AVE	8/19/2024	Water Repairs/Maint	Completed	WATER	08/29/2024 08:05 AM
402 N HENDRICK	8/16/2024	Disconnect	Completed	WATER	08/21/2024 09:51 AM
620 S TEMPLE	8/16/2024	Water Repairs/Maint	Open	WATER	08/16/2024 09:56 AM
291 LUMBERJACK Dr	8/16/2024	Water Repairs/Maint	Completed	WATER	08/16/2024 10:05 AM
291 LUMBERJACK Dr	8/16/2024	Water Repairs/Maint	Open	WATER	08/16/2024 10:08 AM
601 S TEMPLE	8/16/2024	Water Repairs/Maint	Open	WATER	08/16/2024 11:18 AM
601 DENNIS	8/16/2024	Street Repair/Maint	Open	STREET	08/16/2024 11:26 AM
306 OFFICE	8/16/2024	Street Repair/Maint	Completed	STREET	08/21/2024 10:12 AM
1500 N HENDRICK B 3	8/16/2024	Disconnect	Completed	WATER	08/22/2024 04:41 PM
291 LUMBERJACK Dr	8/16/2024	Connect	Open	WATER	08/21/2024 04:03 PM
702 S FIRST/AVALON	8/15/2024	Street Repair/Maint	Completed	STREET	08/19/2024 07:52 AM
1111 REDBUD AVE	8/15/2024	Water Repairs/Maint	Open	WATER	08/15/2024 02:06 PM
400 KENLEY CITY HALL	8/15/2024	Water Repairs/Maint	Completed	WATER	08/20/2024 10:59 AM
410 BOX FACTORY	8/14/2024	Street Repair/Maint	Completed	STREET	08/19/2024 07:53 AM
1106 N TEMPLE	8/14/2024	Sewer Repairs/Maint	Open	WASTEWATER	08/14/2024 04:14 PM
1108 REDBUD AVE	8/13/2024	Water Repairs/Maint	Completed	WATER	08/15/2024 08:16 AM
1395 N TEMPLE	8/13/2024	Water Repairs/Maint	Open	WATER	08/13/2024 11:52 AM
1310 N HENDRICK	8/13/2024	Water Repairs/Maint	Completed	WATER	08/15/2024 12:36 PM
410 BOX FACTORY	8/13/2024	Street Repair/Maint	Completed	STREET	08/19/2024 07:57 AM
601 DENNIS	8/13/2024	Street Repair/Maint	Completed	STREET	08/19/2024 07:57 AM
101 W BORDEN	8/13/2024	Reinstate	Completed	WATER	08/13/2024 07:50 AM
223 N TEMPLE	8/13/2024	Reinstate	Completed	WATER	08/13/2024 07:51 AM
406 N TEMPLE Dr	8/13/2024	Reinstate	Completed	WATER	08/13/2024 08:27 AM
1309 GLASS	8/12/2024	Water Repairs/Maint	Completed	WATER	09/06/2024 07:14 AM

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509 N SECOND	8/12/2024	Water Repairs/Maint	Completed WATER	09/06/2024 07:15 AM
1500 N HENDRICK B 2	8/10/2024	Disconnect	Completed WATER	08/21/2024 02:13 PM
204 THOMPSON	8/10/2024	Disconnect	Completed WATER	08/29/2024 10:03 AM
507 DEVEREAUX	8/9/2024	Reinstate	Completed WATER	08/09/2024 09:32 AM
344 FROSTY LN	8/8/2024	Misc	Open	08/08/2024 04:12 PM
1430 N TEMPLE JR'S PARTY BARN	8/8/2024	Connect	Completed WATER	08/08/2024 09:57 AM
1435 RYAN CHAPEL RD	8/8/2024	Disconnect	Completed WATER	08/09/2024 08:37 AM

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Code Compliance Report – August 2024

Bank and Post Office – Daily

Residential remodel permit applications- 603 Mulberry

Residential New Construction-

Fence permit- 1107 Red Oak Ln, 1214 S First

Storage/carport/shed permit-

Roofing permit- 607 Carter Dr, 720 Pinewood St

Plumbing permit-

Solar permit-

Generator Installation Permit- 504 Westchester

Commercial permit applications-

Electrical permit applications-

Junk vehicle Notifications- 316 Neil Pickett, Cypress St

Inspections – 504 Westchester, 900 South Meadows, 1014 Red Bud, 1106 N Temple Dr,1003 Lynn St A,B,C,D (Failed), 1005 Lynn St A,B (Failed), 1505 N Temple Dr, 1190 Maynard, 603 Mulberry

Certificate of occupancy- 1031 Denman St

New addresses-

Overgrown grass letters- 710 Booker, 318 Neil Pickett, 202 Thompson, 204 Thompson, ID# 18801 on N Temple, ID#18809,18810,18813 on N Temple, 203 Cosey Circle, 303 ½ Hines, 717 Dennis St,316 Neil Pickett, 104 Office St, GP Properties, 205 Pine Valley, ID# 150080 on Maynard St

Rubbish letters- 1306 S First, 1007 Oak Hollow, 613 Booker, 711 Booker, 204 Thompson

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Nuisance letter- 602 Dennis, ID# 12776 on Arrington Rd, ID# 88558 on HWY 59, 500 S Temple

Received complaint from concerning the fence being built at 1214 S First. There is a fence permit on file and they are not out of compliance.

Received multiple complaints about overgrown ditch on 1818. The property is outside of the city limits. The owner was contacted and asked to cut it. He agreed to have it cut.

I called and spoke with the manager at Brookshire Brothers and asked that they have their grass cut.

I received an email from the daughter of the citizens living at 613 Booker. She stated her parents are older and that they will be working to clean up the tree in their yard.

The contractor hired to cut 1443 N Temple, 709 Cypress, and 400 Rutland has completed the work.

I impounded 2 dogs from 604 Hall St. The owner got into a fight with someone and his dogs bit the person he was fighting. I took the 2 dogs to Kurth Memorial Animal Shelter for a 10-day quarantine. The owner stated he would be retrieving the dogs after quarantine. At the time of drop off the director of the shelter informed me they were at capacity and would not be able to receive any more animals for quarantine. She did state they would refer us to a vet clinic.

Due to the shelter being full we have not been able to pick up many animals.

Responded to two open records requests.

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Samantha Durham
Director of Finance

400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **September 10, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including August 2024 Financials Report for your review.

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Customer Meter Interface
Estimated Completion Date: August 2024
Status: 5% Complete

Fond regards,

Sam Durham

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LINEBARGER

ATTORNEYS AT LAW

2024

TAX ROLL TURNOVER

&

ANALYSIS OF DELINQUENT TAX ROLL

Prepared for:

CITY OF DIBOLL

1316 S. John Redditt Drive
Lufkin, Texas 75904
PH: (936) 639-5040
FAX: (936) 639-5059

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LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
ATTORNEYS AT LAW
1316 S. John Redditt Dr.
P. O. BOX 151704 (75915-1704)
LUFKIN, TEXAS

936/639-5040
FAX 936/639-5059

MEMORANDUM

TO: Trey Wilkerson, Mayor of the City of Diboll
Diboll City Council

FROM: James Guest, Attorney

DATE: August 7, 2024

RE: **2024 Turnover and Analysis of Delinquent Tax Roll**

I am providing you with the following information concerning the **2024 Turnover and Analysis of Delinquent Tax Roll for City of Diboll.** We have initiated our 2024-2025 delinquent collection efforts on behalf of the City and look forward to a successful collection cycle.

JULY, 2024 TURNOVER (2023 TAX YEAR)

Linebarger Goggan Blair & Sampson has received your 2023 delinquent tax roll. **On July 09, 2024, we mailed on 213 accounts that represented $139,086.91 in 2023 and prior years, delinquent tax, penalties, and interest due to City of Diboll.** A second mailing will be conducted in August.

The 2023 delinquency turned over to our law firm for collections in July 2024 was as follows:

203 accounts
$52,493.28 base tax

By comparison, the 2022 delinquency that the City of Diboll turned over to our law firm a year ago in July 2023 was:

212 accounts
$39,297.63 base tax

As you know, the "turnover" amount represents the delinquent receivable that has not been collected by the Tax Office between October-June of the same year and is considered the most collectible of the entire delinquent amount due to the City, because it is the most recent.

LINEBARGER
ATTORNEYS AT LAW

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COLLECTION PROCESS

Linebarger Goggan Blair & Sampson believes that a successful delinquent tax collection program must be multifaceted, flexible and tailored to each client's specific needs, and we have built a collection program for the City of Diboll that is both customized and comprehensive. Our collection program merges the disciplines of law and collections with highly sophisticated computer capabilities.

Our efforts are successful largely because of the extent of personal attention we expend in our collection efforts. City of Diboll can be assured that **our law firm has and will always treat your taxpayers with the highest level of courtesy**, while at the same time providing highly effective collection services.

ANALYSIS OF DELINQUENT TAX ROLL

City of Diboll total delinquent tax roll for all years is comprised of:

272 accounts
$150,684.46 base tax

Attached is an Analysis of the Delinquent Tax Roll for City of Diboll. These reports were generated to document the recent July delinquent mailing done on behalf of the District.

The reports included are:

Status of Accounts	Highlights the dollars that are not receiving a demand letter but are involved in lawsuit, bankruptcy and other means of collections, as well as accounts that are uncollectible due to reasons such as exempt, past statute of limitations, etc.
Property Type	Details the dollar range of delinquency by property type.
Work Plan	Collection activities planned for the 2024-2025 Collection Cycle.
Glossary	Definition of terminology.

Our office uses this information to produce a customized work plan to collect your delinquent taxes. We produce this information on a regular basis to monitor our collection program. This information may also be useful to you in budget forecasting and revenue planning projections. If it would be helpful to you to receive this information at other times, please let me know.

As always, we appreciate the opportunity to work with you. If you have any questions, or would like to meet to review this report, please call me at (936) 639-5040 or Janet Freeman, Area Manager at (936) 639-5040, extension 2187.

cc: Ashley Rains, Asst. Area Manager

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ANALYSIS OF DELINQUENT TAX ROLL

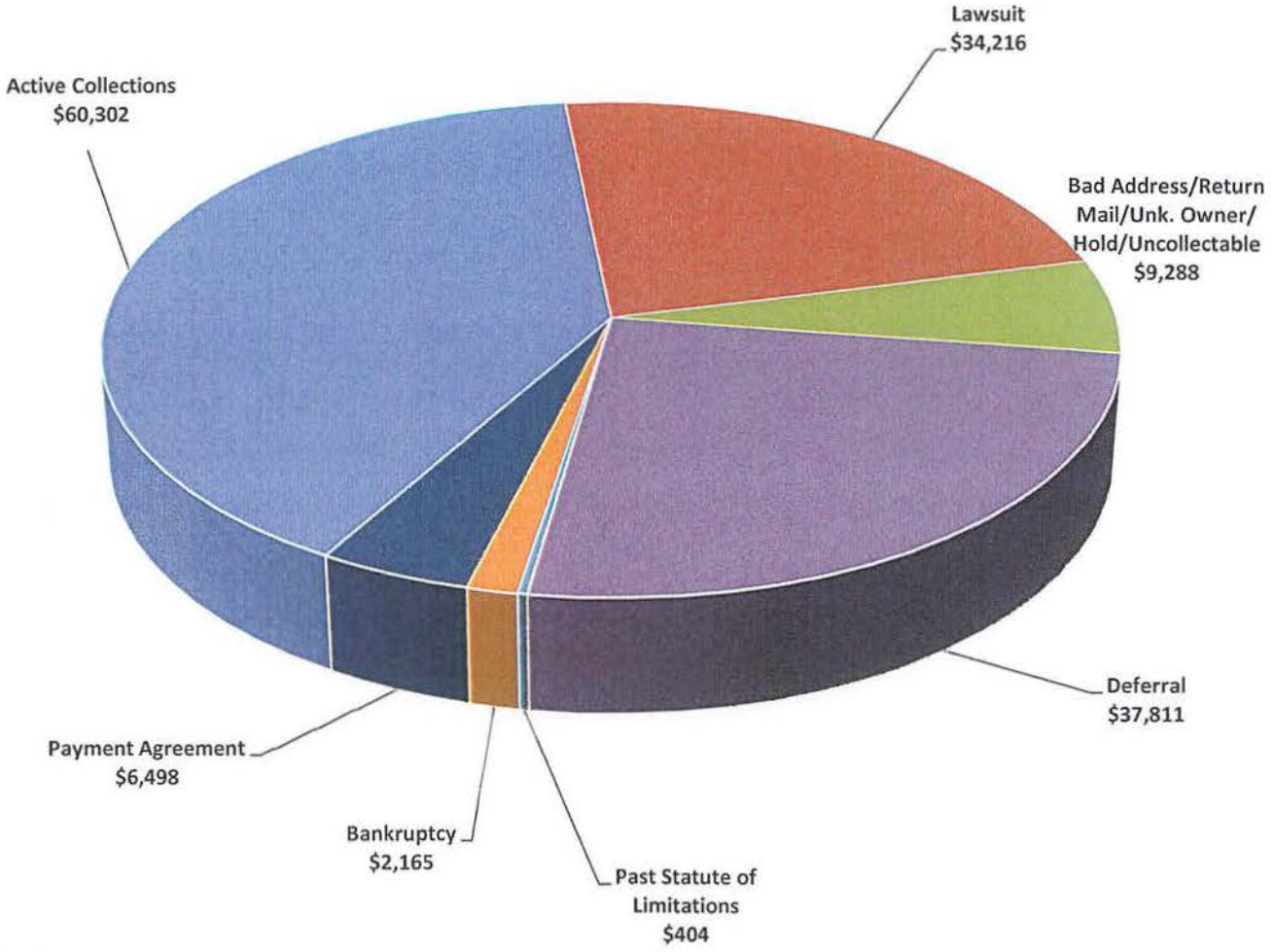
City of Diboll

JULY 2024

PREPARED BY:
LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
ATTORNEYS AT LAW
1316 S JOHN REDDIT DRIVE
LUFKIN, TEXAS 75904
(936) 639-5040
FAX (936) 639-5057

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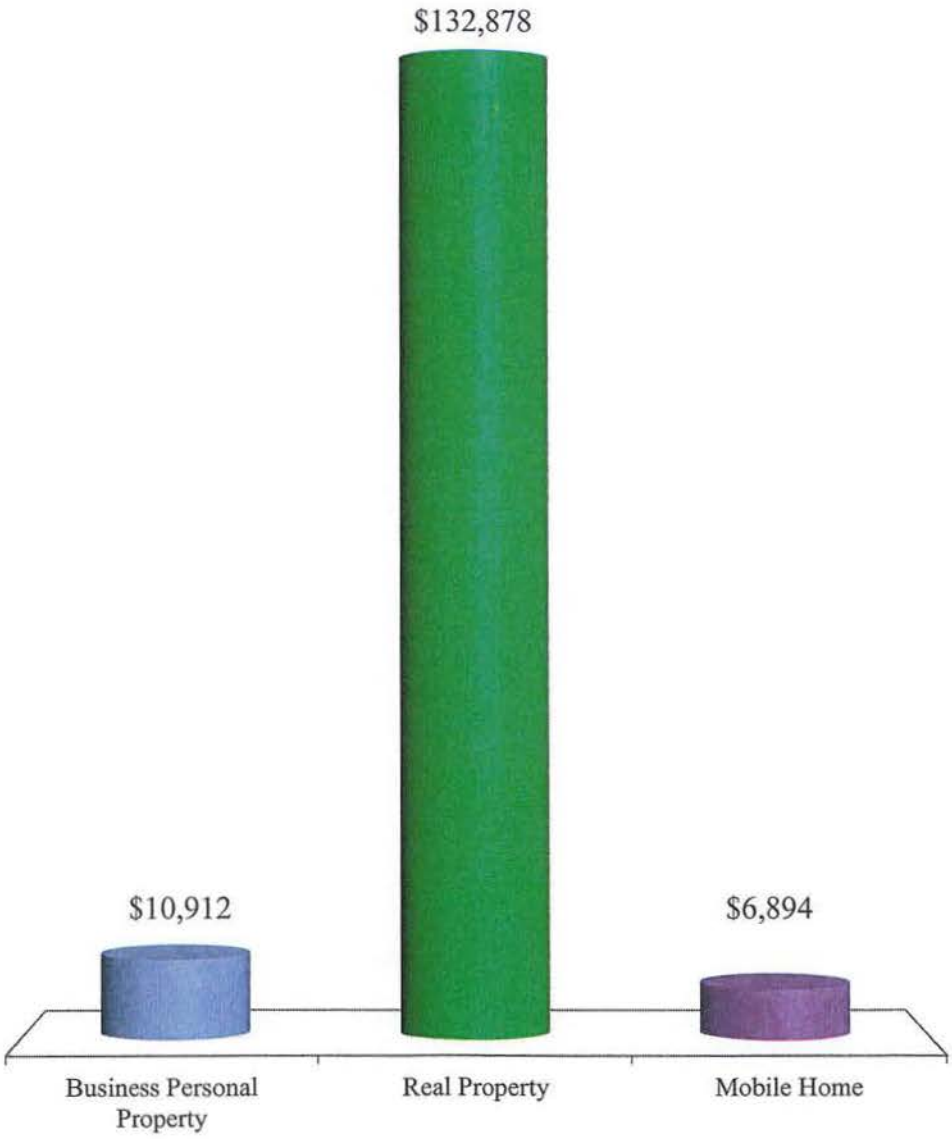
City of Diboll
Status of Accounts (Base Tax Only)



Source: Information taken from data provided by the Angelina County Tax Office to LGBS on July 1, 2024

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City of Diboll
Property Types (Base Tax Only)



Source: Information taken from data provided by the Angelina County Tax Office to LGBS on July 1, 2024

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Work Plan

Planned Activities for 2024 - 2025 Collection Cycle

1) Continue to mail demand letters to all delinquent taxpayers and increase the number and frequency of those mailings with letters scheduled to go out in April, July, August, September, November and February. Work with constituents on payment agreements and other methods to resolve delinquency.

2) Mail special, individualized Notice of Intent to Sue letters to specific targeted delinquent taxpayers in addition to the demand letters identified above.

3) Make targeted collections calls to delinquent taxpayers to assist them in finding a resolution of their tax debt.

4) File lawsuits against those that fail to respond to the Notice of Intent to Sue letters.

5) Continue to prosecute those lawsuits that are already pending and enforce judgments that are awarded by the Court.

6) Initiate the seizure and sale of business personal property as necessary and will use those seizures as a marketing tool to increase collections against all personal property accounts.

7) Schedule and hold foreclosure sales of properties that have been judicially foreclosed upon. Recovery of the taxes and costs will be sought.

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Glossary

Active Collections – Delinquent Tax accounts without limitations or restrictions.

Filed Petitions – A lawsuit filed with the court seeking to enforce the collection of unpaid delinquent taxes.

Non-Suit - The removal of a petition from the court with or without full payment, ending the suit process. Reasons for removal without full payment may include bankruptcy, assessment problems, over 65 deferrals on homestead, etc.

Title Update Requested - An abstract of title has been requested to verify ownership of the delinquent property and to identify any other person claiming a financial interest in the property through a filed instrument.

Awaiting Service - Notice in the form of a citation must be given to all defendants of a law suit. The sheriff's or constable's office attempts to deliver a citation to each defendant in person.

Judgment - The written final decision of the court in a lawsuit that provides for foreclosure of tax liens and sale of property on courthouse steps if taxes are not paid.

Release of Judgment - A document filed with the clerk of the court stating that the original judgment is no longer in effect, usually because taxes owed have been paid.

Abstract of Judgment - A document filed with the County Clerk that summarizes the court's judgment and attaches a lien to any real property owned by the defendant in the County.

Release of Abstract of Judgment - A document filed with the County Clerk stating the original Abstract of Judgment is no longer in effect, usually because taxes owed have been paid.

Tax Sale - The sheriff or constable conducts a public sale, now at the Real Auction Website, at which a person's real property may be sold to satisfy any delinquent taxes, penalties and interest due as stated in the court's judgment and order of sale.

Sold - The property was sold at the public sale.
Struck Off - The property was not sold at the public sale and was deeded to the taxing units.
Payment Agreement - The property owner entered into a written payment agreement before the sale occurred.
Paid Before Sale - The taxes, court costs and cost of sale were paid before the sale occurred.
Deferral - The owner signed and filed a document with the appraisal district and possibly the court stating that they are at least 65 years of age, the property is their

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homestead, and they wish to suspend payment of all current and delinquent taxes. A deferral abates action on the law suit or tax sale.

Fiscal Year - The period of time used for financial reporting usually beginning on the 1st day of a month and ending on the last day of the 12th succeeding month.

Collection Cycle - The period of time used for tax collection beginning July 1 and ending June 30 of the next calendar year.

Current Year Delinquent - Taxes assessed in the current tax year that remain due during the period of time beginning February 1 and ending June 30. Section 33.01 penalty and interest is accruing during this time, but the 15% 33.07 penalty has not attached to the taxes unless a petition filed to collect older taxes is pending against the property. The 20% 33.07 penalty will attach on July 1 when the taxes are referred to the law firm for collection.

Prior Delinquent - Taxes due from tax years before the current tax year. These taxes have previously been referred to the law firm for collection.

Uncollectible Roll - A listing of accounts from the tax roll that have not been paid and legal action is not possible or would be futile. These accounts are usually personal property that has been removed or destroyed, old accounts for which the owner is not known and cannot be determined and old mineral interests in wells that are no longer producing.

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, SEPTEMBER 10, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

Councilmember Schuyler Bacon

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Fire Chief Aaron Smith.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation:
Benita Sheffield Duffield addressed Council regarding accessory building ordinances.
Bill Goodwin addressed Council regarding numerous Diboll related items.
Christy Stephens addressed Council regarding the Lottie & Arthur Temple Civic Center.
Gary Gores addressed Council regarding streets in Deer Trace and other Diboll related items.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from August 13, 2024, Regular Session Meeting
b. Minutes from September 3, 2024, Special Called Meeting
c. Financial Statement for August 2024
d. 12-Month Attendance Record for August 2024

Daniel Lopez made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Ordinance 2024-09-002; establishing rates charged for water and sanitary sewer usage in the City of Diboll, Texas.

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Luis Maldonado made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #3: Consideration and possible action to adopt Ordinance 2024-09-003, approving and documenting a revised 2024 fee schedules, combining all categories of fees, for the City of Diboll.

Daniel Lopez made a motion to approve and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Item #4: PUBLIC HEARING – Second Reading of the Proposed 2024-2025 Fiscal Year Operating Budget for the City of Diboll.

Public Participation: Bill Goodwin addressed Council regarding fees on budget.

Item #5: Consideration and possible action to adopt Ordinance 2024-09-004, approving proposed 2024-2025 Fiscal Year Operating Budget.

Ray Williams, Jr. made a motion to approve and Nora Munoz second.
Record vote to approve, none opposed, motion carries.

Item #6: Consideration and possible action to approve a rate increase requested by Piney Woods Sanitation, Inc. (Live Oak Environmental, LLC d/b/a Live Oak Waste, LLC).

Sonny Hubbard requesting to Council for a rate increase.
Daniel Lopez made a motion to approve and no second.
Council raised concerns about poor performance lately.
Sonny Hubbard requested to be brought back for reconsideration after 90 days based on changed performance.

Item #7: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 6:01p.m.

Minutes of the September 10, 2024 Regular Session Meeting approved by council on this the 8th day of October, 2024.

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Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, October 8, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from September 10, 2024, Regular Session Meeting
b. Financial Statement for September 2024
c. 12-Month Attendance Record for September 2024

Item #2: Consideration and possible action to adopt Ordinance 2024-10-001, approving and documenting a revised 2024 fee schedules, combining all categories of fees, for the City of Diboll.

Item #3: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

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I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on October 4, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 10/04/2024



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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, SEPTEMBER 10, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

Councilmember Schuyler Bacon

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Fire Chief Aaron Smith.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation:
Benita Sheffield Duffield addressed Council regarding accessory building ordinances.
Bill Goodwin addressed Council regarding numerous Diboll related items.
Christy Stephens addressed Council regarding the Lottie & Arthur Temple Civic Center.
Gary Gores addressed Council regarding streets in Deer Trace and other Diboll related items.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from August 13, 2024, Regular Session Meeting
b. Minutes from September 3, 2024, Special Called Meeting
c. Financial Statement for August 2024
d. 12-Month Attendance Record for August 2024

Daniel Lopez made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Ordinance 2024-09-002; establishing rates charged for water and sanitary sewer usage in the City of Diboll, Texas.

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Luis Maldonado made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #3: Consideration and possible action to adopt Ordinance 2024-09-003, approving and documenting a revised 2024 fee schedules, combining all categories of fees, for the City of Diboll.

Daniel Lopez made a motion to approve and Ruben Terrazas second.
All in Favor, none opposed, motion carries.

Item #4: PUBLIC HEARING – Second Reading of the Proposed 2024-2025 Fiscal Year Operating Budget for the City of Diboll.

Public Participation: Bill Goodwin addressed Council regarding fees on budget.

Item #5: Consideration and possible action to adopt Ordinance 2024-09-004, approving proposed 2024-2025 Fiscal Year Operating Budget.

Ray Williams, Jr. made a motion to approve and Nora Munoz second.
Record vote to approve, none opposed, motion carries.

Item #6: Consideration and possible action to approve a rate increase requested by Piney Woods Sanitation, Inc. (Live Oak Environmental, LLC d/b/a Live Oak Waste, LLC).

Sonny Hubbard requesting to Council for a rate increase.
Daniel Lopez made a motion to approve and no second.
Council raised concerns about poor performance lately.
Sonny Hubbard requested to be brought back for reconsideration after 90 days based on changed performance.

Item #7: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 6:01p.m.

Minutes of the September 10, 2024 Regular Session Meeting approved by council on this the 8th day of October, 2024.

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_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 09/30/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	9,000.00	9,000.00	500.00	11,000.00	11,000.00	-2,000.00
3200 - Fines and Fees	276,080.00	276,080.00	45,115.00	340,696.81	340,696.81	-64,616.81
3210 - Licenses & Permits	26,000.00	26,000.00	2,548.40	37,326.46	37,326.46	-11,326.46
3500 - Franchise Tax	375,000.00	375,000.00	0.00	377,532.92	377,532.92	-2,532.92
3550 - Property Tax	1,421,018.00	1,421,018.00	6,568.64	1,462,918.24	1,462,918.24	-41,900.24
3700 - Sales Tax	865,000.00	952,000.00	68,591.99	1,054,210.30	1,054,210.30	-102,210.30
3800 - Interest	32,000.00	32,000.00	870.06	31,462.33	31,462.33	537.67
3805 - Miscellaneous	39,800.00	43,724.57	224.34	56,050.61	56,050.61	-12,326.04
3940 - Contributions & Grants	1,559.33	1,559.33	0.00	30,160.42	30,160.42	-28,601.09
3960 - Donations	10,800.00	10,800.00	41.57	10,841.57	10,841.57	-41.57
Revenue Total:	**3,056,257.33**	**3,147,181.90**	**124,460.00**	**3,412,199.66**	**3,412,199.66**	**-265,017.76**
Expense						
4000 - Insurance	67,600.44	67,600.44	0.00	68,238.87	68,238.87	-638.43
4010 - Grant Expense	0.00	0.00	75.57	3,440.61	3,440.61	-3,440.61
4030 - Fines & Fees	400.00	400.00	0.00	417.05	417.05	-17.05
4040 - Administrative	249,216.00	248,938.25	2,959.10	233,919.47	233,919.47	15,018.78
4080 - Capital Purchase	22,378.00	22,378.00	8,200.00	30,577.00	30,577.00	-8,199.00
4100 - Contractual & Professional Services	203,405.01	202,767.51	23,119.81	208,077.44	208,077.44	-5,309.93
4110 - Intergov't Contracts	171,000.00	171,000.00	1,750.00	179,504.10	179,504.10	-8,504.10
4210 - Project Expense	92,097.14	112,097.14	1,299.99	96,087.69	96,087.69	16,009.45
4300 - Utility	109,440.00	109,440.00	6,605.43	93,757.92	93,757.92	15,682.08
4400 - Repairs & Maintenance	294,516.02	305,365.47	5,835.93	148,013.60	148,013.60	157,351.87
4460 - Materials & Supplies	183,660.90	185,451.50	11,594.34	177,187.45	177,187.45	8,264.05
4500 - Miscellaneous	6,992.81	6,966.38	84.68	5,620.17	5,270.17	1,696.21
4800 - Payroll Expense	2,211,460.63	2,211,460.63	180,073.86	2,207,187.21	2,207,187.21	4,273.42
4860 - Personnel	47,975.00	47,201.20	6,344.91	34,414.25	34,064.25	13,136.95
9999 - Transfers	-465,939.62	-465,939.62	0.00	0.00	0.00	-465,939.62
Expense Total:	**3,194,202.33**	**3,225,126.90**	**247,943.62**	**3,486,442.83**	**3,485,742.83**	**-260,615.93**
Fund: 01 - General Fund Surplus (Deficit):	**-137,945.00**	**-77,945.00**	**-123,483.62**	**-74,243.17**	**-73,543.17**	**-4,401.83**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,717,397.00	3,717,397.00	281,996.84	3,250,729.22	3,250,729.22	466,667.78
3130 - Penalties & Interest	25,000.00	25,000.00	220,627.17	1,668,273.74	1,668,273.74	-1,643,273.74
3800 - Interest	21,000.00	21,000.00	0.00	20,625.70	20,625.70	374.30
3805 - Miscellaneous	14,000.00	14,000.00	31,421.83	74,126.92	74,126.92	-60,126.92
3940 - Contributions & Grants	0.00	0.00	0.00	449,522.45	449,522.45	-449,522.45
Revenue Total:	**3,777,397.00**	**3,777,397.00**	**534,045.84**	**5,463,278.03**	**5,463,278.03**	**-1,685,881.03**
Expense						
4000 - Insurance	32,347.27	32,347.27	0.00	33,296.87	33,296.87	-949.60
4010 - Grant Expense	0.00	0.00	0.00	219,072.45	219,072.45	-219,072.45
4030 - Fines & Fees	1,755.00	1,755.00	-178.46	616.20	616.20	1,138.80
4040 - Administrative	29,699.00	29,699.00	10,896.54	58,529.06	58,529.06	-28,830.06
4080 - Capital Purchase	211,352.00	241,882.00	520.00	76,220.50	76,220.50	165,661.50
4100 - Contractual & Professional Services	884,025.04	884,025.04	72,496.95	1,052,352.87	1,052,352.87	-168,327.83
4110 - Intergov't Contracts	50,000.00	50,000.00	0.00	28,757.33	28,757.33	21,242.67
4300 - Utility	150,620.00	150,620.00	11,315.57	149,387.82	149,387.82	1,232.18
4400 - Repairs & Maintenance	269,951.00	299,421.00	6,982.23	178,610.84	178,610.84	120,810.16
4460 - Materials & Supplies	238,455.73	238,455.73	20,369.99	190,395.46	190,395.46	48,060.27
4800 - Payroll Expense	606,506.34	606,506.34	40,833.24	584,037.39	584,037.39	22,468.95
4860 - Personnel	9,001.00	9,001.00	1,687.62	2,595.50	2,595.50	6,405.50
9999 - Transfers	1,340,784.62	1,340,784.62	0.00	464,467.00	464,467.00	876,317.62
Expense Total:	**3,824,497.00**	**3,884,497.00**	**164,923.68**	**3,038,339.29**	**3,038,339.29**	**846,157.71**
Fund: 02 - Utility Fund Surplus (Deficit):	**-47,100.00**	**-107,100.00**	**369,122.16**	**2,424,938.74**	**2,424,938.74**	**-2,532,038.74**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	117.50	1,767.50	1,767.50	-1,767.50
3900 - Rentals & Leases	70,100.00	70,100.00	7,100.00	70,298.03	70,298.03	-198.03
Revenue Total:	**70,100.00**	**70,100.00**	**7,217.50**	**72,065.53**	**72,065.53**	**-1,965.53**
Expense						
4000 - Insurance	600.00	600.00	0.00	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	0.00	1,389.52	1,389.52	24.48
4100 - Contractual & Professional Services	1,450.00	1,450.00	60.00	1,363.10	1,363.10	86.90
4300 - Utility	56,336.00	56,336.00	6,002.15	61,464.10	61,464.10	-5,128.10
4400 - Repairs & Maintenance	20,800.00	20,800.00	2,377.47	12,976.93	12,976.93	7,823.07
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-51,147.00	-51,147.00	0.00	0.00	0.00	-51,147.00
Expense Total:	**70,100.00**	**70,100.00**	**8,439.62**	**77,823.75**	**77,823.75**	**-7,723.75**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**-1,222.12**	**-5,758.22**	**-5,758.22**	**5,758.22**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	2,941.17	111,441.17	0.00	109,830.96	109,830.96	1,610.21
Revenue Total:	**172,554.17**	**281,054.17**	**0.00**	**109,830.96**	**109,830.96**	**171,223.21**
Expense						
4010 - Grant Expense	108,224.00	216,724.00	2,610.66	89,593.42	89,593.42	127,130.58
4210 - Project Expense	5,344.17	5,344.17	700.00	4,917.64	4,917.64	426.53
Expense Total:	**113,568.17**	**222,068.17**	**3,310.66**	**94,511.06**	**94,511.06**	**127,557.11**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**58,986.00**	**58,986.00**	**-3,310.66**	**15,319.90**	**15,319.90**	**43,666.10**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	7,315.38	7,315.38	6,684.62
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
Revenue Total:	**45,000.00**	**45,000.00**	**0.00**	**7,315.38**	**7,315.38**	**37,684.62**
Expense						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
Expense Total:	**35,250.00**	**35,250.00**	**0.00**	**0.00**	**0.00**	**35,250.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**9,750.00**	**9,750.00**	**0.00**	**7,315.38**	**7,315.38**	**2,434.62**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	14.02	14.02	-14.02
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
Revenue Total:	**7,604.00**	**7,604.00**	**0.00**	**14.02**	**14.02**	**7,589.98**
Expense						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
Expense Total:	**1,500.00**	**1,500.00**	**0.00**	**0.00**	**0.00**	**1,500.00**
Fund: 07 - Seized Fund Surplus (Deficit):	**6,104.00**	**6,104.00**	**0.00**	**14.02**	**14.02**	**6,089.98**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1,500.00	1,500.00	50.34	50.34	50.34	1,449.66
4100 - Contractual & Professional Services	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	823.96	823.96	823.96	5,426.04
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
Expense Total:	**0.00**	**0.00**	**874.30**	**874.30**	**874.30**	**-874.30**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**874.30**	**874.30**	**874.30**	**-874.30**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,168.00	7,168.00	1,495.78	11,130.43	11,130.43	-3,962.43
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
Revenue Total:	**18,379.00**	**18,379.00**	**1,495.78**	**11,130.43**	**11,130.43**	**7,248.57**
Expense						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Expense Total:	**7,168.00**	**7,168.00**	**0.00**	**0.00**	**0.00**	**7,168.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**11,211.00**	**11,211.00**	**1,495.78**	**11,130.43**	**11,130.43**	**80.57**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,008.00	7,008.00	1,242.82	9,507.75	9,507.75	-2,499.75
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
Revenue Total:	**14,113.00**	**14,113.00**	**1,242.82**	**9,507.75**	**9,507.75**	**4,605.25**
Expense						
4300 - Utility	7,008.00	7,008.00	242.04	2,878.50	2,878.50	4,129.50
Expense Total:	**7,008.00**	**7,008.00**	**242.04**	**2,878.50**	**2,878.50**	**4,129.50**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**7,105.00**	**7,105.00**	**1,000.78**	**6,629.25**	**6,629.25**	**475.75**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
Revenue Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**
Fund: 11 - PEG Fund Total:	**57,602.00**	**57,602.00**	**0.00**	**0.00**	**0.00**	**57,602.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	278.62	278.62	-278.62
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
Revenue Total:	**50,414.00**	**50,414.00**	**0.00**	**278.62**	**278.62**	**50,135.38**
Fund: 12 - Red Light Fund Total:	**50,414.00**	**50,414.00**	**0.00**	**278.62**	**278.62**	**50,135.38**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,444.00	145,444.00	824.23	153,752.14	153,752.14	-8,308.14
3800 - Interest	0.00	0.00	0.00	128.13	128.13	-128.13
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	**225,444.00**	**225,444.00**	**824.23**	**153,880.27**	**153,880.27**	**71,563.73**
Expense						
4015 - Bond Expense	608,961.00	608,961.00	0.00	608,960.77	608,960.77	0.23
4020 - Note Expense	392,281.00	392,281.00	0.00	396,682.72	396,682.72	-4,401.72
4030 - Fines & Fees	950.00	950.00	0.00	950.00	950.00	0.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	-464,467.00	-464,467.00	-392,281.00
Expense Total:	**145,444.00**	**145,444.00**	**0.00**	**542,126.49**	**542,126.49**	**-396,682.49**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**80,000.00**	**80,000.00**	**824.23**	**-388,246.22**	**-388,246.22**	**468,246.22**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Revenue						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
Revenue Total:	**292,600.00**	**292,600.00**	**0.00**	**0.00**	**0.00**	**292,600.00**
Expense						
4210 - Project Expense	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00
Expense Total:	**45,000.00**	**45,000.00**	**0.00**	**0.00**	**0.00**	**45,000.00**
Fund: 15 - Restricted Project Fund Surplus (Deficit):	**247,600.00**	**247,600.00**	**0.00**	**0.00**	**0.00**	**247,600.00**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	1,465.31	10,452.96	10,452.96	-2,452.96
Revenue Total:	**8,000.00**	**8,000.00**	**1,465.31**	**10,452.96**	**10,452.96**	**-2,452.96**
Expense						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
Expense Total:	**-24,168.00**	**-24,168.00**	**0.00**	**0.00**	**0.00**	**-24,168.00**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Surplus (...	**32,168.00**	**32,168.00**	**1,465.31**	**10,452.96**	**10,452.96**	**21,715.04**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	29.28	208.29	208.29	-58.29
Revenue Total:	**150.00**	**150.00**	**29.28**	**208.29**	**208.29**	**-58.29**
Expense						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
Expense Total:	**-483.00**	**-483.00**	**0.00**	**0.00**	**0.00**	**-483.00**
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	**633.00**	**633.00**	**29.28**	**208.29**	**208.29**	**424.71**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3805 - Miscellaneous	51,780.69	51,780.69	0.00	0.00	0.00	51,780.69
3960 - Donations	310.11	310.11	416.72	881.96	881.96	-571.85
Revenue Total:	**52,090.80**	**52,090.80**	**416.72**	**881.96**	**881.96**	**51,208.84**
Expense						
4210 - Project Expense	52,090.80	52,090.80	5,529.11	34,807.15	34,807.15	17,283.65
Expense Total:	**52,090.80**	**52,090.80**	**5,529.11**	**34,807.15**	**34,807.15**	**17,283.65**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**0.00**	**0.00**	**-5,112.39**	**-33,925.19**	**-33,925.19**	**33,925.19**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	938.25	938.25	-938.25
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Revenue Total:	**225,643.00**	**225,643.00**	**0.00**	**938.25**	**938.25**	**224,704.75**
Expense						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
Expense Total:	**225,643.00**	**225,643.00**	**0.00**	**0.00**	**0.00**	**225,643.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**938.25**	**938.25**	**-938.25**

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Financial Report **For Fiscal: 2023-2024 Period Ending: 09/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	0.00	6,333.36	6,333.36	-6,333.36
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
Revenue Total:	**1,159,596.00**	**1,159,596.00**	**0.00**	**6,333.36**	**6,333.36**	**1,153,262.64**
Expense						
4210 - Project Expense	1,159,596.00	1,159,596.00	35,634.00	406,154.73	406,154.73	753,441.27
Expense Total:	**1,159,596.00**	**1,159,596.00**	**35,634.00**	**406,154.73**	**406,154.73**	**753,441.27**
Fund: 20 - ARPA Fund Surplus (Deficit):	**0.00**	**0.00**	**-35,634.00**	**-399,821.37**	**-399,821.37**	**399,821.37**
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**204,300.45**	**1,574,357.37**	**1,575,057.37**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	-137,945.00	-77,945.00	-123,483.62	-74,243.17	-73,543.17	-4,401.83
02 - Utility Fund	-47,100.00	-107,100.00	369,122.16	2,424,938.74	2,424,938.74	-2,532,038.74
03 - Recreation Fund	0.00	0.00	-1,222.12	-5,758.22	-5,758.22	5,758.22
05 - Special Revenue Fund	58,986.00	58,986.00	-3,310.66	15,319.90	15,319.90	43,666.10
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	7,315.38	7,315.38	2,434.62
07 - Seized Fund	6,104.00	6,104.00	0.00	14.02	14.02	6,089.98
08 - Diboll Day Fund	0.00	0.00	-874.30	-874.30	-874.30	874.30
09 - MC Security Fund	11,211.00	11,211.00	1,495.78	11,130.43	11,130.43	80.57
10 - MC Tech Fund	7,105.00	7,105.00	1,000.78	6,629.25	6,629.25	475.75
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	0.00	278.62	278.62	50,135.38
13 - Debt Service Fund	80,000.00	80,000.00	824.23	-388,246.22	-388,246.22	468,246.22
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	247,600.00	247,600.00	0.00	0.00	0.00	247,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	1,465.31	10,452.96	10,452.96	21,715.04
17 - MC Municipal Jury Fund	633.00	633.00	29.28	208.29	208.29	424.71
18 - Keep Diboll Beautiful Fu...	0.00	0.00	-5,112.39	-33,925.19	-33,925.19	33,925.19
19 - Street Project Fund	0.00	0.00	0.00	938.25	938.25	-938.25
20 - ARPA Fund	0.00	0.00	-35,634.00	-399,821.37	-399,821.37	399,821.37
Total Surplus (Deficit):	**376,528.00**	**376,528.00**	**204,300.45**	**1,574,357.37**	**1,575,057.37**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	10/10/2023	11/14/2023	12/12/2023	1/9/2024	2/13/2024	3/12/2024	4/9/2024	5/14/2024
Schuyler Bacon								
Luis Maldonado	0	0	0	0	0	0	0	0
Nora Munoz	0	0	0	1	0	0	0	0
Daniel Lopez	0	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0	0
Ray Williams, Jr.	0	0	0	0	0	0	0	1
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**0**	**0**	**1**	**0**	**0**	**0**	**1**

Council Member	6/11/2024	6/25/2024	7/9/2024	7/23/2024	8/13/2024	9/3/2024	9/10/2024	TOTAL TO-DATE
Schuyler Bacon	0	0	0	0	0	0	1	**1**
Luis Maldonado	0	0	1	0	0	0	0	**1**
Nora Munoz	0	0	0	0	0	0	0	**1**
Daniel Lopez	0	0	0	0	1	0	0	**1**
Ruben Terrazas	0	0	1	0	0	0	0	**1**
Ray Williams, Jr.	0	1	1	0	0	0	0	**3**
Trey Wilkerson	0	0	0	0	0	0	0	**0**
Total Absences	**0**	**1**	**3**	**0**	**1**	**0**	**1**	**8**

Rosa M. Olvera - City Secretary

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CITY OF Lufkin TEXAS EST. 1882

September 12, 2024

City of Diboll
c/o Jason Arnold
City Administrator
400 Kenley St.
Diboll, Texas 75941

Dear Mr. Arnold:

This letter is intended to inform you that we are updating our fee schedule for FY 2024-2025 which will include a change in the surrender fee for non-City of Lufkin residents. Your surrender fee will increase from $80.00 to $120.00 per cat or dog effective October 1, 2024. The other terms of our interlocal agreement will renew and remain unchanged.

This increase is due to the continued high cost of service, which has averaged more than $300.00 per animal in recent years. We appreciate your understanding and cooperation as we address these challenges and continue providing essential services.

If you have any questions or need further information, please feel free to contact us.

Sincerely,

Kevin T. Gee

Kevin T. Gee, P.E.
City Manager

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CITY OF DIBOLL

APPENDIX A
FEE SCHEDULE

UTILITY RATES AND FEE SCHEDULE

Sewer System

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$21.42
All over two thousand (2,000) gallons	$5.79/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$28.90
All over two thousand (2,000) gallons	$7.70/kgal

The rates charged for sewer delivered to nonresidents of the city shall be double the above.

Waterworks System

Residential	
Minimum charge (includes first two thousand (2,000) gallons	$29.24
Next three thousand (3,000) gallons (2,001 to 5,000)	$5.77/kgal
Next five thousand (5,000) gallons (5,001 to 10,000)	$6.34/kgal
Next ten thousand (10,000) gallons (10,001 to 20,000)	$6.98/kgal
All over twenty thousand (20,000) gallons	$7.69/kgal

Commercial	
Minimum charge (includes first two thousand (2,000) gallons	$39.48
Next eighteen thousand (18,000) gallons (2,001 to 20,000)	$7.57/kgal
Next eighty thousand (80,000) gallons (20,001 to 100,000)	$8.57/kgal
All over one hundred thousand (100,000) gallons	$9.42/kgal

The rates charged for water delivered to nonresidents of the city shall be double the above.

Turn On / Turn off / Courtesy Call		$15.00
Water Deposit		
	Owner	$125.00
	Renter	$175.00
New Service Connection Fee		$25.00

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Transfer Fee	$25.00
Late Charge, if paid after 10th	10% of total amount due, Min $10.00
Disconnection Processing Fee	$50.00
Sewer Tap Location Fee	$50.00
Meter Testing Fee	$25.00
Plug Meter Charge	$50.00
Pulled Meter Charge	Actual Cost Plus Time & Materials
Meter Repair	Actual Cost Plus Time & Materials

Sewer Taps	
4” Sewer Tap	$410.00
6” Sewer Tap	$430.00
Sewer Tap > 6”	Actual Cost Plus Time & Materials

Water Taps	
¾” Water Tap w/ Meter	$920
1” Water Tap w/ Meter	$1165
1.5” Water Tap w/ Meter	$2075
2” Water Tap w/ Meter	$2540
Water Tap > 2” w/ Meter	Actual Cost Plus Time & Materials

Water Meter Only	
¾” Water Meter	$550
1” Water Meter	$600
1.5” Water Meter	$1050
2” Water Meter	$1200
Water Meter > 2”	Actual Cost Plus Time & Materials

Wholesale Water (per 1,000 gallon)	$3.38/kgal
Fire Hydrant Meter Deposit	$1000.00
Fire Hydrant Meter Monthly Rental Fee	$100.00
Fire Hydrant Water Usage (per 1,000 gallons)	$9.08

Solid Waste

Residential Rate	$16.85

Commercial Rate

Size	Freq/Week	Rate
2 yd	1	$102.97
2 yd	2	$184.96
2 yd	3	$200.83
2 yd	4	$234.94
2 yd	5	$274.93
3 yd	1	$115.47
3 yd	2	$195.45
3 yd	3	$238.69

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3 yd	4	$278.68
3 yd	5	$324.92
4 yd	1	$140.96
4 yd	2	$212.95
4 yd	3	$269.93
4 yd	4	$362.90
4 yd	5	$465.56
6 yd	1	$147.96
6 yd	2	$267.94
6 yd	3	$370.42
6 yd	4	$487.89
6 yd	5	$587.87
8 yd	1	$212.95
8 yd	2	$334.17
8 yd	3	$456.14
8 yd	4	$578.61
8 yd	5	$687.33
Hand Account		$22.00
Cart Fee		$1.90

Roll-Offs

Open Top	Rate
20 yd	$513.79
30 yd	$614.47
40 yd	$715.16
42 yd	$768.81

Compactor	Rate
26 yd	$683.40
40 yd	$723.68
42 yd	$777.76

Open Top; no landfill	Rate
20 yd	$340.35
30 yd	$354.29
40 yd	$368.24
42 yd	$404.54

Compactor; no landfill	Rate
26 yd	$364.44
40 yd	$369.26
42 yd	$405.59

BUILDING AND DEVELOPMENT FEE SCHEDULE

Residential – New Single Family and Duplex Construction	
Building	$50.00 base fee plus $0.40 per sq. ft. conditioned space
Mechanical	$50.00 base fee plus $0.02 per sq. ft. conditioned space
Electrical	$50.00 base fee plus $0.04 per sq. ft. conditioned space
Plumbing	$50.00 base fee plus $0.06 per sq. ft. conditioned space

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Roofing	$50.00 base fee plus $1.25 per square

Residential – Remodeling, Alterations, Additions, and Repairs*	
Building	$50.00 base fee plus $0.25 per sq. ft.
Mechanical	$50.00 base fee plus $0.02 per sq. ft.
Electrical	$50.00 base fee plus $0.04 per sq. ft.
Plumbing	$50.00 base fee plus $0.06 per sq. ft.
Roofing	$50.00 base fee plus $1.25 per square

*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.

Commercial – New Construction /Apartments	
Building	$350.00 base fee plus $0.45 per sq. ft.
Shell Building	$350.00 base fee plus $0.30 per sq. ft.
Interior Finish Out	$150.00 base fee plus $0.15 per sq. ft.
Mechanical	$100.00 base fee plus $0.03 per sq. ft.
Electrical	$100.00 base fee plus $0.04 per sq. ft.
Plumbing	$100.00 base fee plus $0.06 per sq. ft.
Roofing	$100.00 base fee plus $1.25 per square

Commercial – Remodeling, Alterations, Additions, and Repairs*	
Building	$50.00 base fee plus $0.40 per sq. ft.
Mechanical	$50.00 base fee plus $0.03 per sq. ft.
Electrical	$50.00 base fee plus $0.04 per sq. ft.
Plumbing	$50.00 base fee plus $0.06 per sq. ft.
Roofing	$50.00 base fee plus $1.25 per square

*sq. ft. based on space subject to the remodel, alteration, addition, or repairs.

Other Permits & Fees	
Certificate of Occupancy (per Unit)	$50.00
Vendor Permit	$5.00 / Day or $100 / Year
Signage Permit	$100.00
Demolition Fee	$100.00
Storage Building, Carport, Shed	$50.00
Fence Permit	$40.00
Permanent Electrical Service Connection	$50.00
Temporary Electric Pole	$50.00
False Alarm Fee*	$500.00

*Response to alarm site if the city representatives have to secure the premises

Construction Plan Review Fee	
Residential	Actual Cost Plus Time & Materials
Commercial	Actual Cost Plus Time & Materials
Plumbing Inspection Fee – Outside City Limits	$50.00
Inspection After Normal Business Hours	$50.00
Re-inspection Fee	$35.00
Any Fee Not Listed	$50.00
Building Permit Violation Penalty Fee*	$200.00 / Day

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*Where work for which a permit is required by code is started or proceeded prior to obtaining said permit. The payment of such penalty shall not relieve any persons from fully complying with the code requirements in the execution of the work nor from any other penalties prescribed herein.

