

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

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, November 14, 2023 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

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

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

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

- a. Minutes from October 10, 2023, Regular Session Meeting
- b. Financial Statement for October 2023
- c. 12-Month Attendance Record for October 2023
- d. Investment Report for Quarter ending September 2023

**Item #2:** Consideration and possible action to approve bid results for the Sanitary Sewer Improvements and Street Reconstruction project and award the bid to Duplichain Contractors of Alto, Texas.

**Item #3:** Consideration and possible action to approve Municipal Maintenance Agreement with Texas Department of Transportation (TxDOT).

**Item #4:** Presentation by Raymond K. Vann & Associates related to TxCDBG Contract No. CDV21-0352.

**Item #5: DEPARTMENT HEAD REPORTS**

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

## Adjournment

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

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on November 10, 2023, as well as at the City's website.

*Rosa M. Olvera*

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Rosa M. Olvera - City Secretary  
Posted: 11/10/2023



**MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS  
REGULAR SESSION MEETING ON TUESDAY, OCTOBER 10, 2023, AT 5:15 P.M.,  
IN THE DIBOLL CITY HALL CHAMBERS.**

**COUNCIL PRESENT**

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

**COUNCIL ABSENT**

**STAFF PRESENT**

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard, Code Compliance Official Tino Lopez and Fire Chief Aaron Smith.

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

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

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

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

Public Participation: Resident on Holubec St. addressed Council regarding sewer rates.

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

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

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

**Item #2:** Consideration and possible action to approve bid results for the Lumberjack Drive Waterline Extension project and award the bid to Terry Black Construction of Alto, Texas.

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

**Item #3:** Auditor Presentation: Annual presentation of Audited Financials for the 2021-2022 fiscal

year, by Louis Breedlove, Senior Audit Manager with BrooksWatson & Co. PLLC.

Mr. Breedlove presented the annual 2021-2022 fiscal year audited financial report to council.

**Item #9: DEPARTMENT HEAD REPORTS**

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

**Adjournment**

Mayor Wilkerson called to adjourn at 5:34p.m.

Minutes of the October 10, 2023 Regular Session Meeting approved by council on this the 14<sup>th</sup> day of November, 2023.



\_\_\_\_\_  
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: 2023-2024 Period Ending: 10/31/2023

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	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
3200 - Fines and Fees	435,800.00	435,800.00	17,442.16	17,442.16	17,442.16	418,357.84
3210 - Licenses & Permits	18,100.00	18,100.00	650.00	650.00	650.00	17,450.00
3500 - Franchise Tax	375,000.00	375,000.00	11,512.05	11,512.05	11,512.05	363,487.95
3550 - Property Tax	1,421,018.00	1,421,018.00	44,253.28	44,253.28	44,253.28	1,376,764.72
3700 - Sales Tax	648,000.00	648,000.00	85,470.03	85,470.03	85,470.03	562,529.97
3800 - Interest	12,000.00	12,000.00	0.09	0.09	0.09	11,999.91
3805 - Miscellaneous	2,833.00	2,833.00	-110.00	-110.00	-110.00	2,943.00
3960 - Donations	10,700.00	10,700.00	100.00	100.00	100.00	10,600.00
<b>Revenue Total:</b>	<b>2,925,951.00</b>	<b>2,925,951.00</b>	<b>159,317.61</b>	<b>159,317.61</b>	<b>159,317.61</b>	<b>2,766,633.39</b>
<b>Expense</b>						
4000 - Insurance	65,014.00	65,014.00	63,272.31	63,272.31	63,272.31	1,741.69
4030 - Fines & Fees	400.00	400.00	0.00	0.00	0.00	400.00
4040 - Administrative	199,717.00	199,717.00	42,286.81	42,286.81	47,923.43	151,793.57
4080 - Capital Purchase	2.00	2.00	7,815.00	7,815.00	23,926.00	-23,924.00
4100 - Contractual & Professional Services	209,910.00	209,910.00	31,807.74	31,807.74	32,407.74	177,502.26
4110 - Intergov't Contracts	171,000.00	171,000.00	1,750.00	1,750.00	1,750.00	169,250.00
4210 - Project Expense	70,139.00	60,451.32	0.00	0.00	0.00	60,451.32
4300 - Utility	114,480.00	114,480.00	7,831.60	7,831.60	7,831.60	106,648.40
4400 - Repairs & Maintenance	203,926.00	213,613.68	20,614.74	20,614.74	23,304.30	190,309.38
4460 - Materials & Supplies	194,103.00	194,103.00	11,067.84	11,067.84	11,404.86	182,698.14
4500 - Miscellaneous	5,500.00	5,500.00	430.00	430.00	258.81	5,241.19
4800 - Payroll Expense	2,267,325.00	2,267,325.00	236,576.08	236,576.08	236,576.08	2,030,748.92
4860 - Personnel	39,860.00	39,860.00	7,128.68	7,128.68	8,957.36	30,902.64
9999 - Transfers	-615,425.00	-615,425.00	0.00	0.00	0.00	-615,425.00
<b>Expense Total:</b>	<b>2,925,951.00</b>	<b>2,925,951.00</b>	<b>430,580.80</b>	<b>430,580.80</b>	<b>457,612.49</b>	<b>2,468,338.51</b>
<b>Fund: 01 - General Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-271,263.19</b>	<b>-271,263.19</b>	<b>-298,294.88</b>	<b>298,294.88</b>

Financial Report

For Fiscal: 2023-2024 Period Ending: 10/31/2023

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	3,717,397.00	3,717,397.00	227,315.05	227,315.05	227,315.05	3,490,081.95
3130 - Penalties & Interest	25,000.00	25,000.00	79,721.47	79,721.47	79,721.47	-54,721.47
3800 - Interest	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00
3805 - Miscellaneous	0.00	0.00	2,074.00	2,074.00	2,074.00	-2,074.00
3940 - Contributions & Grants	0.00	0.00	21,050.00	21,050.00	21,050.00	-21,050.00
<b>Revenue Total:</b>	<b>3,750,397.00</b>	<b>3,750,397.00</b>	<b>330,160.52</b>	<b>330,160.52</b>	<b>330,160.52</b>	<b>3,420,236.48</b>
<b>Expense</b>						
4000 - Insurance	30,242.00	30,242.00	32,297.27	32,297.27	32,297.27	-2,055.27
4010 - Grant Expense	0.00	0.00	21,050.00	21,050.00	21,050.00	-21,050.00
4030 - Fines & Fees	2,340.00	2,340.00	0.00	0.00	0.00	2,340.00
4040 - Administrative	55,429.00	55,429.00	478.72	478.72	807.35	54,621.65
4100 - Contractual & Professional Services	907,851.00	907,851.00	62,552.62	62,552.62	105,793.22	802,057.78
4110 - Intergov't Contracts	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
4300 - Utility	147,420.00	147,420.00	12,513.95	12,513.95	12,513.95	134,906.05
4400 - Repairs & Maintenance	273,025.00	273,025.00	13,178.68	13,178.68	30,247.26	242,777.74
4460 - Materials & Supplies	239,650.00	239,650.00	13,865.60	13,865.60	19,622.21	220,027.79
4800 - Payroll Expense	569,710.00	569,710.00	64,222.76	64,222.76	64,222.76	505,487.24
4860 - Personnel	9,460.00	9,460.00	0.00	0.00	361.00	9,099.00
9999 - Transfers	1,500,270.00	1,500,270.00	0.00	0.00	0.00	1,500,270.00
<b>Expense Total:</b>	<b>3,750,397.00</b>	<b>3,750,397.00</b>	<b>220,159.60</b>	<b>220,159.60</b>	<b>286,915.02</b>	<b>3,463,481.98</b>
<b>Fund: 02 - Utility Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>110,000.92</b>	<b>110,000.92</b>	<b>43,245.50</b>	<b>-43,245.50</b>

Financial Report

For Fiscal: 2023-2024 Period Ending: 10/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 03 - Recreation Fund</b>						
<b>Revenue</b>						
3900 - Rentals & Leases	60,100.00	60,100.00	10,793.92	10,793.92	10,793.92	49,306.08
<b>Revenue Total:</b>	<b>60,100.00</b>	<b>60,100.00</b>	<b>10,793.92</b>	<b>10,793.92</b>	<b>10,793.92</b>	<b>49,306.08</b>
<b>Expense</b>						
4000 - Insurance	600.00	600.00	630.10	630.10	630.10	-30.10
4040 - Administrative	1,414.00	1,414.00	1,119.95	1,119.95	1,119.95	294.05
4100 - Contractual & Professional Services	1,450.00	1,450.00	140.00	140.00	140.00	1,310.00
4300 - Utility	56,336.00	56,336.00	6,416.03	6,416.03	6,416.03	49,919.97
4400 - Repairs & Maintenance	20,800.00	20,800.00	2,289.51	2,289.51	6,661.70	14,138.30
4800 - Payroll Expense	40,647.00	40,647.00	0.00	0.00	0.00	40,647.00
9999 - Transfers	-61,147.00	-61,147.00	0.00	0.00	0.00	-61,147.00
<b>Expense Total:</b>	<b>60,100.00</b>	<b>60,100.00</b>	<b>10,595.59</b>	<b>10,595.59</b>	<b>14,967.78</b>	<b>45,132.22</b>
<b>Fund: 03 - Recreation Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>198.33</b>	<b>198.33</b>	<b>-4,173.86</b>	<b>4,173.86</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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: 05 - Special Revenue Fund</b>						
<b>Revenue</b>						
3805 - Miscellaneous	169,613.00	169,613.00	0.00	0.00	0.00	169,613.00
3940 - Contributions & Grants	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
<b>Revenue Total:</b>	<b>170,813.00</b>	<b>170,813.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>170,813.00</b>
<b>Expense</b>						
4010 - Grant Expense	108,224.00	108,224.00	2,500.00	2,500.00	2,679.48	105,544.52
4210 - Project Expense	3,603.00	3,603.00	0.00	0.00	0.00	3,603.00
<b>Expense Total:</b>	<b>111,827.00</b>	<b>111,827.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>2,679.48</b>	<b>109,147.52</b>
<b>Fund: 05 - Special Revenue Fund Surplus (Deficit):</b>	<b>58,986.00</b>	<b>58,986.00</b>	<b>-2,500.00</b>	<b>-2,500.00</b>	<b>-2,679.48</b>	<b>61,665.48</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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: 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
3805 - Miscellaneous	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00
<b>Revenue Total:</b>	<b>45,000.00</b>	<b>45,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45,000.00</b>
<b>Expense</b>						
9999 - Transfers	35,250.00	35,250.00	0.00	0.00	0.00	35,250.00
<b>Expense Total:</b>	<b>35,250.00</b>	<b>35,250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>35,250.00</b>
<b>Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):</b>	<b>9,750.00</b>	<b>9,750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,750.00</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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</b>						
<b>Revenue</b>						
3800 - Interest	0.00	0.00	1.29	1.29	1.29	-1.29
3805 - Miscellaneous	7,604.00	7,604.00	0.00	0.00	0.00	7,604.00
<b>Revenue Total:</b>	<b>7,604.00</b>	<b>7,604.00</b>	<b>1.29</b>	<b>1.29</b>	<b>1.29</b>	<b>7,602.71</b>
<b>Expense</b>						
9999 - Transfers	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<b>Expense Total:</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>
<b>Fund: 07 - Seized Fund Surplus (Deficit):</b>	<b>6,104.00</b>	<b>6,104.00</b>	<b>1.29</b>	<b>1.29</b>	<b>1.29</b>	<b>6,102.71</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
4460 - Materials & Supplies	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00
4800 - Payroll Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
9999 - Transfers	-15,750.00	-15,750.00	0.00	0.00	0.00	-15,750.00
<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: 2023-2024 Period Ending: 10/31/2023**

<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: 09 - MC Security Fund</b>						
<b>Revenue</b>						
3200 - Fines and Fees	7,168.00	7,168.00	451.45	451.45	451.45	6,716.55
3805 - Miscellaneous	11,211.00	11,211.00	0.00	0.00	0.00	11,211.00
<b>Revenue Total:</b>	<b>18,379.00</b>	<b>18,379.00</b>	<b>451.45</b>	<b>451.45</b>	<b>451.45</b>	<b>17,927.55</b>
<b>Expense</b>						
4300 - Utility	3,168.00	3,168.00	0.00	0.00	0.00	3,168.00
9999 - Transfers	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
<b>Expense Total:</b>	<b>7,168.00</b>	<b>7,168.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,168.00</b>
<b>Fund: 09 - MC Security Fund Surplus (Deficit):</b>	<b>11,211.00</b>	<b>11,211.00</b>	<b>451.45</b>	<b>451.45</b>	<b>451.45</b>	<b>10,759.55</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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	7,008.00	7,008.00	396.23	396.23	396.23	6,611.77
3805 - Miscellaneous	7,105.00	7,105.00	0.00	0.00	0.00	7,105.00
<b>Revenue Total:</b>	<b>14,113.00</b>	<b>14,113.00</b>	<b>396.23</b>	<b>396.23</b>	<b>396.23</b>	<b>13,716.77</b>
<b>Expense</b>						
4300 - Utility	7,008.00	7,008.00	236.15	236.15	236.15	6,771.85
<b>Expense Total:</b>	<b>7,008.00</b>	<b>7,008.00</b>	<b>236.15</b>	<b>236.15</b>	<b>236.15</b>	<b>6,771.85</b>
<b>Fund: 10 - MC Tech Fund Surplus (Deficit):</b>	<b>7,105.00</b>	<b>7,105.00</b>	<b>160.08</b>	<b>160.08</b>	<b>160.08</b>	<b>6,944.92</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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: 11 - PEG Fund</b>						
<b>Revenue</b>						
3805 - Miscellaneous	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
<b>Revenue Total:</b>	<b>57,602.00</b>	<b>57,602.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>57,602.00</b>
<b>Fund: 11 - PEG Fund Total:</b>	<b>57,602.00</b>	<b>57,602.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>57,602.00</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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	25.66	25.66	25.66	-25.66
3805 - Miscellaneous	50,414.00	50,414.00	0.00	0.00	0.00	50,414.00
<b>Revenue Total:</b>	<b>50,414.00</b>	<b>50,414.00</b>	<b>25.66</b>	<b>25.66</b>	<b>25.66</b>	<b>50,388.34</b>
<b>Fund: 12 - Red Light Fund Total:</b>	<b>50,414.00</b>	<b>50,414.00</b>	<b>25.66</b>	<b>25.66</b>	<b>25.66</b>	<b>50,388.34</b>

