

**NOTICE OF MEETING  
OF THE  
CITY OF DIBOLL CITY COUNCIL**

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, December 9, 2025 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

**CITIZENS PRESENTATION:** (Limited to 3 minutes)

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

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

- a. Minutes from November 11, 2025, Regular Session Meeting
- b. Financial Statement for November 2025
- c. 12-Month Attendance Record for November 2025

**Item #2:** Consideration and possible action to approve Ordinance 2025-12-001 for the second (2<sup>nd</sup>) amendment to the 2025-2026 Operating Budget.

**Item #3:** Consideration and possible action to approve Ordinance 2025-12-002 amending the Sign Ordinance to provide for digital billboards, adopt standards and definitions and amend fees; and providing an effective date.

**Item #4:** Consideration and possible action to approve Resolution 2025-12-001 authorizing the filing of a grant application with DETCOG for a Regional Solid Waste Grants Program grant.

**Item #5:** Consideration and possible action to approve Resolution 2025-12-002 establishing a Coin Payment Policy beginning February 1, 2026.

**Item #6:** Consideration and possible action to approve a five-year Contract for Public Transit Services between the City of Diboll and Brazos Transit District (BTD)

**Item #7:** Linebarger Goggan Blair & Sampson, LLP (Linebarger Law Firm) presents City of Diboll delinquent fees & fines and tax collection report.

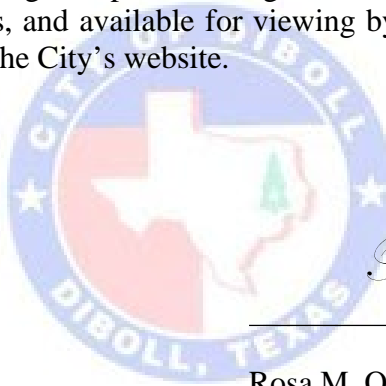
**Item #8: DEPARTMENT HEAD REPORTS**

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

**Adjournment**

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

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on December 3, 2025, as well as at the City’s website.



*Rosa M. Olvera*

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Rosa M. Olvera - City Secretary  
Posted: 12/03/2025



**MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS  
REGULAR SESSION MEETING ON TUESDAY, NOVEMBER 11, 2025, AT 5:15  
P.M., IN THE DIBOLL CITY HALL CHAMBERS.**

**COUNCIL PRESENT**

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Luis Maldonado, Nora Munoz and Ruben Terrazas

**COUNCIL ABSENT**

Councilmembers Schuyler Bacon and Ray Williams, Jr.

**STAFF PRESENT**

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

**Call to Order:** Mayor Trey Wilkerson called the meeting to order at 5:15p.m. and gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

**CITIZENS PRESENTATION:** (Limited to 3 minutes)

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

Public Participation: None

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

- a. Minutes from October 14, 2025, Regular Session Meeting
- b. Financial Statement for October 2025
- c. 12-Month Attendance Record for October 2025
- d. Investment Report for Quarter ending September 2025

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

**Item #2:** Consideration and possible action to approve funding in the amount of \$7,150 from Angelina Beautiful Clean for a ballpark entrance project at Old Orchard Park.

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

**Item #3:** Consideration and possible action to approve Ordinance 2025-11-001 for the first (1<sup>st</sup>) amendment to the 2025-2026 Operating Budget.

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

**Item #4:** Consideration and possible action to authorize the City Manager to negotiate and sign a lease-purchase agreement with First National Bank for two Police Department vehicles.

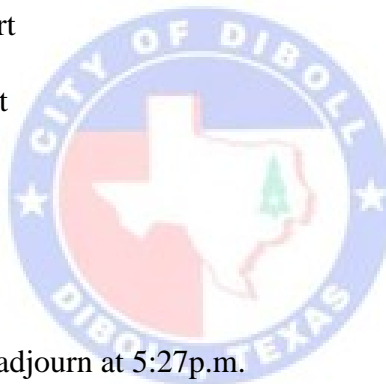
Luis Maldonado made a motion to approve and Ruben Terrazas second.  
All in Favor, none opposed, motion carries.

**Item #5:** Consideration and possible action to approve Resolution 2025-11-001, adopting the “Open for Business in Diboll” Ribbon Cutting and Business Recognition Policy for the City of Diboll, Texas.

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

**Item #6: DEPARTMENT HEAD REPORTS**

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



**Adjournment**

Mayor Trey Wilkerson called to adjourn at 5:27p.m.

Minutes of the November 11, 2025 Regular Session Meeting approved by council on this the 9<sup>th</sup> day of December, 2025.

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Trey Wilkerson, Mayor

**ATTEST BY:**

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Rosa M. Olvera, City Secretary

STATE OF TEXAS §  
ANGELINA COUNTY §  
CITY OF DIBOLL §



City of Diboll

# Financial Report Group Summary

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 01 - General Fund</b>						
<b>Revenue</b>						
3100 - Charges for Service	7,500.00	7,500.00	2,500.00	2,500.00	2,500.00	5,000.00
3200 - Fines and Fees	547,800.00	547,800.00	38,376.86	86,346.76	86,346.76	461,453.24
3210 - Licenses & Permits	30,000.00	30,000.00	900.00	4,927.24	4,927.24	25,072.76
3500 - Franchise Tax	385,000.00	385,000.00	21,352.74	29,426.20	29,426.20	355,573.80
3550 - Property Tax	1,557,169.00	1,557,169.00	17,002.01	19,050.46	19,050.46	1,538,118.54
3700 - Sales Tax	930,710.00	930,710.00	105,564.63	172,012.43	172,012.43	758,697.57
3800 - Interest	20,000.00	20,000.00	998.87	2,794.86	2,794.86	17,205.14
3805 - Miscellaneous	2,491.00	-3,509.00	1,870.66	8,047.63	8,047.63	-11,556.63
3940 - Contributions & Grants	0.00	0.00	500.00	500.00	500.00	-500.00
3960 - Donations	0.00	0.00	-7,150.00	0.00	0.00	0.00
<b>Revenue Total:</b>	<b>3,480,670.00</b>	<b>3,474,670.00</b>	<b>181,915.77</b>	<b>325,605.58</b>	<b>325,605.58</b>	<b>3,149,064.42</b>
<b>Expense</b>						
4000 - Insurance	75,830.00	75,830.00	5,258.50	73,302.33	73,302.33	2,527.67
4030 - Fines & Fees	950.00	950.00	0.00	0.00	0.00	950.00
4040 - Administrative	200,450.00	200,450.00	1,941.11	55,388.56	56,744.35	143,705.65
4080 - Capital Purchase	4.00	4.00	0.00	0.00	0.00	4.00
4100 - Contractual & Professional Services	234,870.00	234,870.00	6,176.54	19,707.40	19,707.40	215,162.60
4110 - Intergov't Contracts	199,400.00	199,400.00	1,750.00	3,500.00	107,660.24	91,739.76
4210 - Project Expense	21,283.00	21,283.00	9,312.50	19,262.50	19,262.50	2,020.50
4300 - Utility	142,080.00	142,080.00	9,661.33	20,835.55	20,835.55	121,244.45
4400 - Repairs & Maintenance	243,262.00	444,175.00	15,725.90	40,537.66	51,474.65	392,700.35
4460 - Materials & Supplies	140,798.00	140,798.00	8,023.22	26,853.41	30,760.45	110,037.55
4500 - Miscellaneous	5,500.00	5,500.00	0.00	584.87	629.23	4,870.77
4800 - Payroll Expense	2,573,116.00	2,573,116.00	232,066.43	553,748.93	553,748.93	2,019,367.07
4860 - Personnel	81,102.00	81,102.00	3,089.64	19,283.38	20,304.58	60,797.42
9999 - Transfers	-437,975.00	-437,975.00	0.00	0.00	0.00	-437,975.00
<b>Expense Total:</b>	<b>3,480,670.00</b>	<b>3,681,583.00</b>	<b>293,005.17</b>	<b>833,004.59</b>	<b>954,430.21</b>	<b>2,727,152.79</b>
<b>Fund: 01 - General Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>-206,913.00</b>	<b>-111,089.40</b>	<b>-507,399.01</b>	<b>-628,824.63</b>	<b>421,911.63</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 02 - Utility Fund</b>						
<b>Revenue</b>						
3100 - Charges for Service	3,740,043.00	3,740,043.00	291,182.51	588,234.34	588,234.34	3,151,808.66
3130 - Penalties & Interest	30,000.00	30,000.00	831,552.56	1,587,322.62	1,587,322.62	-1,557,322.62
3800 - Interest	20,000.00	20,000.00	1,764.89	3,652.49	3,652.49	16,347.51
3805 - Miscellaneous	0.00	0.00	776.41	2,635.88	2,635.88	-2,635.88
<b>Revenue Total:</b>	<b>3,790,043.00</b>	<b>3,790,043.00</b>	<b>1,125,276.37</b>	<b>2,181,845.33</b>	<b>2,181,845.33</b>	<b>1,608,197.67</b>
<b>Expense</b>						
4000 - Insurance	38,679.00	38,679.00	0.00	40,972.43	40,972.43	-2,293.43
4030 - Fines & Fees	2,500.00	2,500.00	0.00	566.71	566.71	1,933.29
4040 - Administrative	66,879.00	66,879.00	2,948.02	3,394.58	3,406.45	63,472.55
4080 - Capital Purchase	12,001.00	154,339.00	2,600.00	2,600.00	2,600.00	151,739.00
4100 - Contractual & Professional Services	1,020,053.00	1,020,053.00	47,349.20	159,819.57	159,819.57	860,233.43
4110 - Intergov't Contracts	4,000.00	4,000.00	12.40	24.80	24.80	3,975.20
4300 - Utility	151,500.00	151,500.00	12,219.77	25,212.38	25,212.38	126,287.62
4400 - Repairs & Maintenance	292,483.00	401,863.00	14,779.06	37,211.48	87,410.44	314,452.56
4460 - Materials & Supplies	247,999.00	247,999.00	6,760.68	38,469.90	38,740.57	209,258.43
4800 - Payroll Expense	659,657.00	659,657.00	59,716.37	150,209.66	150,209.66	509,447.34
4860 - Personnel	11,605.00	11,605.00	238.00	1,223.00	1,559.02	10,045.98
9999 - Transfers	1,282,687.00	1,282,687.00	0.00	0.00	0.00	1,282,687.00
<b>Expense Total:</b>	<b>3,790,043.00</b>	<b>4,041,761.00</b>	<b>146,623.50</b>	<b>459,704.51</b>	<b>510,522.03</b>	<b>3,531,238.97</b>
<b>Fund: 02 - Utility Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>-251,718.00</b>	<b>978,652.87</b>	<b>1,722,140.82</b>	<b>1,671,323.30</b>	<b>-1,923,041.30</b>

**Financial Report**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

<b>Category</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<b>Fund: 03 - Recreation Fund</b>						
<b>Revenue</b>						
3100 - Charges for Service	0.00	0.00	0.00	10.00	10.00	-10.00
3900 - Rentals & Leases	75,120.00	75,120.00	0.00	7,971.77	7,971.77	67,148.23
3960 - Donations	0.00	0.00	7,150.00	7,150.00	7,150.00	-7,150.00
<b>Revenue Total:</b>	<b>75,120.00</b>	<b>75,120.00</b>	<b>7,150.00</b>	<b>15,131.77</b>	<b>15,131.77</b>	<b>59,988.23</b>
<b>Expense</b>						
4000 - Insurance	750.00	750.00	0.00	826.06	826.06	-76.06
4040 - Administrative	3,115.00	3,115.00	0.00	480.00	480.00	2,635.00
4100 - Contractual & Professional Services	1,450.00	1,450.00	194.00	388.00	388.00	1,062.00
4300 - Utility	65,520.00	65,520.00	4,427.66	9,038.43	9,038.43	56,481.57
4400 - Repairs & Maintenance	30,000.00	30,000.00	4,612.00	4,612.00	4,612.00	25,388.00
9999 - Transfers	-25,715.00	-25,715.00	0.00	0.00	0.00	-25,715.00
<b>Expense Total:</b>	<b>75,120.00</b>	<b>75,120.00</b>	<b>9,233.66</b>	<b>15,344.49</b>	<b>15,344.49</b>	<b>59,775.51</b>
<b>Fund: 03 - Recreation Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-2,083.66</b>	<b>-212.72</b>	<b>-212.72</b>	<b>212.72</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 05 - Special Revenue Fund</b>						
<b>Revenue</b>						
3805 - Miscellaneous	0.00	2,015.85	0.00	0.00	0.00	2,015.85
<b>Revenue Total:</b>	<b>0.00</b>	<b>2,015.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,015.85</b>
<b>Expense</b>						
4010 - Grant Expense	123,191.54	335,838.38	63.10	86,034.47	132,427.95	203,410.43
4210 - Project Expense	1,850.38	1,150.76	0.00	0.00	1,000.00	150.76
9999 - Transfers	-125,041.92	-125,041.92	0.00	0.00	0.00	-125,041.92
<b>Expense Total:</b>	<b>0.00</b>	<b>211,947.22</b>	<b>63.10</b>	<b>86,034.47</b>	<b>133,427.95</b>	<b>78,519.27</b>
<b>Fund: 05 - Special Revenue Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>-209,931.37</b>	<b>-63.10</b>	<b>-86,034.47</b>	<b>-133,427.95</b>	<b>-76,503.42</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 06 - Hotel/Motel Tax Fund</b>						
<b>Revenue</b>						
3400 - Hotel Motel Tax	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00
<b>Revenue Total:</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,000.00</b>
<b>Expense</b>						
9999 - Transfers	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00
<b>Expense Total:</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,000.00</b>
<b>Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Financial Report**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

<b>Category</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<b>Fund: 07 - Seized Fund Revenue</b>						
3800 - Interest	0.00	0.00	3.22	6.54	6.54	-6.54
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3.22</b>	<b>6.54</b>	<b>6.54</b>	<b>-6.54</b>
<b>Fund: 07 - Seized Fund Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3.22</b>	<b>6.54</b>	<b>6.54</b>	<b>-6.54</b>

**Financial Report**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

<b>Category</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<b>Fund: 08 - Diboll Day Fund</b>						
<b>Expense</b>						
4040 - Administrative	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
4100 - Contractual & Professional Services	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
4460 - Materials & Supplies	700.00	700.00	0.00	0.00	0.00	700.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-7,200.00	-7,200.00	0.00	0.00	0.00	-7,200.00
<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 08 - Diboll Day Fund Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 09 - MC Security Fund</b>						
<b>Revenue</b>						
3200 - Fines and Fees	9,180.00	9,180.00	1,129.31	2,608.30	2,608.30	6,571.70
<b>Revenue Total:</b>	<b>9,180.00</b>	<b>9,180.00</b>	<b>1,129.31</b>	<b>2,608.30</b>	<b>2,608.30</b>	<b>6,571.70</b>
<b>Expense</b>						
9999 - Transfers	9,180.00	9,180.00	0.00	0.00	0.00	9,180.00
<b>Expense Total:</b>	<b>9,180.00</b>	<b>9,180.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,180.00</b>
<b>Fund: 09 - MC Security Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1,129.31</b>	<b>2,608.30</b>	<b>2,608.30</b>	<b>-2,608.30</b>

**Financial Report**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

<b>Category</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<b>Fund: 10 - MC Tech Fund</b>						
<b>Revenue</b>						
3200 - Fines and Fees	11,663.00	11,663.00	934.97	2,152.16	2,152.16	9,510.84
<b>Revenue Total:</b>	<b>11,663.00</b>	<b>11,663.00</b>	<b>934.97</b>	<b>2,152.16</b>	<b>2,152.16</b>	<b>9,510.84</b>
<b>Expense</b>						
4300 - Utility	11,663.00	11,663.00	0.00	9,009.75	9,009.75	2,653.25
<b>Expense Total:</b>	<b>11,663.00</b>	<b>11,663.00</b>	<b>0.00</b>	<b>9,009.75</b>	<b>9,009.75</b>	<b>2,653.25</b>
<b>Fund: 10 - MC Tech Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>934.97</b>	<b>-6,857.59</b>	<b>-6,857.59</b>	<b>6,857.59</b>