Copies (8.5 x 11)	25¢ / sheet
Filing Fees	Actual Cost
Curb Cuts	Actual Cost Plus Time & Materials
Street Cuts	Actual Cost Plus Time & Materials
Water / Sewage Cuts	Actual Cost Plus Time & Materials

PLANNING AND ZONING FEE SCHEDULE

Plats			$250.00
Minor Plats	Preliminary & Final		$250.00
Re-Plats	Preliminary & Final		$250.00
Amended Plats	Preliminary & Final		$250.00
Vacated Plats	Preliminary & Final		
		Less than 10 Acres	$100.00
		10 to 50 Acres	$150.00
		Over 50 Acres	$200.00
Major Plats	Preliminary		
		Less than 10 Acres	$300.00
		10 to 50 Acres	$400.00
		Over 50 Acres	$500.00
Major Plats	Final		
		Less than 10 Acres	$300.00
		10 to 50 Acres	$400.00
		Over 50 Acres	$500.00
Application Fees			
	Rezoning		$200.00
	Variance		$200.00
	Specific Use Permit		$200.00
	Adult Oriented Business		$500.00
Document Fees			
	Comprehensive Plan Zoning Ordinance		Actual Cost
	Engineering		Actual Cost

CEMETERY FEE SCHEDULE

Plot – Adult	$500.00
Plot – Infant	$250.00

PARKS & RECREATION FEE SCHEDULE

Athletic Field

Field Permit*	$15.00 / Player

*Teams charged per player that did not register to play in a Diboll Youth Baseball / Softball League the preceding season

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Park Lights	$10.00 / Hour
Trash Service	$35.00 / Hour
Field Permit Violation	$250.00
Vendor Trailer Space	$25.00 per Month

ADMINISTRATIVE FEE SCHEDULE

Notary	$5.00
NSF Returned Check	$35.00

ANIMAL CONTROL FEE SCHEDULE

Impoundment Fee – First Offense	$140.00
Impoundment Fee	$190.00
Surrender Fee	$190.00
Animal at Large	$250.00
Animal at Large 2nd Offense	$500.00

CODE ENFORCEMENT FEE SCHEDULE

Violation of Ordinance – General Penalty		Up to $500.00
Violation of Ordinance – Failure to Obtain Permit		$200.00 / Day
Violation of Ordinance – High Grass & Weeds	Actual Cost Plus	$200.00 / Day
Violation of Ordinance – Illegally Parked of Inoperable Vehicle		$200.00 / Day
Violation of Ordinance – Trash & Debris		$200.00 / Day
Violation of Ordinance – Littering		$200.00
Violation of Ordinance – Prohibited Fireworks Sale or Discharge		$200.00 / Day
Violation of Ordinance – Curfew		$200.00
Violation of Ordinance – No Thru Traffic / No Truck Route		$200.00
Violation of Ordinance – Loitering		$200.00
Violation of Ordinance – Trespassing		$500.00
Violation of Ordinance – Park Regulations		$500.00
Violation of Ordinance – Urinating in Public Place		$500.00
Violation of Ordinance – Discharge Firearm		$500.00
Violation of Ordinance – Burn Ban		$500.00
Violation of Ordinance – Child Safety Zone Violation		$500.00 / Day

MUNICIPAL COURT VIOLATION FEE SCHEDULE

DPS Violation Code	Violation	Reference	OCA Case Category 2011	Base Fine
1075	Disorderly Conduct - Threat	PC 42.01	Penal Code	$ 250.00
1080	Disorderly Conduct - Loud Music / Noise	PC 42.01	Penal Code	$ 250.00
1085	Disorderly Conduct - Fighting	PC 42.01	Penal Code	$ 250.00

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1090	Disorderly Conduct - Obscene Gestures or Language	PC 42.01	Penal Code	$	200.00
1135	Sale of Cigarettes, E-Cigarettes, or Tobacco Products to Person Younger than 21 Years of Age	HSC 161.082	Other State Law	$	500.00
1140	Possession of Drug Paraphernalia	HSC 481.125	Other State Law	$	100.00
1145	Minor in Possession of Tobacco	HSC 161.252	Other State Law	$	100.00
1155	Possession of Intoxicants on Public School Grounds	EC 37.122	Other State Law	$	100.00
1170	Consumption of Alcohol on Licensed Premises	ABC 101.72	Other State Law	$	100.00
1215	Possession in Tobacco Free Zone	PC 48.01	Penal Code	$	250.00
1223	Assault Class C - Simple Assault	PC 22.01	Penal Code	$	500.00
1245	Leaving a Child Unattended in Vehicle	PC 22.10	Penal Code	$	500.00
1250	Reckless Damage	PC 28.04	Penal Code	$	250.00
1286	Theft	PC 31.03	Penal Code	$	250.00
1392	Unlawful Restraint of a Dog	HSC 821.102	Other State Law	$	500.00
3001	*Speeding*	*545.361*	*Non-parking*	*Scheduled*	
3001	Speeding < 10 mph over Speed Limit	545.361	Non-parking	$	100.00
3001	Speeding 11-15 mph over Speed Limit	545.361	Non-parking	$	150.00
3001	Speeding 16-20 mph over Speed Limit	545.361	Non-parking	$	175.00
3001	Speeding 21-25 mph over Speed Limit	545.361	Non-parking	$	190.00
3001	Speeding >26 mph over Speed Limit	545.361	Non-parking	$	200.00
3002	Unsafe Speed (too fast for conditions)	545.351	Non-parking	$	100.00
3003	Impeding traffic	545.363	Non-parking	$	100.00
3005	Fail to yield right of way	545.151	Non-parking	$	200.00
3006	Ran stop sign	545.151	Non-parking	$	200.00
3007	Ran red light	544.007	Non-parking	$	200.00
3009	Changed lane when unsafe	545.06	Non-parking	$	200.00
3011	Turned left from wrong lane	545.101	Non-parking	$	200.00
3012	Turned right from wrong lane	545.101	Non-parking	$	200.00
3013	Cut corner left turn	545.101	Non-parking	$	150.00

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3014	Improper tu	545.103	Non-parking	$	150.00
3015	Wrong Side of Road	545.056	Non-parking	$	200.00
3016	Drove wrong way on one-way roadway	545.059	Non-parking	$	200.00
3017	Following too closely	545.062	Non-parking	$	200.00
3018	Passed-insufficient clearance	545.054	Non-parking	$	200.00
3019	Disregarded no passing zone	545.055	Non-parking	$	200.00
3020	Illegal pass on right	545.057	Non-parking	$	200.00
3021	Fail to stop for School Bus / Passing School Bus	545.066	Non-parking	$	1,250.00
3022	Improper Passing	545.053	Non-parking	$	200.00
3024	Unsafe start from parked, stopped or standing position	545.402	Non-parking	$	200.00
3025	Fail to maintain financial responsibility- 2nd offense	601.191	Non-parking	$	375.00
3026	Parked on roadway	545.301	Parking	$	100.00
3028	Crossing physical barrier	545.063	Non-parking	$	100.00
3031	Unrestrained child - Safety seat violation	545.412	Non-parking	$	200.00
3032	No seat belt-driver	545.413	Non-parking	$	200.00
3033	No seat belt-passenger	545.413	Non-parking	$	200.00
3034	Child not secured by safety belt	545.413	Non-parking	$	200.00
3038	Operate vehicle with child in open bed	545.414	Non-parking	$	200.00
3045	Fail to Stop and Render Aid	550.022	Non-parking	$	200.00
3049	Fail to maintain financial responsibility	601.191	Non-parking	$	300.00
3050	Fail to control speed	545.351	Non-parking	$	100.00
3051	Speed under minimum	545.363	Non-parking	$	100.00
3052	Fail to yield at stop intersection	545.151	Non-parking	$	100.00
3053	Fail to yield at yield intersection	545.151	Non-parking	$	100.00
3054	Fail to yield right of way at open intersection	545.151	Non-parking	$	100.00
3055	Fail to yield right of way-turning left	545.152	Non-parking	$	100.00
3056	Fail to yield right of way leaving private drive, alley, building	545.155	Non-parking	$	100.00
3057	Fail to yield right of way to emergency vehicle	545.156	Non-parking	$	200.00

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3058	Fail to yield right of way - on Green Signal	544.007	Non-parking	$	100.00
3059	Disregarded traffic control device	544.004	Non-parking	$	100.00
3060	Fail to stop-designated point-at stop sign	544.01	Non-parking	$	100.00
3061	Fail to stop-designated point-at yield sign	544.01	Non-parking	$	100.00
3063	Fail to stop at proper place (at traffic light)	544.007	Non-parking	$	100.00
3064	Fail to stop at proper place (not intersection)	544.007	Non-parking	$	100.00
3066	Drove through safety zone	545.403	Non-parking	$	200.00
3069	Disregarded lane control signal	544.009	Non-parking	$	200.00
3070	Fail to drive in single lane	545.06	Non-parking	$	200.00
3071	Disregarded no lane change sign	545.06	Non-parking	$	200.00
3072	Disregarded signal at RR crossing	545.251	Non-parking	$	200.00
3073	Disregarded RR crossing gate or flagman	545.251	Non-parking	$	200.00
3074	Fail to stop at marked RR crossing	545.252	Non-parking	$	200.00
3075	Heavy equipment disregarded signal of train	545.255	Non-parking	$	100.00
3076	Turned across dividing section	545.063	Non-parking	$	100.00
3077	Turned right too wide	545.101	Non-parking	$	100.00
3078	Disregarded turn marks at intersection	545.101	Non-parking	$	100.00
3079	Made U-turn on curve or hill	545.102	Non-parking	$	100.00
3080	Turned when unsafe	545.103	Non-parking	$	100.00
3081	Cut across driveway to make turn	545.423	Non-parking	$	100.00
3082	Fail to yield right of way on left at obstruction	545.051	Non-parking	$	100.00
3083	Slower vehicle failed to keep right	545.051	Non-parking	$	100.00
3084	Failed to signal lane change	545.104	Non-parking	$	100.00
3085	Failed to give one-half of roadway	545.052	Non-parking	$	100.00
3086	Failed to pass met vehicle to right	545.052	Non-parking	$	100.00
3088	Drove on wrong side of divided highway	545.063	Non-parking	$	200.00
3089	Drove center lane (not passing, not turning left)	545.06	Non-parking	$	200.00

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3090	Drove wrong way in designated lane	545.06	Non-parking	$	200.00
3091	Wrong side road-not passing	545.055	Non-parking	$	200.00
3092	Cut in after passing	545.053	Non-parking	$	200.00
3093	Passed vehicle stopped for pedestrian	552.003	Non-parking	$	200.00
3096	Failed to Signal Turn	545.106	Non-parking	$	200.00
3097	Fail to signal distance before turning	545.104	Non-parking	$	200.00
3098	Failed to Signal - for Stop	547.701	Non-parking	$	200.00
3099	Improper tum or stop hand signal	545.106	Non-parking	$	200.00
3101	Driving while license invalid	521.457	Non-parking	$	300.00
3103	No driver’s license	521.021	Non-parking	$	200.00
3104	Disregard School Crossing Guard	542.501	Non-parking	$	200.00
3106	Violate DL restrictions	521.221	Non-parking	$	200.00
3112	No motorcycle endorsement	521.221	Non-parking	$	200.00
3114	Fail to yield right of way to pedestrian at signal intersection	552.002	Non-parking	$	200.00
3115	Fail to yield right of way to pedestrian on sidewalk	552.006	Non-parking	$	200.00
3116	Fail to yield right of way to pedestrian in crosswalk fail to yield ROW to pedestrian in crosswalk-no signal	552.003	Non-parking	$	200.00
3117	Fail to use due care for pedestrian	552.008	Non-parking	$	100.00
3118	Fail to yield for blind or incapacitated person	552.008	Non-parking	$	100.00
3119	Too many riders on motorcycle	545.416	Non-parking	$	200.00
3120	Carry passenger without a helmet	661.003	Non-parking	$	200.00
3121	Disregarded police officer	542.501	Non-parking	$	200.00
3124	Failed to give way when overtaken	545.053	Non-parking	$	100.00
3125	Increased speed while being overtaken	545.053	Non-parking	$	100.00
3126	Did not use designated lane or direction	545.064	Non-parking	$	100.00
3127	Drove onto (or from) controlled access highway where prohibited	545.064	Non-parking	$	100.00
3128	Prohibited motor vehicle on controlled-access highway	545.065	Non-parking	$	100.00

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3131	Failed to stop for approaching train	545.251	Non-parking	$	100.00
3132	Bus failed to stop at RR crossing	545.253	Non-parking	$	200.00
3134	Vehicle hauling explosives failed to reduce speed at RR crossing	545.254	Non-parking	$	200.00
3135	Vehicle hauling explosives (or flammable materials) failed to stop at RR crossing	545.254	Non-parking	$	200.00
3136	Crossed RR with heavy equipment without notice	545.255	Non-parking	$	100.00
3137	Crossed RR with heavy equipment without stop (or safety)	545.255	Non-parking	$	100.00
3138	Fail to stop-emerging from alley, driveway or building	545.256	Non-parking	$	100.00
3147	Possess Deceptive DL/ID	521.453	Non-Parking	$	500.00
3150	Improper use of auxiliary passing lamps	547.329	Non-parking	$	100.00
3151	Too many auxiliary passing lamps	547.329	Non-parking	$	100.00
3152	Improper use of auxiliary driving lamps	547.33	Non-parking	$	100.00
3153	Too many auxiliary driving lamps	547.33	Non-parking	$	100.00
3154	Fail to use proper headlight beam	547.333	Non-parking	$	100.00
3155	Fail to dim headlights-meeting	547.333	Non-parking	$	100.00
3156	Fail to dim headlights-following	547.333	Non-parking	$	100.00
3157	More than four driving lamps lighted	547.302	Non-parking	$	100.00
3158	Unauthorized use of siren, bell or whistle	547.501	Non-parking	$	100.00
3159	Warning devices not displayed	547.503	Non-parking	$	100.00
3160	Passengers/load obstruct driver's view or control	545.417	Non-parking	$	100.00
3161	No head lamp(s)	547.321	Non-parking	$	100.00
3162	Defective head lamp(s)	547.801	Non-parking	$	100.00
3166	No tail lamp(s)	547.801	Non-parking	$	100.00
3167	Defective taillamp(s)	547.322	Non-parking	$	100.00
3169	No stop lamps	547.323	Non-parking	$	100.00
3170	Defective stop lamp(s)	547.323	Non-parking	$	100.00
3171	No turn signal lamp(s) when required	545.106	Non-parking	$	100.00

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3172	Defective turn signal lamp(s)	547.324	Non-parking	$	100.00
3173	No parking lamp(s)	547.383	Non-parking	$	100.00
3174	Defective parking lamp(s)	547.383	Non-parking	$	100.00
3175	Improper use of back-up lamp	547.332	Non-parking	$	100.00
3176	No front/rear reflector(s) when required	547.325	Non-parking	$	100.00
3180	Wrong color clearance lamp(s)	547.353	Non-parking	$	100.00
3181	Wrong color side marker	547.353	Non-parking	$	100.00
3182	Wrong color identification lamps	547.353	Non-parking	$	100.00
3183	Wrong color reflectors	547.353	Non-parking	$	100.00
3184	Wrong color stoplight	547.303	Non-parking	$	100.00
3185	Wrong color license plate light	547.303	Non-parking	$	100.00
3186	Wrong color back-up lamp	547.303	Non-parking	$	100.00
3187	Wrong color signal device	547.303	Non-parking	$	100.00
3188	Reflectors not visible sufficient distance	547.355	Non-parking	$	100.00
3189	Clearance lights not visible sufficient distance	547.355	Non-parking	$	100.00
3190	Identification lamps not visible sufficient distance	547.355	Non-parking	$	100.00
3191	Side markers lamps not visible sufficient distance	547.355	Non-parking	$	100.00
3198	Drove without lights-when required	547.302	Non-parking	$	100.00
3201	Operate vehicle more than one passenger-minor	545.424	Non-parking	$	100.00
3202	Violate operating hours-minor	545.424	Non-parking	$	100.00
3204	Passing authorized emergency vehicle	545.157	Non-parking	$	500.00
3207	Operate motorcycle without approved headgear	661.003	Non-parking	$	100.00
3208	Parked with headlamps not dimmed	547.383	Non-parking	$	100.00
3209	Improper use of spot lamps	547.327	Non-parking	$	100.00
3210	Too many spot lamps	547.327	Non-parking	$	100.00
3211	Improper use of fog lamps	547.328	Non-parking	$	100.00
3212	Too many fog lamps	547.328	Non-parking	$	100.00
3213	Defective Brakes	547.402	Non-parking	$	200.00
3225	Horn violation	547.501	Non-parking	$	100.00

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3226	Equipped with unauthorized siren, whistle, or bell	547.501	Non-parking	$	100.00
3227	Muffler violation	547.604	Non-parking	$	100.00
3228	Removed original equipment exhaust emission' system	547.605	Non-parking	$	100.00
3229	Defective exhaust emission system-equipped but not in good working order	547.605	Non-parking	$	100.00
3230	Mirror violation	547.602	Non-parking	$	100.00
3231	Affix color/light altering material to windshield/window / Obstructed view through windshield	547.613	Non-parking	$	100.00
3232	No windshield wiper	547.603	Non-parking	$	100.00
3233	Defective windshield wiper	547.603	Non-parking	$	100.00
3234	Defective safety glazing material	547.608	Non-parking	$	100.00
3235	Warning devices not installed or defective	547.502	Non-parking	$	100.00
3238	No mud flaps or improper mud flaps	547.606	Non-parking	$	100.00
3250	Television receiver improperly located (visible to driver)	547.611	Non-parking	$	100.00
3251	No front seat belts (when required)	547.601	Non-parking	$	100.00
3252	Parked within an intersection	545.302	Parking	$	100.00
3253	Parked on crosswalk	545.302	Parking	$	100.00
3254	Parked on a bridge or in a tunnel	545.302	Parking	$	100.00
3255	Parked on grade-failed to turn wheels	545.404	Parking	$	100.00
3256	Parked and failed to set brakes	545.404	Parking	$	100.00
3257	Parked without stopping engine	545.404	Parking	$	100.00
3259	Expired Driver License	521.021; 521.026	Non-parking	$	200.00
3260	Expired commercial driver license	522.051	Non-parking	$	300.00
3263	Fail to display DL	521.025	Non-parking	$	200.00
3264	Fail to report change of address/name	521.054	Non-parking	$	200.00
3267	Driving While License Suspended	521.241	Non-parking	$	200.00
3272	Fail to comply with requirements on striking unattended vehicle	550.024	Non-parking	$	200.00

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3273	Fail to comply with requirements on striking fixtures on highway	550.025	Non-parking	$	200.00
3274	No or defective license plate light	547.322	Non-parking	$	100.00
3275	No beam indicator	547.333	Non-parking	$	100.00
3276	Improper color light(s) on front	547.305	Non-parking	$	100.00
3277	Improper flashing lights	547.305	Non-parking	$	100.00
3278	No Fire Extinguisher	547.607	Non-parking	$	200.00
3282	Improperly transporting more than 3 vehicles	545.409	Non-parking	$	100.00
3284	Parked double	545.302	Parking	$	100.00
3285	Violate DL restriction on occupational license	521.253	Non-parking	$	100.00
3286	Fail to report accident-SR (under SR laws, as required)	601.004	Non-parking	$	100.00
3287	Fail to yield right of way - turning right on red signal	544.007	Non-parking	$	100.00
3288	Fail to yield right of way - changing lanes	545.061	Non-parking	$	100.00
3301	No commercial driver’s license (CDL)	522.011	Non-parking	$	500.00
3302	Fail to report change of address or name (CDL)	522.032	Non-parking	$	300.00
3307	Use Wireless Device While Driving as a Minor	545.424a	Non-parking	$	200.00
3309	Open Container in Motor Vehicle	PC 49.031	Penal Code	$	500.00
3314	Interfere with funeral procession	PC 42.05	Penal Code	$	100.00
3315	Drove on sidewalk	545.422	Non-parking	$	100.00
3316	Illegal backing	545.415	Non-parking	$	100.00
3319	Leaving Scene of Accident	550.021	Non-parking	$	300.00
3320	Obstructing traffic	545.363	Non-parking	$	100.00
3321	Driver opened door in moving traffic	545.418	Non-parking	$	100.00
3322	Operate vehicle where prohibited	545.064	Non-parking	$	100.00
3323	Open container - passenger area	PC 49.031; 49.04(c)	Penal Code	$	500.00
3333	Violate promise to appear	543.009	Non-parking	$	200.00
3334	Unauthorized glass coating material	547.101	Non-parking	$	100.00
3337	Failure to Appear	PC 38.10	Penal Code	$	500.00

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3338	Fail to identify	PC 38.02	Penal Code	$	500.00
3341	Driving around barricades	472.022	Non-parking	$	100.00
3342	Disregard warning signs or barricades	472.022	Non-parking	$	100.00
3361	Passenger interfered with driver view or control	545.417	Non-parking	$	100.00
3363	Permit livestock to roam	AGC 143.108	Other State Law	$	100.00
3364	Parent or guardian permitted unlicensed minor to drive	521.458	Non-parking	$	200.00
3365	Non-guardian permitted unlicensed operator to drive	521.458	Non-parking	$	200.00
3366	Non-driver opened door in lane traffic	545.418	Non-parking	$	100.00
3377	Place or maintain flashing light or sign within 1000 feet of intersection w/o permission	544.006	Non-parking	$	100.00
3503	Failure to keep bicycle on right side of road	551.103	Non-parking	$	100.00
3504	No or defective brake on bicycle or motor-assisted bike	551.104	Non-parking	$	100.00
3505	No or defective white light on front of bicycle or motor assisted bicycle at night	551.104	Non-parking	$	100.00
3506	Bicycle rider committed hazardous traffic violation	551.101	Other State Law	$	200.00
3507	Bicycle rider failed to use due care when passing	551.103	Other State Law	$	100.00
3520	Non-motorized vehicle on prohibited roadway	545.065	Non-parking	$	100.00
3523	Pedestrian failed to yield right of way to vehicle not at crosswalk	552.005	Non-parking	$	100.00
3524	Pedestrian on prohibited roadway	545.065	Non-parking	$	100.00
3525	Public Intoxication	PC 49.02	Penal Code	$	500.00
3528	Walked on highway with traffic-no sidewalks	552.006	Non-parking	$	100.00
3529	Walked on roadway where sidewalks provided	552.006	Non-parking	$	150.00
3552	Park/stand in front of public/private drive	545.302	Parking	$	100.00
3553	Parking in prohibited area	545.302	Parking	$	200.00
3555	Stopping in prohibited area	545.302	Parking	$	100.00
3561	Parked facing traffic	545.303	Parking	$	100.00
3581	Disregarded sole green turn signal arrow	544.007	Non-parking	$	100.00

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3582	Disregarded pedestrian control signal	552.002	Other State Law	$	100.00
3583	Pedestrian disregarded red signal at regular traffic light	552.001	Other State Law	$	100.00
3584	Pedestrian disregarded yellow signal at regular traffic light	552.001	Other State Law	$	100.00
3585	Drove on wrong side RR crossing	545.056	Non-parking	$	100.00
3589	Crossing fire hose without permission	545.205	Non-parking	$	200.00
3590	Drive into block where fire engine stopped	545.407	Non-parking	$	200.00
3591	Following ambulance / fire apparatus	545.407	Non-parking	$	200.00
3596	Speeding-in a school zone	541.302	Non-parking	$	200.00
3655	Dealers license violation	503.068-503.094-503.09	Non-parking	$	500.00
3656	Expired Registration	502.407	Non-parking	$	100.00
3658	Obscured License Plate	502.409	Non-parking	$	100.00
3667	Operate motor vehicle without license plates or with one License plate	502.404	Non-parking	$	200.00
3668	Operate unregistered motor vehicle	502.402	Non-parking	$	200.00
3669	Operate w/license for other class vehicle	502.403	Non-parking	$	100.00
3800	Minor in possession	ABC 106.05	Other State Law	$	300.00
3801	Attempt to purchase alcohol-minor	ABC 106.025	Other State Law	$	300.00
3802	Purchase of alcohol-minor	ABC 106.02	Other State Law	$	300.00
3803	Consumption of alcohol-minor	ABC 106.04	Other State Law	$	300.00
3804	Misrepresentation of age-minor	ABC 106.07	Other State Law	$	300.00
3805	Public intoxication-minor	PC 49.02	Penal Code	$	500.00
3806	DUI Driving under the Influence – Minor	ABC 106.041	Other State Law	$	500.00
3999	Use of Wireless Device in School Zone	545.425	Non-parking	$	200.00

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ORDINANCE NO. 2024-10-001

AN ORDINANCE CREATING A FEE SCHEDULE IN THE CODE OF ORDINANCES FOR THE CITY OF DIBOLL, TEXAS ESTABLISHING RATES AND FEES FOR CERTAIN ITEMS, MUNICIPAL COURT, SERVICES AND PERMITS PROVIDED FOR IN THE CODE OF ORDINANCES OF THE CITY OF DIBOLL, TEXAS.

WHEREAS, the Code of Ordinances of the City of Diboll, Angelina County, Texas in various chapters and sections, provides for certain rates and fees to be charges for certain items, municipal court, services and permits; and

WHEREAS, the City Council desires that these rates and fees will supersede all rates and fees previously established in all chapters, articles, and sections of the Code of Ordinances for the City of Diboll, Texas; and

WHEREAS, the City Council desires that those rates and fees shall be set by ordinance and kept on file with the City Secretary of the City of Diboll.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Diboll, Texas, that:

I.

The attached schedule of fees, rates and permits, described as Appendix "A" and incorporated herein for all purposes is hereby adopted in its entirety and the amounts set forth for fees, rated and permits therein shall stand until changed by Ordinance of City Council of the City of Diboll, Texas.

II.

This Ordinance together with its Appendix "A" shall at all times be available for public viewing in the office of the City Secretary of the City of Diboll, Texas.

III.

This Ordinance shall take effect and be in full force and effect on October 8, 2024.

PASSES AND APPROVED this the 8th day of October, 2024

_____

Trey Wilkerson, Mayor

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ATTEST:

_____

Rosa Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll Volunteer Fire Department

September 2024 Council Report

September 9th

- Pledge
- Incident Reports
- Business meeting
- Replace chains on saws
- Clean station

  Fireman present (9)

September 16th

- Pledge
- Incident Reports
- Training extraction tools
- Run trucks
- Clean station

  Fireman present (12)

September 23rd

- Pledge
- Incident Reports
- Wash side walks
- Clean station

  Fireman Present (8)

September 30th

- Pledge
- Incident Reports
- Run trucks
- Wash Trucks for parade

  Fireman Present (13)

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City of Diboll Volunteer Fire Department



September 2024 Emergency Incidents (14)

September 2, 2024 - 0700

- **Call # 2400000000**
  Highway 59 S
  Assist DPS in 10-50
  Out of City
  Trucks 55
  Diboll Fire personnel responded (?)
  7805

September 2, 2024 - 1428

- **Call # 2400000**
  395 Kenny St
  UTV rollover
  Out of City
  Trucks
  Diboll Fire personnel responded (3)
  7805, 7810, 7836

September 5, 2024 - 1510

- **Call # 2400000190**
  HWY 59 South
  10/50 rollover
  Out of city
  Trucks 54
  Diboll Fire personnel responded (3)
  7805, 7827, 7835

September 5, 2024 - 2311

- **Call # 2400000191**
  Diboll intermediate school
  Fire alarm
  In City
  Trucks 55
  Diboll Fire personnel responded (2)
  7820, 7826

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City of Diboll Volunteer Fire Department



September 7, 2024 - 1421

- **Call # 24000000168**
  Corner of Arrington & Stubblefield
  Utility emergency lines down
  In City
  Trucks 55
  Diboll Fire personnel responded (7)
  7820, 7821, 7822, 7824, 7826, 7827, 7836

September 7, 2024 - 1810

- **Call # 24000000193**
  1463 FM 304
  10-50 Vehicle rollover
  Out of city
  Trucks 54
  Diboll Fire personnel responded (9)
  7801, 7810, 7814, 7820, 7824, 7826, 7827, 7835, 7836

September 12, 2024 - 1814

- **Call # 2400000197**
  59 & Dennis
  10/50 two vehicle rollover
  In City
  Trucks 54
  Diboll Fire personnel responded (10)
  7801, 7810, 7814, 7819, 7821, 7823, 7826,7827, 7835, 7836

September 10, 2024 - 000

- **Call # 2400000195**
  59 & Lumberjack
  Truck on fire
  In City
  Trucks 54
  Diboll Fire personnel responded (3)
  7819, 7827, 7835

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City of Diboll Volunteer Fire Department



September 15, 2024 - 1922

- **Call # 2400000200**
  Dennis St & 59
  Oil spill on road
  In City
  Trucks 55
  Diboll Fire personnel responded (3)
  7814, 7826, 7827

September 17, 2024 - 1911

- **Call # 2400000201**
  1898 Burkhalter Hollow
  Tree limb on fire
  Out of City
  Trucks 54, 63
  Diboll Fire personnel responded (4)
  7819, 7820, 7826, 7827

September 24, 2024

- **Call # 2400000203**
  HWY 59 N / Blue Jay
  10 / 50
  Out of City
  Trucks NA
  Diboll Fire personnel responded (7)
  7801, 7805, 7814, 7819, 7822, 7827, 7836

September 25, 2024 – 1312

Call # 2400000204
HWY 59 / 190 Hearn RD
Car on fire
Out of City
Trucks 54
Diboll Fire personnel responded (5)
7810, 7822, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department



September 27, 2024 - 1455

- **Call # 2400000205**
  HWY 59 S
  Grass Fire
  Out of City
  Trucks 54
  Diboll Fire personnel responded (2)
  7814, 7835

September 28, 2024 - 1340

- **Call # 2400000206**
  709 Lynn St
  Tree on fire
  In City
  Trucks N55
  Diboll Fire personnel responded (5)
  7814, 7820, 7826, 7827, 7836

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Diboll Police Department

Monthly DEPT. STATS

SEPTEMBER 2024

CALLS FOR SERVICE (DISPATCHED)	**186**
CALLS FOR SERVICE (SELF-INITIATED)	**991**
BUSINESS/BUILDING CHECKS	**45**
EXTRA PATROLS/ PATROL REQUESTS	**213**
TRAFFIC STOPS	**698**
TOTAL ARRESTS	**7**
MISD. ARREST	**4**
FELONY ARREST	**3**
INCIDENT REPORTS	**21**
CRASH REPORTS	**6**

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Public Works Director Council Report – October 2024

UCRM-2 SCADA Upgrades: SCADA

Procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather

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stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

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Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule a final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

During the final walkthrough we found some issues with the SCADA programing at the WWTP. Techs are working with the manufacturers of the system controllers to correct the problem.

SOAP contractors have had issues with completing the scope of work associated with this project. After conferring with PSI they have decided to hire Prime Controls to come in and perform a complete system analysis of work completed by SOAP. This will be at no additional cost to the City.

Prime controls were on site 9/4/2024. We made site visits to all locations controlled by SCADA. Original scope of work was provided. They are now working on a complete system analysis for us to review.

Estimated completion date TBD .

Status: 95% Complete

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UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

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Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

The remaining meters have arrived, and installation scheduled for 5/22/2024

Incorrect meters were shipped. Correct meters have been reordered. Our second round of meter testing is scheduled for July.

We are still waiting for the meters to arrive. We have rescheduled the meter testing for after all meters are installed.

Estimated completion date of TBD

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

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Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on December 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

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KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

Proceeding with electrical design. KSA is wrapping up the final pieces of the specifications and contract documents. I anticipate submittal to TWDB for plan review next week.

Estimated completion date of 12/1/2025.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived is useful life and is the result of frequent maintenance issues and infiltration an inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

KSA will be preparing our engineering agreement for council approval at the July meeting.

Bob Thurber with KSA said they are waiting for the geotechnical report for this area, due to boring that will be done during this project. Once they have the report, the onsite work should begin.

Preliminary design is complete. Crews have completed the boring for core samples and we are waiting on the geotechnical report to complete the field design since it involves the recommended pavement section.

We are preparing the final construction agreement. TDA has recently issued a new implementation manual, so we are incorporating any changes required.

Bob has sent the award recommendation letter to Jason that recommends award of contract to Duplichain Contractors. It should be on the agenda for the 14th council meeting for the council to award the contract.

Contract has been awarded and we are scheduling a pre-construction meeting.

KSA is currently reviewing shop drawings and anticipate a Pre-Construction Conference within the next couple of weeks. At that time a notice to proceed for construction start will be issued.

A Pre-Construction Conference was conducted on January 18, 2024. NTP effective date is January 22, 2024. With 10 calendar days from start date from effective date and 120 calendar days for construction completion, all work shall be complete by May 31th, 2024.

We received manholes last Thursday for the above-referenced project, and plan on mobilizing to start construction the week of February 19th.

Crews have mobilized equipment to the job site. The pipe and materials have been delivered. Construction planned to start on 3-6-2024. Delayed due to weather.

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As of 4/3/2024 500 ft of pipe has been replaced, 2 new manholes installed, and 6 service taps completed.

Should be complete with all sewer work on Neil Pickett 5/9/2024. Street reconstruction to follow.

All sewer installation is complete. KSA is coordinating with Jeff Duplichain and Drewery to see when they can start the street reconstruction on Neil Pickett. Hopefully this rain will give us a little break.

Duplichain will be on site next week to mix 4 spots for Terracon to test. They plan to start pavement reconstruction in early August.

The paving contractor is tentatively scheduled to be on-site by the end of August.

Angelina Excavating (weather permitting) will complete the cement stabilization 9/6/2024. Randy McClemore of Namco said he would start the asphalt work as soon as Angelina was complete.

Estimated completion 9/31/2024.

Status:100%

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

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We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Last communication with Terry Black was that the materials have been delivered to his yard in Alto. He has a crew wrapping up a job in Greenville and should be onsite early this month.

Materials have been delivered to the job site and construction has started.

Received Pay Application #2 from Terry Black Construction yesterday. As of the end of June they have installed approximately 1,250 LF of pipe. As of my last conversation with Terry Black, they had completed up to the bypass and were coordinating with the TxDOT contractor for some ROW clearing that had not been completed.

Rite of way clearing completed. Boring of overpass under way week of 10/3/2024

Estimated completion date of 11/13/2024.

Status: 60% Complete

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

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Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

Lynn Street (Robert Nash to Justice Clark)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Bid opening scheduled for this Thursday 5/8/2024.

Lakey INC. Has been awarded the bid. Currently working with them on a timeline for construction.

Danny with KSA is scheduling a preconstruction meeting for next week.

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Contractors have completed base repair on Mulberry/Hackberry Streets and Birdsong Lane. They are working on materials to replace the culvert on Hackberry. Pine valley and Birdsong have been completed.

All streets within original scope of work are completed. Danny with KSA will be processing final invoices and make recommendations on the project moving forward.

Completion date: TBD

Status: 90% complete

Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation

- Haul work pipe, air compressor, and ancillary equipment necessary for wire brushing and jetting operations.
- Service rig and crew to mechanically wire brush the screen and blank liner with a sodium hypochlorite solution.
- Service rig, crew. And air compressor to jet accumulated debris from the bottom of the well.

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Pumping Equipment and Rehabilitation

- New 300 GPM submersible pump with lift nipple
- New 50 HP, 3/60/460volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor and downhole probe cables
- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box
- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders, conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

Specifications are at KSA for review. We should be ready to advertise next week 5/13/2024

Bid opening scheduled for Jun 13th.

Construction agreements have been sent to Smith Pump for execution. Once we have them back, we will review for completeness and send for execution by the mayor.

Preconstruction meeting scheduled for 8-9-2024. Notice to Proceed date will be set then.

Site visits completed 8/14/2024. Smith pump mobilizing and scheduling crews to be began work. They are planning to be on site by the middle of September.

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Estimated completion date 11-31-2024

Status: 20% completed

SSO Project 2024

Completed last year in Area C.

Replace manhole ring and covers: 21 EA (Manholes 4,13,14,14A,15,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)
Install Insert dishes: 11 EA (Manholes 1A,3,18,22,41A,65,68,69,94,100,102)
Repair Sidewalk: 35 SF (Manhole 67)
Interior Rehabilitation 382 SF (Manholes 4,14,119,69)
Manhole Bench & Invert Repair: 4EA (Manholes 4,14,119,69)
Ring Encasements: 22 EA (Manholes 4,13,14,14A,15,18,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)

This year we will work on Area D and a few manholes in Area A.

Replace manhole ring and covers: 18 EA (D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)
Install Insert dishes: 1 EA (Manhole D28)
Interior Rehabilitation 384 SF (Manholes D52,D53,D55,D36B)
Manhole Bench & Invert Repair: 4EA (Manholes D52,D53,D55,D36B)
Chimney Seals/Bottom Seal 2 VF: 4 EA (Manholes A24,A30,D52,D53)
Ring Encasements: 18 EA (Manholes D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)

Estimated completion of: 12-15-2024
Status: 10% complete

Park Clean Up

10 trees were blown down form the storm that passed through on 4/28/2024. Parks and street crews have been working daily to cut up and hall of the debris. Three sections of walking trail were damaged totaling 70 feet. On 5/9/2024 another storm hit the park and blew down 2 more trees. The playland behind pavilion 2 was damaged and 100 ft of hike and bike trail.

Quotes have been received to make hiking bike trail repairs. Waiting on playland quote to file insurance claim.

Estimated completion: 10/16/2024

Status of completion: 75%

Ground Storage Meter and Lumberjack Hydrant

The water department changed our the broken 6 in gate valve and 6-inch booster pump meter at ground storage. They opened a few fire hydrants on Lumberjack Dr. to relieve pressure on the main. After repairs were complete the hydrant in front of the golf course dropped an we were not able to shut it off. Locates were called in and crews excavated the area to access the hard head valve that controlled the hydrant. We have black bagged the hydrant and scheduled repairs.

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Estimated completion 11/12/2024

Status of completion: 65%

Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 12/30/2024.

Status: 15% complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to “get the lead out” so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

“Lead” where the service line is made of lead.

“Galvanized Requiring Replacement” where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a “Lead Status Unknown” service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

“Non-lead” where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as “non-lead.”

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"Lead Status Unknown" where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 12/30/24

Status 10% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Borden and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Borden and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

Diboll Day Prep List

Trim all low hanging limbs on parade route
Booker St.
North Hines
Fuller
North Temple
North Hendrick Ave

Mow, bush hog, weed eat, scrape up and blow off all debris along curbs, patch all potholes
Hike and bike trail

Booker St.	North Hines	Fuller
North Temple	North Hendrick Ave	Church St.
Office St.	Ballenger	Weeks
Webber	Park	North St.
Lumberjack	Devereaux St.	Burke
Farrington St.	Kenley St.	Rutland St.
Judd	Durham St.	Hall
Frankens	Stubblefield	Arrington

USA street sweeping scheduled for 9/30/2024
Dig tug of war pit/ Move Bleachers from ball fields
Install electrical outlets where the booster club requested at park
Pickup trailer for stage from Chief
Remove slide form play land and block off
Make sure fish feeder stays full day of event

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Make sure restrooms are clean and smell good all day of event
Place all signage and barricades morning of event by 7am
Splash pad open day of event
Bricks 59
Storm damage on hike and bike trail repaired with road base
Stumps ground form 4 trees we removed from park
All le over down trees form storms removed from park
Ordered trash cans, liners, roll off and porta johns

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Work Order Report

9/6/2024-10/4/2024

Service Address	Job Date	Job Code	Status	Staff
4162 MOCKINGBIRD LN	10/4/2024	Connect	Open	WATER
1101 LYNN	10/4/2024	Sewer Repairs/Maint	Open	WASTEWATER
1318 N TEMPLE	10/3/2024	Reinstate	Completed	WATER
603 S TEMPLE	10/3/2024	Disconnect	Completed	WATER
600 DENNIS	10/3/2024	Street Repair/Maint	Open	STREET
352 GOSSETT RD	10/2/2024	Service Action	Completed	WATER
627 FM RD 1818	10/2/2024	Service Action	Completed	WATER
703 ASHFORD	10/1/2024	Reinstate	Completed	WATER
305 FULLER	10/1/2024	Water Repairs/Maint	Completed	WATER
701 N TEMPLE	10/1/2024	Reinstate	Completed	WATER
PINE/MLK 2) 100 MLK	10/1/2024	Reinstate	Completed	WATER
1012 RED OAK LN	10/1/2024	Occupant Change	Completed	WATER
203 RUTLAND	10/1/2024	Disconnect	Completed	WATER
PINE/MLK (1) 100 MLK TRUCK SHOP	10/1/2024	Street Repair/Maint	Open	STREET
217 RHONE # A	9/30/2024	Water Repairs/Maint	Open	WATER
504 S TEMPLE	9/30/2024	Water Repairs/Maint	Open	WATER
401 PARK	9/30/2024	Water Repairs/Maint	Open	WATER
291 LUMBERJACK Dr	9/30/2024	Water Repairs/Maint	Open	WATER
1001 HOLUBEC	9/30/2024	Street Repair/Maint	Open	STREET
1106 LAWRENCE	9/30/2024	Disconnect	Completed	WATER
1106 LAWRENCE	9/30/2024	Connect	Completed	WATER
1096 LAWRENCE	9/27/2024	Street Repair/Maint	Open	STREET
1107 RED OAK Ln	9/27/2024	Service Action	Completed	WATER

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605 N TEMPLE	9/26/2024	Water Repairs/Maint	Open	WATER
504 S TEMPLE	9/26/2024	Water Repairs/Maint	Open	WATER
613 CARTER	9/26/2024	Water Repairs/Maint	Completed	WATER
1124 PINECREST	9/26/2024	Water Repairs/Maint	Open	WATER
1315 GLASS	9/26/2024	Water Repairs/Maint	Open	WATER
1408 GLASS	9/25/2024	Connect	Completed	WATER
718 PINEWOOD	9/25/2024	Reinstate	Completed	WATER
1110 LAWRENCE	9/25/2024	Reinstate	Completed	WATER
205 COSEY CIR	9/25/2024	Water Repairs/Maint	Open	WATER
608 N SECOND	9/24/2024	Reinstate	Completed	WATER
409 N FIRST	9/24/2024	Service Action	Completed	WATER
300 CHANDLER	9/24/2024	Reinstate	Completed	WATER
1102 RYAN CHAPEL RD	9/24/2024	Water Repairs/Maint	Open	WATER
1001 MAYNARD	9/24/2024	Reinstate	Completed	WATER
1408 GLASS	9/24/2024	Disconnect	Completed	WATER
302 RUTLAND	9/23/2024	Cutoff	Completed	WATER
203 PINE	9/23/2024	Cutoff	Completed	WATER
601 BOOKER	9/23/2024	Cutoff	Completed	WATER
213 HAMNER	9/23/2024	Cutoff	Completed	WATER
300 CHANDLER	9/23/2024	Cutoff	Completed	WATER
1212 PINECREST	9/23/2024	Cutoff	Completed	WATER
1318 N TEMPLE	9/23/2024	Cutoff	Completed	WATER
507 N SECOND	9/23/2024	Cutoff	Completed	WATER
714 DENNIS	9/23/2024	Cutoff	Completed	WATER
608 N SECOND	9/23/2024	Cutoff	Completed	WATER
1001 MAYNARD	9/23/2024	Cutoff	Completed	WATER
300 WHITE OAK	9/23/2024	Cutoff	Completed	WATER
804 WELLS	9/23/2024	Cutoff	Completed	WATER
502 BOX FACTORY	9/23/2024	Cutoff	Completed	WATER

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407 RUTLAND	9/23/2024	Cutoff	Completed	WATER
1304 RYAN CHAPEL RD	9/23/2024	Cutoff	Completed	WATER
718 PINEWOOD	9/23/2024	Cutoff	Completed	WATER
307 BOX FACTORY	9/23/2024	Cutoff	Completed	WATER
500 S TEMPLE	9/23/2024	Cutoff	Completed	WATER
1008 LYNN	9/23/2024	Cutoff	Completed	WATER
1403 GLASS	9/23/2024	Cutoff	Completed	WATER
904 DOGWOOD RIDGE Dr	9/23/2024	Cutoff	Completed	WATER
1106 LYNN	9/23/2024	Cutoff	Completed	WATER
701 MULBERRY	9/23/2024	Cutoff	Completed	WATER
301 MARGIE HARREL	9/23/2024	Cutoff	Completed	WATER
405 RUTLAND	9/23/2024	Cutoff	Completed	WATER
807 WELLS	9/23/2024	Cutoff	Completed	WATER
901 DOGWOOD RIDGE Dr	9/23/2024	Cutoff	Completed	WATER
1110 LAWRENCE	9/23/2024	Cutoff	Completed	WATER
400 KENLEY CITY HALL	9/23/2024	Street Repair/Maint	Open	STREET
603 S TEMPLE	9/23/2024	Water Repairs/Maint	Open	WATER
601 S TEMPLE	9/23/2024	Water Repairs/Maint	Open	WATER
605 S TEMPLE	9/23/2024	Water Repairs/Maint	Open	WATER
502 BOX FACTORY	9/23/2024	Reinstate	Completed	WATER
213 HAMNER	9/23/2024	Reinstate	Completed	WATER
305 SAXTON	9/23/2024	Reinstate	Completed	WATER
1304 RYAN CHAPEL RD	9/23/2024	Disconnect	Completed	WATER
1513 N TEMPLE	9/19/2024	Sewer Repairs/Maint	Completed	WASTEWATER
207 COSEY CIR	9/19/2024	Water Repairs/Maint	Open	WATER
1500 N HENDRICK F 2	9/17/2024	Service Action	Completed	WATER
1500 N HENDRICK B 1	9/17/2024	Service Action	Completed	WATER
1500 N HENDRICK B 2	9/17/2024	Water Repairs/Maint	Completed	WATER
1500 N HENDRICK B 3	9/17/2024	Service Action	Completed	WATER

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1500 N HENDRICK B 4	9/17/2024	Service Action	Completed	WATER
1500 N HENDRICK B 5	9/17/2024	Service Action	Completed	WATER
1500 N HENDRICK C 1	9/17/2024	Service Action	Completed	WATER
1500 N HENDRICK C 3	9/17/2024	Service Action	Completed	WATER
1500 N HENDRICK C 4	9/17/2024	Service Action	Completed	WATER
1500 N HENDRICK # APT G	9/17/2024	Service Action	Completed	WATER
607 DEVEREAUX	9/17/2024	Sewer Repairs/Maint	Open	WASTEWATER
504 DEVEREAUX	9/17/2024	Water Repairs/Maint	Completed	WATER
1500 N HENDRICK # APT G	9/17/2024	Service Action	Completed	WATER
733 BOOKER	9/16/2024	Water Repairs/Maint	Open	WATER
1500 N HENDRICK B 3	9/16/2024	Connect	Completed	WATER
400 KENLEY CITY HALL	9/16/2024	Water Repairs/Maint	Completed	WATER
299 1/2 N HINES	9/16/2024	Service Action	Completed	WATER
1500 N HENDRICK F 1	9/16/2024	Service Action	Completed	WATER
500 WESTCHESTER	9/13/2024	Water Repairs/Maint	Open	WATER
1435 RYAN CHAPEL RD	9/12/2024	Connect	Completed	WATER
703 ASHFORD	9/12/2024	Reinstate	Completed	WATER
1423 RYAN CHAPEL RD	9/11/2024	Water Repairs/Maint	Completed	WATER
504 DEVEREAUX	9/11/2024	Disconnect	Completed	WATER
1509 N TEMPLE	9/11/2024	Connect	Completed	WATER
1604 S FIRST	9/11/2024	Service Action	Completed	WATER
1009 HOLUBEC	9/11/2024	Reinstate	Completed	WATER
1516 S TEMPLE	9/10/2024	Water Repairs/Maint	Completed	WATER
802 ASH	9/10/2024	Reinstate	Completed	WATER
200 S FIRST	9/10/2024	Water Repairs/Maint	Open	WATER
513 DEVEREAUX	9/10/2024	Water Repairs/Maint	Completed	WATER
1405 RYAN CHAPEL RD	9/10/2024	Street Repair/Maint	Open	STREET
409 N FIRST	9/10/2024	Connect	Completed	WATER
504 DEVEREAUX	9/9/2024	Misc	Completed	

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733 BOOKER	9/9/2024	Water Repairs/Maint	Completed	WATER
504 DEVEREAUX	9/9/2024	Water Repairs/Maint	Completed	WATER
605 N TEMPLE	9/9/2024	Water Repairs/Maint	Completed	WATER
400 KENLEY CITY HALL	9/6/2024	Misc	Open	PARKS
1228 N TEMPLE	9/6/2024	Water Repairs/Maint	Completed	WATER

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Samantha Durham
Director of Finance

400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **October 8, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including September 2024 Financials Report for your review.

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Customer Meter Interface
Estimated Completion Date: August 2024
Status: 5% Complete

Fond regards,

Sam Durham

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, OCTOBER 8, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

Mayor Trey Wilkerson

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Assistant Chief of Police Jacob Hopper, Public Works Director Joshua Richard and Fire Chief Aaron Smith.

Call to Order: Mayor Pro Tem Daniel Lopez called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation:
President of Booster Club, Rodney Cheshire addressed Council in gratitude for City's assistance with Diboll Day events.
Gary Gores addressed Council regarding streets in Deer Trace and other Diboll related items.
Sandra Pouland addressed Council in gratitude for City's and Boster Club's assistance with Diboll Day events.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from September 10, 2024, Regular Session Meeting
b. Financial Statement for September 2024
c. 12-Month Attendance Record for September 2024

Ray Williams, Jr. made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to adopt Ordinance 2024-10-001, approving and documenting a revised 2024 fee schedules, combining all categories of fees, for the City of Diboll.

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Nora Munoz made a motion to approve and Schuyler Bacon, second.
All in Favor, none opposed, motion carries.

Item #3: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Pro Tem Daniel Lopez called to adjourn at 5:29p.m.

Minutes of the October 8, 2024 Regular Session Meeting approved by council on this the 12th day of November, 2024.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, November 12, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

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a. Minutes from October 8, 2024, Regular Session Meeting
b. Financial Statement for October 2024
c. 12-Month Attendance Record for October 2024
d. Investment Report for Quarter ending September 2024

Item #2: Consideration and possible action to approve Resolution 2024-11-001 CDBG Grant Application.

Item #3: Consideration and possible action to approve Resolution 2024-11-002 to select grant administrator for the CDBG Grant.

Item #4: Consideration and possible action to approve Policy for Preventing Use of Prohibited Technology and Covered Applications.

Item #5: Consideration and possible action to approve the Mockingbird Drainage Improvement Project as part of the Comprehensive Street Overlay Program.

Item #6: Consideration and possible action to approve Ordinance 2024-11-001 for the first (1st) amendment to the 2024-2025 Operating Budget.

Item #7: Consideration and possible action to approve an end of lease date for the Neches Pines Golf Course Lease Agreement with WHGC, LLC.

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Item #8: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on November 8, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 11/08/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, OCTOBER 8, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

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Ray Williams, Jr. made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to adopt Ordinance 2024-10-001, approving and documenting a revised 2024 fee schedules, combining all categories of fees, for the City of Diboll.

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Nora Munoz made a motion to approve and Schuyler Bacon, second.
All in Favor, none opposed, motion carries.

Item #3: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Pro Tem Daniel Lopez called to adjourn at 5:29p.m.

Minutes of the October 8, 2024 Regular Session Meeting approved by council on this the 12th day of November, 2024.