Financial Report

For Fiscal: 2023-2024 Period Ending: 10/31/2023

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	145,444.00	145,444.00	566.20	566.20	566.20	144,877.80
3800 - Interest	0.00	0.00	3.21	3.21	3.21	-3.21
3805 - Miscellaneous	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
<b>Revenue Total:</b>	<b>225,444.00</b>	<b>225,444.00</b>	<b>569.41</b>	<b>569.41</b>	<b>569.41</b>	<b>224,874.59</b>
<b>Expense</b>						
4015 - Bond Expense	608,961.00	608,961.00	0.00	0.00	0.00	608,961.00
4020 - Note Expense	392,281.00	392,281.00	0.00	0.00	0.00	392,281.00
4030 - Fines & Fees	950.00	950.00	0.00	0.00	0.00	950.00
9999 - Transfers	-856,748.00	-856,748.00	0.00	0.00	0.00	-856,748.00
<b>Expense Total:</b>	<b>145,444.00</b>	<b>145,444.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>145,444.00</b>
<b>Fund: 13 - Debt Service Fund Surplus (Deficit):</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>569.41</b>	<b>569.41</b>	<b>569.41</b>	<b>79,430.59</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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: 14 - Endowment Fund</b>						
<b>Revenue</b>						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
<b>Revenue Total:</b>	<b>8,050.00</b>	<b>8,050.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,050.00</b>
<b>Expense</b>						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
<b>Expense Total:</b>	<b>8,050.00</b>	<b>8,050.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,050.00</b>
<b>Fund: 14 - Endowment 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: 2023-2024 Period Ending: 10/31/2023**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 15 - Restricted Project Fund</b>						
<b>Revenue</b>						
3805 - Miscellaneous	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
<b>Revenue Total:</b>	<b>292,600.00</b>	<b>292,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>292,600.00</b>
<b>Fund: 15 - Restricted Project Fund Total:</b>	<b>292,600.00</b>	<b>292,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>292,600.00</b>

Financial Report

For Fiscal: 2023-2024 Period Ending: 10/31/2023

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	8,000.00	8,000.00	404.99	404.99	404.99	7,595.01
<b>Revenue Total:</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>404.99</b>	<b>404.99</b>	<b>404.99</b>	<b>7,595.01</b>
<b>Expense</b>						
4500 - Miscellaneous	-24,168.00	-24,168.00	0.00	0.00	0.00	-24,168.00
<b>Expense Total:</b>	<b>-24,168.00</b>	<b>-24,168.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,168.00</b>
<b>Fund: 16 - MC Local Truancy Prevention &amp; Diversion Fund Surplus (...)</b>	<b>32,168.00</b>	<b>32,168.00</b>	<b>404.99</b>	<b>404.99</b>	<b>404.99</b>	<b>31,763.01</b>

Financial Report

For Fiscal: 2023-2024 Period Ending: 10/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 17 - MC Municipal Jury Fund</b>						
<b>Revenue</b>						
3200 - Fines and Fees	150.00	150.00	8.06	8.06	8.06	141.94
<b>Revenue Total:</b>	<b>150.00</b>	<b>150.00</b>	<b>8.06</b>	<b>8.06</b>	<b>8.06</b>	<b>141.94</b>
<b>Expense</b>						
4500 - Miscellaneous	-483.00	-483.00	0.00	0.00	0.00	-483.00
<b>Expense Total:</b>	<b>-483.00</b>	<b>-483.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-483.00</b>
<b>Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):</b>	<b>633.00</b>	<b>633.00</b>	<b>8.06</b>	<b>8.06</b>	<b>8.06</b>	<b>624.94</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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: 18 - Keep Diboll Beautiful Fund</b>						
<b>Revenue</b>						
3805 - Miscellaneous	45,572.00	45,572.00	0.00	0.00	0.00	45,572.00
3960 - Donations	250.00	250.00	61.12	61.12	61.12	188.88
<b>Revenue Total:</b>	<b>45,822.00</b>	<b>45,822.00</b>	<b>61.12</b>	<b>61.12</b>	<b>61.12</b>	<b>45,760.88</b>
<b>Expense</b>						
4210 - Project Expense	45,822.00	47,011.18	2,012.06	2,012.06	2,012.06	44,999.12
<b>Expense Total:</b>	<b>45,822.00</b>	<b>47,011.18</b>	<b>2,012.06</b>	<b>2,012.06</b>	<b>2,012.06</b>	<b>44,999.12</b>
<b>Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>-1,189.18</b>	<b>-1,950.94</b>	<b>-1,950.94</b>	<b>-1,950.94</b>	<b>761.76</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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: 19 - Street Project Fund</b>						
<b>Revenue</b>						
3800 - Interest	0.00	0.00	86.40	86.40	86.40	-86.40
3805 - Miscellaneous	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
<b>Revenue Total:</b>	<b>225,643.00</b>	<b>225,643.00</b>	<b>86.40</b>	<b>86.40</b>	<b>86.40</b>	<b>225,556.60</b>
<b>Expense</b>						
4210 - Project Expense	225,643.00	225,643.00	0.00	0.00	0.00	225,643.00
<b>Expense Total:</b>	<b>225,643.00</b>	<b>225,643.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>225,643.00</b>
<b>Fund: 19 - Street Project Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>86.40</b>	<b>86.40</b>	<b>86.40</b>	<b>-86.40</b>

**Financial Report**

**For Fiscal: 2023-2024 Period Ending: 10/31/2023**

<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: 20 - ARPA Fund</b>						
<b>Revenue</b>						
3800 - Interest	0.00	0.00	589.83	589.83	589.83	-589.83
3805 - Miscellaneous	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
<b>Revenue Total:</b>	<b>1,159,596.00</b>	<b>1,159,596.00</b>	<b>589.83</b>	<b>589.83</b>	<b>589.83</b>	<b>1,159,006.17</b>
<b>Expense</b>						
4210 - Project Expense	1,159,596.00	1,159,596.00	0.00	0.00	0.00	1,159,596.00
<b>Expense Total:</b>	<b>1,159,596.00</b>	<b>1,159,596.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,159,596.00</b>
<b>Fund: 20 - ARPA Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>589.83</b>	<b>589.83</b>	<b>589.83</b>	<b>-589.83</b>
<b>Total Surplus (Deficit):</b>	<b>606,573.00</b>	<b>605,383.82</b>	<b>-163,217.71</b>	<b>-163,217.71</b>	<b>-261,556.49</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	0.00	-271,263.19	-271,263.19	-298,294.88	298,294.88
02 - Utility Fund	0.00	0.00	110,000.92	110,000.92	43,245.50	-43,245.50
03 - Recreation Fund	0.00	0.00	198.33	198.33	-4,173.86	4,173.86
05 - Special Revenue Fund	58,986.00	58,986.00	-2,500.00	-2,500.00	-2,679.48	61,665.48
06 - Hotel/Motel Tax Fund	9,750.00	9,750.00	0.00	0.00	0.00	9,750.00
07 - Seized Fund	6,104.00	6,104.00	1.29	1.29	1.29	6,102.71
08 - Diboll Day Fund	0.00	0.00	0.00	0.00	0.00	0.00
09 - MC Security Fund	11,211.00	11,211.00	451.45	451.45	451.45	10,759.55
10 - MC Tech Fund	7,105.00	7,105.00	160.08	160.08	160.08	6,944.92
11 - PEG Fund	57,602.00	57,602.00	0.00	0.00	0.00	57,602.00
12 - Red Light Fund	50,414.00	50,414.00	25.66	25.66	25.66	50,388.34
13 - Debt Service Fund	80,000.00	80,000.00	569.41	569.41	569.41	79,430.59
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	292,600.00	292,600.00	0.00	0.00	0.00	292,600.00
16 - MC Local Truancy Preven..	32,168.00	32,168.00	404.99	404.99	404.99	31,763.01
17 - MC Municipal Jury Fund	633.00	633.00	8.06	8.06	8.06	624.94
18 - Keep Diboll Beautiful Fu...	0.00	-1,189.18	-1,950.94	-1,950.94	-1,950.94	761.76
19 - Street Project Fund	0.00	0.00	86.40	86.40	86.40	-86.40
20 - ARPA Fund	0.00	0.00	589.83	589.83	589.83	-589.83
<b>Total Surplus (Deficit):</b>	<b>606,573.00</b>	<b>605,383.82</b>	<b>-163,217.71</b>	<b>-163,217.71</b>	<b>-261,556.49</b>	

# DIBOLL CITY COUNCIL 12-MONTH ATTENDANCE RECORD

Council Member	11/15/2022	12/13/2022	1/10/2023	2/14/2023	3/14/2023	4/11/2023	5/9/2023	5/15/2023
Jana Coulter								
Luis Maldonado	1	0	0	1	0	0	0	1
Nora Munoz								
Daniel Lopez	0	0	0	0	0	0	0	0
Ruben Terrazas	0	0	0	0	0	0	0	0
Ray Williams, Jr.	0	0	1	0	0	0	0	0
Trey Wilkerson	0	0	0	0	0	0	0	0
<b>Total Absences</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

Council Member	6/13/2023	6/20/2023	7/11/2023	8/8/2023	9/5/2023	9/12/2023	10/10/2023	TOTAL TO-DATE
Jana Coulter	0	0	0	0	0	0	0	0
Luis Maldonado	0	0	0	0	1	0	0	4
Nora Munoz	0	0	0	0	0	0	0	0
Daniel Lopez	0	1	0	0	0	0	0	1
Ruben Terrazas	0	1	0	0	0	0	0	1
Ray Williams, Jr.	0	0	0	0	0	1	0	2
Trey Wilkerson	0	0	0	0	0	0	0	0
<b>Total Absences</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>8</b>



  
 Rosa M. Olvera - City Secretary



# Investment Report for the Quarter Ending September 30, 2023

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

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

*Sam Purham*

Respectfully Submitted: \_\_\_\_\_

Dated: 10/12/2023



**City of Diboll  
City Investment Detail  
through 09/30/2023**

Money Market/Pooled Investments				
	Rate	Balance	Type	Description
Southside Trust Money Market -				
City of Diboll	5.0000%	1,976.04	Unrestricted	General Fund
Commercial Bank	3.0100%	258,149.34	Unrestricted	General Fund
Texpool Contingency Account	5.3218%	269,260.55	Unrestricted	General Fund
Texpool Meter Deposit Account	5.3218%	109,964.98	Restricted	Water and Sewer Fund - Meter Deposits
Logic Contingency Account	5.5168%	293,208.81	Unrestricted	Water and Sewer Fund
Bank OZK	5.0000%	1,096,653.42	Restricted	General Fund - PSI Projects
BOK Financial	5.0700%	4,012,447.51	Restricted	Utility Fund - TWDB Loan Proceeds
<b>Total Pool and Money Market</b>		<b>6,041,660.65</b>		

Investments								
Issuer	Purchase Date	Maturity Dates	Rate	Life (days)	Par Value	FMV	Previous Qtr FMV	Change in Mkt from last Qtr
Wells Fargo Bank	8/9/2023	8/14/2024	5.30%	301	100,000.00	99,671.00	-	99,671.00
<b>Total Endowment Investments</b>					<b>100,000.00</b>	<b>99,671.00</b>		<b>99,671.00</b>

Purchases / Redemptions					
Issuer	Purchase Date	Redemption Date	Rate	Par Value	Purchases/Redemptions
Wells Fargo Bank	8/9/2023		5.3000%	100,000.00	100,000.00

Due From (+) / To(-)	Description	Par Value
	Southside Trust Money Market - Investment Custody	11,185.81
	Southside Trust Money Market - City of Diboll (Annual Interest 2022-2023)	15,207.57

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

Year to Date Interest Earnings*		
* Interest is reflected net of bank service fees		
General Fund	01-01-3800	25,940.44
Utility Fund	02-09-3800	18,490.37
Utility Fund - Investments	02-09-3803	-
Seized Fund	07-03-3800	13.46
Red Light Fund	12-01-3800	279.25
Debt Service Fund	13-01-3800	417.39
Street Project Fund	19-07-3800	948.26
ARP Fund	20-01-3800	6,642.28
<b>Total interest earned</b>		<b>52,731.45</b>