**Financial Report**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

<b>Category</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<b>Fund: 12 - Red Light Fund</b>						
<b>Revenue</b>						
3800 - Interest	0.00	0.00	40.76	82.85	82.85	-82.85
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>40.76</b>	<b>82.85</b>	<b>82.85</b>	<b>-82.85</b>
<b>Fund: 12 - Red Light Fund Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>40.76</b>	<b>82.85</b>	<b>82.85</b>	<b>-82.85</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 13 - Debt Service Fund</b>						
<b>Revenue</b>						
3550 - Property Tax	135,693.76	135,693.76	1,573.00	1,652.59	1,652.59	134,041.17
3800 - Interest	0.00	0.00	0.00	93.07	93.07	-93.07
<b>Revenue Total:</b>	<b>135,693.76</b>	<b>135,693.76</b>	<b>1,573.00</b>	<b>1,745.66</b>	<b>1,745.66</b>	<b>133,948.10</b>
<b>Expense</b>						
4015 - Bond Expense	604,333.26	604,333.26	0.00	0.00	0.00	604,333.26
4020 - Note Expense	405,387.32	405,387.32	0.00	0.00	0.00	405,387.32
4030 - Fines & Fees	950.00	950.00	0.00	0.00	0.00	950.00
9999 - Transfers	-874,976.82	-874,976.82	0.00	0.00	0.00	-874,976.82
<b>Expense Total:</b>	<b>135,693.76</b>	<b>135,693.76</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>135,693.76</b>
<b>Fund: 13 - Debt Service Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1,573.00</b>	<b>1,745.66</b>	<b>1,745.66</b>	<b>-1,745.66</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 16 - MC Local Truancy Prevention &amp; Diversion Fund</b>						
<b>Revenue</b>						
3200 - Fines and Fees	0.00	0.00	1,137.08	2,621.86	2,621.86	-2,621.86
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,137.08</b>	<b>2,621.86</b>	<b>2,621.86</b>	<b>-2,621.86</b>
<b>Fund: 16 - MC Local Truancy Prevention &amp; Diversion Fund Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,137.08</b>	<b>2,621.86</b>	<b>2,621.86</b>	<b>-2,621.86</b>

**Financial Report**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

<b>Category</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<b>Fund: 17 - MC Municipal Jury Fund</b>						
<b>Revenue</b>						
3200 - Fines and Fees	360.00	360.00	22.61	52.10	52.10	307.90
<b>Revenue Total:</b>	<b>360.00</b>	<b>360.00</b>	<b>22.61</b>	<b>52.10</b>	<b>52.10</b>	<b>307.90</b>
<b>Expense</b>						
4100 - Contractual & Professional Services	360.00	360.00	0.00	0.00	0.00	360.00
<b>Expense Total:</b>	<b>360.00</b>	<b>360.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>360.00</b>
<b>Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>22.61</b>	<b>52.10</b>	<b>52.10</b>	<b>-52.10</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 18 - Keep Diboll Beautiful Fund</b>						
<b>Revenue</b>						
3960 - Donations	0.00	0.00	28.23	78.53	78.53	-78.53
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>28.23</b>	<b>78.53</b>	<b>78.53</b>	<b>-78.53</b>
<b>Expense</b>						
4210 - Project Expense	0.00	1,672.04	0.00	0.00	0.00	1,672.04
<b>Expense Total:</b>	<b>0.00</b>	<b>1,672.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,672.04</b>
<b>Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>-1,672.04</b>	<b>28.23</b>	<b>78.53</b>	<b>78.53</b>	<b>-1,750.57</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 19 - Street Project Fund</b>						
<b>Revenue</b>						
3800 - Interest	0.00	0.00	122.06	248.12	248.12	-248.12
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>122.06</b>	<b>248.12</b>	<b>248.12</b>	<b>-248.12</b>
<b>Fund: 19 - Street Project Fund Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>122.06</b>	<b>248.12</b>	<b>248.12</b>	<b>-248.12</b>

Financial Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

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	71.77	145.90	145.90	-145.90
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>71.77</b>	<b>145.90</b>	<b>145.90</b>	<b>-145.90</b>
<b>Fund: 20 - ARPA Fund Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>71.77</b>	<b>145.90</b>	<b>145.90</b>	<b>-145.90</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>-670,234.41</b>	<b>870,479.72</b>	<b>1,129,226.89</b>	<b>909,590.27</b>	

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
01 - General Fund	0.00	-206,913.00	-111,089.40	-507,399.01	-628,824.63	421,911.63
02 - Utility Fund	0.00	-251,718.00	978,652.87	1,722,140.82	1,671,323.30	-1,923,041.30
03 - Recreation Fund	0.00	0.00	-2,083.66	-212.72	-212.72	212.72
05 - Special Revenue Fund	0.00	-209,931.37	-63.10	-86,034.47	-133,427.95	-76,503.42
06 - Hotel/Motel Tax Fund	0.00	0.00	0.00	0.00	0.00	0.00
07 - Seized Fund	0.00	0.00	3.22	6.54	6.54	-6.54
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	0.00	0.00	1,129.31	2,608.30	2,608.30	-2,608.30
10 - MC Tech Fund	0.00	0.00	934.97	-6,857.59	-6,857.59	6,857.59
12 - Red Light Fund	0.00	0.00	40.76	82.85	82.85	-82.85
13 - Debt Service Fund	0.00	0.00	1,573.00	1,745.66	1,745.66	-1,745.66
16 - MC Local Truancy Preven..	0.00	0.00	1,137.08	2,621.86	2,621.86	-2,621.86
17 - MC Municipal Jury Fund	0.00	0.00	22.61	52.10	52.10	-52.10
18 - Keep Diboll Beautiful Fu...	0.00	-1,672.04	28.23	78.53	78.53	-1,750.57
19 - Street Project Fund	0.00	0.00	122.06	248.12	248.12	-248.12
20 - ARPA Fund	0.00	0.00	71.77	145.90	145.90	-145.90
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>-670,234.41</b>	<b>870,479.72</b>	<b>1,129,226.89</b>	<b>909,590.27</b>	

# DIBOLL CITY COUNCIL 12-MONTH ATTENDANCE RECORD

Council Member	12/10/2024	1/14/2025	2/11/2025	3/11/2025	4/8/2025	5/13/2025	6/10/2025
Schuyler Bacon	0	0	0	0	0	0	0
Luis Maldonado	0	0	0	0	0	0	0
Nora Munoz	0	0	0	0	0	0	1
Daniel Lopez	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0
Ray Williams, Jr.	0	0	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0
<b>Total Absences</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

Council Member	7/8/2025	7/8/2025	8/12/2025	9/9/2025	9/16/2025	10/14/2025	11/11/2025	TOTAL TO-DATE
Schuyler Bacon	0	0	0	0	0	0	1	1
Luis Maldonado	0	0	0	0	0	0	0	0
Nora Munoz	0	0	0	0	0	1	0	2
Daniel Lopez	0	0	0	0	0	1	0	1
Ruben Terrazas	1	1	0	0	0	0	0	2
Ray Williams, Jr.	0	0	0	0	0	0	1	1
Trey Wilkerson	0	0	0	0	0	0	0	0
<b>Total Absences</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>7</b>



  
 Rosa M. Olvera - City Secretary

**Samantha Durham**  
*Director of Finance*



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## CITY OF DIBOLL

### Interoffice Memorandum

**DATE:** December 9, 2025  
**TO:** Mayor and Council Members  
**THRU:** Jason Arnold, City Manager  
**SUBJ:** 2025-2026 Budget Amendment No. 2

#### ITEM NO. 1 BALLPARK ENTRANCE PROJECT /ANGELINA BEAUTIFUL CLEAN

At its regular meeting held on November 11, 2025, the City of Diboll City Council authorized the allocation of \$7,150.00 in funding from Angelina Beautiful Clean to support the ballpark entrance improvement project at Old Orchard Park. This action constitutes a budget-neutral amendment and serves to officially document the designation of these funds.

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
03-12-3960	Recreation	Donations	\$0.00	-\$7,150.00	-\$7,150.00
03-12-4080	Recreation	Capital Improvements	\$0.00	\$7,150.00	\$7,150.00

#### ITEM NO. 2 KOCH GP BLEACHER COVER PROJECT PRIOR FISCAL YEAR ROLLOVER

Due to market restraints, a capital improvement project budgeted in the 2024-2025 FY Budget Amendment was not processed, delivered, or completed. This project should have been listed with 2024-2025 Budget Amendment No. 1. Project has been completed in the 2025-2026 FY.

GL No.	Department	Account Name	Prior Budget	New Budget	Adjustment
01-06-4210	Parks	Project Expense	\$2,500.00	\$12,450.00	-\$9,950.00

ITEM NO 3. SEIZED FUND EXPENDITURE REQUEST

On August 28, 2025, the Diboll Police Department was awarded \$5,741.00 in seized assets associated with Cause No. CV-00430-18-07. Pursuant to the terms of the judgment, thirty percent (30%) of the award was remitted to Angelina County. Following the distribution and the accrual of interest, the City of Diboll received a total of \$4,076.71.

The Diboll Police Department respectfully requests that these funds be transferred from the Seized Fund to the General Fund to support the procurement of additional police equipment, including but not limited to new vehicle window tint and graphics.

<b>GL No.</b>	<b>Department</b>	<b>Account Name</b>	<b>Prior Budget</b>	<b>New Budget</b>	<b>Adjustment</b>
<b>07-1110</b>	Police	Seized Fund	N/A	N/A	N/A
<b>07-03-9999</b>	Police	Transfer to General Fund	\$0.00	\$4,076.71	\$4,076.71
<b>01-03-9999</b>	Police	Transfer from Seized Fund	-\$9,180.00	-\$13,256.71	-\$4,076.71
<b>01-03-4462</b>	Police	PD Equipment	\$10,955.00	\$15,031.71	\$4,076.71

Fond regards,



Sam Durham  
Finance Director

**ORDINANCE NO. 2025-12-001**

**AN APPROPRIATIONS ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2025/2026 OPERATING BUDGET (BUDGET AMENDMENT NO. 02), PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE GENERAL FUND, RECREATION FUND, AND SEIZED FUND; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, The City Charter of the City of Diboll requires an Appropriations Ordinance be passed by the City Council each year showing revenue of the City from all sources and the expenditures to the various purposes for the fiscal year;

**WHEREAS**, City Council approved the 2025/2026 Operating Budget and appropriated the necessary funds out of the General, Recreation, and Seized Fund revenues for the maintenance and operation of various offices, departments and agencies of the City; and

**WHEREAS**, Council has reviewed and approves the report establishing the need to adjust appropriations in the General, Recreation, and Seized Fund.

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

**Section I**

The City Council of the City of Diboll, Texas, hereby authorizes and approves an amendment to the 2025/2026 Operating Budget (Budget Amendment No. 02) for the purpose and in the amounts shown in the attached report, the amounts to be appropriated from Fund Balances:

The following are fund summaries of these adjustments for the budget line items that are affected:

**General Fund**

Current Expenditure Budget -	3,675,583.00
Proposed Expenditure Budget -	3,685,533.00
Decrease to Fund Balance	(9,950.00)
Current Revenue Budget -	3,480,670.00
Proposed Revenue Budget -	3,480,670.00
Increase to Fund Balance	0.00
Net effect to fund balance is a decrease of	(9,950.00)

**Recreation Fund**

Current Expenditure Budget -	75,120.00
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Proposed Expenditure Budget -	82,270.00
Decrease to Fund Balance	(7,150.00)
Current Revenue Budget -	75,120.00
Proposed Revenue Budget -	82,270.00
Increase to Fund Balance	7,150.00
Net effect to fund balance is a decrease of	(0.00)

#### **Seized Fund**

Current Expenditure Budget -	0.00
Proposed Expenditure Budget -	4,076.71
Decrease to Fund Balance	(4,076.71)
Current Revenue Budget -	0.00
Proposed Revenue Budget -	0.00
Increase to Fund Balance	0.00
Net effect to fund balance is a decrease of	(4,076.71)

#### **Section II**

The City Council of the City of Diboll, Texas, hereby amends the 2025/2026 Operating Budget in the General, Recreation, and Seized Fund, adjusting appropriations as stated in Section 1 above.

#### **Section III**

That this ordinance shall be and become effective immediately upon and after its adoption and approval.

**PASSED AND APPROVED** by the City Council of the City of Diboll, Texas on this the 9<sup>th</sup> day of December 2025.

\_\_\_\_\_  
Trey Wilkerson, Mayor

ATTEST:

\_\_\_\_\_  
Rosa Olvera, City Secretary

## **ORDINANCE 2025-12-002**

**AN ORDINANCE OF THE CITY OF DIBOLL, TEXAS, AMENDING CHAPTER 15-5 – SIGNS OF THE CITY OF DIBOLL CODE OF ORDINANCES TO PROVIDE FOR DIGITAL BILLBOARDS, ADOPT STANDARDS AND DEFINITIONS, AND AMEND FEES; PROVIDING A PENALTY NOT TO EXCEED THE MAXIMUM PERMISSIBLE FINE ALLOWED BY STATE LAW FOR EACH OFFENSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A CUMULATIVE/REPEALER; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Diboll, Texas, (“City”) is a Home Rule City acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Council of the City (“City Council”) has previously adopted ordinances regulating and controlling signs within the City, pursuant to Tex. Loc. Gov’t Code, Chapter 216 and other authority; and

**WHEREAS**, the City Council has investigated and determined it is in the best interest of Diboll residents to allow existing billboards to be converted to digital billboards, allow new billboards under certain conditions, and adopt standards for billboards; and

**WHEREAS**, the City Council finds and determines that the adoption of this Ordinance is necessary to protect the public health, safety and welfare.

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

**SECTION 1. FINDING INCORPORATED.** The findings set forth above are incorporated as if fully set forth herein.

### **SECTION 2. TERRITORIAL APPLICABILITY.**

**A.** This Ordinance shall apply to all territory within the corporate limits of the City, Texas.

**B.** Pursuant to the authority granted by the Texas Local Government Code, Chapter 216, Section 216.902, as amended, the provisions of this Sign Ordinance and all subsequent amendments thereto, including, but not limited to, the requirements for permits, construction standards, maintenance, size, height, and setbacks, are hereby extended to and shall apply within the full extent of the City’s Extraterritorial Jurisdiction (ETJ), as that area is now or hereafter defined in Texas Local Government Code, Chapter 42.

### **SECTION 3. ENFORCEMENT AND REMEDIES IN THE ETJ.**

**A. Injunctive Relief.** Pursuant to Texas Local Government Code § 212.003(c), the City is entitled to appropriate injunctive relief in a court of competent jurisdiction to enjoin a violation of this Sign Ordinance within its ETJ.

**B. Limitation on Penalties.** A fine or criminal penalty prescribed by this Ordinance for a violation within the corporate limits shall not apply to a violation in the ETJ.

**C. Non-Conforming Signs.** The provisions regarding the maintenance, abandonment, and removal of non-conforming signs, as set forth in Section 15.5-18. General requirements, shall apply fully within the ETJ, subject to the compensation requirements of Texas Local Government Code Chapter 216.

**SECTION 4. AMENDMENT TO SECTION 15.5-5.** (General Permit Fees) That Section 15.5-5 in Chapter 15 – Signs of the Code of the City is amended to read as follows:

**Sec. 15.5-5. - Permit fees.**

(a) Every applicant, before being granted a permit to erect, construct, replace or relocate signage shall pay to the City a minimum review fee of fifty dollars (\$50.00) plus an accelerating rate for sign permit, dependent on the value of uninstalled signage as outlined on the permit application, except as provided in this chapter.

(b) If any work is started prior to obtaining a permit, a penalty fee of two hundred dollars (\$200.00) in addition to the permit fee shall be paid to obtain the required permit. The penalty fee does not excuse full compliance with the provisions of this chapter.

