

**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 8, 2023 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 13, 2023, Regular Session Meeting
- b. Financial Statement for July 2023
- c. 12-Month Attendance Record for July 2023
- d. Investment Report for Quarter ending June 2023

Item #2: Consideration and possible action to approve the City of Diboll Investment Policy.

Item #3: Consideration and possible action to approve Ordinance 2023-08-001 amending Chapter 5 Article I. Sec 5-10. Code Edition and Appendices Schedule of the Code of Ordinances of the City of Diboll and adopting the 2018 Edition of the:

- International Building Code (IBC).
- International Residential Code (IRC).
- International Existing Building Code (IEBC).
- International Energy Conservation Code (IECC).
- International Mechanical Code (IMC).
- International Fuel Gas Code (IFGC).
- International Fire Code (IFC).
- International Plumbing Code (IPC).
- International Property Maintenance Code (IPMC).

Item #4: Consideration and possible action to approve Ordinance 2023-08-002 amending Chapter 5 Article I. Sec 5-10. Code Edition and Appendices Schedule of the Code of Ordinances of the City of Diboll and adopting the 2023 Edition of the:

- National Electric Code (NEC) 2023.

Item #5: Consideration and possible action to approve amendment to Vendor, Peddler, Solicitor Ordinance 2023-08-003.

Item #6: Consideration and possible action to approve City of Diboll Parks User Agreement for Long-Term Vendors.

Item #7: Consideration and possible action to approve Ordinance 2023-08-004 Recreational Vehicle Parking & Storage

Item #8: Consideration and possible action to approve an Amnesty period for Junked Vehicles.

Item #9: 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 August 4, 2023, as well as at the City's website.

Rosa M. Olvera

Rosa M. Olvera - City Secretary

Posted: 08/04/2023



**MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS
REGULAR SESSION MEETING ON TUESDAY, JULY 11, 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

None

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Assistant Chief of Police Norman Williams 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: Citizen requesting information regarding a variance change for a guest house in his back yard. He was informed of the procedures.

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 13, 2023, Regular Session Meeting
- b. Minutes from June 20, 2023, Budget Workshop
- c. Financial Statement for June 2023
- d. 12-Month Attendance Record for June 2023

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

Item #2: Recognition of the Diboll 14U Dixie League State Champions.

Mayor, Trey Wilkerson recognized the team and coaches for their accomplishments in front of Council and presented them with a Proclamation.

Item #3: Consideration and possible action to nominate and vote for a Mayor Pro Tem.

Luis Maldonado nominated and made a motion to approve Daniel Lopez.
Daniel Lopez accepted to continue serving as Mayor Pro Tem.
All in Favor, none opposed, motion carries.

Item #4: Review Mayor's appointments of Council Members to the Finance Committee.

Mayor, Trey Wilkerson appointed Jana Coulter to serve on Finance Committee. Jana Coulter accepted. Daniel Lopez and Trey Wilkerson to continue to serve.
All in Favor, none opposed, motion carries.

Item #5: 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 appoint Trey Wilkerson.
Trey Wilkerson accepted.
All in Favor, none opposed, motion carries.

Item #6: Consideration and possible action to approve nominee for T.L.L. Temple Memorial Library Board.

Mayor, Trey Wilkerson reviewed nominee, Maureen Hafernik information with Council. Ray Williams, Jr. made a motion to approve and Daniel Lopez second.
All in Favor, none opposed, motion carries.

Item #7: Consideration and possible action to approve Child Safety Ordinance 2023-07-001.

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

Item #8: Consideration and possible action to approve correction to Minutes of the June 9, 2020 Regular Session Meeting.

Daniel Lopez 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 5:34p.m.

Minutes of the July 11, 2023 Regular Session Meeting approved by council on this the 8th day of August, 2023.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §





City of Diboll

Financial Report

Group Summary

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	4,000.00	4,000.00	500.00	6,000.00	6,000.00	-2,000.00
3200 - Fines and Fees	436,500.00	436,500.00	24,975.53	228,252.64	228,252.64	208,247.36
3210 - Licenses & Permits	15,119.41	15,119.41	1,980.68	16,965.58	16,965.58	-1,846.17
3500 - Franchise Tax	399,969.77	399,969.77	18,344.79	360,307.78	360,307.78	39,661.99
3550 - Property Tax	1,302,311.28	1,302,311.28	3,765.15	1,329,220.29	1,329,220.29	-26,909.01
3700 - Sales Tax	714,000.00	714,000.00	67,111.10	642,994.51	642,994.51	71,005.49
3800 - Interest	16,500.00	16,500.00	652.95	18,673.48	18,673.48	-2,173.48
3805 - Miscellaneous	23,250.47	27,050.47	4,779.06	32,790.69	32,790.69	-5,740.22
3940 - Contributions & Grants	37,598.35	37,598.35	0.00	20,142.85	20,142.85	17,455.50
3960 - Donations	3,000.00	3,000.00	0.00	3,000.00	3,000.00	0.00
Revenue Total:	2,952,249.28	2,956,049.28	122,109.26	2,658,347.82	2,658,347.82	297,701.46
Expense						
4000 - Insurance	59,749.41	59,749.41	0.00	59,596.97	59,596.97	152.44
4010 - Grant Expense	18,883.00	18,883.00	0.00	0.00	16,383.00	2,500.00
4030 - Fines & Fees	120.00	120.00	0.00	138.00	138.00	-18.00
4040 - Administrative	406,818.00	406,818.00	8,340.97	292,284.07	306,982.47	99,835.53
4080 - Capital Purchase	138,395.00	138,395.00	3,500.00	117,968.15	141,894.15	-3,499.15
4100 - Contractual & Professional Services	254,865.75	254,865.75	20,847.52	171,855.61	171,855.61	83,010.14
4110 - Intergov't Contracts	129,751.94	129,751.94	1,750.00	119,492.91	119,492.91	10,259.03
4210 - Project Expense	12,000.00	12,000.00	0.00	11,937.81	11,937.81	62.19
4300 - Utility	111,626.19	111,626.19	9,964.45	86,083.24	86,083.24	25,542.95
4400 - Repairs & Maintenance	252,180.00	252,860.00	5,137.33	114,339.45	138,393.87	114,466.13
4460 - Materials & Supplies	202,896.11	202,896.11	19,078.11	147,562.99	161,469.66	41,426.45
4500 - Miscellaneous	10,866.99	10,866.99	3,508.49	12,552.51	12,681.32	-1,814.33
4800 - Payroll Expense	2,144,387.78	2,144,387.78	156,333.70	1,794,249.74	1,794,249.74	350,138.04
4860 - Personnel	48,170.00	48,170.00	5,082.82	18,155.72	19,300.02	28,869.98
9999 - Transfers	-821,172.00	-821,172.00	0.00	0.00	0.00	-821,172.00
Expense Total:	2,969,538.17	2,970,218.17	233,543.39	2,946,217.17	3,040,458.77	-70,240.60
Fund: 01 - General Fund Surplus (Deficit):	-17,288.89	-14,168.89	-111,434.13	-287,869.35	-382,110.95	367,942.06

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	3,309,117.00	3,309,117.00	255,158.42	2,269,009.71	2,269,009.71	1,040,107.29
3130 - Penalties & Interest	30,000.00	30,000.00	61,598.37	384,706.22	384,706.22	-354,706.22
3200 - Fines and Fees	3,492.70	3,492.70	0.00	3,492.70	3,492.70	0.00
3800 - Interest	13,500.00	13,500.00	0.00	13,073.08	13,073.08	426.92
3805 - Miscellaneous	8,752.00	8,752.00	918.34	23,963.58	23,963.58	-15,211.58
3940 - Contributions & Grants	0.00	0.00	0.00	34,500.00	34,500.00	-34,500.00
Revenue Total:	3,364,861.70	3,364,861.70	317,675.13	2,728,745.29	2,728,745.29	636,116.41
Expense						
4000 - Insurance	27,328.66	27,328.66	0.00	27,328.66	27,328.66	0.00
4030 - Fines & Fees	11,500.00	11,500.00	194.06	8,362.68	8,362.68	3,137.32
4040 - Administrative	56,200.00	56,200.00	69.95	46,768.66	46,824.68	9,375.32
4080 - Capital Purchase	94,738.00	94,738.00	290.99	84,859.12	84,859.12	9,878.88
4100 - Contractual & Professional Services	934,010.65	934,010.65	66,753.70	720,772.55	722,856.66	211,153.99
4110 - Intergov't Contracts	15,000.00	15,000.00	12.40	3,458.12	3,458.12	11,541.88
4300 - Utility	151,880.00	151,880.00	12,540.71	116,740.87	116,740.87	35,139.13
4400 - Repairs & Maintenance	260,200.00	260,200.00	3,470.67	115,890.40	222,088.91	38,111.09
4460 - Materials & Supplies	222,925.00	222,508.00	12,578.61	136,803.25	138,660.82	83,847.18
4800 - Payroll Expense	581,955.09	581,955.09	38,069.27	467,057.80	467,057.80	114,897.29
4860 - Personnel	5,247.52	5,864.52	2,077.00	4,792.23	5,398.23	466.29
9999 - Transfers	1,068,149.50	1,068,149.50	0.00	0.00	0.00	1,068,149.50
Expense Total:	3,429,134.42	3,429,334.42	136,057.36	1,732,834.34	1,843,636.55	1,585,697.87
Fund: 02 - Utility Fund Surplus (Deficit):	-64,272.72	-64,472.72	181,617.77	995,910.95	885,108.74	-949,581.46

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	652.50	652.50	0.00	1,012.50	1,012.50	-360.00
3900 - Rentals & Leases	58,100.00	58,100.00	9,070.37	55,297.87	55,297.87	2,802.13
3960 - Donations	7,700.00	7,700.00	0.00	7,700.00	7,700.00	0.00
Revenue Total:	66,452.50	66,452.50	9,070.37	64,010.37	64,010.37	2,442.13
Expense						
4000 - Insurance	675.93	675.93	0.00	675.93	675.93	0.00
4040 - Administrative	3,310.00	3,310.00	34.38	743.50	1,290.09	2,019.91
4100 - Contractual & Professional Services	6,050.00	6,050.00	60.00	1,176.15	1,396.15	4,653.85
4300 - Utility	57,035.00	57,035.00	5,660.07	47,893.31	47,893.31	9,141.69
4400 - Repairs & Maintenance	41,964.18	41,964.18	287.92	18,224.39	21,607.74	20,356.44
4460 - Materials & Supplies	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00
4800 - Payroll Expense	12,416.84	12,416.84	0.00	11,916.80	11,916.80	500.04
9999 - Transfers	-58,000.00	-58,000.00	0.00	0.00	0.00	-58,000.00
Expense Total:	64,751.95	64,751.95	6,042.37	80,630.08	84,780.02	-20,028.07
Fund: 03 - Recreation Fund Surplus (Deficit):	1,700.55	1,700.55	3,028.00	-16,619.71	-20,769.65	22,470.20

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Special Revenue Fund						
Revenue						
3805 - Miscellaneous	0.00	0.00	-82.08	-82.08	-82.08	82.08
3940 - Contributions & Grants	1,200.00	1,200.00	0.00	1,281.31	1,281.31	-81.31
Revenue Total:	1,200.00	1,200.00	-82.08	1,199.23	1,199.23	0.77
Expense						
4010 - Grant Expense	78,937.36	78,937.36	0.00	38,152.90	38,152.90	40,784.46
4210 - Project Expense	2,403.93	2,403.93	0.00	749.00	749.00	1,654.93
Expense Total:	81,341.29	81,341.29	0.00	38,901.90	38,901.90	42,439.39
Fund: 05 - Special Revenue Fund Surplus (Deficit):	-80,141.29	-80,141.29	-82.08	-37,702.67	-37,702.67	-42,438.62

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	10,725.44	10,725.44	3,274.56
Revenue Total:	14,000.00	14,000.00	0.00	10,725.44	10,725.44	3,274.56
Expense						
9999 - Transfers	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00
Expense Total:	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	-43,000.00	-43,000.00	0.00	10,725.44	10,725.44	-53,725.44

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	10.91	10.91	-10.91
Revenue Total:	0.00	0.00	1.29	10.91	10.91	-10.91
Fund: 07 - Seized Fund Total:	0.00	0.00	1.29	10.91	10.91	-10.91

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	7,000.00	7,000.00	644.88	5,248.40	5,248.40	1,751.60
Revenue Total:	7,000.00	7,000.00	644.88	5,248.40	5,248.40	1,751.60
Expense						
9999 - Transfers	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00
Expense Total:	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00
Fund: 09 - MC Security Fund Surplus (Deficit):	0.00	0.00	644.88	5,248.40	5,248.40	-5,248.40