SSB Trust Returns	YTD
	10/1/22 thru 9/30/23
<b>Total</b>	<b>4,119.06</b>
Total Fees	133.44
Total Dividends/Interest	4,252.50

TOTAL ENDOWMENT INVESTMENTS	
	Balance
CASH EQUIVILENTS	6,041,660.65
FIXED INCOME SECURITIES	100,000.00
<b>TOTAL ENDOWMENT INVESTMENTS</b>	<b>6,141,660.65</b>

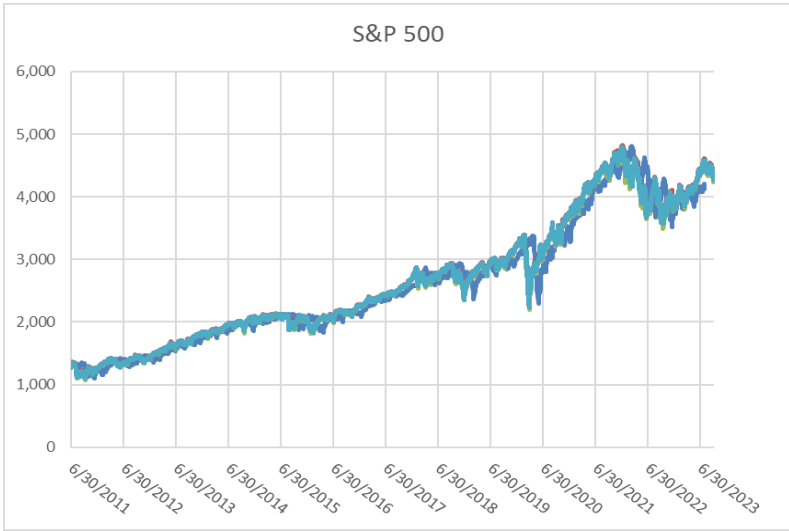
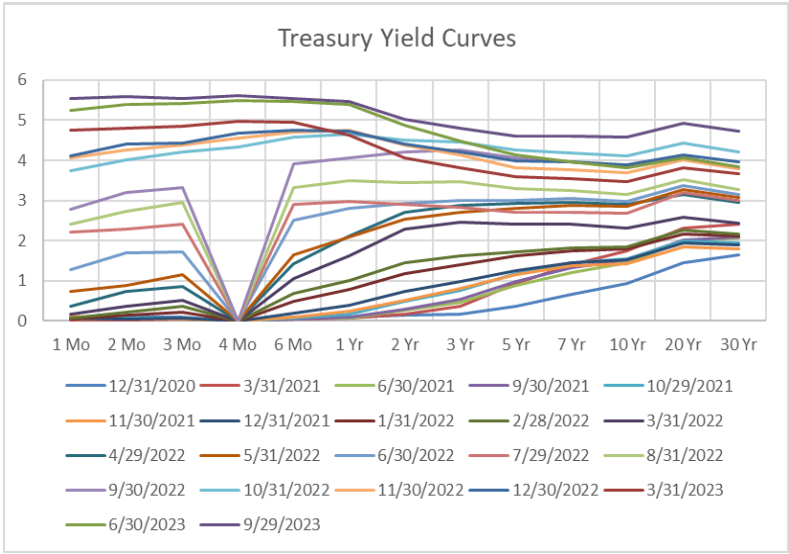
**City of Diboll**  
**Cash Detail**  
**through 09/30/2023**

<b>Cash Balances</b>				
<i>Restricted funds may only be used for the items described, Consolidated Cash Report</i>				
<b>Account Name</b>	<b>Fund Description</b>	<b>Balance</b>	<b>Type</b>	<b>Description</b>
Consolidated Cash	General	549,461.58	Unrestricted	General Fund Operations
Consolidated Cash	Utility	(86,041.60)	Unrestricted	Water and Sewer Fund Operations
Consolidated Cash	Recreation	47,984.48	Unrestricted	Recreation Fun Operations
Consolidated Cash	Equipment	356.27	Unrestricted	Funds from sale of equipment
Consolidated Cash	Restricted	173,097.18	Restricted	Donated funds for specific projects
Consolidated Cash	Hotel/Motel	23,329.07	Restricted	Hotel taxes are deposited in this account
Consolidated Cash	Municipal Court Security	35,129.39	Restricted	Funds to be used to enhance the security of the court
Consolidated Cash	Municipal Court Technology	12,925.70	Restricted	Funds to be used to enhance the technology of the court
Consolidated Cash	Debt Service	74,518.02	Restricted	Property taxes designated for the payment of debt are deposited in this account
Consolidated Cash	Retricted Project Fund	292,600.00	Restricted	Funds retricted to be used for Council Approved Projects
Consolidated Cash	MC Local Trueancy Prevention	26,702.72	Restricted	Funds to be used to finance a juvenile case manager
Consolidated Cash	MC Municipal Jury Fund	134.05	Restricted	Funds to be used for jury services
Consolidated Cash	Keep Diboll Beautiful	36,461.52	Restricted	Funds to be used for beautification of Diboll
Consolidated Cash	Diboll Day	-	Restricted	Funds to be used for Bi-Annual Diboll Day Support
<b>Total Consolidated Cash</b>		<b>1,186,658.38</b>		
Operations	General Fund	501.03	Unrestricted	Funds to be used for the purpose of accounts payable processing
PEG	PEG Fund	57,602.51	Restricted	Fees received from cable franchise for use in public television capital projects
Seized Funds	Siezed Fund	7,610.84	Restricted	Funds siezed from drug arrests are deposited in this account
Debt Service	Water and Sewer Fund	18,660.53	Restricted	Restricted to the payment of Debt Service
ARP	General Fund	1,157,456.93	Restricted	American Rescue Plan Grant Proceeds - restricted to approved projects
SIB	General Fund	226,069.78	Restricted	State Infrastructure Bank Loan proceeds - For the Contruction of Road
Red Light Revenue	General Fund	75,540.66	Restricted	Red Light Cameras no longer producing revenue, partial balance to fund pending litigation
<b>Total Other Cash</b>		<b>1,543,442.28</b>		
<b>Total Cash Balances</b>		<b>\$ 2,730,100.66</b>		

<b>Accounts Closed</b>		
<i>Bank</i>	<i>Description</i>	<i>Notes</i>
None		

<b>Accounts Opened</b>		
<i>Bank</i>	<i>Description</i>	<i>Notes</i>
None		

**City of Diboll  
Market Detail  
through 09/30/2023**



**2023 FYE Endowment Reconciliation  
through 09/30/2023**

Endowment Principal		695000		
<hr/>				
Endowment Account Balance			After Transfer	
Cash	\$	64,254.18	\$	4,439.99
Securities	\$	766,000.00	\$	766,000.00
	\$	830,254.18	\$	770,439.99
<hr/>				
Amount over Endowment Principal	\$	135,254.18		
Due to Library FY 2022	\$	57,258.30		
Due to Library FY 2023	\$	2,555.89		
Total Due Library	\$	59,814.19		
Total Due to City	\$	75,439.99		
<hr/>				
City Account Balance				
Cash	\$	1,976.04		
Securities	\$	100,000.00		
	\$	101,976.04		

Account #	Account Name	Type	Department	NOTES	2022 FY BALANCE	2023 FY BALANCE NEEDED	Debit (+) Credit (-)
14-1191	Endowments	Asset		Endowment Cash + Securities	115,303.87	135,254.18	19,950.31
14-1192	Temple Endowment	Asset		Temple Endowment Principal	425,000.00	425,000.00	0.00
14-1193	Forest Haven Endowment	Asset		Forest Haven Endowment Principal	50,000.00	50,000.00	0.00
14-1194	Park Endowment	Asset		Park Endowment Principal	20,000.00	20,000.00	0.00
14-1195	Library Endowment	Asset		Library Endowment Principal	100,000.00	100,000.00	0.00
14-1196	Civic Center Endowment	Asset		Civic Center Endowment Principal	100,000.00	100,000.00	0.00
14-1210	Due from Other Funds	Asset		Payables owed to Utility Fund for current & prior year	(51,393.50)	(75,439.99)	(24,046.49)
14-1220	Allowance for Market Changes	Asset			(116,108.87)	(116,108.87)	0.00
14-2630	Due to Library	Liability		Payables to hold for Library	(57,258.30)	(59,814.19)	(2,555.89)
14-3000	Fund Balance	Equity			(585,543.20)	(563,683.56)	21,859.64
14-01-3803	Endowment / Investment Interest Income	Revenue	General Govt	Interest Income FY 2023	0.00	(12,140.50)	(12,140.50)
14-06-3803	Endowment / Investment Interest Income	Revenue	Parks & Recreation	Interest Income FY 2023	0.00	(511.18)	(511.18)
14-11-3803	Endowment / Investment Interest Income	Revenue	Civic Center	Interest Income FY 2023	0.00	(2,555.89)	(2,555.89)
							0.00

Account #	Account Name	Type	Department	NOTES	2022 FY BALANCE	2023 FY BALANCE NEEDED	Debit (+) Credit (-)
02-1210	Due from Other Funds	Asset		Payables owed from Endowment Fund for prior years	51,393.50	75,439.99	24,046.49
02-1190	Investments	Asset		Investment Cash + Securities	73,252.11	101,976.04	28,723.93
02-3000	Fund Balance				(180,619.73)	(229,271.09)	(48,651.36)
02-09-3803	Endowment / Investment Interest Income	Revenue	Utility	Interest Income FY 2023	0.00	(4,119.06)	(4,119.06)
							0.00

TRANSFER FROM SSB ENDWOWMENT ACCOUNT TO SSB CONSOLIDATED TO COVER LIBRARY LIABILITY							
14-1191						(59,814.19)	
14-2630						59,814.19	
99-1000						59,814.19	
01-2630						(59,814.19)	

AFTER TRANSFER							
Account #	Account Name	Type	Department	NOTES	2022 FY BALANCE	2023 FY Beginning Balances	Debit (+) Credit (-)
14-1191	Endowments	Asset		Endowment Cash + Securities	135,254.18	75,439.99	(59,814.19)
14-1192	Temple Endowment	Asset		Temple Endowment Principal	425,000.00	425,000.00	0.00
14-1193	Forest Haven Endowment	Asset		Forest Haven Endowment Principal	50,000.00	50,000.00	0.00
14-1194	Park Endowment	Asset		Park Endowment Principal	20,000.00	20,000.00	0.00
14-1195	Library Endowment	Asset		Library Endowment Principal	100,000.00	100,000.00	0.00
14-1196	Civic Center Endowment	Asset		Civic Center Endowment Principal	100,000.00	100,000.00	0.00
14-1210	Due from Other Funds	Asset		Payables owed to Utility Fund for prior years	(75,439.99)	(75,439.99)	0.00
14-1220	Allowance for Market Changes	Asset			(116,108.87)	(116,108.87)	0.00
14-2630	Due to Library	Liability		Payables to hold for Library	(59,814.19)	0.00	59,814.19
14-3000	Fund Balance	Equity			(565,983.56)	(565,983.56)	0.00
14-01-3803	Endowment / Investment Interest Income	Revenue	General Govt	Interest Income FY 2023	0.00	0.00	0.00
14-06-3803	Endowment / Investment Interest Income	Revenue	Parks & Recreation	Interest Income FY 2023	0.00	0.00	0.00
14-11-3803	Endowment / Investment Interest Income	Revenue	Civic Center	Interest Income FY 2023	0.00	0.00	0.00
							(0.00)

October 17, 2023

Mr. Jason Arnold  
City Manager  
City of Diboll  
400 Kenley Street  
Diboll, Texas 75941

**Re: Sanitary Sewer Improvements and Street Reconstruction  
TxCDBG CDV-21-0362  
Award Consideration & Bid Tabulation**

Dear Mr. Arnold:

Sealed bids were received, publicly opened, and read aloud for the above referenced project on October 5, 2023 at 2:00 P.M. at Diboll City Hall. A total of four (4) bids were received, as shown in the attached bid tabulation.

The notification and advertising process for this bid included advertisement in the local newspaper, electronic notifications to contractors and subcontractors known to perform this type of work, and presentation of the plans and specifications on [www.civcastusa.com](http://www.civcastusa.com).

Duplichain Contractors, LLC, of Alto, Texas submitted the low total bid in the amount of \$357,438.00.

From the review of the information provided in the bid proposal, and prior experience with the Contractor, the low bidder appears qualified to perform the work required and is capable of successfully completing the work.

The amount of the bid is over the grant amount of \$312,500.00 by \$44,938.00 for construction.

If you have any questions, give me a call.