(c) Refunds shall be at the discretion of the Code Compliance Official.

(d) For the erection of all signs, including portable signs, the applicable permit fees shall be as follows:

<b>TOTAL VALUATION</b>	<b>FEE</b>
\$1,000 and less	\$50.00 minimum fee.
\$1,001 to \$50,000	\$50.00 for the first \$1,000.00 plus \$3.00 for each additional thousand or fraction thereof, to and including \$50,000.00.
\$50,001 to \$100,000	\$150.00 for the first \$50,000.00 plus \$2.00 for each additional thousand or fraction thereof, to and including \$100,000.00.
\$100,001 to \$500,000	\$300.00 for the first \$100,000.00 plus \$1.00 for each additional thousand or fraction thereof, to and including \$500,000.00.
\$500,001 and up	\$1,000.00 for the first \$500,000.00 plus \$1.00 for each additional thousand or fraction thereof.

(e) There shall be charged a fee of fifty dollars (\$50.00) each time a reinspection is necessary.

**SECTION 5. AMENDMENT TO ADD SECTION 15.5-50.** (Billboards) That Section 15.5-50 is added in Chapter 15.5 – Signs of the Code of the City Code to read as follows:

## **Sec. 15.5-50. – Billboards.**

### **(a) Locations allowed.**

(1) No billboard shall be erected within the city limits of Diboll except along the Interstate Highway 69 road frontage.

(2) Any billboard shall be located in a commercial zoning district.

(3) Billboards may only be located every fifteen hundred (1,500) feet. For the purpose of this requirement, the fifteen hundred (1,500) feet limitation is for the total length of IH69. In other words, the fifteen hundred (1,500) feet limitation applies to the total length of IH69, including both sides, rather than each side independently.

(4) Billboards shall only be allowed on lease pads that are a minimum of one hundred (100) feet by one hundred (100) feet in size and which abut a public road right-of-way.

(5) At no time shall a billboard be allowed to overhang or encroach into a public right of way, alley, or easement or any other publicly designated or owned land.

### **(b) Permit required.**

(1) No person, firm, corporation or entity whatsoever shall be allowed to erect a billboard until said person, firm, corporation, or entity shall have first obtained a permit therefore from the City.

(2) The adopted fee schedule in effect at the time of the application shall apply.

(3) The permit issued by the City shall be for a period of one (1) year and may be renewed annually by the Code Compliance Official if all conditions set forth in the permit have been met and the annual fee is paid.

(4) Each applicant for a billboard or off-site sign shall submit its application on a form provided by the Code Compliance department.

(5) A building permit application must also be completed for the structure itself. A set of engineered stamped plans shall be submitted to the Code Compliance department for review. The application must include the permit fee set forth in section 15.5-5.

(6) Every permitted billboard shall display the city billboard number in letters and numbers that are large enough (twelve-inch minimum) to be viewed from the nearest adjacent public road or thoroughfare.

(7) Any billboard presently existing on the effective date of this chapter shall be declared a legal nonconforming sign; however, every owner of said legal nonconforming sign shall be required to secure a billboard permit and shall be required to pay all permit fees required for said billboard.

### **(c) Installation requirements.**

(1) The lease area surrounding each and every billboard shall be maintained by the owner thereof in a clean, sanitary and inoffensive condition and free and clear of all obnoxious substances, rubbish, weeds and tall grasses.

(2) All billboards shall be mono pole in design and the entire structure shall be painted in walnut brown.

(3) A concrete pad (minimum ten (10) feet by ten (10) feet by five (5) inches) shall be constructed around the pole of the billboard. The pole shall be located at the center of the concrete pad.

(4) All electrical service to the structure shall be in accordance with the adopted code of the city.

(5) Illumination of the billboard shall be such that light pollution to adjoining property owners or public roads or thoroughfares does not occur.

(6) No billboard shall be installed closer than five hundred (500) feet to property that is residentially zoned or on the adopted land use plan as being a potentially designated residentially zoned property.

(7) Billboards shall not display or contain any message or graphic of an obscene or indecent nature as determined by the City.

**SECTION 6. AMENDMENT TO ADD SECTION 15.5-51. (Digital Billboards)** That Section 15.5-51 is added in Chapter 15.5 – Signs of the Code of the City Code to read as follows:

**Sec. 15.5-51. – Digital billboards.**

**(a) Permit required.**

(1) No person, firm, corporation or entity whatsoever shall be allowed to convert an existing, nonconforming billboard to a digital billboard until said person, firm, corporation, or entity shall have first obtained a permit therefore from the Code Compliance Official, and the digital billboard complies with the requirements of this Chapter. The adopted fee schedule in effect at the time of the application shall apply. The permit issued by the City shall be for a period of one (1) year and may be renewed annually by the Code Compliance Department if all conditions set forth in the permit have been met and the annual fee is paid.

(2) No person, firm, corporation or entity whatsoever shall be allowed to erect a digital billboard until said person, firm, corporation, or entity shall have first obtained a permit therefore from the City and the digital billboard complies with the requirements of this Chapter. The adopted fee schedule in effect at the time of the application shall apply. The permit issued by the City shall be for a period of one (1) year and may be renewed by the inspection services department if all conditions set forth in the permit have been met and the annual fee is paid.

(3) A building permit application must also be completed for the structure itself. All applications shall include the following:

a. Name, address, telephone number, and email of the person filing the application;

- b. Engineered drawings showing the digital billboard dimensions, specifications, materials, method of construction, and placement method in the ground;
- c. An engineer's certification shall be required on any sign drawings;
- d. Copy of stress sheets and calculations;
- e. Written consent of the property owner of the site on which the digital billboard is to be erected;
- f. Any electrical permit required and issued for the billboard;
- g. Such other information as the city shall require to demonstrate full compliance with this Chapter and all other laws and ordinances of the City; and
- h. A permit fee set forth in section 15.5-5.

**(b) Installation requirements.**

All digital billboards shall comply with the following standards:

- (1) Design: The billboard shall be a monopole design, with architectural enhancements to the pole structure, and underground utility service;
- (2) Maximum size. The dimensions of the digital billboard shall not exceed 672 square feet.
- (3) Location. The location of a digital billboard shall comply with section 15.5-50;
- (4) Setback from residential uses. No digital billboard shall be installed closer than five hundred (500) feet to property that is residentially zoned or on the adopted land use plan as being a potentially designated residentially zoned property.
- (5) Display. The sign may not display any illumination by flashing, intermittent or moving lights; does not contain or display animated, moving video or scrolling elements; nor projects a static image upon a stationary object;
- (6) Face. A sign face is only visible from one (1) direction of traffic;
- (7) Dwell time. Each message shall be displayed for at least eight (8) seconds and a change of message shall be accomplished within two (2) seconds or less;
- (8) Message change. A change of message must occur simultaneously on the entire sign face;
- (9) Malfunction. It contains a default design mechanism that freezes the sign in one (1) position if a malfunction occurs. The sign owner shall provide contact information for a person who is available at any time and is able to turn off the sign promptly after malfunction occurs or reduce the intensity of the sign within one (1) hour of a request by the City to a level acceptable to the city;
- (10) Dimmer. It will automatically adjust the intensity of its display brightness according to natural ambient light conditions;
- (11) Emergency information. Protocol that is acceptable to the Chief of Police for coordination with public safety authorities to display, when appropriate, emergency information important to the traveling public such as Amber Alerts, or homeland security and natural disaster alerts.

Emergency information messages must remain in rotation according to the issuing agency's protocols; and

(12) Content. Digital billboards shall not display or contain any message or graphic of an obscene or indecent nature as determined by the City.

**SECTION 7. AMENDMENT TO SECTION 15.5-1. (Definitions)** That Section 15.5-1 in Chapter 15 – Signs of the Code of the City is amended to read as follows:

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Approved* means accepted by the Code Compliance department as safe, structurally sound; not unsightly.

*Billboard* as used in this chapter is defined as a sign which directs attention to a business, commodity, service, product, goods, merchandise, entertainment, or attraction. The term does not include political yard signs erected without compensation for a limited time for the purpose of showing support for a candidate or for the defeat or passage of a particular measure.

*Billboard, digital* is a billboard that displays a digital image by remote or automatic. The sign must be operated by an entity possessing an outdoor advertising license issued by Texas Department of Transportation (TXDOT).

*Obscene or Indecent Content* is content that, when taken as a whole, applies contemporary community standards to appeal to the prurient interest in sex, and that depicts or describes sexual conduct in a patently offensive way, and that, taken as a whole, lacks serious literary, artistic, political, or scientific value.

*Obsolete sign* is any sign without a valid current permit, or one which is deserted, surrendered or forsaken, unused, given up or relinquished with intention of never resuming a right or interest therein.

*Off-site* sign refers to reflects goods, products or services provided at a location other than that which the sign occupies.

*On-site* means the sign referred to reflects goods, products, or services provided at a location which the sign occupies.

*Required setback* means the distance from the property line or right-of-way line of all streets adjacent to the premises on which a sign is located.

*Sign* means any surface, material or device visible from a public street and used for advertising with or without the display of letter, words, characters, designs, pictures or other information.

*Sign support* means any pole, post, strut, cable or other structural fixture or framework necessary to hold and secure a sign in a safe, structurally sound, and attractive manner.

**SECTION 8. AMENDMENT TO ADD SECTION 15.5-52. (Flat Fees for Billboards)** That Section 15.5-52 is added in Chapter 15.5 – Signs of the Code of the City Code to read as follows:

(a) Application fees for billboards, digital billboards and off-site signs. All applications for billboards, digital billboards, and off-site signs shall be accompanied by a flat application fee of one thousand dollars (\$1,000.00) per sign. This fee shall be in lieu of the schedule provided in Section 15.5-5 for these specific sign types. The owner of a digital billboard shall obtain an annual inspection from the inspections services department and pay the annual renewal fee of two hundred dollars (\$200.00).

**SECTION 9. Penalty Clause.** Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to a penalty as provided in Section 1-14 the Code of Ordinances of the City of Diboll, Texas.

**SECTION 10. Savings Clause.** All rights and remedies of the City, Texas, are expressly saved as to any and all violations of the provisions of the Ordinance or any other ordinance which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 11. Cumulative/Repealer Clause.** This Ordinance shall be cumulative of all provisions of state or federal law and other ordinances of the City, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

**SECTION 12. Severability Clause.** It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**Section 13. Effective Date.** This Ordinance shall become effective on \_\_\_\_\_, following publications as required by law.

**PASSED AND APPROVED THIS** the 9<sup>th</sup> day of December 2025.

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TREY WILKERSON, MAYOR  
OF THE CITY OF DIBOLL, TEXAS

ATTEST:

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ROSA OLVERA, CITY SECRETARY

STATE OF TEXAS §

ANGELINA COUNTY §

CITY OF DIBOLL §

# **City of Diboll – Spring Clean Up Assistance Program**

## **Grant Proposal**

### **Project Summary**

The City of Diboll conducts an annual community-wide cleanup event known as Spring Clean Up, during which City crews pick up non-hazardous household items and debris at no cost, provided the materials are placed at the curb. Unfortunately, many residents—including elderly individuals, disabled residents, and those lacking adequate resources or physical capability—are unable to move debris to the curb for pickup.

State law prohibits City crews from entering private property to assist, creating a clear and persistent gap in services. As a result, some properties remain cluttered with rubbish and debris, negatively impacting health, safety, and neighborhood appearance.

To close this service gap, the City of Diboll is requesting funding to implement the Spring Clean Up Assistance Program, a coordinated cleanup initiative utilizing contracted crews to remove debris from eligible private properties and place it at the curb for City pickup and disposal.

### **Statement of Need**

The Texas Local Government Code restricts municipalities from performing work on private property unless authorized by law. While Spring Clean Up effectively serves the majority of residents, those unable to bring debris to the curb cannot fully participate.

This continues to produce:

- Unmet health and safety needs
- Accumulation of rubbish and debris on private lots
- Increased risk of pests and unsafe conditions
- Visual blight affecting neighborhoods
- Unequal access to a widely utilized community service
- Without targeted assistance, these residents remain excluded from a program specifically designed to beautify the community.

### **Project Description**

The Spring Clean Up Assistance Program will plan, coordinate, and execute debris-removal services on private property using contracted cleanup crews. The debris will be placed at the curb, where City crews will then collect and transport it to the Angelina County Landfill.

### **Program Workflow**

#### **Outreach and Promotion**

The City will develop flyers, social media posts, and website content to advertise the program and encourage eligible residents to apply.

## **Application Process**

Property owners may apply for assistance during a designated application window.

## **Review and Approval**

City Leadership will evaluate applications based on predetermined eligibility and prioritization criteria.

## **Contracted Cleanup Work**

The City will solicit bids from local contractors to clear approved properties of rubbish and debris and move all materials to the curb.

## **City Collection and Disposal**

City crews will pick up the debris from the curb and transport it to the Angelina County Landfill for proper disposal.

This coordinated process ensures that residents who need assistance receive it in a legal, safe, and efficient manner.

## **Eligibility & Evaluation Criteria**

Applications will be evaluated using the following criteria:

- Health & Safety Risk – Priority for properties that may pose hazards.
- Applicant Need – Elderly, disabled, or financially constrained residents prioritized.
- Extent of Cleanup Required – Ensures feasibility within funding limits.
- Compliance with Local Ordinances – Applicants must be in good general standing.

## **Performance Measures**

### **Output Measures**

Number of applications received

Number of properties approved and completed

Outreach engagement (flyers distributed, digital impressions)

### **Outcome Measures**

Reduction in debris-related complaints

Increased neighborhood cleanliness

Resident satisfaction with services

Increased long-term participation in Clean Sweep

## **Budget Narrative**

Grant funds will support the following project components:

- Contracted Cleanup Services: Primary costs include labor, equipment, and time required for contractors to remove debris from private properties and place it at the curb.
- Outreach & Communications: Printing of flyers

- Disposal-Related Costs: Landfill fees for the disposal of debris collected by City crews.

\*All expenditures will follow grant requirements to ensure funds are used efficiently and effectively.

### **Community Impact & Equity**

This initiative directly supports Diboll residents who have historically been unable to participate in Spring Clean Up due to physical limitations, financial hardship, or lack of available help. By filling the service gap created by legal restrictions, the project will:

- Improve health and safety on private properties
- Reduce neighborhood blight
- Enhance the overall appearance and pride of the community
- Provide equitable access to City services
- Support vulnerable residents who need assistance the most

The Spring Clean Up Assistance Program aligns with Diboll's strategic priorities to maintain a clean, safe, and welcoming community.

### **Sustainability**

The City intends to evaluate program outcomes and will use lessons learned to improve future operations. If successful, the City may incorporate the program into long-term planning, pursue additional funding streams, or integrate contractor assistance into annual Spring Clean Up operations.

### **Conclusion**

The Spring Clean Up Assistance Program provides a targeted, equitable, and legally compliant solution for residents who cannot take advantage of Diboll's existing cleanup services. Funding will allow the City to close a long-standing service gap, improve health and safety outcomes, and enhance neighborhood appearance through a coordinated, community-focused initiative.

The City of Diboll appreciates consideration of this application and stands ready to successfully implement the program upon award.

## **RESOLUTION 2025-12-001**

**RESOLUTION OF THE CITY OF DIBOLL, TEXAS, AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE DEEP EAST TEXAS COUNCIL OF GOVERNMENTS FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING THE CITY MANAGER TO ACT ON BEHALF OF THE CITY OF DIBOLL IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF DIBOLL WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE DEEP EAST TEXAS COUNCIL OF GOVERNMENTS THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.**

**WHEREAS**, the Deep East Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation the COG's adopted regional solid waste management plan; and

**WHEREAS**, the City of Diboll in the State of Texas is qualified to apply for grant funds under the Request for Applications.