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	7,000.00	7,000.00	665.61	5,639.18	5,639.18	1,360.82
Revenue Total:	7,000.00	7,000.00	665.61	5,639.18	5,639.18	1,360.82
Expense						
4300 - Utility	5,070.00	5,070.00	869.38	2,612.40	2,612.40	2,457.60
Expense Total:	5,070.00	5,070.00	869.38	2,612.40	2,612.40	2,457.60
Fund: 10 - MC Tech Fund Surplus (Deficit):	1,930.00	1,930.00	-203.77	3,026.78	3,026.78	-1,096.78

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	25.64	228.77	228.77	-228.77
Revenue Total:	0.00	0.00	25.64	228.77	228.77	-228.77
Expense						
9999 - Transfers	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
Expense Total:	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
Fund: 12 - Red Light Fund Surplus (Deficit):	-25,000.00	-25,000.00	25.64	228.77	228.77	-25,228.77

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	140,659.72	140,659.72	433.97	144,009.25	144,009.25	-3,349.53
3800 - Interest	306.74	306.74	22.76	411.33	411.33	-104.59
Revenue Total:	140,966.46	140,966.46	456.73	144,420.58	144,420.58	-3,454.12
Expense						
4015 - Bond Expense	605,268.25	605,268.25	98,657.88	605,268.26	605,268.26	-0.01
4020 - Note Expense	22,978.00	22,978.00	0.00	22,978.00	22,978.00	0.00
4030 - Fines & Fees	1,500.00	1,500.00	475.00	950.00	950.00	550.00
9999 - Transfers	-434,427.50	-434,427.50	0.00	0.00	0.00	-434,427.50
Expense Total:	195,318.75	195,318.75	99,132.88	629,196.26	629,196.26	-433,877.51
Fund: 13 - Debt Service Fund Surplus (Deficit):	-54,352.29	-54,352.29	-98,676.15	-484,775.68	-484,775.68	430,423.39

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Expense						
9999 - Transfers	-83,009.13	-83,009.13	0.00	0.00	0.00	-83,009.13
Expense Total:	-83,009.13	-83,009.13	0.00	0.00	0.00	-83,009.13
Fund: 15 - Restricted Project Fund Total:	-83,009.13	-83,009.13	0.00	0.00	0.00	-83,009.13

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	658.00	5,206.49	5,206.49	2,793.51
Revenue Total:	8,000.00	8,000.00	658.00	5,206.49	5,206.49	2,793.51
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Total:	8,000.00	8,000.00	658.00	5,206.49	5,206.49	2,793.51

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	13.14	103.53	103.53	46.47
Revenue Total:	150.00	150.00	13.14	103.53	103.53	46.47
Expense						
9999 - Transfers	400.00	400.00	0.00	0.00	0.00	400.00
Expense Total:	400.00	400.00	0.00	0.00	0.00	400.00
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	-250.00	-250.00	13.14	103.53	103.53	-353.53

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3960 - Donations	0.00	0.00	48.41	325.20	325.20	-325.20
Revenue Total:	0.00	0.00	48.41	325.20	325.20	-325.20
Expense						
4210 - Project Expense	26,780.69	26,780.69	1,946.87	10,153.31	15,076.43	11,704.26
Expense Total:	26,780.69	26,780.69	1,946.87	10,153.31	15,076.43	11,704.26
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	-26,780.69	-26,780.69	-1,898.46	-9,828.11	-14,751.23	-12,029.46

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	86.31	778.34	778.34	-778.34
Revenue Total:	0.00	0.00	86.31	778.34	778.34	-778.34
Fund: 19 - Street Project Fund Total:	0.00	0.00	86.31	778.34	778.34	-778.34

Financial Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

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	591.51	5,482.52	5,482.52	-5,482.52
Revenue Total:	0.00	0.00	591.51	5,482.52	5,482.52	-5,482.52
Expense						
4210 - Project Expense	0.00	0.00	5,054.40	64,291.59	64,291.59	-64,291.59
Expense Total:	0.00	0.00	5,054.40	64,291.59	64,291.59	-64,291.59
Fund: 20 - ARPA Fund Surplus (Deficit):	0.00	0.00	-4,462.89	-58,809.07	-58,809.07	58,809.07
Total Surplus (Deficit):	-216,446.20	-213,526.20	-30,682.45	125,635.02	-88,481.85	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	-17,288.89	-14,168.89	-111,434.13	-287,869.35	-382,110.95	367,942.06
02 - Utility Fund	-64,272.72	-64,472.72	181,617.77	995,910.95	885,108.74	-949,581.46
03 - Recreation Fund	1,700.55	1,700.55	3,028.00	-16,619.71	-20,769.65	22,470.20
05 - Special Revenue Fund	-80,141.29	-80,141.29	-82.08	-37,702.67	-37,702.67	-42,438.62
06 - Hotel/Motel Tax Fund	-43,000.00	-43,000.00	0.00	10,725.44	10,725.44	-53,725.44
07 - Seized Fund	0.00	0.00	1.29	10.91	10.91	-10.91
09 - MC Security Fund	0.00	0.00	644.88	5,248.40	5,248.40	-5,248.40
10 - MC Tech Fund	1,930.00	1,930.00	-203.77	3,026.78	3,026.78	-1,096.78
12 - Red Light Fund	-25,000.00	-25,000.00	25.64	228.77	228.77	-25,228.77
13 - Debt Service Fund	-54,352.29	-54,352.29	-98,676.15	-484,775.68	-484,775.68	430,423.39
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	83,009.13	83,009.13	0.00	0.00	0.00	83,009.13
16 - MC Local Truancy Prevent...	8,000.00	8,000.00	658.00	5,206.49	5,206.49	2,793.51
17 - MC Municipal Jury Fund	-250.00	-250.00	13.14	103.53	103.53	-353.53
18 - Keep Diboll Beautiful Fund	-26,780.69	-26,780.69	-1,898.46	-9,828.11	-14,751.23	-12,029.46
19 - Street Project Fund	0.00	0.00	86.31	778.34	778.34	-778.34
20 - ARPA Fund	0.00	0.00	-4,462.89	-58,809.07	-58,809.07	58,809.07
Total Surplus (Deficit):	-216,446.20	-213,526.20	-30,682.45	125,635.02	-88,481.85	

DIBOLL CITY COUNCIL 12-MONTH ATTENDANCE RECORD

Council Member	8/9/2022	9/13/2022	10/11/2022	11/15/2022	12/13/2022	1/10/2023	2/14/2023
Jana Coulter							
Luis Maldonado	0	0	0	1	0	0	1
Nora Munoz							
Daniel Lopez	0	0	0	0	0	0	0
Ruben Terrazas	0	0	1	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	0	1	1	0	1	1

Council Member	3/14/2023	4/11/2023	5/9/2023	5/15/2023	6/13/2023	6/20/2023	7/11/2023	TOTAL TO-DATE
Jana Coulter					0	0	0	0
Luis Maldonado	0	0	0	1	0	0	0	3
Nora Munoz					0	0	0	0
Daniel Lopez	0	0	0	0	0	1	1	2
Ruben Terrazas	0	0	0	0	0	1	1	3
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	2	2	9



Rosa M. Olvera
Rosa M. Olvera - City Secretary



Investment Report for the Quarter Ending June 30, 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

Sam Purham

Respectfully Submitted: _____

Dated: 07/10/2023

City of Diboll
Endowment Investment Detail
through 06/30/2023

Money Market/Pooled Investments				
	Rate	Balance	Type	Description
Southside Trust Money Market - Investment Custody	4.9900%	62,516.46	Restricted	General Fund - Endowments
Total Pool and Money Market		62,516.46		

Endowment Investments								
<i>Principal may never be spent. Interest is used to fund operations of civic center, library, park and cemeteries.</i>								
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%	1,018	170,000	153,079.90	155,337.50	(2,257.60)
Austin Telco Federal Credit Union	2/15/2023	2/26/2027	4.75%	1,320	100,000	98,021.00	99,448.00	(1,427.00)
Federal Home Loan Bank	1/13/2022	12/20/2024	1.05%	522	250,000	235,007.50	236,737.50	(1,730.00)
Capital One Bank	4/21/2022	4/21/2025	2.75%	644	246,000	234,526.56	235,328.52	(801.96)
Total Endowment Investments					766,000.00	720,634.96	726,851.52	(6,216.56)

Purchases / Redemptions				
Issuer	Purchase Date	Redemption Date	Rate	Purchases/Redemptions
Due From (+)/To(-)		Description		
				(56,140.35)
				(2,230.22)
				(12,629.43)
				(13,269.80)
				(84,269.80)
Transfer From (+)/To(-)		Description		Transfer Amount

SSB Trust Endowment Returns				Current Period	YTD	NOTES
	Endow Amt (in \$1,000)	%		03/01/2023 thru 06/30/2023	10/1/22 thru 9/30/23	10/1/22 thru 9/30/23
Civic Center	100	14%		1,059.27	2,230.22	Transfer to City
Forest haven	50	7%		529.63	1,115.11	Transfer to City
Library	100	14%		1,059.27	2,230.22	Transfer to Library
Park	20	3%		211.85	446.04	Transfer to City
Temple	425	61%		4,501.89	9,478.43	Transfer \$5,100 per yr expenses + 15% remaining
Total	695	100%		7,361.92	15,500.02	
Total Fees				262.72	782.15	
Total Dividends/Interest				7,099.20	14,717.87	7,899.47

Year to Date Interest Earnings*		
<i>* Interest is reflected net of bank service fees</i>		
Endowment - General Fund	14-01-3803	10,593.54
Endowment - Park	14-10-3803	446.04
Endowment - Civic Center	14-11-3803	2,230.22
Total interest earned		13269.8

TOTAL ENDOWMENT INVESTMENTS	
	Balance
CASH EQUIVILENTS	62,516.46
FIXED INCOME SECURITIES	720,634.96
TOTAL ENDOWMENT INVESTMENTS	783,151.42

**City of Diboll
City Investment Detail
through 06/30/2023**

Money Market/Pooled Investments				
	Rate	Balance	Type	Description
Southside Trust Money Market - City of Diboll	4.9900%	100,957.99	Unrestricted	General Fund
Commercial Bank	3.0400%	256,228.11	Unrestricted	General Fund
Texpool Contingency Account	5.0846%	265,729.17	Unrestricted	General Fund
Texpool Meter Deposit Account	5.0846%	108,522.71	Restricted	Water and Sewer Fund - Meter Deposits
Logic Contingency Account	5.2554%	289,233.79	Unrestricted	Water and Sewer Fund
Bank OZK	4.8000%	2,551,759.54	Restricted	General Fund - PSI Projects
BOK Financial	4.8300%	3,962,514.97	Restricted	Utility Fund - TWDB Loan Proceeds
Total Pool and Money Market		7,534,946.28		

Investments								
Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
Total Endowment Investments								

Purchases / Redemptions								
Issuer	Purchase Date	Redemption Date	Rate	Life (days)	Par Value	FMV	Purchases/Redemptions	
Morgan Stanley Bank CD	6/5/2018	5/31/2023	0.0325	-43	93000		93,000.00	
Due From (+)/To(-)								
<i>Description</i>								
Southside Trust Money Market - Investment Custody							12,629.43	
Southside Trust Money Market - City of Diboll (Annual Interest 2022-2023)							13,269.80	
Transfer From (+)/To(-)								
<i>Description</i>							<i>Transfer Date</i>	<i>Transfer Amount</i>

Year to Date Interest Earnings*		
<i>* Interest is reflected net of bank service fees</i>		
General Fund	01-01-3800	16,676.46
Utility Fund	02-09-3800	13,073.08
Utility Fund - Investments	02-09-3803	
Seized Fund	07-03-3800	9.62
Red Light Fund	12-01-3800	203.13
Debt Service Fund	13-01-3800	388.57
Street Project Fund	19-07-3800	692.03
ARP Fund	55-01-3800	4,891.01
Total interest earned		35,933.90

SSB Trust Returns	YTD
	10/1/22 thru 9/30/23
Total	3,300.13
Total Fees	99.56
Total Dividends/Interest	3,200.57

TOTAL ENDOWMENT INVESTMENTS	
	Balance
CASH EQUIVILENTS	7,534,946.28
FIXED INCOME SECURITIES	-
TOTAL ENDOWMENT INVESTMENTS	7,534,946.28