Thank you,

**KSA**



Robert L. Thurber, P.E.  
Senior Project Manager



Enclosure Bid Tabulation

pc: Mr. Ray Vann, Grant Administrator, (w/encl. via email only)  
Mr. Jeff Duplichain, (w/encl. via email only)  
File: DI.123 Correspondence/Client

# BID TABULATION

**City of Diboll**  
**Sanitary Sewer Improvements and Street Reconstruction**  
**KSA Project No. DI.123 /TXCDBG CDV21-0362**  
**Bid Date: October 5, 2023**

BID ITEM	DESCRIPTION	UNIT	QTY	01		02		03		04	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
<b>SCHEDULE 1.0 - Sanitary Sewer Improvements and Street Reconstruction</b>											
1.01	8-in SDR 35 (0'-6" Depth)	LF	1,155	\$60.00	\$69,300.00	\$39.50	\$45,622.50	\$50.00	\$57,750.00	\$40.00	\$46,200.00
1.02	8-in SDR 35 (6'-8" Depth)	LF	303	\$70.00	\$21,210.00	\$43.50	\$13,180.50	\$60.00	\$18,180.00	\$43.00	\$13,029.00
1.03	8-in SDR 35 (8'-10" Depth)	LF	39	\$100.00	\$3,900.00	\$80.00	\$3,120.00	\$60.00	\$2,340.00	\$47.00	\$1,833.00
1.04	Short Side Service Reconnects as shown and specified	EA	7	\$2,000.00	\$14,000.00	\$1,800.00	\$12,600.00	\$1,000.00	\$7,000.00	\$1,500.00	\$10,500.00
1.05	Long Side Service Reconnects as shown and specified	EA	12	\$2,500.00	\$30,000.00	\$2,000.00	\$24,000.00	\$2,500.00	\$30,000.00	\$2,000.00	\$24,000.00
1.06	Standard 4-ft Diameter Manhole as shown and specified	EA	4	\$5,000.00	\$20,000.00	\$5,400.00	\$21,600.00	\$5,000.00	\$20,000.00	\$4,700.00	\$18,800.00
1.07	10-in Stabilized Subgrade as shown and specified	SY	3,962	\$6.00	\$23,772.00	\$15.00	\$59,430.00	\$10.00	\$39,620.00	\$14.00	\$55,468.00
1.08	Lime as shown and specified	TON	135	\$360.00	\$48,600.00	\$360.00	\$48,600.00	\$90.00	\$12,150.00	\$414.00	\$55,890.00
1.09	2.5-in HMAC Pavement as shown and specified	SY	3,962	\$26.00	\$103,012.00	\$25.00	\$99,050.00	\$40.00	\$158,480.00	\$28.00	\$110,936.00
1.10	Prime Coat as shown and specified	GAL	888	\$9.00	\$7,992.00	\$8.00	\$7,104.00	\$20.00	\$17,760.00	\$9.00	\$7,992.00
1.11	Trench Safety as shown and specified	LF	1,500	\$1.00	\$1,500.00	\$2.00	\$3,000.00	\$1.00	\$1,500.00	\$1.00	\$1,500.00
1.12	Stormwater Pollution Prevention as shown and specified	LS	1	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00	\$4,000.00	\$4,000.00
1.13	Remove Existing Manhole as shown and specified	LS	3	\$2,000.00	\$6,000.00	\$3,000.00	\$9,000.00	\$1,000.00	\$3,000.00	\$1,500.00	\$4,500.00
1.14	Barricades, Signs, and Traffic Handling as shown and specified	LS	1	\$5,000.00	\$5,000.00	\$7,000.00	\$7,000.00	\$1,500.00	\$1,500.00	\$4,500.00	\$4,500.00
1.15	Mobilization, Insurance, and Bonds as shown and specified	LS	1	\$17,000.00	\$17,000.00	\$25,000.00	\$25,000.00	\$18,000.00	\$18,000.00	\$60,000.00	\$60,000.00
<b>SCHEDULE 1.0 SUBTOTAL:</b>				<b>\$373,286.00</b>	<b>\$381,307.00</b>	<b>\$389,780.00</b>	<b>\$389,780.00</b>	<b>\$419,148.00</b>			
<b>SUBSTITUTE ALTERNATE BID SCHEDULE</b>											
1.09A	2-in HMAC Pavement as shown and specified	SY	3,962	\$22.00	\$87,164.00	\$20.00	\$79,240.00	\$40.00	\$158,480.00	\$24.00	\$95,088.00
<b>TOTAL BID AMOUNT:</b>				<b>\$357,436.00</b>	<b>\$361,497.00</b>	<b>\$389,780.00</b>	<b>\$389,780.00</b>	<b>\$403,300.00</b>			

Compiled by:  
  
**KSA**  
 TBPE Firm Registration No. F-73556  
  
 Robert Thurder, P.E.  
 Project Manager



125 EAST 11TH STREET, AUSTIN, TEXAS 78701-2483 | 512.463.8588 | WWW.TXDOT.GOV

October 30, 2023

The Honorable Trey Wilkerson  
Mayor, City of Diboll  
P.O. Box 340  
Diboll, TX 75941

Subject: Municipal Maintenance Agreement

Dear Mayor Wilkerson:

Jurisdiction of highways, streets, or roads within an incorporated city rests with the governing body of the incorporated city except on those declared as controlled access highways by the Texas Transportation Commission, according to Transportation Code §203.003. It is necessary for the Texas Department of Transportation (TxDOT) to enter into a Municipal Maintenance Agreement (MMA) with each incorporated city for authority to construct, reconstruct, maintain, control, supervise, and regulate the designated highways within the city's limits and to establish the responsibilities of the department and the city, in accordance with Minute Order 58588.

Due to some slight revisions in the MMA and a new 2020 census count, we are requesting that a new agreement be executed. The MMA is attached, as well as the exhibit listing the State Maintained Highways in your city. Please sign and return the agreement to my office at 1805 N. Timberland Drive, Lufkin, TX 75901. Once the MMA is fully executed, we will email you a final copy for your records. If you have any questions about the agreement, please feel free to contact Jesse Sisco, Area Engineer at 936-633-4364.

Sincerely,  
Signed by:  
*Kelly O. Morris, P.E.*  
F044211639424B4...  
Kelly O. Morris, P.E.  
Lufkin District Engineer

DS  
*JK*

DS  
*KB*

Enclosure

cc: Jesse Sisco, P.E.



## MUNICIPAL MAINTENANCE AGREEMENT

This Municipal Maintenance Agreement (“Agreement”) is made this \_\_\_\_\_ day of \_\_\_\_\_ 2023, by and between the State of Texas through the Texas Department of Transportation (“State”), and the City of \_\_\_\_\_ Diboll \_\_\_\_\_ (population \_\_\_\_\_ 4,449 \_\_\_\_\_, 2020, latest Federal Census) acting by and through its duly authorized officers (“City”).

### RECITALS

A. Chapter 311 of the Transportation Code gives the City exclusive dominion, control, and jurisdiction over and under the public streets within its corporate limits and authorizes the City to enter agreements with the State to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through its corporate limits; and

B. Section 221.002 of the Transportation Code authorizes the State, at its discretion, to enter agreements with cities to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through the corporate limits of such cities; and

C. The Executive Director, acting for and on behalf of the Texas Transportation Commission, has made it known to the City that the State will assist the City in the maintenance and operation of State highways within the City, conditioned that the City will enter into agreements with the State for the purpose of determining the respective responsibilities of the parties; and

D. The City has requested the State to assist in the maintenance and operation of State highways within the City as described herein. The Municipal Ordinance or Resolution authorizing the undersigned City Official to execute this Agreement on behalf of the City is attached as **Exhibit C**.

### AGREEMENT

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, it is agreed as follows:

#### ARTICLE I. COVERAGE

1. State assumption of maintenance and operations described in this Agreement shall be effective on the date of execution of this agreement by the Texas Department of Transportation.
2. In this Agreement, the use of the words “State Highway” shall be construed to mean all numbered highways that are part of the State’s Highway System.

3. This Agreement is intended to cover and provide for State participation in the maintenance and operation of the following classifications of State Highways within the City:
  - A. Non-Controlled Access highways or portions thereof which are described as "State Maintained and Operated" highways in the document attached and incorporated as **Exhibit A**.
  - B. All State highways or portions thereof which have been designated by the Texas Transportation Commission, or are maintained and operated, as Controlled Access Highways and which are described in the document attached and incorporated as **Exhibit B**.
4. In the event that the present system of State highways within the City is changed by cancellation, modified routing, new routes, or a change to City boundaries, the State shall terminate maintenance and operation and this Agreement shall become null and void on those portions of the highways which are no longer on the State Highway System; and this Agreement shall apply to the new highways on the State Highway System within the City; and they shall be classified as "State Maintained and Operated" under paragraph 3 above, unless the execution of a new agreement on the changed or new portions of the highways is requested by either the City or the State.
5. Exhibits that are a part of this Agreement may be changed with both parties' written concurrence. Additional exhibits may also be added with both parties' written concurrence. The Parties shall periodically update any exhibits to reflect changes to the State Highway System under paragraph 3. Paragraph 4 shall apply to changes to the State Highway System regardless of whether an exhibit has been updated under this Paragraph.
6. The terms of the Agreement apply to a State Highway described by paragraphs 2-4 of this Article, unless provided otherwise in a specific project agreement.

## **ARTICLE II. GENERAL CONDITIONS**

1. The City authorizes the State to maintain and operate the State highways covered by this agreement in the manner set out herein.
2. This agreement is between the State and the City only. No person or entity may claim third party beneficiary status under this contract or any of its provisions, nor may any non-party sue for personal injuries or property damage under this contract.
3. This agreement is for the purpose of defining the authority and responsibility of both parties for maintenance and operation of State highways through the City. This agreement shall supplement any special agreements between the State and the City for the maintenance, operation, and/or construction of the State highways covered herein, and this agreement shall supersede any existing Municipal Maintenance Agreements.

4. Traffic regulations, including speed limits, shall be established only after traffic and engineering studies have been completed by the State or City, as applicable and in accordance with 43 Tex. Admin. Code Ch. 25, Subch. B, and approved by the State.
5. The State shall install, maintain, and operate, when required, all traffic signs and associated pavement markings necessary to regulate, warn, and guide traffic on State highways within the State right-of-way, including main lanes and frontage roads, except as otherwise provided in this paragraph and elsewhere in this Agreement.
  - A. At the intersections of off-system approaches to State highways, the City shall install and maintain (1) all stop signs, yield signs, and one-way signs to regulate, warn, and guide traffic on the off-system street, even if such signs are to be installed on State right-of-way, and (2) any necessary stop or yield bars and pedestrian crosswalks outside the main lanes or outside the frontage roads, if such exist. These signs and markings must meet or exceed the latest State breakaway standards, if applicable, and be in accordance with the latest edition/revision of the Texas Manual on Uniform Traffic Control Devices
  - B. The City shall install and maintain all street name signs except for those mounted on State-maintained traffic signal poles or arms or special advance street name signs on State right-of-way.
  - C. Any other signs or pavement markings desired by the City on State right-of-way shall require prior written authorization by the State, and shall be installed and maintained by the City.
  - D. All signs and markings installed by the City under this Paragraph must meet or exceed the latest State breakaway standards, if applicable, and be in accordance with the latest edition/revision of the Texas Manual on Uniform Traffic Control Devices. All existing signs or markings shall be upgraded on a maintenance replacement basis to meet these requirements.
6. Traffic control devices such as signs, traffic signals, and pavement markings, with respect to type of device, points of installation, and necessity, shall be determined by traffic and engineering studies as provided by regulation in the Texas Administrative Code.
  - A. The City shall not install, maintain, or permit the installation of any type of traffic control device which will affect or influence the use of State highways unless approved in writing by the State. Traffic control devices installed prior to the date of this agreement are hereby made subject to the terms of this agreement and the City agrees to the removal of such devices which affect or influence the use of State highways unless their continued use is approved in writing by the State.
  - B. It is understood that basic approval for future installations of traffic control signals by the State or as a joint project with the City, shall be indicated by the

proper City official's signature on the title sheet of the plans. Both parties should retain a copy of the signed title sheet or a letter signed by both parties acknowledging which signalized intersections are covered by this agreement. Any special requirements not covered within this agreement shall be covered under a separate agreement.

- C. This Agreement satisfies the agreement requirements of 43 Tex. Admin. Code § 25.5 concerning traffic signal installation, unless the parties determine a separate agreement is necessary to address project-specific issues that are not otherwise addressed by this Agreement.
7. Subject to approval by the State, any State highway lighting system may be installed by the City provided the City shall pay or otherwise provide for all cost of installation, maintenance, and operation, except in those installations specifically covered by separate agreements between the City and State.
- A. For all highway lighting system projects, including those covered by separate agreements unless provided otherwise therein, (1) costs shall include the electricity required to construct and operate the lighting system, (2) the State shall not begin the trial phase of a newly installed lighting system until the applicable utility account is established by the City.
- B. Attached as **Exhibit D** is a list of lighting installations subject to this Agreement, but which do not have a separate agreement. Exhibit D shall be updated as necessary pursuant to Article 1, Section 6.
8. The City shall enforce the State laws governing the movement of loads which exceed the legal limits for weight, length, height, or width as prescribed by Chapters 621, 622, and 623 of the Transportation Code for public highways outside corporate limits of cities. The City shall also, by ordinance/resolution and enforcement, prescribe and enforce lower weight limits when mutually agreed by the City and the State that such restrictions are needed to avoid damage to the highway and/or for traffic safety.
9. The City shall prevent future encroachments within the right-of-way of the State highways and assist in removal of any present encroachments when requested by the State except where specifically authorized by separate agreement; and prohibit the planting of trees or shrubbery or the creation or construction of any other obstruction within the right-of-way without prior approval in writing from the State. Permitted landscaping and public art installations shall be handled through separate agreements.
10. New construction of sidewalks, shared use pathways, curb ramps, or other accessibility-related items by either Party shall comply with current ADA standards. Except as otherwise provided in this paragraph, the City is responsible for the maintenance of these items, regardless of whether the City or the State constructed the item. Maintenance includes keeping sidewalks clear of debris and vegetation, but does not

include pavement work except as provided in the next sentence. If a Party's highway project is considered an "alteration" under the ADA that triggers the requirement to construct or upgrade accessibility-related items, that Party is responsible for the construction or upgrade, unless provided otherwise in a separate agreement.