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

1. That the City Manager is authorized to request grant funding under the Deep East Texas Council of Governments Request for Applications of the Regional Solid Waste Grants Program and act on behalf of City of Diboll in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, City of Diboll will comply with the grant requirements of the Deep East Texas Council of Governments, Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. That activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed

**PASSED AND APPROVED** by the City Council of the City of Diboll, Texas, at its regular meeting this the 9<sup>th</sup> day of December 2025.

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Trey Wilkerson, Mayor

ATTEST:

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Rosa M. Olvera, City Secretary

STATE OF TEXAS       §  
ANGELINA COUNTY     §  
CITY OF DIBOLL       §

**DEEP EAST TEXAS COUNCIL OF GOVERNMENTS  
FY 2026 REGIONAL SOLID WASTE GRANTS PROGRAM**

**PLEASE REVIEW GRANT REQUIREMENTS IMMEDIATELY – SOME COMPONENTS REQUIRE  
ADVANCE PLANNING, SPONSORING ENTITY RESOLUTIONS AND APPROVALS.**

**DETCOG Regional Services Staff offers Technical Assistance to those preparing Grant  
Applications – Andrew Harmon at (936) 634-2247 ext. 5310 or by email:  
aharmon@detcog.gov**

**Texas Commission on Environmental Quality funding for this grant requires periodic reporting  
of outcomes – see Attachments at end of form for details.**

**FORM 1. APPLICATION INFORMATION AND SIGNATURE PAGE**

Applicant: <a href="#">City of Diboll</a>	Funding Amount Proposed: \$ <a href="#">10,683.46</a>
Address: <a href="#">400 Kenley Street, Diboll, TX 75941</a>	Phone/Fax: Ph : <a href="#">936-829-6800</a> Fx : <a href="#">936-829-1179</a>
Contact Person : <a href="#">Jason Arnold, City Manager</a>	Date Submitted: <a href="#">December 5, 2025</a>

**Project Category - (Choose One Only)**

<input type="checkbox"/> Local Enforcement <input checked="" type="checkbox"/> Litter and Illegal Dumping Cleanup and Community Collection Events <input type="checkbox"/> Source Reduction and Recycling <input type="checkbox"/> Local Solid Waste Management Plans <input type="checkbox"/> <b>(NEW)</b> Citizens’ Collection Stations and “Small” Registered Transfer Stations <input type="checkbox"/> Household Hazardous Waste (HHW) Management <input type="checkbox"/> Technical Studies <input type="checkbox"/> Educational and Training Projects <input type="checkbox"/> Other
---

**Signature**

By the following signature, the Applicant certifies that it has reviewed the certifications, assurances, and deliverables included in this application, that all certifications are true and correct, that assurances have been reviewed and understood, and that all required deliverables are included with this application.	
Signature: Phone: <a href="#">936-829-6800</a>	Title: <a href="#">City Manager</a>
Typed/Printed Name: <a href="#">Jason Arnold</a>	Date Signed: <a href="#">December 5, 2025</a>

**FOR USE BY DETCOG**

Date application was received: _____
Does the application meet all the required screening criteria: _____ Yes _____ No
Is the application administratively complete: _____ Yes _____ No

**FORM 2. Authorized Representatives**

The Applicant hereby designates the individual(s) named below as the person or persons authorized to receive direction from the COG, to manage the work being performed, and to act on behalf of the Applicant for the purposes shown:

- 1. Authorized Project Representative.** The following person is authorized to receive direction, manage work performed, sign required reports, and otherwise act on behalf of the Applicant.

Signature:	
Typed/Printed Name: <a href="#">Jason Arnold</a>	Address: <a href="#">400 Kenley Street</a>
Title: <a href="#">City Manager</a>	
Date: <a href="#">December 5, 2025</a>	Phone: <a href="#">936-829-6800</a>

- 2. Authorized Financial Representative.** In addition to the authorized project representative, the following person is authorized to act on behalf of the Applicant in all financial and fiscal matters, including signing financial reports and requests for reimbursement.

Signature:	
Typed/Printed Name: <a href="#">Samantha Durham</a>	Address: <a href="#">400 Kenley Street</a>
Title: <a href="#">Director of Finance</a>	
Date: <a href="#">December 5, 2025</a>	Phone: <a href="#">936-829-6801</a>

**3. Authorized Financial Department to receive check and contact information**

Signature:	
Typed/Printed Name: <a href="#">Irma Caffery</a>	Address: <a href="#">400 Kenley Street</a>
Title: <a href="#">Accounts Payable</a>	
Date: <a href="#">December 5, 2025</a>	Phone: <a href="#">936-829-6804</a>

**Deadline to Submit Application: 4:30 p.m., Tuesday December 9, 2025**

## **Liability Insurance is Required per TCEQ.**

In Article 6 – Insurance & Liability it states that the Subcontractor (DETCOG Solid Waste Grant recipients) shall maintain insurance coverage for the work performed or services rendered under the contract.

*Q: Is liability insurance required for all projects or just for events? And what years will the liability insurance be required?*

**A: Liability insurance is required for all projects and subcontracts during the FY26/27 grant period.**

*Q: Should the liability insurance be specific event insurance or blanket liability insurance?*

**A: There should be some type of liability insurance covering events and grant activities, whether it is event-specific or blanket liability insurance.**

*Q: Will liability insurance be an eligible expense?*

**A: Contractually required insurance costs for a project are eligible for reimbursement under the grant. The insurance costs must be reasonable and necessary. When reviewing the IPS, TCEQ will review the insurance costs in the context of the specific project to determine if they are reasonable and necessary. For events, costs would be reimbursed only for the period of the event.**

## **Where do the Solid Waste Funds Come From...**

The Regional Solid Waste Grants Program is funded by revenues collected through municipal solid waste fees, or “tipping fees,” paid at landfills and appropriated by the legislature during each regularly scheduled session.

Statutorily, the Texas Commission on Environmental Quality (TCEQ) receives a portion of these funds, and a portion is allocated to the COGs for local and regional projects. Our allocation is based on a formula that considers population, area, solid waste fee generation, and public health needs

***Mail Original Application to: Deep East Texas Council of Governments  
(DETCOG)  
Attn: Andrew Harmon;  
Solid Waste Grants  
1405 Kurth Drive  
Lufkin, Texas 75904  
Email a copy to [aharmon@detcog.gov](mailto:aharmon@detcog.gov)***

#### **FORM 4. Resolution**

A resolution authorizing the application must be approved by the governing body of the Applicant. Following this page is an example Resolution Form that may be used to prepare the required resolution. This or a similar resolution must be specifically signed and notarized in addition to the signature required in Form 1.

**To complete your application, please remove this page and replace it with a signed resolution of your entity's governing body.**

Our resolution will be approved and executed at the regularly scheduled meeting on December 9, 2025 at 5:15 pm. I will deliver a copy to Mr. Harmon the following day.

**Project Application**

**RESOLUTION**

{Example}

**RESOLUTION OF ( Name of entity ) AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE ( COG name ) FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING ( Person and/or title ) TO ACT ON BEHALF OF ( Name of entity ) IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED ( Name of entity ) WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE ( COG name ), THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.**

WHEREAS, the ( COG name ) is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation the COG's adopted regional solid waste management plan; and

WHEREAS, ( Name of entity ) in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE, BE IT RESOLVED BY ( Name of entity ) IN ( Location of office ) TEXAS;

1. That ( Name/title of individual ) is authorized to request grant funding under the ( COG name ) Request for Applications of the Regional Solid Waste Grants Program and act on behalf of ( Name of entity ) in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, ( Name of entity ) will comply with the grant requirements of the ( COG name ), Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. That activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED AND APPROVED by ( board or chief official as applicable ) in ( city ), ( state ), on this the ( number/day ) day of ( month ), ( year ).

	<b>Notary:</b>	
(Signature of Authorized Official)		(Signature)

(Typed or Printed Name)	(Type or Printed Name)

(Title)	(Commission Expires)

**FORM 5: Explanation Regarding Private Industry Notification**

Applicable to Applicants under the following grant categories:

- a. Source Reduction and Recycling
- b. A demonstration project under the Educational and Training Projects category
- c. Other (*If the COG receives authorization to fund additional types of projects, that authorization may include requirements for notification of private industry. When applicable, those additional project categories should be listed here.*)

**Form 5a. List of Private Service Providers Notified**

<b>Private Service Providers Contacted</b>	<b>Name and Position</b>	<b>Telephone Number</b>	<b>Date Notified</b>
None			

**Form 5b. Summaries of Discussions with Private Industry**

NA

## **FORM 6: Project Summary**

Please provide a complete project summary. Reference the goals, objectives, and/or recommendations from the regional solid waste management plan that apply to the project, and how the project will assist in implementing the plan. Refer to the application instructions when completing these forms. If necessary, attach additional pages for each form.

Note:

1. Special Collection Events/Clean-Up Days must be limited to no more than 4 calendar days a contract year.
2. Specific information as to the ultimate disposition of collected materials must be included on this application.

**Form 6a. Project Description** (*add additional pages as necessary*)

[Attached as a PDF.](#)

**Form 6b. Project Cost Evaluation** *(add additional pages as necessary)*

Provide an evaluation of the costs associated with the proposed project. Explain how the total related costs of the proposed project were adequately considered; compare project costs to established averages or to normal costs for similar projects. Present the costs in unit terms, such as cost per ton, cost per customer, or cost per capita, as applicable. Describe any measurable costs savings, or reasonably justified costs of the project.

The total cost of the project will be determined entirely by the grant amount awarded. Once the grant funding is confirmed and the projects are approved, we will solicit bids for each project. If the grant amount is insufficient to cover all proposed projects, we will scale down the scope to ensure expenditures remain within budget.

**Form 6c. Level of Commitment of the Applicant** *(add additional pages as necessary)*

Provide information related to the Applicant's level of commitment to preferred solid waste management practices. If the proposed project is an ongoing service, demonstrate the ability to sustain the program beyond the term of the grant. Explain the extent to which the appropriate governing bodies support the proposed project.

Over the past four years, the City of Diboll has made highly visible and tangible progress in litter and nuisance abatement, as well as overall community beautification. This grant will not alter our commitment; rather, it will expand our capacity to enhance these efforts.

List any previously demonstrated commitment to preferred solid waste management practice, such as implementing other solid waste management projects, involvement in a local or sub-regional solid waste management plan or study, or membership in the TCEQ's Clean Texas Program.

Nothing formal. However, the City has made a deliberate effort to provide our services at a higher level and to proactively enforce our ordinances.

If the proposed project has received previous grant funding under this program, explain to what extent the proposal involves expansion of current services or operations; present quantifiable documentation of the success of the project in order to warrant further funding. Demonstrate a good record of past grant contractual performance.

To date, we have funded a version of this program with our own resources. This grant will enable us to expand the program and address needs that are currently unmet.

## **Form 6d. Scope of Work**

Provide a work program with a schedule of deliverables for the proposed project or program. The work program with the schedule of deliverables will be considered the Scope of Work to be performed under the contract agreement, if funded. Once the details of the work program have been negotiated with the Applicant and approved by the COG, the work program will be entered into the grant contract.

As concisely as possible, for each task of the proposed project, describe the major steps or activities involved, identify the responsible entities, and establish a specific timeframe to accomplish each task. The scope of work for the project or program must include:

- Detailed purpose and goal of the project (should be consistent with implementing the goals, objectives, and recommendations from the regional solid waste management plan, as stated in the project description on Form 6a).
- Specific task statements with responsible entity identified.
- List of deliverables/products/activities under each task
- Schedule of deliverables

[Included in the attached PDF.](#)

## FORM 7. GRANT BUDGET SUMMARY

Please provide the following breakdown of the total amount of grant funding being requested:

Budget Category	Funding Amount
1. Personnel/Salaries	\$ 0
2. Fringe Benefits	\$ 0
3. Travel	\$ 0
4. Supplies	\$ 75.00
5. Equipment	\$ 0
6. Construction	\$ 0
7. Contractual	\$ 10,608.46
8. Other	\$ 0
9. <b>Total Direct Charges</b> (sum of 1-8)	\$ 10,683.46
10. Indirect Charges*	\$ 0
11. <b>Total</b> (sum of 9 - 10)	\$ 10,683.46

12. Fringe Benefit Rate:	%	-
13. Indirect Cost Rate:	%	-
<p>Identify, in detail, each budget category to which your indirect cost rate applies and explain any special conditions under which the rate will be applied:</p> <p style="color: blue;">NA</p> <p><small>*In accordance with the UGMS, indirect charges may be authorized if the Applicant has a negotiated indirect cost rate agreement signed within the past 24 months by a federal cognizant agency or state single audit coordinating agency. Alternatively, the Applicant may be authorized to recover up to 10% of direct salary and wage costs (excluding overtime, shift premiums, and fringe benefits) as indirect costs, subject to adequate documentation. If you have an approved cost allocation plan, please enclose documentation of your approved indirect rate.</small></p>		

***Please complete any of the following detailed budget forms that are applicable.***

## FORM 7a: Detailed Matching Funds/In-Kind Services

This budget form should be completed if the Applicant is providing any level of matching funds or in-kind services directly related to the proposed project.

Matching Funds: \$ 0

In the space below, please explain in detail the application of any matching funds to be provided by the Applicant, as directly related to the proposed project:

In-Kind Services: \$ \* (monetary equivalent)

In the space below, please explain in detail the application of any in-kind services to be provided by the Applicant, as directly related to the proposed project:

\*Dependent upon the number and scope of projects funded, the City will commit in-kind services in the form of employee salaries and use of equipment for collecting and transporting the rubbish and debris to the landfill.

What is the TOTAL COST of the proposed project, considering the total grant funding requested, any matching funds being provided by the Applicant, and the monetary equivalent of any in-kind services being provided by the Applicant:

\$ 10,683.46+

**Expenses listed on the following pages are expected to be paid with grant funds.**

**FORM 7b: Detailed Personnel/Salaries Expenses**

For each employee to be funded wholly or in part by this grant, complete one of the lines in the table below. Please refer to the definitions provided in the instructions in completing this sheet. If funds are awarded, changes to grant-funded positions must be approved in advance by the COG.

Position Title	Function	# Hours	Hourly Rate	Monthly Salary
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
<b>TOTAL</b> <i>(Must equal Line 1 of the Overall Budget Summary)</i>		\$		

**FORM 7c: Detailed Travel Expenses**

This budget form provides a more detailed breakdown of the total expenses for travel indicated on Line 3 of the Overall Budget Summary.

Please describe the types of routine in-region travel expenses expected and purpose for the travel.

Date(s)	Purpose & Destination	Person(s)	Estimated Cost
			\$
			\$
			\$

All out-of-state travel expenses and other non-routine travel, such as out-of-region travel to special training or events must be pre-approved by the COG. Complete the following information for all requested non-routine travel, including any out-of-state travel. If those details are not presently known, the COG will need to approve those travel costs before the travel occurs.

**Non-Routine Travel Expenses**

Date(s)	Purpose & Destination	Person(s)	Estimated Cost
			\$
			\$
			\$

<p><b>TOTAL TRAVEL EXPENSES</b>  <i>(Must equal Line 3 of the Overall Budget Summary)</i></p>	<p>\$</p>
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### FORM 7d: Detailed Supply Expenses

This budget form provides a more detailed breakdown of the total expenses for supplies indicated on Line 4 of the Overall Budget Summary.

**(Note: No generalized expenses are acceptable – all grant components must be listed by individual item, number of items and per item price before being totaled.)**

Please list the general types of supplies you expect to purchase with grant funding.

General Types of Supplies	Estimated Cost
General office/desk supplies: (list below)	\$ \$
Other supplies ( <i>explain below</i> ):	\$ \$
<b>TOTAL</b> ( <i>Must equal Line 4 of the Overall Budget Summary</i> )	\$

## FORM 7e: Detailed Equipment Expenses

1. All equipment purchases must be pre-approved by the COG. If the specific details of an equipment purchase are known, show that equipment on the list below. If the specific details of the equipment costs are not known at this time, list the general details on this form. The specific details of the equipment will then need to be provided to and approved by the COG before the costs are incurred.