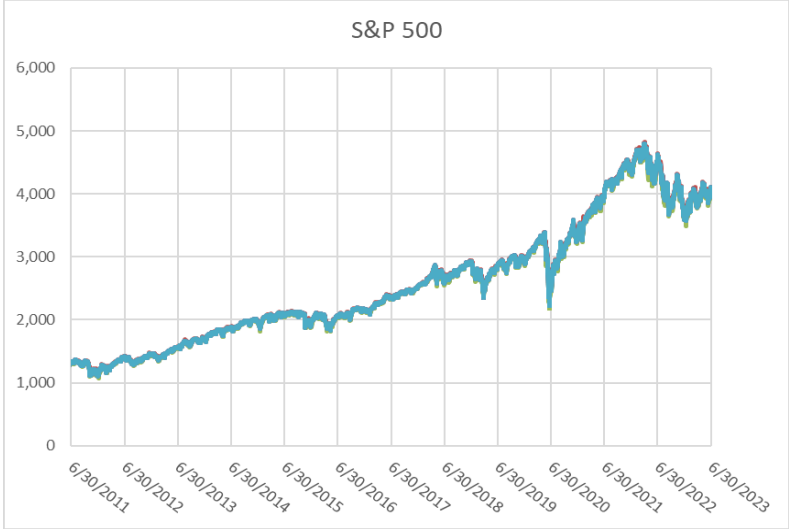
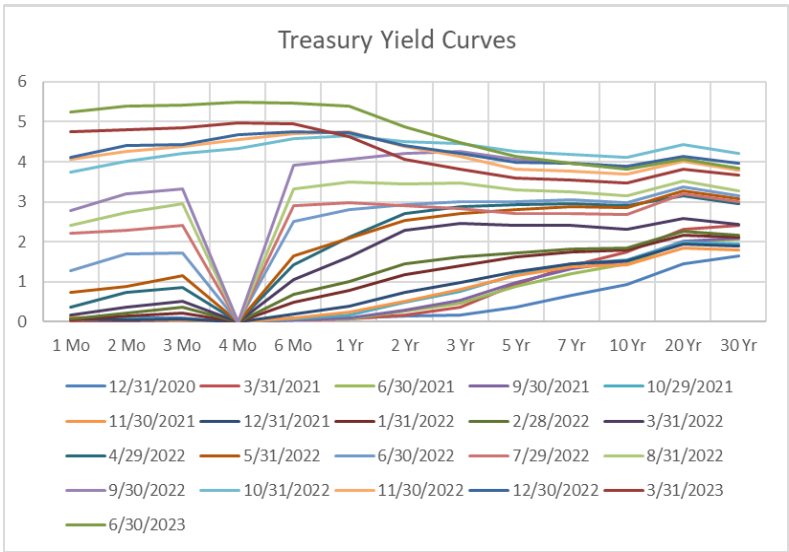
City of Diboll
Cash Detail
through 06/30/2023

Cash Balances				
<i>Restricted funds may only be used for the items described, Consolidated Cash Report</i>				
Account Name	Fund Description	Balance	Type	Description
Consolidated Cash	General	454,077.39	Unrestricted	General Fund Operations
Consolidated Cash	Utility	908,923.36	Unrestricted	Water and Sewer Fund Operations
Consolidated Cash	Recreation	3,526.01	Unrestricted	Recreation Fun Operations
Consolidated Cash	Equipment	356.27	Unrestricted	Funds from sale of equipment
Consolidated Cash	Restricted	117,361.33	Restricted	Donated funds for specific projects
Consolidated Cash	Hotel/Motel	86,169.61	Restricted	Hotel taxes are deposited in this account
Consolidated Cash	Municipal Court Security	18,099.28	Restricted	Funds to be used to enhance the security of the court
Consolidated Cash	Municipal Court Technology	8,922.51	Restricted	Funds to be used to enhance the technology of the court
Consolidated Cash	Debt Service	(337,143.12)	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	25,074.25	Restricted	Funds to be used to finance a juvenile case manager
Consolidated Cash	MC Municipal Jury Fund	501.55	Restricted	Funds to be used for jury services
Consolidated Cash	Keep Diboll Beautiful	18,847.04	Restricted	Funds to be used for beautification of Diboll
Total Consolidated Cash		1,597,315.48		
Operations	General Fund	500.78	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	7,607.00	Restricted	Funds siezed from drug arrests are deposited in this account
Debt Service	Water and Sewer Fund	83,976.85	Restricted	Restricted to the payment of Debt Service
ARP	General Fund	1,160,760.06	Restricted	American Rescue Plan Grant Proceeds - restricted to approved projects
SIB	General Fund	225,813.55	Restricted	State Infrastructure Bank Loan proceeds - For the Contruction of Road
Red Light Revenue	General Fund	75,464.54	Restricted	Red Light Cameras no longer producing revenue, partial balance to fund pending litigation
Total Other Cash		1,611,725.29		
Total Cash Balances		\$ 3,209,040.77		

Accounts Closed		
Bank	Description	Notes
None		

Accounts Opened		
Bank	Description	Notes
None		

**City of Diboll
Market Detail
through 06/30/2023**



CITY OF DIBOLL, TEXAS

INVESTMENT POLICY



August 8, 2023

I. SCOPE

The Investment Policy applies to the investment activities of the City of Diboll. These policies serve to satisfy the statutory requirement of the Public Funds Investment Act Chapter 2256, Texas Government Code (the "Act"), to define and approve a formal investment policy.

Funds Included. All financial assets of the City, including the General Fund, Water and Sewer Utility Fund, Solid Waste Disposal Fund, Economic Development Fund, Diboll Convention and Visitors Bureau Fund, Capital Projects Funds, Special Revenue Funds, Debt Service Funds, and all other Funds that may be created from time to time, shall be administered in accordance with the provisions of these policies.

Funds Excluded. The Act specifically excludes deferred compensation plans.

II. OBJECTIVES

Safety. Safety of principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Liquidity. The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated.

Yield. The yield on investment instruments shall reflect market conditions at time of execution and will achieve the best allowable yield commensurate with the risk criteria of this Policy.

III. RESPONSIBILITY AND CONTROL

Delegation. Management responsibility for the investment program is hereby delegated to the City Manager.

Finance Committee. A Finance Committee consisting of the City Manager, Director of Finance, City Secretary, and three Council members (appointed by the Mayor) shall monitor the investment activities of the City, select independent training sources, authorize broker/dealer firm, and assist in the development of the investment policies and strategies. The City's Independent Auditor and Investment Advisor shall be non-voting members of the Finance Committee.

Investment Officers. The City Manager and Director of Finance are the "Investment Officers" of the City. As Investment Officers they are authorized to deposit, withdraw, invest, transfer, execute documentation, and otherwise manage the City funds according to this Policy.

In order to ensure qualified and capable investment management, the Investment Officers shall attend training, sponsored by an independent source approved by the Finance Committee, receiving not less than 10 hours within twelve months of assuming investment responsibilities, and thereafter, receiving not less than 8 hours during a two-year period that begins on the first day of the City's fiscal year and consists of the two consecutive fiscal years after that date.

Management and Internal Controls. The following system of internal controls shall govern all investment transactions. The Finance Committee, City Manager, and the Independent Auditor shall review the internal controls. The controls are designed to reasonably prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City.

Internal Controls System:

1. Documentation from the Investment Advisor or investment provider;
2. Two Investment Officer Signatures required on all investment transactions;
3. City Manager review of all investment transactions; and
4. Full and complete documentation of investment transactions.

Transaction Authority. Certain signatory responsibilities are required to transact investments. The Investment Officers shall be authorized as depository signatories within guidelines established by the City Manager.

Upon receiving written confirmation from the Investment Advisor or investment provider, the Investment Officers are authorized to transact wire transfers, buy/sell, and trade investments in accord with the goals and objectives of the City's investment strategy and this Policy.

Bonding of all individuals authorized to place, purchase, or sell investment instruments shall be required.

Prudence. Investments shall be made with the exercise of due care, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their own capital as well as the probable income to be derived.

Investment Officers acting in accordance with written procedures and exercising prudence shall be relieved of personal responsibility for an individual instrument's credit risk or market price dangers, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. The investment portfolio as a whole, and not just a single investment, shall be reviewed when determining whether or not the actions of an Investment Officer are considered prudent.

IV. **ETHICS**

Conflicts of Interest. Investment Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Disclosure. Investment Officers shall disclose to the City Manager, City Council, and the Texas Ethics Commission any financial interests in financial institutions or any relationship within the second degree by affinity or consanguinity to an individual that conducts business with the City. All Investment Officers shall further disclose any large personal financial investment positions that could be related to the performance of the City's portfolio. Investment Officers and employees involved in the investment process shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to the timing of purchases and sales.

V. **REPORTING**

Quarterly Reports. The Investment Officers and the Investment Advisor shall submit quarterly to the City's Finance Committee and City Council an investment report that:

1. Summarizes current strategies and possible risks,
2. Explains recent results by investment category,
3. Discloses the quarter ' s fully accrued interest and compares the interest with budgetary expectations when applicable,
4. Describes in detail the investment position of the City,
5. States the reporting period beginning book and market values and ending book and market values for the period of each pooled fund group,
6. States the reporting period ending book and market value for each investment by asset type and fund type,
7. States the final maturity date of each investment,
8. States the fund for which each investment was purchased, and
9. States the compliance of the investment portfolio with the City's Investment Policy, Investment Strategy Statement, and the Public Funds Investment Act.

The market valuations obtained by the City or the City's Investment Advisor shall be from sources believed to be accurate and representative of the investments' true value. This report shall be prepared jointly by all of the Investment Officers, and each Investment Officer shall sign the report.

Annual Report. Within sixty (60) days of the end of the fiscal year, the Investment Officers and the Investment Advisor shall present an annual report on the investment program activity to the City ' s Finance Committee for review by the City Council. The annual report may be incorporated into the fourth quarter report and shall include twelve (12) month performance information and shall suggest improvements that might be made in the investment program.

This Investment Policy establishes "weighted average yield to maturity" as the standard portfolio performance measurement.

The City, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the City's Investment Policy and Investment Strategy Statements.

Additionally, the City's Independent Auditor shall formally review each quarterly report and that Auditor shall report the result of the review to the City Council.

VI. **INVESTMENTS**

Active Portfolio Management. The City intends to pursue active versus passive portfolio management philosophy. That is, investments may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. A competitive yield environment shall be achieved by soliciting quotes from multiple investment providers, monitoring comparable investment alternatives, and reviewing general market conditions

Authorized Investments. Financial assets of the government of the City may be invested in:

- A. U. S. Treasury securities;
- B. Obligations of U. S. Government Agencies and Instruments, including the Federal Home Loan Banks, other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of the United States or its agencies and instrumentalities, and obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States, but excluding principal-only and interest-only mortgage backed securities, collateralized mortgage obligations and real estate mortgage investment conduits;
- C. Obligations of the State of Texas or its agencies and instrumentalities, and obligations of counties, cities, and other political subdivisions of this State rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
- D. Fully insured or collateralized deposits at eligible depositories placed in compliance with this Policy and the Act;
- E. Repurchase agreements structured in compliance with the Act. The term includes direct security repurchase agreements entered into by the City and reverse repurchase

agreements only obtained in connection with investment by the City in an Eligible Investment Pool or Money Market Mutual Fund. All the City repurchase agreement transactions shall be governed in accordance with a written repurchase agreement;

- F. Money Market Mutual Funds registered with and regulated by the Securities & Exchange Commission; that fully invest dollar-for-dollar all the City funds without sales commissions or loads; that are categorized as a "Treasury " or "Government " money market fund; and, whose investment objectives include seeking to maintain a stable net asset value of \$1.0000 per share. the City may not invest funds under its control in an amount that exceeds 10% of the total assets of any individual money market fund,
- G. Eligible Investment Pools as defined by and in compliance with the Act, that have been authorized by the City Council, maintain a rating of a least AAA or Aaa, and whose investment philosophy and strategy seek to maintain a stable net asset value of \$1.00.

Investment Maturity Limitations. In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the Funds. Stated final maturity guidelines by Fund are as follows:

- A. **Operating Funds.** The weighted average days to maturity for the operating fund portfolio shall be less than 300 days and the maximum allowable maturity shall be two years.
- B. **Construction, Bond and Loan Funds.** The investment maturity of construction, bond and loan funds (excluding reserve and debt service funds) shall be limited to the anticipated cash flow requirements of the projects or the "temporary period," as defined by Federal Tax Law, whichever is shorter.
- C. **Debt Service Funds.** Debt Service Funds shall be invested in such a manner as not to exceed an "unfunded" debt service date with the maturity of any investment. An unfunded debt service date is defined as a coupon or principal payment date that does not have cash or maturing investment available to satisfy said payment.
- D. **Bond Reserve Funds.** Bond Reserve Fund maturity shall generally not exceed the call provisions of the Bond Resolution, Loan Covenants or Insurance Policy restrictions and shall not exceed the final maturity of the bond issue or five years, whichever is shorter.
- E. **The City Internal Investment Pool.** The maximum average days to maturity for the internal investment pool shall be 300 days and the maximum allowable maturity shall be two years.
- F. **Depreciation Funds.** The investment maturity of depreciation funds shall be limited to the anticipated cash flow requirements of the plant or equipment being depreciated, replaced or repaired.

G. Economic Development Corporation Funds. EDC Funds will be segregated from the Internal Investment Pool and invested as a "non-public unit" as defined by the FDIC. Maturity shall be limited to the anticipated cash flow requirements the Fund.

Investments purchased prior to this Policy's revision that do not meet the revised requirements of this Policy are not required to be liquidated. The Finance Committee shall monitor each investment's status to determine whether it is in the best interest of the City to hold or liquidate the investment.