_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2024-2025 Period Ending: 10/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	5,000.00	5,000.00	1,500.00	1,500.00	1,500.00	3,500.00
3200 - Fines and Fees	398,893.00	398,893.00	46,334.12	46,334.12	46,334.12	352,558.88
3210 - Licenses & Permits	20,000.00	20,000.00	1,505.00	1,505.00	1,505.00	18,495.00
3500 - Franchise Tax	375,000.00	375,000.00	13,419.73	13,419.73	13,419.73	361,580.27
3550 - Property Tax	1,467,188.00	1,467,188.00	28,557.74	28,557.74	28,557.74	1,438,630.26
3700 - Sales Tax	944,405.00	944,405.00	60,328.92	60,328.92	60,328.92	884,076.08
3800 - Interest	20,000.00	20,000.00	564.87	564.87	564.87	19,435.13
3805 - Miscellaneous	2,500.00	2,500.00	985.29	985.29	985.29	1,514.71
Revenue Total:	**3,232,986.00**	**3,232,986.00**	**153,195.67**	**153,195.67**	**153,195.67**	**3,079,790.33**
Expense						
4000 - Insurance	75,080.00	75,080.00	67,738.94	67,738.94	67,738.94	7,341.06
4030 - Fines & Fees	950.00	950.00	0.00	0.00	0.00	950.00
4040 - Administrative	200,599.00	200,599.00	19,906.63	19,906.63	30,630.34	169,968.66
4080 - Capital Purchase	87,003.00	87,003.00	1,263.00	1,263.00	87,001.00	2.00
4100 - Contractual & Professional Services	206,614.00	206,614.00	8,065.98	8,065.98	8,065.98	198,548.02
4110 - Intergov't Contracts	188,000.00	188,000.00	1,750.00	1,750.00	1,750.00	186,250.00
4210 - Project Expense	25,500.00	25,500.00	11,902.65	11,902.65	18,212.65	7,287.35
4300 - Utility	147,240.00	147,240.00	9,520.30	9,520.30	9,520.30	137,719.70
4400 - Repairs & Maintenance	278,227.00	278,227.00	17,687.94	17,687.94	18,859.92	259,367.08
4460 - Materials & Supplies	164,738.00	164,738.00	11,996.89	11,996.89	15,925.77	148,812.23
4500 - Miscellaneous	5,500.00	5,500.00	739.56	739.56	739.56	4,760.44
4800 - Payroll Expense	2,429,534.00	2,429,534.00	188,536.96	188,536.96	188,536.96	2,240,997.04
4860 - Personnel	63,145.00	63,145.00	11,953.29	11,953.29	11,953.29	51,191.71
9999 - Transfers	-639,144.00	-639,144.00	0.00	0.00	0.00	-639,144.00
Expense Total:	**3,232,986.00**	**3,232,986.00**	**351,062.14**	**351,062.14**	**458,934.71**	**2,774,051.29**
Fund: 01 - General Fund Surplus (Deficit):	**0.00**	**0.00**	**-197,866.47**	**-197,866.47**	**-305,739.04**	**305,739.04**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,815,187.00	3,815,187.00	270,228.98	270,228.98	270,228.98	3,544,958.02
3130 - Penalties & Interest	25,000.00	25,000.00	242,464.41	242,464.41	242,464.41	-217,464.41
3800 - Interest	16,000.00	16,000.00	0.00	0.00	0.00	16,000.00
3805 - Miscellaneous	0.00	0.00	891.17	891.17	891.17	-891.17
3940 - Contributions & Grants	0.00	0.00	79,935.50	79,935.50	79,935.50	-79,935.50
Revenue Total:	**3,856,187.00**	**3,856,187.00**	**593,520.06**	**593,520.06**	**593,520.06**	**3,262,666.94**
Expense						
4000 - Insurance	35,591.00	35,591.00	36,447.38	36,447.38	36,447.38	-856.38
4010 - Grant Expense	0.00	0.00	79,935.50	79,935.50	79,935.50	-79,935.50
4030 - Fines & Fees	2,340.00	2,340.00	270.00	270.00	270.00	2,070.00
4040 - Administrative	60,380.00	60,380.00	1,476.83	1,476.83	1,526.83	58,853.17
4080 - Capital Purchase	5.00	5.00	0.00	0.00	0.00	5.00
4100 - Contractual & Professional Services	895,961.00	895,961.00	92,290.55	92,290.55	92,290.55	803,670.45
4110 - Intergov't Contracts	10,080.00	10,080.00	24.80	24.80	24.80	10,055.20
4300 - Utility	141,840.00	141,840.00	10,790.96	10,790.96	10,790.96	131,049.04
4400 - Repairs & Maintenance	291,107.00	291,107.00	2,990.88	2,990.88	102,895.88	188,211.12
4460 - Materials & Supplies	281,325.00	281,325.00	5,872.46	5,872.46	14,946.02	266,378.98
4800 - Payroll Expense	627,317.00	627,317.00	50,957.77	50,957.77	50,957.77	576,359.23
4860 - Personnel	9,465.00	9,465.00	35.70	35.70	206.65	9,258.35
9999 - Transfers	1,500,776.00	1,500,776.00	0.00	0.00	0.00	1,500,776.00
Expense Total:	**3,856,187.00**	**3,856,187.00**	**281,092.83**	**281,092.83**	**390,292.34**	**3,465,894.66**
Fund: 02 - Utility Fund Surplus (Deficit):	**0.00**	**0.00**	**312,427.23**	**312,427.23**	**203,227.72**	**-203,227.72**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3900 - Rentals & Leases	65,100.00	65,100.00	0.00	0.00	0.00	65,100.00
Revenue Total:	**65,100.00**	**65,100.00**	**0.00**	**0.00**	**0.00**	**65,100.00**
Expense						
4000 - Insurance	695.00	695.00	717.08	717.08	717.08	-22.08
4040 - Administrative	7,674.00	7,674.00	204.67	204.67	204.67	7,469.33
4100 - Contractual & Professional Services	1,450.00	1,450.00	60.00	60.00	60.00	1,390.00
4300 - Utility	55,496.00	55,496.00	6,008.43	6,008.43	6,008.43	49,487.57
4400 - Repairs & Maintenance	33,785.00	33,785.00	667.50	667.50	667.50	33,117.50
4800 - Payroll Expense	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
9999 - Transfers	-64,000.00	-64,000.00	0.00	0.00	0.00	-64,000.00
Expense Total:	**65,100.00**	**65,100.00**	**7,657.68**	**7,657.68**	**7,657.68**	**57,442.32**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**-7,657.68**	**-7,657.68**	**-7,657.68**	**7,657.68**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3940 - Contributions & Grants	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
Revenue Total:	**1,200.00**	**1,200.00**	**0.00**	**0.00**	**0.00**	**1,200.00**
Expense						
4010 - Grant Expense	55,000.00	55,000.00	15,232.87	15,232.87	15,232.87	39,767.13
4210 - Project Expense	1,200.00	1,200.00	0.00	0.00	250.00	950.00
9999 - Transfers	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
Expense Total:	**106,200.00**	**106,200.00**	**15,232.87**	**15,232.87**	**15,482.87**	**90,717.13**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**-105,000.00**	**-105,000.00**	**-15,232.87**	**-15,232.87**	**-15,482.87**	**-89,517.13**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00
Revenue Total:	**14,000.00**	**14,000.00**	**0.00**	**0.00**	**0.00**	**14,000.00**
Expense						
9999 - Transfers	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00
Expense Total:	**14,000.00**	**14,000.00**	**0.00**	**0.00**	**0.00**	**14,000.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.30	1.30	1.30	-1.30
Revenue Total:	**0.00**	**0.00**	**1.30**	**1.30**	**1.30**	**-1.30**
Fund: 07 - Seized Fund Total:	**0.00**	**0.00**	**1.30**	**1.30**	**1.30**	**-1.30**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1.00	1.00	645.76	645.76	645.76	-644.76
4100 - Contractual & Professional Services	1.00	1.00	0.00	0.00	0.00	1.00
4460 - Materials & Supplies	2.00	2.00	5,297.71	5,297.71	5,297.71	-5,295.71
4800 - Payroll Expense	1.00	1.00	0.00	0.00	0.00	1.00
9999 - Transfers	-5.00	-5.00	0.00	0.00	0.00	-5.00
Expense Total:	**0.00**	**0.00**	**5,943.47**	**5,943.47**	**5,943.47**	**-5,943.47**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**0.00**	**5,943.47**	**5,943.47**	**5,943.47**	**-5,943.47**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	6,000.00	6,000.00	1,465.43	1,465.43	1,465.43	4,534.57
Revenue Total:	**6,000.00**	**6,000.00**	**1,465.43**	**1,465.43**	**1,465.43**	**4,534.57**
Expense						
9999 - Transfers	10,320.00	10,320.00	0.00	0.00	0.00	10,320.00
Expense Total:	**10,320.00**	**10,320.00**	**0.00**	**0.00**	**0.00**	**10,320.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**-4,320.00**	**-4,320.00**	**1,465.43**	**1,465.43**	**1,465.43**	**-5,785.43**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,000.00	7,000.00	1,246.44	1,246.44	1,246.44	5,753.56
Revenue Total:	**7,000.00**	**7,000.00**	**1,246.44**	**1,246.44**	**1,246.44**	**5,753.56**
Expense						
4300 - Utility	12,000.00	12,000.00	238.34	238.34	238.34	11,761.66
Expense Total:	**12,000.00**	**12,000.00**	**238.34**	**238.34**	**238.34**	**11,761.66**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**-5,000.00**	**-5,000.00**	**1,008.10**	**1,008.10**	**1,008.10**	**-6,008.10**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	25.77	25.77	25.77	-25.77
Revenue Total:	**0.00**	**0.00**	**25.77**	**25.77**	**25.77**	**-25.77**
Fund: 12 - Red Light Fund Total:	**0.00**	**0.00**	**25.77**	**25.77**	**25.77**	**-25.77**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	135,569.00	135,569.00	2,834.10	2,834.10	2,834.10	132,734.90
3800 - Interest	0.00	0.00	5.87	5.87	5.87	-5.87
Revenue Total:	**135,569.00**	**135,569.00**	**2,839.97**	**2,839.97**	**2,839.97**	**132,729.03**
Expense						
4015 - Bond Expense	606,974.00	606,974.00	0.00	0.00	0.00	606,974.00
4020 - Note Expense	399,592.00	399,592.00	0.00	0.00	0.00	399,592.00
4030 - Fines & Fees	950.00	950.00	0.00	0.00	0.00	950.00
9999 - Transfers	-871,947.00	-871,947.00	0.00	0.00	0.00	-871,947.00
Expense Total:	**135,569.00**	**135,569.00**	**0.00**	**0.00**	**0.00**	**135,569.00**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**0.00**	**0.00**	**2,839.97**	**2,839.97**	**2,839.97**	**-2,839.97**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	5.00	5.00	0.00	0.00	0.00	5.00
Expense Total:	**5.00**	**5.00**	**0.00**	**0.00**	**0.00**	**5.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**8,045.00**	**8,045.00**	**0.00**	**0.00**	**0.00**	**8,045.00**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Expense						
4210 - Project Expense	136,000.00	136,000.00	92,566.10	92,566.10	92,566.10	43,433.90
Expense Total:	**136,000.00**	**136,000.00**	**92,566.10**	**92,566.10**	**92,566.10**	**43,433.90**
Fund: 15 - Restricted Project Fund Total:	**136,000.00**	**136,000.00**	**92,566.10**	**92,566.10**	**92,566.10**	**43,433.90**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	0.00	0.00	1,362.56	1,362.56	1,362.56	-1,362.56
Revenue Total:	**0.00**	**0.00**	**1,362.56**	**1,362.56**	**1,362.56**	**-1,362.56**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Total:	**0.00**	**0.00**	**1,362.56**	**1,362.56**	**1,362.56**	**-1,362.56**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	0.00	0.00	27.02	27.02	27.02	-27.02
Revenue Total:	**0.00**	**0.00**	**27.02**	**27.02**	**27.02**	**-27.02**
Fund: 17 - MC Municipal Jury Fund Total:	**0.00**	**0.00**	**27.02**	**27.02**	**27.02**	**-27.02**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3960 - Donations	0.00	0.00	43.14	43.14	43.14	-43.14
Revenue Total:	**0.00**	**0.00**	**43.14**	**43.14**	**43.14**	**-43.14**
Expense						
4210 - Project Expense	37,000.00	37,000.00	1,870.00	1,870.00	1,870.00	35,130.00
Expense Total:	**37,000.00**	**37,000.00**	**1,870.00**	**1,870.00**	**1,870.00**	**35,130.00**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**-37,000.00**	**-37,000.00**	**-1,826.86**	**-1,826.86**	**-1,826.86**	**-35,173.14**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	86.79	86.79	86.79	-86.79
Revenue Total:	**0.00**	**0.00**	**86.79**	**86.79**	**86.79**	**-86.79**
Expense						
4210 - Project Expense	226,000.00	226,000.00	0.00	0.00	0.00	226,000.00
Expense Total:	**226,000.00**	**226,000.00**	**0.00**	**0.00**	**0.00**	**226,000.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**-226,000.00**	**-226,000.00**	**86.79**	**86.79**	**86.79**	**-226,086.79**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	287.40	287.40	287.40	-287.40
Revenue Total:	**0.00**	**0.00**	**287.40**	**287.40**	**287.40**	**-287.40**
Expense						
4210 - Project Expense	1,157,000.00	1,157,000.00	267,086.29	267,086.29	267,086.29	889,913.71
Expense Total:	**1,157,000.00**	**1,157,000.00**	**267,086.29**	**267,086.29**	**267,086.29**	**889,913.71**
Fund: 20 - ARPA Fund Surplus (Deficit):	**-1,157,000.00**	**-1,157,000.00**	**-266,798.89**	**-266,798.89**	**-266,798.89**	**-890,201.11**
Total Surplus (Deficit):	**-1,662,275.00**	**-1,662,275.00**	**-268,648.17**	**-268,648.17**	**-485,970.25**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	0.00	0.00	-197,866.47	-197,866.47	-305,739.04	305,739.04
02 - Utility Fund	0.00	0.00	312,427.23	312,427.23	203,227.72	-203,227.72
03 - Recreation Fund	0.00	0.00	-7,657.68	-7,657.68	-7,657.68	7,657.68
05 - Special Revenue Fund	-105,000.00	-105,000.00	-15,232.87	-15,232.87	-15,482.87	-89,517.13
06 - Hotel/Motel Tax Fund	0.00	0.00	0.00	0.00	0.00	0.00
07 - Seized Fund	0.00	0.00	1.30	1.30	1.30	-1.30
08 - Diboll Day Fund	0.00	0.00	-5,943.47	-5,943.47	-5,943.47	5,943.47
09 - MC Security Fund	-4,320.00	-4,320.00	1,465.43	1,465.43	1,465.43	-5,785.43
10 - MC Tech Fund	-5,000.00	-5,000.00	1,008.10	1,008.10	1,008.10	-6,008.10
12 - Red Light Fund	0.00	0.00	25.77	25.77	25.77	-25.77
13 - Debt Service Fund	0.00	0.00	2,839.97	2,839.97	2,839.97	-2,839.97
14 - Endowment Fund	8,045.00	8,045.00	0.00	0.00	0.00	8,045.00
15 - Restricted Project Fund	-136,000.00	-136,000.00	-92,566.10	-92,566.10	-92,566.10	-43,433.90
16 - MC Local Truancy Preven..	0.00	0.00	1,362.56	1,362.56	1,362.56	-1,362.56
17 - MC Municipal Jury Fund	0.00	0.00	27.02	27.02	27.02	-27.02
18 - Keep Diboll Beautiful Fu...	-37,000.00	-37,000.00	-1,826.86	-1,826.86	-1,826.86	-35,173.14
19 - Street Project Fund	-226,000.00	-226,000.00	86.79	86.79	86.79	-226,086.79
20 - ARPA Fund	-1,157,000.00	-1,157,000.00	-266,798.89	-266,798.89	-266,798.89	-890,201.11
Total Surplus (Deficit):	**-1,662,275.00**	**-1,662,275.00**	**-268,648.17**	**-268,648.17**	**-485,970.25**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	11/14/2023	12/12/2023	1/9/2024	2/13/2024	3/12/2024	4/9/2024	5/14/2024	6/11/2024
Schuyler Bacon								0
Luis Maldonado	0	0	0	0	0	0	0	0
Nora Munoz	0	0	1	0	0	0	0	0
Daniel Lopez	0	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0	0
Ray Williams, Jr.	0	0	0	0	0	0	1	0
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**0**	**1**	**0**	**0**	**0**	**1**	**0**

Council Member	6/25/2024	7/9/2024	7/23/2024	8/13/2024	9/3/2024	9/10/2024	10/8/2024	TOTAL TO-DATE
Schuyler Bacon	0	0	0	0	0	1	0	**1**
Luis Maldonado	0	1	0	0	0	0	0	**1**
Nora Munoz	0	0	0	0	0	0	0	**1**
Daniel Lopez	0	0	0	1	0	0	0	**1**
Ruben Terrazas	0	1	0	0	0	0	0	**1**
Ray Williams, Jr.	1	1	0	0	0	0	0	**3**
Trey Wilkerson	0	0	0	0	0	0	1	**1**
Total Absences	**1**	**3**	**0**	**1**	**0**	**1**	**1**	**9**

Rosa M. Olvera - City Secretary

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Investment Report for the Quarter Ending September 30, 2024

INVESTMENT STRATEGY: The City intends to pursue a passive portfolio management philosophy. While the financial market will be monitored by investment officials and the City will purchase investments based on the parameters for liquidity and based on market conditions, investment officials do not intend to actively sell investments. Market and credit risk shall be minimized by diversification by investment instrument, by financial institution, and by maturity scheduling.

This report is in compliance with the Act, Chapter 2256 of the Local Government Code and the City of Diboll Investment Policy and Strategies

Respectfully Submitted: _____

Dated: 09/30/2024

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City of Diboll
Endowment Investment Detail
through 09/30/2024

Money Market/Pooled Investments	Rate	Balance	Type	Description
Southside Trust Money Market - Investment Custody	4.8500%	25,650.46	Restricted	General Fund - Endowments
Total Pool and Money Market		25,650.46		

Endowment Investments
Principal may never be spent. Interest is used to fund operations of civic center, library, park and cemeteries.

Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
US Treasury Bond	4/30/2021	4/30/2026	0.75%	542	170,000	162,244.60	158,113.60	4,131.00
Austin Telco Federal Credit Union	2/15/2023	2/26/2027	4.75%	844	100,000	102,164.00	99,659.00	2,505.00
Federal Home Loan Bank	1/13/2022	12/20/2024	1.05%	46	250,000	247,997.50	244,930.00	3,067.50
Capital One Bank	4/21/2022	4/21/2025	2.75%	168	246,000	243,667.92	241,030.80	2,637.12
Bluepeal Credit Union	11/21/2023	11/20/2024	5.75%	16	57,000.00	57,064.98	57,043.32	21.66
Total Endowment Investments					823,000.00	813,139.00	800,776.72	12,340.62

Purchases / Redemptions

Issuer	*Purchase Date*	*Redemption Date*	*Rate*	*Par Value*	*Purchases/ Redemptions*

Due From (+) / To(-)	*Description*	
Southside Trust Money Market - Library		(22,258.30)
Southside Trust Money Market - Library (Annual Interest 2023-2024)		(2,957.63)
Southside Trust Money Market - City of Diboll		(137,784.07)
Southside Trust Money Market - City of Diboll (Annual Interest 2023-2024)		(17,597.93)
		(180,597.93)

Transfer From (+) / To(-)	*Description*	*Transfer Date*	*Transfer Amount*

SSB Trust Endowment Returns	Endow Amt (in $1,000)	%	Current Period 7/1/2024 thru 9/30/2024	YTD 10/1/23 thru 9/30/24	NOTES 10/1/23 thru 9/30/24
Civc Center	100	14%	375.68	2,957.63	Transfer to City
Forest haven	50	7%	187.84	1,478.82	Transfer to City
Library	100	14%	375.68	2,957.63	Transfer to Library
Park	20	3%	75.14	591.53	Transfer to City
Temple	425	61%	1,596.65	12,569.95	Transfer $5,100 per yr expenses + 15% remaining
Total	695	100%	2,610.99	20,555.56	
Total Fees			274.11	1,079.64	
Total Dividends/Interest			2,336.88	19,475.92	7,899.47

Year to Date Interest Earnings*		
** Interest is reflected net of bank service fees*		
Endowment - Due to Library	14-2630	2,957.63
Endowment - General Fund	14-01-3803	14,048.77
Endowment - Park	14-06-3803	591.53
Endowment - Civic Center	14-11-3803	2,957.63
Total interest earned		20,555.56

TOTAL ENDOWMENT INVESTMENTS	Balance
CASH EQUIVILENTS	25,650.46
FIXED INCOME SECURITIES	823,000.00
TOTAL ENDOWMENT INVESTMENTS	848,650.46

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City of Diboll
City Investment Detail
through 09/30/2024

Money Market/Pooled Investments	Rate	Balance	Type	Description
Southside Trust Money Market -				
City of Diboll	4.8500%	7,356.74	Unrestricted	General Fund
Commercial Bank	2.8300%	265,997.54	Unrestricted	General Fund
Texpool Contingency Account	5.1367%	283,974.10	Unrestricted	General Fund
Texpool Meter Deposit Account	5.1367%	115,973.85	Restricted	Water and Sewer Fund - Meter Deposits
Logic Contingency Account	5.2340%	309,641.70	Unrestricted	Water and Sewer Fund
Bank OZK	5.0000%	353,018.32	Restricted	General Fund - PSI Projects
BOK Financial	5.0600%	3,912,907.73	Restricted	Utility Fund - TWDB Loan Proceeds
Total Pool and Money Market		5,248,869.98		

Investments								
Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
Morgan Stanley	8/21/2024	8/21/2028	3.85%	1386	100,000.00	100,941.00	100,000.00	941.00
Total Endowment Investments					100,000.00	100,941.00		941.00

Purchases / Redemptions					
Issuer	*Purchase Date*	*Redemption Date*	*Rate*	*Par Value*	*Purchases/ Redemptions*
Wells Fargo Bank	8/9/2023	8/14/2024	5.3000%	100,000.00	100,000.00

Due From (+) / To(-)	*Description*	
Southside Trust Money Market - Investment Custody		137,784.07
Southside Trust Money Market - City of Diboll (Annual Interest 2023-2024)		17,597.93

Transfer From (+) / To(-)	*Description*	*Transfer Date*	*Transfer Amount*

Year to Date Interest Earnings*		
** Interest is reflected net of bank service fees*		
General Fund	01-01-3800	33,291.42
Utility Fund	02-09-3800	22,441.76
Utility Fund - Investments	02-09-3803	-
Seized Fund	07-03-3800	15.27
Red Light Fund	12-01-3800	303.54
Debt Service Fund	13-01-3800	133.64
Street Project Fund	19-07-3800	1,022.21
ARP Fund	20-01-3800	6,721.63
Total interest earned		63,929.47

SSB Trust Returns	YTD
	10/1/23 thru 9/30/24
Total	5,380.70
Total Fees	135.84
Total Dividends/Interest	5,516.54

TOTAL ENDOWMENT INVESTMENTS	
	Balance
CASH EQUIVILENTS	5,248,869.98
FIXED INCOME SECURITIES	100,000.00
TOTAL ENDOWMENT INVESTMENTS	5,348,869.98

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City of Diboll
Cash Detail
through 09/30/2024

Cash Balances

Restricted funds may only be used for the items described, Consolidated Cash Report

Account Name	Fund Description	Balance	Type	Description
Consolidated Cash	General	488,252.34	Unrestricted	General Fund Operations
Consolidated Cash	Utility	604,189.41	Unrestricted	Water and Sewer Fund Operations
Consolidated Cash	Recreation	42,231.34	Unrestricted	Recreation Fun Operations
Consolidated Cash	Equipment	356.27	Unrestricted	Funds from sale of equipment
Consolidated Cash	Restricted	188,417.08	Restricted	Donated funds for specific projects
Consolidated Cash	Hotel/Motel	30,644.45	Restricted	Hotel taxes are deposited in this account
Consolidated Cash	Municipal Court Security	46,260.12	Restricted	Funds to be used to enhance the security of the court
Consolidated Cash	Municipal Court Technology	19,554.95	Restricted	Funds to be used to enhance the technology of the court
Consolidated Cash	Debt Service	(322,315.40)	Restricted	Property taxes designated for the payment of debt are deposited in this account
Consolidated Cash	Retricted Project Fund	292,600.00	Restricted	Funds retricted to be used for Council Approved Projects
Consolidated Cash	MC Local Trueancy Prevention	37,155.68	Restricted	Funds to be used to finance a juvenile case manager
Consolidated Cash	MC Municipal Jury Fund	342.34	Restricted	Funds to be used for jury services
Consolidated Cash	Keep Diboll Beautiful	3,725.51	Restricted	Funds to be used for beautification of Diboll
Consolidated Cash	Diboll Day	(874.30)	Restricted	Funds to be used for Bi-Annual Diboll Day Support
	Total Consolidated Cash	1,430,539.79		
Operations	General Fund	502.04	Unrestricted	Funds to be used for the purpose of accounts payable processing
PEG	PEG Fund	57,602.51	Restricted	Fees received from cable franchise for use in public television capital projects
Seized Funds	Seized Fund	7,626.11	Restricted	Funds siezed from drug arrests are deposited in this account
Debt Service	Water and Sewer Fund	27,384.61	Restricted	Restricted to the payment of Debt Service
ARP	General Fund	758,023.83	Restricted	American Rescue Plan Grant Proceeds - restricted to approved projects
SIB	General Fund	227,091.99	Restricted	State Infrastructure Bank Loan proceeds - For the Contruction of Road
Red Light Revenue	General Fund	75,844.20	Restricted	Red Light Cameras no longer producing revenue, partial balance to fund pending litigation
	Total Other Cash	1,154,075.29		
Total Cash Balances		$ 2,584,615.08		

Accounts Closed

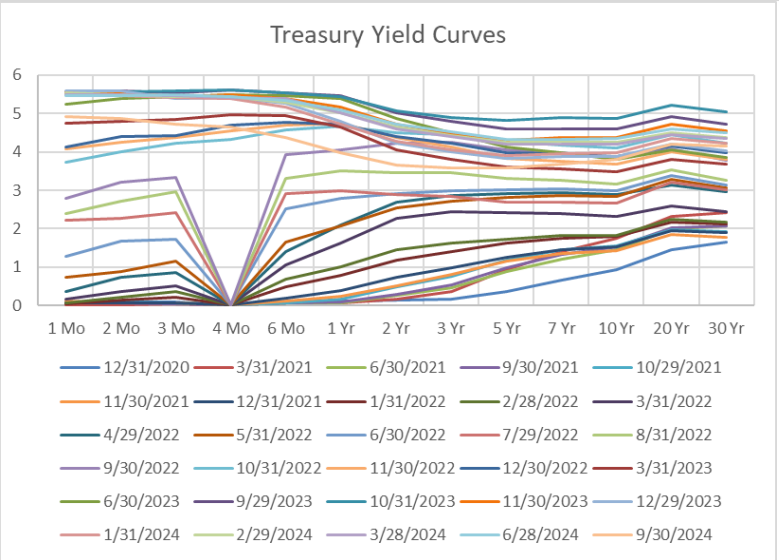
Bank	*Description*	*Notes*
None		

Accounts Opened

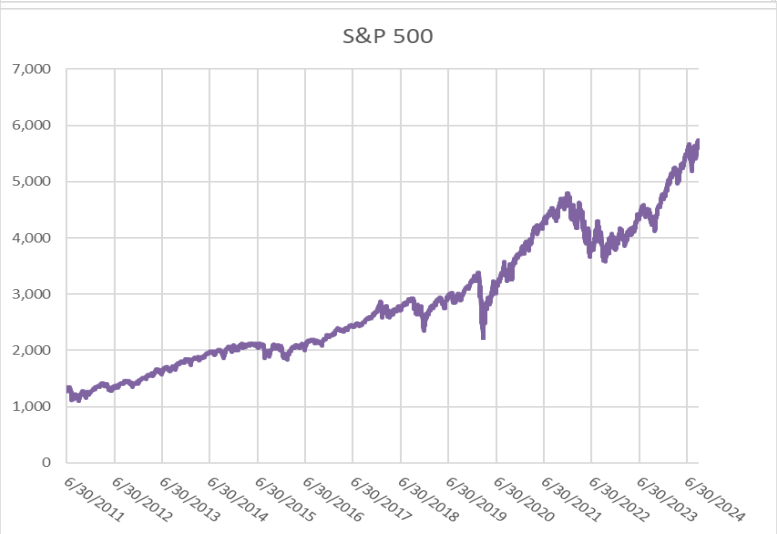
Bank	*Description*	*Notes*
None		

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City of Diboll
Market Detail
through 09/30/2024







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RESOLUTION 2024-11-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND.

WHEREAS, the City Council of the City of Diboll desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of the City of Diboll to apply for funding under the Texas Community Development Block Grant Program;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS,

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture, and to be placed in competition for funding under the Community Development Fund.

2. That the City of Diboll commits to dedicating no less than 51% of grant funds for activities identified by the DETCOG state planning region as any eligible activity.

3. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.

4. That the City of Diboll is committing to provide $37,500.00 in matching funds toward the application's activities, with the specific usage and funding source to be determined prior to any award of grant funding.

PASSED AND APPROVED this 12th day of November, 2024

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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RESOLUTION 2024-11-002

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIBOLL TEXAS, AUTHORIZING PROFESSIONAL SERVICE PROVIDER SELECTION FOR THE 2025 COMMUNITY DEVELOPMENT FUND (CD) GRANT FROM THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TxCDBG) PROGRAM OF THE TEXAS DEPARTMENT OF AGRICULTURE (TDA).

WHEREAS, participation in TxCDBG-CD programs requires implementation by professionals experienced in the administration/project delivery of federally-funded projects and creation of planning documents;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Proposals (RFP) process for administration and planning services has been completed in accordance with the TDA requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service giving consideration to ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources

NOW, THEREFORE, BE IT RESOLVED:

Section 1. That Raymond K. Vann & Associates, LLC is selected to provide application and project-related **administration/project delivery services** for TxCDBG-CD program(s).

Section 2. That any and all project-related services contracts or commitments made with the above-named service provider(s) are dependent on the successful negotiation of a contract with the service provider(s).

PASSED AND APPROVED this 12th day of November, 2024

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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CITY OF DIBOLL

Covered Applications and Prohibited Technology Policy

Date: October 31, 2024

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1.0 INTRODUCTION

1.1 PURPOSE

On December 7, 2022, Governor Greg Abbott required all state agencies to ban the video-sharing application TikTok from all state-owned and state-issued devices and networks over the Chinese Communist Party's ability to use the application for surveilling Texans. Governor Abbott also directed the Texas Department of Public Safety (DPS) and the Texas Department of Information Resources (DIR) to develop a plan providing state agencies guidance on managing personal devices used to conduct state business. Following the issuance of the Governor's directive, the 88th Texas Legislature passed Senate Bill 1893, which prohibits the use of covered applications on governmental entity devices.

2.0 COVERED APPLICATIONS POLICY FOR GOVERNMENTAL ENTITIES

2.1 SCOPE AND DEFINITIONS

Pursuant to Senate Bill 1893, governmental entities, as defined below, must establish a covered applications policy:

- A department, commission, board, office, or other agency that is in the executive or legislative branch of state government and that was created by the constitution or a statute, including an institution of higher education as defined by Education Code Section 61.003.
- The supreme court, the court of criminal appeals, a court of appeals, a district court, or the Texas Judicial Council or another agency in the judicial branch of state government.
- A political subdivision of this state, including a municipality, county, or special purpose district.

This policy applies to all City of Diboll full- and part-time employees, contractors, paid or unpaid interns, and other users of government networks. All City of Diboll employees are responsible for complying with this policy.

A covered application is:

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- The social media service TikTok or any successor application or service developed or provided by ByteDance Limited, or an entity owned by ByteDance Limited.
- A social media application or service specified by proclamation of the governor under Government Code Section 620.005.

2.2 Covered Applications on Government-Owned or Leased Devices

Except where approved exceptions apply, the use or installation of covered applications is prohibited on all government-owned or -leased devices, including cell phones, tablets, desktop and laptop computers, and other internet-capable devices.

The City of Diboll will identify, track, and manage all government-owned or -leased devices including mobile phones, tablets, laptops, desktop computers, or any other internet-capable devices to:

a. Prohibit the installation of a covered application.
b. Prohibit the use of a covered application.
c. Remove a covered application from a government-owned or -leased device that was on the device prior to the passage of S.B. 1893 (88th Leg, R.S.).
d. Remove an application from a government-owned or -leased device if the Governor issues a proclamation identifying it as a covered application.

The City of Diboll will manage all government-owned or leased mobile devices by implementing the security measures listed below:

a. Restrict access to “app stores” or unauthorized software repositories to prevent the installation of unauthorized applications.
b. Maintain the ability to remotely wipe non-compliant or compromised mobile devices.
c. Maintain the ability to remotely uninstall unauthorized software from mobile devices.

2.3 Ongoing and Emerging Technology Threats

To provide protection against ongoing and emerging technological threats to the government’s sensitive information and critical infrastructure, DPS and DIR will regularly monitor and evaluate additional social media applications or services that pose a risk to this state.

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DIR will annually submit to the Governor a list of social media applications and services identified as posing a risk to Texas. The Governor may proclaim items on this list as covered applications that are subject to this policy.

If the Governor identifies an item on the DIR-posted list described by this section, then the City of Diboll will remove and prohibit the covered application.

The City of Diboll may also prohibit social media applications or services in addition to those specified by proclamation of the Governor.

2.4 Bring Your Own Device Policy

The City of Diboll has a "Bring Your Own Device" (BYOD) program for some employees., Therefore, the City of Diboll retains the right to prohibit the installation or operation of covered applications on employee-owned devices that are used to conduct government business.

2.5 Covered Application Exceptions

The City of Diboll may permit exceptions authorizing the installation and use of a covered application on government-owned or -leased devices consistent with the authority provided by Government Code Chapter 620.

Government Code Section 620.004 only allows the City of Diboll to install and use a covered application on an applicable device to the extent necessary for:

(1) Providing law enforcement; or
(2) Developing or implementing information security measures.

3.0 Policy Review

This policy will be reviewed annually and updated as necessary to reflect changes in state law, additions to applications identified under Government Code Section 620.006, updates to the prohibited technology list posted to DIR's website, or to suit the needs of the City of Diboll.

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Samantha Durham
Director of Finance

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(936)829-4757
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Email:
sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **November 12, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **2024-2025 Budget Amendment No. 1**

ITEM NO. 1 2024 BUDGET ROLLOVERS

Due to market restraints, several capital improvement and operating expenditures budgeted in the 2023-2024 FY Budget Amendment were not processed, delivered, or completed.

For the Special Revenue Fund, the expenditure budget will need to be or increased to reflect actual fund balance as of September 30,2024:

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
05-03-4212	Police	PD Project - LEOSE	$1,200.00	$1,626.53	$426.53
05-06-4217	Parks	Keeler – Parks	$0.00	$15,232.87	$15,232.87
05-11-4213	Civic Center	Keeler – Civic Center	$55,000	$131,798.22	$76,798.22
05-01-3950	General	Employee Appreciation Fund	$0.00	$656.32	$656.32

For the Restricted Fund, the expenditure budget will need to be or increased to reflect expenditures for the Neil Pickett Project Completion as of September 30,2024

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
15-01-4210	General	Project Expense	$136,000.00	$228,566.10	$92,566.10

For the Diboll Day Fund, the expenditure budget will need to be or increased to reflect expenditures for the Diboll Day as of September 30,2024

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GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
08-01-4043	General	Office & Janitorial Supplies	$0.00	$1,449.66	$1,449.66
08-01-4200	General	Professional Services	$0.00	$6,000.00	$6,000.00
08-01-4470	General	Materials & Supplies	$0.00	$5,295.74	$5,295.74
08-01-4800	General	Personnel	$0.00	$2,000.00	$2,000.00

For the General Fund, these expenditures include:

1) Police patrol car upfitting
2) CJIS Update & Compliance Project
3) Street Overlay Project

Therefore, there was a significant amount that rolled into fund balance at the 9-30-2024 year end that we wish to reallocate to the 2024-2025 FY Budget.

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
01-03-4462	Police	PD Equipment	$10,955.00	$18,210.83	$7,215.83
01-03-4210	Police	Project Expense	$5,500.00	$17,388.43	$11,888.43
01-07-4420	Streets	Street Repairs & Maintenance	$183,000.00	$323,900.49	$140,900.49

For the Utility Fund, these expenditures include:

1) Water Well No. 1
2) Tractor Motor Rebuild
3) SSO Plan
4) Influent Pump
5) Aerator Repairs

Therefore, there was a significant amount that rolled into fund balance at the 9-30-2024 year end that we wish to reallocate to the 2024-2025 FY Budget.

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
02-09-4080	Water	Capital Improvements	$0.00	$120,658.61	$120,658.61
02-09-4440	Water	Equipment Repairs & Maintenance	$18,000.00	$32,633.59	$14,633.59
02-09-4411	Water	Sanitary Sewer Overflow (SSO)	$100,000.00	$200,000.00	$100,000.00
02-08-4080	Wastewater	Capital Improvements	$0.00	$45,002.89	$45,002.89
02-08-4204	Wastewater	Professional Services – Equipment Maintenance	$25,500.00	$35,200.00	$9,700.00

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Several capital improvement and operating expenditures budgeted in the 2024-2025 FY Budget were processed, delivered, or completed after the 2024-2025 Budget adoption. Therefore, these expenditures were resolved in the 2023-2024 FY Budget.

For the Keep Diboll Beautiful Fund, the expenditure budget will need to be reduced to reflect actual fund balance as of September 30,2024:

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
18-01-4210	General	KDB Expense	$37,000.00	$3,725.51	-($33,274.49)

ITEM NO. 2 CAPITAL IMPROVEMENTS & PROJECTS

Year End, September 30,2024, the City of Diboll received approximately $100,000.00 in additional sales tax revenue and $60,000.00 in additional Municipal Court Fines & Fees above projected. Therefore, we wish to reallocate the excess revenue from the FY 2023-2024 to the current fiscal year in order to replace capital assets and make much needed repairs at Old Orchard Park.

We have six (6) racetrack aerators in the wastewater treatment plant racetrack which are approximately 18 years old. The frames are rotting away and parts are no longer available. We are requesting the replacement of two (2) Racetrack Aerator.

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
02-08-4080	Wastewater	Capital Improvements	$0.00	$75,000.00	$75,000.00

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
01-01-4210	General	Project Expense	$20,000.00	$105,000.00	$85,000.00

Fond regards,

Sam Durham
Finance Director

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ORDINANCE NO. 2024-11-001

AN APPROPRIATIONS ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2024/2025 OPERATING BUDGET (BUDGET AMENDMENT NO. 01), PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE GENERAL FUND, UTILITY FUND, KEEP DIBOLL BEAUTIFUL FUND, DIBOLL DAY FUND, RESTRICTED PROJECT FUND, AND SPECIAL REVENUE FUND; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City Charter of the City of Diboll requires an Appropriations Ordinance be passed by the City Council each year showing revenue of the City from all sources and the expenditures to the various purposes for the fiscal year;

WHEREAS, City Council approved the 2024/2025 Operating Budget and appropriated the necessary funds out of the General, Utility, Keep Diboll Beautiful, Diboll Day, Restricted Project, and Special Revenue Fund revenues for the maintenance and operation of various offices, departments and agencies of the City; and

WHEREAS, Council has reviewed and approves the report establishing the need to adjust appropriations in the General, Utility, Keep Diboll Beautiful, Diboll Day, Restricted Project, and Special Revenue Fund.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS, THAT:

Section I

The City Council of the City of Diboll, Texas, hereby authorizes and approves an amendment to the 2024/2025 Operating Budget (Budget Amendment No. 01) for the purpose and in the amounts shown in the attached report, the amounts to be appropriated from Fund Balances:

The following are fund summaries of these adjustments for the budget line items that are affected:

General Fund

Current Expenditure Budget -	3,232,986.00
Proposed Expenditure Budget -	3,477,990.75
Decrease to Fund Balance	(245,004.75)
Current Revenue Budget -	3,232,986.00
Proposed Revenue Budget -	3,232,986.00
Increase to Fund Balance	-
Net effect to fund balance is a decrease of	(245,004.75)

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Utility Fund

Current Expenditure Budget -	3,856,187.00
Proposed Expenditure Budget -	4,146,182.09
Decrease to Fund Balance	(289,995.09)
Current Revenue Budget -	3,856,187.00
Proposed Revenue Budget -	3,856,187.00
Increase to Fund Balance	-
Net effect to fund balance is a decrease of	(289,995.09)

Special Revenue Fund

Current Expenditure Budget -	106,200.00
Proposed Expenditure Budget -	199,313.94
Decrease to Fund Balance	(93,113.94)
Current Revenue Budget -	1,200.00
Proposed Revenue Budget -	1,200.00
Increase to Fund Balance	-
Net effect to fund balance is a decrease of	(93,113.94)

Keep Diboll Beautiful

Current Expenditure Budget -	37,000.00
Proposed Expenditure Budget -	3,725.51
Increase to Fund Balance	33,274.49
Current Revenue Budget -	1,200.00
Proposed Revenue Budget -	1,200.00
Decrease to Fund Balance	(0.00)
Net effect to fund balance is an increase of	33,274.49

Restricted Project Fund

Current Expenditure Budget -	136,000.00

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Proposed Expenditure Budget -	228,566.10
Decrease to Fund Balance	(92,566.10)
Current Revenue Budget -	0.00
Proposed Revenue Budget -	0.00
Decrease to Fund Balance	0.00
Net effect to fund balance is a decrease of	(92,566.10)

Diboll Day Fund

Current Expenditure Budget -	0.00
Proposed Expenditure Budget -	14,745.40
Decrease to Fund Balance	(14,745.40)
Current Revenue Budget -	0.00
Proposed Revenue Budget -	0.00
Decrease to Fund Balance	0.00
Net effect to fund balance is a decrease of	(14,745.40)

Section II

The City Council of the City of Diboll, Texas, hereby amends the 2024/2025 Operating Budget in the General, Utility, Keep Diboll Beautiful, Diboll Day, Restricted Project, and Special Revenue Fund, adjusting appropriations as stated in Section 1 above.

Section III

That this ordinance shall be and become effective immediately upon and after its adoption and approval.

PASSED AND APPROVED by the City Council of the City of Diboll, Texas on this the 12th day of November 2024.

_____
Trey Wilkerson, Mayor

ATTEST:

_____
Rosa Olvera, City Secretary

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Lease Agreement

Neches Pines Golf Course

THIS LEASE AGREEMENT ("Lease") is entered into this 15th day of November, 2022 by and between **WHGC, LLC,** a Texas Limited Liability Company ("Lessee"), and **THE CITY OF DIBOLL,** a Texas Government Entity ("Lessor").

1. **Leased Property.**
   Lessor leases to Lessee and Lessee leases from Lessor the real and personal property described as follows:
   (a) **Real Property.** That parcel of land commonly known as Neches Pines Golf Course along with all buildings, fixtures and other improvements located on the real property ("Leased Premises"); in Diboll, Angelina County, Texas and
   (b) **Personal Property.** All equipment, furnishings, machinery and vehicles described in Exhibit "A" attached to this Lease and made a part of this Lease for all purposes. Such property shall be maintained by Lessee and returned to Lessor in the same or similar condition, normal wear and tear excepted.

2. **Use of Leased Premises.**
   2.1 Permitted Use.
   Lessee agrees it will use the Leased Premises for the operation of a public golf course and other activities customarily associated with the operation of a golf course, including, without limitation, sale or rental of golf related merchandise at a golf professional's shop, the furnishing of lessons by a golf professional, operation of a driving range, and sales of food and beverages, including alcohol sales.

   Lessee shall not use the Leased Premises for any unlawful purpose and shall comply with all valid laws, rule and regulations applicable to the Leased Premises or the businesses conducted on the Leased Premises.

   2.2 Compliance with Requirements
   Lessee shall comply with all applicable governmental laws, ordinances, codes, rules and regulations and applicable orders and directions of public officers thereunder, with all applicable Board of Fire Insurance Underwriters regulations and other governmental requirements (collectively, "Laws") respecting Tenant's use, operations, signage, and maintenance of the Leased Premises, the violation of which would adversely affect the Leased Premises, public health and safety, Lessor or Lessee. In the event Lessee receives notice of any violation from any governmental authority, Tenant shall promptly notify Lessor of its receipt of such notice, and will promptly address all compliance issues identified therein that are arise from Lessee's obligations hereunder. Tenant shall not make or permit any use of the Leased Premises,

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or do or permit to be done anything in or upon the Leased Premises, or bring or keep anything in the Leased Premises, which directly or indirectly is forbidden by an of the foregoing or which may be dangerous to persons or property, or which may invalidate or increase the rate of insurance on the Leased Premises, its appurtenances, contents, or operations. Lessee shall procure and maintain all licenses and permits legally necessary for the operation of Lessee's business and allow Lessor to inspect them upon reasonable prior request.

2.3 Operation of Golf Course

a) Lessee represents and warrants that it shall operate and manage Neches Pines Golf Course in a professional manner in accordance with applicable industry standards. All public operations of Lessee on the Leased Premises shall be conducted under the name ***Neches Pines Golf Course.***

b) Lessee agrees to use best efforts to effectuate a smooth transition in the transfer of the operation of the golf course from the Lessor.

3. **Quiet Enjoyment.** Subject only to the terms of this Lease, so long as Lessee complies with its obligations, Lessor shall secure to Lessee the quiet and peaceful enjoyment of the Leased Premises and the sole and exclusive possession of the Leased Premises without objection or interference from Lessor, Lessor's mortgagee, or any other party claiming under Lessor.

   Lessor will have the right to conduct inspections of the property with written notice to Lessee. If Lessor deems the conditions to be below that of the quality level in existence when lease term begins, Lessee will have 90 days to correct these issues. Exceptions to this include less than desirable conditions due to acts of God (fire, flood, tornado, etc.).

4. **Term.**
   4.1 Initial Term. The initial term of this Lease shall be for ten (10) years beginning January 1, 2023 and ending December 31, 2033.
   4.2 Extensions of Term. The term of this Lease may be extended (provided Lessee is not in default) in writing by Lessee at anytime during the last twelve (12) months of the initial term under all of the terms, covenants and conditions contained in this Lease for one (1) five (5) year option period.

5. **Lease Year Defined.** A "Lease Year" is that period of twelve (12) consecutive calendar months beginning **January 1** and ending **December 31** throughout the term of this lease. The Lease year may be changed by written agreement of the parties.

6. **Rent.** In consideration of Lessor executing this Lease and granting the rights provided in this Lease, Lessee will pay Lessor $100 each year payable on the 15th of each January hereafter until the lease term or any extension thereafter

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expires. Furthermore, Lessee will commit to completing improvements in addition to standard maintenance and upkeep. The cost of the additional improvements will be equal to or greater than thirty percent (30%) of all revenues above expenditures. Expenditures may include a twenty-five thousand ($25,000) management fee. Improvements must be completed and documented within the following calendar year.

7. **Maintenance and Examination of Records.** Lessee agrees to maintain its financial records pertaining to the operation of the Leased Premises for a period of **four (4) years** after the conclusion of any Lease Year in accordance with sound accounting and management practices and further agrees that such financial records shall be open and available to Lessor or Lessor's representative for an examination at all reasonable times during business hours. Lessor shall be entitled at any time within **four (4) years** after the conclusion of a Lease year to question the sufficiency of any rent payments or the accuracy of the report furnished by Lessee.

8. **Taxes.**

8.1 Real Property Taxes

Lessee shall be responsible for any applicable sales tax or personal property tax incurred after the date of execution of this lease. Lessee shall have no responsibility for any taxes, penalties, or tax delinquencies applicable to the Leased Premises during the period prior to the Term or after termination or expiration thereof. In the event any taxing authority assesses Lessee, then Lessee, with Lessor's prior consent, will have the right to contest the validity or amount of taxes by means of appropriate proceedings diligently pursued at Tenant's sole expense. Lessor will cooperate with Lessee in any such contest of the validity or amount of real property taxes, provided that Lessor is not required to incur any cost or expense as a result of such cooperation.

8.2 Other Taxes

Lessee will pay all taxes, license fees or other governmental charges assessed or imposed on the personal property of Lessee located on the Leased Premises or upon the business operations of Lessee conducted on the Leased Premises. Lessee's obligation under this section shall survive termination or expiration of the Lease. Lessee shall have no additional tax obligation. Should any additional tax obligation be imposed on Lessee, Lessor and Lessee agree to meet to equitably adjust the terms to reflect such tax obligation.

9. **Utilities.** Lessee shall solely be responsible to obtain utilities and services required in connection with the Permitted Use, including without limitation, electricity, gas, heating, cooling, telephone and cable. Lessee will pay before delinquency all charges for such utilities and services. Lessor shall permit Lessee to receive such service directly from the applicable provider at Lessee's cost, and shall permit Lessor's wire and conduits, to the extent available, suitable and safely capable, to be used for such purposes.

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10. Capital Improvements. Lessor shall be responsible for all new capital improvements and repairs and alterations to existing capital improvements on the Leased Premises. Lessee retains the right to submit plans for repairs, improvements, alterations or additions to Lessor for approval before any expenses are incurred. Lessor will have the absolute authority to approve or reject any capital improvements to the course.

11. Maintenance and Repair.

11.1 Condition of Leased Premises.

Lessee acknowledges it is accepting the Leased Premises and all furniture, fixtures and equipment in its current "AS IS" condition. Lessee acknowledges that no promise by or on behalf of Lessor, its agents, employees or representatives to alter, remodel, improve, repair and decorate or clean the Leased Premises has been made to or relied upon by Tenant, and that no representation respecting the condition of the Leased Premises has been made to or relied upon by Lessee. Lessee shall notify Lessor of any damage to the Leased Premises, regardless of the cause of such damage.

11.2 Maintenance Obligation.

Lessee shall also have the right to inspect the Leased Premises with Lessor prior to the commencement date and to develop a list, subject to Lessor's agreement, of pre-existing conditions or issues at the Leased Premises. Lessor shall be responsible for the roof, slab, and exterior walls of all buildings, Lessee shall be responsible for the remaining items on the buildings along with all fixtures, furniture and equipment and other improvements and items on Leased Premises, including all personal property acquired under this Lease and Lessee will maintain the Leased Premises in good order and in sanitary and safe condition at Lessee's sole expense. Lessee agrees it will maintain the Leased Premises in conformance with the maintenance standards currently in use and Lessee acknowledges it has informed itself fully as to the current conditions of the course.

11.3 Alterations

Lessee shall make no alterations or improvements to the Leased Premises without the Lessor's prior written consent, which shall not be unreasonably withheld. Notwithstanding the foregoing, Lessee may make minor, nonstructural alterations or additions to the Leased Premises, but any such alterations or additions shall be made at Lessee's expense and shall become the property of Lessor upon completion unless otherwise agreed by Lessor in writing. Unless made on an emergency basis to prevent injury to person or property, Lessee will submit plans for any alteration or addition with an estimated cost of more than Five Thousand Dollars ($5,000.00) to Lessor for Lessor's prior approval, such approval not to be unreasonably withheld. Lessee shall not create or permit the creation of any lien attaching to Lessor's interest in the Leased Premises as a result of any of Lessee's activities in

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connection with this Lease. If any mechanic's lien is filed by a third party as a result of Lessee's activities under this Lease, Lessee shall cause such lien to be released within thirty (30) days after filing.

11.4 Equipment.
Lessor will provide Lessee the use of Lessor's existing fixtures, furniture, deleted computers and mobile equipment. Lessee will assume responsibility for all existing fixtures, furniture, and mobile equipment and will maintain and replace, as Lessee deems necessary, all mobile equipment and personal property necessary to operate the golf course. Lessee will not utilize Lessor's fixtures, furniture, and mobile equipment at any other location owned, leased or manage by Lessee. All fixtures, furniture and mobile equipment will remain property of Landlord upon completion of Lease.

11.5 Irrigation.
Lessee shall be responsible for irrigation of the Leased Premises and its operation and maintenance. Lessee shall keep the Leased Premises irrigated and maintained in a manner to achieve the condition of the Course as it appears on November 8, 2022.

11.6 Grounds Maintenance.
Lessee shall be responsible for all turf, trees, vegetation, creeks and ponds of the Leased Premises and its operation and maintenance. Grounds include the ditches adjacent to Lumberjack Drive and Arrington Road. Dead trees on the property shall be properly fell and disposed of. All stumps shall be ground and the site redressed. Lessee shall keep the Leased Premises maintained in a manner to achieve the condition of the Course as it appears on November 8, 2022.

12. Operational Standards
Lessee will operate the golf course and clubhouse facility in accordance with the current golf course standards in existence on November 8, 2022.

13. Lessor's Rights
13.1 Reservation of Rights.
Lessor reserves and shall have the following rights, each of which shall, unless expressly provided otherwise, be exercisable without notice, except as provided below, and without liability of Lessor, its agents, employees or contractors to Lessee for loss of interruption of business, or for any other matter, and without effecting an eviction or disturbance of Lessee's use or possession, in whole or in part, actual or constructive, or giving rise or entitling Lessee to any claim for set-off, abatement or reduction of rent or relieving Lessee from the performance of or affecting any of Lessee's obligations under this Lease, provided that Landlord will use commercially reasonable efforts to exercise such rights in a manner that will minimize disruption to Lessee's operations. In the event the exercise of these rights is

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materially disruptive to Lessee's operation of its business so that Lessee does not operate the golf course or a portion thereof as a result of such disruption, and provided that Lessee is not in default under this Lease, Lessor and Lessee will agree upon an equitable abatement prior to commencement of any such activity, which shall be applicable for the period of such disruption. The rights reserved to Lessor are as follows:

1) to access the Leased Premises, for access in connection with subparagraphs (b) – (d) below, for the purpose of (a) inspecting the Leased Premises or other reasonable purposes; (b) constructing, installing, maintaining, and operating its existing and future water resource facilities and systems; (c) performing repairs and maintenance to the Leased Premises as deemed necessary or desirable in Lessor's sole discretion; (d) showing the Leased Premises to brokers, prospective tenants or prospective purchasers of the Leased Premises; and (e) curing any Lessee default;
2) to grant easements for the installation of utilities or other purposes provided that such easement will not cause any substantial interference with the operation of Leased Premises

14. Lessor's Cooperation. Lessor recognizes and acknowledges that Lessee will need the assistance and cooperation of Lessor in order to properly perform and fulfill Lessee's covenants and obligations under this Lease. Therefore, Lessor agrees it will cooperate with Lessee at no additional charge to secure all permits or licenses that are required in order for Lessee to fulfill its obligations under this Lease.

15. Insurance.

Lessee shall provide worker's compensation insurance, automobile liability insurance, liability insurance in the amount of $1,000,000.00 for each occurrence and in aggregate. Lessee will have Lessor as additional insured on Lessee's liability policies.

Lessee agrees to maintain, at Lessor's expense, fire and extended coverage insurance on the structures located on the Leased Premises, including the clubhouse and related buildings with coverage limits not less than the full replacement cost of the building and related improvements, subject to Lessor's deductible.

16. Indemnity. Lessee agrees to and shall indemnify Lessor against, and hold Lessor harmless from any and all claims (whether asserted or unasserted), losses, damages, injuries or death of any person, damages to and destruction of property why whomsoever owned, including loss of use thereof or interruption of business associated therewith, violations of any Laws, causes of action, suits, administrative actions, assessments, liens and liabilities of every kind (collectively "Claims"), including without limitation, any reasonable attorney's

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fees, costs and expenses to the extent resulting from the acts or omissions of Lessee, its agents, employees, affiliates, vendors, contractors, or subcontractors, in connection with this Lease, or arising from Lessee's breach of any obligation, representation, warranty or covenant contained in this Lease. Lessee shall defend Lessor against any and all such claims, at Lessee's expense, with counsel reasonably acceptable to Lessor. Lessor, at its expense, shall have the right to approve any settlement, which shall not be unreasonably withheld. All indemnification obligations in this Lease shall survive termination, expiration or cancellation of this Lease.

Lessor agrees to and shall indemnify Lessee against, and hold Lessee harmless from any and all claims, including without limitation, any reasonable attorney's fees, costs and expenses to the extent resulting from the acts or omissions of Lessor, its agents, employees, affiliates, vendors, contractors, or subcontractors, while on the Leased Premises, or to the extent arising from Lessor's breach of any obligation, representation, warranty or covenant contained in this Lease. Lessor shall defend Lessee against any and all such claims, at Lessor's expense, with counsel reasonably acceptable to Lessee. Lessee, at its expense, shall have the right to participate in the defense of any claims or litigation and shall have the right to approve any settlement, which shall not be unreasonably withheld. The indemnification provision of this Section shall not apply to damages or other losses to the extent approximately cause by or resulting from the negligence of Tenant. All indemnification obligations in this Lease shall survive termination, expiration or cancellation of this Lease.

17. Damage and Restoration. If the buildings, land or other fixtures on the Leased Premises, or the personal property leased under this Lease, should be partially or materially damaged or totally destroyed by fire or other casualty, or a force of majeure occurrence beyond the control of either Lessor or Lessee, either Lessor or Lessee shall have the right to terminate upon written notice to the other party, provided that in the event the damages to the Leased Premises does not exceed a cost of $100,000.00, and such repairs can be completed within six (6) months, Lessor shall repair the Leased Premises or provide the reasonable substitutes of similar quality and function. If neither tenant nor Lessor elects to terminate this Lease, Lessor will repair, reconstruct or replace the buildings, improvements and personal property to a condition as good as the condition in which the buildings, improvements and personal property existed prior to their damage or destruction. If repair, reconstruction or replacement is prohibited under then existing laws, this Lease shall terminate without further obligation on the part of either party.