11. If the City has a driveway permit process that has been submitted to and approved by the State, the City shall issue permits for access driveways on State highway routes and shall assure the grantee's conformance, for proper installation and maintenance of access driveway facilities, with either a Local Access Management Plan that the City has adopted by ordinance and submitted to the State or, if the City has not adopted by ordinance and submitted to the State a Local Access Management Plan, the State's Access Management Manual. If the City does not have an approved city-wide driveway permit process, the State shall issue access driveway permits on State highway routes in accordance with the City's Local Access Management Plan, adopted by city ordinance and submitted to the State or, if the City has not adopted by ordinance and submitted a Local Access Management Plan, the State's Access Management Manual.
12. The use of unused right-of-way and areas beneath structures for public functions, such as parking, recreation, and law enforcement use, shall be determined by a separate agreement.
13. The State shall be responsible for installation, repair, and maintenance of any mailbox supports installed on the State highway system, including any markings needed on the mailbox supports.
14. The State shall be responsible for installation, repair, and maintenance of any roadside barriers including guardrail, guardrail end treatments, cable barriers, and concrete barriers needed for traffic safety on the state highway system.
15. The State shall be responsible for any structural repairs needed at bridges, culverts, drainage pipes, embankments, and retaining walls on the state highway system.
16. For purposes of this Agreement, "grade separation structure" is defined as any bridge, overpass, or similar structure that raises the roadway above ground level, regardless of what is underneath the structure.

### **ARTICLE III. NON-CONTROLLED ACCESS HIGHWAYS**

The following specific conditions and responsibilities shall apply to the non-controlled access State highways described in Exhibit A, in addition to the General Conditions in Article II above.

#### **1. State's Responsibilities (Non-Controlled Access)**

- A. Maintain the traveled surface and foundation beneath such traveled surface necessary for the proper support of vehicular loads encountered, and maintain the shoulders.

- B. Assist in mowing and litter pickup within the right of way to supplement City resources, when requested by the City and if State resources are available.
- C. Assist in sweeping and otherwise cleaning the traveled surface and shoulders to supplement City resources, when requested by the City and if State resources are available.
- D. Assist in snow and ice control to supplement City resources, when requested by the City and if State resources are available.
- E. Structural maintenance and repairs of drainage facilities within the limits of the right-of-way and State drainage easements. This does not relieve the City of its responsibility for drainage of the State highway facility outside of the right of way or State easements but within its corporate limits.
- F. In cities with less than 50,000 population, the State shall install and maintain school safety devices, school crosswalks, and crosswalks installed in conjunction with pedestrian signal heads. This does not include other pedestrian crosswalks.
- G. Install, operate, and maintain traffic signals in cities with less than 50,000 population.
- H. In cities equal to or greater than 50,000 population, the State may provide for installation of traffic signals when the installation is financed in whole or in part with federal-aid funds, if the City agrees to enter into an agreement setting forth the responsibilities of each party.

**2. City's Responsibilities (Non-Controlled Access)**

- A. Prohibit angle parking, except upon written approval by the State after traffic and engineering studies have been conducted to determine if the State highway is of sufficient width to permit angle parking without interfering with the free and safe movement of traffic.
- B. Install and maintain all parking restriction signs, pedestrian crosswalks (except as provided in Art. II.5), parking stripes, and special guide signs when agreed to in writing by the State. Cities greater than or equal to 50,000 population shall also install, operate, and maintain all school safety devices and school crosswalks.
- C. Signing and marking of intersecting city streets with State highways shall be the full responsibility of the City (except as provided under Art. II.5).
- D. Require installations, repairs, removals or adjustments of publicly or privately owned utilities or services to be performed in accordance with Texas Department of Transportation specifications and subject to approval of the State in writing.

- E. Regular cleanups and litter control to ensure drainage facilities are clear. Further, State structural maintenance and repair of drainage facilities within the right-of-way does not relieve the City of its responsibility for drainage of the State highway facility outside of the right-of-way or State easements but within its corporate limits, except where participation by the State is specifically covered in a separate agreement between the City and the State.
- F. Install, maintain, and operate all traffic signals in cities equal to or greater than 50,000 population. Any variations shall be handled by a separate agreement.
- G. Perform mowing and litter pickup.
- H. Sweep and otherwise clean the pavement, including grade separation structures. This includes cleaning and removing litter, trash, discarded personal property, unauthorized temporary shelters, or any other unauthorized item from all areas within the right of way, including underneath a grade separation structure.
- I. Perform snow and ice control.
- J. Retain all functions and responsibilities for maintenance and operations which are not specifically described as the responsibility of the State.

#### **ARTICLE IV. CONTROLLED ACCESS HIGHWAYS**

The following specific conditions and responsibilities shall apply to the controlled access State highways described in Exhibit B, in addition to the General Conditions in Article II above.

##### **1. State's Responsibilities (Controlled Access)**

- A. Maintain the traveled surface and foundations of the main lanes, ramps, and frontage necessary for the proper support of vehicular loads encountered.
- B. Mow and clean up litter within the outermost curbs of the frontage roads or the entire right-of-way width where no frontage roads exist. Assist in performing these operations between the right-of-way line and the outermost curb or crown line of the frontage roads on the City's request and if State resources are available.
- C. Sweep and otherwise clean the traveled surface and shoulders of the main lanes, ramps, grade separation structures, and frontage roads.
- D. Remove snow and control ice on the main lanes and ramps. Assist in these operations on the frontage roads and grade separation structures on the City's request and if State resources are available.

- E. Install and maintain school safety devices, school crosswalks, and crosswalks installed in conjunction with pedestrian signal heads on frontage roads. This does not include other pedestrian crosswalks.
- F. Install, operate and maintain traffic signals at ramps and frontage road intersections, unless covered by a separate agreement.
- G. Structural maintenance and repair of drainage facilities within the limits of the right-of-way and State drainage easements. This does not relieve the City of its responsibility for drainage of the State highway facility outside of the right-of-way or State easement but within its corporate limits.

## **2. City's Responsibilities (Controlled Access)**

- A. Prohibit, by ordinance or resolution and through enforcement, all parking on frontage roads except when parallel parking on one side is approved by the State in writing. Prohibit all parking on main lanes and ramps and at such other places where such restriction is necessary for satisfactory operation of traffic, by passing and enforcing ordinances or resolution and taking other appropriate action in addition to full compliance with current laws on parking.
- B. When considered necessary and desirable by both the City and the State, the City shall pass and enforce an ordinance or resolution providing for one-way traffic on the frontage roads except as may be otherwise agreed to by separate agreements with the State.
- C. Secure the approval of the State before any utility installation, repair, removal or adjustment is undertaken, crossing over or under the highway facility or entering the right-of-way. In the event of an emergency, it being evident that immediate action is necessary for protection of the public and to minimize property damage and loss of investment, the City, without the necessity of approval by the State, may at its own responsibility and risk make necessary emergency utility repairs, notifying the State of this action as soon as practical.
- D. Pass necessary ordinances or resolutions and retain responsibility for enforcing the control of access to an expressway/freeway facility.
- E. Sweep and otherwise clean the pavement other than the traveled surface and shoulders, including underneath grade separation structures. This includes cleaning and removing litter, trash, discarded personal property, unauthorized temporary shelters, or any other unauthorized item.
- F. Mow and clean up litter between the right-of-way line and the outermost curb or crown line of the frontage roads, including drainage facilities in this area.

- G. Install and maintain all parking restriction signs, pedestrian crosswalks (except as provided by Art. II.5), and parking stripes when agreed to by the State in writing.
- H. Signing and marking of intersecting city streets to State highways shall be the full responsibility of the City (except as provided by Art. II.5).
- I. Retain all functions and responsibilities for maintenance and operations which are not specifically described as the responsibility of the State. State maintenance of drainage facilities within the right-of-way does not relieve the City of its responsibility for drainage of the State highway facility outside of the right-of-way but within its corporate limits except where participation by the State is specifically covered in a separate agreement between the City and the State.

**ARTICLE V. TERMINATION**

- 1. All obligations of the State to maintain and operate a State highway covered by this agreement shall terminate if and when such highway ceases to be designated as part of the State highway system.
- 2. Should either party fail to properly fulfill its obligations under this Agreement, the other party may terminate this agreement upon 30 days written notice.
- 3. Upon termination, all maintenance and operation duties on non-controlled access State highways shall revert to City responsibilities, except that the State shall retain all maintenance and operation responsibilities on controlled access State highways.

City of                     Diboll                    

State of Texas

Signature

\_\_\_\_\_  
TxDOT District Engineer

                    Trey Wilkerson, Mayor                    

                    Kelly O. Morris, P.E.                    

Name

Name

                    Mayor of Diboll                    

Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**EXHIBIT A**  
**MUNICIPAL MAINTENANCE AGREEMENT**

**NON-CONTROLLED ACCESS HIGHWAYS**  
**WITHIN THE CORPORATE LIMITS**  
**OF THE CITY OF **DIBOLL****

**STATE MAINTAINED HIGHWAY ROUTES**

1. U.S. HIGHWAY 59
2. LOOP 210
3. FARM TO MARKET ROAD 1818
4. FARM TO MARKET ROAD 2497

**CITY MAINTAINED HIGHWAY ROUTES**

**NONE**

**EXHIBIT B**  
**CONTROLLED ACCESS HIGHWAYS WITHIN THE**  
**CORPORATE LIMITS OF DIBOLL**

N/A

**EXHIBIT D**  
**SAFETY LIGHTING SYSTEMS WITHIN THE**  
**CORPORATE LIMITS OF DIBOLL**

1. See attached agreement for Safety Lighting Systems.

1	US
2	DPD
	DCE
3	PLAN
4	DSGN
	RDW
6	TRAF
	LAB
	PAD
5	ACCT
	IR
	SC
	SHOP
	WHSE
	AUTO
	CONST
	MAINT
	PRMT
	SEC
	SEE
	HMOL
	ANS
	FILE

December 14, 1993

The Honorable James P. Simms  
Mayor, City of Diboll  
P. O. Drawer E  
Diboll, Texas 75941

Subject: Agreement for Lighting System  
US Highway 59  
Diboll, Angelina County

Dear Mayor Simms:

Attached, please find a fully executed copy of the agreement covering the lighting system proposed for US Highway 59 from Borden Street to Office Street.

If you have any questions, please contact me at 409\633-4336.

Sincerely



Herbert Bickley, P.E.  
Traffic Operations Engineer  
Lufkin District

HEB:as

cc: Cheryl Flood, P.E., Area Engineer

AGREEMENT FOR CONSTRUCTION, MAINTENANCE  
AND OPERATION OF CONTINUOUS HIGHWAY ILLUMINATION  
SYSTEMS WITHIN MUNICIPALITIES  
(100% Blanket)

STATE OF TEXAS §

COUNTY OF TRAVIS §

This AGREEMENT dated this 15th day of November, 1993, by and between the State of Texas, hereinafter referred to as the "State," party of the first part, acting by and through the Texas Department of Transportation, and the City of Diboll, Angelina County, Texas, acting by and through its duly authorized officers under an ordinance or resolution passed the 15th day of November, 1993, hereinafter called the "City," party of the second part, is made to become effective when fully executed by both parties.

W I T N E S S E T H

WHEREAS, the City has requested the State to contribute financial aid in the construction, maintenance and operation of a highway illumination system on freeways and expressways as defined in Highway Commission Minute Order 82420. Within the City, said illumination system hereinafter referred to as the "illumination system" is to consist of continuous lighting to be built in sections as financed and designated by the Texas Transportation Commission; and

WHEREAS, the Executive Director, acting for and in behalf of the Texas Transportation Commission, has made it known to the City that the State will construct said highway illumination system, conditioned that the City, as provided in Highway Commission Minute Order No. 82420 and Article 6673b, Vernon's Texas Civil Statutes, will maintain and operate said illumination system.

A G R E E M E N T

NOW, therefore, in consideration of the premises and of the mutual covenants and agreements of the parties hereto to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

1. CONSTRUCTION RESPONSIBILITIES

a. The State will prepare or provide for the plans and specifications, advertise for bids, let the construction contract, or otherwise provide for the construction, and will supervise construction, reconstruction or betterment work as required by said plans and specifications. As a project is developed to construction stage, either as a unit or in increments, the State will submit plans and specifications of the proposed work to the City and will secure the City's consent to construct the lighting system prior to awarding the contract; said City consent to be signified by the signatures of duly authorized City officers in the spaces provided on the title sheet of plans containing the following notation:

"Attachment No. \_\_\_\_\_ to special AGREEMENT FOR  
CONSTRUCTION, MAINTENANCE AND OPERATION OF CONTINUOUS  
HIGHWAY ILLUMINATION SYSTEM WITHIN MUNICIPALITIES,  
dated \_\_\_\_\_.

The City-State construction, maintenance and operation responsibilities shall be as heretofore agreed to, accepted, and specified in the Agreement to which these plans are made a part."

b. All costs of constructing the illumination system will be borne by the State, and the illumination system will remain the property of the State.