Any Authorized Investment that requires a minimum rating does not qualify during the period the investment does not have the minimum rating. The City shall monitor the rating of each issuer, as applicable, at least quarterly, and take all prudent measures that are consistent with this Policy to liquidate an investment that does not have the minimum rating.

VII. **SELECTION OF DEPOSITORIES AND DEALERS**

Bidding Process. A Primary Depository shall be selected through the City's banking services procurement process, which shall include a formal Request for Application (RFA) issued in compliance with applicable State law. This contract can be extended as per the RFA specifications. In selecting a Primary Depository, the credit worthiness of institutions shall be considered, and the Director of Finance shall conduct a comprehensive review of prospective depository's credit characteristics and financial history.

Insurability. Depositories seeking to establish eligibility for the City's competitive certificate of deposit and interest-bearing account purchase program shall submit financial statements, evidence of federal deposit insurance, and any other information as required by the Director of Finance.

Collateralized Deposits. All depository deposits shall be insured or collateralized in compliance with applicable State law. Ledger Balance shall be used to determine the appropriate insurance or collateral level. The City reserves the right, in its sole discretion, to accept or reject any form of insurance or collateralization pledged towards depository deposits. Financial institutions serving as the City Depositories will be required to sign a Depository Agreement with the City. The collateralized deposit portion of the Agreement shall define the City's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- the Agreement must be in writing;
- the Agreement has to be executed by the Depository and the City contemporaneously with the acquisition of the asset;
- the Agreement must be approved by the Board of Directors or Designated Committee of the Depository and a copy of the meeting minutes must be delivered to the City; and

- the Agreement must be part of the Depository's "official record" continuously since its execution.

Investment Advisors and Broker/Dealers. Investment Advisors shall adhere to the spirit, philosophy, and specific term of this Policy and shall invest within the same "Standard of Care". Investment Broker/Dealers shall adhere to the spirit and philosophy of this Policy and shall avoid recommending or suggesting transactions outside that "Standard of Care".

The Finance Committee shall perform selection of Investment Advisors and Broker/Dealers. The Investment Officers shall establish criteria to evaluate Investment Advisors and Broker/Dealers, including:

- A. Adherence to the City's policies and strategies;
- B. Investment performance and transaction pricing within accepted risk constraints;
- C. Responsiveness to the City's request for services, information and open communication;
- D. Understanding of the inherent fiduciary responsibility of investing public funds; and
- E. Similarity in philosophy and strategy with the City's objectives.

Selected Investment Advisors and Broker/Dealers shall provide timely transaction confirmations and monthly activity reports.

Selected Investment Advisors must be registered under the Investment Advisors Act of 1940 or with the State Securities Board. A contract with an Investment Advisor may not be for a term longer than two years and the City Council must approve any renewal or extension.

Primary Broker/Dealers and Approved List. For Brokers/Dealers of government securities, selection shall be made only from those Broker/Dealers reporting to the Market Reports Division of the Federal Reserve Bank of New York, also known as the "Primary Government Securities Dealers," unless a Broker/Dealer questionnaire and certification reveals that other firms are adequately financed to conduct public business.

The Finance Committee shall review, revise, and adopt a list of qualified Brokers/Dealers at least annually.

Eligible Business Organizations. Business organizations, as defined by the Act, eligible to transact investment business with the City shall be presented a written copy of this Investment Policy. Additionally, the qualified representative of the business organization seeking to transact investment business shall execute a written instrument substantially to the effect that the qualified representative has:

1. Received and thoroughly reviewed this Investment Policy, and

2. Acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the organization that are not authorized by the City's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions of the City that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The City shall not enter into an investment transaction with a business organization prior to receiving the written instrument described above.

VIII. SAFEKEEPING AND CUSTODY

Insurance, Pledged Collateral or Purchased Securities. All deposits of the City funds with eligible depositories shall be secured by pledged collateral with a market value equal to or greater than 102% of the deposits plus accrued interest, less any amount insured by the FDIC. Repurchase agreements shall be documented by a specific agreement noting the "purchased securities" in each agreement. Collateral pledged and purchased securities shall be reviewed at least monthly to assure the market value equals or exceeds the related the City investment.

Eligible Securities for Pledged Collateral or Purchased Securities. The City shall accept only the following securities as pledged collateral or purchased securities:

- A. U. S. Treasury securities;
- B. Obligations of U. S. Government Agencies and Instrumentalities, including letters of credit, but excluding principal-only and interest-only mortgage-backed securities;
- C. Federal Deposit Insurance Corporation (FDIC) coverage;
- D. Direct or unconditionally guaranteed obligations of the State of Texas;
- E. States, agencies, counties, cities, or political subdivisions naturally rated "A" or higher.

A letter of credit of the United States or its agencies or instrumentalities issued to the City with a value equal to or greater than 102% of the deposits plus accrued interest, less any amount insured by the FDIC, and with an expiration date greater than the anticipated term of the deposit is also acceptable to enhance eligible depository deposits.

Subject to Audit. All collateral shall be subject to inspection and audit by the Director of Finance or the City's Independent Auditors.

Delivery versus Payments. All repurchase agreements and investment security transactions shall be purchased using the Delivery Versus Payment (DVP) method. That is, funds shall not be wired or paid until verification has been made that the City's Agent or Trustee received the security or collateral. The security or collateral shall be held in the account of the City. The Trustee or Agent's records shall assure the notation of the City's ownership of or explicit claim on the security or collateral. The original copy of all safekeeping receipts shall be delivered to the City.

Investment Strategy. The City Council shall adopt an Investment Strategy Statement for each of the City's fund-types and internal investment pools. The Investment Strategy Statement must describe the investment objectives for each particular fund according to the following priorities:

1. Investment suitability,
2. Preservation and safety of principal,
3. Liquidity,
4. Marketability prior to maturity of each investment,
5. Diversification, and
6. Yield.

Review and Amendment. The City Council shall review the Investment Policy and Investment Strategy Statements annually. Amendments must be approved by the Finance Committee and adopted by the City Council. The City Council shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed or changed the investment policy and investment.

Jason Arnold, City Manager

Trey Wilkerson, Mayor

Date: _____

Date: _____

ORDINANCE NO. 2023-08-001

AN ORDINANCE OF THE CITY OF DIBOLL, TEXAS, AMENDING CHAPTER 5 ARTICLE I. SEC 5-10, OF THE CODE OF ORDINANCES OF THE CITY OF DIBOLL, “CODE EDITION AND APPENDICES SCHEDULE,” AND ADOPTING THE 2018 EDITION OF THE FOLLOWING INTERNATIONAL CODES: BUILDING CODE, RESIDENTIAL CODE, EXISTING BUILDING CODE, ENERGY CONSERVATION CODE, MECHANICAL CODE, FUEL GAS CODE, FIRE CODE, PLUMBING CODE AND PROPERTY MAINTENANCE CODE; REPEALING ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Diboll, Texas (“City”), after due notice and hearing, that the 2018 Edition of the listed International Codes be adopted as the minimum standards for the City of Diboll:

- International Building Code (IBC).
- International Residential Code (IRC).
- International Existing Building Code (IEBC).
- International Energy Conservation Code (IECC).
- International Mechanical Code (IMC).
- International Fuel Gas Code (IFGC).
- International Fire Code (IFC).
- International Plumbing Code (IPC).
- International Property Maintenance Code (IPMC).

WHEREAS, adoption of the 2018 Edition of these said International Codes, is in the best interest of the citizens of Diboll.

WHEREAS, the City Council of the City of Diboll, Texas, after giving due consideration to the recommendation of Texas Department of Licensing and Regulation (TDLR) of the 2018 Edition of these said International Codes, and further, after giving due consideration to the public health, safety and welfare, having decided that it is to the best interest of the citizens of the City such change be made.

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

Chapter 5 Article I. SEC 5-10 of the Code of Ordinances of the City of Diboll, in various chapters and sections, as heretofore amended, be and the same hereby is amended as follows:

CHAPTER 5: ARTICLE I. CODE EDITION AND APPENDICES SCHEDULE

The 2018 Edition of the following International Codes: Building Code, Residential Code, Existing Building Code, Energy Conservation Code, Mechanical Code, Fuel Gas Code, Fire Code, Plumbing Code and Property Maintenance Code; in his totality, is hereby adopted by reference, including all appendices, as the rules and regulations to govern and to be observed and followed.

This ordinance shall be in full force and effect on September 1st, 2023.

REPEAL AND EFFECTIVE DATE. All ordinances or portions of ordinances in conflict herewith are hereby repealed. This ordinance shall become effective following a final affirmative vote of the City Council.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Diboll, Texas, on this the 8th day of August, 2023.

TREY WILKERSON, MAYOR

ATTEST:

ROSA OLVERA, CITY SECRETARY

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

ORDINANCE NO. 2023-08-002

AN ORDINANCE OF THE CITY OF DIBOLL, TEXAS, AMENDING CHAPTER 5 ARTICLE I. SEC 5-10, OF THE CODE OF ORDINANCES OF THE CITY OF DIBOLL, “CODE EDITION AND APPENDICES SCHEDULE,” AND ADOPTING THE 2023 EDITION OF THE NATIONAL ELECTRIC CODE (NEC), REGULATING AND GOVERNING THE DESIGN, CONSTRUCTION, QUALITY OF MATERIALS, ERECTION, INSTALLATION, ALTERATION, REPAIR, LOCATION, RELOCATION, REPLACEMENT, ADDITION TO, USE OR MAINTENANCE OF ELECTRICAL SYSTEMS IN THE CITY OF DIBOLL; REPEALING ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Texas Electrical Safety and Licensing Act requires the Texas Department of Licensing and Regulation (TDLR) to adopt the 2023 revised National Electric Code (NEC), as the electrical code for the State of Texas.

WHEREAS, the City of Diboll, Texas (“City”), after due notice and hearing, recommends that the 2023 National Electrical Code be adopted as the minimum standards for all electrical work in the City of Diboll.

WHEREAS, adoption of the 2023 Edition of the National Electrical Code is in the best interest of the citizens of Diboll.

WHEREAS, the City Council of the City of Diboll, Texas, after giving due consideration to the recommendation of Texas Department of Licensing and Regulation (TDLR) and the statements made and facts brought out at such hearing on such proposed revised 2023 National Electrical Code, and further, after giving due consideration to the public health, safety and welfare, having decided that it is to the best interest of the citizens of the City such change be made.

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

Chapter 5 Article I. SEC 5-10 of the Code of Ordinances of the City of Diboll, in various chapters and sections, as heretofore amended, be and the same hereby is amended as follows:

CHAPTER 5: ARTICLE I. CODE EDITION AND APPENDICES SCHEDULE

The 2023 National Electric Code (NEC), in his totality, is hereby adopted by reference, including all appendices, as the rules and regulations to govern and to be observed and followed in all electrical wiring and in all constitution, installation, repairs, alterations, operation and maintenance of electrical wiring systems, apparatus and fixtures.

This ordinance shall be in full force and effect on September 1st, 2023.

REPEAL AND EFFECTIVE DATE. All ordinances or portions of ordinances in conflict herewith are hereby repealed. This ordinance shall become effective following a final affirmative vote of the City Council.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Diboll, Texas,
on this the 8th day of August, 2023.

TREY WILKERSON, MAYOR

ATTEST:

ROSA OLVERA, CITY SECRETARY

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

ORDINANCE NO. 2023-08-003

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS, AMENDING CHAPTER 8 ARTICLE IV., OF THE CODE OF ORDINANCES OF THE CITY OF DIBOLL, "PEDDLERS AND SOLICITORS," BY A NEW ARTICLE ENTITLED "VENDORS, PEDDLERS AND SOLICITORS,;" PROVIDING DEFINITIONS; AND AN EFFECTIVE DATE.

WHEREAS, the City of Diboll is a home rule municipal corporation organized in accordance with the Texas Constitution; and

WHEREAS, the City of Diboll has an interest in protecting its residents' right to privacy in their own homes, in preserving the public peace and order, and in protecting the public safety and welfare; and

WHEREAS, by Ordinance No.2023-08-002 the City Council enacted certain regulations governing the activities of vendors, peddlers and solicitors engaging in business within the City, and requiring registration of persons prior to engaging in such business activities; and

WHEREAS, the City Council finds the regulations adopted by Ordinance No.2023-08-002 have addressed the health, safety and welfare concerns, but that certain revisions to the regulations, as set forth in the amendments herein, are necessary in order to provide a comprehensive regulatory framework that best serves the interests of the City and its residents; and

WHEREAS, the City Council has reviewed such amendments to Ordinance No.2023-08-002, and finds the amendments will further the City's interests, purposes and goals regarding regulation of vendor, peddler and solicitor activity within the City;

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

CHAPTER 8: ARTICLE IV. VENDORS, PEDDLERS AND SOLICITORS

Definitions.

As used in this article:

Authorized permit means a completed permit form issued by the City of Diboll, signed by the City Manager or designee.

Commercial vendor shall mean and be used to collectively refer to door-to-door vendor, temporary vendor and/or transient vendor as defined herein.

Door-to-door solicitor shall mean any person, group, firm, business or organization soliciting donations or sales of items at private residences or generally throughout the city.

Fundraising vendor shall mean any charitable, civic or any group where proceeds will be applied to charity, civic or philanthropic purposes.

Interstate commerce shall mean soliciting, selling or taking orders for or offering to take orders for any goods, wares, merchandise, photographs, magazines or subscriptions to magazines which, at the time the order is taken, are in or will be produced in any federal district or territory, any commonwealth or any state other than Texas, and shipped or introduced into this city in the fulfilling of such orders.

Itinerant vendor shall mean any all solicitors, peddlers, vendors or merchants who intend to sell merchandise within the city and do not have a business location on a permanent building or structure in full compliance with all zoning, construction and development codes of the city.

Long-term vendor shall mean any solicitors, peddlers, vendors or merchants who have entered into a Parks User Agreement with the City of Diboll to operate within Old Orchard Park for any period of time extending over forty-eight (48) hours.

Temporary vendor shall mean any person or group of people who establishes a temporary, mobile or transient business venture.

Transient vendor means any such business as may be operated or conducted by persons who may or may not have fixed places of business in places other than the city, or who move stocks of goods, wares or merchandise or samples into and away from the city on an intermittent or short-term basis (i.e., special events or weekend sales).

Vendor, solicitor, or peddler shall mean any person, firm, company, partnership, corporation or association engaged in any activity mentioned in this ordinance.

Exceptions—Sales to dealers or by authority of law.

The provisions of this article shall not apply to sales made to dealers by commercial travelers or sales agents in the usual course of business, nor to sales made under authority and by order of law.

Exceptions—Interstate commerce.

The provisions of this article, pertaining to licenses and license fees, shall not apply to persons engaged in interstate commerce as that term is herein defined, provided, however, that it shall be unlawful for persons engaged in interstate commerce to go from house to house or place to place in the city without express application for and approval of an authorized permit.

Private premises.

It shall be unlawful for any person to go in and upon the premises of a private residence in the city, unless requested or invited to do so by the owner or occupant of said private residence, for the purpose of soliciting, selling or taking orders for or offering to sell or take orders for any goods, wares, merchandise, services, photographs, magazines or subscriptions to magazines.

Public property.

Authorized permits shall not be issued for vendors, peddlers, or solicitors to conduct or operate their business on any public property except the following:

- a. Fundraising vendors;
- b. Festivals allowed by the City of Diboll.
- c. Long-term vendors who have entered into a Parks User Agreement with the City of Diboll.

Any person or group who uses public property for the purposes stated in this section shall return the property to its condition on a daily basis.

Permits for on-street solicitations.

a. No person may solicit charitable contributions on a city street or state highway within the city limits without first obtaining an authorized permit.

b. The permit shall define the rules and regulations governing on-street solicitations as follows:

1) Permits shall only be issued to charitable organizations and causes, not for business purposes.

2) Permits shall only be issued to organizations based within the city, that are composed primarily of residents of Diboll, primarily hold meetings or have a physical location within the city.

3) Permits shall only authorize persons over the age of 18 to be on the street for solicitation with the exception of school-related events, under which circumstances persons ages 16 or over may be on the street while under the visual supervision of an adult who is acting as a project sponsor.

4) Permits shall restrict the hours for on-street solicitation to a one-day period between 8:00 am and 6:00 pm.

5) No more than three (3) permits shall be issued to one organization within the same calendar year.

c. The Police Chief or any law enforcement officer representing the City of Diboll shall have the authority to immediately halt on-street solicitations and revoke a permit if either:

1) Conditions or any actions of the permit holder are deemed to cause a safety or traffic hazard; or

2) Upon violation of any authorized permit requirements.

Permit—Required.

It shall be unlawful for any person to conduct business as an itinerant vendor, temporary vendor or transient vendor without having first applied for and obtained an authorized permit to do so from the City Secretary. It shall be unlawful to sell or solicit in the city, as aforesaid, without carrying such license while engaged in such soliciting or selling.

Permit—Application

Any person desiring to conduct business as an itinerant vendor, temporary vendor or transient vendor shall make written application to the City Secretary for an authorized permit to do so. The application shall show the name and address of the applicant, the name and address of the person, if any, that he or she represents and the kind of goods offered for sale, and whether such applicant upon any such sale or order shall demand, accept or receive payment or deposit of money in advance of final delivery and the period of time such applicant wishes to sell or solicit in the city.

Permit—Fee.

A license for a vendor, solicitor or peddler shall be one hundred dollars (\$100.00) per year or five dollars (\$5.00) per day. In the event the annual fee is paid, an authorized permit shall be issued that shall be valid for one (1) year from the date of its issuance. However, when any annual permit is issued, the licensee shall notify the City Secretary each day that said permittee is engaged in any activity mentioned herein, and shall register with the City Secretary. Upon payment of the daily permit fee, a daily permit shall be issued that shall be valid for one day.

Refusal of application.

All applications are subject to refusal by the City Manager or designee.

REPEAL AND EFFECTIVE DATE. All ordinances or portions of ordinances in conflict herewith are hereby repealed. This ordinance shall become effective following a final affirmative vote of the City Council.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Diboll, Texas, on this the 8th day of August, 2023.

TREY WILKERSON, MAYOR

ATTEST:

ROSA OLVERA, CITY SECRETARY



STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §



City of Diboll Parks User Agreement For Long-Term Vendors



PURPOSE

This policy is intended to guide the City of Diboll in decision making with regards to long-term vendors within Old Orchard Park. This policy recognizes the cooperative relationship between third-party vendors and the City. Participation as a vendor will be influenced and guided by the City Administration's commitment to maintain a high standard of service.

In order to provide the best service to our citizens, the City reserves the right to unilaterally revise, supplement or discontinue any of the standards, guidelines, procedures, and addenda described in this Park User Agreement.

If scheduling conflicts arise among the recognized vendors, priority will be given to the returning vendor in good standing. If necessary, an additional measure will be given to the recognized vendors from Diboll.

PERMITS

Vendors must submit a completed Park User request form. Long-Term Vendor Request forms can be found at the end of this manual or on the City of Diboll website at www.cityofdiboll.com

Applications will be reviewed by the City Manager or his designee. If the City of Diboll can accommodate the request, a permit will be issued to the vendor.

If you are approved as a long-term vendor you will receive a permit for the time period you have access to the park. The City may process annual renewals without significant change in the agreement. Vendors must have this permit with them when utilizing the park for business. City staff will monitor the park and check permits.

TRASH SERVICE

Please be respectful of the parks and the surrounding community by placing trash in the proper receptacle. Vendors will be responsible for placing trash in the proper receptacle provided at the park. Failure to do so will result in:

- First Offense: Warning from City of Diboll.
- Second Offense: Vendors will be charged \$35.00 per hour (minimum of one hour) for trash pickup by the City.
- Third Offense: Vendors will be charged \$35.00 per hour (minimum of one hour) for trash pickup by the City and a suspension of permit.

STORAGE BUILDINGS and CONCESSION STAND

Storage buildings located at the ballfields are intended for City use and not that of individual vendors. Vendors may not store equipment in the storage buildings.

The concession stand is intended for City and League use. Vendors may not enter the concession stand without City or League approval.

VENDOR TRAILERS

With permission from the city manager, vendors may park a trailer at Old Orchard Park. Pictures and specifications of the trailer must be provided for preliminary approval. If preliminary approval is obtained, the trailer may be delivered to Old Orchard Park for final approval. Subsequent inspections will be made at the leisure of the City of Diboll.

Spaces are \$25 a month. The first three months of rental fees will be due upon final approval of the trailer. The fourth and subsequent month's payments will be due on the 21st of each month. Rental fees will not be prorated.

Vendor Trailers:

1. Must remain in good working order and in a moveable condition at all times.
2. Paint and decals must be fresh and in good taste.
3. The City will not be responsible for damage or theft of any kind.
4. The City reserves the right to move the trailer if necessary.

RULES AND REGULATIONS

1. Alcohol, tobacco and vape use are prohibited in the park.
2. Park rules, regulations, and City ordinances must be adhered to by vendors. This is the responsibility of the permit holder.
3. Alterations to the park is a violation of the permit and can be a cause for immediate termination of the permit with no refunds.
4. Sub-leasing of permit is strictly against the terms and conditions of all permits. Permittees found to be sub-leasing time or space will lose all access as a vendor.
5. Individuals shall NOT use violent, obscene or profane language while on the park grounds nor shall anyone conduct him or herself in a disorderly manner or commit any nuisance that interrupts the normal operations.
6. All trailers must park in designated space. Vehicles will be ticketed and/or towed if parked in non-designated parking areas. Vendors will be liable for any damage to the facility while moving trailers.
7. Vendors will remember and respect that Old Orchard is a public park. Vendors will not bully or coerce others to sell their products or services.
8. Violations of park rules or regulations will be cause for revocation of vendor permits without warning.



City of Diboll Parks User Agreement For Long-Term Vendors



Business Name: _____

Owner Name: _____

Phone: _____

Email: _____

Time Frame Requested: _____

I have received a copy of the Parks User Agreement and agree to abide by all therein:

Signature: _____ Date: _____

For Office Use Only:

Paid \$75.00: Yes / No

ORDINANCE NO. 2023-08-004

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF DIBOLL, TEXAS; AMENDING CHAPTER 24, ZONING; ADDING A NEW SECTION 24-30 RECREATIONAL VEHICLE PARKING AND STORAGE, SETTING FORTH REGULATIONS REGARDING THE PARKING AND STORAGE OF RECREATIONAL VEHICLES; CONTAINING FINDINGS AND OTHER PROVISIONS RELATED TO THE SUBJECT; PROVIDING A PENALTY; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, the City of Diboll, Texas (“City”) is authorized by Chapter 211 of the Texas Local Government Code to promulgate rules and regulations governing land uses and structures;

WHEREAS, the City Council has determined that establishing minimum standards for the parking and storage of recreational vehicles protects and advances the general welfare of the community; and

WHEREAS, the City Council has determined that establishing minimum standards for the parking and storage of recreational vehicles enhances and protects the aesthetic interests of the community; and

WHEREAS, the City Council has determined that establishing minimum standards for the parking and storage of recreational vehicles protects property values and lessens the impact individual residential properties may have on surrounding residential development;

WHEREAS, the City Council of the City finds that the rules and regulations contained herein is in the best interest of the health, safety and welfare of the citizens of the City;

WHEREAS, the City Council further finds that the rules and regulations contained herein are needed to promote the safe, orderly and healthful development of the City;

WHEREAS, the Planning and Zoning Commission of the City, after notice and hearing as required by law, has recommended that the City Council adopt the amendments to the zoning ordinance contained herein; and,

WHEREAS, the City Council, following notice and hearing as required by law, concurs with the recommendation of the Planning and Zoning Commission that such amendment to the zoning ordinance be adopted; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct and fully incorporated herein for all purposes.

Section 2. The Code of Ordinances of the City of Diboll, Texas is hereby amended by adding a new section 24-30 **Recreational Vehicle Parking and Storage** to Chapter 24, Zoning, with such new section to read as follows:

“24-30 Recreational Vehicle Parking and Storage. The long-term parking or storage of any recreational or other special vehicle, as defined in this section, in any residentially zoned district, must meet the following requirements:

a. Vehicle Measurement and Description

1. The length of a vehicle will be measured to include the trailer tongue and other connections, and any overhang of the vehicle or trailer, including the item(s) being transported on the trailer.

2. A recreational or special vehicle is any camper, travel trailer or other trailer (including boats, autos, or any other item stored thereon), designed to be towed on public streets and which exceeds 20 feet in length; or any motor home, coach, bus or other self-propelled vehicle which exceeds 20 feet in length.

b. Vehicle Storage

Storage is defined as the continuous parking of the vehicle for 24 hours or longer.

c. Recreation Vehicle Parking and Storage

1. Only one recreational vehicle, which is defined as a self-propelled vehicle or other vehicle designed to be towed on public streets and which exceeds 20 feet in length, may be stored per lot.

2. All recreational vehicles parked or stored in a residentially zoned district must meet the following requirements.

3. A recreational vehicle:

(a) may not be stored or parked on public property or city street

(b) may not be stored on required off-street parking.

(c) may not extend over a public easement or right-of-way.

(d) may not be used for housekeeping, living, or sleeping quarters.

(e) must be maintained in an operable condition.

(f) must be secured with wheel stops or maintained so as not to present a safety problem to the neighborhoods in which the vehicle is parked.

(g) if stored in front of the front line of the house, recreational vehicles must be stored on an improved driveway or improved parking surface such as concrete, asphalt, paving stones, or brick. The parking surface must be continuous from a driveway or accessible from a rear alley.

(h) Recreational vehicles stored in the side yard or rear yard behind the front building line must be screened from view from adjacent lots and side streets.

4. All recreational vehicles parked in residential areas must have a valid federal or state license and registration if required.

Section 3. The City Council, upon application duly filed by the applicant and after public hearing, may grant an exception from the terms of this ordinance and the requirements set forth herein upon the affirmative vote of the City Council. The application for an exception shall set forth in specific detail the grounds or reasons upon which such an exception request is being made. The fee for such application shall be paid before the variance is scheduled for consideration.

In granting any exception, the City Council shall determine that all of the following are applicable to the property: (1) that a literal enforcement of these regulations will create an unnecessary hardship or practical difficulty on the applicant; (2) that the situation causing the unnecessary hardship or practical difficulty is unique to the affected property and is not self-imposed; (3) that the variance will not injure and will be wholly compatible with the use and permitted development of adjacent properties; and (4) that the granting of the exception will be in harmony with the spirit and purpose of this Ordinance.

The terms and conditions of the exception, if granted, shall be noted in the minutes of the City Council meeting or be adopted by a resolution of the City Council. In the event that an exception application is denied by the City Council, no other exception of like kind shall be considered or acted upon by the City Council upon the same building or proposed building for a period of six (6) months subsequent to said denial.”

Section 4. Any person violating any of the provisions of this ordinance, shall upon conviction, be fined any sum not exceeding one hundred dollars (\$100); and each and every day that the provisions of this chapter are violated shall constitute a separate and distinct offense. In addition to the said penalty provided for, the right is hereby conferred and extended upon any property owner owning property in any district, where such property owner may be affected or invaded, by a violation of the terms of the ordinance, to bring suit in such court or courts having jurisdiction thereof and obtain such remedies as may be available at law and equity in the protection of the rights of such property owners.

Section 5. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Diboll, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

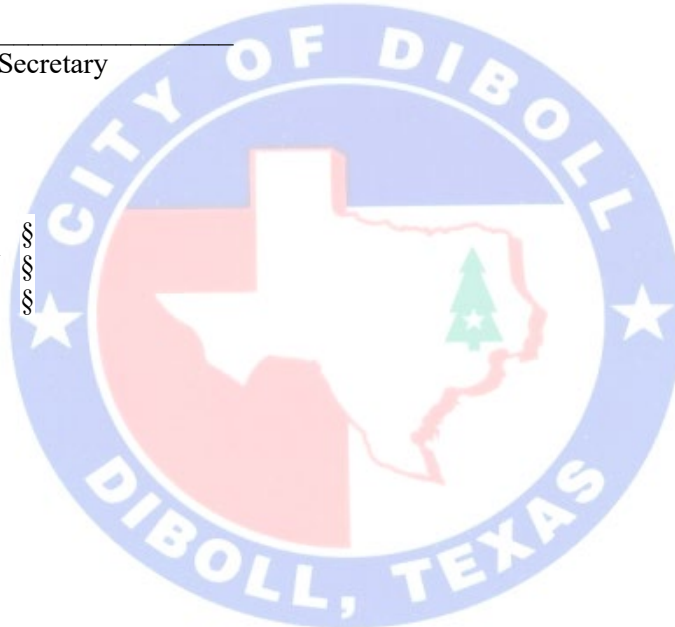
PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2023.

Trey Wilkerson, Mayor

ATTEST:

Rosa Olvera, City Secretary

STATE OF TEXAS
ANGELINA COUNTY
CITY OF DIBOLL



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

August 3, 2023

Honorable Mayor and City Council
City of Diboll

RE: Junked Vehicle Amnesty Program

As Council is aware, the City of Diboll has a junked vehicle ordinance regulating inoperable, abandoned or unregistered vehicles. Council is also aware that our recently established Code Compliance Department has focused on other problematic areas, such as stray animals, livestock concerns, unsafe structures and more. Those areas being addressed appropriately, Mr. Lopez is ready to tackle junked vehicles.

Due to the extended length of time between now and whenever the ordinance was last enforced (current staff is unsure), we believe the fairest approach for our citizens is an amnesty period. The strategy is to identify all junked vehicles and notify the property owners that they are currently out of compliance. We will educate them on how compliance may be achieved. In lieu of issuing citations immediately, we will offer an amnesty period to end November 1, 2023. On November 2, 2023, our Code Compliance Department will issue a complaint in Municipal Court for all property owners who remain out of compliance.

Staff strongly believes this approach will result in a high level of compliance across the City with a minimal amount of violations once the amnesty period ends. Staff recommends Council approve a temporary amnesty period for junked vehicles to end November 1, 2023.

Respectfully,

Jason A. Arnold, MPA
City Manager
City of Diboll



City of Diboll Volunteer Fire Department



July 2023 Council Report

July 11

- Pledge
 - Incident Reports
 - Discussed recent calls
 - Clean up at station
 - Pizza Hut Appreciation
 - Run Trucks at stations
 - Maintenance on Trucks
- Firemen present (11)

July 18

- Pledge
 - Incident reports
 - Discussed burn ban
 - Truck inspections
 - Clean station
- Fireman present (10)

July 25

- Pledge
 - Incident Reports
 - Discussion on radios and calls
 - Cleaned fire station
 - Unload water/arranged new fire hose
- Fireman present (8)



City of Diboll Volunteer Fire Department



July 2023 Emergency Incidents (18)

July 5, 2023 - 1324

- **Call # 2300000064**
1605 South First St.
Lawn Mower on fire
In City
Trucks 54
Diboll Fire personnel responded (6)
7815, 7822, 7825, 7827, 7835, 7836

July 5, 2023 - 1715

- **Call # 2300000065**
Polk County
Grass Fire on HWY 59
Out of City
Trucks 54
Diboll Fire personnel responded (10)
7801, 7805, 7810, 7814, 7815, 7819, 7821, 7822, 7827, 7835

July 6, 2023 - 2329

- **Call # 2300000066**
101 West Borden Dr
Fire Alarm Atlas Roofing
In City
Trucks – 54
Diboll Fire personnel responded (5)
7814, 7820, 7822, 7825, 7836

July 7, 2023 – 1235

- **Call # 2300000067**
6883 59 South
1050 Vehicle Wreck
Out of City
Trucks 54
Diboll Fire personnel responded (6)
7801, 7805, 7810, 7814, 7822, 7836



City of Diboll Volunteer Fire Department



July 8, 2023 - 1301

- **Call # 2300000068**
1413 Ryan Chapel
Limb on powerlines
In city
Trucks 54
Diboll Fire personnel responded (3)
7815, 7822, 7827

July 10, 2023 - 1639

- **Call # 00000069**
101 West Borden
Fire Alarm
In City
Trucks – None
Diboll Fire personnel responded (7)
7805, 7815, 7822, 7825, 7827, 7835, 7836

July 14, 2023 - 2111

- **Call # 00000072**
1528 Mockingbird
Brush Fire
In City
Trucks – 54
Diboll Fire personnel responded (5)
7815, 7822, 7823, 7827, 7835

July 14, 2023 - 1338

- **Call # 2300000070**
100 Werst Borden Hexion
Fire Alarm 1022
In city
Trucks 54
Diboll Fire personnel responded (5)
7805,7815. 7820, 7822, 7827



City of Diboll Volunteer Fire Department



July 14, 2023 - 1542

- **Call # 2300000071**
FM 2108 / 59 South
1050 – 18 Wheeler vs Car
Out of city
Trucks 54
Diboll Fire personnel responded (4)
7820,7822, 7827, 7835

July 18, 2023 - 1426

- **Call # 2300000073**
306 Peewee Smith Rd
House Fire / Mutual Aid Fuller Springs
Out of city
Trucks 54, 56
Diboll Fire personnel responded (6)
7801, 7814, 7815, 7822, 7825, 7827

June 18, 2023 - 1445

- **Call # 2300000062**
59 @ Mcwilliams AC
Grass fire
Out of city
Trucks 54,63
Diboll Fire personnel responded (7)
7805, 7808,7814,7821,7822,7827,7835

June 24, 2023 - 0948

- **Call # 2300000063**
2133 FM 2109
Vehicle vs Deer
Out of city
Trucks 54
Diboll Fire personnel responded (2)
7805, 7822



City of Diboll Volunteer Fire Department



July 25, 2023 - 1935

- **Call # 2300000085**
FM 1818 Stoval Creek
Grass fire in creek
Out of city
Trucks 63
Diboll Fire personnel responded (10)
7801, 7808, 7814, 7815, 7821, 7822, 7823, 7825, 7827, 7835

July 27, 2023 - 0808

- **Call # 2300000086**
59 North @ weight station
Vehicle 10/50
Out of city
Trucks 54
Diboll Fire personnel responded (7)
7801, 7808, 7822, 7825, 7827, 7835, 7836

July 27, 2023 - 0919

- **Call # 2300000087**
700 Lumberjack
Lift assist
In city
Trucks N/A
Diboll Fire personnel responded (4)
7808, 7822, 7825, 7827

July 29, 2023 - 1438

- **Call # 2300000088**
200 Stubblefield Rd
Fire Alarm 10-22
In city
Trucks 54
Diboll Fire personnel responded (6)
7805, 7814, 7815, 7822, 7827, 7836



City of Diboll Volunteer Fire Department

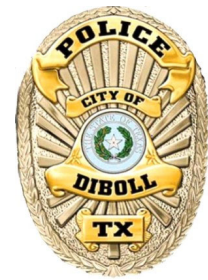


July 30, 2023 - 1605

- **Call # 2300000089**
59 North Easy Street
Grass fire in median and south lane
Out of city
Trucks 54, 58, 63
Diboll Fire personnel responded (9)
7805, 7808, 7814, 7815, 7823, 7825, 7827, 7835, 7836

July 31, 2023 - 1526

- **Call # 2300000090**
700 Lumberjack Apt 513
Fire Alarm
In city
Trucks 54
Diboll Fire personnel responded (5)
7805, 7814, 7815, 7822, 7827,



Diboll Police Department

Monthly DEPT. STATS

July 2023

CALLS FOR SERVICE	393
INCIDENT REPORTS	16
CRASH REPORTS	2
TRAFFIC STOPS	346
TOTAL ARRESTS	4
• MISD. ARREST	0
• FELONY ARREST	4



Public Works Director Project Status Report – August 2023

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 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 installation.

Estimated completion date of 12/1/23.

Status: 85% 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

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.](#)

Estimated completion date of [10/1/2023.](#)

Status: [15% 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 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.

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 its 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.

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.

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.](#)

Estimated completion date of [12/1/2024](#).

Status: 30% Complete

Sanitary Sewer Overflow Program Project Phase 1

Scheduled demos for manhole rehab with Fuquay and Southern Trenchless. We Attended project demonstration for manhole and pipe rehabilitation on 12/1/2023 with Fuquay Inc. We were very impressed with the professionalism and quality of work they demonstrated. We will be starting our manhole lining for phase one of our five-year project beginning in January. Contractors will be onsite beginning 1/16/2023 to begin review and implementation of phase one of the SSO plan. We are working with the division manager of JD Fuquay on schedule. First thing we will do is visit each of the manholes in section C and see what needs to be done on them and then figure out which crews we need to start actual work. Manholes in section C were accessed on 5-1-2023 thru 5-3/2023. Mr. Kallfelz will have a full report and schedule completed 5/12/2023.

We have replaced 20 EA of the 21 EA to be completed on the project. The insert dishes will be inserted in the 11 EA Manholes in June. Repairing of the sidewalk for Manhole 67 is completed. Interior Rehabilitation 382 SF for Manholes 4,14,119,69 is complete. Manhole Bench & Invert Repair: 4EA for Manholes 4,14,119,69 will begin next week. We have installed 20 EA of the 22 EA Ring Encasements to be completed on the project. There are several manholes we could not

find or could not access. We will be assisting crews to find these for future work. The manholes are 3A,10,24,25,30,47,51,58,66,69A,70,70B,75A,77,80A,92,90

There are 12 inserts remaining to be installed on manholes this week. Mr. Kallfelz stated the project will be completed this week.

- Removed and replaced standard ring encasements and covers on 19 manholes.
- Removed and replaced bolted ring encasements, covers and reshaped trunks and benches on 3 manholes.
- Installed insert dishes in 11 manholes.
- Full rehab with 1" 250 mil sprayroq protective lining and new benches and inverts on 4 manholes.

Completion date of Phase 1 7/31/2023.

Status: 100% Complete

Department Projects

Ryan Chapel and Gandy Service Road

We will be placing a small rock driveway service access entry at this sewer main location. We have trouble accessing our manholes and main line in this area during wet conditions. This is a clay tile line that is very prone to blockages and hard to access. The installation should take no more than 4 hours.

This project is scheduled for 7/13/2023 and should be completed on the same day.

Completion date 7/18/2023.

Status 100% complete

Replacement of Inner Fence at Ground Storage

Planned start 11/21/2022. We have removed the rubbish and brush from the inner fence to gain access for repairs. We plan to start removal of old fence on 1/2/2023. We have made the necessary repairs to keep the fence secure. We are in the process of ordering new lumber and installation. This project has been put on hold until we finish the reconstruction of field 4 at the baseball complex. The new lumber was received and has been installed.

Estimated completion. on date of 6/30/2023.

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 12-15-2023.

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.

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 dispenser will be ordered in next year's funding cycle.

Estimated completion date of 3/12/2024.

Status: 5% Complete

Lynn Street Water and Sewer line Extension/Taps

We will be extending the water main and sewer main on Lynn St. providing service at the newly developed duplexes on the corner of Lynn and Robert Nash. The sewer main will be extended 100ft and taps installed. The water line will require 3 one-inch taps with double bridal meters/boxes. All parts have been ordered. Timeline of delivery mid-June. All parts have been delivered. Installation is due to start in 2 weeks. [Installation will begin 8-10-2023](#).

Estimated completion date of [8/16/2023](#).

Status 30% complete

Old Orchard Park Walking Bridge

The ground under the walking bridge has eroded and a new bulkhead will need to be installed. We are sourcing quotes on the scope of work. West side of pedestrian bridge:

1. Remove and replace cement sidewalk due to erosion
2. Installation of two 6" I beam driven minimum of 8'
3. Connect I beams with one 6" I beam cross brace under west end of walk bridge
4. Dig around existing I beams on west end of walk bridge approximately 3' wide by 8' long by 4' deep
5. Build forms for cement around existing I beams 3' wide by 8' long by 4' deep by total of 9' tall (approx. 5' above creek bed) with oval ends front and back.
6. Cement is to have rebar on 6" centers throughout.

We are waiting on the last quote to be turned in. Once we receive the quotes, we will move forward with the repair process.

Blume construction will be completing the repairs on the walking bridge. We have a planned start date of 8/14/2023

Estimated completion of
Status: 20% 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.

Estimated completion date 9/30/2023
Status: 0% complete

Damaged Enjoy Diboll Billboard

The north bound enjoy Diboll billboard was damaged by a fallen tree. Repairs to the billboard have been completed. A new banner has been ordered and is scheduled to be installed on 8/9/2023.

Estimated completion date 8/10/2023
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.

Completion date of 10/31/2023

Status 10% 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 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.

Estimated completion date of 3/20/2024.

Status: 0% 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.

Estimated completion date of 8/31/2023

Status 0% Complete

Ditch excavation and culvert replacement:

Lawrence Street- Removal of 7 culverts and re-set to grade. Excavate 1310 feet of ditch line. Locates have been called in and marked. Work to begin on 12/12/2023. We have removed and replaced 4 culverts and set to grade. We have excavated approximately 380 feet of ditch line as well. We have experienced delays due to weather. We resumed work on 4/4/2020 and installed the remaining culverts. All culverts are installed, and ditch fully excavated. We will clean up high spots and jet all culverts. All high spots have been cleaned up and culverts are cleaned out. Concrete repair to one driveway to be completed on 7/7.

Completion date of 8/4/2023.

Status: 100% Complete

Excavate 340ft of ditch line on Ash Street and install new culvert.

Completion date of 8/1/23

Status: 100% Complete

Excavate 150ft of ditch line on Ashford Street and install 60ft of culvert set to grade.

Completion date of 7/19/2023

Status 100% Complete

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 ditch 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.

Work Order Report

7/5/2023 – 8/3/2023

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0001049	1011 HOLUBEC	8/3/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	02-000079-17	ICaffery	08/03/2023 07:32 AM
SO0001048	201 N TEMPLE	8/2/2023	8/3/2023	Sewer Repairs/Maint	Miscellaneous	Completed	WASTE WATER	Public Works	01-000590-06	JMosley	08/03/2023 09:23 AM
SO0001033	1500 N HENDRICK C 2	8/2/2023	8/2/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000524-13	JMosley	08/02/2023 09:12 AM
SO0001034	412 BIRDSONG	8/2/2023	8/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001043-09	JMosley	08/02/2023 12:32 PM
SO0001035	706 DENNIS	8/2/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001377-00	ARomero	08/02/2023 09:31 AM
SO0001036	104 DALE	8/2/2023	8/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000137-03	JMosley	08/02/2023 01:52 PM
SO0001039	1209 WILLIE MASSEY	8/2/2023	8/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000312-02	JMosley	08/02/2023 01:49 PM
SO0001040	609 N NEAL PICKETT	8/2/2023	8/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-001299-10	JMosley	08/02/2023 12:30 PM
SO0001041	1305 GLASS	8/2/2023	8/2/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-000364-03	ICaffery	08/02/2023 12:01 PM
SO0001042	1009 HOLUBEC	8/2/2023	8/3/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000053-02	JMosley	08/03/2023 08:33 AM
SO0001043	1227 RYAN CHAPEL RD	8/2/2023	8/3/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000342-00	JMosley	08/03/2023 09:22 AM

Work Order Report

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SO0001019	1410 RYAN CHAPEL RD	8/1/2023	8/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000452-00	JMosley	08/02/2023 09:31 AM
SO0001020	409 S TEMPLE	8/1/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001035-02	ICaffery	08/01/2023 10:16 AM
SO0001021	716 ASHFORD	8/1/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001439-04	ARomero	08/01/2023 10:57 AM
SO0001022	406 CHURCH	8/1/2023	8/1/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001005-12	JMosley	08/01/2023 01:33 PM
SO0001023	702 NELSON	8/1/2023	8/1/2023	Disconnect	Disconnect	Completed	WATER	Public Works	01-001349-14	JMosley	08/01/2023 01:56 PM
SO0001029	601 RUTLAND	8/1/2023	8/2/2023	Connect	Connect	Completed	WATER	Public Works	02-001216-05	JMosley	08/02/2023 09:40 AM
SO0001010	401 PARK	8/1/2023	8/2/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-000954-00	ARomero	08/02/2023 09:09 AM
SO0001011	618 S TEMPLE	7/31/2023	8/1/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-001321-04	JMosley	08/01/2023 11:43 AM
SO0001012	111 HENDRICK	7/31/2023	7/31/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000233-06	JMosley	07/31/2023 12:29 PM
SO0001013	1008 HOLUBEC	7/31/2023	7/31/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000050-00	JMosley	07/31/2023 12:37 PM
SO0001015	300 DEER TRACE BLVD	7/31/2023	8/1/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000761-03	JMosley	08/01/2023 08:11 AM
SO0001016	517 WESTCHESTER	7/31/2023	8/1/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001179-06	JMosley	08/01/2023 07:50 AM

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SO0001017	500 S TEMPLE	7/31/2023	8/1/2023	Sewer Repairs/Maint	Miscellaneous	Completed	WASTE WATER	Public Works	01-001072-02	JMosley	08/01/2023 07:51 AM
SO0001018	702 S FIRST/AVALON	7/31/2023	8/1/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	03-001352-00	JMosley	08/01/2023 11:48 AM
SO0000133	1112 LAWRENCE	7/31/2023	3/21/2023	Inactivate	Inactivate	Open	WATER	Public Works	02-000241-13	ARomero	07/26/2023 12:05 PM
SO0001005	1001 MAYNARD	7/28/2023	7/31/2023	Reinstate	Reinstate	Completed	WATER	Public Works	03-000025-01	JMosley	07/31/2023 08:54 AM
SO0001007	101 MAYNARD	7/28/2023	7/31/2023	General Maintenance	Miscellaneous	Completed	GENERAL	Public Works	03-000064-00	JMosley	07/31/2023 12:38 PM
SO0001008	1113 LYNN	7/28/2023	7/28/2023	Connect	Connect	Completed	WATER	Public Works	03-000244-19	ICaffery	07/28/2023 11:06 AM
SO0001002	1319 N TEMPLE	7/27/2023	7/27/2023	Misc	Miscellaneous	Completed		Public Works	02-000395-00	JMosley	07/27/2023 12:11 PM
SO0001003	103 OC SCOTT	7/27/2023	8/2/2023	Misc	Miscellaneous	Completed		Public Works	03-000128-00	JMosley	08/02/2023 01:53 PM
SO0001004	1502 S FIRST	7/27/2023	7/31/2023	Misc	Miscellaneous	Completed	WATER	Public Works	03-000542-00	JMosley	07/31/2023 01:08 PM
SO0000995	110 FRANKENS	7/26/2023	7/26/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000185-00	JMosley	07/26/2023 01:31 PM
SO0000997	411 CARTER	7/26/2023	7/26/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001041-01	JMosley	07/26/2023 02:25 PM
SO0000998	301 THOMPSON	7/26/2023	7/27/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000793-00	JMosley	07/27/2023 01:49 PM

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7/5/2023 – 8/3/2023

SO0000999	620 S TEMPLE	7/26/2023	7/31/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-001322-04	JMosley	07/31/2023 07:42 AM
SO0001000	4162 MOCKINGBIRD LN	7/26/2023	7/26/2023	Disconnect	Disconnect	Completed	WATER	Public Works	01-001056-09	JMosley	08/02/2023 12:54 PM
SO0001001	716 ASHFORD	7/26/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001439-04	ICaffery	07/26/2023 04:45 PM
SO0000986	605 DEVEREAUX	7/25/2023	7/25/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-001259-02	ARomero	07/25/2023 08:52 AM
SO0000987	1129 PINECREST	7/25/2023	7/25/2023	Reinstate	Reinstate	Completed	WATER	Public Works	03-000272-08	JMosley	07/25/2023 10:44 AM
SO0000988	103 MAGNOLIA	7/25/2023	7/25/2023	Reinstate	Reinstate	Completed	WATER	Public Works	99-000126-00	ARomero	07/25/2023 11:25 AM
SO0000989	103 OC SCOTT	7/25/2023		Misc	Miscellaneous	Open		Public Works	03-000128-00	ARomero	07/25/2023 11:39 AM
SO0000990	411 CARTER	7/25/2023	7/25/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001041-01	JMosley	07/25/2023 02:41 PM
SO0000991	804 WELLS	7/25/2023	7/25/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-001507-01	JMosley	07/25/2023 12:15 PM
SO0000992	1106 REDBUD AVE	7/25/2023	7/26/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-100216-00	JMosley	07/26/2023 01:32 PM
SO0000993	711 MULBERRY	7/25/2023	8/1/2023	Misc	Miscellaneous	Completed	WATER	Public Works	01-001414-01	JMosley	08/01/2023 09:10 AM
SO0000966	700 LUMBERJACK Dr # B	7/25/2023	7/25/2023	Reinstate	Reinstate	Completed	WATER	Public Works	99-101331-00	ARomero	07/25/2023 07:38 AM

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SO0000964	709 DENNIS	7/24/2023	7/27/2023	Misc	Miscellaneous	Completed		Public Works	01-001402-00	JMosley	07/27/2023 01:51 PM
SO0000965	1319 N TEMPLE	7/24/2023	7/26/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000395-00	JMosley	07/26/2023 01:15 PM
SO0000968	605 DEVEREAUX	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-001259-02	JMosley	07/25/2023 10:56 AM
SO0000970	4162 MOCKINGBIRD LN	7/21/2023	7/26/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-001056-09	JMosley	07/26/2023 01:36 PM
SO0000971	3832 MOCKINGBIRD LN	7/21/2023	7/26/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-000931-00	ARomero	07/26/2023 11:04 AM
SO0000972	1129 PINECREST	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000272-08	JMosley	07/25/2023 10:37 AM
SO0000973	300 S NEAL PICKETT	7/21/2023	7/26/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000773-00	JMosley	07/26/2023 01:33 PM
SO0000974	608 N SECOND	7/21/2023	7/26/2023	Cutoff	Cutoff	Completed	WATER	Public Works	05-001291-11	JMosley	07/26/2023 01:34 PM
SO0000975	1413 FROSTY LN	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000460-04	ARomero	07/25/2023 02:58 PM
SO0000976	703 ASHFORD	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-001355-09	JMosley	07/25/2023 12:27 PM
SO0000977	206 ARRINGTON	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-000657-22	JMosley	07/25/2023 10:12 AM
SO0000978	1106 REDBUD AVE	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-100216-00	JMosley	07/25/2023 11:05 AM

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SO0000979	1001 MAYNARD	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000025-01	JMosley	07/25/2023 10:26 AM
SO0000980	609 N NEAL PICKETT	7/21/2023	7/26/2023	Cutoff	Cutoff	Completed	WATER	Public Works	05-001299-10	JMosley	07/26/2023 01:34 PM
SO0000982	1500 N HENDRICK C 2	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-000524-13	JMosley	07/25/2023 02:01 PM
SO0000983	804 WELLS	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-001507-01	JMosley	07/25/2023 09:58 AM
SO0000984	103 MAGNOLIA	7/21/2023	7/25/2023	Cutoff	Cutoff	Completed	WATER	Public Works	99-000126-00	ARomero	07/25/2023 01:08 PM
SO0000962	302 RUTLAND	7/21/2023	7/21/2023	Sewer Repairs/Maint	Miscellaneous	Completed	WASTE WATER	Public Works	02-000801-00	JMosley	07/21/2023 12:15 PM
SO0000963	301 SAXTON	7/21/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-000792-01	JMosley	07/24/2023 01:43 PM
SO0000958	1113 LYNN	7/20/2023	7/20/2023	Disconnect	Disconnect	Completed	WATER	Public Works	03-000244-18	JMosley	07/20/2023 01:17 PM
SO0000960	101 W BORDEN	7/20/2023	7/20/2023	Service Action	Service Action	Completed	WATER	Public Works	02-000072-00	ARomero	07/20/2023 09:26 AM
SO0000961	213 HAMNER	7/20/2023	7/20/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-000708-13	ARomero	07/20/2023 03:37 PM
SO0000955	1011 HOLUBEC	7/19/2023	7/20/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000079-17	JMosley	07/20/2023 01:56 PM
SO0000956	799 WELLS	7/19/2023	7/19/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-001485-07	ARomero	07/19/2023 12:20 PM

Work Order Report

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SO0000944	1415 FROSTY LN	7/18/2023	7/18/2023	Misc	Miscellaneous	Completed		Public Works	JMosley	07/18/2023 12:40 PM
SO0000945	227 VFW RD	7/18/2023	7/18/2023	Misc	Miscellaneous	Completed		Public Works	JMosley	07/18/2023 12:50 PM
SO0000946	406 CHURCH	7/18/2023	7/18/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	JMosley	07/18/2023 11:59 AM
SO0000947	703 MULBERRY	7/18/2023	7/18/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	JMosley	07/18/2023 12:15 PM
SO0000948	301 THOMPSON	7/18/2023	7/18/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000793-00 JMosley	07/18/2023 10:54 AM
SO0000949	1319 N TEMPLE	7/18/2023	7/18/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000395-00 JMosley	07/18/2023 01:02 PM
SO0000950	400 KENLEY CITY HALL	7/18/2023	7/20/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000942-00 JMosley	07/20/2023 12:57 PM
SO0000951	1108 LAWRENCE	7/18/2023	7/20/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000223-01 JMosley	07/20/2023 02:03 PM
SO0000952	911 CYPRESS	7/18/2023	7/20/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	03-001654-00 JMosley	07/20/2023 01:21 PM
SO0000933	300 DEER TRACE BLVD	7/17/2023	7/20/2023	Connect	Connect	Completed	WATER	Public Works	99-000761-04 JMosley	07/20/2023 01:43 PM
SO0000934	1102 CYPRESS	7/17/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	03-000195-00 ARomero	07/19/2023 09:43 AM
SO0000935	1319 N TEMPLE	7/17/2023	7/17/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000395-00 JMosley	07/17/2023 02:14 PM

Work Order Report

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SO0000936	1605 N TEMPLE	7/17/2023	7/18/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000554-01	JMosley	07/18/2023 02:43 PM
SO0000937	1500 N HENDRICK C 4	7/17/2023	7/17/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000526-14	ARomero	07/17/2023 02:10 PM
SO0000938	700 LUMBERJACK DR (SPRINKLER) A	7/17/2023	7/17/2023	Reinstate	Reinstate	Completed	WATER	Public Works	99-001332-00	ARomero	07/17/2023 02:22 PM
SO0000939	700 LUMBERJACK Dr # A	7/17/2023	7/17/2023	Reinstate	Reinstate	Completed	WATER	Public Works	99-001330-00	ARomero	07/17/2023 02:24 PM
SO0000940	700 LUMBERJACK Dr # B	7/17/2023	7/17/2023	Reinstate	Reinstate	Completed	WATER	Public Works	99-001331-00	ARomero	07/17/2023 02:26 PM
SO0000941	1205 MAYNARD	7/17/2023	7/21/2023	Misc	Miscellaneous	Completed		Public Works	03-000301-00	JMosley	07/21/2023 01:41 PM
SO0000942	1401 GANDY	7/17/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	02-000411-00	ARomero	07/17/2023 03:41 PM
SO0000927	402 N HENDRICK	7/17/2023	7/17/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000961-06	ARomero	07/17/2023 07:29 AM
SO0000928	105 PINE VALLEY Rd	7/17/2023	7/17/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000154-01	ARomero	07/17/2023 07:32 AM
SO0000929	620 S TEMPLE	7/17/2023	7/17/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-001322-04	ARomero	07/17/2023 08:05 AM
SO0000924	299 1/2 N HINES	7/14/2023	7/14/2023	Service Action	Service Action	Completed	WATER	Public Works	05-000756-05	ARomero	07/14/2023 08:38 AM
SO0000925	398 N HENDRICK	7/14/2023	7/17/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000936-00	JMosley	07/17/2023 01:32 PM

Work Order Report

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SO0000926	101 W BORDEN	7/14/2023	7/17/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000072-00	JMosley	07/17/2023 01:31 PM
SO0001045	1300 N TEMPLE	7/14/2023	7/6/2023	Service Action	Service Action	Completed	WATER	Public Works	02-000346-01	ARomero	08/02/2023 04:13 PM
SO0000874	103 OC SCOTT	7/14/2023	6/29/2023	Re-read	Re-Read	Completed	WATER	Public Works	03-000128-00	JNesbett	06/29/2023 09:30 AM
SO0000877	500 BURKE	7/14/2023	6/30/2023	Re-read	Re-Read	Completed	WATER	Public Works	02-001065-03	JMosley	06/30/2023 01:40 PM
SO0000909	103 OC SCOTT	7/14/2023	8/1/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000128-00	JMosley	08/01/2023 11:49 AM
SO0000920	311 WHITE OAK	7/13/2023	7/13/2023	Disconnect	Disconnect	Completed	WATER	Public Works	03-000899-00	ARomero	07/13/2023 09:24 AM
SO0000921	727 NELSON	7/13/2023	7/14/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001470-00	JMosley	07/18/2023 02:11 PM
SO0000922	300 DEER TRACE BLVD	7/13/2023	7/20/2023	Disconnect	Disconnect	Completed	WATER	Public Works	99-000761-03	JMosley	07/20/2023 01:42 PM
SO0000918	1009 HOLUBEC	7/12/2023	7/12/2023	Service Action	Service Action	Completed	WATER	Public Works		ARomero	07/12/2023 11:29 AM
SO0000919	1110 LAWRENCE	7/12/2023	7/12/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000234-03	ARomero	07/12/2023 02:50 PM
SO0000902	1009 HOLUBEC	7/12/2023	7/12/2023	Connect	Connect	Completed	WATER	Public Works	02-000053-02	ARomero	07/12/2023 11:32 AM
SO0000915	100 BEECH & CYPRESS	7/11/2023	7/26/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	03-000005-00	TTurner	07/26/2023 03:02 PM

Work Order Report

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SO0000916	308 WHITE OAK	7/11/2023	7/12/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000880-01	JMosley	07/12/2023 11:42 AM
SO0000917	601 DENNIS	7/11/2023		General Maintenance	Miscellaneous	Open	GENERAL	Public Works	01-001207-00	ICaffery	07/11/2023 03:24 PM
SO0000912	804 LYNN	7/10/2023	7/11/2023	Misc	Miscellaneous	Completed		Public Works	03-001506-03	JMosley	07/11/2023 10:02 AM
SO0000913	608 N SECOND	7/10/2023	7/11/2023	Reinstate	Reinstate	Completed	WATER	Public Works	05-001291-11	JMosley	07/11/2023 07:19 AM
SO0000910	1307 GLASS	7/10/2023	7/12/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000371-04	JMosley	07/12/2023 07:19 AM
SO0000911	406 S TEMPLE	7/7/2023	7/12/2023	Disconnect	Disconnect	Completed	WATER	Public Works	01-001013-00	JMosley	07/20/2023 02:09 PM
SO0000905	200 ARRINGTON	7/7/2023	7/11/2023	Disconnect	Disconnect	Completed	WATER	Public Works	01-000564-02	JMosley	07/11/2023 09:20 AM
SO0000906	704 NELSON	7/7/2023	7/10/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001365-00	JMosley	07/10/2023 02:25 PM
SO0000907	201 CHURCH	7/7/2023	7/21/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	99-000586-02	JMosley	07/21/2023 01:43 PM
SO0000903	703 DENNIS	7/6/2023	7/25/2023	Connect	Connect	Completed	WATER	Public Works	01-001357-02	JMosley	07/25/2023 07:38 AM
SO0000901	713 ASHFORD	7/6/2023	8/1/2023	Misc	Miscellaneous	Completed		Public Works	01-001424-00	JMosley	08/01/2023 11:45 AM
SO0000888	609 ARRINGTON	7/5/2023	7/5/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-001294-00	ARomero	07/05/2023 09:10 AM

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SO0000889	1318 N TEMPLE	7/5/2023	7/5/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000394-14	ARomero	07/05/2023 09:25 AM
SO0000890	204 CHANDLER	7/5/2023	7/5/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-000629-00	ARomero	07/05/2023 10:10 AM
SO0000891	711 MULBERRY	7/5/2023	7/11/2023	Connect	Connect	Completed	WATER	Public Works	01-001414-01	JMosley	07/11/2023 07:21 AM
SO0000892	302 FULLER	7/5/2023	7/5/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-000798-00	ARomero	07/05/2023 02:32 PM
SO0000893	601 DENNIS	7/5/2023	7/21/2023	Misc	Miscellaneous	Completed		Public Works	01-001207-00	JMosley	07/21/2023 01:47 PM

Code Compliance Report - July 2023

Mail and Bank Deposit – Daily

Inspection Services – Gathered information on adopting 2020 Electrical and 2018 Residential, Building, Plumbing, Fuel, Existing Building, Mechanical, and Swimming Pool Codes.

Planning and Zoning – Resident called about building a Guest house I let her know what she needed to have one on her property. Diboll Mobile Home Park new mobile home will be moved in. I gave the manger information he needed for process. Resident called about placing a Modular home in city limits. I let him know there will be a process and a fee.

Solar System – 904 Willow Oak Street

Solicitor Permit – Door to Door selling student education books 1 Year Permit

Demolition Permit – 707 Persimmon house removed on 7/5/2023. 406 Devereaux Street was knocked down 7/3/2023 they need more time to remove debris.

Inspections – 103 Magnolia Street Final Inspection Plumbing and Electrical Failed and requires reinspection and has paid. 1009 Holubec Street Plumbing Rough, Foundation. Diboll Depo 1605 N Temple Drive Pier Inspection. 1108 Lawrence Sewer Line. 1605 N Temple Pier Inspection. Electrical Rough, Plumbing top out. HVAC Rough, Building Frame.

Weed, Grass and Rubbish Certified Letters – 1443 North Temple Drive

Code Compliance – 510 Devereaux has 2 RVs that are occupied. I let home owner know that nobody can live inside RVs and they need to move out. 608 Hall Street Rubbish and Livestock in yard. Resident complaints about City not maintaining mowing of grass around the city. I've investigated and found in the City Ordinance's chapter 11 Offenses – Miscellaneous Article II. Nuisance's Sec. 11-16 Same- Specific conditions. (8) The act by any persons of permitting or allowing any weeds, filth or rubbish of any kind to remain on any sidewalk in front of or at the side of any premises owned by such persons, or in the street, to the middle thereof, in front or at the side of any premises owned or controlled by such person, or upon any alley, that may be at the rear or side of any lots owned or controlled by such person. Resident called about Junk Vehicle parked on Right of way at 304 Rutland. I talked to resident she said car didn't not belong to her. I got ahold of owner and he removed the car.

Stray Dog pick up – 1 Dog Ryan Chapel Road

Stray Cat Pick up – 4 on Nelson Street

Miscellaneous – Located water service for 1009 Holubec Street new construction. I let Adriana know customer does not need water tap just a new meter.

Samantha Durham
Director of Finance



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CITY OF DIBOLL

Interoffice Memorandum

DATE: August 8, 2023
TO: Mayor and Council Members
THRU: Jason Arnold, City Manager
SUBJ: Finance Department Reports

FINANCE

Including July 2023 Financials for you review.

MUNICIPAL COURT

Operations are good; we are currently in the process of software conversion.

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.

Core Financials Component

Estimated Completion Date: January 2023

Status: 100% Complete

Accounts Payable Component

Estimated Completion Date: January 2023
Status: 100% Complete

Purchasing Component
Estimated Completion Date: January 2023
Status: 100% Complete

Credit Card Processing Component
Estimated Completion Date: September 2023
Status: 100% Complete

Budget / Project Accounting Component
Estimated Completion Date: February 2023
Status: 100% Complete

Employee / Payroll Component
Estimated Completion Date: February 2023
Status: 100% Complete

Employee ESS & Time and Attendance
Estimated Completion Date: July 2023
Status: 100% Complete

Utility Billing Component
Estimated Completion Date: March 2023
Status: 100% Complete

Customer Engagement Component
Estimated Completion Date: March 2023
Status: 100% Complete

Municipal Court Component
Estimated Completion Date: September 2023
Status: 10% Complete

Permitting Component
Estimated Completion Date: July 2023
Status: 75% Complete

Socrata Open Finance
Estimated Completion Date: October 2023
Status: 0% Complete

Fond regards,