If Lessee is unable to use all or a significant portion of the Leased Premises, excepting the clubhouse, during repair, reconstruction or replacement as provided for in this Section, Lessee's rental obligations shall be abated or credited as appropriate until such time as Tenant is again able to use the Leased Premises for their intended purpose.

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18. **Eminent Domain.** If at any time during the term of this Lease, title to all or substantially all of the Leased Premises shall be taken by condemnation or by right of eminent domain, this Lease shall terminate on the date of the taking and the rent shall be apportioned to the date of such taking. For purposes of this section, substantially all of the Leased Premises shall be deemed to have been taken if that portion of the Leased Premises not taken cannot be economically utilized by Lessee for those purposes permitted under Section 2 of this Lease.

19. **Force Majeure.** If an event of force majeure occurs, including without limitation, hurricane, tornado, declared or undeclared war, sabotage, riot or other acts of civil disobedience, acts of government, labor disputes, shortages of fuel, accidents, fires, explosions, floods, earthquakes, other acts of God, or events beyond either Party's reasonable control, which substantially prevents either Party's fulfillment of any of its obligations hereunder, it is agreed that such obligation shall be excused for the duration of the force majeure even, provided that the Party affected by such event shall give prompt written notice of the force majeure circumstances to the other Party and shall resume fulfillment of its obligations as soon as practicable.

20. **Assignment.** Except as otherwise provided below, Lessee shall not assign this Lease or sublet any of the Leased Premises without the prior written consent of Lessor, provided that Lessee to this Lease shall continue to be liable for all obligations under this Lease. Lessee shall notify Lessor of any proposed assignment or subletting at least thirty (30) days prior to the proposed effective date of such assignment or subletting. In the event that any such assignment or subletting is approved by Lessor, the assignee or sublessee shall agree in writing to be bound by all of the covenants of this Lease required of Lessee. Any assignment or subletting in violation of this Section 20 shall be null and void. Lessor shall have the right to sell, convey, transfer, assign, pledge, mortgage or encumber, in whole or in part, all and every feature of Lessor's rights and obligations hereunder and in the Buildings and the Leased Premises. Upon the occurrence of any sale, conveyance, transfer or assignment, such successor in interest shall be deemed to have assumed Lessor's rights and obligations under this Lease, Lessor will be released from all obligations hereunder, and Lessee agrees to look solely to such success-in-interest of Lessor for the performance of such obligations. Lessee shall have the right to engage independent contractors for professional golf instructions without obtaining Lessor's consent hereunder.

21. **Breach and Remedies.**
The following conditions will constitute a breach of this Lease and a default hereunder ("Default"):
21.1 Conditions of default.

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1) If Lessee fails to pay rent or fulfill any other monetary obligation of Lessee to Lessor, and Lessee fails to pay any third-party services or utility bills pursuant to the terms of this Lease, and Lessee fails to cure such monetary Default within fifteen (15) days after written notice from Lessor to Lessee of such monetary Default.
2) If either party fails to perform any of its non-monetary obligations under this Lease when due or called for, and the Party in Default fails to cure such non-monetary Default within thirty (30) days after written notice from the non-defaulting Party of such non-monetary Default; provided, however, that if the nature of the non-monetary Default is the result of a force majeure occurrence or is otherwise of a nature such that it cannot be fully cured within that thirty (30) day period, the Party in Default shall have such additional time as is reasonably necessary to cure the Default so long as the Party in Default is proceeding diligently to complete the necessary cure after service of notice by the non-defaulting Party.
3) If Lessee becomes insolvent or bankrupt or admits in writing its inability to pay its debts as they mature, or makes an assignment for the benefit of creditors, or if a trustee or receiver is appointed for Lessee or for a major part of its property, or any bankruptcy, reorganization, arrangement, insolvency or liquidation proceeding, or other proceeding for relief under any bankruptcy law or similar law for the relief of debtors is instituted (A) by Lessee, or (B) against Lessee and is allowed against it or is consented to by it or is not dismissed within sixty (60) days after such institution.
4) The occurrence of any Default by Lessee under this Lease that occurs more than three (3) times in any period of twelve (12) months, whether or not such Default is subsequently cured.

21.2 Remedies.

1) In the event of Lessee's Default, Lessor shall have the rights and remedies hereinafter set forth, which shall be distinct, separate and cumulative and shall not operate to exclude or deprive Lessor of any other right or remedy allowed it at law or in equity:
    a) Lessor may terminate this Lease by giving to Lessee written notice of Lessor's election to do so, in which event the Term of this Lease shall end, and all right, title and interest of Lessee hereunder shall expire, on the date stated in such notice;
    b) Lessor may terminate the right of Lessee to possession of the Leased Premises without terminating this Lease by giving written notice to Lessee that Lessee's right of possession shall end on the date stated in such notice, whereupon the right of Lessee to possession of the Leased Premises of any part thereof shall cease on the dated stated in such notice; and
    c) Lessor may enforce the provisions of this Lease and my enforce and protect the rights of Lessor hereunder by a suit or suits in

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equity or at law for the specific performance of any covenant or agreement contained herein, and for the enforcement of any other appropriate legal or equitable remedy, including without limitation injunctive relief, recovery of all money due or to become due from Lessee under any of the provisions of this Lease and recovery of damaged incurred by Lessor by reason of the Default.

2) If either party at any time by reason of the other Party's Default pays any sum or does any act that requires payment of any sum, the sum paid by the non-defaulting Party shall be immediately due and owing by the defaulting Party to the non-defaulting Party at the time the sum is paid, and if paid at a later date shall bear interest at the rate of eight percent (8%) per annum from the date the sum is paid by the non-defaulting Party until the non-defaulting Party is reimbursed by the defaulting Party.

3) If either Lessor or Lessee should find it necessary to bring an action in a court of law to enforce any of its rights or remedies under this Lease, both Parties agree that the Prevailing Party in any such litigation shall be entitled to a recovery of reasonable attorney's fees and costs incurred by way of such action.

22. Surrender

Upon the termination of this Lease by lapse of time or otherwise or upon the earlier termination of Lessee's right of possession, Lessee shall surrender possession of the Leased Premises to Lessor and deliver all keys and other entry devices to the Leased Premises to Lessor, and shall, subject to the following subparagraphs , return the Leased Premises and all equipment and fixtures owned by Lessor therein to Lessor in as good condition as when Lessee originally took possession, except for ordinary wear and tear and damage caused by fire or casualty not resulting from Lessee's acts or omissions. All installations, additions, fixtures and improvements, except moveable furniture and equipment and other personal property belonging to Lessee and Lessee's trade fixtures, in or upon the Leased Premises, all without compensation, allowance or credit to Lessee. Without limitation of any other obligations of Lessee under this Section shall survive the expiration or earlier termination of this Lease.

If Lessee retains possession of the Leased Premises or any part thereof after the termination of the Lease by lapse of time or otherwise or after the earlier termination of Lessee's right of possession, in addition to and without limiting any other rights and remedies which Lessor may have on account of such holding over by Lessee, Lessee shall pay to Lessor all direct and consequential damages suffered by Lessor on account of such holding over by Lessee, provided that Lessee shall not be liable for consequential damages arising from Lessee's Lease. The provisions of this section shall not be deemed to limit or constitute a waiver of the right of Lessor to evict Lessee as provided herein or at law.

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23. Environmental

Lessee shall not cause or permit any Hazardous Substance (hereinafter defined) to be brought upon, kept or used in or about the Leased Premises by the Lessee, its agents, employees, contractors or invitees, without Lessor's prior written consent. Lessor hereby consents to the storage of petroleum products in above-ground storage tanks for use in golf carts, lawn mowers and other equipment used by Lessee on the Leased Premises.

For any vehicle fuel dispensing tanks (above or below ground), the Lessee will be required to maintain up to date Petroleum Bulk Storage ("PBS") registrations with the Texas Department of Environmental Quality (TCEQ) and register such tanks with TCEQ. The Lessee will assume all registration and update costs. The Lessee must keep a copy of the PBS certificate on site and provide copies to the Mayor and City Manager. The Lessee will have staff onsite with required training and certifications for the operation of these tanks. The Lessee will be required to perform or have performed a tightness test conducted, to comply with required monitoring leak detection checklists for the tank(s) and all other legal requirements. Any changes, removals, or additions of tanks must be pre-approved by the City and in accordance with TCEQ regulations. The Lessee will be required to maintain valid and sufficient pollution control liability insurance and any other required insurance coverage for the tanks.

Lessee shall have the option of obtaining a Phase I environmental report on the Leased Premises at its own expense prior to the execution of this Lease.

24. Alcohol Licensing. Lessor agrees to maintain current alcohol licensing as provided by the Texas Alcoholic Beverage Commission (TABC) to ensure the ability to sell alcohol on the Leased Premises. Lessee agrees to require all employees that will handle or sell alcohol to be certified by TABC within thirty (30) of their first day of employment.

25. Notices and Addresses.

All notices, demands, requests or replies provided for or permitted by this Lease shall be in writing and may be delivered by any one of the following methods: (1) by personal delivery, (2) by deposit with the United States Postal Service as certified or registered mail, return receipt requested and with postage prepaid to the address stated below; (3) by e-mail; or (4) by deposit with an overnight express delivery service. Notices shall be effective upon receipt.

For purposes of notice (legal or otherwise), demand, request, reply or payment, the address of Lessor shall be:

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The City of Diboll
Attn: City Manager,
City Secretary
Honorable Mayor
P.O. Box 340
Diboll, Texas 75941
Phone: (936) 829-4757
Fax: (936) 829-1179
Emails: jarnold@cityofdiboll.com
rolvera@cityofdiboll.com
twilkerson@cityofdiboll.com

For purposes of notice (legal or otherwise), demand, request, reply or payment, the address of Lessee shall be:

WHGC, LLC
Attn: Douglas Datin
359 County Road 5021
Nacogdoches, TX 75964

Each party shall have the right to designate a different address by the giving of notice in conformity with this section.

26. Landlord Not a Partner

Nothing contained in this Lease shall be construed as creating a partnership or joint venture between Lessor and Lessee or between Lessor and any other party or to cause Lessor to be responsible in any way for the debts or obligations of Lessee or any other party acting by, through, or under authority of Lessee.

27. Governing Law. This Lease and the rights and liabilities of the parties to this Lease shall be governed by the laws of the State of Texas. Any litigation shall be brought in a court of appropriate jurisdiction in Angelina County, State of Texas, and each party submits to the exclusive jurisdiction of said courts and waives the right to change venues. Lessee further consents to the exercise of personal jurisdiction by any such court with respect to any such proceeding.

28. Binding Nature. This Lease, and all of its terms and conditions, shall be binding upon and inure to the benefit of the parties hereto, their successors and approved assigns.

29. Captions. Captions in this Lease are included for convenience only and are not to be taken into consideration in any construction or interpretation of this Lease or any of its provisions.

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30. Authority

Each Party warrants that is has the full authority and power to enter into and perform under this Lease and to make all representations, warranties and agreements as set forth herein.

31. Survival

All covenants, indemnities, guarantees, representations and warranties and undischarged obligations of a party hereto shall survive termination or expiration of this Lease.

32. Enforceability

Either party's failure in any one or more instances to insist upon strict performance of any of the terms and conditions of this Lease or to exercise any right there in conferred shall not be construed as a waiver or relinquishment of that right or of that Party's right to assert or rely upon the terms and conditions of this Lease. Any express waiver of a term of this Lease shall not be binding and effective unless made in writing and properly executed by the waiving party. This Lease may not be amended except in writing properly executed by both Parties.

33. Entire Agreement

This Lease and all attachments thereto, constitute the complete and exclusive agreement between the Parties. It supersedes all prior written and oral statements, conditions, obligations, representations, or warranties. In the event of any inconsistency between this Lease and any Exhibit, the provisions of this Lease shall take precedence. Any invalid or unenforceable provision shall be deemed severed from this Lease to the extent of its invalidity or unenforceability, and the remainder of this Lease shall remain in full force and effect.

34. Counterparts

This Lease may be executed simultaneously in two or more counterparts which, when taken together, shall be deemed an original and constitute one and the same document. The signature of any Party to the counterpart shall be deemed a signature of this Lease, and may be appended to, any other counterpart. Facsimile transmission of executed signature page shall be sufficient to bind the executing party.

35. Representations

35.1 Lessor's Representations

Landlord represents to Lessee as of the Effective date, as follows:

1) Lessor is duly organized and validly existing under the laws of the state of Texas, with full power and authority to enter into and execute this Lease. Lessor owns fee simple title to the Leased Premises, subject only to restrictions, easements, and encumbrances which do

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not prevent the performance of either Lessor's or Lessee's obligations under the Lease, including without limitation, the operation of a golf course and related activities. This Lease constitutes the legal, valid and binding obligation of Lessor, enforceable against Lessor in accordance with its terms, except as such enforceability may be limited by bankruptcy, insolvency, moratorium, reorganization or other similar laws affecting debtors' and creditors' rights generally and general equitable provisions.

2) To the best of Lessor's actual knowledge, there are no actions, suits or proceedings pending in any court or before or by any governmental authority against Lessor or the Leased Premises, or by Lessor and pertaining to the Leased Premises that might affect Lessor's used of the Leased Premises for the permitted used under this Lease.
3) Lessor has received no notice of any pending eminent domain or condemnation proceedings against the Leased Premises or any part thereof and to the best of Lessor's actual knowledge, no such proceedings are present threatened or contemplated.
4) To the best of Lessor's actual knowledge, Lessor has not received written notice from any governmental authority of any violation of any applicable laws or local ordinances which would adversely affect the Leased Premises or use thereof which have not been cured.
5) Lessor's execution of this Lease will not conflict with any other obligation of Lessor with respect to the Leased Premises.

35.2 Lessee's Representation

Lessee represent to Lessor as of the Effective date, as follows:

1) Lessee is duly organized and validly existing under the laws of the state of its formation, with full power and authority to enter into and execute this Lease. This Lease constitutes the legal, valid and binding obligation of Lessor, enforceable against Lessor in accordance with its terms, except as such enforceability may be limited by bankruptcy, insolvency, moratorium, reorganization or other similar laws affecting debtors' and creditors' rights generally and general equitable provisions.
2) To the best of Lessee's actual knowledge, there are no actions, suits or proceedings pending in any court or before or by any governmental authority against Lessee that might impair or prevent Lessee's ability to perform its obligations under this Lease.

36. Lessor agrees to continue operating Neches Pines Golf Course under the terms of this lease irrespective of whether or not it is making or losing money for the first 24 months of the lease. After the expiration of 24 months, Lessee may terminate this lease in accordance with the termination provisions set out herein.

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IN WITNESS THEREOF, the parties have executed this Lease as of the date set forth above.

LESSOR:

The City of Diboll, a Texas Government Entity

By: _____

Name: Trey Wilkerson

Title: Honorable Mayor

LESSEE:

WHGC, LLC, a Texas Limited Liability Company

By: _____

Name: Douglas Datin

Title: President

ACKNOWLEDGMENT

State of Texas
County of Angelina

This instrument was acknowledged before me on November 15, 2022 by Trey Wilkerson, Honorable Mayor of **City of Diboll, Texas**, and Douglas Datin, President of **WHGC, LLC.**

NOTARY PUBLIC STATE OF TEXAS
ROSA MARIA OLVERA
My Notary ID # 133556132
Expires January 27, 2026

(seal)

_____
Notary Public's Signature

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City of Diboll Volunteer Fire Department

October 2024 Council Report

October 7th

- Pledge
- Incident Reports
- Discussion on brush fires
- Run trucks
- Clean station

  Fireman present (12)

October 14th

- Pledge
- Incident Reports
- Business meeting
- Run trucks
- Clean station

  Fireman present (11)

October 21st

- Pledge
- Incident Reports
- Wash side walks
- Clean station

  Fireman Present (8)

October 28th

- Pledge
- Incident Reports
- Run trucks
- Clean Station

  Fireman Present (12)

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City of Diboll Volunteer Fire Department



October 2024 Emergency Incidents (17)

October 2, 2024 - 1656

- **Call # 2400000207**
  200 Stubblefield
  Electric short on dishwasher
  In City
  Trucks 55
  Diboll Fire personnel responded (3)
  7820, 7821, 7827

October 3, 2024 - 0632

- **Call # 2400000208**
  59 @ Lumberjack
  18-wheeler vs car
  in City
  Trucks 54
  Diboll Fire personnel responded (8)
  7810, 7814, 7821, 7825, 7826, 7827, 7835, 7836

October 4, 2024 - 2354

- **Call # 2400000209**
  FM 1818
  Vehicle accident
  Out of city
  Trucks 54
  Diboll Fire personnel responded (6)
  7814, 7819, 7821, 7826, 7835, 7836

October 6, 2024 - 0300

- **Call # 2400000210**
  59 north construction site
  1 vehicle accident
  Out of City
  Trucks 54
  Diboll Fire personnel responded (4)
  7814, 7826, 7835, 7836

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City of Diboll Volunteer Fire Department



October 7, 2024 - 1723

- **Call # 24000000211**
  1535 FM 1818
  Brush fire
  Out of City
  Trucks 54, 58, 63
  Diboll Fire personnel responded (12)
  7801, 7805, 7810, 7814, 7819, 7820, 7821, 7822, 7825, 7827, 7835, 7836

October 10, 2024 - 1041

- **Call # 24000000213**
  1500 Wheeler Rd
  Structure fire
  Out of city
  Trucks 56
  Diboll Fire personnel responded (5)
  7811, 7814, 7825, 7827, 7836

October 10, 2024 - 2042

- **Call # 2400000215**
  HWY 59 S / McWilliams & Son
  Vehicle ran off road
  Out of City
  Trucks / NA
  Diboll Fire personnel responded (8)
  7801, 7805, 7814, 7819, 7825, 7826, 7827, 7835

October 18, 2024 - 1829

- **Call # 2400000216**
  607 First St
  Gas Leak
  In City
  Trucks / NA
  Diboll Fire personnel responded (2)
  7835, 7836

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City of Diboll Volunteer Fire Department



October 19, 2024 - 0641

- **Call # 2400000218**
  7642 us HWY 59
  Car on fire
  Out of City
  Trucks 54
  Diboll Fire personnel responded (3)
  7819, 7826, 7835

October 19, 2024 - 1438

- **Call # 2400000219**
  Second St
  Power line on road
  In City
  Trucks / NA
  Diboll Fire personnel responded (2)
  7814, 7821

October 22, 2024 - 0738

- **Call # 2400000220**
  1206 Lynn St
  Alarm
  In City
  Trucks / NA
  Diboll Fire personnel responded (2)
  7805, 7827

October 22, 2024 - 2126

- **Call # 2400000221**
  1597 FM 1818
  Brush Fire
  Out of City
  Trucks 54 / 63
  Diboll Fire personnel responded (8)
  7810, 7814, 7819, 7820, 7821, 7826, 7827, 7836

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City of Diboll Volunteer Fire Department



October 24, 2024 - 1059

Call # 2400000222
Grimes Cemetery Rd
Illegal Burn on property
Out of City
Trucks 54
Diboll Fire personnel responded (3)
7805, 7814, 7836

October 25, 2024 - 0621

- **Call # 2400000223**
  1594 Tidwell Rd
  Alarm
  Out of City
  Trucks NA
  Diboll Fire personnel responded (1)
  7827

October 25, 2024 - 1703

- **Call # 2400000224**
  Wade Nixon / CC Rd
  Power line fell on tree
  Out of City
  Trucks NA
  Diboll Fire personnel responded (3)
  7814, 7821, 7827

October 26, 2024

- **Call # 2400000225**
  10543 FM 1818
  10 / 50
  Out of City
  Trucks 54 / 58
  Diboll Fire personnel responded (8)
  7801, 7805, 7810, 7814, 7826, 7827, 7835, 7836

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City of Diboll Volunteer Fire Department



October 30, 2024

- **Call # 2400000227**
  FM 1818 and Boots Havard RD
  One vehicle rollover
  Out of City
  Trucks 54
  Diboll Fire personnel responded (8)
  7810, 7814, 7821, 7825, 7826, 7827, 7835, 7836

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Diboll Police Department

Monthly DEPT. STATS

OCTOBER 2024

CALLS FOR SERVICE (DISPATCHED)	**279**
CALLS FOR SERVICE (SELF-INITIATED)	**1060**
BUSINESS/BUILDING CHECKS	**36**
EXTRA PATROLS/ PATROL REQUESTS	**238**
TRAFFIC STOPS	**845**
TOTAL ARRESTS	**13**
MISD. ARREST	**7**
FELONY ARREST	**6**
INCIDENT REPORTS	**23**
CRASH REPORTS	**4**

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Public Works Director Council Report – November 2024

UCRM-2 SCADA Upgrades: SCADA

Procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to temporary control panels. New control panel installation at lift stations completed 7/5. Weather

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stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

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Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule a final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

During the final walkthrough we found some issues with the SCADA programing at the WWTP. Techs are working with the manufacturers of the system controllers to correct the problem.

SOAP contractors have had issues with completing the scope of work associated with this project. After conferring with PSI they have decided to hire Prime Controls to come in and perform a complete system analysis of work completed by SOAP. This will be at no additional cost to the City.

Prime controls were on site 9/4/2024. We made site visits to all locations controlled by SCADA. Original scope of work was provided. They are now working on a complete system analysis for us to review.

Estimated completion date TBD .

Status: 95% Complete

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UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

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Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

The remaining meters have arrived, and installation scheduled for 5/22/2024

Incorrect meters were shipped. Correct meters have been reordered. Our second round of meter testing is scheduled for July.

We are still waiting for the meters to arrive. We have rescheduled the meter testing for after all meters are installed.

Neptune has provided the ship dates for the order.

1	4 x 14	April 11, 2025
1	4 x 20	April 11, 2025
3	1-1/2 x 13	March 7, 2025

Meter testing scheduled for November.

Estimated completion date of TBD

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the

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Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

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We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

Proceeding with electrical design. KSA is wrapping up the final pieces of the specifications and contract documents. I anticipate submittal to TWDB for plan review next week.

We are in the TWDB plan review phase. Once approved we can advertise for bids.

Estimated completion date of 12/1/2025.

Status: 25% Complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-

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bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Last communication with Terry Black was that the materials have been delivered to his yard in Alto. He has a crew wrapping up a job in Greenville and should be onsite early this month.

Materials have been delivered to the job site and construction has started.

Received Pay Application #2 from Terry Black Construction yesterday. As of the end of June they have installed approximately 1,250 LF of pipe. As of my last conversation with Terry Black, they had completed up to the bypass and were coordinating with the TxDOT contractor for some ROW clearing that had not been completed.

Rite of way clearing completed. Boring of overpass under way week of 10/3/2024

Terry Black is ready to begin the bore under the new bypass. Presently working on bore rig repair to mobilize to site.

Estimated completion date of 11/13/2024.

Status: 75% Complete

Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

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We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

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Lynn Street (Robert Nash to Justice Clark)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Bid opening scheduled for this Thursday 5/8/2024.

Lakey INC. Has been awarded the bid. Currently working with them on a timeline for construction.

Danny with KSA is scheduling a preconstruction meeting for next week.

Contractors have completed base repair on Mulberry/Hackberry Streets and Birdsong Lane. They are working on materials to replace the culvert on Hackberry. Pinevalley and Birdsong have been completed.

All streets within original scope of work are completed. Danny with KSA will be processing final invoices and make recommendations on the project moving forward.

Lakey is working on completion of punch list items, and we are working on final closeout documents.

Completion date: 11/30/2024

Status: 90% complete

Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

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TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation

- Haul work pipe, air compressor, and ancillary equipment necessary for wire

brushing and jetting operations.

- Service rig and crew to mechanically wire brush the screen and blank liner with

a sodium hypochlorite solution.

- Service rig, crew. And air compressor to jet accumulated debris from the

bottom of the well.

Pumping Equipment and Rehabilitation

- New 300 GPM submersible pump with lift nipple
- New 50 HP, 3/60/460 volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor

and downhole probe cables

- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box
- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

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Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders, conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

Specifications are at KSA for review. We should be ready to advertise next week 5/13/2024

Bid opening scheduled for Jun 13th.

Construction agreements have been sent to Smith Pump for execution. Once we have them back, we will review for completeness and send for execution by the mayor.

Preconstruction meeting scheduled for 8-9-2024. Notice to Proceed date will be set then.

Site visits completed 8/14/2024. Smith pump mobilizing and scheduling crews to be began work. They are planning to be on site by the middle of September.

Smith Pump has provided submittals and we are presently reviewing them. Final review should be returned to them the week of November 11th.

Estimated completion date 11-31-2024

Status: 20% completed

SSO Project 2024

Completed last year in Area C.

Replace manhole ring and covers: 21 EA (Manholes 4,13,14,14A,15,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)
Install Insert dishes: 11 EA (Manholes 1A,3,18,22,41A,65,68,69,94,100,102)
Repair Sidewalk: 35 SF (Manhole 67)

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Interior Rehabilitation 382 SF (Manholes 4,14,119,69)
Manhole Bench & Invert Repair: 4EA (Manholes 4,14,119,69)
Ring Encasements: 22 EA (Manholes
4,13,14,14A,15,18,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)

This year we will work on Area D and a few manholes in Area A.

Replace manhole ring and covers: 18 EA
(D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)
Install Insert dishes: 1 EA (Manhole D28)
Interior Rehabilitation 384 SF (Manholes D52,D53,D55,D36B)
Manhole Bench & Invert Repair: 4EA (Manholes D52,D53,D55,D36B)
Chimney Seals/Bottom Seal 2 VF: 4 EA (Manholes A24,A30,D52,D53)
Ring Encasements: 18 EA (Manholes
D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)

Estimated completion of: 12-15-2024
Status: 10% complete

Park Clean Up

10 trees were blown down form the storm that passed through on 4/28/2024. Parks and street crews have been working daily to cut up and hall of the debris. Three sections of walking trail were damaged totaling 70 feet. On 5/9/2024 another storm hit the park and blew down 2 more trees. The playland behind pavilion 2 was damaged and 100 ft of hike and bike trail.

Quotes have been received to make hiking bike trail repairs. Waiting on playland quote to file insurance claim.

Estimated completion: 10/16/2024

Status of completion: 90%

Ground Storage Meter and Lumberjack Hydrant

The water department changed our the broken 6 in gate valve and 6 inch booster pump meter at ground storage. They opened a few fire hydrants on Lumberjack Dr. to relieve pressure on the main. After repairs were complete the hydrant in front of the golf course dropped an we were not able to shut it off. Locates were called in and crews excavated the area to access the hard head valve that controlled the hydrant. We have black bagged the hydrant and scheduled repairs.

Estimated completion 11/12/2024

Status of completion: 65%

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Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 12/30/2024.

Status: 15% complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to “get the lead out” so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:

All service lines (public and private) are connected to the public water distribution system.

Categorization of each service line, or portion of the service line where ownership is split.

The four categories for service lines in the Inventory are:

“Lead” where the service line is made of lead.

“Galvanized Requiring Replacement” where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a “Lead Status Unknown” service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

“Non-lead” where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as “non-lead.”

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"Lead Status Unknown" where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 12/30/24

Status 10% Complete

Red Oak Street Repairs

Pavement contractor was on site to make repairs week of 11-6-2024.

1. Remove old asphalt from broken area
2. Dig out 16 inches of clay
3. Apply riff raff to help stabilize
4. Apply limestone road base compacted
5. Pave with hot mix asphalt type D or C 2 1⁄2 inches compact to 2-inch finish

They will return next week to finish excavating out concrete and finish with an overlay.

Completion date of 11/15/24

Status 75% Complete

Welcome to Diboll Signs

The old signs have been removed. New signs or order. New concrete base pads scheduled to be installed.

Completion date of 12/30/24

Status 25% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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Work Order Report

10/4/2024-11/8/2024

Service Address	Job Date	Job Code	Status	Last Edited Date
601 MULBERRY	11/7/2024	Street Repair/Maint	Open	11/07/2024 11:41 AM
210 N TEMPLE	11/7/2024	Disconnect	Completed	11/08/2024 08:03 AM
1433 RYAN CHAPEL RD	11/6/2024	Reinstate	Completed	11/06/2024 09:55 AM
277 FROSTY LN	11/6/2024	Water Repairs/Maint	Completed	11/06/2024 01:48 PM
277 FROSTY LN	11/6/2024	Service Action	Completed	11/06/2024 02:16 PM
1003 D LYNN	11/5/2024	Connect	Completed	11/05/2024 03:09 PM
2381 MOCKINGBIRD LN	11/4/2024	Misc	Completed	11/04/2024 08:27 AM
711 PINEWOOD	11/4/2024	Disconnect	Completed	11/04/2024 07:48 AM
711 PINEWOOD	11/4/2024	Connect	Completed	11/04/2024 07:51 AM
104 HENDRICK	11/4/2024	Connect	Completed	11/04/2024 10:52 AM
104 HENDRICK	11/4/2024	Disconnect	Completed	11/04/2024 10:51 AM
1102 RYAN CHAPEL RD	11/4/2024	Water Repairs/Maint	Completed	11/04/2024 01:23 PM
1517 N TEMPLE	11/4/2024	Reinstate	Completed	11/04/2024 02:48 PM
200 RHONE	10/31/2024	Reinstate	Completed	10/31/2024 01:31 PM
403 S FIRST	10/31/2024	Connect	Completed	10/31/2024 02:10 PM
403 S FIRST	10/31/2024	Reinstate	Completed	10/31/2024 02:54 PM
400 JACKSON	10/30/2024	Water Repairs/Maint	Completed	11/07/2024 07:49 AM
566 HOLUBEC	10/30/2024	Misc	Completed	10/30/2024 12:47 PM

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504 WESTCHESTER	10/29/2024	Water Repairs/Maint	Completed	10/29/2024 01:45 PM
200 RHONE	10/29/2024	Reinstate	Completed	10/29/2024 12:45 PM
2381 MOCKINGBIRD LN	10/28/2024	Water Repairs/Maint	Completed	10/28/2024 01:05 PM
701 MULBERRY	10/28/2024	Water Repairs/Maint	Open	10/28/2024 01:46 PM
1107 CYPRESS	10/25/2024	Connect	Completed	10/29/2024 08:18 AM
925 DENMAN	10/24/2024	Water Repairs/Maint	Completed	10/24/2024 02:16 PM
1419 RYAN CHAPEL RD	10/24/2024	Reinstate	Completed	10/24/2024 12:57 PM
1002 S FIRST	10/24/2024	Sewer Repairs/Maint	Completed	10/25/2024 07:25 AM
1403 GLASS	10/24/2024	Reinstate	Completed	10/24/2024 02:20 PM
103 OC SCOTT	10/24/2024	Water Repairs/Maint	Completed	10/25/2024 07:23 AM
211 HAMNER	10/24/2024	Reinstate	Completed	10/29/2024 08:25 AM
707 CYPRESS	10/24/2024	Reinstate	Completed	10/23/2024 04:49 PM
602 DENNIS	10/23/2024	Reinstate	Completed	10/24/2024 08:07 AM
207 DEVEREAUX	10/23/2024	Reinstate	Completed	10/23/2024 01:54 PM
301 SAXTON	10/23/2024	Reinstate	Completed	10/23/2024 02:02 PM
1204 CYPRESS	10/23/2024	Reinstate	Completed	10/23/2024 02:12 PM
112 HINES	10/23/2024	Reinstate	Completed	10/23/2024 02:39 PM
103 OC SCOTT	10/23/2024	Reinstate	Completed	10/23/2024 04:42 PM
211 HAMNER	10/22/2024	Cutoff	Completed	11/04/2024 12:14 PM
602 DENNIS	10/22/2024	Cutoff	Completed	10/24/2024 08:07 AM
301 DEVEREAUX	10/22/2024	Cutoff	Completed	11/04/2024 12:14 PM
703 ASHFORD	10/22/2024	Cutoff	Completed	11/04/2024 12:13 PM
103 C ST	10/22/2024	Cutoff	Completed	11/04/2024 12:12 PM
1215 CYPRESS	10/22/2024	Cutoff	Completed	10/29/2024 07:36 AM
1502 S FIRST	10/22/2024	Cutoff	Completed	10/24/2024 07:59 AM
406 N TEMPLE Dr	10/22/2024	Cutoff	Completed	10/22/2024 08:22 AM
500 S TEMPLE	10/22/2024	Cutoff	Completed	10/22/2024 09:34 AM

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211 RUTLAND	10/22/2024	Cutoff	Completed	11/04/2024 12:12 PM
103 OC SCOTT	10/22/2024	Cutoff	Completed	10/28/2024 04:17 PM
1204 CYPRESS	10/22/2024	Cutoff	Completed	11/04/2024 12:10 PM
103 FRANKENS	10/22/2024	Cutoff	Completed	10/24/2024 08:09 AM
405 RUTLAND	10/22/2024	Cutoff	Completed	10/22/2024 08:14 AM
407 PARK	10/22/2024	Cutoff	Completed	10/24/2024 08:04 AM
1419 RYAN CHAPEL RD	10/22/2024	Cutoff	Completed	10/24/2024 08:06 AM
301 SAXTON	10/22/2024	Cutoff	Completed	10/24/2024 08:03 AM
200 RHONE	10/22/2024	Cutoff	Completed	11/04/2024 12:10 PM
1403 GLASS	10/22/2024	Cutoff	Completed	10/24/2024 08:08 AM
1007 OAK HOLW	10/22/2024	Cutoff	Completed	10/22/2024 09:37 AM
707 CYPRESS	10/22/2024	Cutoff	Completed	11/04/2024 12:09 PM
207 DEVEREAUX	10/22/2024	Cutoff	Completed	10/24/2024 08:05 AM
605 S TEMPLE	10/22/2024	Cutoff	Completed	10/22/2024 09:33 AM
LIFT STATION/HOLUBEC	10/22/2024	Cutoff	Completed	10/22/2024 08:14 AM
299 N HINES	10/22/2024	Cutoff	Completed	10/22/2024 08:22 AM
1110 LAWRENCE	10/22/2024	Cutoff	Completed	10/22/2024 08:51 AM
112 HINES	10/22/2024	Cutoff	Completed	11/04/2024 12:08 PM
1421 RYAN CHAPEL RD	10/22/2024	Water Repairs/Maint	Completed	10/24/2024 01:25 PM
1002 S FIRST	10/22/2024	Sewer Repairs/Maint	Completed	11/04/2024 09:50 AM
1502 S FIRST	10/22/2024	Reinstate	Completed	10/22/2024 04:52 PM
702 S FIRST	10/22/2024	Service Action	Completed	11/05/2024 11:09 AM
1314 GLASS	10/21/2024	Service Action	Completed	10/21/2024 09:02 AM
1123 PINECREST	10/21/2024	Water Repairs/Maint	Completed	10/21/2024 10:39 AM
225 VFW # 1818	10/21/2024	Water Repairs/Maint	Completed	10/22/2024 12:18 PM
605 N TEMPLE	10/17/2024	Disconnect	Completed	10/17/2024 03:29 PM
605 N TEMPLE	10/17/2024	Connect	Completed	10/17/2024 03:32 PM

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400 KENLEY CITY HALL	10/16/2024	Water Repairs/Maint	Completed	10/16/2024 01:43 PM
203 RUTLAND	10/15/2024	Connect	Completed	10/31/2024 03:05 PM
1314 GLASS	10/15/2024	Occupant Change	Completed	10/21/2024 08:59 AM
1317 GLASS	10/15/2024	Water Repairs/Maint	Completed	10/22/2024 03:06 PM
277 FROSTY LN	10/15/2024	Water Repairs/Maint	Completed	11/06/2024 12:23 PM
5000 BELFORD RD	10/15/2024	Water Repairs/Maint	Completed	10/15/2024 01:36 PM
207 C ST	10/14/2024	Disconnect	Completed	10/15/2024 02:07 PM
1227 RYAN CHAPEL RD	10/14/2024	Street Repair/Maint	Completed	10/15/2024 12:20 PM
810 WELLS	10/14/2024	Water Repairs/Maint	Completed	10/22/2024 12:34 PM
4162 MOCKINGBIRD LN	10/11/2024	Water Repairs/Maint	Open	10/11/2024 08:56 AM
700 HALL	10/11/2024	Water Repairs/Maint	Completed	10/17/2024 12:00 PM
1409 FROSTY LN	10/11/2024	Water Repairs/Maint	Completed	10/22/2024 03:28 PM
1411 FROSTY LN	10/11/2024	Water Repairs/Maint	Completed	10/21/2024 10:43 AM
200 DEVEREAUX	10/11/2024	Connect	Completed	10/11/2024 10:23 AM
996 HOLUBEC	10/10/2024	Street Repair/Maint	Completed	11/07/2024 07:50 AM
300 WHITE OAK	10/10/2024	Disconnect	Completed	10/17/2024 11:57 AM
407 RUTLAND	10/10/2024	Disconnect	Completed	10/22/2024 04:11 PM
200 DEVEREAUX	10/10/2024	Disconnect	Completed	10/11/2024 10:21 AM
307 BOX FACTORY	10/10/2024	Disconnect	Completed	10/17/2024 11:59 AM
405 RUTLAND	10/10/2024	Disconnect	Completed	10/22/2024 08:13 AM
1106 LYNN	10/9/2024	Disconnect	Completed	10/09/2024 02:31 PM
1106 LYNN	10/9/2024	Connect	Completed	10/10/2024 08:10 AM
1402 N HENDRICK	10/8/2024	Street Repair/Maint	Completed	10/10/2024 09:24 AM
200 RHONE	10/8/2024	Water Repairs/Maint	Completed	10/18/2024 02:29 PM
1005 HOLUBEC	10/7/2024	Misc	Completed	10/10/2024 09:25 AM
603 S TEMPLE	10/7/2024	Connect	Completed	10/07/2024 02:15 PM
601 N SECOND	10/7/2024	Disconnect	Completed	10/08/2024 01:09 PM

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4162 MOCKINGBIRD LN	10/4/2024	Connect	Completed	10/07/2024 09:46 AM
1101 LYNN	10/4/2024	Sewer Repairs/Maint	Completed	10/22/2024 03:27 PM
103 OC SCOTT	10/4/2024	Water Repairs/Maint	Completed	10/04/2024 11:33 AM

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Code Compliance Report – September 2024

Bank and Post Office – Daily

Residential remodel permit applications- 903 Willow Oak St

Residential New Construction- 300 Oak St

Fence permit-

Storage/carport/shed permit-

Roofing permit- 903 Willow Oak St

Plumbing permit- 1516 N Temple Dr

Solar permit- 114 N Hines

Generator Installation Permit-

Commercial permit applications- 100 MLK

Electrical permit applications-

Demolition- 504 Deveraux

Junk vehicle Notifications-

Inspections – 1190 Maynard, 1516 N Temple Dr.,

Certificate of occupancy- 1009 Denman

New addresses- 165 Lumberjack Dr.

Overgrown grass letters- 101 Stubblefield, 102 Ballenger

Rubbish letters- 1000 S First St, 12332 Corner S First & Maynard

Nuisance letter- Housing Authority ditches, 601 Mulberry

Received complaint from concerning the fence at 1214 S First. When responding to complaint, I found the complainants fence to be out of compliance with city ordinance. Their fence had barbed wire on the top of the fence. This is not allowed

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on residential property. The property owner was informed and told to remove the barbed wire.

I received another complaint on 717 Dennis St. A letter was sent to the owner with no response. A contractor will be contacted to clean up property. Once the work is complete, a lien will be placed on the property to recover the city's money.

A letter was sent to the owner of 1003 Lynn St. informing them they are in violation of the certificate of occupancy ordinance. The apartments have not passed all inspections and a tenant was allowed to move in without a COO. I also delivered a notification letter to the tenants to make them aware of the code violations affiliated with their address.

The shelter remains full. We do respond to calls concerning aggression and bite calls. The shelter has raised the surrender fee from $80 to $120.

Responded to open records requests.

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Code Compliance Report – October 2024

Bank and Post Office – Daily

Residential remodel permit applications-

Residential New Construction-

Fence permit-

Storage/carport/shed permit- 1307 Ryan Chapel

Roofing permit- 408 N Hendrick

Plumbing permit-

Solar permit- 114 N. Hines

Generator Installation Permit- 302 Deer Trace Boulevard

Commercial permit applications-

Electrical permit applications- 921 Lindsey, 200 N Temple

Demolition- 1302 N Temple Dr

Junk vehicle Notifications-

Inspections – 408 N Hendrick, 291 Lumberjack, 200 N Temple, 100 MLK, 1005 Lynn (A&B). Re-inspection of 1003 Lynn St (A,B,C,D) failed, 302 Deer Trace Boulevard

Certificate of occupancy- 1005 Lynn St Apt. A, 1005 Lynn St Apt. B

New addresses-

Overgrown grass letters-

Rubbish letters-

Nuisance letter- 1216 S. First St, 311 Margie Harrell

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Received a call from Dollar Tree 10/17/24 concerning a dog that had been hit by a car. The dog was alive when picked up, but passed soon after arriving at the animal shelter. I received a call from a citizen looking for their dog and verified the dog that was taken to the shelter and passed away was their dog.

Received a complaint about a dog on pinewood.

Dog complaint on Fuller St. Two dogs tearing up trash. Dog complaint on Lawrence St. Dog complaint on N 2nd St.

Received a complaint about cats on Frankens St. The home owners are feeding the cats. They are now considered the owners.

Walked wastewater through submitting their monthly DMR and the yearly bio-solids DMR.

Owner called asking if I had picked up their weenie dog. It has been missing a few days. I had not picked the dog up or received any calls that someone has it.

I broke my foot on October 1st and was out of office with the injury for 2 weeks.

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Samantha Durham
Director of Finance

400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: **November 12, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including October 2024 Financials Report, September 30, 2024 Investment Report, and the 2024-2025 Budget Amendment No. 01 for your review.

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Customer Meter Interface
Estimated Completion Date: August 2024
Status: 5% Complete

Fond regards,

Sam Durham

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, NOVEMBER 12, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Fire Chief Aaron Smith.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation:
Katy Sample addressed Council regarding numerous Diboll related items.
Bill Goodwin addressed Council regarding numerous Diboll related items.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from October 8, 2024, Regular Session Meeting
b. Financial Statement for October 2024
c. 12-Month Attendance Record for October 2024
d. Investment Report for Quarter ending September 2024

Luis Maldonado made a motion to approve and Daniel Lopez second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Resolution 2024-11-001 CDBG Grant Application.

Nora Munoz made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

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Item #3: Consideration and possible action to approve Resolution 2024-11-002 to select grant administrator for the CDBG Grant.

Daniel Lopez made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #4: Consideration and possible action to approve Policy for Preventing Use of Prohibited Technology and Covered Applications.

Ray Williams, Jr. made a motion to approve and Nora Munoz second. All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to approve the Mockingbird Drainage Improvement Project as part of the Comprehensive Street Overlay Program.

Daniel Lopez made a motion to approve and Schuyler Bacon second.
All in Favor, none opposed, motion carries.

Item #6: Consideration and possible action to approve Ordinance 2024-11-001 for the first (1st) amendment to the 2024-2025 Operating Budget.

Daniel Lopez made a motion to approve and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #7: Consideration and possible action to approve an end of lease date for the Neches Pines Golf Course Lease Agreement with WHGC, LLC.

Doug Daltin gave a presentation regarding Neches Pines Golf Course.
Ray Williams, Jr. made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #3: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Trey Wilkerson called to adjourn at 6:00p.m.

Minutes of the November 12, 2024 Regular Session Meeting approved by council on this the 10th day of December, 2024.

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Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL
BUILDING STANDARD COMMISSION

The City Council will meet in a special called meeting of the City of Diboll Building Standards Commission in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, November 12, 2024, following the City Council Regular Session being at 5:15p.m.

Call to Order

Item #1: Conduct a Public Hearing for Building Standards Commission Cases located at:

- **305 Margie Harrell Diboll, Texas 75941**

Item #2: Consider taking action for possible Order of Demolition on Building Standards Commission Case located at 305 Margie Harrell.

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:30 p.m. on October 29, 2024, as well as at the City's website.

CITY OF DIBOLL DIBOLL, TEXAS

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 10/29/2024

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NOTICE OF PUBLIC HEARING

City of Diboll Building Standards Commission
November 12, 2024
Council Chambers, Diboll City Hall
400 Kenley, Diboll, Texas 75941

The City of Diboll Building Standards Commission will conduct a Public Hearing on November 12, 2024. This Commission meeting will begin immediately following the Regular City Council Meeting scheduled for 5:15 p.m. on November 12, 2024.

The Public Hearing will be conducted to determine compliance with City of Diboll Ordinance No. 2021-09-004.

Properties to be discussed include:

- **305 MARGIE HARRELL, DIBOLL, TEXAS 75941; Property ID#38693; Legal Description:** (3071 ALLEN WALTER AM BLK 1 LOT 10) MARCELLUS JONES EST ETUX VERA, 305 ELM ST, DIBOLL, TEXAS 75941

Filed this 18th day of October, 2024 in the Real Property Records of Angelina County Texas.

Rosa Olvera
City Secretary
City of Diboll

FILED
AT 10:45 O'CLOCK A M
OCT 18 2024
AMY FINCHER
County Clerk, County Court at Law
Angelina County, Texas

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THE LUFKIN DAILY NEWS

AFFIDAVIT OF PUBLICATION

Lufkin Daily News
300 Ellis Ave., Lufkin, TX 75904
(936) 632-6631

State of Pennsylvania, County of Lancaster, ss:

I, Hadley Christman, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Lufkin Daily News, a daily newspaper published in Lufkin, Angelina County, State of Texas, that the attached printed material was published in said newspaper.

Publication Dates:
- Oct 23, 2024

Notice ID: mmU3PEa0xUY30bvcwsQB
Notice Name: Notice of Public Hearing

Publication Fee: $164.84

Hadley Christman

Agent

VERIFICATION

State of Pennsylvania
County of Lancaster

Commonwealth of Pennsylvania - Notary Seal
Nicole Burkholder, Notary Public
Lancaster County
My commission expires March 30, 2027
Commission Number 1342120

Signed or attested before me on this: 10/24/2024

Nicole Burkholder

Notary Public

Notarized remotely online using communication technology via Proof.

NOTICE OF PUBLIC HEARING
City of Diboll Building Standards Commission November 12, 2024
Council Chambers, Diboll City Hall 400 Kenley, Diboll, Texas 75941
The City of Diboll Building Standards Commission will conduct a Public Hearing on November 12, 2024. This Commission meeting will begin immediately following the Regular City Council Meeting scheduled for 5:15 p.m. on November 12, 2024.
The Public Hearing will be conducted to determine compliance with City of Diboll Ordinance No. 2021-09-004.
Properties to be discussed include:
305 MARGIE HARRELL, DIBOLL, TEXAS 75941;
Property ID#38693; Legal Description: (3071 ALLEN WALTER AM BLK 1 LOT 10) MARCELLUS JONES EST ETUX VERA, 305 ELM ST, DIBOLL, TEXAS 75941
Filed this 18th day of October, 2024 in the Real Property Records of Angelina County Texas.
Rosa Olvera, City Secretary

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Jason A. Arnold, MPA
City Manager, City of Diboll

400 Kenley Street
P.O. Box 340
Diboll, Texas 75941
(936)-829-6800
jarnold@cityofdiboll.com

November 8, 2024

Building Standards Commission

RE: Structure Condemnation Recommendation, 1225 North Temple

Code Compliance Official Bridget Sarver inspected the structure located at 1225 North Temple in Diboll, TX on August 19, 2024. The structure is heavily damaged from a vehicle wreck and is a public hazard and nuisance in accordance with the Dangerous Building Abatement Ordinance 2021-09-004, Section 3.6.

The structure is uninhabitable, a public hazard and a nuisance. Staff recommends the Building Standards Commission approve the attached Order of Demolition.

The following items were completed in accordance with the Dangerous Building Abatement Ordinance 2021-09-004.

- August 19, 2024: A certified letter was sent to the listed owner (Angelina County Appraisal District) 1399 North Temple Drive, Diboll, Texas.
- October 23, 2024: Notice of the Public Hearing on November 12, 2024 was published.
- October 18, 2024: A copy of the Public Notice was filed in the Angelina County Real Property Records with the County Clerk.

Respectfully,

Jason A. Arnold, MPA
City Manager
City of Diboll

Attached: Photos of the structure

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ORDER OF DEMOLITION

During the Building & Standards Commission Public Hearing and Meeting held on November 12, 2024, the Commission determined the property listed below to be in violation of Ordinance 2021-09-004, and the Commission ordered that, pursuant to Section 3.6 of the above Ordinance, the building below be demolished by the City and a lien be placed on the property, for the cost of the abatement and demolition.

305 Margie Harrell Street, Diboll, Texas 75941; Property ID: 38693; Legal Description: 3071 ALLEN WALTER AM BLK 1 LOT 10, ACRES .22

Should the owner, lienholder or mortgagee wish to appeal the decision of the Commission, they may file an appeal with the Angelina County District Court within thirty (30) days of this notice. A complete copy of the Order of Demolition for the property may be obtained from the City of Diboll City Secretary, 400 Kenley, Diboll, Texas (936) 829-4757.

Issued this 12th day of November 2024

Rosa Olvera
City Secretary

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NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, December 10, 2024 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from November 12, 2024, Regular Session Meeting
b. Financial Statement for November 2024
c. 12-Month Attendance Record for November 2024

Item #2: Linebarger Goggan Blair & Sampson, LLP (Linebarger Law Firm) presents City of Diboll delinquent fees & fines and tax collection report.

Item #3: Consideration and possible action to approve Amended and Restated Cooperative Agreement Angelina County & Cities Health District.

Item #4: Consideration and possible action to approve the appointment of a member to the Planning and Zoning Commission.

Item #5: Consideration and possible action to approve the Kroger Texas Settlement participation, authorizing the Mayor to execute settlement release documents within the National Opioid Settlement Agreements secured by the Office of the Attorney General.

Item #6: Consideration and possible action to approve a rate increase requested by Piney Woods Sanitation, Inc. (Live Oak Environmental, LLC d/b/a Live Oak Waste, LLC).

Item #7: Consideration and possible action to accept proposal for maintenance and operation of the Neches Pines Golf Course.

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Item #8: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on December 6, 2024, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 12/06/2024

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, NOVEMBER 12, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Fire Chief Aaron Smith.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation:
Katy Sample addressed Council regarding numerous Diboll related items.
Bill Goodwin addressed Council regarding numerous Diboll related items.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

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Luis Maldonado made a motion to approve and Daniel Lopez second.
All in Favor, none opposed, motion carries.

Item #2: Consideration and possible action to approve Resolution 2024-11-001 CDBG Grant Application.

Nora Munoz made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

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Item #3: Consideration and possible action to approve Resolution 2024-11-002 to select grant administrator for the CDBG Grant.

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Item #5: Consideration and possible action to approve the Mockingbird Drainage Improvement Project as part of the Comprehensive Street Overlay Program.

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Item #7: Consideration and possible action to approve an end of lease date for the Neches Pines Golf Course Lease Agreement with WHGC, LLC.

Doug Daltin gave a presentation regarding Neches Pines Golf Course.
Ray Williams, Jr. made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #3: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Trey Wilkerson called to adjourn at 6:00p.m.

Minutes of the November 12, 2024 Regular Session Meeting approved by council on this the 10th day of December, 2024.