**Note:**

1. **It must be stated on the grant application that locations where equipment will be installed are TCEQ permitted for the related activities - or that permits are not required.**
2. **Equipment that can be used in solid waste collection, transfer stations and solid waste transportation cannot be purchased with TCEQ Solid Waste Grant funds.**

<b>Equipment (Must be \$5,000 or more per unit)</b> <i>(Show description, type, model, etc.)</i>	<b>Unit Cost</b>	<b>No. of Units</b>	<b>Total Cost</b>
	\$		\$
	\$		\$
	\$		\$
	\$		\$
<b>TOTAL</b> <i>(Must equal Line 5 of the Overall Budget Summary)</i>			\$

**FORM 7f: Detailed Construction Expenses**

All construction projects must be pre-approved by DETCOG. **(No generalized expenses are acceptable – all grant components must be listed by individual item, number of items and per item price before being totaled.)** If the specific details of the construction costs are not known currently, list the general details on this form. The specific details of the construction will then need to be provided to and approved by the COG before the costs are incurred. For any subcontracted activities, the request for approval will need to include evidence that the contract price is reasonable and necessary (see instructions).

Types of Construction	Subcontracted Yes/No	Estimated Cost
		\$
		\$
		\$
		\$
		\$
<b>TOTAL</b> <i>(Must equal Line 6 of the Overall Budget Summary)</i>		\$

### FORM 7g: Detailed Contractual Expenses

All contractual expenses must be pre-approved by the COG. **(No generalized expenses are acceptable – all grant components must be listed by individual item, number of items and per item price before being totaled.)** If the specific details of the contractual costs are not known currently, list the general details on this form. The more specific details of the contractual costs will then need to be provided to and approved by the COG before the costs are incurred. The request for approval will need to include evidence that the contract price is reasonable and necessary (see instructions). In addition, the subcontract scope of work must be approved by the COG before work begins.

Purpose (Equipment, Payroll, HHW Event, Illegal Clean-up, etc)	Contractor(s) <b>RN#</b> (Name of Company, Address, Phone Number and Person of Contact)	Contract Amount
To remove debris and rubbish from approved properties and place it at the curb for pickup by City crews.	TBD	\$ 10,608.46
		\$
		\$
		\$
<b>TOTAL</b> <i>(Must equal Line 7 of the Overall Budget Summary)</i>		\$ 10,608.46

### FORM 7h: Detailed Other Expenses

This budget form provides a more detailed breakdown of the total other expenses indicated on Line 8 of the Overall Budget Summary. **(No generalized expenses are acceptable – all grant components must be listed by individual item, number of items and per item price before being totaled.)** Please note that the final totals are at the bottom of the next page.

#### Basic Other Expenses

Please identify the basic “Other” category expenses you expect to incur appropriate to the project.

Basic Other Expenses	Estimated Cost
Books and reference materials	\$
Postage, telephone, FAX, utilities	\$
Printing/reproduction	\$
Advertising/public notices	\$ 75.00
Registration fees for training (if approved)	\$
Repair and maintenance	\$
Basic office furnishings	\$
Space and equipment rentals	\$
Signage	\$

### Additional Other Expenses

The specific details of additional other category expenses, not included on the list of basic "Other" expenses, must be pre-approved by the COG. If the specific details of the additional "Other" expenses are not known currently, list the general details on this form. The more specific details will then need to be provided to and approved by the COG before the costs are incurred.

Additional Other Expenses	Unit Cost	No. of Units	Total Cost
Computer hardware not listed under the Equipment category ( <i>itemize each expense below including description, type, model, etc.</i> ):	\$		\$
Computer software ( <i>itemize each expense below including description, type, model, etc.</i> ):	\$		\$
Additional Other expenses ( <i>itemize each expense below including description, type, model, etc.</i> ):	\$		\$

<b>TOTAL OTHER EXPENSES</b> <i>(Must equal Line 8 of the Overall Budget Summary)</i>	<b>\$ 75.00</b>
---	-----------------

## Attachment "A"

### GRANT REPORTING REQUIREMENTS

(Grant Reporting Forms will be included in Grant Contract)

Reporting Schedule for the Results Report/Follow Up Report - Semi Annual Report (the implementation and COG managed projects workbook is the document used to complete these reports)			
FY 26/27			
DELIVERIABLES AND DUE DATES			
Report Name	Period Covered	Due Date	FY
<b>Semi Annual Report</b>			
Report #1	09/01 - 02/28	3/30	26
Report #2	03/01 - 08/31	9/30	26
Report #3	09/01 - 02/28	3/30	27
Report #4	03/01 - 08/31	12/30 (Final)	27
<b>Results Report / Follow-Up</b>			
Report 1	09/01/2023 - 08/31/2025	12/30/2025	24/25
Follow-Up	09/01/2023 - 08/31/2025	10/15/2026	24/25
Report 1	09/01/2023 - 08/31/2025	12/30/2027	26/27
Follow-Up (Final)	09/01/2023 - 08/31/2025	10/15/2028	26/27
<b>Implementation Workbook</b>			
	09/01/2023 - 08/31/2025	12/30/2025 (Final)	24/25
<b>Inventory - Equipment</b>			
	09/01/2023 - 08/31/2025	12/30/2025 (Final)	24/25

## Attachment "B"

### **A List of Some of the Uses for the DETCOG/TCEQ Solid Waste Grants....**

#### **1. Local Enforcement**

- Equipment, such as vehicles, communications equipment, and surveillance equipment
- Program administration expenses, such as salaries/fringe benefits, office supplies and equipment, travel, training and vehicle maintenance.
- Protective gear and supplies
- Educational materials

#### **2. Litter and Illegal Dumping Cleanup and Community Collection Events**

- Equipment, such as trailers and trucks
- Program administration expenses, such as, salaries/fringe benefits, office' supplies and equipment, travel, training and vehicle maintenance.
- Subcontract expenses
- Protective gear and supplies
- Fencing, barriers, and signage
- Educational materials
- Appreciation items for volunteers (e.g., T-shirts, caps, etc.)

#### **3. Source Reduction and Recycling**

- Facility design and construction
- Equipment, such as chippers, balers, crushers, recycling and composting containers, trailers, forklifts, and trucks
- Program administration expenses, such as salaries/fringe benefits, office supplies and equipment, travel, training, and equipment maintenance
- Educational materials
- Printing and advertisement expenses

#### **4. Local Solid Waste Management Plans**

- Consultant services
- Printing and advertising expenses
- Program administration expenses, such as salaries/fringe benefits, office supplies, and travel

#### **5. **New** Citizens' Collection Stations and "Small" Registered Transfer Stations (Not for Existing Collection or Transfer Stations)**

- Facility design and construction
- Equipment, such as dumpsters or roll-off containers, trailers, compactors, crushers, scales, and recycling containers
- Protective gear
- Educational materials
- Printing and advertisement expenses

## **6. Household Hazardous Waste Management**

- Design and construction of permanent collection facilities
- Equipment for permanent collection facilities, such as recycling containers, trailers, forklifts, and crushers
- Protective gear
- Contractual services for special collection events
- Educational materials
- Printing and advertising expenses
- Appreciation items for volunteers (e.g., T-shirts, caps, etc.)

## **7. Technical Studies**

- Consultant services
- Printing and advertising expenses
- Program administration expenses, such as salaries/fringe benefits, office supplies, and travel

## **8. Educational and Training Projects**

- Educational materials
- Printing and advertising expenses
- Contractual services
- Program administrative expenses, such as salaries/fringe benefits, office supplies, and travel

❖ ***Other {If DETCOG obtains authorization for additional project categories, include examples of expenses that would be appropriate under that category.}***

**All these categories of DETCOG/TCEQ Solid Waste Grants come with additional Terms and Conditions such as:**

- 1. Special Clean-Up Events can only take place 4 days in a calendar year.***
- 2. City of County Employees can only be paid if they work overtime on weekends after they complete a regular 40-hour work-week Monday through Friday.***
- 3. All equipment purchased with grant money is to be marked with the following message: "This equipment purchased with a grant from the "Deep East Texas Council of Governments and the Texas Commission on Environmental Quality"***

**Please consult with DETCOG Regional Service Staff (936) 634-2247 ext. 5310 as to the specifics of your proposal before completing the application.**

## **RESOLUTION 2025-12-002**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS, ADOPTING A COIN PAYMENT POLICY FOR MUNICIPAL PAYMENTS; PROVIDING FOR IMPLEMENTATION; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Diboll provides municipal utility services and collects related fees and charges; and

**WHEREAS**, the City Council finds it necessary to adopt clear and consistent procedures for the acceptance and processing of coin payments to ensure accurate accounting and efficient customer service; and

**WHEREAS**, the City of Diboll is authorized under the Texas Local Government Code to operate and regulate municipal utilities, including the collection of fees and establishment of administrative payment procedures; and

**WHEREAS**, the City Council desires to adopt a Coin Payment Policy specifying the handling of coin payments and the crediting of overpayments;

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

### **SECTION 1. ADOPTION OF POLICY.**

The City Council hereby adopts the City of Diboll Coin Payment Policy, attached as Exhibit A and incorporated herein for all purposes.

### **SECTION 2. IMPLEMENTATION.**

The City Manager, Finance Director, and their designees are directed to implement and enforce the policy, including staff training and financial procedures necessary to comply with its provisions.

### **SECTION 3. SEVERABILITY.**

If any portion of this Resolution or the Coin Payment Policy is found to be invalid, the remaining portions shall continue in full force and effect.

### **SECTION 4. EFFECTIVE DATE.**

**This Resolution and the Coin Payment Policy shall become effective on February 1, 2026.**

**PASSED AND APPROVED** by the City Council of the City of Diboll, Texas, at its regular meeting this the 9<sup>th</sup> day of December 2025.

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Trey Wilkerson, Mayor

ATTEST:

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Rosa M. Olvera, City Secretary

STATE OF TEXAS       §  
ANGELINA COUNTY   §  
CITY OF DIBOLL      §

# **EXHIBIT A**

## **CITY OF DIBOLL COIN PAYMENT POLICY**

### **Purpose**

The purpose of this policy is to establish clear and consistent procedures for accepting coin payments for City of Diboll utility bills, fees, and other municipal charges. This policy ensures accurate accounting, improves customer service, and supports efficient financial operations.

### **Policy Statement**

The City of Diboll accepts coin payments for any municipal bill or fee. Customers may pay with coins in any amount. Exact coin change is not required.

When a customer pays with coins and the total amount tendered is greater than the amount owed, the excess amount will be applied as a credit to the customer's account.

### **Authority**

This policy is adopted under the City of Diboll's authority to:

- Operate and regulate municipal utilities, including billing and revenue collection procedures, under the Texas Local Government Code.
- Establish administrative and financial procedures necessary for municipal operations under the general powers granted to Texas municipalities.
- These authorities collectively permit the City to determine reasonable payment-handling practices, including policies for coin payments and billing credits.

### **Account Credit for Overpayments**

If a coin payment exceeds the amount due:

- The overage will be credited to the customer's account.
- Credits will automatically apply to the next billing cycle.

Refunds for coin overpayments will not be issued unless approved by the City Manager or Finance Director.

### **Refusal of Payment**

The City may refuse coin payments that:

- Are dirty, damaged, or unsafe to handle;
- Include debris, contaminants, or foreign objects;
- Are provided in extraordinarily large quantities that would cause operational delays or safety concerns.

When a payment is refused, staff will document the reason and notify the customer.

### **Effective Date**

This policy becomes effective February 1, 2026.



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# Brazos Transit District

## Agreement for Transportation Services

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### **PARTIES AND OBJECTIVES**

The objective of this Contract is for the City of Diboll to retain the services of Brazos Transit District, for the citizens of the City of Diboll, for a public transit system. This Contract is made in Brazos County, Texas on this 9<sup>th</sup> day of December, 2025, by and between Brazos Transit District, hereinafter referred to as "BTD" and the City of Diboll, hereinafter referred to as "City".

### **CONTRACT PERIOD**

This Agreement shall be for a period of five (5) years, commencing on September 1, 2025 and expiring on August 31, 2030. This Agreement is contingent upon funding appropriated by the City. Likewise, continuation of service is contingent upon local share from the City.

### **CONSIDERATION**

The City shall pay as consideration for the services of BTD as delineated in this section for its local share to BTD. Reimbursement shall be \$21,000.00 per year, provided to BTD in twelve (12) equal installments of \$1,750.00.

### **ROUTES AND SCHEDULES**

BTD shall be responsible for establishing all routes, schedules, operational hours, and operational days. In establishing such, BTD shall consider, to the most practical extent possible, the suggestions of the City. Service levels will be maintained equal to the services provided during the current calendar year, provided state and federal funds are available to BTD to provide such service and local share provided by the City.

### **ADMINISTRATION**

BTD shall be the sole agent responsible for the administration and operation of the public transit system.

### **INSURANCE**

BTD shall maintain general liability insurance at the rate prescribed by regulatory authorities and applicable to public transit services and shall furnish the City with proof of such coverage prior to commencement of operations and at such times as requested by the City.

### **HOLD HARMLESS**

BTD shall indemnify and save harmless the City and its agents from harm or damages of any character, type or description brought or made for on account of any injuries or damages received or sustained by any person or persons or property, arising out of, or occasioned by, the alleged negligent acts of BTD, or its agents and employees, in the execution of performance of this Agreement.

### **GOVERNING LAW**

This Agreement shall be governed and construed in accordance with the laws of the State of Texas. Venue shall be in Brazos County, Texas.

### **SERVICE OF NOTICE**

Any notice required or permitted to be given by this Agreement shall be deemed given when personally delivered to the recipient thereof, or mailed by registered or certified mail, return receipt requested, postage prepaid, to the appropriate recipient thereof, in the case of the City, at The City of Diboll, 400 Kenley St. Diboll, Texas 75941, and in the case of Brazos Transit District at 2117 Nuches Ln., Bryan, Texas 77803, or any other address which either party may subsequently designate in writing to the other party.

### **ENTIRE AGREEMENT**

This Agreement contains the entire agreement between the parties herein described. Any oral

representations or modifications concerning this Agreement shall be of no force and effect unless such are reduced in writing.

**BRAZOS TRANSIT DISTRICT**

**CITY OF DIBOLL**

\_\_\_\_\_  
Wendy Weedon  
Chief Executive Officer

\_\_\_\_\_  
Trey Wilkerson  
Mayor, City of Diboll

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date





# City of Diboll

## Delinquent Tax Collection Report

Reporting Period  
07/01/2024 - 11/30/2025

James Guest, Partner  
james.guest@lgbs.com  
936.639.5040

Ashley Rains, Area Manager  
ashley.rains@lgbs.com  
936.639.5040

Kelsea Hulett  
kelsea.hulett@lgbs.com  
936.639.5040

## OVERVIEW

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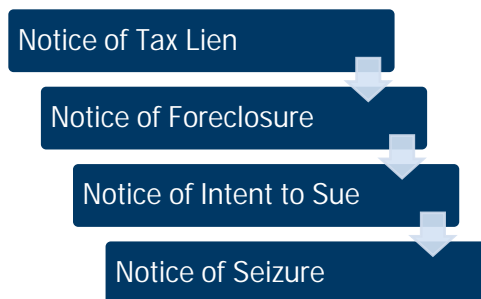
The following is a detailed report of the collection process and results that Linebarger has achieved for City of Diboll for the period of **07/01/2024 - 11/30/2025**. Should there be any questions regarding our various collection methods, litigation processes, and/or our collection results, please contact James Guest, Partner and Ashley Rains, Area Manager for a more thorough discussion.

## MAILINGS

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During this reporting period, Linebarger has continued its mailing program to ensure that delinquent taxpayers are aware that they owe taxes to City of Diboll. On behalf of City of Diboll, we have mailed **1,110** warning notice letters in increasing severity of tone to delinquent taxpayers, requesting payment of the delinquent tax balance. Every taxpayer on your delinquent roll with a current address has heard from us several times.