2. MAINTENANCE AND OPERATION RESPONSIBILITIES

a. The City hereby agrees to furnish at its expense the electrical energy required for proper operation of the illumination system, such electrical energy to be provided at points on the illumination system as designated by the State. The City further agrees to maintain and operate the illumination system in an efficient and sightly condition, including the furnishing of all equipment and labor and making any replacements which may become necessary, without cost to the State.

b. The City will assume maintenance and operation on a date to correspond with the date construction of the illumination system is completed and accepted by the State. The State will provide written notification to the City of such acceptance. The City hereby agrees to furnish at its expense the electrical energy consumed by the system during the period of trial operation prior to acceptance by the State. If the illumination system is constructed by sections, this provision shall apply to each such separately constructed section.

c. The City will obtain approval of the Executive Director before making any major changes in the design and/or operation of the illumination system as designed and constructed by the State or before the removal of any part of the installation except for the purpose of replacement where identical or accepted equivalent equipment to that originally installed is used.

3. GENERAL

a. This Agreement shall remain in force for a period of two years from the date that maintenance and operation responsibilities are first assumed by the City and shall be automatically renewed for two-year periods unless modified by mutual agreement of both parties.

b. The State will not incur any financial obligation to the City as a result of this Agreement.

c. This Agreement may be terminated sixty (60) days after the filing of a written notice by either party of a desire for cancellation. The State reserves the right to remove the illumination system upon cancellation of the Agreement.

d. If, at any time, the City does not maintain and operate the illumination system in a satisfactory manner, the State reserves the right to either arrange for maintenance at the expense of the City or to remove the illumination system. Should the illumination system be removed due to lack of maintenance, the City hereby agrees to reimburse the State for the cost of removal.

e. Should disputes arise as to the parties' obligations under this Agreement, the State's decision shall be final and binding.

f. The City shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any court, or administrative bodies or tribunals in any matter affecting the performance of this Agreement.

g. Changes in time frame, character, cost or obligations authorized herein shall be enacted by written amendment. Any amendment to this Agreement must be executed by both parties within the contract period.

h. This Agreement shall bind, and shall be for the sole and exclusive benefit of the respective parties and their legal successors. The City shall not assign or transfer its interest in this Agreement without written consent of the State.

i. In case any one or more of the provisions contained in this Agreement shall, for any reason, be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never be contained herein.

j. This Agreement constitutes the sole and only agreement for lighting at the location described herein of the parties hereto and supersedes any prior understandings or written or oral agreement between the parties respecting the within subject matter.

4. INDEMNIFICATION

To the extent permitted by law, the City indemnify and save harmless the State, its agents or employees, from all suits, actions or claims and from all liability and damages for any and all injuries or damages sustained by any person or property in consequence of any neglect in the performance, or failure of performance of the City, its agents and employees under this Agreement.

IN WITNESS WHEREOF, the parties have thereunto affixed their signatures, The City of Diboll on the 15th day of November, 1993, and the Texas Department of Transportation on the 7<sup>th</sup> day of December, 1993.

ATTEST:



CITY OF Diboll  
BY: James P. Lemire  
Mayor  
(Title of Signing Official)

THE STATE OF TEXAS

Certified as being executed for the purpose and effect of activating and/or carrying out the orders, established policies, or work programs heretofore approved and authorized by the Texas Transportation Commission under the authority of Minute Order 100002.

APPROVED:

By: Hayden [Signature], P.E.  
Director, Traffic Operations Division

DATE: 12/7/93



*City of Diboll Volunteer Fire Department*



## **October 2023 Council Report**

### **Oct 3**

- Pledge
  - Incident Reports
  - Business Meeting
  - Run Trucks
- Firemen present (10)

### **Oct 10**

- Pledge
  - Incident Reports
  - Training on Fire blanket and equipment
  - Run trucks
  - Clean station
- Fireman present (9)

### **Oct 17**

- Pledge
  - Incident Reports
  - Put hose back on 54
  - Cleaned fire station
- Fireman present (9)

### **Oct 24**

- Pledge
  - Incident Reports
  - Discussion on radios
  - Clean station
- Fireman present (8)



*City of Diboll Volunteer Fire Department*



## October 2023 Emergency Incidents (20)

### Oct 1, 2023 - 1452

- **Call # 2300000134**  
1818 @ Fm 844  
Grass/Brush fire 3-4 acres  
Out of City  
Trucks 56, 63  
Diboll Fire personnel responded (7)  
7814, 7821, 7822, 7825, 7827, 7835, 7836

### Oct 1, 2023 - 2119

- **Call # 2300000135**  
1502 S. First St  
Gas leak  
In City  
Trucks 54, 55  
Diboll Fire personnel responded (3)  
7822, 7827, 7835

### Oct 5, 2023 - 2310

- **Call # 2300000136**  
NB 59 @ Diboll depot  
Transformer fire  
In City  
Trucks 54  
Diboll Fire personnel responded (2)  
7810, 7822



*City of Diboll Volunteer Fire Department*



**Oct 6, 2023 - 0057**

- **Call # 2300000137**  
8665 US Hwy 59  
Transformer fire  
Out of City  
Trucks N/A  
Diboll Fire personnel responded (1)  
7810

**Oct 6, 2023 – 0422**

- **Call # 2300000138**  
First Assembly of god  
Transformer pole on fire  
Out of City  
Trucks 54  
Diboll Fire personnel responded (2)  
7822, 7836

**Oct 6, 2023 - 1744**

- **Call # 2300000139**  
1818 & Danny vines rd  
Fire smoldering  
Out of city  
Trucks 58  
Diboll Fire personnel responded (5)  
7814, 7821, 7825, 7827, 7835

**Oct 7, 2023 - 1556**

- **Call # 00000140**  
601 Dennis  
Fire alarm  
In City  
Trucks N/A  
Diboll Fire personnel responded (6)  
7814, 7822, 7825, 7827, 7835, 7836



*City of Diboll Volunteer Fire Department*



**Oct 7, 2023 - 2226**

- **Call # 00000141**  
Dale / Hall st  
10/50 pole vs vehicle  
In City  
Trucks 55, 56  
Diboll Fire personnel responded (5)  
7810, 7814, 7822, 7835, 7836

**Oct 8, 2023 - 0806**

- **Call # 00000142**  
Atlas Roofing  
Fire alarm  
In City  
Trucks 54  
Diboll Fire personnel responded (5)  
7814, 7822, 7825, 7827, 7836

**Oct 8, 2023 - 1143**

- **Call # 00000143**  
59S @ Thompson  
10/50 three vehicle – extended call  
In City  
Trucks 54  
Diboll Fire personnel responded (4)  
7814, 7822, 7827, 7835

**Oct 12, 2023 - 1936**

- **Call # 00000144**  
221 N Temple Dr  
Gas Smell in store  
In City  
Trucks 54  
Diboll Fire personnel responded (6)  
7814, 7819, 7822, 7823, 7835, 7836



*City of Diboll Volunteer Fire Department*



**Oct 16, 2023 - 2006**

- **Call # 2300000145**  
13225 US HWY 59 South  
10/50  
Out of city  
Trucks 54  
Diboll Fire personnel responded (2)  
7822, 7836

**Oct 21, 2023 - 1238**

- **Call # 2300000125**  
1818 @ Buttermilk  
10/50 one vehicle  
Out of city  
Trucks 54  
Diboll Fire personnel responded (5)  
7801, 7808, 7822, 7825, 7835

**Oct 21, 2023 - 1324**

- **Call # 2300000147**  
Pine valley race track  
Car fire  
Out of city  
Trucks 54  
Diboll Fire personnel responded (5)  
7801, 7808, 7822, 7825, 7835

**Oct 21, 2023 - 1511**

- **Call # 2300000148**  
59 @ weigh station  
Brush fire  
Out of city  
Trucks 54, 56, 58  
Diboll Fire personnel responded (5)  
7801, 7808, 7814, 7822, 7825



*City of Diboll Volunteer Fire Department*



**Oct 26, 2023 - 1852**

- **Call # 2300000149**  
59S @ Jack in box  
10/50 2 vehicle  
In city  
Trucks 54, 57  
Diboll Fire personnel responded (7)  
7805, 7814, 7819, 7822, 7827, 7835, 7836

**Oct 29, 2023 - 1709**

- **Call # 2300000150**  
159 fm 2497  
Control burn  
Out of city  
Trucks 54, 55  
Diboll Fire personnel responded (6)  
7814, 7819, 7822, 7825, 7827, 7829

**Oct 30, 2023 - 1845**

- **Call # 2300000151**  
1818 Dead man curve  
10/50 truck in ditch  
Out of city  
Trucks 54, 58  
Diboll Fire personnel responded (4)  
7814, 7822, 7825, 7827,

**Oct 30, 2023 - 1653**

- **Call # 2300000152**  
2312 Morris RD  
Smoke in house  
Out of city  
Trucks 54  
Diboll Fire personnel responded (9)  
7801, 7805, 7810, 7814, 7822, 7825, 7827, 7835, 7836

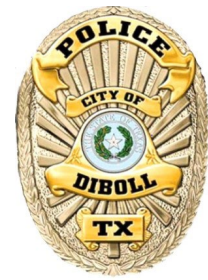


*City of Diboll Volunteer Fire Department*



**Oct 31, 2023 - 1102**

- **Call # 2300000153**  
59S @Airport Blvd  
10/50 18 wheeler  
Out of city  
Trucks 54  
Diboll Fire personnel responded (3)  
7822, 7825, 7827



Diboll Police Department

## Monthly DEPT. STATS

October 2023

CALLS FOR SERVICE	213
INCIDENT REPORTS	18
CRASH REPORTS	5
EXTRA PATROL/PATROL REQUESTS	145
TRAFFIC STOPS	240
TOTAL ARRESTS	6
• MISD. ARREST	5
• FELONY ARREST	1



## Public Works Director Project Status Report – November 2023

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

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

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

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

panel and Convert OEST to new panel. Continue wire identification and Start process of WTP panel replacement and RIO.

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.

Estimated completion date of 12/1/23.

Status: 90% Complete

## UCRM-5 Water Meter AMI: Neptune AMI Meter System

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

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

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

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

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

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

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

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

Estimated completion date of 1-15-2023.

Status: 90% Complete

WWTP/TWBD Project

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

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.](#)

Estimated completion date of 6/1/2024.

Status: 25% Complete

### Neil Pickett Drive Sanitary Sewer Line Replacement

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

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

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

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

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

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

Estimated completion date TBD.

Status: 5% complete

### ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant

Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks. KSA is working with grant works to sort out bid advertisement requirements.

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

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

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

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

[We are preparing construction contracts for execution by Terry Black.](#)

Estimated completion date of 12/1/2024.

Status: 30% Complete

## Department Projects

### #18 Golf Course Bridge

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

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

Estimated completion date of 12-15-2023.

Status: 65%Complete

### Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has

been delivered. The parks department will be working on the bridges throughout the month as the weather permits. We will resume painting the bridges once the baseball complex project is completed.

Estimated completion date of [6/30/2024](#).

Status: 15% complete

### Floating Food Dispensers and Benches

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

Estimated completion date of [3/12/2024](#).

Status: 5% Complete

### Water Hydrant Replacement

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

[The hydrate located in front of the baseball complex developed a leak. We were able to shut the hydrant off and black bag it until parts are sourced and repairs are made.](#)

Estimated completion date [12/30/2023](#).

Status: [10% complete](#)

### Street Overlay Project

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

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

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

Completion date TBD

Status 25% complete

## Lead and Copper Water System Inventory

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

Inventories must include the following:

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

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

The four categories for service lines in the Inventory are:

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

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

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

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

Completion date of 1/31/24

Status 10% Complete

## Field 4 Renovation

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

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

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

Estimated completion date of 3/20/2024.