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_____

Trey Wilkerson, Mayor

ATTEST BY:

_____

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

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City of Diboll

Financial Report
Group Summary
For Fiscal: 2024-2025 Period Ending: 11/30/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	5,000.00	5,000.00	1,500.00	3,000.00	3,000.00	2,000.00
3200 - Fines and Fees	398,893.00	398,893.00	39,282.34	85,616.46	85,616.46	313,276.54
3210 - Licenses & Permits	20,000.00	20,000.00	1,347.50	2,852.50	2,852.50	17,147.50
3500 - Franchise Tax	375,000.00	375,000.00	25,161.20	38,580.93	38,580.93	336,419.07
3550 - Property Tax	1,467,188.00	1,467,188.00	49,393.41	77,951.15	77,951.15	1,389,236.85
3700 - Sales Tax	944,405.00	944,405.00	145,947.63	206,276.55	206,276.55	738,128.45
3800 - Interest	20,000.00	20,000.00	701.26	3,281.84	3,281.84	16,718.16
3805 - Miscellaneous	2,500.00	-3,100.00	5,518.39	6,503.68	6,503.68	-9,603.68
3940 - Contributions & Grants	0.00	0.00	1,227.92	1,227.92	1,227.92	-1,227.92
Revenue Total:	**3,232,986.00**	**3,227,386.00**	**270,079.65**	**425,291.03**	**425,291.03**	**2,802,094.97**
Expense						
4000 - Insurance	75,080.00	75,080.00	0.00	67,738.94	67,738.94	7,341.06
4030 - Fines & Fees	950.00	950.00	0.00	0.00	0.00	950.00
4040 - Administrative	200,599.00	200,599.00	27,021.40	47,048.03	51,007.30	149,591.70
4080 - Capital Purchase	87,003.00	87,003.00	1,137.06	2,400.06	87,001.00	2.00
4100 - Contractual & Professional Services	206,614.00	206,614.00	62,803.85	70,869.83	70,869.83	135,744.17
4110 - Intergov't Contracts	188,000.00	188,000.00	131,276.68	133,026.68	133,026.68	54,973.32
4210 - Project Expense	25,500.00	122,388.43	0.00	11,902.65	18,212.65	104,175.78
4300 - Utility	147,240.00	147,240.00	9,344.56	18,864.86	18,864.86	128,375.14
4400 - Repairs & Maintenance	278,227.00	419,127.49	11,439.47	29,127.41	73,626.82	345,500.67
4460 - Materials & Supplies	164,738.00	177,553.83	13,445.18	25,474.46	29,637.75	147,916.08
4500 - Miscellaneous	5,500.00	5,500.00	-59.36	677.14	677.14	4,822.86
4800 - Payroll Expense	2,429,534.00	2,429,534.00	300,363.11	488,900.07	488,900.07	1,940,633.93
4860 - Personnel	63,145.00	63,145.00	22,735.41	34,688.70	34,688.70	28,456.30
9999 - Transfers	-639,144.00	-639,144.00	0.00	0.00	0.00	-639,144.00
Expense Total:	**3,232,986.00**	**3,483,590.75**	**579,507.36**	**930,718.83**	**1,074,251.74**	**2,409,339.01**
Fund: 01 - General Fund Surplus (Deficit):	**0.00**	**-256,204.75**	**-309,427.71**	**-505,427.80**	**-648,960.71**	**392,755.96**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,815,187.00	3,815,187.00	290,106.79	560,335.77	560,335.77	3,254,851.23
3130 - Penalties & Interest	25,000.00	25,000.00	266,384.25	508,848.66	508,848.66	-483,848.66
3800 - Interest	16,000.00	16,000.00	0.00	1,796.30	1,796.30	14,203.70
3805 - Miscellaneous	0.00	0.00	1,960.00	2,851.17	2,851.17	-2,851.17
3940 - Contributions & Grants	0.00	0.00	9,000.00	88,935.50	88,935.50	-88,935.50
Revenue Total:	**3,856,187.00**	**3,856,187.00**	**567,451.04**	**1,162,767.40**	**1,162,767.40**	**2,693,419.60**
Expense						
4000 - Insurance	35,591.00	35,591.00	0.00	36,447.38	36,447.38	-856.38
4010 - Grant Expense	0.00	0.00	9,000.00	88,935.50	88,935.50	-88,935.50
4030 - Fines & Fees	2,340.00	2,340.00	173.56	443.56	443.56	1,896.44
4040 - Administrative	60,380.00	60,380.00	2,024.73	3,621.56	3,621.56	56,758.44
4080 - Capital Purchase	5.00	240,666.50	2,280.00	2,280.00	17,055.00	223,611.50
4100 - Contractual & Professional Services	895,961.00	905,661.00	70,191.89	162,482.44	162,482.44	743,178.56
4110 - Intergov't Contracts	10,080.00	10,080.00	0.00	24.80	24.80	10,055.20
4300 - Utility	141,840.00	141,840.00	10,149.00	20,939.96	20,939.96	120,900.04
4400 - Repairs & Maintenance	291,107.00	405,740.59	11,741.99	14,732.87	117,944.43	287,796.16
4460 - Materials & Supplies	281,325.00	281,325.00	17,328.49	23,200.95	41,539.95	239,785.05
4800 - Payroll Expense	627,317.00	627,317.00	72,550.94	123,508.71	123,508.71	503,808.29
4860 - Personnel	9,465.00	9,465.00	0.00	35.70	206.65	9,258.35
9999 - Transfers	1,500,776.00	1,500,776.00	0.00	0.00	0.00	1,500,776.00
Expense Total:	**3,856,187.00**	**4,221,182.09**	**195,440.60**	**476,653.43**	**613,149.94**	**3,608,032.15**
Fund: 02 - Utility Fund Surplus (Deficit):	**0.00**	**-364,995.09**	**372,010.44**	**686,113.97**	**549,617.46**	**-914,612.55**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3900 - Rentals & Leases	65,100.00	65,100.00	2,950.00	2,950.00	2,950.00	62,150.00
Revenue Total:	**65,100.00**	**65,100.00**	**2,950.00**	**2,950.00**	**2,950.00**	**62,150.00**
Expense						
4000 - Insurance	695.00	695.00	0.00	717.08	717.08	-22.08
4040 - Administrative	7,674.00	7,674.00	474.70	679.37	679.37	6,994.63
4100 - Contractual & Professional Services	1,450.00	1,450.00	140.00	200.00	200.00	1,250.00
4300 - Utility	55,496.00	55,496.00	5,559.47	11,567.90	11,567.90	43,928.10
4400 - Repairs & Maintenance	33,785.00	33,785.00	6,641.00	7,308.50	7,408.50	26,376.50
4800 - Payroll Expense	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
9999 - Transfers	-64,000.00	-64,000.00	0.00	0.00	0.00	-64,000.00
Expense Total:	**65,100.00**	**65,100.00**	**12,815.17**	**20,472.85**	**20,572.85**	**44,527.15**
Fund: 03 - Recreation Fund Surplus (Deficit):	**0.00**	**0.00**	**-9,865.17**	**-17,522.85**	**-17,622.85**	**17,622.85**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	0.00	656.32	359.68	359.68	359.68	296.64
3940 - Contributions & Grants	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
Revenue Total:	**1,200.00**	**1,856.32**	**359.68**	**359.68**	**359.68**	**1,496.64**
Expense						
4010 - Grant Expense	55,000.00	147,031.09	0.00	15,232.87	15,232.87	131,798.22
4210 - Project Expense	1,200.00	1,626.53	388.80	388.80	1,478.30	148.23
9999 - Transfers	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
Expense Total:	**106,200.00**	**198,657.62**	**388.80**	**15,621.67**	**16,711.17**	**181,946.45**
Fund: 05 - Special Revenue Fund Surplus (Deficit):	**-105,000.00**	**-196,801.30**	**-29.12**	**-15,261.99**	**-16,351.49**	**-180,449.81**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00
Revenue Total:	**14,000.00**	**14,000.00**	**0.00**	**0.00**	**0.00**	**14,000.00**
Expense						
9999 - Transfers	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00
Expense Total:	**14,000.00**	**14,000.00**	**0.00**	**0.00**	**0.00**	**14,000.00**
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.25	2.55	2.55	-2.55
Revenue Total:	**0.00**	**0.00**	**1.25**	**2.55**	**2.55**	**-2.55**
Fund: 07 - Seized Fund Total:	**0.00**	**0.00**	**1.25**	**2.55**	**2.55**	**-2.55**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 08 - Diboll Day Fund						
Expense						
4040 - Administrative	1.00	1,450.66	0.00	645.76	645.76	804.90
4100 - Contractual & Professional Services	1.00	6,001.00	2,747.50	2,747.50	2,747.50	3,253.50
4460 - Materials & Supplies	2.00	5,297.74	0.00	5,297.71	5,297.71	0.03
4800 - Payroll Expense	1.00	2,001.00	0.00	0.00	0.00	2,001.00
9999 - Transfers	-5.00	-5.00	0.00	0.00	0.00	-5.00
Expense Total:	**0.00**	**14,745.40**	**2,747.50**	**8,690.97**	**8,690.97**	**6,054.43**
Fund: 08 - Diboll Day Fund Total:	**0.00**	**14,745.40**	**2,747.50**	**8,690.97**	**8,690.97**	**6,054.43**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	6,000.00	6,000.00	1,246.74	2,712.17	2,712.17	3,287.83
Revenue Total:	**6,000.00**	**6,000.00**	**1,246.74**	**2,712.17**	**2,712.17**	**3,287.83**
Expense						
9999 - Transfers	10,320.00	10,320.00	0.00	0.00	0.00	10,320.00
Expense Total:	**10,320.00**	**10,320.00**	**0.00**	**0.00**	**0.00**	**10,320.00**
Fund: 09 - MC Security Fund Surplus (Deficit):	**-4,320.00**	**-4,320.00**	**1,246.74**	**2,712.17**	**2,712.17**	**-7,032.17**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,000.00	7,000.00	1,045.21	2,291.65	2,291.65	4,708.35
Revenue Total:	**7,000.00**	**7,000.00**	**1,045.21**	**2,291.65**	**2,291.65**	**4,708.35**
Expense						
4300 - Utility	12,000.00	12,000.00	0.00	238.34	238.34	11,761.66
Expense Total:	**12,000.00**	**12,000.00**	**0.00**	**238.34**	**238.34**	**11,761.66**
Fund: 10 - MC Tech Fund Surplus (Deficit):	**-5,000.00**	**-5,000.00**	**1,045.21**	**2,053.31**	**2,053.31**	**-7,053.31**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	24.94	50.71	50.71	-50.71
Revenue Total:	**0.00**	**0.00**	**24.94**	**50.71**	**50.71**	**-50.71**
Fund: 12 - Red Light Fund Total:	**0.00**	**0.00**	**24.94**	**50.71**	**50.71**	**-50.71**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	135,569.00	135,569.00	4,713.74	7,547.84	7,547.84	128,021.16
3800 - Interest	0.00	0.00	6.53	12.40	12.40	-12.40
Revenue Total:	**135,569.00**	**135,569.00**	**4,720.27**	**7,560.24**	**7,560.24**	**128,008.76**
Expense						
4015 - Bond Expense	606,974.00	606,974.00	0.00	0.00	0.00	606,974.00
4020 - Note Expense	399,592.00	399,592.00	0.00	0.00	0.00	399,592.00
4030 - Fines & Fees	950.00	950.00	0.00	0.00	0.00	950.00
9999 - Transfers	-871,947.00	-871,947.00	0.00	0.00	0.00	-871,947.00
Expense Total:	**135,569.00**	**135,569.00**	**0.00**	**0.00**	**0.00**	**135,569.00**
Fund: 13 - Debt Service Fund Surplus (Deficit):	**0.00**	**0.00**	**4,720.27**	**7,560.24**	**7,560.24**	**-7,560.24**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	**8,050.00**	**8,050.00**	**0.00**	**0.00**	**0.00**	**8,050.00**
Expense						
9999 - Transfers	5.00	5.00	0.00	0.00	0.00	5.00
Expense Total:	**5.00**	**5.00**	**0.00**	**0.00**	**0.00**	**5.00**
Fund: 14 - Endowment Fund Surplus (Deficit):	**8,045.00**	**8,045.00**	**0.00**	**0.00**	**0.00**	**8,045.00**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Expense						
4210 - Project Expense	136,000.00	228,566.10	0.00	92,566.10	92,566.10	136,000.00
Expense Total:	**136,000.00**	**228,566.10**	**0.00**	**92,566.10**	**92,566.10**	**136,000.00**
Fund: 15 - Restricted Project Fund Total:	**136,000.00**	**228,566.10**	**0.00**	**92,566.10**	**92,566.10**	**136,000.00**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	0.00	0.00	1,226.29	2,588.85	2,588.85	-2,588.85
Revenue Total:	**0.00**	**0.00**	**1,226.29**	**2,588.85**	**2,588.85**	**-2,588.85**
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Total:	**0.00**	**0.00**	**1,226.29**	**2,588.85**	**2,588.85**	**-2,588.85**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	0.00	0.00	24.34	51.36	51.36	-51.36
Revenue Total:	**0.00**	**0.00**	**24.34**	**51.36**	**51.36**	**-51.36**
Fund: 17 - MC Municipal Jury Fund Total:	**0.00**	**0.00**	**24.34**	**51.36**	**51.36**	**-51.36**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3960 - Donations	0.00	0.00	31.74	73.88	73.88	-73.88
Revenue Total:	**0.00**	**0.00**	**31.74**	**73.88**	**73.88**	**-73.88**
Expense						
4210 - Project Expense	37,000.00	3,725.51	59.18	1,929.18	1,929.18	1,796.33
Expense Total:	**37,000.00**	**3,725.51**	**59.18**	**1,929.18**	**1,929.18**	**1,796.33**
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	**-37,000.00**	**-3,725.51**	**-27.44**	**-1,855.30**	**-1,855.30**	**-1,870.21**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	84.03	170.82	170.82	-170.82
Revenue Total:	**0.00**	**0.00**	**84.03**	**170.82**	**170.82**	**-170.82**
Expense						
4210 - Project Expense	226,000.00	226,000.00	0.00	0.00	0.00	226,000.00
Expense Total:	**226,000.00**	**226,000.00**	**0.00**	**0.00**	**0.00**	**226,000.00**
Fund: 19 - Street Project Fund Surplus (Deficit):	**-226,000.00**	**-226,000.00**	**84.03**	**170.82**	**170.82**	**-226,170.82**

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Financial Report **For Fiscal: 2024-2025 Period Ending: 11/30/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	195.83	483.23	483.23	-483.23
Revenue Total:	**0.00**	**0.00**	**195.83**	**483.23**	**483.23**	**-483.23**
Expense						
4210 - Project Expense	1,157,000.00	1,157,000.00	0.00	267,086.29	267,086.29	889,913.71
Expense Total:	**1,157,000.00**	**1,157,000.00**	**0.00**	**267,086.29**	**267,086.29**	**889,913.71**
Fund: 20 - ARPA Fund Surplus (Deficit):	**-1,157,000.00**	**-1,157,000.00**	**195.83**	**-266,603.06**	**-266,603.06**	**-890,396.94**
Total Surplus (Deficit):	**-1,662,275.00**	**-2,449,313.15**	**58,482.40**	**-206,624.09**	**-487,843.01**	

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Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	0.00	-256,204.75	-309,427.71	-505,427.80	-648,960.71	392,755.96
02 - Utility Fund	0.00	-364,995.09	372,010.44	686,113.97	549,617.46	-914,612.55
03 - Recreation Fund	0.00	0.00	-9,865.17	-17,522.85	-17,622.85	17,622.85
05 - Special Revenue Fund	-105,000.00	-196,801.30	-29.12	-15,261.99	-16,351.49	-180,449.81
06 - Hotel/Motel Tax Fund	0.00	0.00	0.00	0.00	0.00	0.00
07 - Seized Fund	0.00	0.00	1.25	2.55	2.55	-2.55
08 - Diboll Day Fund	0.00	-14,745.40	-2,747.50	-8,690.97	-8,690.97	-6,054.43
09 - MC Security Fund	-4,320.00	-4,320.00	1,246.74	2,712.17	2,712.17	-7,032.17
10 - MC Tech Fund	-5,000.00	-5,000.00	1,045.21	2,053.31	2,053.31	-7,053.31
12 - Red Light Fund	0.00	0.00	24.94	50.71	50.71	-50.71
13 - Debt Service Fund	0.00	0.00	4,720.27	7,560.24	7,560.24	-7,560.24
14 - Endowment Fund	8,045.00	8,045.00	0.00	0.00	0.00	8,045.00
15 - Restricted Project Fund	-136,000.00	-228,566.10	0.00	-92,566.10	-92,566.10	-136,000.00
16 - MC Local Truancy Preven..	0.00	0.00	1,226.29	2,588.85	2,588.85	-2,588.85
17 - MC Municipal Jury Fund	0.00	0.00	24.34	51.36	51.36	-51.36
18 - Keep Diboll Beautiful Fu...	-37,000.00	-3,725.51	-27.44	-1,855.30	-1,855.30	-1,870.21
19 - Street Project Fund	-226,000.00	-226,000.00	84.03	170.82	170.82	-226,170.82
20 - ARPA Fund	-1,157,000.00	-1,157,000.00	195.83	-266,603.06	-266,603.06	-890,396.94
Total Surplus (Deficit):	**-1,662,275.00**	**-2,449,313.15**	**58,482.40**	**-206,624.09**	**-487,843.01**	

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DIBOLL CITY COUNCIL
12-MONTH ATTENDANCE RECORD

Council Member	12/12/2023	1/9/2024	2/13/2024	3/12/2024	4/9/2024	5/14/2024	6/11/2024	6/25/2024
Schuyler Bacon							0	0
Luis Maldonado	0	0	0	0	0	0	0	0
Nora Munoz	0	1	0	0	0	0	0	0
Daniel Lopez	0	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0	0
Ray Williams, Jr.	0	0	0	0	0	1	0	1
Trey Wilkerson	0	0	0	0	0	0	0	0
Total Absences	**0**	**1**	**0**	**0**	**0**	**1**	**0**	**1**

Council Member	7/9/2024	7/23/2024	8/13/2024	9/3/2024	9/10/2024	10/8/2024	11/12/2024	TOTAL TO-DATE
Schuyler Bacon	0	0	0	0	1	0	0	**1**
Luis Maldonado	1	0	0	0	0	0	0	**1**
Nora Munoz	0	0	0	0	0	0	0	**1**
Daniel Lopez	0	0	1	0	0	0	0	**1**
Ruben Terrazas	1	0	0	0	0	0	0	**1**
Ray Williams, Jr.	1	0	0	0	0	0	0	**3**
Trey Wilkerson	0	0	0	0	0	1	0	**1**
Total Absences	**3**	**0**	**1**	**0**	**1**	**1**	**0**	**9**

Rosa M. Olvera - City Secretary

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AMENDED AND RESTATED COOPERATIVE AGREEMENT
ANGELINA COUNTY & CITIES HEALTH DISTRICT

STATE OF TEXAS §

COUNTY OF ANGLELINA §

This Amended and Restated Cooperative Agreement (this "Agreement") is made by and between Angelina County, Texas, and the following cities of Angelina County, Texas: Diboll, Hudson, Huntington, Lufkin, and Zavalla (collectively, the "Member Governments"), under Chapter 121, Subchapter E of the Texas Health and Safety Code (the "Code"), acting by and through their respective authorized officers, representatives, and governing bodies.

Effective September 1, 2003, the Member Governments entered into a Cooperative Agreement for the Angelina County & Cities Health District (the "Health District"). By their execution of this Agreement, the Member Governments do hereby amend and restate the Cooperative Agreement as set out herein.

Recitals and History of the Health District

Whereas, in 1967, the Health District was formed to provide immunizations and food service inspections in Angelina County, and Dr. Royce Read was appointed the initial Medical Director of the Health District;

Whereas, in 1971, the Health District incorporated community and rural health into its offered services;

Whereas, in 1984, the Health District further expanded by adding maternal and child health services;

Whereas, in 1985, the Health District began to offer the federal nutrition program WIC to its services;

Whereas, in 1987, the Health District began providing primary care medical services to eligible residents of Angelina County;

Whereas, in 1988, the Angelina County Medical Education & Research Foundation adopted the role as the Advisory Board to the Health District to oversee the Primary Care Clinic and to pursue a permanent funding source;

Whereas, in 1989, Angelina County passed a property tax referendum, which provided a stable source of funding for the Primary Care Clinic;

Whereas, in 1991, the Health District incorporated HIV testing and counseling into its services;

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Whereas, between 1991-1994, the Health District expanded its services with the Chronically Ill and Disabled Children Program;

Whereas, in 1997, Memorial Health System of East Texas negotiated a management agreement with the Board of Health for management responsibilities of the Health District;

Whereas, in 1998, the Health District obtained a grant from the T.L.L. Temple Foundation for the construction of a new facility on Hill Street, and construction of such facility was completed in 2000;

Whereas, in 2002, the Health District implemented the Pharmaceutical Program and the Bioterrorism/Public Health Preparedness Program;

Whereas, in 2006, the Health District added the Texas Health Steps Program to its services;

Whereas, in 2009, the Health District received its nonprofit status and formed the ACCHD Endowment Trust Fund;

Whereas, in 2016, the Health District created the Angelina County Connects Program;

Whereas, the Health District has continuously served Angelina County and its community for 57 years, and has operated under the current Cooperative Agreement with its Member Governments for more than 20 years;

Whereas, the Member Governments desire that the Cooperative Agreement be amended and restated to set out the history of the Health District, clarify the jurisdiction of the Health District, and revise or restate the terms and provisions of such cooperative relationship;

Now, therefore, the Member Governments do amend and restate the Cooperative Agreement as follows:

I. Governance

1.1 The Health District shall consist of the area of Angelina County, Texas. Membership in the Health District shall consist of the Commissioners Court of Angelina County, Texas, plus the governing bodies of the following named incorporated municipalities located within Angelina County, Texas: Diboll, Hudson, Huntington, Lufkin, and Zavalla.

1.2 A school district or other governmental entity located within Angelina County, Texas, may apply to become a member of the Health District. The governing body of each Member Government shall review the application. If a majority of the Member Governments approves the application, the school district or other governmental entity may be admitted to membership upon such terms as are acceptable to the applicant and the Member Governments.

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1.3 The affairs of the Health District shall be governed by a public health board, which shall be called the Angelina County & Cities Health District Board of Health (the "Board"). The Board shall be an administrative public health board and shall have the authority to adopt substantive and procedural rules that are necessary and appropriate to promote and preserve the health and safety of the public within its jurisdiction, provided that no rule adopted shall be in conflict with the laws of the State of Texas.

1.4 The Board may perform any function relating to the operation of the Health District required under the terms of this Agreement, including but not limited to adopting substantive and procedural rules that are necessary and appropriate to promote and preserve the health and safety of the public within its jurisdiction, provided that no rule adopted shall be in conflict with the laws of the State of Texas or the ordinances of any Member Government.

1.5 The Board shall consist of thirteen (13) members, composed as follows: (a) seven (7) members shall be representatives of the Member Governments, one selected by each of the Member Governments, except that two (2) shall be selected by Angelina County; (b) three (3) members shall be legally qualified, licensed, and practicing physicians in Angelina County, one being a general practitioner, one being a pediatrician, and one being an obstetrician. In the event a physician willing to serve cannot be found in one of these specialties, the Board shall appoint a physician from any field of practice, giving priority to the practice of infectious diseases; (c) one (1) member shall be a qualified, licensed, and practicing dentist in Angelina County; (d) one (1) member shall be a qualified, licensed, and practicing pharmacist in Angelina County; and (e) one (1) member shall be a qualified, licensed, and practicing veterinarian in Angelina County. Board members who represent Member Governments shall designate an alternate or alternates to attend Board meetings in the event the primary representative cannot attend a Board meeting. All other Board members shall be appointed by a majority vote of the Board and shall serve staggered three-year terms. Vacancies of representatives by Member Governments shall be filled by the respective Member Government. All other vacancies shall be filled for unexpired terms by the Board.

1.6 No member of the Board shall vote or appear by proxy. All Board members shall serve without compensation. All Board members must have resided within the territorial limits of the Health District for at least three (3) years.

1.7 A Board member may be removed by a two-thirds vote of the remaining Board members. An action for removal shall be initiated by the chairman of the Board and the member in question shall be provided an opportunity to be heard by the Board before the vote is called. Failure to attend seventy-five percent (75%) of the Board meetings in one calendar year without a valid excuse shall be grounds for immediate removal.

1.8 The Board, by majority vote, shall elect a Chairman and a Vice Chairman to conduct meetings in accordance with rules of order approved by the Board.

1.9 The Board may create one or more advisory boards to advise members and directors on matters of public health. Advisory boards maybe be single- or multi-issue boards and shall be comprised of individuals who reside in Angelina County. Members of advisory boards shall be appointed by the Board or the Director, if the Board decides to delegate such authority to the

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Director. Advisory boards shall have no control over the operations of the Health District or its personnel. Each advisory board may adopt rules or bylaws to perform such advisory board's intended function.

1.10 The Board may elect officers from among the members of the Board. If elected, such positions shall be chairperson, vice-chairperson, and secretary, and their duties shall be as set out below.

(a) Chairperson. The Chairperson shall preside at all meetings of the Board. At each meeting, the Chairperson shall submit such recommendations and information as he/she may consider proper concerning the business, affairs and policies of the Health District.

(b) Vice-Chairperson. The Vice-Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson and in case of the resignation or death of the Chairperson. The Vice-Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Board shall appoint a new Chairperson.

(c) Secretary. The Secretary or his/her designee shall act as Secretary of the meetings of the Board and record all votes and shall keep a record of the proceedings of the Board in a journal of proceedings to be kept for such purpose and shall perform all duties incidental to his/her office.

II. Meetings of the Board of Health

2.1 A majority of the Board members shall constitute a quorum for the transaction of business. The presence of the Director shall not count for purposes of determining whether a quorum is present.

2.2 The Board shall meet at least quarterly on a date fixed by the Board and shall hold such meetings as may be called by the chairperson or by the majority of the Board.

2.3 The Board shall comply with the Open Meetings Act.

III. Executive Director

3.1 The Board shall appoint an Executive Director of the Health District (the "Director"). The Director shall be the chief administrative officer of the Health District and shall manage the day-to-day operations of the Health District, subject to the direction of the Board.

3.2 If the Director is a physician licensed and in good standing in the State of Texas, the Director shall also serve as the Health Authority in the jurisdiction of the Health District. If the Director is not a physician licensed and in good standing in the State of Texas, a Health Authority shall be retained as provided in Section 7.1 of this Agreement.

3.3 The Director shall be an ex-officio non-voting member of the Board.

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3.4 If, during an annual evaluation of the Director or at any other time, two-thirds of the entire Board determines that the Director has engaged in neglect of duty, malfeasance, or unbecoming behavior, or has otherwise violated provisions of the Health District's personnel policies, the Director's employment may be terminated immediately. The specific terms of the termination shall be determined at the time by a majority vote of the Board. In the event of the Director's death, resignation, or removal from office, the Board shall select a new Director.

3.5 The Director shall employ such full or part-time employees as are needed to carry out the programs of the Health District. These employees shall be employees of the Health District and perform those duties that are assigned to them. The compensation of such personal, including the Director, shall be determined by the Board, subject to the laws of the State of Texas. The Director shall have the authority, subject to the policies and procedures of the Health District, to hire, fire, direct, and control the work of such employees.

IV. Purpose of the Health District

4.1 The Health District may perform any public health function that any of its Member Governments may perform unless otherwise restricted by law. The Board and Director shall determine which public health programs and services will be provided by the Health District based on needs assessment and the availability of resources.

4.2 The Health District shall be affiliated with the Texas Department of State Health Services or its successor to facilitate the exchange of information and the coordination of public health services.

4.3 The Health District shall provide "essential public health services" as defined in Chapter 121 of the Code, including but not limited to:

(a) Monitoring the health status of individuals in the community to identify community health problems;

(b) Diagnosing and investigating community health problems and community health hazards;

(c) Informing, educating, and empowering the community with respect to health issues;

(d) Mobilizing community partnerships in identifying and solving community health problems;

(e) Developing policies and plans that support individual and community efforts to improve health;

(f) Enforcing laws and rules that protect the public health and ensure safety in accordance with those laws and rules;

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(g) Linking individuals who have a need for community and personal health services to appropriate community and private providers;

(h) Ensuring a component workforce for the provision of essential public health services;

(i) Researching new insights and innovative solutions to community health problems; and

(j) Evaluating the effectiveness, accessibility, and quality of personal and population-based services in a community.

4.4 As an example only, and in no way limiting the services the Health District may provide, the Health District may provide public health services such as: communicable disease control and prevention services, public health education, information and referral services, environmental and consumer health programs, public health nutrition programs, community assessment and health status data analysis, public health emergency preparedness and response, and collaboration with other entities and agencies and parties to address public health issues.

4.5 Member Governments and other government entities, as well as private institutions both within and without Angelina County, may contract with the Health District to provide additional public health services upon approval of the Board.

4.6 The Board shall have the authority to set and collect fees for its services and for the issuance of health and sanitation-related licenses and permits as authorized by law.

4.7 The Health District shall also have authority to conduct health and sanitation inspections for Member Governments, for non-member governments that enter into an interlocal agreement with the Health District, or as authorized by law.

4.8 When the Health District has the responsibility to issue a certain type of health or sanitation permit, the Member Governments agree not to require their own health or sanitation permits.

V. Liability and Indemnity

5.1 As provided in the Code, the District is, for the purposes of the Texas Tort Claims Act in the Texas Civil Practices and Remedies Code, a governmental unit and its actions are governmental functions. As provided in Section 101.063 of the Texas Civil Practices and Remedies Code, a governmental unit that is a member of a public health district is not liable under Chapter 101 for any conduct of the Health District's personnel or for any condition or use of the Health District's property. Nothing in this Agreement shall be construed or interpreted to waive this immunity.

5.2 The Health District shall indemnify each and ever Board member, Director, officers, and employees, to the fullest extent permitted by law against any and all liability or expense, including attorney's fees, incurred by any of such persons by reason of any actions or omissions that may arise out of the functions and activities of the Health District. This indemnity shall apply even if

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one or more of those to be indemnified was negligent or caused or contributed to cause any loss, claim, action, or suit. Specifically, it is the intent of this Agreement and the Health District to require the Health District to indemnify those named for indemnification, even for the consequences of the negligence of those to be indemnified which caused or contributed to cause any liability. Notwithstanding the foregoing, the Health District will not pay actual damages, punitive damages, court costs, or attorney fees awarded against indemnified persons if the awards arise from a cause of action for official misconduct or arise from a cause of action involving a willful or wrongful act or omission or an act or omission constituting gross negligence.

5.3 The Health District must purchase and maintain insurance, as available, on behalf of any Director, officer, employee, or agent of the Health District, or on behalf of any person serving at the request of the Health District as a board member, officer, employee, medical director, or Health Authority, against any liability asserted against that person and incurred by that person in any such capacity or arising out of any such status with regard to the Health District, whether or not the Health District has the power to indemnify that person against liability for any of those acts.

5.4 The Health District may engage private legal counsel who will advise and represent the Health District on general legal matters not covered by insurance, within the scope of their expertise, and for which there is no conflict of interest. For matters relating solely to their own Member Government, the Member Governments agree to provide or fund legal services to the Health District for matters not covered by insurance, within the scope of their expertise, and for which there is no conflict of interest.

VI. Financing of the Functions of the Health District

6.1 The Health District's fiscal year shall be September 1 through August 31.

6.2 The Member Governments of the Health District shall pay the costs necessary to operate the Health District, including costs for staff salaries and benefits, supplies, suitable offices, health and clinic centers, health services and facilities, transportation, and maintenance, in the amount agreed to by the governing body of each Member Government. Each city Member Government shall pay an annual fee of two dollars ($2.00) per person in such city's jurisdiction, based on the most current census survey for each city Member Government. Angelina County shall pay an annual fee of two dollars ($2.00) per person based on the population of Angelina County, less the combined population of all city Member Governments. If the Member Government elects to pay the fee annually, then the fee shall be due and payable on the first day of January each year. If the Member Government elects to pay the fee monthly, then the fee shall be due and payable on the first day of each month. Failure of a Member Government to pay said fee within ninety days of when it is due shall be grounds for expulsion from the Health District.

6.3 A Member Government that desires to withdraw its membership from the Health District must give the Health District and the remaining Member Governments one year's notice of its intention to withdraw.

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6.4 The Health District shall actively seek funding from the Texas Department of State Health Services, or its successor, or any other state or federal agency, as well as from public and private grants.

6.5 The Health District shall be allowed to assess and collect fees for its services as may be established by the Board.

6.6 No loans will be contracted on behalf of the Health District, and no note or other evidence of indebtedness will be issues in the Health District's name, except as authorized by a majority vote of the Board.

6.7 The Director, or a designated financial director on behalf of the Director, shall prepare and present to the Board annually a budget. Such budget, once approved by the Board, shall be administered by the Director.

6.8 The Board shall require that an independent audit of the Health District's financial records be made annually. The Health District shall adopt sound financial management policies and procedures and shall comply with requirements of funding entities.

VII. Employees

7.1 If the Director is not a physician, the Director, subject to approval by the Board, shall appoint a physician licensed and in good standing in the state of Texas as an officer of the Health District to serve as the Health Authority. If no local physician can be found who is willing to so serve, then the designated Medical Director of the Texas Department of State Health Services or its successor or his/her designee shall serve as the Health Authority. A Health Authority appointed under the provisions of Section 121.021 of the Code has certain duties prescribed by state law that are necessary to implement and enforce to protect public health. The Health Authority shall aid the Board in all matters of local quarantine, disease prevention and suppression, sanitation inspection, and control of contagious, infectious, and epidemic diseases within the Health District's jurisdiction. It is the intent of this Agreement that any Health Authority of the Health District shall be an "employee" as defined by Section 101.001(2) of the Texas Civil Practice and Remedies Code for the purposes of the Texas Tort Claims Act. A Health Authority is a state officer when performing duties prescribed by state law, as set out in Section 121.024 of the Texas Health and Safety Code.

7.2 The Health District's employees shall be eligible to participate in any benefits program offered by Angelina County to county employees, including group health insurance, workers' compensation program, and retirement system, subject to the employment policies and procedures of the Health District and/or Angelina County regarding such benefits programs.

VIII. Miscellaneous

8.1 The provisions of Chapter 121 of the Code shall be applicable to the Health District. In the event of a conflict between Chapter 121 and this Agreement, Chapter 121 shall control.

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8.2 This Agreement may be modified or amended at the request of a member, subject to the approval of the Board. Modification or amendment of the Agreement must be in writing and shall be effective upon the approval of a majority of the Member Governments.

8.3 A copy of this Agreement and any subsequent modifications or amendments shall be included in the minutes of the governing body of each Member Government and shall be filed with the county clerk, the city of clerk of each municipality Member Government, and with the Texas Department of State Health Services.

8.4 This Agreement shall remain in effect unless and until modified, amended, or canceled by a majority of the Member Governments.

8.5 If a majority of the Member Governments vote to dissolve the Health District, after the payment of all debts and liabilities, the Health District's remaining unencumbered assets shall be distributed proportionately to the then-current Member Governments based on their current fiscal year contributions to the Health District.

8.6 This Agreement constitutes the entire agreement between the parties in regard to the provision of public health services and supersedes all prior such agreements between the parties.

8.7 This Amended and Restated Cooperative Agreement shall become effective upon the last date of approval by a Member Government.

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City of Diboll PNZ Committee Roster			
Name		Term Expiration	Resident of District
Albert Duffield	Committee	2025 July	3
Antoinette Berry	Committee	2025 July	3
	Committee	2025 July	
Patrina Mitchell	Committee	2026 July	1
Bryan Wilson	Committee	2026 July	1
Noelia Grimaldo	Alternate	2026 July	2
Bridget Sarver	Code Compliance Official		
Rosa Olvera	City Secretary		

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Exhibit A

TEXAS SETTLEMENT SUBDIVISION PARTICIPATION AND RELEASE FORM

Political Subdivision: City of Diboll	Texas
Authorized Official:	
Address 1: PO Box 340	
Address 2:	
City, State, Zip: Diboll, TX 75941	
Phone: 936-829-4749	
Email: sdurham@cityofdiboll.com	

The governmental entity identified above ("Texas Political Subdivision"), in order to obtain and in consideration for the benefits provided to the Texas Political Subdivision pursuant to the Kroger Texas Settlement Agreement and Full Release of All Claims dated October 30, 2024 ("Kroger Texas Settlement"), and acting through the undersigned authorized official, hereby elects to participate in the Kroger Texas Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Texas Political Subdivision above is aware of and has reviewed the Kroger Settlement Agreement, understands that all terms in this Participation and Release Form have the meanings defined therein, and agrees that by executing this Participation and Release Form, the Texas Political Subdivision elects to participate in the Kroger Texas Settlement and become a Participating Texas Political Subdivision as provided therein.

2. The Texas Political Subdivision shall immediately cease any and all litigation activities as to the Released Entities and Released Claims and, within 14 days of executing this Participation and Release Form, its counsel shall work with Kroger's counsel to dismiss with prejudice any Released Claims that it has filed.

3. The Texas Political Subdivision agrees to the terms of the Kroger Texas Settlement pertaining to Texas Political Subdivisions as provided therein.

4. By agreeing to the terms of the Kroger Texas Settlement and becoming a Releasor, the Texas Political Subdivision is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date of the Release.

5. The Texas Political Subdivision agrees to use any monies it received through the Kroger Texas Settlement solely for the purposes provided therein.

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6. The Texas Political Subdivision submits to the exclusive jurisdiction and authority of the Texas Consolidated Litigation Court as defined in the Kroger Texas Settlement. For the avoidance of doubt, nothing contained in this Participation and Release Form, or the Kroger Texas Settlement, constitutes consent to jurisdiction, express or implied, over the Texas Political Subdivision or its selected counsel to the jurisdiction of any other court (including without limitation MDL 2804, the MDL 2804 Fee Panel, the MDL 2804 Enforcement Committee, or the Court in which any Texas Consent Judgment is filed) for any purpose whatsoever.

7. The Texas Political Subdivision, as a Participating Texas Subdivision, has the right to enforce the Kroger Texas Settlement in the Texas Consolidated Litigation Court as provided therein.

8. The Texas Political Subdivision, as a Participating Texas Subdivision, hereby becomes a Releasor for all purposes in the Kroger Texas Settlement, including but not limited to all provisions of Section V (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Texas Political Subdivision hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entities in any forum whatsoever. The releases provided for in the Kroger Texas Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entity the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Texas Political Subdivision to release claims. The Kroger Texas Settlement shall be a complete bar to any Released Claim.

9. The Texas Political Subdivision hereby takes on all rights and obligations of a Participating Texas Subdivision as set forth in the Kroger Texas Settlement.

10. In connection with the releases provided for in the Kroger Texas Settlement, each Texas Political Subdivision expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

> **General Release; extent.** A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

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A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Texas Political Subdivision hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Kroger Texas Settlement.

11. The Texas Political Subdivision acknowledges, agrees, and understands that the Maximum Texas Settlement Amount to be paid under the Kroger Texas Settlement for the benefit of the Participating Texas Political Subdivision, is less than or equal to the amount, in the aggregate, of the Alleged Harms allegedly suffered by the governmental entity, constitutes restitution and remediation for damage or harm allegedly caused by Kroger in order to restore, in whole or part, the governmental entity to the same position or condition that it would be in had it not suffered the Alleged Harms; and constitutes restitution and remediation for damage or harm allegedly caused by the potential violation of a law and/or is an amount paid to come into compliance with the law.

12. Nothing herein is intended to modify in any way the terms of the Kroger Texas Settlement Agreement, to which the Texas Political Subdivision hereby agrees. To the extent this Participation and Release Form is interpreted differently from the Kroger Texas Settlement, the Kroger Texas Settlement controls.

I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Texas Political Subdivision.

Signature: _____
Name: _____
Title: _____
Date: _____

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SOLID WASTE COLLECTION SERVICE CONTRACT

This Contract made and entered into effective as of the 30th day of November, 2017, by and between the CITY OF DIBOLL, Texas (the "CITY"), and PINEY WOODS SANITATION, INC., a Texas Corporation (the "CONTRACTOR"), with its principal office located at P. O. Box 1417, Huntington, Texas 75949, and with the same business address:

W I T N E S S E T H:

WHEREAS, the CITY desires to retain the services of a waste disposal company; and

WHEREAS, the CITY desires to protect and preserve the public health and safety of its citizens; and

WHEREAS, the CITY has approximately 1,500 active residential and approximately 80 commercial solid waste collection accounts in its corporate limits, which it will require to pay for solid waste disposal service; and

WHEREAS, CONTRACTOR represents and affirms that it is a competent and qualified waste disposal company and desires to provide services according to the terms and conditions stated herein;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties do agree as follows:

1. TERM.

The initial term of this Contract shall be for a five-year period commencing on December 1, 2017. This Contract may be terminated by City at the end of the initial term by giving CONTRACTOR written notice of such intention at least six (60) days prior to the expiration of such term. Unless terminated at the end of the initial term, this Contract will automatically be renewed for up to two successive five-year periods until notified by CITY six (60) days prior to end of renewal term.

2. DEFINITIONS.

A. Bags. Plastic sacks designed to store refuse with sufficient wall strength to maintain physical integrity when lifted by top. Total weight of a bag and its contents shall not exceed 45 pounds.

B. Bulky Waste. Stoves, refrigerators, water tanks, washing machines, furniture and other waste materials other than construction debris, dead animals, hazardous waste or stable matter with weights or volumes greater than those allowed for containers.

C. Bundle. Tree, shrub and brush trimmings or newspaper and magazines, securely tied together, forming an easily handled package not exceeding four feet in length or 40 pounds in weight.

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D. City. City of Diboll, Texas

E. Construction Debris. Waste building materials, resulting from construction remodeling, repair or demolition operations.

F. Container. For residential customers providing their own container, this term shall mean a receptacle having handles of adequate strength for lifting and having a tight fitting lid capable of preventing entrance into the containers by vectors. The mount of a container shall have a diameter greater than or equal to that of the base. The weight of such a container and its contents shall not exceed 60 pounds. Commercial containers and residential containers equal to or larger than 35 gallons will be of a size and type specified by the CONTRACTOR. In no instance will barrels be considered to be approved containers.

G. Contractor. The person, corporation or partnership performing the solid waste collection and disposal under contract with the CITY.

H. Dead Animals. Animals, or portions thereof, equal to or greater than 10 pounds, including any and all household animals, that have expired from any cause, except those slaughtered or killed for human use.

I. Disposal Site. A refuse depository, including but not limited to, sanitary landfills, transfer stations, incinerators, and waste processing/separation centers licensed, permitted, or approved to receive for processing or final disposal of refuse and dead animals by all governmental bodies and agencies having jurisdiction and requiring such licenses, permits or approvals.

J. Garbage. Every accumulation of waste (animal, vegetable and/or other matter) that results from the preparation, processing, consumption, dealing in, handling, packing, canning, storage, transportation, decay or decomposition of meats, fish, fowl, birds, fruits, grains, or other animal or vegetable matter (including, but not by way of limitation, used tin cans and other food containers; and all putrescible or easily decomposable waste animal or vegetable matter which is likely to attract flies or rodents). Any and all dead animals of less than 10 pounds in weight, except those slaughtered for human consumption; except (in all cases) any matter included in the definition of Bulky Waste, Construction Debris, Dead Animals, Hazardous Waste, Rubbish or Stable Matter.

K. Hazardous Waste. Any chemical, compound, mixture, substance or article which is designated by the United States Environmental Protection Agency, or appropriate agency of the State to be "hazardous" s that term is defined by or pursuant to Federal or State law.

L. Producer. An occupant of a Residential Unit who generates Refuse.

M. Refuse. This term shall refer to Residential Refuse and Bulky Waste, Construction Debris and Stable Matter generated at a Residential Unit, unless the context otherwise requires.

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N. Residential Refuse. All Garbage and Rubbish generated by a Producer at a Residential Unit.

O. Residential Unit. A dwelling within the corporate limits of the City occupied by a person or group of persons comprising not more than two families. A Residential Unit shall be deemed occupied when a utility is being supplied thereto.

P. Rubbish. All paper, printed matter, used and discarded clothing, used and discarded shoes and boots, combustible waste pulp and other products, such as are used for packaging, or wrapping, crockery and glass, ashes, cinders, floor sweepings, glass, mineral or metallic substances, and any and all other waste materials not included in the definition of Bulky Waste, Construction Debris, Dead Animals, Garbage, Hazardous Waste or Stable Matter.

Q. Stable Matter. All manure and other waste matter normally accumulated in or about a stable, or any animal, livestock or poultry enclosure, and resulting from the keeping of animals, poultry or livestock.

3. CONTRACTOR'S WARRANTIES.

CONTRACTOR warrants and represents that it is qualified to engage in the business of waste disposal, in the event that certain certification or licensing is necessary as a result of state or federal law to perform the services to be provided, CONTRACTOR agrees to secure such certification or license within the prescribed time frame set by the certifying or licensing entity.

In performing all services required of it under this service contract, CONTRACTOR shall comply with applicable federal, state, county, and city statutes, ordinances and regulations.

4. CITY'S WARRANTIES.

CITY warrants and represents that it shall timely perform its obligations hereunder and shall at no time request CONTRACTOR to take any action with regard to waste disposal services which would or could violate any federal, state, county and/or city statutes, ordinances, laws, regulations, licensing or permitting requirement(s). Further, CITY warrants and represents, based on its best information and belief, that it has taken all actions which are necessary and/or provided for in accordance with all federal, state, county, city, and/or local statutes, laws, ordinances, and regulations to legally enter into and execute this Contract so as to render the same effective and binding upon the CITY under the terms and conditions stated herein.

5. OPERATIONS.

CONTRACTOR shall have exclusive right and privilege within the jurisdictional boundaries of the City and any tracts, territories and areas hereafter annexed to, or acquired by the City, to conduct business for the purpose of collection and disposal of residential, commercial, and roll-off solid waste, garbage, refuse, trash, rubbish, and recycle materials so long as any agreement is in full force and in effect.

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A. CONTRACTOR's Requirements:

CONTRACTOR shall furnish all labor, supervision, and equipment necessary to provide waste disposal services within the CITY for the consideration set out herein. It is expressly understood and agreed that CONTRACTOR shall collect and deliver at a disposal site, all garbage, trash, and the refuse accumulated within the CITY where a charge for such service is made.

CONTRACTOR will provide once per week service of properly packaged residential waste, grass clippings, leaves, tree trimmings and branches. Collection times shall be set by CONTRACTOR. Residential solid waste collections shall not start before 6 a.m. or continue after 6 p.m. of any day, unless the CONTRACTOR reasonably determines that an exception is necessary to complete collection on an existing route due to unusual circumstances. CONTRACTOR will pay to CITY a sum equal to 12% per month of the gross collection for residential services, excluding sales tax.

CONTRACTOR may designate up to three (3) holidays per year when waste disposal services will not be provided. Designation of holidays will occur by January 15 of each year of this Contract. In those weeks having a scheduled holiday, CONTRACTOR will provide once per week service to residential customers.

The schedule may also be altered by CONTRACTOR in the event of inclement weather and Acts of God that makes it unsafe to transport the waste to landfill site. Notice of any such change in pickup shall be made with at least twenty-four (24) hour advance notice, except when circumstances prevent such notice.

CONTRACTOR shall not be required to pick up any stumps, concrete, dirt, stable matter, dead animals, or hazardous waste.

CONTRACTOR shall not pick up and/or haul waste that is prohibited under federal and/or state law. Further, CONTRACTOR shall not pick up and/or dispose of any type of medical waste, paint or paint containers, liquid waste, automobile tires, oil filters, lead acid batteries, petroleum products and by-products and/or explosive materials, or any other disposal site/landfill prohibited material, as part of this service for the fee specified. In the event such waste and/or products are found, CONTRACTOR shall not pick up the same and/or the containers in which the waste and/or waste products are located.

CONTRACTOR shall not be required to pick up any garbage or rubbish that is not in a bag or container. There will be a bag limit of or equal to ten (10), thirty-gallon bags per residential unit.

CONTRACTOR will provide solid waste collection service to all commercial accounts within the CITY's corporate limits. CONTRACTOR will pay to CITY a sum equal to 12% per month of the gross collection for commercial and roll-off services, excluding sales tax. CONTRACTOR will pay to CITY a franchise fee of 6% (excluding sales tax), quarterly, of gross collection of customers that require temporary roll-off service, such as construction, remodeling and demolition debris.

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Commercial and roll-off solid waste collections shall not start before 5 a.m. or continue after 6 p.m. of any day, unless the CONTRACTOR reasonably determines that an exception is necessary to complete collection on an existing route due to unusual circumstances.

CONTRACTOR will provide waste collection and recycling services to all municipal facilities at no charge; provided, however, service shall not exceed the size of container provided to City by CONTRACTOR. Further, CONTRACTOR will not be required to accept, without charge, those items otherwise prohibited by this paragraph. CONTRACTOR will annually provide up to 10 roll-off containers, at no charge, for the CITY's use at their discretion. Services required by CITY beyond the allotted free services will be at regular charges.

CONTRACTOR will have a telephone number that will be answered between the hours of 8:00 a.m. and 5:00 p.m. Monday-Friday (except holidays) for customers' complaints, and Contractor will act promptly to address or remedy service complaints that are received.

CONTRACTOR agrees to respond within a reasonable time not to exceed two (2) days any complaint from the CITY or any citizen regarding services. CONTRACTOR shall maintain a written log of the source, date and nature of such complaint, the resolution thereof, and shall provide the CITY a written report regarding complaints and their resolutions upon request.

If requested by the CITY, CONTRACTOR will provide roll-off service for CITY's sewer sludge. Documentation of proper disposal will be provided to the CITY. Rates for sewer sludge disposal are listed in Attachment "A".

B. CITY'S Requirements:

CITY will require all residential customers to timely place garbage and rubbish in bags, boxes or containers as close as safely possible to the traveled portion of the right-of-way for collection.

CITY will be responsible for collecting a monthly charge for sanitation service from each of its residential and commercial utility customers and/or residential and commercial units located within the CITY'S corporate limits. CITY will remit payment to CONTRACTOR, on a monthly basis, for trash collection services provided by CONTRACTOR, with payment to be calculated based on the actual number of residential and commercial trash collection customers billed at the rate set forth in paragraph 9 herein. CITY will remit payment to CONTRACTOR by the 10th day of each month following the end of the service month for which payment is due.

CITY will be responsible for the collection and payment of all applicable sales taxes and all billing and collection costs and procedures for residential and commercial customers serviced hereunder.

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6. MATERIALS AND SUPPLIES.

CONTRACTOR may make containers and rollout carts available to customers. Containers and carts shall be maintained by CONTRACTOR in a safe and sanitary condition. All containers and carts shall be delivered and inventoried by the CONTRACTOR. Ownership of containers and rollout carts shall remain with the CONTRACTOR. CONTRACTOR will provide all other equipment and vehicles necessary for the collection and transportation of the waste material. CONTRACTOR will provide a total of 200 receptacles, approximately 30 gallon in size, at no cost to the CITY for their use during the term of the contract.

7. SUPERVISION.

Systematic inspection will be conducted by the representative of CONTRACTOR to ensure that all services are properly performed. CONTRACTOR'S employees, officers, and agents shall at no time be allowed to identify themselves or in any way represent themselves as being employees of the CITY. CONTRACTOR shall designate a representative who shall be available as a contact on a twenty-four (24) hour basis.

8. INSURANCE AND INDEMNIFICATION.

CONTRACTOR shall carry and maintain in force during the term of this Contract insurance coverage and limits listed as follows:

Coverage	Limits Liability
Workman's Compensation	Statutory
Employer's Liability	$1,000,000
Bodily Injury Liability	$1,000,000 each occurrence
Except Vehicle	$500,000 aggregate
Property Damage Liability	$1,000,000 each occurrence
Except Vehicle	$300,000 aggregate
Vehicle Property Damage Liability	$500,000 each occurrence
Vehicle Bodily Injury Liability	$500,000 combined single limit

CONTRACTOR must furnish a certificate of insurance establishing the insurance coverage stated herein, with insurance company(ies) acceptable to CITY before commencing work under this contract. All liability insurance coverage will name the CITY as an additional insured for claims, demands, suits, judgments, costs, charges, and expenses arising out of or in connection with any loss, damage, injury resulting from the negligence or other fault of CONTRACTOR, or CONTRACTOR'S agents, representatives, or employees. All certificates of insurance coverage, including worker's compensation coverage, shall provide that such coverage will not be canceled without at least thirty (30) days notice to CITY.

CONTRACTOR shall indemnify and hold harmless the CITY and its agents and employees from all damages, costs, expenses, and attorney fees for all claims, actions, and suits including claims and suits for death, personal injury, and property damage, arising out of, or connected with the work performed under this contract.

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9. COMPENSATION.

CONTRACTOR'S residential and commercial rates as set forth below shall be paid to CONTRACTOR in accordance with paragraph 5(B). Residential and commercial rates may be adjusted during the term of this Contract each time landfill costs are increased. Rate adjustments for landfill increases can not exceed actual increased amounts implemented by the landfill. Such increase shall be included in rates beginning thirty (30) days after written verification of such increase is provided to CITY by CONTRACTOR. Rates established by this agreement are calculated based upon the CITY'S representation to CONTRACTOR that there are approximately 1,500 active residential customer accounts in the CITY:

Rates for services provided are outlined in Exhibit "A", attached hereto and made a part of this Agreement.

Residences requiring cart service will be invoiced directly by CONTRACTOR on a quarterly basis. CONTRACTOR will pay to CITY a franchise fee of 6% (excluding sales tax), quarterly, of gross collection of customers that require cart service. The CITY will not be responsible for maintenance, inventory, repair, purchase, or control of residential carts.

Rolloff Container Service for residential or commercial usage shall be referred to the CONTRACTOR for current pricing.

Beginning on the first anniversary date of this Contract and on the anniversary date of this Contract each year thereafter, rates may be adjusted by CONTRACTOR by up to 75% of the annual change in the Consumer Price Index for the region, as published by the Bureau of Labor Statistics of the United States Department of Labor for the twelve (12) month period ending thirty (30) days before the anniversary date of this Contract. CONTRACTOR will notify CITY of the changes to be implemented at least thirty (30) days prior to the anniversary date hereof. CITY will have ten (10) days to contest the proposed change in rates, by providing CONTRACTOR written information as to why such proposed change is incorrect. Parties will use their best efforts to resolve any disagreement over rate adjustments.

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10. TERMINATION.

A. This Contract may be terminated by the CITY upon the following occurrences:

(1) Mutual agreement of the parties.

(2) Breach by CONTRACTOR of any of the conditions, covenants, or agreements contained herein after thirty (30) days written notice to CONTRACTOR by the CITY to cure such breach, covenant, condition or violation by CONTRACTOR. Such notice must define with specificity the alleged breach and requirements to cure and CONTRACTOR is required to remedy such breach within said thirty (30) day period of time. However, in the event the alleged breach cannot be cured within the thirty (30) day time period, this Contract will not be terminated provided CONTRACTOR immediately institutes actions required to cure such breach and continue such actions to cure until the breach is remedied. Remedy for said breach should not take longer than a total sixty (60) days.