Along with our regular mailings, we have prepared and mailed various specialized letters on behalf of City of Diboll. The following letters were strategically mailed throughout this reporting period and targeted carefully selected delinquent accounts.



We are pleased to report that these letters were very effective and produced favorable results. Several taxpayers who received our letters either paid their taxes in full or entered into a payment agreement with City of Diboll.

# LITIGATION

The following provides an overview of the litigation results for City of Diboll. Additional detail for each type of litigation is available below.

Litigation Results for City of Diboll (07/01/2024 - 11/30/2025)		
Litigation Type	Action	Amount
New Lawsuits	15 petitions against 16 accounts	\$34,448.17
Tax Warrants	1 warrants against 1 accounts	\$1,145.90
Paid Dismissals	5 suits 5 accounts	\$5,310.59
Judgments Taken	7 suits 12 accounts	\$28,197.80
Released Judgments	3 suits 3 accounts	\$10,729.19
Pending Suits	22 suits 22 accounts	\$50,752.17

## New Lawsuits

If requests for payment and all other negotiations fail, we file lawsuits on behalf of City of Diboll. During this reporting period, we filed **15** petitions involving **16** accounts to collect a total of **\$34,448.17** in delinquent taxes, penalties, and interest.

## Tax Warrants

When taxpayers refuse to pay following our notice letters and all other negotiations, in some cases we file tax warrants on behalf of our clients. Tax warrants allow taxing entities to seize certain types of property if special conditions are met. During this reporting period, we have filed **1** applications for tax warrants against **1** accounts seeking the collection of **\$1,145.90** in delinquent taxes, penalties, and interest.

## Dismissals

There are many instances where a defendant in an ad valorem tax suit has been served with citation and subsequently pays their taxes in full. After taxes and court costs are paid, we file a motion to dismiss the lawsuit. During this reporting period, we dismissed **5** because taxpayers fully paid their taxes, resulting in the collection of **\$5,310.59**.

## Judgments

Courtroom judgments are court orders that decide the result of a lawsuit. If a judgment is entered against a taxpayer, Linebarger will have stronger tools to collect the debt. Courtroom judgments have been taken in **7** lawsuits involving **\$28,197.80** in delinquent taxes, penalties and interest. These judgments included foreclosures on **12** accounts of real and personal property.

## Released Judgments

After the court grants a judgment, we again notify the delinquent taxpayers and lienholders in an effort to collect the judgment. Upon payment of the taxes and all costs, we will request that the court enter a release of judgment. During this reporting period, we have released **3** judgments, resulting in the collection of **\$10,729.19**.

## Pending Lawsuits

Currently, there are **22** pending suits on file with the District Clerk. Through these suits, we seek to collect a total of **\$50,752.17** in delinquent taxes, penalties, and interest.

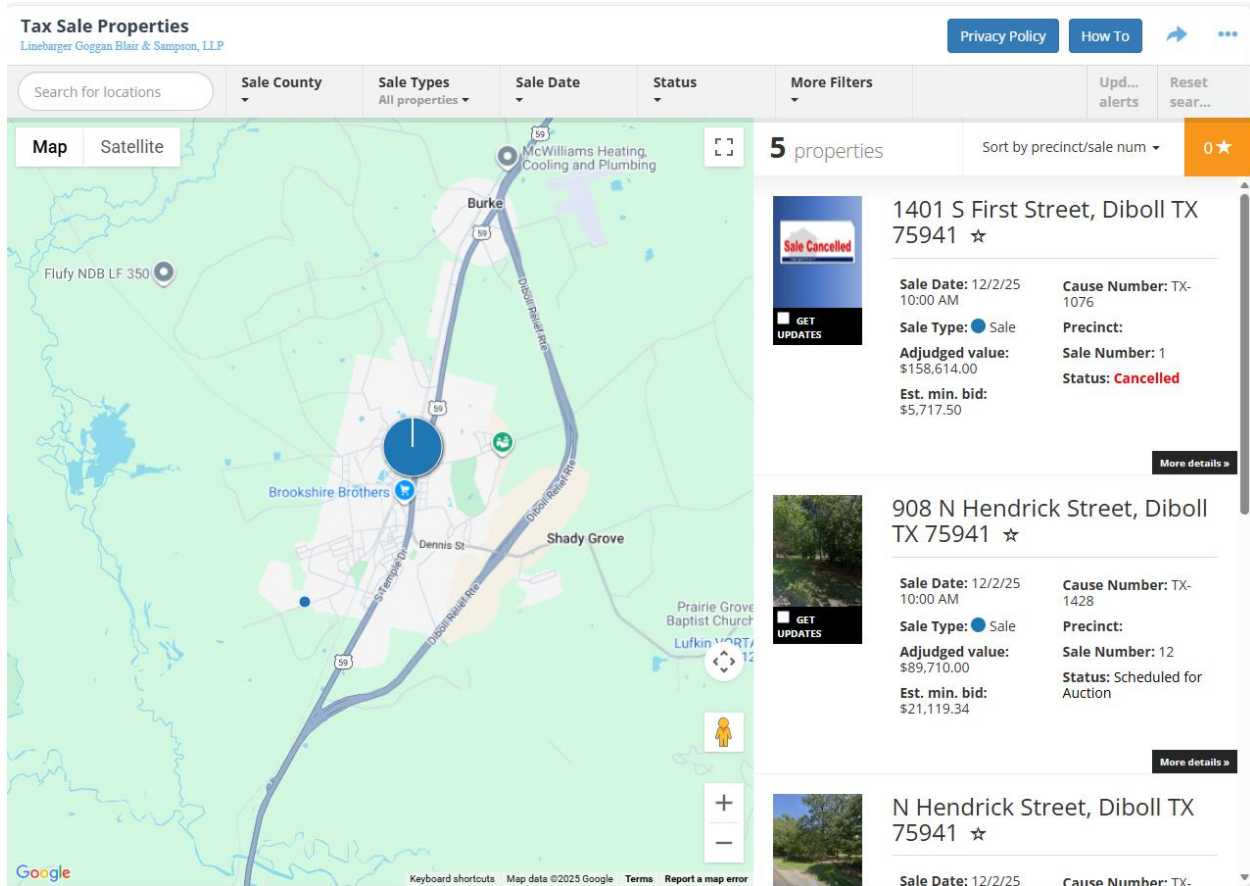
# POST JUDGMENT COLLECTIONS

## Tax Sales

When efforts to collect on our judgments fail to yield payment of the delinquent taxes, penalties and interest, we advertise and post properties for sale through [taxsales.lgbs.com](https://taxsales.lgbs.com), our tax sale website. During this reporting period, we posted 6 tracts of property for tax sale, resulting in **\$107,473.42** being collected on those judgments and prorated among all taxing entities.



Use this QR code to view the [taxsales.lgbs.com](https://taxsales.lgbs.com) website.



**Tax Sale Properties**  
Linebarger Goggan Blair & Sampson, LLP

Search for locations | Sale County | Sale Types: All properties | Sale Date | Status | More Filters | Privacy Policy | How To

5 properties | Sort by precinct/sale num | 0 ★

Address	Sale Date	Cause Number	Status
1401 S First Street, Diboll TX 75941	12/2/25 10:00 AM	TX-1076	Cancelled
908 N Hendrick Street, Diboll TX 75941	12/2/25 10:00 AM	TX-1428	Scheduled for Auction
N Hendrick Street, Diboll TX 75941	12/2/25	TX-	

Map details: 1401 S First Street, Diboll TX 75941. Adjudged value: \$158,614.00. Est. min. bid: \$5,717.50. Status: Cancelled.

Map details: 908 N Hendrick Street, Diboll TX 75941. Adjudged value: \$89,710.00. Est. min. bid: \$21,119.34. Status: Scheduled for Auction.

# COLLECTION

## Top 10 Delinquent Accounts

In order to maximize our collection efforts on behalf of City of Diboll, our law firm regularly monitors and reviews the delinquent accounts on your tax roll. We always try to target the largest delinquent accounts first and work down the roll by descending dollar amount. Below is a list of the top 10 delinquent taxpayers for City of Diboll.

Top 10 accounts City of Diboll 2024 Tax Year				
	Name	ACCOUNT #	July Base	Current Status
1	XXXXXXX, XXXXXX	46805	\$7,858.16	DEFERRAL, HOMESTEAD, OVER 65
2	XXXXXXX, XXXXXX	46778	\$4,643.96	DEFERRAL, HOMESTEAD, OVER 65
3	XXXXXXX, XXXXXX	53624	\$4,237.86	DEFERRAL, DISABLED, HOMESTEAD
4	XXXXXXX, XXXXXX	124021	\$3,737.40	PENDING RESEARCH
5	XXXXXXX, XXXXXX	45420, 59943	\$3,639.29	DEFERRAL, DISABLED, HOMESTEAD
6	XXXXXXX, XXXXXX	38930	\$3,607.44	DEFERRAL, DISABLED, HOMESTEAD
7	XXXXXXX, XXXXXX	136513	\$3,359.26	DEFERRAL, HOMESTEAD, OVER 65
8	XXXXXXX, XXXXXX	12397	\$3,280.06	DEFERRAL, HOMESTEAD, OVER 65, VETERAN
9	XXXXXXX, XXXXXX	19302	\$3,228.26	TITLE ORDERED
10	XXXXXXX, XXXXXX	12344	\$3,161.48	PAY AGREEMENT



# All Collections

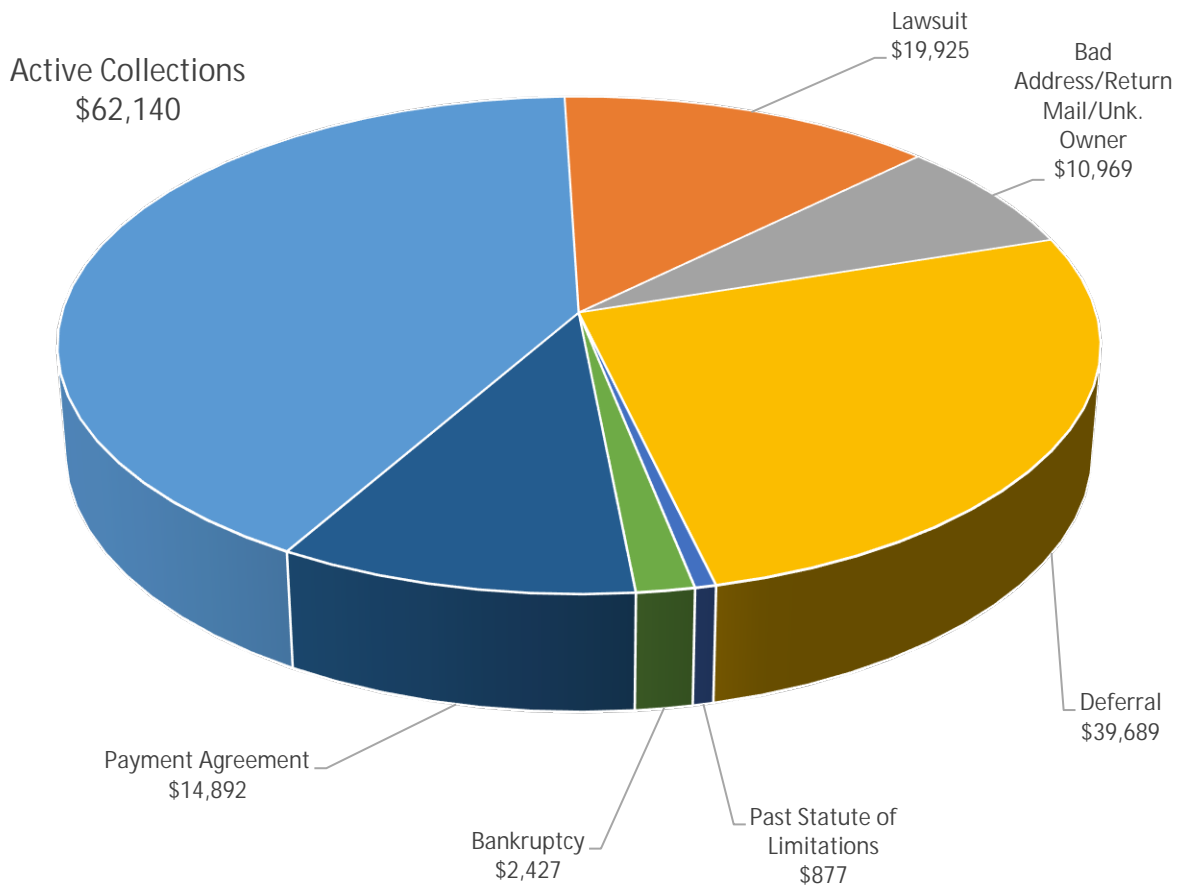
(Penalty & Interest Included-No Attorney Fee)

	July 2025- June 2024	July 2024- June-2023	July 2022- June 2023	July 2021 – June 2022	July 2020 – June 2021
Month	Collections	Collections	Collections	Collections	Collections
July	\$9,756.80	\$8,682.89	\$7,733.77	\$5,320.57	\$7,866.28
Aug.	\$5,854.88	\$9,170.32	\$7,310.87	\$5,594.04	\$5,211.08
Sept.	\$9,756.80	\$3,129.08	\$4,588.85	\$16,082.05	\$5,996.99
Oct.	\$3,913.15	\$2,836.03	\$5,262.37	\$2,489.70	\$1,437.66
Nov.	\$1,929.64	\$7,493.23	*\$869.24	\$4,499.51	\$3,510.58
Dec.	\$6,532.14	\$4,002.62	\$4,124.17	\$1,709.84	\$1,034.29
Jan.	\$1,791.50	\$2,662.73	\$1,794.58	\$4,591.34	\$982.63
Feb.	\$2,271.86	\$4,843.32	\$2,028.84	\$689.55	\$1,676.23
March	\$23,196.10	*\$9,809.17	\$2,591.77	\$1,299.94	\$5,391.34
April	\$1,419.47	\$1,204.13	\$3,195.76	\$5,627.58	\$3,011.44
May	\$12,145.96	\$2,061.28	\$5,369.96	\$2,327.38	\$2,476.83
June	\$1,008.90	\$1,288.10	*\$645.99	\$4,178.94	\$3,072.53
<b>TOTAL</b>	<b>\$79,577.20</b>	<b>\$57,182.90</b>	<b>\$45,516.17</b>	<b>\$54,410.44</b>	<b>\$41,667.88</b>

\*Amount Collected before refunds applied

## STATUS OF ACCOUNTS DATA/CHART

### City of Diboll Status of Accounts (Base Tax Only)



Source: Information taken from data provided by the Angelina County Tax Office to LGBS on July 1, 2025

## CONCLUSION

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Linebarger will continue to pursue receivables for City of Diboll, building a sound collection program. This work includes continuously researching delinquent account holders' address and contact information, prosecuting pending suits to conclusion, sending demand letters on a regular basis, and filing additional suits in cases where our letters and requests for payment have been ignored. In addition, our office is available to advise on legal matters, legislative, and regulatory updates, Truth-in-Taxation requirements, and a wide array of training and education needs.

As always, should you have any questions about this report or desire a different presentation format, please do not hesitate to reach out. We look forward to continuing our partnership with City of Diboll, and we appreciate the opportunity to serve you.