Status: 0% complete

### Golf Course Front 9 Restrooms

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

Estimated completion date of 11/31/2023

Status 10% Complete

### Storm Debris Clean up and Repairs.

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

Estimated completion date of 11/15/2003

Status 80% complete

### Ditch excavation and culvert replacement:

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

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

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

# Work Order Report

9/7/2023 –10/2/2023

Service Order #	Service Address	Job Date	Completion Date	Job Code	Job Type	Status	Staff	Group	Account Number	Last Edited User	Last Edited Date
SO0003041	213 HAMNER	11/8/2023	11/8/2023	Misc	Miscellaneous	Completed		Public Works	01-000708-13	JMosley	11/8/2023 14:54
SO0003043	NEIL PICKETT/PINEVALLEY FIRE HYDRANT	11/8/2023	11/8/2023	Reinstate	Reinstate	Completed	WATER	Public Works	99-001789-00	JMosley	11/8/2023 12:51
SO0003044	1411 RYAN CHAPEL RD	11/8/2023		Reinstate	Reinstate	Open	WATER	Public Works	02-000457-13	ICaffery	11/8/2023 16:22
SO0003034	207 COSEY CIR	11/7/2023		Misc	Miscellaneous	Open		Public Works	03-000667-00	KStewart	11/7/2023 10:00
SO0003035	113 FM 1818	11/7/2023		Misc	Miscellaneous	Open		Public Works		ICaffery	11/8/2023 15:48
SO0003036	1210 CYPRESS	11/7/2023		Misc	Miscellaneous	Open		Public Works	03-000313-02	ICaffery	11/7/2023 13:29
SO0003037	709 BOOKER	11/7/2023	11/8/2023	Misc	Miscellaneous	Completed		Public Works	05-001399-01	JMosley	11/8/2023 14:59
SO0003038	202 STUBBLEFIELD	11/7/2023	11/7/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-000609-00	JMosley	11/7/2023 14:13
SO0003039	423 FROSTY LN	11/7/2023	11/7/2023	Reinstate	Reinstate	Completed	WATER	Public Works	03-001057-01	JMosley	11/7/2023 16:27
SO0003040	1110 LAWRENCE	11/7/2023	11/7/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000234-03	JMosley	11/7/2023 16:40
SO0003025	711 NELSON	11/6/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	01-001415-02	ARomero	11/6/2023 7:42
SO0003027	411 HINES	11/6/2023	11/6/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-101042-00	ARomero	11/6/2023 7:49
SO0003028	312 S NEAL PICKETT	11/6/2023	11/7/2023	Connect	Connect	Completed	WATER	Public Works	03-101732-00	JMosley	11/7/2023 13:07
SO0003029	603 S TEMPLE	11/6/2023		Misc	Miscellaneous	Open		Public Works	05-001241-03	ICaffery	11/6/2023 10:50
SO0003030	1013 RED OAK LN	11/6/2023	11/8/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-100088-00	JMosley	11/8/2023 15:00
SO0003031	925 DENMAN	11/6/2023	11/7/2023	Misc	Miscellaneous	Completed		Public Works	02-001682-02	JMosley	11/7/2023 13:12
SO0003033	925 DENMAN	11/6/2023	11/7/2023	Misc	Miscellaneous	Completed		Public Works	02-001682-02	JMosley	11/7/2023 12:38
SO0003022	806 CYPRESS	11/3/2023	11/6/2023	Reinstate	Reinstate	Completed	WATER	Public Works	03-001513-02	JMosley	11/6/2023 15:18
SO0003013	206 RHONE	11/2/2023	11/2/2023	Reinstate	Reinstate	Completed	WATER	Public Works	03-000663-06	JMosley	11/2/2023 12:07
SO0003014	912 DOGWOOD RIDGE Dr	11/2/2023	11/2/2023	Misc	Miscellaneous	Completed		Public Works	02-001660-06	JMosley	11/2/2023 10:10

SO0003015	101 W BORDEN	11/2/2023	11/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000072-00	JMosley	11/2/2023 14:36
SO0003017	700 ARRINGTON	11/2/2023	11/3/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-001327-01	JMosley	11/3/2023 8:53
SO0003018	1184 MAYNARD	11/2/2023	11/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000283-01	JMosley	11/2/2023 14:37
SO0003019	300 PARK BLDG	11/2/2023	11/3/2023	Misc	Miscellaneous	Completed		Public Works	02-000770-00	JMosley	11/3/2023 8:30
SO0003020	1007 HOLUBEC	11/2/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	02-000046-00	ARomero	11/2/2023 15:47
SO0003021	312 S NEAL PICKETT	11/2/2023	11/3/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works		ARomero	11/6/2023 9:40
SO0003010	1096 LAWRENCE	11/1/2023	11/1/2023	Service Action	Service Action	Completed	WATER	Public Works		ARomero	11/1/2023 15:30
SO0003011	1001 HOLUBEC	11/1/2023	11/1/2023	Service Action	Service Action	Completed	WATER	Public Works	02-101670-00	ARomero	11/1/2023 15:41
SO0003001	398 N HENDRICK	10/31/2023	11/1/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000936-00	JMosley	11/1/2023 13:11
SO0003002	300 PARK BLDG	10/31/2023	10/31/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000770-00	JMosley	10/31/2023 13:32
SO0003003	1108 CYPRESS	10/31/2023	11/1/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000221-01	JMosley	11/1/2023 15:28
SO0003004	1001 HOLUBEC	10/31/2023	11/8/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-101670-00	JMosley	11/8/2023 14:56
SO0003006	103 OC SCOTT	10/31/2023	11/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000128-00	JMosley	11/2/2023 14:47
SO0003007	1000 OAK HOLW	10/31/2023	11/1/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000022-03	JMosley	11/1/2023 13:20
SO0003008	1113 LYNN	10/31/2023	10/31/2023	Reinstate	Reinstate	Completed	WATER	Public Works	03-000244-19	JMosley	10/31/2023 15:28
SO0001089	1001 HOLUBEC	10/31/2023	10/4/2023	Connect	Connect	Open	WATER	Public Works	02-101670-00	ARomero	10/30/2023 13:16
SO0002964	608 S TEMPLE	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-001293-01	ICaffery	11/7/2023 12:18
SO0002965	1113 LYNN	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000244-19	ICaffery	11/7/2023 12:18
SO0002966	605 DEVEREAUX	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-001259-02	ICaffery	11/7/2023 12:18
SO0002967	403 S FIRST	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000979-14	ICaffery	11/7/2023 12:18
SO0002968	206 RHONE	10/30/2023	11/2/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000663-06	ICaffery	11/7/2023 12:18

SO0002969	1411 RYAN CHAPEL RD	10/30/2023	11/7/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-000457-13	JMosley	11/7/2023 12:57
SO0002970	1110 LAWRENCE	10/30/2023	11/7/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-000234-03	JMosley	11/7/2023 13:04
SO0002971	3832 MOCKINGBIRD LN	10/30/2023	11/7/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-000931-00	JMosley	11/7/2023 13:33
SO0002972	700 PINEWOOD	10/30/2023	10/31/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-001336-04	ICaffery	11/7/2023 12:18
SO0002973	605 S TEMPLE	10/30/2023	10/31/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-001267-04	ICaffery	11/7/2023 12:18
SO0002974	202 STUBBLEFIELD	10/30/2023	11/7/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-000609-00	JMosley	11/7/2023 13:41
SO0002975	300 S NEAL PICKETT	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000773-00	ICaffery	11/7/2023 12:18
SO0002976	606 DEVEREAUX	10/30/2023	11/6/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-001272-04	ICaffery	11/6/2023 14:51
SO0002977	101 FRANKENS	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-000063-01	ICaffery	11/7/2023 12:18
SO0002978	1001 MAYNARD	10/30/2023	11/7/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000025-01	JMosley	11/7/2023 14:06
SO0002979	310 BOX FACTORY	10/30/2023	11/7/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000889-06	JMosley	11/7/2023 13:53
SO0002980	1500 N HENDRICK C 2	10/30/2023	11/1/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-000524-13	ICaffery	11/7/2023 12:18
SO0002981	1419 RYAN CHAPEL RD	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	02-000475-00	ICaffery	11/7/2023 12:18
SO0002982	103 PINE	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	99-000129-03	ICaffery	11/7/2023 12:18
SO0002983	217 RHONE B	10/30/2023	11/6/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-000720-00	ARomero	11/6/2023 7:35
SO0002984	806 CYPRESS	10/30/2023	10/30/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-001513-02	ICaffery	11/7/2023 12:18
SO0002985	705 BOOKER	10/30/2023	11/6/2023	Cutoff	Cutoff	Completed	WATER	Public Works	01-001370-01	ARomero	11/6/2023 7:36
SO0002986	423 FROSTY LN	10/30/2023	11/7/2023	Cutoff	Cutoff	Completed	WATER	Public Works	03-001057-01	JMosley	11/7/2023 14:01
SO0002987	308 PINE	10/30/2023	11/7/2023	Cutoff	Cutoff	Completed	WATER	Public Works	99-000877-00	JMosley	11/7/2023 13:48
SO0002989	715 NELSON	10/30/2023	10/30/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001437-03	JMosley	10/30/2023 9:33
SO0002990	1013 RED OAK LN	10/30/2023	11/3/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-100088-00	JMosley	11/3/2023 8:57
SO0002991	300 DEER TRACE BLVD	10/30/2023	11/3/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	99-000761-04	JMosley	11/3/2023 8:55
SO0002992	1500 N HENDRICK C 2	10/30/2023	10/31/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000524-13	JMosley	10/31/2023 14:57
SO0002993	608 S TEMPLE	10/30/2023	10/30/2023	Misc	Miscellaneous	Completed		Public Works	01-001293-01	JMosley	10/31/2023 10:07
SO0002994	103 PINE	10/30/2023	10/31/2023	Reinstate	Reinstate	Completed	WATER	Public Works	99-000129-03	JMosley	10/31/2023 14:34

SO0002995	202 CHANDLER	10/30/2023	11/8/2023	Misc	Miscellaneous	Completed		Public Works	01-000596-00	JMosley	11/8/2023 14:57
SO0002996	608 S TEMPLE	10/30/2023	10/31/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-001293-01	JMosley	10/31/2023 13:31
SO0002997	403 N FIRST	10/30/2023	11/2/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000973-00	JMosley	11/2/2023 8:34
SO0002998	403 N FIRST	10/30/2023	11/8/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000973-00	JMosley	11/8/2023 15:00
SO0002999	1517 N TEMPLE	10/30/2023	11/3/2023	Reinstate	Reinstate	Completed	WATER	Public Works	02-000549-00	JMosley	11/3/2023 8:54
SO0003000	700 PINEWOOD	10/30/2023	10/31/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-001336-04	JMosley	10/31/2023 15:07
SO0002961	104 HENDRICK	10/27/2023	10/27/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-000140-03	ARomero	10/27/2023 9:30
SO0002962	HYDRANT FIRST ST	10/27/2023	10/27/2023	Disconnect	Disconnect	Completed	WATER	Public Works	99-001755-01	JMosley	10/27/2023 13:36
SO0002963	1009 HOLUBEC	10/27/2023	10/27/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-000053-02	JMosley	10/27/2023 14:37
SO0002956	1500 N HENDRICK B 4	10/26/2023	10/27/2023	Misc	Miscellaneous	Completed		Public Works	02-000521-31	JMosley	10/27/2023 13:19
SO0002958	303 1/2 HINES	10/26/2023	10/27/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000806-06	JMosley	10/27/2023 14:27
SO0002952	306 WHITE OAK	10/25/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	99-000865-05	ARomero	10/25/2023 8:34
SO0002953	715 NELSON	10/25/2023	10/25/2023	Misc	Miscellaneous	Completed		Public Works	01-001437-03	JMosley	10/25/2023 14:31
SO0002954	714 ASHFORD	10/25/2023	11/8/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-001430-00	JMosley	11/8/2023 14:59
SO0002951	1001 OAK HOLW	10/24/2023	10/27/2023	Misc	Miscellaneous	Completed		Public Works	03-000026-00	JMosley	10/27/2023 13:27
SO0002946	407 DEVEREAUX	10/23/2023	10/23/2023	Disconnect	Disconnect	Completed	WATER	Public Works	05-001015-03	JMosley	10/23/2023 10:51
SO0002947	715 NELSON	10/23/2023	10/23/2023	Connect	Connect	Completed	WATER	Public Works	01-001437-03	JMosley	10/23/2023 12:05
SO0002948	302 N HENDRICK	10/23/2023	10/23/2023	Service Action	Service Action	Completed	WATER	Public Works		ARomero	10/23/2023 11:31
SO0002949	398 N HENDRICK	10/23/2023	10/23/2023	Service Action	Service Action	Completed	WATER	Public Works	02-000936-00	ARomero	10/23/2023 11:33
SO0002950	302 N HENDRICK	10/23/2023	10/23/2023	Service Action	Service Action	Completed	WATER	Public Works		ARomero	10/23/2023 11:36
SO0002943	902 WILLOW OAK	10/20/2023	10/23/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-001608-02	JMosley	10/23/2023 13:58
SO0002944	408 BIRDSONG	10/20/2023	10/23/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001022-07	JMosley	10/23/2023 13:53
SO0002922	609 N NEAL PICKETT	10/19/2023	10/19/2023	Service Action	Service Action	Completed	WATER	Public Works	05-001299-00	ARomero	10/19/2023 9:28
SO0002928	601 RUTLAND	10/19/2023	10/19/2023	Service Action	Service Action	Completed	WATER	Public Works		ARomero	10/19/2023 9:53

SO0002930	601 RUTLAND	10/19/2023	10/19/2023	Service Action	Service Action	Completed	WATER	Public Works	02-001216-05	ARomero	10/19/2023 9:56
SO0002936	400 KENLEY CITY HALL	10/19/2023	10/23/2023	Misc	Miscellaneous	Completed		Public Works	99-000942-00	JMosley	10/23/2023 13:14
SO0002938	1221 N TEMPLE	10/19/2023	10/23/2023	Misc	Miscellaneous	Completed	WATER	Public Works	02-000335-10	JMosley	10/23/2023 8:57
SO0002939	406 CHURCH	10/19/2023	10/23/2023	Misc	Miscellaneous	Completed		Public Works	01-001005-12	JMosley	10/23/2023 13:12
SO0002940	406 S TEMPLE	10/19/2023	10/26/2023	Misc	Miscellaneous	Completed		Public Works	01-001013-00	JMosley	10/26/2023 7:59
SO0002941	203 HINES	10/19/2023	10/23/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000621-01	JMosley	10/23/2023 9:12
SO0002942	602 ARRINGTON	10/19/2023	10/23/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001219-01	JMosley	10/23/2023 9:24
SO0002915	620 S TEMPLE	10/18/2023	10/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001322-04	JMosley	10/19/2023 7:52
SO0002916	1000 OAK HOLW	10/18/2023	10/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-000022-03	JMosley	10/19/2023 15:07
SO0002917	1408 FAIRCHILD	10/18/2023		Water Repairs/Maint	Miscellaneous	Open	WATER	Public Works	02-000438-00	ARomero	10/18/2023 13:22
SO0002918	1013 HOLUBEC	10/18/2023	10/19/2023	Misc	Miscellaneous	Completed		Public Works	99-000086-02	JMosley	10/19/2023 10:28
SO0002919	700 HALL	10/18/2023	10/27/2023	Misc	Miscellaneous	Completed		Public Works	02-001329-00	JMosley	10/27/2023 13:26
SO0002920	204 N TEMPLE	10/18/2023	10/19/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-101672-00	JMosley	10/19/2023 12:43
SO0002911	1423 RYAN CHAPEL RD	10/17/2023	10/17/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000483-03	JMosley	10/17/2023 12:21
SO0002913	1415 RYAN CHAPEL RD	10/17/2023	10/23/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000466-01	JMosley	10/23/2023 12:01
SO0002914	L B J	10/17/2023	10/23/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001766-00	JMosley	10/23/2023 13:47
SO0002903	901 DOGWOOD RIDGE Dr	10/16/2023	10/16/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-001598-05	JMosley	10/16/2023 9:29
SO0002905	522 PINE VALLEY Rd	10/16/2023	11/1/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001182-00	JMosley	11/1/2023 13:16
SO0002906	1416 N HENDRICK	10/16/2023	10/16/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000467-00	JMosley	10/16/2023 13:26
SO0002907	1500 N HENDRICK A 3	10/16/2023	10/16/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000512-23	JMosley	10/16/2023 12:11

SO0002908	1004 LYNN	10/16/2023	10/17/2023	Connect	Connect	Completed	WATER	Public Works	03-000036-12	JMosley	10/17/2023 10:00
SO0002909	603 S TEMPLE	10/16/2023	11/2/2023	Misc	Miscellaneous	Completed		Public Works	05-001241-03	JMosley	11/2/2023 8:37
SO0002910	605 N SECOND	10/16/2023	10/16/2023	Misc	Miscellaneous	Completed		Public Works	05-001264-01	JMosley	10/16/2023 13:52
SO0002921	797 WELLS	10/16/2023	10/18/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	01-001484-07	ARomero	10/18/2023 16:44
SO0002904	911 WILLOW OAK	10/14/2023	10/16/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	02-001658-01	JMosley	10/16/2023 10:04
SO0002902	1410 RYAN CHAPEL RD	10/13/2023	10/13/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000452-00	JMosley	10/13/2023 14:13
SO0003024	209 HAMNER	10/12/2023	11/3/2023	Connect	Connect	Completed	WATER	Public Works	05-000688-03	ARomero	11/3/2023 10:38
SO0002897	611 S TEMPLE	10/12/2023	10/16/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	05-001309-05	JMosley	10/16/2023 9:49
SO0002898	1000 OAK HOLW	10/12/2023	10/12/2023	Service Action	Service Action	Completed	WATER	Public Works	03-000022-03	ARomero	10/12/2023 11:24
SO0002900	307 BOX FACTORY	10/12/2023	10/13/2023	Connect	Connect	Completed	WATER	Public Works	03-000866-01	JMosley	10/13/2023 9:07
SO0002901	702 S FIRST/AVALON	10/12/2023	10/17/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001352-00	ARomero	10/17/2023 15:28
SO0002883	304 WHITE OAK	10/11/2023	10/11/2023	Disconnect	Disconnect	Completed	WATER	Public Works	99-000839-02	ARomero	10/11/2023 14:35
SO0002891	BOOKER/MAYNARD BULK WATER	10/11/2023	10/11/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-001727-03	ARomero	10/11/2023 16:13
SO0002894	BOOKER/MAYNARD BULK WATER	10/11/2023	10/11/2023	Connect	Connect	Completed	WATER	Public Works	01-001727-03	ARomero	10/11/2023 16:26
SO0002896	400 KENLEY CITY HALL	10/11/2023	10/23/2023	General Maintenance	Miscellaneous	Completed	GENERAL	Public Works	99-000942-00	JMosley	10/23/2023 12:11
SO0002724	507 CARTER	10/11/2023	10/11/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001139-00	JMosley	10/11/2023 13:46
SO0002725	HYDRANT FIRST ST	10/11/2023	10/11/2023	Connect	Connect	Completed	WATER	Public Works	99-001755-01	JMosley	10/13/2023 9:15
SO0002726	113 FM 1818	10/11/2023	10/11/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000273-00	JMosley	10/11/2023 14:30
SO0002709	304 WHITE OAK	10/11/2023	10/11/2023	Connect	Connect	Completed	WATER	Public Works	99-000839-03	ARomero	10/11/2023 14:37
SO0002718	1ST HARRIS/BORDEN BULK WATER METER	10/10/2023	10/10/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000563-00	JMosley	10/10/2023 13:00
SO0002719	706 CYPRESS	10/10/2023	10/13/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-001376-00	JMosley	10/13/2023 9:03
SO0002720	BOOKER/MAYNARD BULK WATER	10/10/2023	10/11/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001727-03	JMosley	10/11/2023 13:31

SO0002721	822 WELLS	10/10/2023	10/13/2023	Misc	Miscellaneous	Completed		Public Works	01-001552-00	JMosley	10/13/2023 10:15
SO0002723	1113 LAWRENCE	10/10/2023	10/17/2023	Misc	Miscellaneous	Completed		Public Works	05-000243-04	JMosley	10/17/2023 9:02
SO0002880	308 S NEAL PICKETT	10/10/2023	10/10/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002881	300 N HENDRICK	10/10/2023	10/10/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002871	715 PINWOOD	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002872	717 PINWOOD	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002873	1228 N TEMPLE	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002874	1300 RYAN CHAPEL RD	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002875	1307 RYAN CHAPEL RD	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002876	101 PINE VALLEY Rd	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002877	317 MARGIE HARREL	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002878	321 MARGIE HARRELL	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002879	316 S NEAL PICKETT	10/9/2023	10/9/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002712	1105 S FIRST	10/9/2023	10/9/2023	Misc	Miscellaneous	Completed		Public Works	03-000210-00	JMosley	10/9/2023 14:18
SO0002713	905 S MDWS	10/9/2023	10/9/2023	Misc	Miscellaneous	Completed		Public Works	01-001624-01	JMosley	10/9/2023 14:07
SO0002714	114 HINES	10/9/2023	10/9/2023	Misc	Miscellaneous	Completed		Public Works	02-000277-02	JMosley	10/9/2023 14:17
SO0002870	303 S TEMPLE	10/7/2023	10/7/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002868	910 N TEMPLE	10/6/2023	10/6/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002869	FIRST STREET SIDE 100 MLK	10/6/2023	10/6/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002708	1500 N HENDRICK B 5	10/6/2023	10/6/2023	Occupant Change	Occupant Change	Completed	WATER	Public Works	05-000522-30	ARomero	10/6/2023 10:14
SO0002696	1204 FAIRCHILD	10/5/2023	10/5/2023	Disconnect	Disconnect	Completed	WATER	Public Works	02-000299-01	ARomero	10/5/2023 8:25
SO0002697	1511 N TEMPLE	10/5/2023	10/26/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	02-000546-05	JMosley	10/26/2023 14:58
SO0002704	102 HENDRICK	10/5/2023	10/5/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000107-01	JMosley	10/5/2023 13:46
SO0002705	810 WELLS	10/5/2023	10/9/2023	Misc	Miscellaneous	Completed		Public Works	01-001527-04	JMosley	10/9/2023 7:46
SO0002706	810 WELLS	10/5/2023	10/9/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001527-04	JMosley	10/9/2023 7:48

SO0002707	102 FRANKENS	10/5/2023	10/9/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-000106-20	JMosley	10/9/2023 12:43
SO0002684	1204 FAIRCHILD	10/5/2023	10/5/2023	Connect	Connect	Completed	WATER	Public Works	02-000299-02	ARomero	10/5/2023 8:28
SO0002867	1502 S FIRST	10/5/2023	10/5/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002865	103 W BORDEN ATLAS ROOFING FIRE POND	10/4/2023	10/4/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002866	925 DENMAN	10/4/2023	10/4/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002692	1003 LYNN	10/4/2023	10/4/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	03-101730-00	JMosley	10/4/2023 11:09
SO0002693	213 HAMNER	10/4/2023	10/4/2023	Reinstate	Reinstate	Completed	WATER	Public Works	01-000708-13	JMosley	10/4/2023 13:43
SO0002694	604 DEVEREAUX	10/4/2023	10/9/2023	Misc	Miscellaneous	Completed		Public Works	02-001247-01	JMosley	10/9/2023 7:14
SO0002687	1409 FAIRCHILD	10/3/2023	10/4/2023	Disconnect	Disconnect	Completed	WATER	Public Works	02-000444-02	JMosley	10/4/2023 12:16
SO0002688	1004 LYNN	10/3/2023	10/4/2023	Disconnect	Disconnect	Completed	WATER	Public Works	03-000036-11	JMosley	10/4/2023 12:07
SO0002689	1000 OAK HOLW	10/3/2023	10/13/2023	Misc	Miscellaneous	Completed		Public Works	03-000022-03	JMosley	10/13/2023 9:00
SO0002690	807 A S DAVIS	10/3/2023	10/4/2023	Misc	Miscellaneous	Completed		Public Works	01-001516-00	JMosley	10/4/2023 13:33
SO0002691	306 PINE St	10/3/2023	10/4/2023	Reinstate	Reinstate	Completed	WATER	Public Works	99-000860-00	JMosley	10/4/2023 10:51
SO0002682	801 WELLS	10/3/2023	10/4/2023	Water Repairs/Maint	Miscellaneous	Completed	WATER	Public Works	01-001494-00	JMosley	10/4/2023 13:13
SO0002683	709 ASHFORD	10/3/2023	11/8/2023	Street Repair/Maint	Miscellaneous	Completed	STREET	Public Works	01-001398-00	JMosley	11/8/2023 15:01
SO0002861	SOFT BALL FIELD BY BATTING CAGES	10/3/2023	10/3/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002862	1316 N HENDRICK	10/3/2023	10/3/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002863	ELM WILLIE D JONES	10/3/2023	10/3/2023	Service Action	Service Action	Completed	WATER	Public Works			
SO0002864	702 S FIRST/AVALON	10/3/2023	10/3/2023	Service Action	Service Action	Completed	WATER	Public Works			

## Code Compliance Report – October 2023

### **Mail and Bank Deposit – Daily**

**Planning and Zoning – 1300 North Temple Drive needed an approval letter for tattoo and body piercing. After reviewing property was approved for zoning, I sent letter for approval. 104 South Hendrick needed zoning for property. SF-2 Mixed Family Residential. Zoning request for lots on Maynard Street from Mike Parker. I gave him what he needed to divide property.**

**Shed Permit – Georgia Pacific. 903 Dogwood Ridge, 700 Arrington.**

**Inspections Services – 113 North Temple Drive. 1067 Denman Street Service Pole Inspection. 804 Booker Street Union Pacific Railroad Electrical meter pole inspection for new meter and pole. 100 South Hines Union Pacific Railroad Electrical meter pole inspection for new meter and pole. 120 South Hines Union Pacific Railroad Electrical meter pole inspection for new meter and pole. 190 Maynard Street Union Pacific Railroad Electrical meter pole inspection for new meter and pole. 208 Dale Street electrical inspection for new service for Optimum Communications. 105 Franks Street electrical inspection for new service pole and kitchen plugs.**

**Weed, Grass and Rubbish Certified Letters – 500 South Temple Drive 2<sup>nd</sup> letter. They didn't not cut all the way to the street. 200 North Temple Drive sent letter to new owner.**

**Return receipt – 200 North Temple Drive they also sent letter to me stating they do not own that property any more. I gave him contact info to send letter. 200 Devereaux Street they have not cut brush beside side walk as of 10/13/2023. 1101 North Temple Drive I contacted Catherine Williams, Office Manager of Midway Group of Companies said they will cut the grass soon.**

**Junk Or Abandoned Vehicle's – Sent out letter to houses that have Junk or Abandoned Vehicle's around Diboll. I have a list that I created. I sent on 10/13/2023**

**Code Compliance –609 Devereaux came in to talk about his Junk Vehicles. Numerous Residents have called or came in to see me about their junk vehicles.**

**Dog Complaints – Lynn Street stray dog, owner found, made contact with owner, was given warning. North Neil Pickett Stray dog.**

**Miscellaneous – Permitting Training on the new system 3 half days.**

**Samantha Durham**  
*Director of Finance*



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

## **CITY OF DIBOLL**

### **Interoffice Memorandum**

**DATE:** November 7, 2023  
**TO:** Mayor and Council Members  
**THRU:** Jason Arnold, City Manager  
**SUBJ:** Finance Department Reports

#### *FINANCE*

Including October 2023 Financials for your review. Including September 2023 Investment Report for your review.

#### *MUNICIPAL COURT*

We are in final stages of the Municipal Court Software Implementation. We have also brought on some new talent, are busy training, and cleaning up cases and processes.

#### *PROJECT STATUS REPORT*

##### Incode 10 Software Conversion

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

Municipal Court Component  
Estimated Completion Date: September 2023  
Status: 90% Complete

Permitting Component  
Estimated Completion Date: July 2023  
Status: 99% Complete

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

Fond regards,

A handwritten signature in black ink that reads "Sam Pritchard". The signature is written in a cursive style with a large, looping initial "S".