(3) Failure of CONTRACTOR to dispose of waste to a certified disposal site or in any other manner as allowed by law.

B. This Contract may be terminated by CONTRACTOR upon the following occurrences:

(1) Mutual agreement of the parties.

(2) Breach by the CITY of any of the conditions, covenants or agreements contained herein upon thirty (30) days written notice to CITY by CONTRACTOR to cure such breach, covenant, condition or violation by CITY.

(3) Any changes in law, regulations and/or requirements implemented subsequent to the execution of this Contract which, in CONTRACTOR'S sole discretion, make it financially impractical to provide the service contemplated under this Contract and CITY is unwilling to negotiate for additional expenses caused by such changes. If CONTRACTOR elects to terminate this Contract pursuant to this paragraph, CONTRACTOR shall be required to provide the CITY a sixty (60) day notice to its intent to terminate this Contract in accordance with this paragraph.

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11. MISCELLANEOUS PROVISIONS.

A. Amendments. This Contract constitutes the entire agreement between the parties hereto and may not be changed except by written notice by all parties hereto.

B. Choice of Law. This Contract shall be governed by and construed in accordance with the laws of the State of Texas.

C. Construction. The language of this Contract shall be construed according to its fair meaning and not strictly for or against either party. All words in this Contract refer to whatever number or gender the context requires. Headings are for reference purposes and do not control interpretation. All the terms and words used in this Contract, regardless of the number and gender in which they are used, shall be deemed and construed to include any other number (singular and plural) or any other gender (masculine, feminine, or neuter) as the context or sense of this Contract, or any section or clause hereof may require. The locative adverbs "herein," "hereunder," "hereto," "hereinafter," and like words wherever the same appear herein, mean and refer to the Contract in its entirety and not to any specific paragraph, section or subsection hereof unless otherwise expressly designated in context.

D. Severability. To the extent that any provision herein is inconsistent with or in violation of any applicable law, rule or regulation, such provision shall be deemed modified so as to comply with such applicable law, rule or regulation, and shall not otherwise affect any other provisions of this Contract. Any provision of this Contract that is invalid or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining provisions of this Contract or affecting the validity or enforceability of that provision or any other provisions of this Contract in any other jurisdiction.

E. Incorporation by Reference. All exhibits, attachments or annexes referred to and attached hereto are incorporated by reference herein and made part of this Contract for all purposes, the same as if written in full in this Contract.

F. Survival of Covenants and Conditions. It is expressly agreed that all covenants and conditions relating to the rights and obligations of the parties hereto subsequent to the termination of this Contract shall survive the termination and shall continue in full force and effect in accordance with the terms of the specific provision.

G. Venue. The parties hereto consent that venue for any action brought under this Contract shall be in Angelina County.

H. Assignability. This Contract and any rights, duties and obligations thereunder may not be assigned without the prior written consent of all of the parties hereto and in the event of an attempted assignment by one party to this Contract without the express prior written consent of all other parties, such attempted assignment shall be void and without effect.

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I. Nondiscrimination. CONTRACTOR shall not discriminate against any person in the performance of obligations pursuant to this Contract because of race, sex, age, color, creed, religion, national origin, or disability.

J. Waiver. Any waiver by any party of a breach of any provision of this Contract shall not operate as or be construed to be a waiver of any other breach of such provision or of any breach of any other provision of this Contract. The failure of a party to insist upon strict adherence to any term of this Contract on one or more occasions shall not be considered a waver or deprive that party of the right thereafter to insist upon strict adherence to that term or any other term of this Contract. Any waiver must be in writing and signed by a duly authorized representative of the waiving party.

K. Counterparts. This Contract may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Contract shall not become effective until it is executed by both parties to this Contract.

L. Binding Effect. This Contract shall be binding upon and inure solely to the benefit of the parties hereto, and their respective successors, legal representatives, heirs and permitted assigns, and no other person shall have any legal or equitable right, remedy or claim under or in respect of or by virtue of this Contract or any provision herein contained.

M. Entire Contract. This Contract and the instruments called for by this Contract constitute the whole contract of the parties and supersede any commitment, agreement, memorandum or understanding previously made by the parties or any of those with respect to the subject matter of this Contract.

N. Remedies. The remedies provided to the parties by this Contract are not exclusive or exhaustive, nor cumulative of each other and in addition to any other remedies the parties may have.

O. Prior Agreements Suspended. This Contract constitutes the sole and only contract of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the within subject matter.

P. Attorney's Fees and Costs. If any action at law or in equity is necessary to enforce or interpret the terms of this Contract, the prevailing party shall be entitled to reasonable attorney fees, costs and necessary disbursements in addition to any other relief to which such party may be entitled.

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Q. Notices. All notices contemplated and/or required herein shall be in writing and shall be delivered in person or sent via certified mail, unless specifically provided otherwise.

Notices to CONTRACTOR shall be sent to:

Piney Woods Sanitation, Inc.
5002 Business 50 West
Jefferson City, MO 65109

Notices to CITY shall be sent to:

City of Diboll, Texas
P.O. Box 340
Diboll, TX 75941

The parties may consent to a different address for notices from time to time in writing signed by both parties hereto.

EXECUTED in multiple copies, each of which shall be deemed to be an original.

CITY OF DIBOLL, TEXAS

BY: _____

DATE: 3/20/17

PINEY WOODS SANITATION, INC.

BY: _____
Title: President

DATE: 3/24/17

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ATTACHMENT "A"

Residential Rate Schedule	Price	City 12%	Contractor
2017	$14.58	$1.75	$12.83

Commercial Solid Waste Collection

Size	Freq/Week	Price	City 12%	Contractor
2 yd	1	$ 86.79	$10.41	$76.38
2 yd	2	$155.89	$18.71	$137.18
2 yd	3	$169.26	$20.31	$148.95
2 yd	4	$198.02	$23.76	$174.26
2 yd	5	$231.72	$27.81	$203.92
3 yd	1	$97.32	$11.68	$85.65
3 yd	2	$164.73	$19.77	$144.97
3 yd	3	$201.18	$24.14	$177.04
3 yd	4	$234.88	$28.19	$206.70
3 yd	5	$273.86	$32.86	$240.99
4 yd	1	$118.81	$14.26	$104.55
4 yd	2	$179.48	$21.54	$157.94
4 yd	3	$227.51	$27.30	$200.21
4 yd	4	$305.87	$36.70	$269.17
4 yd	5	$392.39	$47.09	$345.31
6 yd	1	$124.71	$14.97	$109.74
6 yd	2	$225.83	$27.10	$198.73
6 yd	3	$312.20	$37.46	$274.73
6 yd	4	$411.21	$49.34	$361.86
6 yd	5	$495.47	$59.46	$436.01
8 yd	1	$179.48	$21.54	$157.94
8 yd	2	$281.65	$33.80	$247.85
8 yd	3	$384.45	$46.13	$338.32
8 yd	4	$487.67	$58.52	$429.15
8 yd	5	$579.31	$69.52	$509.79
Hand Acct		$18.54	$2.22	$16.31

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Rolloffs

Open top	Price	City 12%	Contractor
20 yd	$453.53	$49.34	$404.19
30 yd	$542.40	$59.00	$483.40
40 yd	$631.28	$68.67	$562.61
42 yd	$678.63	$73.82	$604.81

Compactor	Price	City 12%	Contractor
36 yd	$603.25	$65.62	$537.63
40 yd	$638.80	$69.49	$569.31
42 yd	$686.53	$74.68	$611.85

Open top; no landfill	Price	City 12%	Contractor
20 yd	$300.42	$32.68	$267.74
30 yd	$312.73	$34.02	$278.71
40 yd	$325.05	$35.36	$289.69
42 yd	$357.10	$38.85	$318.25

Compactor; no landfill	Price	City 12%	Contractor
36 yd	$321.69	$34.99	$286.70
40 yd	$325.96	$35.46	$290.50
42 yd	$358.05	$38.95	$319.10

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Jason A. Arnold, MPA
City Manager, City of Diboll

400 Kenley Street
P.O. Box 340
Diboll, Texas 75941
(936)-829-6800
jarnold@cityofdiboll.com

December 4, 2024

Honorable Mayor and City Council
City of Diboll

RE: Request for Council Approval of Golf Course Management Proposal

On November 1st, Requests for Proposals (RFPs) were sent out for the operation and management of the Neches Pines Golf Course. The deadline for submission of proposals was December 2nd, and two proposals were received: one from Mr. Nathan Pegram of Lufkin, and the other from Mr. Doug Harker of Touchstone Golf, based in Austin.

On December 3rd and 4th, Samantha Durham, Josh Richard, and I reviewed and discussed both proposals. After careful consideration, a consensus was reached to recommend to Council the acceptance of Mr. Pegram's proposal for the following primary reasons:

1. Financial Commitment and Operational Benefits: Mr. Pegram has agreed to assume the initial capital costs to restore the course to a respectful condition. This includes the procurement of necessary equipment for restoration. Additionally, Mr. Pegram is not proposing to charge the City a management fee, which would help reduce the financial burden on the City.
2. Familiarity with the Course: Mr. Pegram has visited and played at the course on numerous occasions. Additionally, he has secured Jimmy Mettlen as the General Manager. Both are well aware of the unique conditions and challenges the facility presents. As such, Mr. Pegram has provided specific solutions to address specific concerns. Hands-on knowledge of the course will be invaluable in its management and improvement.
3. Local Ties and Commitment: As a resident of Angelina County, Mr. Pegram has strong personal and business ties to the area, indicating a vested interest in the long-term success of the Neches Pines Golf Course. His local presence is a strong asset in ensuring the course is operated with the community's best interests in mind.

While we certainly appreciate the positive aspects of both proposals and recognize their potential benefits, staff respectfully recommends that the City Council accept Mr. Pegram's proposal to operate and manage Neches Pines Golf Course.

Respectfully,

Jason A. Arnold, MPA
City of Diboll City Manager

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Re-imagining the Management of a Public Golf Course

A proposal to revolutionize the way that a public golf course in a small community is managed to better benefit the community.

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Executive Summary

Our proposal will address the current and long-term issues currently facing Neches Pines Golf Course and propose a plan to address these issues. In the past, we have seen how beautiful NPGC can be. We have also seen how difficult it can be to maintain the course. While understanding that certain forces of nature can at times be blamed for the condition of the course, we also must address the issues pertaining to how the course has been managed over the past few years. In this proposal, we will outline current and past issues, while proposing a plan to immediately resolve some of these issues, and a long-term plan to fix historically reoccurring problems with the course, buildings, and current and future assets.

Introduction

My name is Nathan Pegram. I am a lifelong resident of Lufkin Tx. I am married to my wonderful wife of 15 years, Cara, and we have two beautiful girls, Celeste and Destiny (DJ). I have played golf at Diboll off and on for the past 25+ years. My first introduction to the course was back in 2000, when I was a student at Angelina College and signed up for the golf class, which was taught at the time by Mr. Richard (Dick) Semlinger. Mr. Semlinger not only taught me the basics of a golf swing, but also the rules and etiquette of golf. He also taught me that it did not matter if I could hit the ball 300 yards, especially if I had no clue where the ball was going to go. Every week he would proceed to show me how a 69-year-old, could beat a stubborn, overconfident 19 year old, by only hitting the ball 150 yards straight down the fairway. But as hard and frustrating as I was learning golf to be, I did not quit Mr. Semlinger's class. After finishing the class, I did not regularly play golf for the next few years. It wasn't until a friend of mine invited me to play with his group at the old Lufkin Country Club that I started to regularly play golf again. Even though I was still terrible at golf, they would let me play with their group and many of the guys would even try to work with me on the driving range to help me to improve my game. I played there for the next 10 years or so and was able to see and experience the ups and downs of a golf course. I was a member there when the course sold and became the Lufkin Golf Club. After the course closed down for good, I became a member at Crown Colony for a few years, until my life got so busy that I could no longer justify being a member of any of the golf courses. Currently, I still continue to play in many tournaments and as a greens fee player when I have the time. So, from the time I was that 19 year old kid to now, I have made many lifelong friends and developed relationships with people that I most likely would have never met had we not been on a golf course together. Most of my closest friends are people that I met by either playing in a group together or hanging out after our groups finished playing. For this reason, I will forever be indebted to the game of golf. It was also during this time that I started and operated a successful small

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business in the telecommunications industry. But, after 14 years of owning and running the business, I made the hard decision to close it down so that I could pursue other investment ideas. One of those ideas was to open and operate a store. I combined that with my interest in fireworks and we opened a fireworks store last year on US HYW 59 just north of the loop in Lufkin. Although we have yet to experience all the monetary returns that everyone says that a fireworks store makes, I can honestly say that owning and operating the store with my family and friends has been one of the most rewarding experiences in my career to this point. To be able to have the opportunity to work with my wife, teach our daughters the value of hard work, and to watch them learn how to work at a cash register and deal with customers has been worth more than the money that we have made from the business. Even though I have already started working on other business ventures, when I heard that the lease for Neches Pines Golf Course was going to become available, I was very intrigued by the idea and how this would also be another opportunity to involve my family in my work. And so, after careful consideration, lots of research and support from my family, I decided to apply for the consideration to be the new Lessee of Neches Pines Golf Course.

Issues Past and Present

- Management
  - I have listened to many players and employees and heard what their issues are about the current situation. However, everything that I have heard is hearsay, and I do not want to address their concerns in this proposal. The current management is leaving, and tomorrow is a new day.
- Pro Shop
  - Merchandise
    - Although this is not a major issue, some have complained that there is not enough variety available.
  - Food and drinks
    - Again, not enough variety and no food other than chips, candy and snacks.
- Course
  - Driving Range
    - The driving range is almost always in a degraded condition
    - The hitting area is consistently bare of grass
    - The golf balls are of poor quality
    - Few practice targets - There are very little, other than a few flags, that would promote the use of the driving range as a practice facility or area.

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- Golf Course
  - Fairways – Always seem to be in a constant state of needing repair.
    - Many areas where no grass is present.
    - Hard, packed clay areas in the summer.
    - Areas affected by erosion need to be repaired and the grass replaced
  - Tee Boxes
    - Regular maintenance - Another area that is in constant need of repairing.
    - Tee markers - Rarely moved, resulting in areas with no grass and a multitude of bare areas with lots divots.
    - Areas around many of the tee boxes have deep holes close to the cart path that are rarely filled. These could result in players getting hurt by stepping in them.
  - Greens
    - Size - One of the main complaints is the size of some of the greens noticeably shrinking over the years.
    - The presence of fungi or bacteria - Kills the grass on the greens and is seemingly present every year.
  - Rough
    - Needs to be mowed consistently - This year was probably the worst year with the rough not being mowed all summer. This creates not only an area where players can easily lose their golf balls, but also results in slowing play because players are looking for their golf balls
    - Bahia grass – Although great for livestock pastures, this grass is detrimental to a golf course. This year, the Bahia grass was allowed to grow in the rough areas and will presumably present a problem next year with seeds from the grass being spread to other areas of the course.
  - Cart Paths
    - Areas need to be repaired
    - Sections of paths need to be replaced or resurfaced
- Player/Member Involvement

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        - MGA (Men's Golf Association) – Although there is one, membership is low, and the course/management is not promoting its growth or involvement.
    - Community Impact
        - No community related events
        - Very few golf tournaments or golf related events
        - No relationships with the local school districts other than allowing them to use the facilities for a fee
    - Aesthetics
        - The entrance is rarely worked other than the occasional mowing
        - The flower beds around the pro shop are ignored
        - The flower beds on the course are gone
        - The buildings are rarely washed and have mold and mildew growing on them
        - Tee markers are broken or missing
        - Dead trees, fallen trees and stumps litter the property
- Equipment
    - Most of the equipment is older and many are in need of repairs. The equipment that has been replaced in the past couple of years was replaced with used equipment
- Membership
    - Membership - declining at an alarming rate. Some have stated that the conditions of the course led to their departure.
    - Few new players applying for membership

Summary of Issues

While some of the present issues or conditions are to be expected for an older golf course, many of the issues are self-inflicted, or the result of poor management. The glaring issue of most importance is the fact that this year, revenues are down and continuing to move in a downward trend. This, coupled with an increase in expenses in the forms of equipment leases, bank notes, insurance premiums and higher labors costs, makes the situation detrimental for NPGC. Based on YTD figures, and adding revenue from the months of November and December of 2023, revenue projections for the year 2024 will be less than year 2023 by more than $7,500. This is only if Nov. and Dec. of this year were to bring in the same amount of revenue as last year, which is not likely considering the drop off in memberships and greens fee customers. Additionally, part of this year's revenue includes money from tournaments that were held at NPGC because of the closers of the golf courses in Lufkin and Livingston. The added revenue for this year was approximately $25,000 more than 2023 due to these additional tournaments. Most, if not all, of those tournaments will go back to these

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other courses next year as both courses will have reopened. What this means is that the total revenue loss for 2024, could easily add up to over $32,000. Meanwhile, expenses for the year increased. In just the golf cart and equipment leases that were signed for in 2023 and 2024, the payments for these leases have increased expenses by almost $23,000 per year for approximately the next 5 years. By adding the loss in revenue and the increase in expenses, NPGC could see a decrease in net profit of over $55,000 in 2025. Historically, other than in 2023, net income has never been over $55,000. This means that if things continue as is, NPGC will begin to experience a net loss in revenue starting next year in 2025.

Solutions

- New Management and Structure- Without having firsthand knowledge of how operations were handled under the present lessee, I can only go by what I have heard from the staff and the results that can clearly be seen by my review of the golf course grounds, the Profit & Loss Statement and my own involvement as a former member of NPGC. The conclusion that I have come to is that the entirety of the existing management structure needs to be modified. This will start with me as the new owner/operator of the lease, Jimmy Mettlen as the general manager, and Todd Hutson will remain as the Superintendent of the golf course. The duties of each position will be as follows:
    - Lessee or Owner/Operator
        - oversee the entire scope of managing NPGC
        - hiring, replacement, or adding of employees
        - managing the budget.
    - General Manager – Jimmy Mettlen - Mr. Mettlen has over 33 years of experience in the golf industry and worked at NPGC as the director when NPGC was under city management.
        - Oversee the implementation of a new philosophy in how the day-to-day tasks are performed
        - Train, or oversee the training of, new employees
        - Manage the pro shop
        - Maintain the work schedule for cashiers and golf cart attendants
        - Oversee customer service
        - Receive a daily review of the course conditions from the superintendent
        - Personal bi-weekly assessment of the property
    - Superintendent – Todd Hutson – Mr. Hutson has 30+ years of experience working in golf course management. He previously

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was employed as the Superintendent at LCC, LGC, and Crown Coloney Country Club.

- Manage the grounds crew and oversee maintenance of the property.
- Create and manage a list of tasks and a schedule by which the tasks will need to be completed by.
    - Mowing
    - Spraying
    - Fertilization schedule
    - Equipment maintenance schedule
    - Irrigation maintenance schedule
    - Deliver a daily assessment of the property with reports of issues that need to be addressed, progress on existing work, and a proposed schedule for all additional work
    - Build and maintain a plant and grass nursery

- **Pro Shop** – Although this is not a major issue at the present time, there are a few issues that need to be addressed. The current merchandise is lacking in variety and does not necessarily appeal to the majority of the players or membership of NPGC. Most of the members and greens fee players are working class people who must manage how much they spend each month on entertainment such as playing golf. Keeping this in mind, the goal would be to add additional merchandise that would appeal to this particular type of client and would also better fit their budget. In addition to merchandise, the current pricing for food and drinks that are offered at the pro shop needs to be addressed. Neches Pines is not located in an area where the customers would have to go out of their way to buy food and drink products. There are plenty of convenience stores, grocery stores, eateries and general stores in the area, and the prices in the pro shop should be competitive with these stores. It is my belief that if the prices are competitive, sales should increase along with profits generated from the additional sales.
- **The Golf Course** – The golf course itself is in desperate need of a lot of work. In order to really know exactly what needs to be done and what can be done, will take some time and research. Many of the issues point to the lack of properly maintaining the course. Determining whether this is the result of a lack of manpower, or the current crew's inability to work efficiently, will be a top priority. Additionally, a study is needed to assess whether or not labor inefficiency can be attributed to the status of

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the current equipment, and if the equipment is a major, minor, or not a factor at all. As for other areas of the course, research needs to be done on a number of the fairways and tee boxes, particularly on the front nine holes, to determine what exactly is contributing to not being able to grow grass. The plan would be to utilize the assistance of free resources such as the Gardens department at Stephen F. Austin and the Texas A&M Foresty Service to aid in the research and development of a plan to fix the issues. One factor that contributes to the poor quality of the tee boxes is that the tee markers are rarely moved. A schedule indicating when and where the tee markers should be moved will be created and will be the responsibility of the grounds crew. The grounds crew will also utilize ropes and signs to direct players as to when and where they can enter and exit the course when they are using a golf cart. The weight of the golf carts and the tires are the main factor in creating holes around the tee box and green areas, especially after inclement weather. These holes may not be detrimental to the play on the course, they are however a safety hazard, especially when their location is in the direct path between the cart path and the tee boxes or greens. This leads us to the current state of the greens. It is obvious that they should require the most attention when considering the maintenance of the golf course. However, along with not properly maintaining the greens, many of the greens have shrunk in size. The goal would be to return all the greens back to the size when they were originally constructed. As for the sand bunkers, additional research needs to be done to determine if any should be converted into grass bunkers, and if the drainage of the bunkers can be fixed. There are additional issues with the course that will need to be addressed, however, I feel that these are the main issues and should take priority over any others such as the cart paths or the driving range and the other practice areas.

- <u>Player and Member Involvement</u> – Although there is currently a Men's Golf Association (MGA) at NPGC, its membership and involvement with the course is marginal. At many golf courses, the MGA is an integral part of what makes a golf course community successful. The MGA works with the course management in several different ways including addressing issues with the course and buildings. The members of the MGA also make suggestions on what would potentially make the club better and at times the membership will volunteer to provide the club with assistance, either in the form of labor or monetary contributions. One example of this is the MGA has in the past helped to set up, promote and assist with the operations of golf tournaments that benefit the members, the golf course, and sometimes a local charity. One of my

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goals is to promote the MGA at NPGC and help to establish it once again as an integral part of NPGC.

- **Community Impact** - NPGC is a public course that was created to be a place where people that live in the vicinity of Diboll could come and enjoy an outdoor experience. Our goal would be to promote the golf course as not only a place to play golf, but also a place where people can come and use the facilities to host events such as parties for birthdays, weddings, retirements or many other types of gatherings. We would additionally like to promote the club by hosting community events during different holidays such as Veteran's Day or the 4th of July. Another important way that NPGC can impact the community is by becoming more involved in charitable events. NPGC should market itself as a place where organizations can use the facilities to raise money for their charities. And again, it does not have to be related specifically to golf. NPGC could host a variety of events with the amount of space and parking that is available. By doing this, the golf course would service more of the community than just those that play golf.

Ideas and Plans

The following is a list of short-and-long term plans:

Immediate Goals

1. Install a work plan for each department that lists duties and expectations for every employee
2. Address the variety and pricing of merchandise in the pro shop
3. Address the pricing for memberships and green fees
4. Utilize ropes and signage to direct players as to when and where they can drive on and around the course. Ropes will also be used to encourage players to avoid certain areas of the course such as around the tee boxes and greens.
5. Remove any dead or fallen trees. Removed the stumps and redress the areas affected by the removal of the trees.
6. Fill and repair holes around the course that pose a hazard to players and equipment
7. Replace the tee markers on each tee box
8. Improve the aesthetics around the course with a focus on the front entryway and around the pro shop area
    a. Contact local school districts with gardening or horticultural departments to propose a partnership to improve or build gardens around the course
9. Improve and Invest in Marketing

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a. Utilize social media by creating or updating accounts on multiple platforms
b. Purchase advertisements on the radio and newspapers
c. Host more golf tournaments
d. Rebuild the MGA to promote more word-of-mouth marketing
e. Market NPGC to local businesses as an advertising opportunity

6 Month to 3 Year Goals

1. Repair/Replace damaged spots on the putting greens
2. Repair/Replace sod on fairways and tee boxes
    a. Use a soil additive to change the chemical composition of the dirt/clay
    b. Add soil in areas where erosion is minimal
    c. Build embankments and add drainage to areas with a history of erosion
3. Repair/Replace cart paths
4. Replace select sand bunkers with grass bunkers
5. Fix drainage in sand bunkers
6. Address the Driving Range
    a. Remove the underbrush between the driving range and hole #9 to allow for retrieving balls hit in that area
    b. Create a backstop to keep balls from rolling into the area between the driving range and hole #9
    c. Create a backstop to keep balls from rolling into the pond beyond the driving range area
    d. Consider building a shaded area over the driving range tee
    e. Consider installing lights so the range can be utilized after sunset
    f. Add additional practice targets
7. Build a nursery and greenhouse
    a. grow grass for use in the fairways and putting greens
    b. grow tree seedlings to plant on the course or sell
    c. grow plant seedlings to plant in gardens and flower beds, or to sell
8. Build a new ground level pro shop, or convert the existing pavilion
9. Start food service
10. Expand the members cart barn or build a personal cart storage facility

Conclusion

Neches Pines Golf Course is a valuable asset to the City of Diboll that has been a part of the city since 1970. It was the vision of Author Temple, who was instrumental in the development and growth of the community. As an asset to the community, the intent of NPGC should be to try to service as many of the community members as possible. As a public golf course, we provide an entertainment service to

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our community, and we should deliver on that service with the best possible experience that we can. Our goal is not only to make the golf course better, but also to maintain it at a higher level. I understand that we will never be one of the top-rated courses in the state, however, that should not be a reason for allowing the course to degrade over time. Instead, we must continue to reinvest in the course just as anyone would do with any other type of service business. We need to also look at ways in which we can service more of the community as a whole and not just those that play golf. One way to do this is with a proposal to partner with the local school districts to use NPGC as a resource for subjects other than just golf. NPGC can also be a valuable resource to any school that offers an agricultural or natural resources program, or a careers program that includes welding or other industry type programs. This opportunity will also be extended to our local colleges also. Another way to serve more of the community is by allowing the community to use the facilities to host gatherings. Although Diboll already has Old Orchard Park as a place the public can use to host gatherings, NPGC could also allow and promote the use of the existing pavilion or pro shop for the public to host parties or events. There are a multitude of ways that NPGC could be used that you would not normally think about if you viewed it only as a golf course.

Earlier in this proposal, I point out the net revenue issues that NPGC will face in the coming year. Based on those projections alone, it would be irresponsible to view NPGC as an investment opportunity. But where most would see leasing NPGC as a bad investment, I see it as an opportunity because of the ideas and goals that I am proposing to implement. Now, the reality is that these ideas cannot all be implemented immediately and that is why our vision is a commitment to continually build and grow NPGC year after year. I have started and grown a business, and I have the experience to know and understand what it takes. I understand the hours of hard work and the stress involved in making decisions about where and when to invest money back into a business. I also understand that cutbacks at times are needed, and how those decisions can be unpopular to make, yet vitally necessary. Taking on the lease of NPGC will undeniably be a challenge. But at the end of the day, what can be more rewarding than facing a challenge and being successful at overcoming that challenge. As a native of Angelina County, I want to see our city and towns continue to thrive. As a parent, I want to be a part of building a better future for my own children, and for our future generations. I personally believe that Neches Pines Golf Course should be a part of that future and if it is entrusted to me, I will do everything I can to ensure its' longevity and success.

_____

Nathan Pegram

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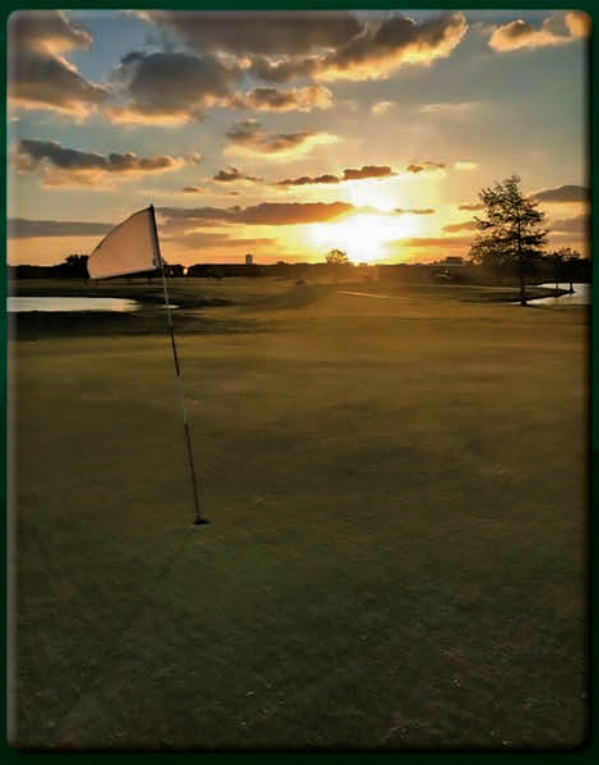
TO: CITY OF DIBOLL TX

ATTN: JASON ARNOLD

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REQUEST FOR PROPOSAL
FOR

Neches Pines Golf Course Operation and Management



PREPARED FOR

CITY OF DIBOLL
DIBOLL, TEXAS

NGF THE TOP 100 BUSINESSES IN GOLF 2023

TOUCHSTONE GOLF

November 25, 2024

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CITY OF DIBOLL
REQUEST FOR PROPOSALS
NECHES PINES GOLF COURSE OPERATIONS AND MANAGEMENT

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COVER LETTER

November 25, 2024

Mr. Jason Arnold
City Manager
City of Diboll
400 Kenley Street
Diboll, TX 75941

Dear Mr. Arnold:

Touchstone Golf, LLC is pleased to present this response to the City of Diboll's Request for Proposals for Neches Pines Golf Course Operations and Management. Touchstone Golf, LLC was formed in July of 2006 and is based in Austin, Texas. We currently manage 41 golf courses primarily in the Western/Southwestern United States including 8 courses in Texas.

Our experience includes numerous golf facilities of the same general size and nature of Neches Pines who faced similar challenges. Case in point is Colonial Park Golf Course which we manage for the City of Clovis, New Mexico. In our first full year of operation ending June 30, 2020, the course produced $685,739 in total revenue. In the latest full year of operation ending June 30, 2024, the property generated $1,813,474 in total revenue.

Because our business model is tailored to the individual needs of our clients and the properties they place us in charge of, versus a "one size fits all" approach, you will find Touchstone to be the right fit for the City of Diboll.

We bring a track record of success at the facilities we manage, overcoming financial and other operational impediments tom maximize participation and results. Further, our approach makes sure that a gofl course facillity is viewed as a community asset, not just a golf course for golfers. We thank the City of Diboll for the opportunity to present this proposal.

Sincerely,

Doug Harker
Executive Vice President
dharker@touchstonegolf.com/(713) 705-7617

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Section A
EXPERIENCE – Managing, maintaining and operating a business

• Highly Advantageous – More than five (5) years' management experience.

Touchstone Golf is a Texas-based, full-service golf course management firm with a proven record of success in cost effectively managing golf course conditions, delivering a first-class experience for golfers and diners, providing a stimulating workplace for employees, and optimizing the outcomes, financial and otherwise, demanded by our clients. We are highly skilled in maintaining the critical balance of providing a value-based recreational experience while ensuring financial success at a public golf venue.

Our strategic emphasis on municipal and not for profit owners is demonstrated by the fact that over 50% of our 41 golf courses under management are municipal or public agency/non-profit owned. Among the owners we work with in Texas are The City of Fredericksburg (Lady Bird Golf Course), the City of Austin (Grey Rock Golf Club), the City of Deer Park (Battleground Golf Course), the City of Lancaster (Country View Golf Course), and the El Paso Water Authority (Painted Dunes Golf Course).

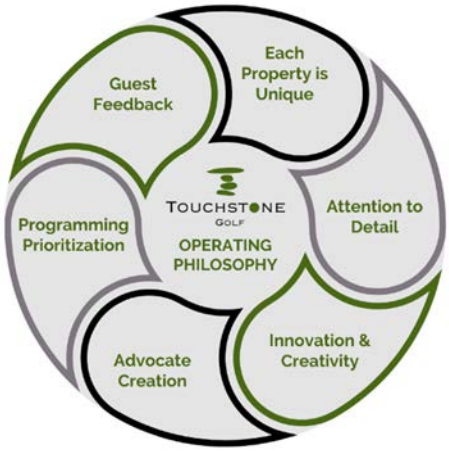
We are recognized as one of the Top 100 Businesses in Golf by the National Golf Foundation and are the 10th largest non-captive golf course management company based in the U.S.

Our current portfolio is shown below:

TOUCHSTONE GOLF As Of: 11/1/2024 *Note: Courses with "M" are Municipal/Government*	California (continued)	Arizona
	Pruneridge Golf Club	Apache Wells Country Club
	Rancho Carlsbad Golf Course	San Marcos Golf Resort
	Rancho Solano Golf Course (M)	Huukan Golf Club (M)
	Redwood Canyon Golf Course (M)	**Colorado**
California	Rivers Edge Golf Course (M)	Applewood Golf Course (M)
Arcadia Par 3 Golf Course (M)	Riverwalk Golf Club	**New Mexico**
Azusa Greens Golf Course	Shadow Mountain Golf Club	Colonial Park Golf Course (M)
Bennett Valley Golf Course (M)	Shoreline Golf Links (M)	**Nevada**
Blue Rock Springs Golf Course (M)	Tilden Park Golf Course (M)	Mojave Resort Golf Club (M)
Chula Vista Golf Course (M)	The Reserve at Spanos Park	**Louisiana**
Coyote Creek Golf Club	Victoria Golf Course (M)	Stonebridge Golf Club (M)
Cross Creek Golf Club	**Texas**	**Oklahoma**
DeBell Golf Course (M)	Battleground Golf Course (M)	The Territory
Dos Lagos Golf Club	Canyon West Golf Course (M)	
Franklin Canyon Golf Course	Casa Blanca Golf Course (M)	
Glen Annie Golf Club	Country View Golf Course (M)	
Lake Chabot Golf Course (M)	Grey Rock Golf Club (M)	
Mill Valley Golf Course (M)	Lady Bird Johnson Golf Course (M)	
Presidio Golf Course (M)	Painted Dunes Golf Course (M)	
Paradise Valley Golf Course (M)	Valley International Golf Club	

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We believe that each individual golf course under management is unique and requires specific strategies and tactics to maximize success – we are not a "one size fits all" management company, though the experience we have and access to best practices allows us to hit the ground running on every one of our assignments. The diagram to the left provides an overview of our operating philosophy that will be applied.



Each Property is Unique. This has been the hallmark of our company since inception. While applying known and proven techniques and processes to each course we manage is a valuable resource, we build our business plans around our client's needs, the unique aspects of the golf course(s) and the community the courses serve.

Attention to Detail. We take a "no detail is too small" attitude at the properties we manage. While we use course audits and other processes to ensure details are addressed, we create a culture where all staff is mindful of this focus and either address or report issues continuously.

Innovation & Creativity. We foster a culture of constant improvement by encouraging innovative and creative approaches to opportunities. We embrace technology as a cornerstone of our day to day business activities and celebrate new ideas that address the ever evolving golf economy.

Advocate Creation. Our fundamental approach to growing revenue is creating advocates for the golf course. Whether these are existing patrons, new patrons, members of the community or team members, we believe that there is a direct correlation between advocates and revenue.

Programming Prioritization. It is our relentless prioritization of programs that helps set Touchstone apart. Whether its golf or non-golf programming, we believe in full calendars of activity, experimentation to find out what fits an individual property best, and repetition and strong marketing of the most successful events. Naturally, these events drive advocacy.

Guest Feedback. Central to our operating philosophy is generating guest feedback – whether that is an automatic survey after a round of golf, periodic surveys for comprehensive evaluation, or our secret shopping programs, we find this feedback allows for the critical fine tuning of operations to meet our guests' needs and satisfaction.

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Who We Are

Public Golf DNA. Steve and Doug Harker, founders of Touchstone, began their golf course work careers in high school, learning every aspect of the operation at municipal golf course. Steve went on to become a management trainee of the company that operated the facility and his career in the golf industry grew from there. Doug, while working through college at the same facility started professionally in financial services, but transitioned to the golf industry early in his career. Mark Luthman, Touchstone's President, learned the golf course business working at now municipal client Shoreline Golf Links.

Texas Experience/Executive Presence. Touchstone's principals have all previously held senior management positions with other golf course operators before forming Touchstone. Municipal venues are a high priority for Touchstone which has just recently secured an additional four (4) management contracts on municipal golf properties in competitive bid processes similar to the Neches Pines Municipal Golf Course.

Mid-Sized firm. Now the 10th largest independent golf course management company based in the U.S., Touchstone brings all the resources and benefits of a larger firm but remains nimble and focused with each course getting the regular attention of Touchstone's senior leadership.

Touchstone Golf Foundation ("TGF"). We take a unique approach to the traditional "course marshal" concept. Using our affiliated 501(c) 3 non-profit, TGF organizes volunteers for the traditional pace of play management but takes the model a step further by using these volunteers to perform community outreach and assist local charities. Over the past 11 years, TGF has raised over $2.5 million for local charitable organizations.

What We Do

Programming. Touchstone's most significant impact on nearly every golf course we manage is a relentless commitment to programming. Programming is the process of creating a combination of loyalty programs, events and activities that seek to keep the property utilized at the maximum possible level. Non-golf programming often stimulates golf participation, while creating a steady alternative revenue stream.

Positioning. Every golf course and restaurant has a unique set of attributes, strengths and weaknesses that must be evaluated properly to position the golf course for optimization. For example, as it relates to the golf course, positioning is a wide continuum of possibilities ranging from low-end public golf to high-end private golf and everything in between. Once we establish an initial position for a property, we carefully evaluate and fine tune the position for further success. Of critical importance in positioning a golf course and restaurant is understanding the City's objectives and desires.

Advocate Development. Touchstone's business model revolves around the development of strong advocates for each property. We accomplish this by creating

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awareness/interest through our programming, then provide an experience worthy of creating loyalty and in turn begin to develop advocates who recommend the course to friends, family and fellow golfers. We believe advocate development leads to long-term revenue growth while keeping sales and advertising costs at a manageable level.

Human Resources. Touchstone has been consistently successful in recruiting, training, and developing people with excellent retention results. We manage people by giving them clear direction, measuring their performance, and providing advancement opportunities. We offer excellent benefits for full-time employees at a competitive cost to our clients, an employee hotline and comprehensive training.

Financial Controls. Our centralized finance and accounting team has substantial experience in golf course accounting procedures and controls. We utilize a variety of tools and techniques to make sure that golf course personnel are accountable and knowledgeable about the accounting process. We use a standard chart of accounts so that accuracy and consistency can be achieved in the financial reporting we produce each month.

Relationship with the City. Foremost to our success as an organization are the productive relationships we forge with the contacts we work with. Clear and direct communication, operating flexibility, and achieving budgeted operating results are cornerstones of our client relationships.

We have provided six (6) references below the City may contact at its discretion.

Lady Bird
Golf Course

Golf Course Facility	Lady Bird Johnson Golf Course (341 Golfers Loop, Fredericksburg, TX 78624)
Owner Name and Address	City of Fredericksburg (126 W. Main Street, Fredericksburg, TX 78624)
Owner Contact	Clinton Bailey, City Manager, cbailey@fbgtx.org, (830) 997-7521
Management Tenure	Since January 1, 2018
Full Time and Part Time Employees	Full Time: 12 Part Time: 28

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GREY ROCK GOLF CLUB

Golf Course Facility	Grey Rock Golf Course (7401 State Highway 45, Austin, TX 78739)
Owner Name and Address	City of Austin, Texas (919 W. 28 ½ St., Austin, TX 78705)
Owner Contact	Steve Hammond, Division Manager Golf – PGA Member, steve.hammond@austintexas.gov, (512) 974-9351
Management Tenure	Since June 2, 2014
Full Time and Part Time Employees	Full Time: 20 Part Time: 25

THE BATTLEGROUND AT DEER PARK

Golf Course Facility	The Battleground at Deer Park (1600 Georgia Ave., Deer Park, TX 77536)
Owner Name and Address	City of Deer Park Texas (710 E. San Augustine, Deer Park, TX 77536)
Owner Contact	Jay Stokes, City Manager, jstokes@deerparktx.org, (281) 478-7246
Management Tenure	Since May 29, 2013
Full Time and Part Time Employees	Full Time: 20 Part Time: 33

PAINTED DUNES
Desert Golf Course

Golf Course Facility	Painted Dunes Desert Golf Course (12000 McCombs, El Paso, TX 79934)
Owner Name and Address	El Paso Water Authority (1154 Hawkins Blvd., 4th Floor, El Paso, Texas 79925)
Owner Contact	Ana Sanchez, Vice President, asanchez@epwater.org, (915) 594-5500
Management Tenure	Since March 31, 2006
Full Time and Part Time Employees	Full Time: 11 Part Time: 23

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Golf Course Facility	Casa Blanca Golf Course (3900 Casa Blanca Road, Laredo, TX 78041)
Owner Name and Address	Webb County, Texas (1000 Houston Street, Laredo, TX 78040)
Owner Contact	Adelaido “Lalo” Uribe III, Chief Executive Administrator, auribe@webbcountytx.gov, (956) 523-4600
Management Tenure	Since January 1, 2019
Full Time and Part Time Employees	Full Time: 13 Part Time: 18

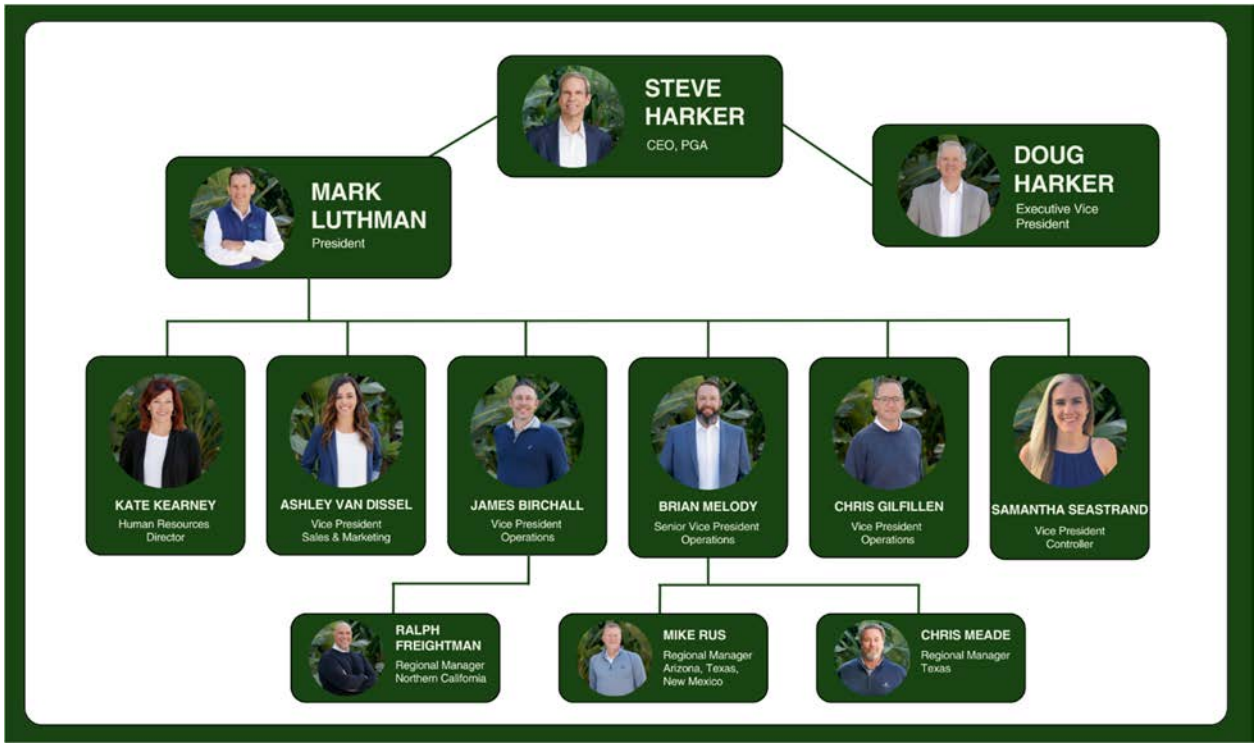
Golf Course Facility	Country View Golf Course (240 W. Belt Line Road, Lancaster, TX 75146)
Owner Name and Address	City of Lancaster, Texas (211 N. Henry Street, Lancaster, TX 75146)
Owner Contact	Dori Lee, Assistant City Manager, dlee@lancaster-tx.com, (469) 334-7163
Management Tenure	Since November 1, 2017
Full Time and Part Time Employees	Full Time: 7 Part Time: 20

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Section B
EXPERIENCE – Qualifications of Management's Staff

• Highly Advantageous – Submission of an organizational plan showing a structured organization with clearly delineated responsibilities and identifying staff who will be assigned to manage, operate, and maintain the golf course and club house.

The following organization chart and brief overviews of our leadership team follows.



Stephen Harker, CEO, PGA Professional

Steve Harker has spent his entire professional career in the golf industry, successfully completing a wide range of tasks and assignments. In 1980, Mr. Harker began his golf career with American Golf Corporation ("AGC"). At AGC, he served in a variety of senior management functions, including Regional Manager, Regional Director, National Sales Director, Vice President of Marketing & Sales and Vice President of the Northwest Region, a multi-course enterprise in six markets that generated $35M of revenue and nearly $12M of EBITDA annually. As VP of Marketing & Sales at AGC, he led revenue and service initiatives that resulted in AGC's achieving its peak revenue performance in 1997.

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Mr. Harker developed unique approaches to resolving problems amongst the vast number of AGC facilities, including task teams that cured 20 poorly performing daily fee and private clubs, the outcome of which was to transport the solutions to 40 additional properties leading to further success. These assignments included a review of the food and beverage operation and creation of strategies and tactics to improve sales and the experience. Mr. Harker created AGC's first national event sales and management organization based on a needs-based selling approach, leading to profit center growth from $15 million to $70 million over a seven-year period. Mr. Harker's community-focused approach and experience is substantial including his initiation of the Women in Golf Day, which has become a national event.

Mr. Harker formed Touchstone Golf, one of the leading golf course management and consulting companies in the United States, in 2005. Mr. Harker is a Class A Member of the Professional Golfers' Association of America, a past board member of the First Tee of Oakland, a past member of the Employment Task Force of the PGA and a Past Member of the Board of Governors of the National Golf Foundation. Mr. Harker has also been elected to the Albany High School Athletic Hall of Fame twice, once for his role on the 1973 Championship Golf Team and recently for restarting the golf program.

Mark Luthman, President

Mark Luthman has spent his entire career in the golf industry joining Touchstone at the beginning of 2009. After graduating from Gonzaga University in 1993, Mr. Luthman began his career in golf course maintenance, moving quickly into the role of Superintendent within two years. In 2000, Mr. Luthman advanced to General Manager at American Golf's Mountain Shadows Golf Course, a 36-hole complex in Northern California. Mr. Luthman continued to rise quickly through the management ranks at American Golf, becoming a Regional Manager and Regional Director in Texas and California.

In 2005, Mr. Luthman joined KemperSports as its Western Regional Director of Operations, where he oversaw eleven (11) high-profile properties with annual revenue surpassing $38M. While at KemperSports, Mr. Luthman led the planning, pre-opening and operations of Monarch Dunes, Ridge Creek and Chambers Bay. At Chambers Bay, he played a critical role in KemperSports' and Pierce County, Washington's successful efforts to bring a major golf championship to the region. In February 2008, seven months after opening, this public property was named by the USGA as the host of the 2010 U.S. Amateur and 2015 U.S. Open. In addition, the property effectively serviced its $23M bond payment and broke even for the first 20 months of operations.

Doug Harker, Executive Vice President

Doug Harker is a founder of Touchstone Golf and has been involved in the golf industry his entire career in a wide range of capacities. In addition to this golf experience, Mr. Harker has had a successful career in the financial services industry including the role of CEO at two community banks in Texas. Mr. Harker's direct golf industry experience

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includes having served as Vice President of Sales for Redstone Golf Management, a multi-course operator that at the time included the venue that hosted the PGA Tour's Shell Houston Open, and as General Manager of Wildcat Golf Club in Houston, Texas, a 36-hole facility.

Mr. Harker was instrumental in establishing the Southern Texas Golf Association (STGA) for public golf courses, serving as its first President, at a time when the Texas Golf Association (TGA) consisted of only private club members. After guiding the success of the STGA, the TGA merged the STGA into its organization and opened its membership to public golf courses. Mr. Harker founded and operated the Texas State Public Links Championship which was later absorbed into the TGA Championship schedule. Mr. Harker served on the Boards of the Houston Golf Association and STGA and is a former Committeeman with the USGA serving on the Public Golf and Mid-Amateur Committees.

Ashley van Dissel, Vice President of Sales & Marketing

Ms. Van Dissel is responsible for leading Touchstone's sales and marketing efforts including Catering and Tournament Sales throughout the organization. She has served as a Regional Director of Sales for Touchstone and as a catering and tournament salesperson at a number of golf facilities for one of the largest management firms in the industry. Ms. Van Dissel was recognized as co-worker of the year for Touchstone Golf in 2019.

Ms. Van Dissel brings extensive knowledge of the sales and revenue generation process along. Her approach is based on a revenue generation model that drives cultural cohesion and operational focus on financial growth through lead generation concepts and game plan execution. Ms. Van Dissel has substantial experience within all media channels including print, radio, and social media.

Ms. Van Dissel holds a degree in Business Finance with minor in Marketing from California State University, Long Beach and an MBA from Denver University with a Marketing emphasis. Ms. Van Dissel has a love for helping others and her community. She has participated in numerous volunteer opportunities, some of which include a Volunteer for Mercy Ministries International teaching calculus, English and athletics based in Thailand & Cambodia and a Volunteer/Coach for Hoopstars Basketball, basketball league for the underprivileged.

Brian Melody, Senior Vice President of Operations, Central U.S.

Brian Melody began his career in the golf industry at the young age of 14 and never left. He enjoyed competing as a player at various levels growing up and entered into operations when he moved to Denver, CO in 1999. He now resides in Golden, CO is currently the Vice President of Operations overseeing a 13 property region. In addition to his course responsibility, Brian also heads up the National Account Partnerships for our company and brings great experience and new ideas on a regular basis. Another contribution of his is the ability to mold/mentor new managers that are looking to grow

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their careers in the golf industry. Mr. Melody has helped see Applewood Golf Course (Golden, Colorado) to numerous awards and recognitions including The National Golf Course Owners Association Public Golf Course of the Year award in 2018 and the Player Development Award in 2019.

Chris Meade, Regional Manager, Texas Region, PGA

Chris Meade oversees Touchstone properties in the South Texas Region. Mr. Meade is a longstanding member of the PGA and in 2019 was named by US Kids Golf as a Top 50 Kids Coach in the U.S. He was Touchstone's General Manager of the Year in 2015 while serving as General Manager of South Padre Island Golf Club.

Most recently, Mr. Meade has overseen the dramatic financial and operational turnaround of Lady Bird Johnson Municipal Golf Course owned by the City of Fredericksburg. Among other accolades he has served on the PGA President's Council on Growing the Game and is a certified Mizuno golf club fitter.

James Birchall, Vice President of Operations, Northern California

James interest in golf began in high school when his father hosted a golf tournament at Rancho Solano Golf Course. The first job James held was at Rancho Solano working as a server in the restaurant. While attending San Jose State, James worked for American Golf as a banquet captain at Summitpointe Golf Course in Milpitas. Upon completing his degree in Computer Science, James was promoted to Assistant General Manager at Monarch Bay Golf Club in San Leandro and within a year became the General Manager at Franklin Canyon Golf Course in Hercules. In 2007 James joined Touchstone Golf as the General Manager of Lake Chabot Golf Course and Special Projects for Touchstone. James initiated numerous projects to support the growth of Touchstone Golf and improve the performance of the golf course staff, including the launch of a companywide Customer Relationship Management Tool for salespeople. His effective leadership and training skills resulted in his promotion to Regional Manager for the Bay Area in 2013, overseeing 5 golf course operations. In 2020, James joined the leading manager of private clubs, ClubCorp, as the General Manager of Crow Canyon Country Club. In his role he oversaw all aspects of the operation that included over 100 employees and revenue of more than $12M.

Chris Gilfillen, Vice President of Operations, Southern California

Chris Gilfillen has spent his entire professional career in the golf industry. He started his career as a cart attendant at Eastlake Country Club in 1993 with American Golf Corporation. Mr. Gilfillen graduated from San Diego State University in 2001 with a BS in Business with an emphasis in Marketing, while minoring in Political Science. While working for American Golf Corporation, he became the General Manager for Balboa Park Golf Course in 2000. He later served as the General Manager of National City Golf Course, Eastlake Country Club, and Chula Vista Golf Course. In 2014 he became the Regional Manager for American Golf in Southern California overseeing 11 properties in their portfolio.

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Samantha Seastrand, Vice President and Controller

Samantha Seastrand has dedicated over a decade of her career to Touchstone Golf, starting in golf operations at Riverwalk Golf Club while pursuing her undergraduate degree at University of San Diego. From there, she moved to be a part of the accounting team in Austin, TX. She quickly honed her skills, developing policies, overseeing projects, and mastering all facets of the accounting office. From course accountant to now Controller, she has cultivated a keen eye for process improvement and efficiency, driving operational excellence and ensuring financial integrity across our organization. Prior to her current role, she was the company's Assistant Controller and also oversaw all critical operating systems including the accounting, billing and point of sale systems company-wide. Ms. Seastrand earned her BA degree from the University of San Diego.