## *City of Diboll Volunteer Fire Department*



### **November 2025 Council Report**

November 3

- Pledge
  - Incident Reports
  - Christmas Party
  - Clean Station
- Fireman present (15)

November 10

- Pledge
  - Incident Reports
  - Clean station
  - Run Trucks
- Fireman present (15)

November 17

- Pledge
  - Incident Reports
  - Run Trucks
  - Clean Station
- Fireman Present (14)

November 24

- Pledge
  - Incident Reports
  - Clean Station
  - Run Trucks
- Fireman Present (14)



## *City of Diboll Volunteer Fire Department*



### **November 2025 Emergency Incidents (17)**

#### **November 1, 2025 - 1937**

- **Call # 2500000177**  
HWY 59 S / South Meadows  
Hazardous Spill on HWY  
In City  
Trucks 54  
Diboll Fire personnel responded (1)

#### **November 3, 2025 – 1401**

- **Call # 2500000178**  
902 N Temple Dr  
Grass Fire  
In City  
Trucks 63  
Diboll Fire personnel responded (4)

#### **November 4, 2025 - 2236**

- **Call # 2500000683**  
8226 US HWY 59 S  
10 / 50  
Out of City  
Trucks 54  
Diboll Fire personnel responded (8)

#### **November 10, 2025 - 1631**

- **Call # 2500000181**  
1802 US HWY 59 / Bypass  
10 / 50  
Out of City  
Trucks 54 / 58  
Diboll Fire personnel responded (10)



## *City of Diboll Volunteer Fire Department*



### **November 11, 2025 - 0611**

- **Call # 2500000183**  
105 Magnolia Dr  
Furnace Smoking  
In City  
Trucks 55  
Diboll Fire personnel responded (4)

### **November 11, 2025 - 0546**

- **Call # 2500000182**  
1335 Johnny Grimes Rd  
Structure Fire  
Out of City  
Trucks 53 / 58  
Diboll Fire personnel responded (8)

### **November 11, 2025 - 1155**

- **Call # 2500000184**  
3479 FM 1818  
Burn Pile Fire  
Out City  
Trucks 54 / 58 / 63  
Diboll Fire personnel responded (7)

### **November 14, 2025 - 1551**

- **Call # 2500000186**  
N Temple Dr / Lumberjack  
10 / 50  
In City  
Trucks NA  
Diboll Fire personnel responded (4)



## *City of Diboll Volunteer Fire Department*



### **November 16, 2025 - 0141**

- **Call # 250000187**  
Felix Weeks Rd  
10 / 50  
Out of City  
Trucks 54  
Diboll Fire personnel responded (2)

### **November 18, 2025 - 1938**

- **Call # 2500000188**  
1500 N Temple Dr  
Tree Across Road  
In City  
Trucks 54 / 63  
Diboll Fire personnel responded (8)

### **November 20, 2025 - 1353**

- **Call # 25000000189**  
Mutual Aid Corrigan  
Structure Fire  
Out of City  
Trucks 62 / 63  
Diboll Fire personnel responded (5)

### **November 22, 2025 - 1135**

- **Call # 2500000190**  
Wruble Lee Rd  
Burn Pile  
Out of City  
Trucks NA  
Diboll Fire personnel responded (3)



## *City of Diboll Volunteer Fire Department*



### **November 22, 2025 - 1705**

- **Call # 2500000191**  
603 S Temple Dr  
Fire Alarm  
In City  
Trucks NA  
Diboll Fire personnel responded (5)

### **November 24, 2025 - 0843**

- **Call # 2500000192**  
801 Pine Valley Rd  
Trash Fire  
Out of City  
Trucks 63  
Diboll Fire personnel responded (6)

### **November 25, 2025 - 1728**

- **Call # 25000001193**  
HWY 59 Loop  
10 / 50  
Out of City  
Trucks 54  
Diboll Fire personnel responded (6)

### **November 28, 2025 - 1931**

- **Call # 2500000194**  
4670 FM 1818  
10 / 50  
Out of City  
Trucks 54 / 58  
Diboll Fire personnel responded (14)

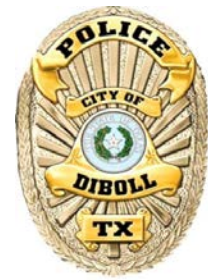


*City of Diboll Volunteer Fire Department*



**November 29, 2025 - 1408**

- **Call # 2500000195**  
FM 2497 / FM 304  
Grass Fire  
Out of City  
Trucks NA  
Diboll Fire personnel responded (6)  
7805, 7824, 7826, 7827, 7835



Diboll Police Department

**Monthly DEPT. STATS**  
**November 2025**

<b>CALLS FOR SERVICE (DISPATCHED)</b>	<b>247</b>
<b>CALLS FOR SERVICE (SELF-INITIATED)</b>	<b>846</b>
<b>BUSINESS/BUILDING CHECKS</b>	<b>5</b>
<b>INCIDENT REPORTS</b>	<b>28</b>
<b>EXTRA PATROLS</b>	<b>252</b>
<b>TRAFFIC STOPS</b>	<b>574</b>
<b>TOTAL ARRESTS</b>	<b>6</b>
<b>MISDEMEANOR ARREST</b>	<b>5</b>
<b>FELONY ARREST</b>	<b>2</b>
<b>TRAFFIC ACCIDENTS</b>	<b>4</b>



## Public Works Director Council Report – December 2025

### **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.

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

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

SCADA Panel:

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

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

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

are out of service. The setpoints tags are also made available to be included in the new SCADA implementation.

Remaining items:

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

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

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

Wiring the HMI

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

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

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

SCADA - still adjusting the plant timing and should be completed next week. Then will schedule turnover.

SCADA - waiting on update from climatic on the timing issue with command control at the wastewater treatment plant.

New logic has been updated to correct timing issues with controllers. Meeting scheduled for 4/5/2024 to walkthrough and review system. We will then schedule a final walkthrough and staff training.

Final walkthrough and staff training scheduled for 5/16/2024

During the final walkthrough we found some issues with the SCADA programing at the WWTP. Techs are working with the manufacturers of the system controllers to correct the problem.

SOAP contractors have had issues with completing the scope of work associated with this project. After conferring with PSI they have decided to hire Prime Controls to come in and perform a complete system analysis of work completed by SOAP. This will be at no additional cost to the city.

Prime controls were on site 9/4/2024. We made site visits to all locations controlled by SCADA. Original scope of work was provided. They are now working on a complete system analysis for us to review.

We are still awaiting the system evaluation from Prime Controls. We have had two system failures this past month. December 6th through December 12<sup>th</sup>. We lost signal from the level controller at the prison lift station on South First Street. During this 7-day period we were on site 24/7 to control the level in the wet well. We rotated three eight hour shifts per day. The second system failure on December 30<sup>th</sup> through January 8<sup>th</sup>. This was a communication failure between the water utilities Scada system and pump controllers. We were on site 24/7 again working there eight-hour shifts. We were monitoring the tank levels and controlling the pumps to maintain system pressure. Climatic has agreed to reimburse the city for the man hours used to operate the system during these times. Prime controls have been able to identify the issues and will have a full report soon. During this time, they have been very responsive to assisting in this matter.

Prime controls completed the following:

Replaced pressure transducer at OEST and verified wiring

Scaled signal in program to reflect accurate reading of transducer, including signal processing on the analog input card

Clarified logic by changing order of elements in sequences, reassigning data to tags, adding descriptions to tags, and adjusting cycle times of routines for accurate messaging

Added routine and messaging for Well Control

Patched logic to incorporate lead-lag action to pump alternation, removing unnecessary elements

We have received the load analysis and solar panel sizing for the new solar station to be installed at new elevated tank. Site visits are scheduled for 2-23-2025

After continued communication issues with the SCADA system prime controls had suggested that we replace the current radio antennas with cellular routers. Well 2 and Old elevated have been converted to the new system. Routers for the other sites have been ordered and should be installed by 3-13-2025

Solar station components for new elevated have been ordered and installation is scheduled for 3-16-2025

Locates have been called in (ticket #2558524670) for the NEST solar construction. They need to set an 8" pole in the ground with concrete. The pole needs to be minimum 81" deep. We have set a survey flag/painted where this needs to be located. It will be in close proximity of the existing Uni-strut but not directly under the tower.

Solar, the equipment will be ready for (3/27). The crew will be onsite Monday to install the system. They anticipate 1 day completion.

Prime has received and configured all the cell-modems. They will be onsite next week (not sure which day) to install all the modems. They will need the SIM cards at the time of install.

Solar – Installation complete, back online. Report attached

SCADA - Prime working on replacing the radio equipment. All modems have been installed. Climatic/Prime to start testing the timings and alarms/notifications. Climatic working on TOSI issues.

Radio equipment installation estimated completion of 6/13/2025. TOSI issues are still not resolved. We have a meeting scheduled for 6/12/2025. Climatic will provide alternate options for SCADA software and Bas Controls.

Meeting was rescheduled for 7-3-2024

All cellular equipment has been installed at the wastewater facility/HMI workstations, all lift stations, both elevated storage tanks, north side pump station, ground storage and all water wells. Climatec was on site August 6 and seemed to have resolved the TOSI issues now that the cellular modems are installed. They are now working on interfacing wastewater treatment plant Scada and should be complete by 10-1-2025.

Prime controls are almost complete with system integration/alarm notifications. We had an alarm notification failure at the prison lift station this past month. Prime controls were able to diagnose this issue. The back battery failed and tripped the system. They are going replace all backup batteries at all locations. They are still working on the control issue for influent pump one at the wastewater plant. Sever relocation from the wastewater plant to the water plant office scheduled for 10-15-2025.

PSI delivered 20 new backup batteries for all of our plc locations. VFD controls were repaired and the network switch replaced for the influent pump at the wastewater plant. Server relocation completed at the WWTP.

Items left to complete:

Installation of one additional cell modem at the WWTP

Re-address the (13) weather stations to match the new IP scheme

Test all alarms controls and graphics

Repair WWTP PLC that was damaged due to lightning strike.

Estimated completion date 12-30-2025

Status: 95% 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.

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

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

We are progressing with preparation of plans and specifications.

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

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

KSA is working on the final design phase of the project. Danny will have an update next week on when the plan specs will be submitted to the water board.

Final design is continuing. Major effort now is on electrical design. We anticipate plans submitted to TWDB for review in July.

Proceeding with electrical design. KSA is wrapping up the final pieces of the specifications and contract documents. I anticipate submittal to TWDB for plan review next week.

We are in the TWDB plan review phase. Once approved we can advertise for bids.

Waiting on TWDB review. The TWDB is presently backlogged while working funding applications and closings. I would expect to have review completed in January.

TWDB project team has been backlogged while working to clear deadlines for project funding closings and funding applications. This has impacted review of several of KSA projects. Danny will be checking the project status next week.

We are still waiting of the TWDB for review.

We received the follow from TWPD and providing them with the necessary information. We plan to start going out for bids by the end of the month.

Good afternoon,

We have reviewed the Plans and Technical Specifications submitted for CID-01 of the City of Diboll Project No. 73888 and have a few review comments.

Please provide the following items in the revised documents:

1. The entire unaltered TWDB-0551 "Texas Water Development Board Supplemental Construction Contract Conditions" within the contract documents.

2. The special and standard environmental conditions in both the general notes for the plan drawings and contract documents.

Additionally, please provide an updated project schedule, an update on the status of obtaining a floodplain development permit, and a completed ED-101 "Site Certification" form.

From Danny:

We have received Plans and Technical Specifications Approval. This frees us up to advertise for bids. KSA is working on freshening up their opinion of cost and will be setting dates for advertisements, pre-bid meeting, and bid opening.

We've been working through some fine tuning of certain specifications and are now ready to advertise for bids on the WWTP project. I have put together the following proposed schedule:

1st advertisement: Sunday, 11/30/2025

2nd advertisement: Sunday, 12/7/2025

Mandatory Pre-Bid Meeting: Wednesday, 12/10/2025 at 2:00 PM

Bid Opening: Tuesday, 12/23/2025 at 2:00 PM

Estimated completion date of 12/1/2026

Status: 25% Complete

### **MOCKINGBIRD LANE DITCH CLEANING**

Ditch cleaning Mockingbird Lane– Approximately 10,812 LF. Pull ditches, remove debris and clear flow lines using grader. Dispose sediment in designated area. We are currently waiting for a few weeks of dry weather to complete the dress up and final grading of this project.

While working on the White Oak Creek debris removal we were able to clear approximately 1,400 feet of the creek that crosses Mockingbird Lane. This will help significantly with the drainage issue in this low-lying area of Mockingbird Lane.

We boom mowed in preparation to finish final grading and dress up. During this we found a water leak and repaired it. It caused about 400 yards of ditch line to become flooded. Plans to resume final dress up on 8-18-2025

Scheduled to resume dress up 9-10-2025

Kirk construction completed the final dress up. We identified a few areas that still need some attention and they will completing work this month.

Estimated completion 10/30/2025

Status: 85% complete

### **Repaint Park Bridges**

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

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

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

We will finish painting as soon as we complete the golf course gates.

For extra visibility and safety concerns we prioritized painting the curb stops and railings in Old Orchard Park and at the Civic Center. Once complete we will start on the bridges again.

Estimated completion date of 7/30/2025.

Status: 15% complete

### **Golf Course Driving Range Sprinklers/Well repair**

We have located approximately 60 sprinkler heads on the Golf Course driving range. After all sprinklers were tested and repairs that could be made, we were left with six heads that need full replacement. We have ordered those heads and will install once they arrive.

Sprinklers have arrived. A 2-inch air relief valve started leaking on the #14 hole. We ordered and replaced the valve. This delayed the instillation of the sprinklers.

We have been delayed with the amount of rain fall we have received over the past month. The production well for the golf course has stopped pumping. We megged the motor and found it to be bad. We have hired Weisinger Incorporated to mobilize a service rig and crew to pull the pumping equipment. They will perform disassembly and a inspection report of their findings. They will also perform a TV survey.

Inspections of the pumping equipment found that the pumps intermediate bowl bearings and their respective shaft surfaces are worn above acceptable tolerances. The intermediate bowls porcelain lining has deteriorated resulting in metal wash out. The 40 HP motor megged to ground on all three legs and the existing #2 motor cable megged good dry and one leg megged very low during the water immersion testing. All 609' of the 4" column pipes are very rusty and pitted on the ID/ OD and at the threads. The springs in both of the check valves are very weak and it will not close properly and the nipple on the head needs to be replaced. A TV Survey was performed on 07/11/2025 to investigate the conditions of the well after removing the pumping equipment from the well. The static water level was 85' and the total depth viewed was 940'. Reviewing the survey video revealed mild scale at 39' onward. The screens appear to be mostly open. There were no structural issues noted at this time. Based on the review of the TV survey, we are recommending no downhole rehabilitation efforts and proceed with setting the permanent pumping equipment back in the well.

Please consider the following:

#### Scope of Services and Materials

##### Electrical Repairs

- Mobilize service truck and technician to site
- Replace conduit and pull new #4 wire
- Replace breaker/disconnect
- Replace starter/overload
- Install new 480V 3PH monitor
- Perform start up and ensure proper operation

##### Pumping Equipment and Installation

- New 200 GPM submersible pump end with lift nipple
- New 40 HP, 6", 460 volt, 3600 rpm submersible motor
- 625 ft of New #2/3C WG submersible motor cable with splice kits
- 609 ft of New 4" T&C pump column pipe
- 2 New 4" DI check valves
- Replace the 4" nipple, steam clean, prime and paint the existing discharge head
- 615 ft of New 1/4" stainless steel airline complete with water level detector kit
- Miscellaneous items to make operational
- Shop labor to assemble the equipment and load for shipment
- Haul pumping equipment to the well site

Estimated completion 8/20/2025

Status 60% complete

## **Lumberjack Drive School Zone Light**

We will be moving the school zone light at the end of Lumberjack Drive further towards the bypass. It is currently a solar driven unit. We have ordered a standard electrical installation base, pole, controller, and fixture. Meter pole and meter base were installed 9-2-2025.

We are still waiting on the new light to be delivered.

The wrong light was delivered. We have shipped it back and are waiting on the new one to arrive.

The correct light has been delivered and scheduled to be installed 12/11/2025.

Estimated completion 1-30-2025

Status: 50% complete

## **Fire Hydrant Testing**

Fire hydrant testing ensures a reliable and sufficient water supply for firefighting by checking for sufficient pressure and flow, identifying mechanical issues like leaks or obstructions, and verifying overall system readiness. These tests also confirm that hydrants meet NFPA standards, are free from damage, and comply with local codes, all vital for protecting lives and property during a fire emergency.

Why Hydrant Testing is Essential

- **Confirms Water Supply:**  
The primary reason is to ensure an adequate flow and pressure of water for fire suppression, a key factor in controlling and extinguishing fires.
- **Ensures Mechanical Readiness:**  
Testing identifies issues such as inoperable valves, worn threads on the outlets, or obstructions that could prevent proper use during a fire.
- **Verifies System Performance:**  
It helps determine the available water supply within the entire distribution system, not just individual hydrants, by observing pressure drops and flow rates during the test.
- **Identifies Potential Problems:**  
Testing can reveal underlying issues in the water main or system, such as sediment build-up that could cause brown water or a significant pressure drop.
- **Maintains Safety Standards:**  
Tests verify that the hydrants meet the required pressure and flow standards set by organizations like the National Fire Protection Association (NFPA), as well as local fire codes.
- **Prevents Emergencies:**  
Regular testing allows for the proactive identification and correction of problems, preventing failures during an actual emergency when every second counts.

## What the Testing Process Identifies

- **Flow Rate:** How much water the hydrant can deliver.
- **Pressure:** The static (no flow) and residual (while flowing) pressure available.
- **Mechanical Defects:** Cracks, leaks, tight outlet caps, and worn operating nuts.
- **System Capacity:** The overall water capacity of the water mains and distribution network.

We have 168 total hydrants in our system.

Estimated completion 12-31-2025

We have completed 45% of the hydrants scheduled for testing.

Status: 45% complete

## Water leaks/Sewer Repairs

¾ service water line border and Lawrence

2inch water line Nelson

Installed 160 ft of 4 inch sewer main on Devereaux and Hall Street.

2inch water line base ball complex

6 inch water main Neil Pickett

1 ¼ inch Lawrence

6 inch water main 831 Wood Street in housing authority

## Ditch excavation and culvert replacement:

### Pinewood Drainage Project

Pinewood and Wells Street have been experiencing abnormal flooding during significant rain events. We have currently excavated about 650 foot of ditch line on 1818 to help alleviate this issue. Next, we will increase the size of the three culverts located on the property south of Pinewood Street in the area of the low water crossing.

Estimated completion 12-1-2025

Glass Street – We need to bring in approximately six loads of rip-rap to repair and prevent further soil erosion. Remove fallen and dead trees preventing water flow.

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

Borden 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 Orders

11/7/2025-12/5/2025

<b>Service Order #</b>	<b>Service Address</b>	<b>Completion Date</b>	<b>Job Code</b>	<b>Status</b>	<b>Staff</b>
SO0007063	1000 LYNN	12/3/2025	Service Action	Completed	WATER
SO0007033	1000 LYNN	11/25/2025	Water Repairs/Maint	Completed	WATER
SO0007065	1001 OAK HOLW	12/4/2025	Sewer Repairs/Maint	Completed	WASTEWATER
SO0006993	1002 S FIRST	11/24/2025	Water Repairs/Maint	Completed	WATER
SO0007034	1003 A LYNN	11/24/2025	Service Action	Completed	WATER
SO0006957	1010 HOLUBEC	11/12/2025	Water Repairs/Maint	Completed	WATER
SO0006979	1011 HOLUBEC	11/13/2025	Reinstate	Completed	WATER
SO0006980	1011 HOLUBEC	11/13/2025	Connect	Completed	WATER
SO0006974	1012 HOLUBEC	11/13/2025	Water Repairs/Maint	Completed	WATER
SO0007028	1014 REDBUD AVE	11/24/2025	Water Repairs/Maint	Completed	WATER
SO0007031	102 BALLENGER	11/24/2025	Water Repairs/Maint	Completed	WATER
SO0006996	1025 HOLUBEC	11/20/2025	Water Repairs/Maint	Completed	WATER
SO0007045	103 FRANKENS	12/1/2025	Reinstate	Completed	WATER
SO0007013	103 FRANKENS	12/1/2025	Cutoff	Completed	WATER
SO0007010	103 W BORDEN ATLAS ROOFING FIRE POND		Cutoff	Void	WATER
SO0006950	1106 LAWRENCE	11/7/2025	Reinstate	Completed	WATER
SO0006951	1106 LAWRENCE	11/7/2025	Reinstate	Completed	WATER
SO0007043	1108 CYPRESS	12/1/2025	Disconnect	Completed	WATER
SO0007056	1112 LAWRENCE	12/2/2025	Disconnect	Completed	WATER
SO0007060	1116 LAWRENCE	12/4/2025	Water Repairs/Maint	Completed	WATER
SO0006973	1184 MAYNARD	11/13/2025	Reinstate	Completed	WATER
SO0006972	1215 CYPRESS	11/13/2025	Reinstate	Completed	WATER
SO0006956	1216 S FIRST		Street Repair/Maint	Open	STREET

SO0006997	1217 WILLIE MASSEY	12/1/2025	Cutoff	Completed	WATER
SO0007029	1403 GLASS	11/24/2025	Reinstate	Completed	WATER
SO0006999	1403 GLASS	11/24/2025	Cutoff	Completed	WATER
SO0007064	1413 GANDY	12/4/2025	Water Repairs/Maint	Completed	WATER
SO0007053	1413 GANDY	12/1/2025	Connect	Completed	WATER
SO0006985	1413 GANDY	12/1/2025	Disconnect	Completed	WATER
SO0007069	1500 N HENDRICK # APT G	12/5/2025	Reinstate	Completed	WATER
SO0007019	1500 N HENDRICK # APT G	12/1/2025	Cutoff	Completed	WATER
SO0007009	1500 N HENDRICK B 5	12/1/2025	Cutoff	Completed	WATER
SO0006982	1500 N HENDRICK C 2	11/14/2025	Connect	Completed	WATER
SO0007068	1500 N HENDRICK C 3	12/5/2025	Connect	Completed	WATER
SO0007058	1500 N HENDRICK C 3	12/2/2025	Disconnect	Completed	WATER
SO0006981	1509 S FIRST	11/13/2025	Reinstate	Completed	WATER
SO0006952	1605 N TEMPLE	11/10/2025	Service Action	Completed	STREET
SO0007005	200 OFFICE	12/1/2025	Cutoff	Completed	WATER
SO0007023	202 ARRINGTON	11/24/2025	Cutoff	Completed	WATER
SO0007066	202 DEVEREAUX	12/4/2025	Disconnect	Completed	WATER
SO0007067	202 DEVEREAUX	12/4/2025	Connect	Completed	WATER
SO0006966	205 HAMNER	11/12/2025	Disconnect	Completed	WATER
SO0006949	207 COSEY CIR	11/24/2025	Service Action	Completed	WATER
SO0007039	210 N TEMPLE		Water Repairs/Maint	Open	WATER
SO0006978	210 N TEMPLE	11/13/2025	Water Repairs/Maint	Completed	WATER
SO0007014	211 HAMNER	12/1/2025	Cutoff	Completed	WATER
SO0007007	214 HAMNER	12/1/2025	Cutoff	Completed	WATER
SO0006967	299 N HINES	11/12/2025	Disconnect	Completed	WATER
SO0007021	300 PARK BLDG		Cutoff	Void	WATER
SO0007030	300 S NEAL PICKETT	11/24/2025	Reinstate	Completed	WATER
SO0007016	300 S NEAL PICKETT	11/24/2025	Cutoff	Completed	WATER
SO0006984	301 THOMPSON	11/17/2025	Sewer Repairs/Maint	Completed	WASTEWATER
SO0006945	303 PINE	11/7/2025	Reinstate	Completed	WATER

SO0007050	304 PINE St	12/1/2025	Water Repairs/Maint	Completed	WATER
SO0007024	304 WHITE OAK		Cutoff	New	WATER
SO0007061	306 PINE St	12/3/2025	Reinstate	Completed	WATER
SO0007062	306 PINE St	12/3/2025	Water Repairs/Maint	Completed	WATER
SO0007003	306 PINE St	12/1/2025	Cutoff	Completed	WATER
SO0007046	306 S NEAL PICKETT	12/1/2025	Reinstate	Completed	WATER
SO0006998	306 S NEAL PICKETT	12/1/2025	Cutoff	Completed	WATER
SO0007041	308 THOMPSON	12/1/2025	Disconnect	Completed	WATER
SO0007051	308 THOMPSON	12/1/2025	Connect	Completed	WATER
SO0006149	309 N HENDRICK		Connect	Open	WATER
SO0007036	315 S FIRST	11/25/2025	Water Repairs/Maint	Completed	WATER
SO0006995	344 FROSTY Ln	11/20/2025	Water Repairs/Maint	Completed	WATER
SO0007042	400 DEVEREAUX	12/1/2025	Disconnect	Completed	WATER
SO0007055	400 KENLEY CITY HALL		Street Repair/Maint	Open	STREET
SO0006988	400 KENLEY CITY HALL	11/19/2025	Water Repairs/Maint	Completed	WATER
SO0006953	400 KENLEY CITY HALL	11/10/2025	Service Action	Completed	STREET
SO0007011	402 N HENDRICK		Cutoff	Void	WATER
SO0007037	403 DENNIS	11/25/2025	Water Repairs/Maint	Completed	WATER
SO0007027	413 BOX FACTORY	11/24/2025	Reinstate	Completed	WATER
SO0007020	413 BOX FACTORY	11/24/2025	Cutoff	Completed	WATER
SO0007017	413 S TEMPLE	12/1/2025	Cutoff	Completed	WATER
SO0006977	415 BIRDSONG	11/13/2025	Reinstate	Completed	WATER
SO0007008	416 BIRDSONG	12/1/2025	Cutoff	Completed	WATER
SO0007012	502 DEVEREAUX		Cutoff	Void	WATER
SO0006983	511 CARTER	11/17/2025	Water Repairs/Maint	Completed	WATER
SO0006994	601 CARTER	11/20/2025	Connect	Completed	WATER
SO0006990	601 CARTER	11/19/2025	Disconnect	Completed	WATER
SO0006989	606 ARRINGTON		Water Repairs/Maint	Open	WATER
SO0007038	616 S TEMPLE	11/25/2025	Connect	Completed	WATER
SO0006991	620 S TEMPLE		Water Repairs/Maint	Open	WATER

SO0006986	700 HALL	11/25/2025	Street Repair/Maint	Completed	STREET
SO0006975	700 HALL	11/13/2025	Park Repairs/Maint	Completed	PARKS
SO0006976	700 HALL	11/13/2025	Park Repairs/Maint	Completed	PARKS
SO0006954	700 HALL	11/10/2025	Service Action	Completed	STREET
SO0007015	700 LUMBERJACK Dr # B		Cutoff	Void	WATER
SO0006946	701 PINEWOOD	11/7/2025	Reinstate	Completed	WATER
SO0006947	701 PINEWOOD	11/7/2025	Reinstate	Completed	WATER
SO0007001	707 ASHFORD		Cutoff	Void	WATER
SO0007040	708 CYPRESS	12/1/2025	Water Repairs/Maint	Completed	WATER
SO0007054	709 ARRINGTON	12/1/2025	Reinstate	Completed	WATER
SO0007000	709 ARRINGTON	12/1/2025	Cutoff	Completed	WATER
SO0007022	711 PINEWOOD		Cutoff	Void	WATER
SO0007004	714 DENNIS	11/24/2025	Cutoff	Completed	WATER
SO0007048	714 PINEWOOD	12/1/2025	Disconnect	Completed	WATER
SO0007049	714 PINEWOOD	12/1/2025	Connect	Completed	WATER
SO0006992	720 NELSON	11/20/2025	Water Repairs/Maint	Completed	WATER
SO0007002	800 N TEMPLE	12/1/2025	Cutoff	Completed	WATER
SO0007059	802 DOGWOOD RIDGE Dr	12/2/2025	Water Repairs/Maint	Completed	WATER
SO0006968	804 BOOKER	11/26/2025	Water Repairs/Maint	Completed	WATER
SO0007025	817 WELLS	11/21/2025	Disconnect	Completed	WATER
SO0007026	817 WELLS	11/21/2025	Connect	Completed	WATER
SO0006987	818 WELLS	11/20/2025	Reinstate	Completed	WATER
SO0006962	906 N HENDRICK	11/12/2025	Disconnect	Completed	WATER
SO0007006	908 LYNN		Cutoff	Void	WATER
SO0007018	LIFT STATION/HOLUBEC		Cutoff	Void	WATER
SO0007032	RUTLAND HYDRANT	11/24/2025	Disconnect	Completed	WATER

# Code Compliance Report – November 2025

Bank and Post Office- Daily

Electrical permit- 936 Denman., 926 Lindsey St., 363 Avalon, 361 Avalon, 203 Chandler

Storage Building Permit- 291 Lumberjack Dr.

Plumbing Permit- 102 Ballenger St.

Vendor Permit- LaToya Scarborough

Inspections – 732 Dennis St., 1025 Holubec, 1000 Lynn St., 1012 Holubec, 407 Neal Pickett, 926 Lindsey, 936 Denman, 205 Rutland St., 1012 Holubec, 205 Rutland, 1101 Lawrence

I assigned the address 998 Holubec to property ID# 72044

Had a cat bite a minor at 507 S. Temple Dr. PD handled the call and tasked me with contacting the owner to ensure the cat was quarantined for the required 10 days. The owner did bring proof of the quarantine from Kurth animal shelter. I followed up with a call to the shelter and emailed the report for their records.

I received a call from a homeowner on Cypress St. She stated that a neighbor was claiming to own Willie B. Davis St. and did not want the contractor working on her house using it. After some research and speaking with the City Manager, it was concluded that Willie B. Davis St. is a city street, therefore it can be used by the public. The homeowner requested a signed letter stating this in case she has any more problems. I did send her a letter.

I mailed out a tall grass letter to the property owners of 202 Hendrick St.

I called and spoke with the owner of a property on N. Temple Dr. about cleaning up the downed tree and limbs. As soon as the burn ban lifted, they burned the pile and are cleaning up.

I have had inquiries about minimum size limits on new home builds. I have also received an inquiry about if a pre-fabricated tiny house is allowed inside the city limits. I suggested they have the building plans for it sent in for review and a decision would be made based on them. If the plans do not meet the city's building requirements, then it would not be approved.

**Samantha Durham**  
*Director of Finance*



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## **CITY OF DIBOLL**

### **Interoffice Memorandum**

**DATE:** November 11, 2025  
**TO:** Mayor and Council Members  
**THRU:** Jason Arnold, City Manager  
**SUBJ:** Finance Department Reports

#### *FINANCE*

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Including October 2025 Financials Report & Quarter Ending 9-30-2025 Investment Report

#### *PROJECT STATUS REPORT*

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#### **2024 - 2025 Audit**

BrooksWatson & Co., PLLC will conduct the 2024-2025 Financial Audit and AFR.

Estimated Completion Date: March 2026  
Status: 10% Complete

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#### **Windows 11 Migrations**

With Microsoft phasing out support for Windows 10, we are migrating to Windows 11 to stay secure and supported.

This upgrade is also required under our cybersecurity liability agreement. To remain in compliance and protect our systems, we must use a supported operating system – and 16 of our devices don't meet Windows 11's hardware requirements.

By refreshing this hardware, we're not only meeting compliance – we're also providing staff with faster, more reliable tools, improving both security and day-to-day performance.

Estimated Completion Date: November 2025

Status: 1% Complete

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### **Franchise & Sales Tax Audit**

Azavar will conduct the contingency-based audit of our sales tax and franchise tax revenue.

There is no upfront cost to the City. The audit firm is only paid if they recover funds:

- 30% of recovered sales tax, for a term of 22 months
- 39% of recovered franchise tax, for a term of 36 months

This is a risk-free opportunity to ensure we're receiving all the revenue we're entitled to. Any findings would be a net gain for the City.

Estimated Completion Date: Undetermined

Status: 5% Complete

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Fond regards,