Kate Kearney, Director of Human Resources

Kate Kearney has over 18 years of experience in in a senior leadership role in Human Resources, including 8 years as a Senior Human Resources Director for the United States Army. Kate's extensive background includes recruiting, employee relations, labor law and compliance, team building and leadership development. In the Touchstone organization, Kate is responsible for maximizing the human potential of Touchstone's employee base while maintaining an open and strong line of human resources communication throughout the organization. Kate received her bachelor's degree from the United States Military Academy at West Point and her master's from the University of Georgia.

Golf Course Specific Staffing

We do not have a General Manager candidate in reserve for this assignment. However, we have been consistently successful in attracting and placing key management and leadership positions at our new properties. The opportunity to work on an exciting turnaround project such as the Neches Pines Golf Course, coupled with being able to work with an industry leader in golf course management, is an attractive draw for management candidates. We offer excellent benefits and our recruiting and networking framework spans the nation.

The following chart provides an overall summary of qualifications and responsibilities for the typical golf course operations we manage that are similar to the Neches Pines golf facility. Our hiring process begins 30-60 days before we assume management of the property. **Typically, many of the existing employees, at least initially, fill most open positions – continuity of staff, with the involvement of Touchstone to develop their skills is generally viewed positively by the local golfer population.** We also utilize various sources such as the PGA of America and Golf Course Superintendents Association of America for General Manager and Superintendent openings, respectively,

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as well as our own extensive network. Job boards such as Indeed provide necessary exposure for regular staff positions.

Position	Summary of Qualifications	Key Responsibilities	Hours per week – Mar-Oct	Hours per week - Nov-Feb
General and Administrative Staff				
General Manager/ Director of Golf	10 plus years' experience in a similar capacity in the golf or hospitality industry. Excellent business acumen, communication style and leadership. PGA or LPGA	Oversight of all staff of the golf course. Day to day management of the financial performance and operating strategies at the facility.	50-55	50–55
Sales Director - *when supportable*	Previous hospitality sales experience, preferably with golf tournaments and banquets. Outgoing, energetic, sales driven.	Tournament and Banquet or Membership sales. Day to day implementation of Touchstone's sales & marketing plan.	24-40	24-40
Golf Operations Staff				
Golf Shop Staff	Efficient, detail oriented, sales ability	Guest check-in, merchandise sales, member/loyalty sales	20-40	20-40
Cart/Range Staff	Efficient, detail oriented, safe	Cart staging, cleaning, detailing, range picking, mechanic	20-40	15-40
Player Assistants	To be staffed with Touchstone Golf Foundation volunteers			
Golf Course Maintenance Staff				
Super-intendent	GCSAA Class A or higher, 5 years minimum experience in management	Lead maintenance operations	50-55	50–55
Greens-keepers & Maint. Staff	3 years previous golf course experience or similar experience	Top operator of equipment	30-40	30-40
Food & Beverage Staff				
Kitchen Manager	5 years minimum experience in food and beverage.	Lead Food & Beverage operations	50-55	50–55
Cooks	Previous experience in restaurant operation	All food preparation under Chef's guidance and instruction	20-40	15-40
Servers	Experience serving guests. High touch service personnel	Customer interfacing for orders and delivery of meals	20-40	15-40

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Section C
Management's Marketing Plan

Management's marketing plan to increase the percentage of play by area residents, by juniors and to increase community spirit and public awareness of the course as a community resource.

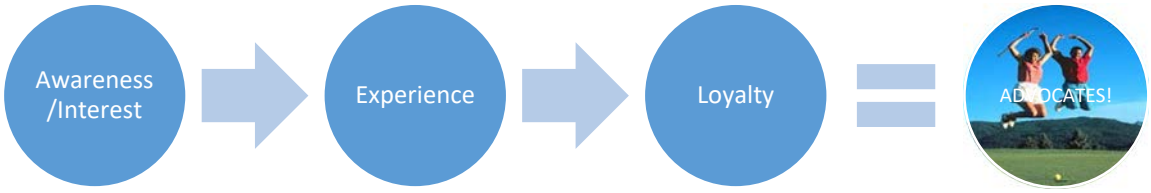
Highly Advantageous – Submission of a plan which sets forth at least three (3) specific incentives which will be offered by management. The incentives should have either a proven effect or be reasonably calculated to achieve their goals and should be in keeping with the character of the golf course as a community resource.

Touchstone, working with input from the City, will develop and execute a dynamic marketing plan to effectively position, market, and promote the Neches Pines Golf Course. As a starting point in developing the marketing and promotion plans we will address the following additional key strategic sub-components:

- Establish the Marketing Approach – "Brand Building"
- Understanding and Developing Target Guest Segments
- The Demand Factor from the Pandemic
- Leveraging Social Media
- Golf Tournament and Non-Golf Event Marketing

Establish the Marketing Approach – "Brand Building"

To begin creating and optimizing a brand, our first priority will be to improve the quality of the golf course, introduce food and beverage options and enhance the service experience – these elements will improve the guest's value perception of the property. By laying this important groundwork, we can then focus on creating awareness and interest, providing the right experience, and then building loyalty with guests that creates advocates. Advocates are the critical long term basis for the success of any golf course. The following diagram demonstrates the framework of the process to build the brand.



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Understand and Develop Target Guest Segments

Upon commencement of our management engagement, we work to identify existing and potential guest segments. These segments typically include regular golfers (local club members), infrequent golfers, potential golfers, youth including youth in need, and diners of which there are also several sub-segments. Within each segment there are opportunities to grow the segment by understanding their needs and how the golf course can address those needs.

Once these segments have been identified and analyzed, we develop marketing programs, including loyalty/affinity options, to deepen the relationship and utilization of the golf course and its amenities. Our analysis involves developing a competitive market analysis so that marketing efforts, as well as pricing decisions, are tailored to position the golf course to succeed within the market. Customer segmentation strategy is discussed more fully in the Business Plan section.

The Demand Factor from the Pandemic

Not to be ignored is the recent surge in golf demand resulting from the pandemic, as people seek safe, outdoor recreation alternatives. Many of these individuals are new to the game of golf or have decided to make golf a more regular part of their recreational activities. In either case, sustaining the ongoing participation of these individuals and the revenue associated therewith is a critical part of any current marketing effort.

Touchstone has created a monthly report, prepared by our properties three times each month, to report on “Customer Engagement” activities taking place at the golf course. This information is compiled for the property, as well as all other Touchstone properties, and circulated across the company’s platform. Touchstone also runs promotional contests among its properties for goals such as the number of 15 minute pro lessons in a month, email database growth and property tours.

Customer Engagement Tracking		Course Name:	Blue Rock						Month:	Mar		
	Direct Engagement									Social			
	Definitions	15 Minute Pro Sessions	Tips & Tricks Videos	GM/Sup/Chef Tours	Membership/Handi-cap Responses	League Invites	Invite to Tournament /Social Events	Range Events /Happy Hours	Creative Other Ideas	Definitions	Facebook Posts	Instagram Posts	Email Blasts
Days 1-10	# Reached (# of Phone Calls or Emails Sent)	-	-	-	-	6,814	-	6,878	-	# of Posts or Emails	4	1	2
	# Responded (Answered Phone, Email or Signed Up)	-	-	-	-	4	96	4	-	People Reached or Email Views	374	10	13,692
	Notes / Success Stories	We have a Taylor Made demo day coming up next month, our first email has received 4 signups already. The Operation-36 program is kicking off for the season with a strong 14 students, which doesn't include the 6 students registered for the advanced academy. Our creative event for March is the Leprechaun Open and we solid out quickly with 96 people!											

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Leveraging Social Media

The past decade has seen the proliferation of technology for communicating with golfers and promoting tee time availability. The same can be said for the restaurant industry. Technology must be managed and used in a disciplined manner to assure maximizing the average green fee rate. We will enhance social media methods, search engine optimization, and further expand the use of technology to increase facility income and increase guest satisfaction. A sample assessment is found on the following page for the Canyon West facility in Weatherford, Texas, where we were the successful bidder and commenced operations on February 1, 2024.

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Digital Marketing Assessment

WEBSITE

The current website appears to be outdated. To enhance customer experience, consider updating the navigation which is positioned too low on the page. This will provide greater clarity for your customers. A good website navigation simplifies content access, making it easier for customers to find products or information. It enhances user experience, boost engagement and fortify credibility. As it pertains to navigation we feel the Golf drop down is overcrowded and difficult to read. From experience, we know that the most effective and engaging websites start with clear navigation, apply SEO best practices, provide all relevant information and links, and most of all are current. In addition, we observed that essential details such as the business hours are absent from the website.

Furthermore, we have noticed that certain pages on the website lack essential form fields that would allow the customer to request further information. Form fields help generate leads, develop better relationships with potential customers, gain valuable insight into who is visiting your website, and provide contact information for those visitors.

In order to enhance the website and drive more engagement we would recommend adding photos of people, events and food. Effectively used, images can help drive more visitors to your website, promote social sharing and ultimately help drive business goals and sales. Pictures and videos also help tell a story, and when it comes to selling golf, a restaurant or events, story telling is everything - think about the nature of human connections for a minute. We build friendships by relating with other people, and we relate visually and emotionally. At present, there are no images available of individuals, the venue spaces, or the golf course.

SOCIAL MEDIA

Social media is a must for all businesses in todays digitally driven world. Social Media is about getting the right message, to the right audience – and it's not all about younger generations. Perhaps a surprising statistic, 70% of Baby Boomers are on Facebook daily; so, Facebook posts and/or ads should cater to this generation. On the other hand, Millennials love Instagram, they want to see the experience and feel a genuine connection.

Although the Facebook page has a very healthy amount of followers, when it comes to social media, we find this an area of opportunity for Canyon West. Social Media is all about content, consistency and image quality. The more consistent pictures, videos, ads and stories are posted the more exposure and relevance the accounts will have. We found that Facebook posts have been very inconsistent. We recommend a minimum of two posts per account, per week, which also stimulates a positive growth in SEO. Given that 85% of college students actively use Instagram and the connection to Weatherford College, the lack of a Canyon West Instagram account represents a significant missed opportunity for marketing.

Additionally, we recommend using ads to directly target various customer segments from toddler moms to newly retired seniors. By directly targeting our customer segments we can tailor our messages for greater engagement and traction in the market.

GOOGLE

Canyon West Course has an above average rating and an number of reviews compared to the local competition. However, it does not appear the course responds to these reviews. Just a simple 'like' or 'thank you', is all you need to boost Google Rankings. If negative, it's best to reach out to the customer directly and take the conversation offline. Responding to reviews will further improve search engine optimization (SEO) rankings, boost Customer engagement and encourage prospective customers. Another note is that we have very few reviews compared to local competitors. We have various tools and tactics to increase the number and rating of reviews.

It has come to our attention that the Google profile lacks a description. An informative and engaging description is a crucial aspect of marketing your business and improving its online visibility.

Lastly, we recommend working closely with point of sale/website vendors to arrange special services for optimizing brand management and internet relevance. It is important in the overall website design to focus on key words and other content to make the golf course rise in its ranking on search page results. The advanced data analysis provided by Google on campaigns, also give us insight into buying habits of our customers.

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Golf Instruction

Junior Golf



Touchstone will target the area's junior golf market and encourage participation in programs and activities geared for young golfers. Our objective will be to broaden the golf facility's reach into the market and bring more young people into the game. We will also recommend a Junior Club Membership with features such as low or no-cost instruction and access to the practice facility and golf course for nominal fees.

An after-school program for youth in need or at risk is also worth consideration, to include a series of instructional and learn-to-play programs modeled after the non-profit Ace Foundation's *Ace Kids Golf* program (www.acekidsgolf.com). We will enlist volunteers from our Touchstone Golf Foundation to help run and raise funds for this program.

Touchstone leverages defined and productive introductory and intermediate level golf programs sponsored by national organizations such as the programs below. We will evaluate the best fits for the golf course and build the introduction to golf program for youth around this framework.

OPERATION 36 GOLF

PGA JUNIOR GOLF CAMPS

PGA jr. league golf

Not all juniors will seek to develop their games to a competitive level. However, it is important that the golf course have programs and capabilities to facilitate a junior golfer's development. Touchstone will maintain instructional talent able to fulfill a junior golfer's level of potential.

Adult Programs

Touchstone deploys a number of introductory golf programs for adults in addition to creating in-house programs tailored to making adult golfers comfortable learning the game. Among the programs we deploy are the following:

GET GOLF READY

OPERATION 36 GOLF

WELCOME2GOLF

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Touchstone was selected to pilot the new National Golf Foundation "Welcome2Golf" program that was designed to get new players to the game comfortable with all facets of playing golf, not just playing ability. We successfully rolled this out at our Applewood facility recently with great success. More details of the program deployed are found below.

Our golf instruction programs always include player development programs designed for adult golfers seeking to advance their game coupled with advanced individual lesson capabilities. An example of a player development program is found below and such a program will be tailored to the needs of the golf course. A sample is shown below.





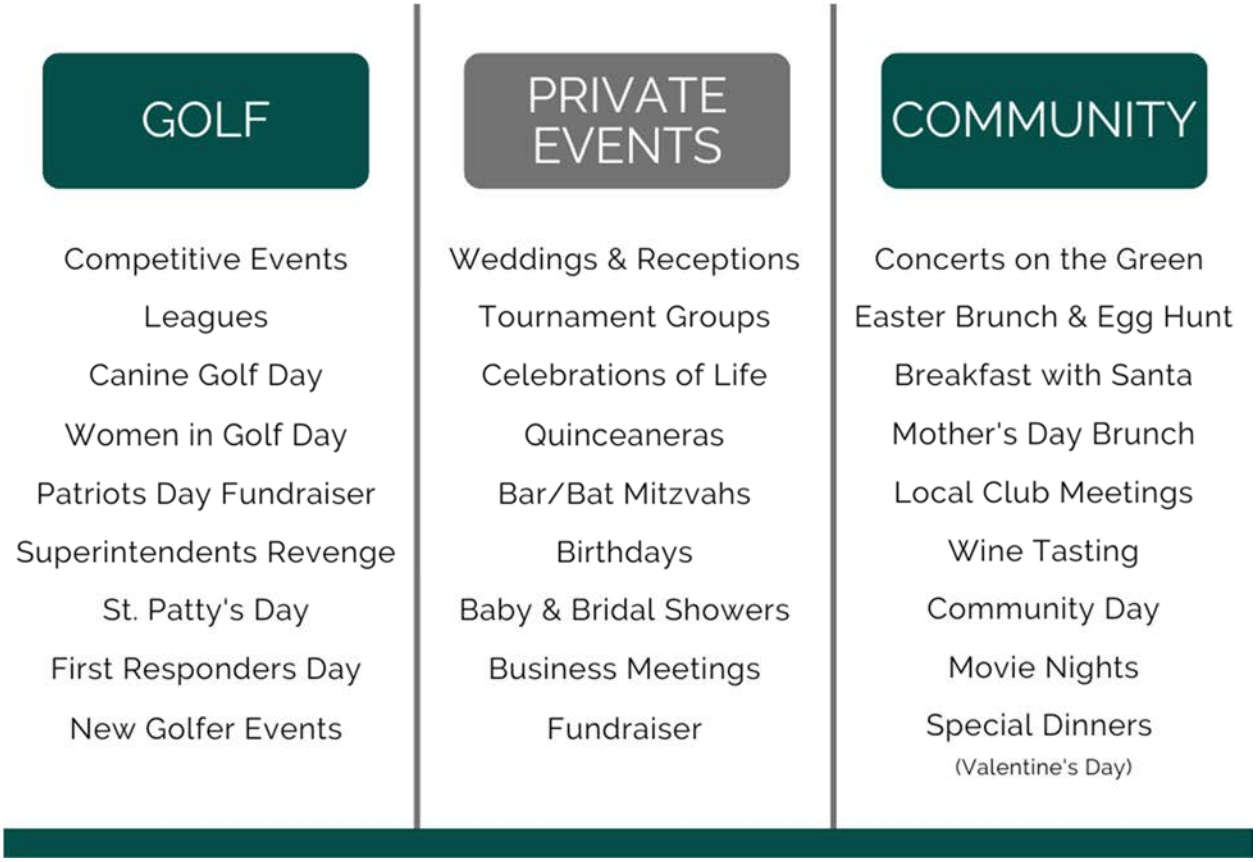
Youth, High School and College Programs

Touchstone will target the area's junior golf market and encourage participation in programs and activities geared for young golfers. Our objective will be to broaden the golf facility's reach into the market and bring more young people into the game.

Special Events

Touchstone has broad experience managing special events. A sample of our offerings is provided below.

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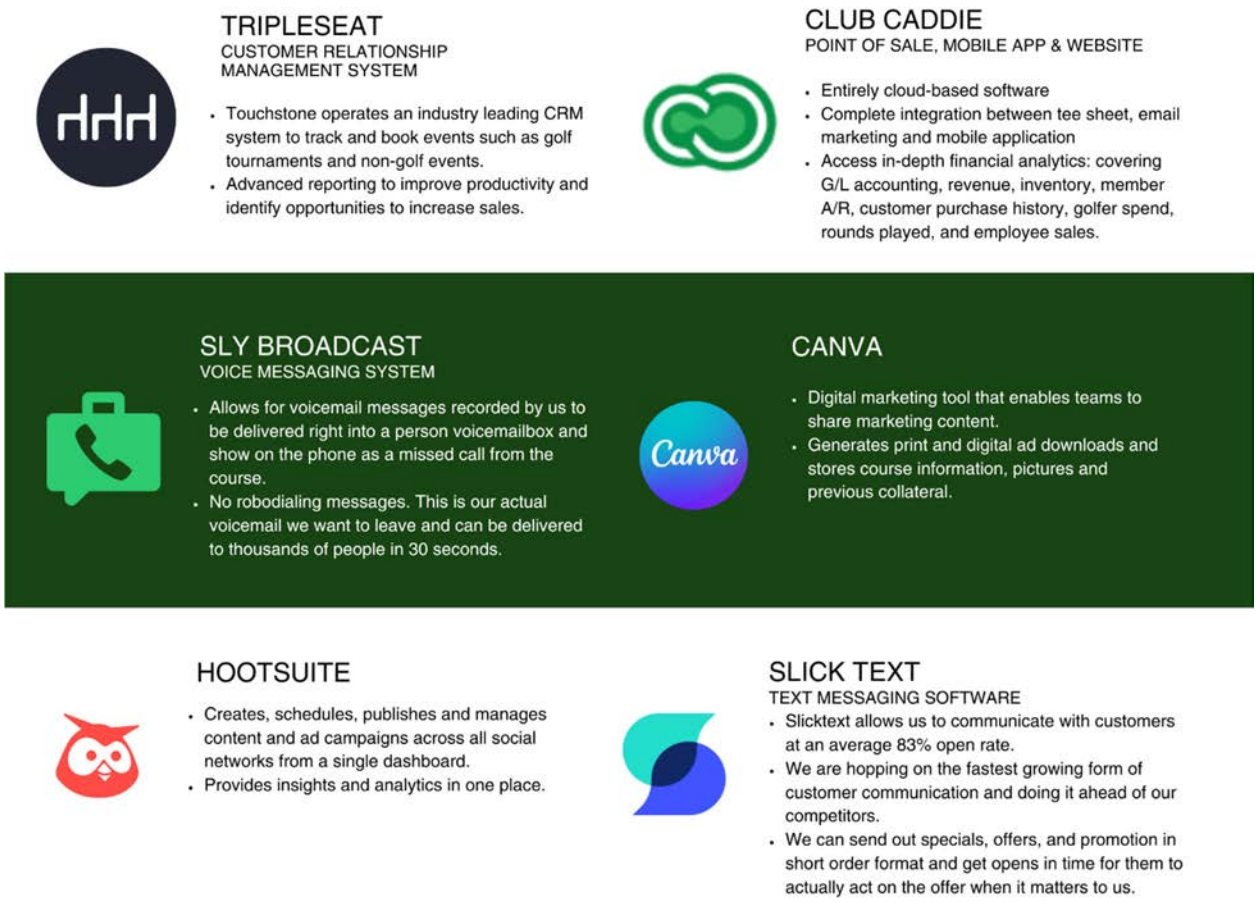


Touchstone will provide a comprehensive marketing approach as described earlier to maximize gross revenues and rounds played at the Neches Pines Golf Course. In addition, we deploy a number of highly successful marketing technology resources at the venues we manage.

Additional Marketing Technology Resources

The following chart depicts additional technology we deploy at our golf courses as needed and as budgets allow.

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Three Incentive Programs

Touchstone recommends the following initial incentive programs:

1) Membership Program. Touchstone recommends establishing a frequent player membership program to build a base of advocates and regular players. While sales of the program itself can include an incentive for staff referring such individuals for membership, the incentive can be built around the members themselves bringing other individuals into the membership plans that will be designed for the golf course. Membership programs can have many tiers to accommodate the needs and interests of the local golfing community.

2) Non-Golf Event Programs. Touchstone advocates a significant amount of non-golf programming for each property it manages. This brings the community into the fold of the golf course operations and prevents residents from assuming the golf course is only for golf courses. As outlined further herein we would envision a broad range of non-golf programming. The incentive plan will be built around offers

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that encourage non-golf programming at the venue, including food and beverage specials and no-charge access to use the golf course facility (e.g., movie nights).

3) Golf Tournaments. A cornerstone of all successful golf courses is a robust tournament and golf event calendar. Management will be incentivized to create fund and interesting golf programming to generate increased interest in the golf side of the operation and introduce or enhance the golf experience for golfers of all ability. Events as simple as glow ball night golf can have great participation from local communities, alongside more traditional competitive golf events such as the City championship that should always be flighted to embrace players of all abilities.



Lady Bird Johnson Women's Clinic Program – Fredericksburg, Texas

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Section D
Business Management

Detailed description of the method/resources to be used to ensure the accountability for all revenues, expenditures, payroll reporting, inventory control, etc.

• Highly Advantageous – Submission of a plan which specifically details a method and/or for recording and accounting for revenues, expenditures, payroll management and reporting, inventory control, and general business management plan.

Touchstone has refined a number of operational methods and practices to optimize its business model. The following information provides a summary of several of these techniques that further Touchstone's success managing golf properties.

Variable Labor Staffing Model

Touchstone utilizes a model that merges data from its payroll system and budgeting data to create a real time guideline for managers to staff variable labor in the most efficient manner possible. This model also creates a significant layer of accountability for each golf course operation.

TOUCHSTONE HOURLY LABOR REPORT

Start Date: Tuesday, October 1, 2024
End Date: Thursday, October 31, 2024
Refresh Punches
# of Days: 31
First Avalable: Monday, September 2, 2024
Last Avalable: Friday, November 1, 2024
# of course w/ Schedules: 34

Last Update: 10/6/2024 Time 16:10

B A	Last Update:	* Total Course Hourly Labor, All Departments Budgeted		Actuals	△to Budget	Golf Shop (Golf Shop [10], Repair [11], Learning Center [12]) Budgeted	Scheduled	Actuals	△to Budget
	125440 The Presidio Golf Course	$210,395		$199,671	$10,724	$39,912	$29,272	$26,823	$13,090
	125402 Applewood Golf Course	$67,249		$65,588	$1,661	$11,156	$1,971	$8,011	$3,145
	125404 BattleGround Golf Course	$67,185		$62,939	$4,246	$5,878	$7,191	$5,758	$119
	125410 Country View Golf Course	$32,560		$30,466	$2,094	$6,051	$5,571	$6,054	($3)
	125436 Stonebridge Golf Course	$41,485		$42,886	($1,401)	$4,409	$3,762	$4,333	$76
	125442 The Territory	$39,498		$38,355	$1,143	$1,848	$1,080	$488	$1,360
	125444 Valley International Golf Club	$43,958		$43,946	$13	$3,681	$3,834	$4,711	($1,029)

Customer Engagement Data

Implemented during the post-pandemic surge in golf, this 3x a month reporting mechanism tracks each properties efforts to engage with customers to sustain long-term relationships.

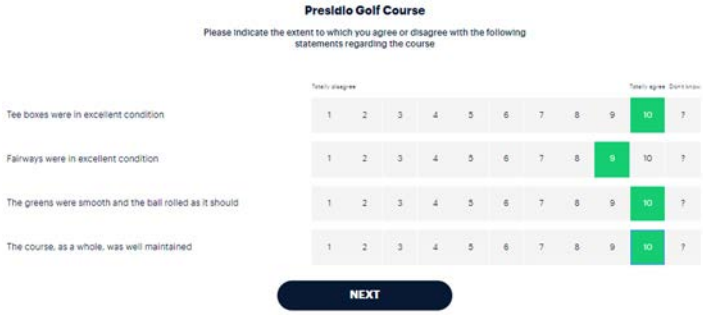
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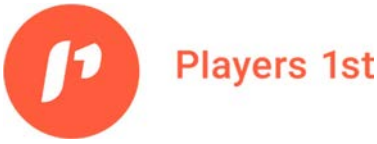
Customer Engagement Tracking		Course Name:	Bennett Valley							Month:	Oct			
		Direct Engagement								Social				
	Actions	15 Minute Pro Sessions	GM Customer or Member 1on1s	Creative Event Hosted	# of Attendees at Creative Events	Take 5 to Shine	Players 1st Reviews	Players 1st Individual Responses	Email Blasts	Facebook Posts	Instagram Posts	Videos or Reels Posted	Google Reviews	Google Review Responses
Days 1-10	# of Each	6	-	-	-	4	15	5	3	13	6	4	-	-
Days 11-20	# of Each	10	-	2	88	13	18	5	3	3	6	3	1	1
21-EOM	# of Each	-	-	-	-	-	-	-	-	-	-	-	-	-
MTD	Total MTD	16	-	2	88	17	33	10	6	16	12	7	1	1
	Notes / Success Stories	10/01-10/10 (2) emails sent : (1)Aerification Note (2)October Events The Aerification Note email had a 51% open rate and the October Events email had a 46% open rate (1) Creative Event in the period. (1) Charity Golf 101 Presentation. There were 10 attendees. 2.9k FB Reach, 274 Profile Visits: (3) new followers 1.3k BV Insta reach, 83 Profile Visits, 5,105 views: (7) new followers. 548 I&V Insta reach, 84 Profile Visits, 1,346 views: (3) new followers. 10/11-10/20 (3) emails sent : (1)October Fun Abounds (2)Hartford Winemaker Dinner (3) Last call for City Championship (2) Creative Event in the period. (1) Autumn Swing - 44 attendees and everyone was VEry HAPPY (2) Spooky Night Golf 44 attendees with spokky decorations. Golfers love3d it! 3.8k FB Reach, 149 Profile Visits: (1) new followe 1.4k BV Insta reach, 83 Profile Visits, 1298 views: (7) new followers. 519 I&V Insta reach (UP 1.5% SINCE 10/10), 123 Profile Visits, 2626 views (UP 106%!): (10) new followers. On 10/11 We had a Hartford wine dinner reel tthat got 1906 views and was watched over 6 hours.													

Players 1st Survey System

Touchstone uses industry leading Players 1st to create survey opportunities when players complete their round. Data is reviewed regularly for trends and corrective actions when necessary.







Monthly Scorecard Reporting

Also generated 3X a month this revenue report and EBITDA forecasting tool keeps properties under management engaged intra-month to meet budget objectives.

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Applewood	Reporting Period	8/31/2024
Scorecard	Days In Month	31

Report Date	8/31/2024	GM	Bailey Gibson
Elapsed	100%	SUPV	Brian Melody

Revenue	MTD	2024B	2023A	% 2024B	% 2023A	Projected Month $	Projected Month % Budget
GF Non-Tournament	121,596	102,232	84,771	18.9%	43.4%	121,596	18.9%
Tournament Fees	104,609	126,369	124,829	-17.2%	-16.2%	104,609	-17.2%
Member Dues/Initiation Fees	17,500	17,500	16,436	0.0%	6.5%	17,500	0.0%
Other Golf Revenue	1,815	2,600	2,730	-30.2%	-33.5%	1,815	-30.2%
Learning Center	5,153	6,200	6,169	-16.9%	-16.5%	5,153	-16.9%
Cart & Trail Fees	68,248	63,465	62,592	7.5%	9.0%	68,248	7.5%
Practice Range Sales	30,874	33,283	31,894	-7.2%	-3.2%	30,874	-7.2%
Merchandise Sales	28,310	32,300	34,346	-12.4%	-17.6%	28,310	-12.4%
Food & Beverage Sales	121,053	118,967	101,104	1.8%	19.7%	121,053	1.8%
Alcohol Sales	104,342	81,366	76,961	28.2%	35.6%	104,342	28.2%
Other F&B Revenue	56,346	21,487	23,279	162.2%	142.0%	56,346	162.2%
Other Dept Name		-	-	0.0%	0.0%	-	0.0%
All Other Revenue		-	-	0.0%	0.0%	-	0.0%
Total	**659,846**	**605,768**	**565,111**	**8.9%**	**16.8%**	**659,846**	**8.9%**
Total GF/Dues/Cart Fees	**311,953**	**309,566**	**288,628**	**0.8%**	**8.1%**	**311,953**	**0.8%**

Per Round	MTD	2024B	2023A	MTD B(W) % Budget	MTD B(W) % Actual
Total GF/Dues/Carts	$ 37.27	$ 38.34	$ 36.63	-2.8%	1.8%
Total GF/Dues	$ 29.12	$ 30.48	$ 28.68	-4.5%	1.5%
Non-Tourn GF/Dues	$ 25.76	$ 24.46	$ 21.53	5.3%	19.6%
Tournament GF	$ 35.22	$ 39.74	$ 39.25	-11.4%	-10.3%
MBR Dues/MBR Rds	$ 23.68	$ 26.32	$ 24.35	-10.0%	-2.7%
Cart & Trail Fees	$ 8.15	$ 7.86	$ 7.94	3.8%	2.7%
Range Fees	$ 3.69	$ 4.12	$ 4.05	-10.5%	-8.9%
Merchandise Sales	$ 3.38	$ 4.00	$ 4.36	-15.4%	-22.4%
Food/NAB Sales	$ 14.46	$ 14.73	$ 12.83	-1.8%	12.7%
Alcohol Sales	$ 12.47	$ 10.08	$ 9.77	23.7%	27.7%
Total Revenue	$ 78.84	$ 75.02	$ 71.71	5.1%	9.9%

Note: Blue are monthly members, green are annual members

Rounds	MTD	2024B	2023A	% 2024B	% 2023A	Projected Month #	Projected Month % Budget
Club Fees	1,193	1,102	919	8.3%	29.8%	1,193	8.3%
Full Daily	2,504	1,882	2,051	33.0%	22.1%	2,504	33.0%
Hotel Golf Package		-	-	0.0%	0.0%	-	0.0%
Member	739	665	675	11.1%	9.5%	739	11.1%
Golf Passes	207	464	343	-55.4%	-39.7%	207	-55.4%
Guest		-	-	0.0%	0.0%	-	0.0%
3rd Party Online		-	-	0.0%	0.0%	-	0.0%
Discounts		-	4	0.0%	-100.0%	-	0.0%
Tradeout		-	-	0.0%	0.0%	-	0.0%
Comp	756	783	708	-3.4%	6.8%	756	-3.4%
Tournament Fees	2,970	3,180	3,180	-6.6%	-6.6%	2,970	-6.6%
Total	**8,369**	**8,075**	**7,880**	**3.6%**	**6.2%**	**8,369**	**3.6%**
Memo: Non Tourn Rds	5,399	4,895	4,700	10.3%	14.9%	5,399	10.3%

Membership	Start	Sales	Attrition	Actual ME	Budget ME
Twilight Membership	350			350	350
	-			-	-
	-			-	-
	-			-	-
	-			-	-
	-			-	-
	-			-	-
	-			-	-
	-			-	-
	-			-	-
	-			-	-
Total	**350**	**-**	**-**	**350**	**350**

Clubs	Sales	YTD	Budget	YTD	YTD B(W)
Players Club	41	990	70	1,010	(20)
		-	-	-	-
Total	**41**	**990**	**70**	**1,010**	**(20)**

Contest	Sales To Date	Goal	Remaining
Summer Raffle	$ 11,148	$ 6,000	$ (5,148)

Other Key Data					
Active Emails	25,998	YE Goal	25,500	Needed	(498)
TGF YTD	17,143	YE Goal	20,000	Needed	2,857

Your budgeted expenses are:	401,984	Your budgeted EBITDA is:	203,784	Your projected EBITDA is:	257,861	Your projected B(W):	54,077

Event Sales and Marketing Tracking

Touchstone's Marketing department focuses on weekly reporting of sales results to budget, in addition to numerous planning techniques including a quarterly "Game Plan" document.

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Private Events	Bookings as of 8.12	Bookings as of 8.19	Pick Up Last Week	2024 Calendar Budget	$ Variance	% Var
Total All-Courses	$7,178,956	$7,302,579	123,623	$9,502,982	-$2,324,027	75.5%
Debell	455,242	457,787	2,545	422,223	$35,564	108.4%
The Territory	71,995	77,217	5,222	58,950	$18,267	131.0%
Grey Rock	37,122	37,122	-	33,700	$3,422	110.2%
San Marcos	25,989	26,889	900	25,000	$1,889	107.6%
Lake Chabot	1,600	1,600	-	1,000	$600	160.0%
Tilden Park	395	395	-	100	$295	395.4%
Mojave / Huukan	700	700	-	3,000	($2,300)	23.3%
Rancho Solano	860,073	870,906	10,833	880,850	($9,944)	98.9%
Paradise Valley	313,049	313,505	456	341,300	($27,795)	91.9%
Riverwalk	277,378	283,253	5,875	316,058	($32,805)	89.6%
Blue Rock	34,713	34,713	-	69,775	($35,062)	49.7%
Country View	12,021	12,021	-	50,350	($38,329)	23.9%
Canyon West	32,894	33,809	915	72,250	($38,441)	46.8%
Dos Lagos	52,661	53,286	625	93,600	($40,314)	56.9%
Colonial Park	68,932	68,932	-	126,875	($57,943)	54.3%
The Battleground	286,234	284,814	(1,420)	348,850	($64,036)	81.6%
The Reserve	297,841	309,476	11,634	388,253	($78,777)	79.7%
Coyote Creek	355,146	374,392	19,246	476,650	($102,258)	78.5%
Shoreline	527,051	545,988	18,937	691,200	($145,212)	79.0%
Applewood	693,668	714,247	20,578	861,150	($146,903)	82.9%
Chula Vista	475,702	484,034	8,332	643,600	($159,566)	75.2%
Stonebridge	316,230	321,041	4,811	541,900	($220,859)	59.2%
Bennett Valley	414,278	415,849	1,571	640,175	($224,326)	65.0%
Presidio	794,526	800,982	6,456	1,030,577	($229,595)	77.7%
Glen Annie	726,694	732,778	6,084	1,004,950	($272,172)	72.9%
Painted Dunes	46,819	46,843	24	380,646	($333,803)	12.3%

Key Performance Indicator Reporting

Aligned with the 3X monthly Scorecard reporting is a benchmark KPI schedule reviewed weekly with regional senior management. A sample of this report follows.

KPI	Report Date	8/31/2024	100%	Completed	Today	9/3/2024

		Membership Dues				Rounds				GF/Dues/Cart Per Rd.			Emails		TGF 2023	
Course	GM	Projected	Budget	B(W) $	B(W) %	Projected	Budget	B(W) $	B(W) %	MTD	Budget	B(W) $	Active	FYE Goal	YTD	Goal
Apache Wells	Jay Larscheid	99,090	99,124	(34)	0.0%	3,040	2,945	95	3.2%	$53.43	$51.13	$2.30	4,311	5,000		
Applewood	Bailey Gibson	17,500	17,500	-	0.0%	8,369	8,075	294	3.6%	$37.27	$38.34	-$1.06	25,998	25,500	17,143	20,000
Arcadia	Nick Scott	-	-	-	0.0%	3,209	3,568	(359)	-10.1%	$20.80	$18.49	$2.31	16,501	16,538		
Azusa Greens	Jason Kim	-	-	-	0.0%	2,540	3,500	(960)	-27.4%	$25.73	$21.05	$4.68	1,564	5,000	2,357	5,000
Battleground	Scott Arnold	21,705	15,739	5,966	37.9%	3,961	3,971	(10)	-0.3%	$31.21	$29.04	$2.16	17,764	18,000	2,242	4,000
Bennett Valley	Greg Anderson	16,608	20,604	(3,996)	-19.4%	6,836	7,108	(272)	-3.8%	$37.69	$36.83	$0.85	17,246	20,000	4,015	6,000
Blue Rock	Omar Choto - AGM	37,757	40,481	(2,724)	-6.7%	9,743	9,934	(191)	-1.9%	$39.00	$37.31	$1.70	38,207	31,500	2,986	10,000
Canyon West	Jonathan Nash	12,241	12,683	(442)	-3.5%	3,031	1,904	1,127	59.2%	$36.46	$38.47	-$2.00	8,842	11,000	2,005	2,500

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Monthly PAR Reporting

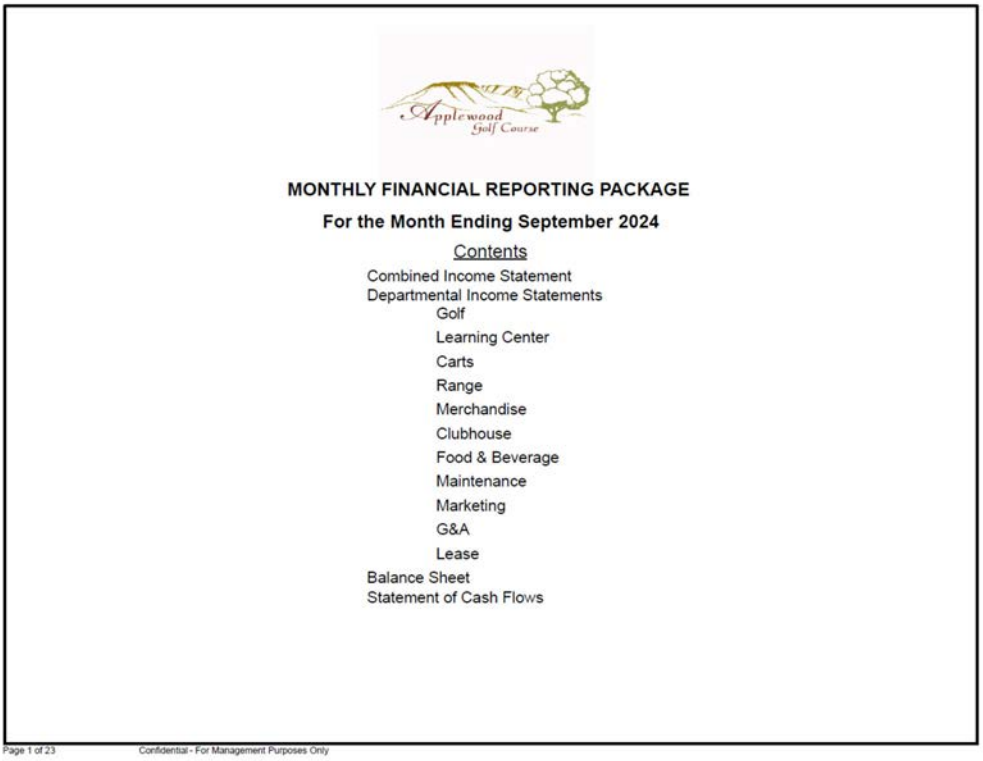
Touchstone's Performance Analysis Report (PAR) is generated with each monthly financial package and used as a mechanism for General Managers to communicate on all key variances of performance to budget. A snip of this 3 page report follows.

APPLEWOOD GOLF COURSE
For Period Ending Sep-30-2024
Performance Analysis Report (PAR)

	CM ACTUAL	CM BUDGET	B(W)	CM PY ACTUAL	YTD ACTUAL	YTD BUDGET	B(W)	YTD PY ACTUAL	COMMENTS
Revenue and Earnings									
Total Revenue	599,852	572,248	27,604	540,201	3,788,591	3,772,475	16,116	3,426,835	It's a great month for revenue, setting a new record. EBITDA was impacted by payroll this month.
EBITDA	158,723	180,501	(21,779)	176,748	891,597	961,299	(69,702)	861,837	
EBITDA Margin	26.5%	31.5%	(0.2%)	32.7%	23.5%	25.5%	(0.1%)	25.1%	
Revenue									
Golf	242,263	219,604	22,659	205,559	1,478,641	1,420,673	57,968	1,291,160	Golf and F&B revenue helped beat the month. Aerification did not seem to impact revenue for this month. It was also a good month for private events and Bunker's. We beat Bev cart budgets by over $5k. This revenue number is a new record by $60,000.
Learning Center	2,384	3,100	(716)	2,083	17,375	18,000	(625)	16,502	
Carts	60,091	61,445	(1,355)	60,655	449,127	417,466	31,661	410,173	
Range	25,851	24,776	1,075	24,784	217,201	211,714	5,487	198,135	
Merchandise	28,245	27,801	444	22,336	181,266	192,878	(11,612)	185,244	
Food & Beverage	240,981	235,522	5,460	224,754	1,444,483	1,511,745	(67,262)	1,324,918	
All Other Departments	36	-	36	29	499	-	499	702	
Total Revenue	**599,852**	**572,248**	**27,604**	**540,201**	**3,788,591**	**3,772,475**	**16,116**	**3,426,835**	

Financial Statement Package

Touchstone generates a comprehensive monthly financial package for each location that includes all of the items below. A supplemental package contains the PAR, cash flow projection, bank reconciliations and other relevant information.



Applewood Golf Course

MONTHLY FINANCIAL REPORTING PACKAGE

For the Month Ending September 2024

Contents

Combined Income Statement
Departmental Income Statements
- Golf
- Learning Center
- Carts
- Range
- Merchandise
- Clubhouse
- Food & Beverage
- Maintenance
- Marketing
- G&A
- Lease

Balance Sheet
Statement of Cash Flows

Page 1 of 23 Confidential - For Management Purposes Only

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Cash Projection Modeling

Touchstone operates under a “no surprises” approach to cash management utilizing a projection model updated monthly.

Applewood 09.30.2024 Cash Projection

CASH FLOW PROJECTION 2024	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
Budget												
Actual/Projected Starting Cash Balance	124,396	129,307	90,473	181,202	182,058	85,657	241,788	324,425	356,436	467,635	602,226	596,886
Memo: Non-Current Accounts Payable EOM	5,860	2,779	4,328	4,093	16,312	45,189	4,743	14,541	47,431			
Net Income	(86,463)	(67,446)	13,231	117,012	182,102	184,809	229,056	203,190	179,930	119,125	(13,174)	(138,861)
Add: Depreciation & Amortization Expense	0	0	0	0	0	0	0	0	0	0	0	100,000
Non-Cap Project Expense	0	0	0	0	0	0	0	0	0	0	0	0
Owner Expense	0	0	0	0	0	0	0	0	0	0	0	0
Loan Principal Payments	0	0	0	0	0	0	0	0	0	0	0	0
Capital Lease Principal Payments	(4,618)	(4,632)	(4,645)	(4,663)	(6,053)	(6,075)	(6,098)	(6,120)	(6,142)	(6,165)	(4,758)	(4,772)
Fixed Asset Purchases	0	0	0	(5,000)	(14,000)	0	0	0	0	0	0	0
Capital Expenditures - Projects	0	(3,500)	0	(27,000)	(30,000)	0	(30,000)	0	0	0	0	0
Insurance Prepaids	0	0	0	0	0	0	0	0	0	0	0	0
Property Tax Payments	0	0	0	0	0	0	0	0	0	0	0	0
Other: Percentage Rent	0	(250,000)	0	14,086	47,482	49,978	58,327	54,115	47,399	29,946	(4,038)	(7,068)
Other:	16,630	16,630	(8,315)	(8,315)	(8,315)	(8,315)	(8,315)	(8,315)	(8,315)	(8,315)	16,630	16,630
Other:	0	0	0	0	0	0	0	0	0	0	0	0
Cash Projection End of Period	49,945	(179,640)	90,744	267,321	353,274	306,054	484,758	567,295	569,308	602,226	596,886	562,815

Statement of Cash Flows Summary - Actu												
Starting Cash Actual	124,396	129,307	90,473	181,202	182,058	85,657	241,788	324,425	356,436	0	0	0
Recap From Statement of Cash Flows (Actual):												
Net Income	(37,127)	(64,143)	5,246	85,395	125,482	191,340	172,629	235,320	157,812	0	0	0
Impact of Operating Activities	42,038	26,756	85,944	(84,538)	(195,425)	(8,012)	(61,615)	(208,105)	(46,613)	0	0	0
Impact of Investing Activities	0	0	(461)	0	(26,458)	(83,633)	(11,745)	4,796	(29,162)	0	0	0
Impact of Financing Activities	0	(1,448)	0	0	0	56,436	(16,633)	0	29,162	0	0	0
Change In Cash	4,911	(38,834)	90,729	856	(96,401)	156,131	82,636	32,011	111,199	0	0	0
Actual Ending Cash	129,307	90,473	181,202	182,058	85,657	241,788	324,425	356,436	467,635	0	0	0
Better (Worse) Cash Position	79,362	270,114	90,458	(85,263)	(267,617)	(64,265)	(160,333)	(210,859)	(101,673)	0	0	0
Memo: Budgeted Net Income	(86,463)	(67,446)	13,231	117,012	182,102	184,809	229,056	203,190	179,930	119,125	(13,174)	(138,861)

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Section E
Course Grounds Keeping and Management Plan

Management submits a plan that clearly and effectively demonstrates extensive knowledge of golf course grounds keeping and management.

• Highly Advantageous – Submission of a plan that clearly and effectively demonstrates extensive knowledge of golf course grounds keeping and management or outsourced maintenance qualifications.



To achieve the proper service levels and guest experience at the City's golf facility, a thoughtful, well-executed plan relating to golf course and facility maintenance is required. Touchstone begins with the vision for the golf course and then works with the City and local golfers to define the necessary steps to turn the vision into reality. Thereafter, Touchstone utilizes a system to define ongoing tasks necessary and the corresponding labor so that the golf course vision and quality is delivered on a consistent basis. Supplementing this approach is the regular management of a priority list of projects, created and maintained by the Superintendent and General Manager, and Touchstone executives, but again with regular input from the City and golfers. These methods and practices are designed to provide a consistent and lasting quality customer experience at each golf facility we manage.

Maintenance Quality Standards

Touchstone will utilize the detailed maintenance practices provided in the RFP as a starting point and refine those to achieve the quality standards expected under the business planning process and within the budget capacity of the golf course.

In order to meet the expectations for course conditions it will take the full commitment and dedication from the Superintendent and maintenance staff. Touchstone would implement the following procedures:

➢ The Superintendent will post a quarterly calendar displaying all activities that relate to turf management, cultural practices and improvement. These would include aeration, fertilization, herbicide applications, turf seeding or replacement and capital improvement projects. This plan will be reviewed directly by Mark Luthman, President. Once approved, the Superintendent will execute the plan and make changes as weather dictates.

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➢ A monthly improvement plan will be developed by the Superintendent and reviewed by regional management to assess if the golf courses are meeting their plan or falling short of established goals. The Superintendent will be accountable for the timely execution of this plan and any corrective actions.

The goal of establishing Minimum Maintenance Standards for golf course maintenance is to outline maintenance frequencies and standards that are appropriate for the golf course. The Minimum Maintenance Standards take into account the changing needs of the golf course based on course utilization, time of year, environmental and other factors.

Minimum Maintenance Standards create consistency and enhance the golfing experience. The goal is to provide the guest with a great day of golf from the first tee to the eighteenth green. By meeting or exceeding guest expectations with a consistently well maintained golf course and good turf coverage we are providing the high quality value that each guest deserves. A good maintenance program begins with the organization of the maintenance facility and our staff. The following summarizes our standards and approach in this area which would be further detailed in a comprehensive agronomic plan upon arrival on property and a full assessment of golf course conditions, equipment and personnel – we note that the City may have established standards in the RFP that would be reconciled to the information below.

In season: April through October	Off season: November through March
➢ Mow greens 7x per week @ .115" to .128". ➢ Mow greens surrounds 1-2x per week @ 1.25" - 1.5" ➢ Roll greens 2-3x per week ➢ Mow tees, collars and approaches 2-3x per week @ .500" ➢ Mow fairways 2-3x per week @ .500" ➢ Mow roughs 1-2x per week @ 1.25" – 1.5" ➢ Hole rotation: Cups are changed every day	➢ Greens mowed as needed based on growing conditions @ .115" to .128". ➢ Roll greens 1x per week ➢ Mow greens surrounds 1x per week ➢ Mow tees 1 x per week @ .500" ➢ Mow fairways and collar and approaches 1x per week @.500" or as needed based on growing conditions. ➢ Mow roughs only as needed @ 1.25" – 1.5" ➢ Hole rotation: Cups are changed except for 1 day per week

Other Maintenance Practices

Practice	Timing
Aerification	▪ Greens (May, and October); Tees (Spring and Summer) ▪ Fairways/roughs (Spring and Summer)
Fertilization	▪ Greens: Granular or foliar, Bi-weekly ▪ Fairways and Tees: Granular, 6-8 weeks depending on weather conditions ▪ Roughs: Granular 6-10 weeks depending on weather conditions
Pre-emergent	▪ Apply in November/December to fairways and roughs ▪ Apply Post-emergent in January - May for cleanup purposes as necessary.

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Turf Protectants	Fungicides and insecticides applied on an as needed basis to address specific disease or insect activity on the course. Based on observations on the property we would consider utilizing a preventative fungicide program to prevent disease activity on the greens if the needs of the golf course required it. These practices will be detailed in the Integrated Pest Management Plan.
Tests	▪ Soil tests will be taken 2x per year. ▪ Water tests will be taken 1x per year
Divot Repair	▪ Tees 1x per week in season. ▪ Sand mix includes seed to aid recovery.
Irrigation	Turf would be irrigated the necessary amount based on turf varieties, temperature and evapotranspiration to ensure turf health and overall strong playing conditions for guests.
Trees	Maintained in a suitable fashion to ensure their health, tree trimming would be prioritized in the following order: ▪ Trees presenting a safety concern ▪ Trees that may have a health issue due to overgrowth ▪ Trees that are negatively impacting turf health on greens after all other solutions are exhausted. ▪ Trees that affect playability of the course, and trimming to improve the aesthetics of the tree.
Bunkers	▪ Mechanical Rake 5x per week, daily spot raking ▪ Edging is continual
Greens	▪ Light/frequent top-dressing bi-weekly in the growing season ▪ Verticut as necessary to thin thatch and improve playability.
Facility Landscape	▪ Mow areas 1-2x per week ▪ Rotate flowers our in spring, summer and fall ▪ Weed control daily
All course maintenance will be adjusted based on weather conditions and turf needs.	

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Section F
Clubhouse Operations

Club House Operations. Management shall submit an operation plan for the snack bar and beverage service during regular season golf operational periods.

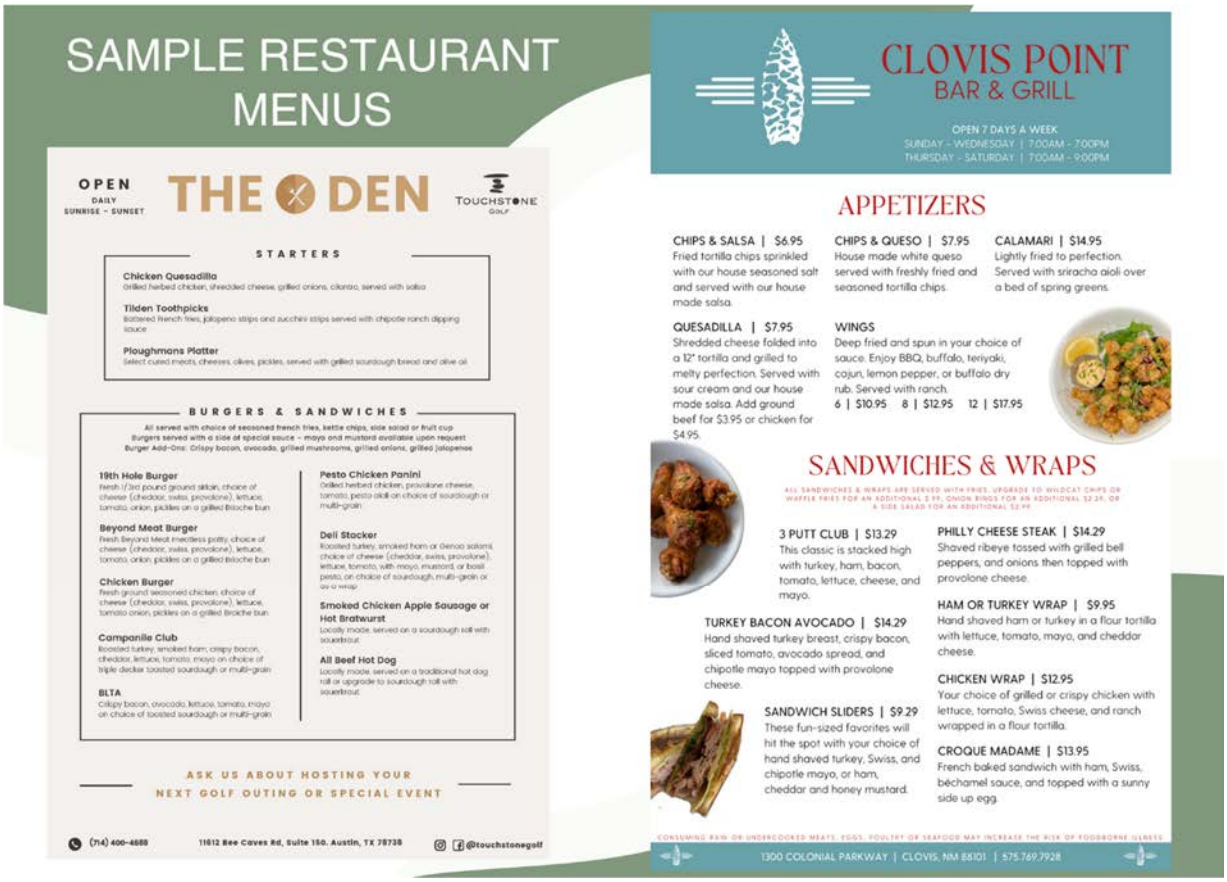
• Highly Advantageous – Submission of an operation plan that details staffing, hours and services to provide consist operations of the snack bar and beverage service throughout the regular season or outsourced management qualifications.

Type of Menu

Touchstone takes great pride in the food and beverage operations across its portfolio of golf courses. The Neches Pines Golf Course has a tremendous opportunity to improve the overall success of its food and beverage operations. Touchstone has successfully deployed strategies to improve the look and feel, along with the quality of food and beverages provided with modest investments of capital.

A sample of our restaurant/grill menu design is provided below; Touchstone would create a unique menu for the Neches Pines Golf Course based on the overall target for daily food and beverage clientele.

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A sample of other Touchstone food and beverage venues is provided below.



Catering and Private Parties

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The following highlights typical banquet/event menu design that would be customized for the needs of the Neches Pines Golf Course facility.



An important element of enhanced food and beverage capabilities is the ability to host community events – both golf and non-golf related. The following is a small example of community events hosted at other Touchstone facilities.

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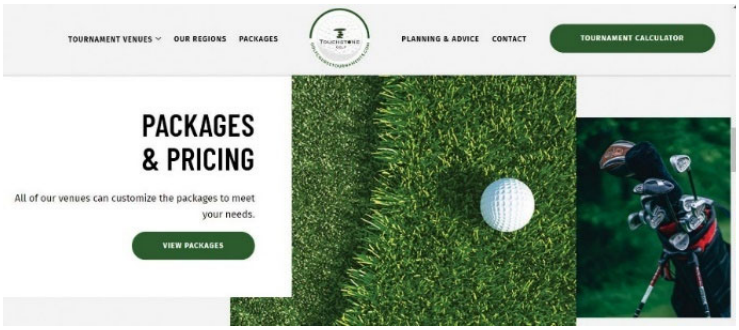
Tournament Packages

Increasing golf tournaments and non-golf events will be a cornerstone in improving the long-term profitability of the Neches Pines Golf Course. It is important that such events are actively solicited, renewed, and priced properly. Equally important is the need to schedule such events to complement the revenue stream rather than erode critical individual round revenue. For example, weekend tournaments are best held in the late morning to fill times that are of less demand and protect high demand times that can be filled by residents, course members and visitors. Since most charity events seek the lowest possible cost in order to raise the most money, generally such events can be channeled to off-peak times (e.g., Weekday afternoons). Competitive events are also very desirable given the quality of the golf courses including USGA and State qualifiers along with local men's, women's, senior's and junior golf events.

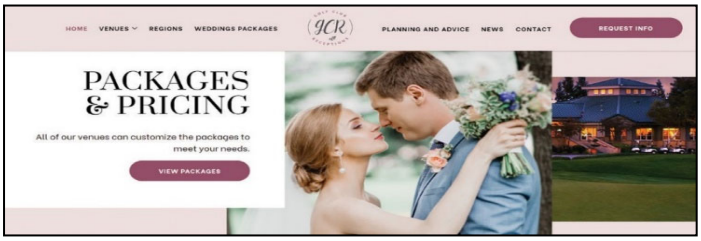
The food and beverage element for events is key to the long-term success of the Neches Pines golf course operation. Banquet capabilities are essential to support food and beverage services for golf tournaments, but the upside is in building capabilities that serve a broad and varied type of events that extend well beyond golf-related activities.

Touchstone maintains proprietary websites where the Neches Pines Golf Course will be featured for both golf and non-golf events.

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www.golfcoursetournaments.com



www.golfclubreceptions.com

Kitchen Equipment and Facilities

A full evaluation would be made of the existing equipment and facilities to determine if the resources are sufficient to execute the desired menu and food quality being sought for the venue. Our national buying power will be beneficial for any equipment that needs to be added or replaced.

Other

Touchstone's experience in operating food and beverage components of golf courses ranges from fine dining to snack bars, along with extensive experience with banquet catering operations. We combine three (3) critical components to drive the success of our food and beverage services for our clients:

It Is All About Freshness. Most consumers know when they are eating fresh food versus something that is pre-packaged or frozen. While for cost management purposes, certain pre-packaged or frozen ingredients are necessary, our bias is to present fresh food at every possible opportunity.

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Consistency. Repeat business and customer advocacy in the restaurant business is built by delivering a consistent high-quality product over and over again. We create this consistency through well documented recipes so that the bread is toasted right, the sandwich is layered properly, and the salad is at the proper temperature.



Turkey Club

The turkey club has been a staple on our menu for years. It continues to be one of our top sellers in the grill. We smoke our turkey fresh, in house, every two to three days. It is a quick and delicious option for golfers to grab and go.

Need more help?

Using your QR code reader app, hover your phone over the QR code to the right, an instructional video will pop up and David will show you step by step how to execute this recipe.

Turkey Club

Ingredients	Recipe Unit	Qty	Unit Cost	Extended Cost
Sweet Bun	each	1	$ 0.62	$ 0.62
House Smoked Turkey	oz	3	$ 0.25	$ 0.75
Bacon	slice	2	$ 0.32	$ 0.64
Chipotle Mayo	oz	0.25	$ 0.08	$ 0.02
Swiss Cheese	slice	1	$ 0.21	$ 0.21
Cheddar Cheese	slice	1	$ 0.17	$ 0.17
Green Leaf Lettuce	oz	0.25	$ 0.10	$ 0.03
Tomato	slice	2	$ 0.09	$ 0.18
			$ -	$ -
			$ -	$ -
Total				$ 2.62

Recipe Cost Before Waste	$ 2.62
Waste (5%)	$ 0.13
Recipe Cost After Waste	$ 2.75
Selling Price	$ 9.75
Gross Profit	$ 7.00
Gross Profit %	72%
Food Cost	28%

Notes:

Time it should take to prepare:

6 Minutes

Profitability Is A Priority. Every aspect of our food and beverage operations is organized to maximize profitability. We use "Core Cards" to define the content of every item served so we know the cost of each item, the pricing and the margin. We use a labor scheduler to make sure that there is enough staff to deliver the necessary service while minimizing idle staff costs. Our national account status with Sysco to bring low prices of goods to our properties.

As part of Touchstone's transition process, we do a full assessment of the existing food and beverage facility and present recommendations in the business plan, including:

- Concept, brand, and menu design in collaboration with input from the client, golfers, staff, and the public
- Cosmetic and minor improvements to the look and feel of all dining spaces while also considering more significant investments
- Cooking line set up to explore more efficient and productive ways to execute
- Signage enhancements and dedicated websites
- Staffing levels – we use a demand-based labor scheduling process
- On-course service evaluation and opportunities

How to maximize and improve citizen attendance at these concession facilities.

Touchstone's operating philosophy described earlier emphasizes programming at each golf facility it manages. Our programming reaches beyond golfers to make sure that the entire community has the means to enjoy the golf courses we manage, which often leads to more golf participation. Non-golf events such as live music and movie nights and a wide range of community-focused non-golf events can bring citizens from all backgrounds to enjoy the golf course facility. The following is a sample of how we accomplish diverse programming at our facilities.

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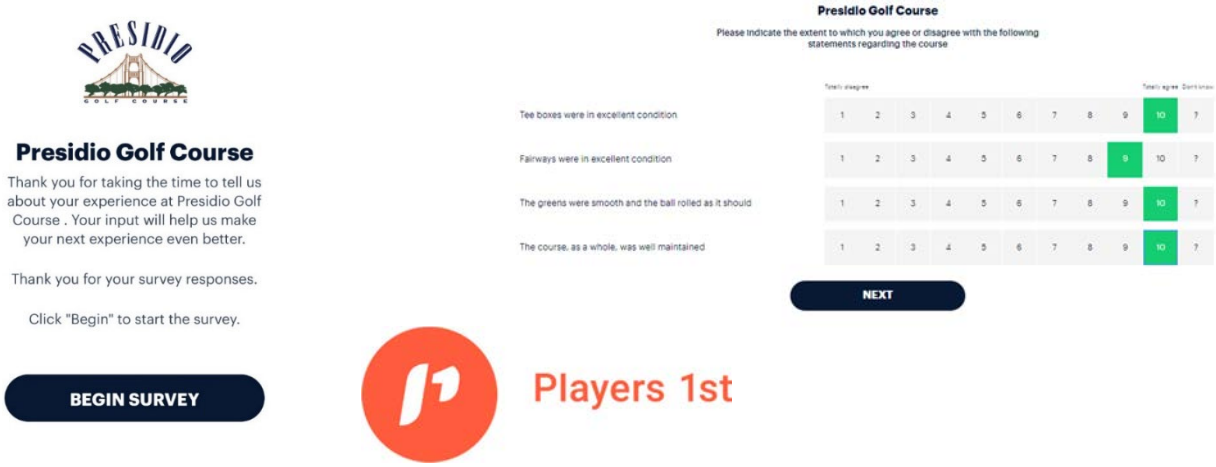
Further, our customer service approach aims to change the operating bias of the golf course to prioritize customer service and value guest feedback by deploying multiple methods to gather comments, ratings and evaluations. We demonstrate a commitment to valuing this information by responding to guests in a wide range of mediums including social media, changes to operating processes and programs, and direct engagement. Our tactics include:

1) Implement core elements of Touchstone customer service program including FIRST and Take 5 to Shine.
2) Assign management to review all social media commentary and engage in responses and follow up.
3) Implement Players 1st system to send all golfers a quick and easy survey after each round of golf.
4) Meeting with clubs based at the golf course to solicit input. In some cases, this can take the form of an Advisory Committee with the leaders of the clubs and representatives from the neighboring homes.

The Players 1st Survey System is the leading survey platform in the golf course industry. A variety of components are available, but the primary evaluation is a survey sent

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immediately upon completion of a round of golf. This mobile friendly survey allows for near real time feedback for management's attention.





Patio Dining, Aces Ice House - Pruneridge Golf Club

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Section G
Proposed Fees and Terms

Touchstone proposes a fixed management fee with incentive structure as follows that will maximize the return of profits to the City and the golf course:

Fixed Management Fee:	$6,500 per month
Term:	5 years, 1 5 year renewal option
Incentive Fee:	20% of the annual improvement in net operating income, or if for an interim period 20% of the improvement over the comparable interim periods.
Donation:	As part of Touchstone's proposal, we will contribute $2,500 towards junior golf programming for the Neches Pines Golf Course.
Revenue and Costs:	All revenue and costs associated with the golf course facility will be for the accountde of the City, including the Food and Beverage operations. Touchstone is proposing a full service management engagement where the profit and loss of the golf course is for the City's account. We have a full profile of similar properties where we have worked to reduce and in most cases eliminate operating losses leading to long-term viable golf operations.



Lady Bird Johnson Municipal Golf Course, Fredericksburg, TX

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City of Diboll Volunteer Fire Department

November 2024 Council Report

November 4th

- Pledge
- Incident Reports
- Business Meeting
- Training on SCBA
- Run trucks
- Clean station

  Fireman present (11)

November 11th

- Pledge
- Incident Reports
- Training on hoses
- Run trucks
- Clean station

  Fireman present (9)

November 18th

- Pledge
- Incident Reports
- Training on ladders
- Clean station

  Fireman Present (11)

November 25th

- Pledge
- Incident Reports
- Run trucks
- Training on ropes
- Clean Station

  Fireman Present (12)

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City of Diboll Volunteer Fire Department

November 2024 Emergency Incidents (17)

November 2, 2024 - 1443

- **Call # 2400000730**
  1406 N. Hendrix
  Illegal Burn
  In City
  Trucks NA
  Diboll Fire personnel responded (5)
  7805, 7814, 7826, 7827, 7835

November 4, 2024 - 0703

- **Call # 2400000229**
  8166 US HWY 59
  10 / 50
  Out of City
  Trucks NA
  Diboll Fire personnel responded (4)
  7814, 7820, 7827, 7836

November 8, 2024 - 0120

- **Call # 2400000231**
  1500 N Hendrix
  10 / 50
  In City
  Trucks 54
  Diboll Fire personnel responded (1)
  7820

November 8, 2024 - 2125

- **Call # 2400000234**
  Dennis St / Wells St
  Electrical power out
  In City
  Trucks NA
  Diboll Fire personnel responded (2)
  7814, 7826

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City of Diboll Volunteer Fire Department



November 8, 2024 - 0347

- **Call # 24000000732**
  N HWY 59 / Construction Zone
  Semi-Truck hit barrier
  Out of City
  Trucks NA
  Diboll Fire personnel responded (1)
  7836

November 10, 2024 - 1119

- **Call # 24000000238**
  200 Stubblefield
  False Alarm
  In City
  Trucks NA
  Diboll Fire personnel responded (5)
  7805, 7814, 7826, 7827, 7836

November 12, 2024 - 0743

- **Call # 2400000239**
  HWY 59 / Goodwill Store
  Vehicle stopped on HWY
  In City
  Trucks NA
  Diboll Fire personnel responded (2)
  7805, 7827, 7835

November 17, 2024 - 2008

- **Call # 2400000242**
  11663 FM 819
  Tree on Road
  Out of City
  Trucks 61
  Diboll Fire personnel responded (7)
  7801, 7810, 7814, 7820, 7825, 7826, 7836

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City of Diboll Volunteer Fire Department



November 17, 2024 - 2034

- **Call # 2400000243**
  HWY 59 Median / 2497
  18-Wheeler Overturned
  In City
  Trucks 54, 58, 61
  Diboll Fire personnel responded (7)
  7801, 7810, 7814, 7820, 7825, 7826, 7836

November 17, 2024 - 2122

- **Call # 2400000244**
  470 Tidwell Rd
  Utility Emergency
  Out of City
  Trucks / NA
  Diboll Fire personnel responded (7)
  7801, 7805, 7810, 7814, 7820, 7825, 7826, 7836

November 17, 2024 - 2212

- **Call # 2400000245**
  9765 FM 1818
  10/50
  Out of City
  Trucks 61
  Diboll Fire personnel responded (7)
  7801, 7810, 7814, 7820, 7825, 7826, 7836

November 17, 2024

- **Call # 2400000985**
  FM 58 / Cotton Thompson
  10 / 50
  Out of City
  Trucks 58
  Diboll Fire personnel responded (3)
  7814, 7826, 7836

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City of Diboll Volunteer Fire Department



November 18, 2024 - 1445

- **Call # 2400000246**
  N HWY 59 / Blue Jay
  Vehicle hydroplaned
  Out of City
  Trucks 54
  Diboll Fire personnel responded (5)
  7805 7814, 7823, 7826, 7836

November 20, 2024 - 1804

Call # 2400000247
N Hendrix / 2497
10 / 50
In City
Trucks 54
Diboll Fire personnel responded (3)
7814, 7826, 7835

November 23, 2024 - 1005

- **Call # 2400000248**
  N Temple / 2497
  10 / 50
  In City
  Trucks 54
  Diboll Fire personnel responded (4)
  7810, 7814, 7820, 7826

November 24, 2024 - 1349

- **Call # 2400000249**
  HWY 59 S
  10 / 50
  Out of City
  Trucks 54
  Diboll Fire personnel responded (2)
  7820, 7835

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City of Diboll Volunteer Fire Department



November 24, 2024 - 1423

- **Call # 2400000250**
  8166 HWY 59 S
  10 / 50
  Out of City
  Trucks 54
  Diboll Fire personnel responded (2)
  7820, 7835

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Diboll Police Department

Monthly DEPT. STATS

NOVEMBER 2024

CALLS FOR SERVICE (DISPATCHED)	**301**
CALLS FOR SERVICE (SELF-INITIATED)	**874**
BUSINESS/BUILDING CHECKS	**58**
EXTRA PATROLS/ PATROL REQUESTS	**193**
TRAFFIC STOPS	**679**
TOTAL ARRESTS	**14**
MISD. ARREST	**5**
FELONY ARREST	**9**
INCIDENT REPORTS	**22**
CRASH REPORTS	**10**

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Public Works Director Council Report – December 2024

UCRM-2 SCADA Upgrades: SCADA

Procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime. Scada ongoing. Radio tower schedule below.

1 WWTP* 100ft Tower Install Radios & Antennas 22-Mar, Duration 2 days.
2 OEST Install Radios & Sector Antennas on tower rails 24-Mar, Duration 2 days.
3 North Pump Station Install Radio & Antenna on existing 60 ft tower 27-Mar, Duration 1 days.
4 NEST Install Radio & Antenna on tower rails 6-Apr, Duration 2 days.
5 Well 1 Install 20ft tower extension, Radio and Antenna 28-Mar, Duration 1 days.
6 Well 2 Install 20ft tower extension, Radio and Antenna 29-Mar, Duration 1 days.
7 Well 3 Install 20ft tower extension, Radio and Antenna 30-Mar, Duration 1 days.
8 Well 4 Install 20ft tower extension, Radio and Antenna 31-Mar, Duration 1 days.
9 Well 5 Install new 60ft tower, Radio and Antenna 22-Mar, Duration 10 days.
10 Prison LS Install Radio & Antenna on Existing tower 3-Apr, Duration 2 days.
11 Lynn LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.
12 Neil Pickett LS Install Radio & Antenna on Existing tower 4-Apr, Duration 2 days.
13 AS Davis LS Install Radio & Antenna on Existing tower 5-Apr, Duration 2 days.
14 Lumberjack LS Install new 40ft tower, Radio and Antenna 23-Mar, Duration 10 days.

Radio tower and equipment installation 80% through 4/7 – has been delayed due to rain. Plan to resume 4/10 and complete installation, radio programming, and testing by 4/14 weather permitting. Radio/Network Items and radio towers all received and dispatched to site. Procurement for all Control Panels ongoing, expected completion 4/30. Assembly of panels planned 4/17 start staging. Scada-work was ongoing this week at lift stations. Hardware installations and cutover to

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temporary control panels. New control panel installation at lift stations completed 7/5. Weather stations to be installed this week. Final testing to insure they are working correctly. Work on water well SCADA to begin 7/10.

7/31- 8/4 Reconfigure Radio network with new IPS. Will be replacing Water wells 3, 1, 5 and cut over. 8/7 – 8/11 Will be replacing Water wells 4, and NPS and possibly NEST. Also, will be working at the WWTP to trace and label wiring in preparation for the Panel changeout. 8/14 – 8/18 Install Well 2 panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

We started to experience communication failures at our well sites on the new SCADA network. This caused a delay of the installation until we were able to diagnose the problem. Our techs boosted our signal strength and coded reboot protocol into the programing. This seems to have fixed the problem. Installation at well 1,5 and old elevated resumed 9/7/2023

Well 1 and 5 SCADA installation completed. Old elevated tower installation ongoing.

SCADA Panel:

The SCADA PLC is installed, wired up, and powered up. Its program has been tested and uploaded. It is communicating with the OEST intermediate PLC. Establish comms with Chlorine PLC loop testing. HMI is installed and its application loaded. The new chlorine analyzer has been installed and is functioning. We found the level GST sensor to be malfunctioning. Initially, we noted some blockage in the plumbing and cleared it out however, the sensor function was intermittent. We tested this by installing another temporary transmitter to the auxiliary line and measuring both readings. We were able to procure another sensor through Schneider Electric today and had it couriered to Diboll and were able to replace the malfunctioning sensor as it is imperative for the system to function as designed. Well 2 is going offline for about 2 days as we work on this cutover process after previously making sure that NPS was performing as expected and everyone involved agreed. It's a crucial step in keeping things running smoothly, but we're aware it might cause some ripples in the regular functionality of the WWTP.

Well 2 panel installs have been completed on 10/19/2023. Turned off well 2 and related wells 3 & 4 feeding into the Old GST.

Testing all the IO to determine functionality. We found we couldn’t function pump 3 from the control panel. Well 2 depth measurement was not operational. Chemical pump logic was found to be disabled for adjustment according to aggregate flow from wells 2,3,4. Only one chemical pump is operational, however the sensor wire is cut so it cannot be controlled. This was probably due to unreliability and/or well flow meters going out of service and/or unreliability of controlling pump strokes. Pump 1 and pump 3 flowmeters have water ingress and are corroded – non-operational. Removed the old Well 2 panel and installed the new panel backplane. Started the process of completing all the wiring. Spent a considerable amount of time troubleshooting pump 3 on/off command, this has been corrected and pump 3 is now operational from PLC and SCADA. Replaced the level transmitter on well 2 and now water depth reading from well 2 is available. Completed and organized wiring on the new panel. PLC program was installed and tested. Local HMI application was installed and tested. SCADA operation was tested, and status checks completed. Wells were tested in auto mode by forcing sequences. Pumps were tested in auto mode by forcing sequences. Added additional logic to disable chemical pumps at a level above 3 mg/l and reenable at 1mg/l, this will prevent excessive chlorination of the GST in case one of the wells

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are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

Chemical pump remains flashing on SCADA, however it was tested to physically turn on when needed – need to trouble shoot but we may need to access Wonderware back end.

All cycles need to run in Auto mode (OEST Demand and GST Demand), well calls GST level setpoints, this will be monitored over the next few days as the GST and OEST systems are switched to Alternate or GST only.

Need input to calibrate the scale for the well level sensor.

Wiring the HMI

We found a fill valve in the vault outside of the OEST compound. There is wiring connected to it, but it does not show on the WW SCADA nor is it controlled by the PLC. We will investigate the wiring further and discuss functionality with the city before wiring it back into the new panel.

All water wells, towers and lift stations have been completed. Work is still ongoing at WWTP. Graphics are being updated with points as SOAP is completing work in the field. Working to be completed before the Christmas holidays. A realistic goal would be to have the final walkthrough and acceptance the first week of January.

SCADA - WWTP Functional Performance Testing and Graphics updates are ongoing. Completion week of 1/8/24

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule a final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

During the final walkthrough we found some issues with the SCADA programing at the WWTP. Techs are working with the manufacturers of the system controllers to correct the problem.

SOAP contractors have had issues with completing the scope of work associated with this project. After conferring with PSI they have decided to hire Prime Controls to come in and perform a complete system analysis of work completed by SOAP. This will be at no additional cost to the City.

Prime controls were on site 9/4/2024. We made site visits to all locations controlled by SCADA. Original scope of work was provided. They are now working on a complete system analysis for us to review.

Estimated completion date TBD .

Status: 95% Complete

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UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and PSI is having to develop that marketing material for the door tags. Meters trickling in. Looks like all the endpoints have been delivered. 5/8x3/4 meters still tracking first week of June.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Door tags and mailers proof is ongoing. The Neptune Customer portal is new, and they having to develop that marketing material for the door tags. 5/8x3/4 meters still tracking first week of June.

5/8x3/4 meters are at Core and Main in Lufkin. Mailer and Door Tag proofs have been provided for review next week. With delivery set for mid-June. Soft start for meter installs next week, likely mid-week. Door tags and mailers have been approved. They will be distributed to the first group of residents to receive new meters. Soft start scheduled for 7/13. Start was delayed due to a programing issue with Neptune and our system software. We are looking at a start date of August 16,2023.

Meters were started installing on 8-28-2003. 474 meters have been installed as of 9/7/2003. The installers are moving fast, and we expect to be completed by the end of the month.

Out of 1523 total meters 1428 meters have been installed. City crews are completing the skip list and helping find all meters that were not locatable. Many are idle accounts that are no longer in use. We have 13 large meters to install. All meters and fixtures will have to be replumbed.

1453 total meters changed. Crews will be back on site to finish the remaining meters 12/15/2023.

We are still waiting on a lead time for the remaining 3 meters that are on order.

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Water meters - skip list locates, on 21 remaining meters. Wanting to complete by week of 1/8-1/12. Billing Integration - Ongoing

The second round of interface and field staff training will be scheduled this week.

Water meters -still have 5 meters on order and to install. This will be late April or early May before meters on hand

Customer Portal setup - Neptune is working on setting up the portal. Should be completed by end of next week.

Second training to be scheduled when Portal is completed for Neptune 360 and field troubleshooting.

Develop and send out mailer for water customers regarding Customer Portal

Mailer for portal info being developed. Proof next week for review

The remaining meters have arrived, and installation scheduled for 5/22/2024

Incorrect meters were shipped. Correct meters have been reordered. Our second round of meter testing is scheduled for July.

We are still waiting for the meters to arrive. We have rescheduled the meter testing for after all meters are installed.

Neptune has provided the ship dates for the order.

1	4 x 14	April 11, 2025
1	4 x 20	April 11, 2025
3	1-1/2 x 13	March 7, 2025

Meter testing scheduled for January.

Estimated completion date of TBD

Status: 90% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and

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environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter. The TWDB is still reviewing the engineering report on the WWTP project. Based on the email below, KSA should have comments by the end of next week. They should know more about the environmental status early next week.

Good morning Mr. Hays,

I had started to review the EFR but had to prioritize a few other deadlines so I will need to get back to that review and finish it. I plan to send you review comments or to let you know that the EFR satisfies TWDB requirements before the end of next week.

I know Gayla has a few environmental reviews that she is working on currently and one of those should be for the City of Diboll. I will have a meeting with her on this coming Monday to get an update then one of us will report back to you on the environmental status.

Please feel free to reach out to our team with any questions on this project or any others. I would also like to thank you for your patience with us as we work through our heavy workloads.

Thanks,

Cody

KSA have some minor comments to respond to on the engineering report. They have asked for a detailed cost estimate and a statement indicating how we will address any budgetary constraints. Danny's plan for that statement is to indicate that the City will decide between securing additional funding or prioritizing project components to remain within available construction funds. We still have not received any information regarding the environmental approval. The TWDB has all the information we need, and I believe that it is just going through the review and approval process. While things like engineering reports, plans, and specifications can be reviewed and approved by the project team, environmental items go through additional layers of approval as well as a public comment process. We are checking in with them routinely on the environmental but have not yet received a response. We are still awaiting the environmental approval that will allow us to move forward. TWDB is significantly backlogged on environmental reviews. I will be checking in with them next week. The TWDB is going over the engineering plans now. We are waiting on environmental to be processed. TWDB is still backlogged.

We should be receiving approval within the next couple of weeks. Danny will be starting his design team this week on the plans and specifications in advance of that approval.

Environmental approval is working through TWDB management. Once we receive the language for the public notice we can publish and submit proof of publication for final environmental and engineering report approval.

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We received the language for the environmental public notice on the WWTP project and will be getting it into the week of 10/2/2023 newspaper and we are proceeding with our design phase.

We are progressing with preparation of plans and specifications.

Plans and specifications are 60% complete. We have a schedule walkthrough of the plant on Dember 11th with KSA.

Plans and specifications are being reviewed by KSA internally. They anticipate scheduling a review meeting with city staff within the next couple of weeks.

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

Proceeding with electrical design. KSA is wrapping up the final pieces of the specifications and contract documents. I anticipate submittal to TWDB for plan review next week.

We are in the TWDB plan review phase. Once approved we can advertise for bids.

Waiting on TWDB review. The TWDB is presently backlogged while working funding applications and closings. I would expect to have review completed in January.

Estimated completion date of 12/1/2025.

Status: 25% Complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are

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reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

We have not heard from Grant Works regarding revised language on the Lumberjack Dr. Waterline bid advertisement. Danny has been communicating with Jason on this and we are proceeding with the advertisement beginning this Friday 5/5/2023 in the Lufkin Daily News.

Danny is updating the contract documents for transmittal to Grant Works per the various discussions held. I anticipate that transmittal to occur this week. We will set the schedule for re-bidding the project once Grant Works completes their review. Grant Works is currently reviewing the construction contract. At this time Danny stated there had been no return information from Grant Works. Grant Works is reviewing the construction contract.

Bid opening scheduled for Tuesday the 12th at 2:30 pm. We are currently corresponding with TxDOT for the utility permit.

We are ready for the council to make an award for the construction contract.

We are preparing construction contracts for execution by Terry Black.

Construction contracts have been executed. Awaiting the pre-construction meeting.

Preconstruction meeting held on 1/17/2023. Contract time begins February 12, 2024 with substantial completion on or before

May 13, 2024 and final completion on or before June 13, 2024.

Last communication with Terry Black was that the materials have been delivered to his yard in Alto. He has a crew wrapping up a job in Greenville and should be onsite early this month.

Materials have been delivered to the job site and construction has started.

Received Pay Application #2 from Terry Black Construction yesterday. As of the end of June they have installed approximately 1,250 LF of pipe. As of my last conversation with Terry Black, they had completed up to the bypass and were coordinating with the TxDOT contractor for some ROW clearing that had not been completed.

Rite of way clearing completed. Boring of overpass under way week of 10/3/2024

Terry Black is ready to begin the bore under the new bypass. Presently working on bore rig repair to mobilize to site.

Last report is Terry Black getting bore rig repaired. I have a voicemail to Terry to get update.

Estimated completion date of 2/1/2025.

Status: 75% Complete

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Street Overlay Project

We are working with the county to help us with our street overlay program. We will be overlaying A Street and Birdsong Street. If enough funds are available, we will also add Hackberry Street. We are currently of the County's Schedule for the last week in September. This could change depending on the completion of their ongoing projects. We will begin to blade level and patch these streets starting in September before we start to overlay.

We have begun blade level up on A street. The county will be here 9/25/2003 to begin the overlay process.

The city has completed the blade level up and patching on Birdsong. The county contacted me on 9-26-2023 and put the project on hold. They are having some issues with the interlocal agreement and their approval process. This should be resolved at the next commissioner's court.

We have a meeting with KSA on 1-8-24 to discuss and review our street system study and plan for the 2024 overlay season.

See agenda Item #3

KSA will meet with me next week for site visits to the selected roads. They will start producing maps, exhibits and specs for the bidding process.

Site visits as follows:

A Street (Mill gate to west approach to RR track)

We observed base failures over approximately 5% of the street and numerous sections of longitudinal and alligator cracking.

Birdsong Lane (Arrington to Cul-de-sac)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

Mulberry Street (Hackberry to Cul-de-sac)

We observed full width base failures over the first 400-feet of street (Hackberry to the MH east of 610 Mulberry) and numerous sections of longitudinal and alligator cracking.

Hackberry Street (Dennis to Mulberry)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking.

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Office Street (Thompson to Booker)

We observed base failures over approximately 10% to 15% of the street and numerous sections of longitudinal and alligator cracking.

Pine Valley Road (End @ County Road to Neil Pickett)

We drove the full length from west of Box Factory Road to W. Borden Drive. The most distressed section was between the end at the county road and Neil Pickett where we observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. The most significant area requiring attention is at the southwest corner of Box Factory Road where roadway drainage enters the roadside ditch. Vegetative growth here is hindering proper drainage and we recommend ditch cleaning from here to the end.

Lynn Street (Robert Nash to Justice Clark)

We observed base failures over approximately 5% to 10% of the street and numerous sections of longitudinal and alligator cracking. Due to the pavement cracking observed we recommend a chip seal prior to overlay to aid in sealing cracks for prevention of moisture migration.

KSA will proceed with preparing a bid package based on our observations and be prepared to deliver an update at the April 9th council meeting.

Bid opening scheduled for this Thursday 5/8/2024.

Lakey INC. Has been awarded the bid. Currently working with them on a timeline for construction.

Danny with KSA is scheduling a preconstruction meeting for next week.

Contractors have completed base repair on Mulberry/Hackberry Streets and Birdsong Lane. They are working on materials to replace the culvert on Hackberry. Pinevalley and Birdsong have been completed.

All streets within original scope of work are completed. Danny with KSA will be processing final invoices and make recommendations on the project moving forward.

Lakey is working on completion of punch list items, and we are working on final closeout documents.

Project complete. Final pay application and closeout documentation submitted.

Completion date: 11/30/2024

Status: 100% complete

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Well #1

Well number 1 has had some electric issues. The damaged wiring has been replaced between the well head and the control panel. After repairs were made issues still existed with the submersible pump. We are gathering quotes for repairs. We have completed removal and inspection of the pumping equipment from Well No. 1 and have completed a TV Survey of the well. Listed below are the findings. Pumping Equipment Inspections of the pumping equipment found that the 50 HP submersible motor megs bad on all 3 legs and the rotor is locked. The pump was found to have over-tolerance wear to all the bowl bearings and their respective shaft surfaces. The impeller skirts and their respective intermediate bowl wear rings also contain over-tolerance wear. All the 4" pump columns contain deep rust pits on their external surfaces. The cable on the downhole probe was found to be damaged the existing discharge head was found to be very rusty and corroded on the OD and inside of the electrical box.

TV Survey

A TV Survey was performed on 02/19/2024 to investigate conditions of the well after removing the pumping equipment from the well. The static water level was 225 feet and the total depth viewed was 594 feet. Reviewing the survey video revealed scale build-up at 9’ onward. The screen perforations are partially plugged. There were no structural issues noted at this time. Based on available data about the well, it appears that there is about 10 feet of screen covered by fill in the bottom of the well, and a total 30 feet of fill.

We are seeking quotes for

Recommended Pumping Equipment and Services Well Rehabilitation

- Haul work pipe, air compressor, and ancillary equipment necessary for wire brushing and jetting operations.
- Service rig and crew to mechanically wire brush the screen and blank liner with a sodium hypochlorite solution.
- Service rig, crew. And air compressor to jet accumulated debris from the bottom of the well.

Pumping Equipment and Rehabilitation

- New 300 GPM submersible pump with lift nipple
- New 50 HP, 3/60/460 volt, 3600 RPM submersible motor
- 460 ft. new #4/3C WG submersible motor cable with splice kit
- 450 ft. new 4" T&C pump column
- Centralize the lower 3 joints of pump column to protect the submersible motor and downhole probe cables
- New 4" ductile iron check valve
- New 4" submersible discharge head with junction box

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- New 1/4" stainless steel airline complete with water level detector kit
- New submersible transducer with display
- Miscellaneous items to make operational
- Shop labor to assemble the new equipment and load for shipment

Staff will be asking the council to consider or act on a task order for engineering services with KSA for the Water Well No. 1 Rehabilitation project.

Final Design - Prepare contract documents and technical specifications for public bidding. This will include all required agreement forms and other forms required by the city and/or state for inclusion in a public works construction contract. The technical specifications will detail the well rehabilitation process and pump installation for compliance with TCEQ and TDLR regulations. This phase is estimated to be completed within 30 calendar days.

Bidding - These services will include coordination of placing bid advertisements in the Lufkin Daily News, posting the bidding documents to civcastusa.com for distribution to potential bidders, conducting the bid opening, reviewing & tabulating bids received, and presentation of bidding summary to the city council for potential award of a construction contract. This phase is estimated to be completed within 25 calendar days subject to newspaper publication dates/deadlines and the city council meeting schedule.

Construction Administration - These services will include preparation of the final construction contract documents, coordinating execution of the construction contract, conducting a pre-construction conference, reviewing contractor submittals (materials, equipment, procedures, etc.), monthly site visits by Engineer, review and processing of monthly contractor pay applications, and final inspection upon completion of the project. This phase is estimated to be completed within 130 calendar days which includes estimated time for execution of the construction contract, scheduling of the pre-construction conference, and a 3-month construction duration.

Specifications are at KSA for review. We should be ready to advertise next week 5/13/2024

Bid opening scheduled for Jun 13th.

Construction agreements have been sent to Smith Pump for execution. Once we have them back, we will review for completeness and send for execution by the mayor.

Preconstruction meeting scheduled for 8-9-2024. Notice to Proceed date will be set then.

Site visits completed 8/14/2024. Smith pump mobilizing and scheduling crews to be began work. They are planning to be on site by the middle of September.

Smith Pump has provided submittals and we are presently reviewing them. Final review should be returned to them the week of November 11th.

Submittals approved and returned to contractor. Awaiting equipment delivery.

Estimated completion date 2/1/2025

Status: 20% completed

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SSO Project 2024

Completed last year in Area C.

Replace manhole ring and covers: 21 EA (Manholes 4,13,14,14A,15,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)
Install Insert dishes: 11 EA (Manholes 1A,3,18,22,41A,65,68,69,94,100,102)
Repair Sidewalk: 35 SF (Manhole 67)
Interior Rehabilitation 382 SF (Manholes 4,14,119,69)
Manhole Bench & Invert Repair: 4EA (Manholes 4,14,119,69)
Ring Encasements: 22 EA (Manholes 4,13,14,14A,15,18,23,38,39,41,45,57,62,67,75,76,80,81,85,86,87,119)

This year we will work on Area D and a few manholes in Area A.

Replace manhole ring and covers: 18 EA (D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)
Install Insert dishes: 1 EA (Manhole D28)
Interior Rehabilitation 384 SF (Manholes D52,D53,D55,D36B)
Manhole Bench & Invert Repair: 4EA (Manholes D52,D53,D55,D36B)
Chimney Seals/Bottom Seal 2 VF: 4 EA (Manholes A24,A30,D52,D53)
Ring Encasements: 18 EA (Manholes D1,D2,D3,D9,D27,D49,D52,D53,D55,D63,D67,D28A,D36B,D6B,D6C,A26,A32,A30A)

Estimated completion of: 12-15-2024
Status: 100% complete

Park Clean Up

10 trees were blown down form the storm that passed through on 4/28/2024. Parks and street crews have been working daily to cut up and hall of the debris. Three sections of walking trail were damaged totaling 70 feet. On 5/9/2024 another storm hit the park and blew down 2 more trees. The playland behind pavilion 2 was damaged and 100 ft of hike and bike trail.

Quotes have been received to make hiking bike trail repairs. Waiting on playland quote to file insurance claim.

Estimated completion: 10/16/2024

Status of completion: 90%

Ground Storage Meter and Lumberjack Hydrant

The water department changed our the broken 6 in gate valve and 6 inch booster pump meter at ground storage. They opened a few fire hydrants on Lumberjack Dr. to relieve pressure on the main. After repairs were complete the hydrant in front of the golf course dropped an we were not able to shut it off. Locates were called in and crews excavated the area to access the hard head valve that controlled the hydrant. We have black bagged the hydrant and scheduled repairs.

Estimated completion 11/12/2024

Status of completion: 65%

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Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

We have started sanding and prepping the bridge next to pavilion 3 for paint.

Bridge by pavilion three is complete. We will continue remaining two bridges as weather permits.

Estimated completion date of 12/30/2024.

Status: 15% complete

Lead and Copper Water System Inventory

The new Federal Lead and Copper Rule Revisions (LCRR). While the effective date of the new LCRR is December 16th, 2021, the date water systems are expected to comply is not until October 16th, 2024. This all came down from the EPA. The EPA is doing something called Lead and Copper Rule Improvements (LCRI). It appears this will encompass the strengthening of rules such as the sampling requirements, action and trigger levels, public notice and education, and numerous other aspects of the rule. The big emphasis has been on developing a Lead Service Line Inventory (LSLI), both public and private side service lines. The EPA goal is to "get the lead out" so this inventory list will have to identify all the material, whether PVC, copper, lead, etc.

Inventories must include the following:
All service lines (public and private) are connected to the public water distribution system.
Categorization of each service line, or portion of the service line where ownership is split.
The four categories for service lines in the Inventory are:
"Lead" where the service line is made of lead.
"Galvanized Requiring Replacement" where a galvanized service line is or was at any time downstream of a lead service line or is currently downstream of a "Lead Status Unknown" service line. If the water system is unable to demonstrate that the galvanized service line was never downstream of a lead service line, it must presume there was an upstream lead service line.

"Non-lead" where the service line is determined through an evidence-based record, method, or technique not to be lead or galvanized requiring replacement. The water system may classify the actual material of the service line (i.e., plastic or copper) as an alternative to classifying it as "non-lead."

"Lead Status Unknown" where the service line material is not known to be lead, galvanized requiring replacement, or a non-lead service line, such as where there is no documented evidence supporting material classification.

Completion date of 12/30/24

Status 10% Complete

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Red Oak Street Repairs

Pavement contractor was on site to make repairs week of 11-6-2024.

1. Remove old asphalt from broken area
2. Dig out 16 inches of clay
3. Apply riff raff to help stabilize
4. Apply limestone road base compacted
5. Pave with hot mix asphalt type D or C 2 1⁄2 inches compact to 2-inch finish

They will return next week to finish excavating out concrete and finish with an overlay.

Completion date of 11/15/24

Status 100% Complete

Welcome to Diboll Signs

The old signs have been removed. New signs or order. New concrete base pads scheduled to be installed.

Signs have been installed. Once flood lights are installed project will be completed.

Completion date of 12/30/24

Status 75% Complete

Ditch excavation and culvert replacement:

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location. It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Bordan and North First- We will be excavating approximately 450ft of dich line that has silted in. This ditch line primarily serves as drainage for the detention pond at Atlas Roofing. We will also be repairing the catch basin at the intersection of Bordan and N First.

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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Work Order Report

11/8/2024-12/6/2024

Service Address	Job Date	Job Code	Status
722 DENNIS	12/6/2024	Water Repairs/Maint	Open
603 N SECOND	12/5/2024	Street Repair/Maint	Open
709 MULBERRY	12/5/2024	Misc	Open
708 DENNIS	12/5/2024	Water Repairs/Maint	Open
1324 N HENDRICK	12/5/2024	Reinstate	Completed
1427 RYAN CHAPEL RD	12/5/2024	Disconnect	Open
314 BOX FACTORY	12/5/2024	Reinstate	Completed
1001 MAYNARD	12/4/2024	Reinstate	Completed
1119 LYNN	12/4/2024	Reinstate	Completed
291 FM 1818	12/4/2024	Water Repairs/Maint	Open
103 FRANKENS	12/3/2024	Reinstate	Completed
416 BIRDSONG	12/3/2024	Reinstate	Completed
705 ASHFORD	12/3/2024	Water Repairs/Maint	Completed
415 BIRDSONG	12/3/2024	Sewer Repairs/Maint	Completed
1487 MOCKINGBIRD LN	12/3/2024	Water Repairs/Maint	Completed
1108 CYPRESS	12/3/2024	Sewer Repairs/Maint	Completed
1107 RED OAK Ln	12/3/2024	Water Repairs/Maint	Completed
900 LUMBERJACK/ GOLF COURSE OLD ORCHARD & PRO SHOP	12/3/2024	Water Repairs/Maint	Completed

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302 CHANDLER	12/2/2024	Connect	Completed
411 CARTER	12/2/2024	Water Repairs/Maint	Completed
1015 HOLUBEC	12/2/2024	Water Repairs/Maint	Open
1111 LYNN	12/2/2024	Water Repairs/Maint	Completed
603 N SECOND	12/2/2024	Water Repairs/Maint	Completed
103 OC SCOTT	12/2/2024	Water Repairs/Maint	Open
901 DOGWOOD RIDGE Dr	12/2/2024	Reinstate	Completed
217 RHONE B	12/2/2024	Reinstate	Completed
605 S TEMPLE	12/2/2024	Disconnect	Completed
707 CYPRESS	12/2/2024	Reinstate	Completed
201 HINES	12/2/2024	Water Repairs/Maint	Completed
605 S TEMPLE	12/2/2024	Connect	Completed
700 PINEWOOD	11/26/2024	Reinstate	Completed
1317 GLASS	11/26/2024	Connect	Completed
1107 RED OAK Ln	11/26/2024	Water Repairs/Maint	Completed
1003 B LYNN	11/26/2024	Water Repairs/Maint	Completed
610 CARTER	11/25/2024	Water Repairs/Maint	Completed
1117 LYNN	11/25/2024	Water Repairs/Maint	Completed
406 BOOKER	11/25/2024	Water Repairs/Maint	Completed
106 FRANKENS	11/25/2024	Water Repairs/Maint	Completed
714 ASHFORD	11/25/2024	Water Repairs/Maint	Completed
500 S TEMPLE	11/21/2024	Cutoff	Void
103 W BORDEN	11/21/2024	Cutoff	Void
211 HAMNER	11/21/2024	Cutoff	Void
3860 MOCKINGBIRD LN	11/21/2024	Cutoff	Completed
707 CYPRESS	11/21/2024	Cutoff	Completed
314 BOX FACTORY	11/21/2024	Cutoff	Void
616 S TEMPLE	11/21/2024	Cutoff	Void
1394 N TEMPLE	11/21/2024	Cutoff	Completed

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605 N NEAL PICKETT	11/21/2024	Cutoff	Void
508 BOOKER	11/21/2024	Cutoff	Completed
1001 MAYNARD	11/21/2024	Cutoff	Completed
301 SAXTON	11/21/2024	Cutoff	Void
1500 N HENDRICK B 3	11/21/2024	Cutoff	Completed
1018 HOLUBEC	11/21/2024	Cutoff	Completed
700 PINEWOOD	11/21/2024	Cutoff	Completed
214 HAMNER	11/21/2024	Cutoff	Completed
209 HAMNER	11/21/2024	Cutoff	Void
1411 RYAN CHAPEL RD	11/21/2024	Cutoff	Completed
217 RHONE B	11/21/2024	Cutoff	Completed
1119 LYNN	11/21/2024	Cutoff	Completed
1009 HOLUBEC	11/21/2024	Cutoff	Completed
106 FRANKENS	11/21/2024	Cutoff	Void
406 N TEMPLE Dr	11/21/2024	Cutoff	Completed
1310 N HENDRICK	11/21/2024	Cutoff	Void
901 DOGWOOD RIDGE Dr	11/21/2024	Cutoff	Completed
1011 HOLUBEC	11/21/2024	Cutoff	Void
416 BIRDSONG	11/21/2024	Cutoff	Completed
300 PARK BLDG	11/21/2024	Cutoff	Completed
713 BOOKER	11/21/2024	Cutoff	Void
200 HENDRICK	11/21/2024	Cutoff	Completed
LIFT STATION/HOLUBEC	11/21/2024	Cutoff	Completed
905 DOGWOOD RIDGE Dr	11/21/2024	Cutoff	Completed
103 FRANKENS	11/21/2024	Cutoff	Completed
407 N NEAL PICKETT	11/21/2024	Cutoff	Completed
409 RUTLAND	11/21/2024	Cutoff	Void
BORDEN	11/21/2024	Water Repairs/Maint	Completed
1003 D LYNN	11/21/2024	Service Action	Completed

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714 ASHFORD	11/20/2024	Water Repairs/Maint	Completed
165 LUMBERJACK Dr	11/19/2024	Connect	Completed
1317 GLASS	11/18/2024	Disconnect	Completed
1447 N TEMPLE	11/18/2024	Water Repairs/Maint	Completed
603 S TEMPLE	11/18/2024	Water Repairs/Maint	Completed
727 NELSON	11/18/2024	Water Repairs/Maint	Open
1121 LYNN	11/18/2024	Water Repairs/Maint	Completed
414 CARTER	11/18/2024	Connect	Completed
400 KENLEY CITY HALL	11/18/2024	Water Repairs/Maint	Completed
407 DEVEREAUX	11/15/2024	Connect	Completed
407 DEVEREAUX	11/15/2024	Occupant Change	Void
714 ASHFORD	11/15/2024	Water Repairs/Maint	Completed
206 ARRINGTON	11/14/2024	Reinstate	Completed
301 DEVEREAUX	11/14/2024	Reinstate	Completed
413 BOX FACTORY	11/14/2024	Reinstate	Completed
BORDEN	11/14/2024	Service Action	Completed
703 ASHFORD	11/13/2024	Disconnect	Completed
103 C ST	11/13/2024	Disconnect	Completed
291 LUMBERJACK Dr	11/13/2024	Service Action	Completed
414 CARTER	11/13/2024	Disconnect	Completed
400 KENLEY CITY HALL	11/13/2024	Park Repairs/Maint	Completed
264 DEER TRACE BLVD	11/12/2024	Disconnect	Completed
264 DEER TRACE BLVD	11/12/2024	Connect	Completed

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Code Compliance Report – November 2024

Bank and Post Office Daily

Roofing permit- 301 Rutland, 1105 S First St, 1306 S 1st St

Solar permit- 116 N Hines St, 1200 Cypress, 1211 Lynn St

Electrical permit applications- 930 Denman St., 938 Denman St.

Demolition- 1302 N Temple Dr

Inspections – Re-inspection of 1003 Lynn St (A,B,C,D) failed second re-inspection, 100 MLK, re-inspection at 1003 Lynn St (A,B,C,D) passed, 105 Magnolia, 930 Denman, 938 Denman

Certificate of occupancy- 1003 Lynn St Apt. A, 1003 Lynn St Apt. B, 1003 Lynn St Apt. D

Overgrown grass letters- Lawrence St ID 19204

Spoke with the owner of 2 Pitbull dogs at 311 Margie Harrell St. concerning complaints about the dogs running loose and coming into neighbors' yards. I advised them they have 10 days from the day of contact (11-7-24) to correct the issue or they will be fined.

Dog complaints on Lawrence St., Holubec, Fuller St., N. Second St., Ashford St., South First St., Maynard St., Cypress St.

Kendall helped me by picking up 3 young dogs on Lawrence St. and took them to the animal shelter.

A false report of a stray dog was made at a house on First St.

Mailed out an order of demolition letter concerning 305 Margie Harrell St. I will be gathering quotes for the demolition.

I spoke with a sales person from Oak Creek Homes who has 2 clients wanting to put a modular home within the city limits. I have requested drawings and specs of the homes. A decision will be made once they are reviewed.

Complaint about goats out of fence on Pine Valley Rd. When I arrived, the goats were inside the fence.

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The Pastor of the church on Cypress St. called asking if we knew anyone that could help with wild hogs on the church property. I suggested making a Facebook post requesting help from a trapper.

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CITY OF DIBOLL

Interoffice Memorandum

DATE: **December 10, 2024**

TO: **Mayor and Council Members**

THRU: **Jason Arnold, City Manager**

SUBJ: **Finance Department Reports**

FINANCE

Including November 2024 Financials Report for your review.

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages form FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Customer Meter Interface
Estimated Completion Date: February 2025
Status: 5% Complete

Fond regards,

Sam Durham

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MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS REGULAR SESSION MEETING ON TUESDAY, DECEMBER 10, 2024, AT 5:15 P.M., IN THE DIBOLL CITY HALL CHAMBERS.

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Schuyler Bacon, Luis Maldonado, Nora Munoz, Ruben Terrazas and Ray Williams, Jr.

COUNCIL ABSENT

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Fire Chief Aaron Smith.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m. Councilmember Nora Munoz gave the invocation, then Mayor Trey Wilkerson led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)
This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation:
Gary Gores addressed Council regarding streets in Deer Trace and other Diboll related items.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

a. Minutes from November 12, 2024, Regular Session Meeting
b. Financial Statement for November 2024
c. 12-Month Attendance Record for November 2024

Daniel Lopez made a motion to approve and Nora Munoz second.
All in Favor, none opposed, motion carries.

Item #2: Linebarger Goggan Blair & Sampson, LLP (Linebarger Law Firm) presents City of Diboll delinquent fees & fines and tax collection report.

James Guest with Linebarger Law Firm gave an informational presentation regarding the reports.

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Item #3: Consideration and possible action to approve Amended and Restated Cooperative Agreement Angelina County & Cities Health District.

Schuyler Bacon made a motion to approve and Ray Williams, Jr. second.
All in Favor, none opposed, motion carries.

Item #4: Consideration and possible action to approve the appointment of a member to the Planning and Zoning Commission.

Ray Williams, Jr. made a motion to approve and Daniel Lopez second.
All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to approve the Kroger Texas Settlement participation, authorizing the Mayor to execute settlement release documents within the National Opioid Settlement Agreements secured by the Office of the Attorney General.

Luis Maldonado made a motion to approve and Schuyler Bacon second.
All in Favor, none opposed, motion carries.

Item #6: Consideration and possible action to approve a rate increase requested by Piney Woods Sanitation, Inc. (Live Oak Environmental, LLC d/b/a Live Oak Waste, LLC).

Sonny Hubbard, Municipal Manager for Piney Woods Sanitation, Inc. requesting City Council to approve a rate increase to the contract between the City of Diboll and Piney Woods Sanitation, Inc.
Daniel Lopez made a motion to approve rate increase and Luis Maldonado second.
All in Favor, none opposed, motion carries.

Item #7: Consideration and possible action to accept proposal for maintenance and operation of the Neches Pines Golf Course.

Daniel Lopez made a motion to approve Mr. Nathan Pegram's proposal and Luis Maldonado second. All in Favor, none opposed, motion carries.

Item #8: DEPARTMENT HEAD REPORTS

a. Fire Department Report
b. Police Department Report
c. Public Works Report
d. Code Compliance Report
e. Finance & Court Report
f. City Manager Report

Adjournment

Mayor Trey Wilkerson called to adjourn at 6:01p.m.

Minutes of the December 10, 2024 Regular Session Meeting approved by council on this the

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14th day of January, 2025.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §