CITY COUNCIL MEETING AGENDA

Monday, September 14, 2026 at 6:00 PM

Richwood City Hall, 1800 Brazosport Blvd. N.

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, September 14, 2026, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

II. INVOCATION

III. PLEDGES OF ALLEGIANCE.

Pledge of Allegiance and Texas Pledge

IV. ROLL CALL OF COUNCIL MEMBERS

V. PUBLIC COMMENTS

Citizens are invited to address the City Council on agenda items prior to action being taken. All comments are subject to the following rules: Speakers must be recognized by the Chair and shall direct all remarks to the Chair. Comments must pertain to matters before the City Council, City business, or issues of community interest. Speakers are limited to three (3) minutes and may speak only once per agenda item. A designated representative of a group may be allowed up to five (5) minutes. Time may not be transferred to another speaker. Speakers shall conclude their remarks when their time has expired. Profane, vulgar, or abusive language and personal attacks will not be tolerated.

In accordance with the Texas Open Meetings Act, the City Council will not engage in discussion or take action on items not posted on the agenda; however, the Mayor may direct staff to follow up as appropriate.

VI. EMPLOYEE SERVICE AWARD

A. Mark Guthrie, Fire Department – Recognition of Service as Fire Chief

B. Kirsten Garcia, Administration - 10 Years

VII. CONSENT AGENDA

All items listed under the Consent Agenda are considered routine and may be enacted with one motion. There will be no separate discussion unless requested by a Council Member, in which case the item will be removed and considered separately.

A. Budget Report, July 2026

B. Approval of minutes from regular meeting held August 10, 2026.

VIII. PUBLIC HEARING ON PROPOSED 2026-2027 BUDGET

IX. PUBLIC HEARING ON PROPOSED 2026-2027 TAX RATE

Taxpayer Impact Statement

In accordance with the Texas Tax Code and Local Government Code, the City of Richwood provides the following information for the median residence homestead:

Median taxable value of a homestead: $250,000

Current tax rate: $0.557993 per $100 of value

Tax bill at current rate: $1394.98

Tax bill under proposed budget ($0.587817): $1469.54

Tax bill at the no-new-revenue rate of $0.550367: $1375.92

Difference between current and no-new-revenue rates: $19.06

X. DISCUSSION AND ACTION ITEMS

A. Discussion and Presentation by Clif Custer, Public Works Director, regarding Future Capital Improvement Projects.

B. Discuss and consider adopting Ordinance 26-544, an ordinance appropriating adopting a budget for the fiscal year beginning October 1, 2026 and ending September 30, 2027.

C. Discuss and consider Ordinance 26-545, an ordinance adopting a tax rate and levying taxes for the use and support of the Municipal Government of the City of Richwood, Texas and providing for the interest and sinking fund of the taxable year 2026.

D. Discussion and possible action to approve the Software Subscription Agreement with Fund Accounting Solution Technologies, Inc. (FundView) for enterprise software, implementation, hosting, support, and related services, and authorize the City Manager to execute the agreement and any related documents, subject to final legal review and approval.

E. Discuss and consider request to allow street closure of Audubon Woods Dr from North Mahan to Wisteria for the City of Richwood to host Trunk or Treat on October 23, 2026 from 5:00 P.M. to 9:00 P.M.

F. Discuss and appoint the 2026 Charter Review Board members.

G. Consider items removed from consent agenda

XI. CAPITAL IMPROVEMENT PROJECTS UPDATE

XII. CITY MANAGER'S REPORT

XIII. COUNCIL MEMBER COMMENTS & REPORTS

XIV. MAYOR'S REPORT

XV. ITEMS OF COMMUNITY INTEREST

Pursuant to Section 551.0415 of the Texas Government Code, Items of Community Interest may include expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary or salutary recognition of public officials, employees, or citizens; reminders about upcoming events; and announcements involving an imminent threat to public health and safety. No discussion or action will be taken on these items.

XVI. FUTURE AGENDA ITEMS

XVII. ADJOURNMENT

The City Council may go into Executive Session on any item listed on the Agenda in accordance with Section 551-071 of the Government Code (attorney-client privilege).

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (979) 265-2082 or FAX (979) 265-7345 for further information.

I, Laura Tyner, do hereby certify that I did, on September 08, 2026 at 05:00 PM post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

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Laura Tyner, City Secretary
City of Richwood

Service Award

This certificate is awarded to

Kirsten Garcia

In appreciation of **10 years** of dedicated service

to the **City of Richwood**.

Michael Durham
Mayor

Issued September 14, 2026

Kirsten Garcia
City Manager

City of Richwood
TEXAS

AGENDA MEMORANDUM – SEPTEMBER 14, 2026
ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: **Receive and/or approve the July 2026 Budget Report**

BACKGROUND INFORMATION:

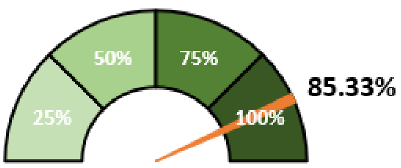
The information provided is for the FY 2025-2026 budget period, month ending July 31, 2026. This summary highlights several key points related to the current month's activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

DISCUSSION:

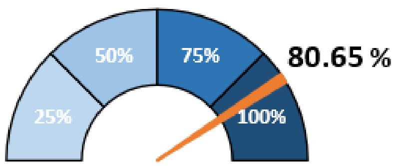
Attached is the budget report for July 2026, which is the tenth month of Fiscal Year 2026. 83.3% of the year has passed. The report reflects the original budget as approved for FY26 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *This budget report is a preliminary report reflecting current year-to-date figures that are unaudited and may be adjusted at a future time.* Some year-end adjustments may have occurred before this report was completed. However, not all year-end adjustments have been made.

10-General Fund

As of July 31, 2026, General Fund revenues total $3,299,469. General Fund expenditures total $2,759,756.



General Fund Revenue as % of Budget



General Fund Expenditures as % of Budget

Revenue (GF)
Total Revenue collected in the General fund is 82.15% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of July is $2,426,943, 94.89% of projected property taxes for the year. Property tax revenue comes in throughout the year, but the majority comes in during the months of December and January. We have seen many recalculations come on reports from the county, which have been applied to penalties, reduced revenue by over $50,000. This impacts the percentage of collections shown on the budget report. Collections of current taxes are at 97.54%

- Sales Tax revenue received in July, in the amount of $50,893.18, was earned in May. We are about 7.2% behind Sales Tax revenue from this time last year. Sales tax is received 2 months after it is earned. The revenue received in October and November 2025 was posted to revenue in FY25. Accordingly, the revenue earned in August and September 2025 will be posted as revenue for FY26 even though it will not be received by the city until October and November.

	FY 2024				FY 2025				FY 2026			
MONTH RECEIVED	GENERAL FUND	TRANS FUND	CCPD	TOTAL	GENERAL FUND	TRANS FUND	CCPD	TOTAL	GENERAL FUND	TRANS FUND	CCPD	TOTAL
DEC	50,390.06	12,597.52	12,174.92	**75,162.50**	63,965.34	15,991.34	15,454.48	**95,411.16**	54,581.90	13,645.48	13,542.77	**81,770.15**
JAN	51,357.01	12,839.25	12,379.34	**76,575.60**	60,852.21	15,213.05	14,755.29	**90,820.55**	50,543.33	12,635.83	12,473.83	**75,652.99**
FEB	62,500.92	15,625.23	15,222.16	**93,348.31**	65,052.40	16,263.10	15,706.32	**97,021.82**	59,954.36	14,988.59	14,882.47	**89,825.42**
MAR	47,160.51	11,383.28	11,790.13	**70,333.92**	54,904.86	13,726.22	13,212.84	**81,843.92**	51,047.94	12,761.99	12,509.47	**76,319.40**
APR	53,116.00	13,279.00	12,889.00	**79,284.00**	53,365.40	13,341.35	12,795.21	**79,501.96**	51,285.53	12,821.38	12,408.22	**76,515.13**
MAY	60,982.24	15,245.56	14,768.02	**90,995.82**	61,002.35	15,250.59	14,690.90	**90,943.84**	61,346.71	15,336.68	15,195.23	**91,878.62**
JUN	59,244.38	14,811.10	14,220.19	**88,275.67**	54,327.00	13,581.65	13,209.66	**81,118.31**	59,552.31	14,888.08	14,682.91	**89,123.30**
JUL	58,811.21	14,702.80	14,080.90	**87,594.91**	59,642.15	14,910.54	14,590.19	**89,142.88**	50,893.18	12,542.22	12,723.30	**76,158.70**
AUG	60,287.46	15,071.86	14,348.07	**89,707.39**	56,417.70	14,104.42	13,805.39	**84,327.51**				**0.00**
SEPT	83,755.58	20,943.90	20,354.70	**125,054.18**	55,289.31	13,822.33	13,468.69	**82,580.33**				**0.00**
OCT*	63,965.34	15,991.34	15,454.48	**95,411.16**	49,798.70	12,449.67	12,221.33	**74,469.70**				**0.00**
NOV*	60,852.21	15,213.05	14,755.29	**90,820.55**	57,108.76	14,277.19	14,173.32	**85,559.27**				**0.00**
YEAR TOTAL	712,422.92	177,703.89	172,437.20	**1,062,564.01**	691,726.18	172,931.45	168,083.62	**1,032,741.25**	439,205.26	109,620.25	108,418.20	**657,243.71**

- Permits and Licenses revenues total $3,759 this month, YTD total of $52,712. Last year at this time we had collected $65,724.
- Municipal Court revenue for the month of July is $4,420. Our YTD total is $58,560, compared to $76,235 at this point last year.
- Interest revenue is $4,556 this month.

Expenditures (GF)

Expenditures in the General Fund are currently shown at $2,759,756, 80.65% of budget. All departments are at appropriate spending levels for this time of year. Any departments that are over budget allocation at year-end will be included in the year end Budget Amendment.

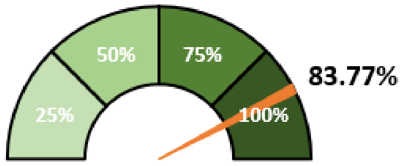
Transfers (GF)

Interfund transfers have been completed as budgeted. Transfers In is above what was budgeted, due to Grant Funds from FEMA Beryl recovery being received to reimburse for costs originally charged to the General Fund. These receipts, $125,000, were originally posted to the Grants fund and then moved to General Fund.

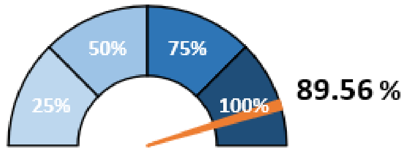
City of Richwood
TEXAS

30-Water, Sewer, and Solid Waste Fund

Operating Revenues in July total $2,633,970. Operating expenses are $2,338,176.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

Budgeted transfers have been completed.

RECOMMENDATION: Council approve July 2026 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood
Fiscal Year 2026 Operational Budget Report
10/1/2025 -09/30/2026

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							**83.3% of year**
Taxes	2,922,794.84	97,490.44	3,020,251.66	3,463,644.00	3,463,644.00	443,392.34	87.20%
Property taxes, including delinquent & penalties	2,307,350.14	24,856.18	2,426,943.22	2,557,644.00	2,557,644.00		94.89%
Franchise Taxes	142,333.37	21,741.08	154,103.18	196,000.00	196,000.00		78.62%
Sales Tax	473,111.33	50,893.18	439,205.26	710,000.00	710,000.00		61.86%
Licenses and permits	65,724.28	3,759.00	52,712.18	81,150.00	81,150.00	28,437.82	64.96%
Intergovernmental revenue	11,556.91	0.00	3,303.84	10,000.00	10,000.00	6,696.16	33.04%
Charges for services - Municipal Bldg Rental	6,900.00	475.00	6,887.50	8,000.00	8,000.00	1,112.50	86.09%
Municipal Court Revenue	76,235.36	4,420.49	58,599.89	95,000.00	95,000.00	36,400.11	61.68%
Special Revenues	5,406.78	9.57	103.03	0.00	0.00	(103.03)	Ahead of Budget
Interest	53,258.69	4,555.91	29,648.76	55,000.00	55,000.00	25,351.24	53.91%
Miscellaneous revenue	143,072.34	12,126.00	127,961.73	154,000.00	154,000.00	26,038.27	83.09%
Inspection Fees	29,825.00	2,595.00	26,015.00	35,000.00	35,000.00		
Miscellaneous Income	26,558.81	475.00	14,090.49	15,000.00	15,000.00		
Parks & Recreation - Park Pavillion Rentals	1,700.00	600.00	3,150.00	1,500.00	1,500.00		
Parks & Recreation - Sports Field Rental	500.00	0.00	600.00	1,000.00	1,000.00		
Ambulance Fee Revenue	84,488.53	8,456.00	84,106.24	101,500.00	101,500.00		
Total Revenue	**3,284,949.20**	**122,836.41**	**3,299,468.59**	**3,866,794.00**	**3,866,794.00**	**567,325.41**	**85.33%**
Expenditures							
General Government							
Administration							
Personnel & Benefits	497,546.56	37,898.68	526,569.23	626,171.00	626,171.00	99,601.77	84.09%
Supplies	10,470.08	679.00	11,044.91	15,500.00	15,500.00	4,455.09	71.26%
Maintenance & Repair	14,291.05	40.99	4,133.23	6,000.00	6,000.00	1,866.77	68.89%
Utilities	15,404.00	2,848.02	24,708.49	17,900.00	17,900.00	(6,808.49)	Over Budget
Professional Services	227,828.64	20,881.42	251,950.58	232,515.00	232,515.00	(19,435.58)	Over Budget
Other Services	96,018.09	432.92	92,525.27	95,019.00	95,019.00	2,493.73	97.38%
Capital Equipment	4,755.85	304.54	4,404.67	7,155.00	7,155.00	2,750.33	61.56%
Total Administration	**866,314.27**	**63,085.57**	**915,336.38**	**1,000,260.00**	**1,000,260.00**	**84,923.62**	**91.51%**
Judicial							
Personnel & Benefits	10,010.61	669.54	8,500.56	12,129.00	12,129.00	3,628.44	70.08%
Supplies	230.24	0.00	193.55	150.00	150.00	(43.55)	Over Budget
Professional Services	15,927.50	700.00	17,807.00	18,150.00	18,150.00	343.00	98.11%
Other Services	224.50	0.00	140.00	500.00	500.00	360.00	28.00%
Total Judicial	**26,392.85**	**1,369.54**	**26,641.11**	**30,929.00**	**30,929.00**	**4,287.89**	**86.14%**
Permitting & Inspections							
Personnel & Benefits	25,595.00	2,793.60	22,337.28	35,000.00	35,000.00	12,662.72	63.82%
Supplies	0.00	0.00	0.00	500.00	500.00	500.00	0.00%
Other Services	0.00	0.00	533.97	0.00	0.00	(533.97)	Over Budget
Total Permitting & Inspections	**25,595.00**	**2,793.60**	**22,871.25**	**35,500.00**	**35,500.00**	**12,628.75**	**64.43%**
Special Revenue Expenditures							
Supplies	425.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Special Revenue Expenditures	**425.00**	**0.00**	**0.00**	**1,500.00**	**1,500.00**	**1,500.00**	0.00%
Total General Government	**918,727.12**	**67,248.71**	**964,848.74**	**1,068,189.00**	**1,068,189.00**	**103,340.26**	**90.33%**
Public Safety							
Police Department							
Personnel & Benefits	771,587.98	79,528.72	765,894.91	1,064,732.00	1,064,732.00	298,837.09	71.93%
Supplies	38,632.34	306.40	22,603.83	41,650.00	41,650.00	19,046.17	54.27%
Maintenance & Repair	41,960.71	741.57	16,021.69	32,100.00	32,100.00	16,078.31	49.91%
Utilities	7,292.15	536.20	7,535.78	6,600.00	6,600.00	(935.78)	Over Budget
Professional Services	221,544.92	40,094.06	219,838.63	225,716.00	225,716.00	5,877.37	97.40%
Other Services	14,392.86	0.00	16,159.07	15,570.00	15,570.00	(589.07)	Over Budget
Capital Equipment	3,553.80	152.28	7,643.31	3,654.00	3,654.00	(3,989.31)	Over Budget
Total Police Department	**1,098,964.76**	**121,359.23**	**1,055,697.22**	**1,390,022.00**	**1,390,022.00**	**334,324.78**	**75.95%**
Fire Department							
Personnel & Benefits	23,068.14	(80.00)	13,195.35	41,323.00	41,323.00	28,127.65	31.93%
Supplies	9,859.28	0.00	3,434.06	15,500.00	15,500.00	12,065.94	22.16%
Maintenance & Repair	24,986.65	3,898.15	24,190.92	49,000.00	49,000.00	24,809.08	49.37%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Utilities	5,478.49	826.10	5,430.94	5,900.00	5,900.00	469.06	92.05%
Professional Services	165,120.00	46,656.25	180,752.75	177,569.00	177,569.00	(3,183.75)	Over Budget
Other Services	42,543.52	284.47	43,717.05	44,460.00	44,460.00	742.95	98.33%
Capital Equipment	32,712.17	0.00	32,712.17	57,712.00	57,712.00	24,999.83	56.68%
Total Fire Department	**303,768.25**	**51,584.97**	**303,433.24**	**391,464.00**	**391,464.00**	**88,030.76**	**77.51%**
Code Enforcement							
Personnel & Benefits	66,450.80	4,597.85	59,881.16	87,222.00	87,222.00	27,340.84	68.65%
Supplies	1,699.35	921.72	3,649.40	3,900.00	3,900.00	250.60	93.57%
Maintenance & Repair	163.20	0.00	500.25	500.00	500.00		
Professional Services	0.00	0.00	879.49	1,000.00	1,000.00	120.51	87.95%
Other Services	702.59	129.69	1,109.24	811.00	811.00	(298.24)	Over Budget
Total Code Enforcement	**69,015.94**	**5,649.26**	**66,019.54**	**93,433.00**	**93,433.00**	**27,413.71**	**70.66%**
Total Public Safety	**1,471,748.95**	**178,593.46**	**1,425,150.00**	**1,874,919.00**	**1,874,919.00**	**449,769.00**	**76.01%**
Public Works							
City Maintenance							
Personnel & Benefits	176,185.55	11,917.65	123,437.98	207,358.00	207,358.00	83,920.02	59.53%
Supplies	19,606.91	1,888.71	24,676.68	23,700.00	23,700.00	(976.68)	Over Budget
Maintenance & Repair	134,607.03	10,040.50	76,407.10	57,860.00	57,860.00	(18,547.10)	Over Budget
Utilities	37,499.68	5,290.32	30,887.26	45,050.00	45,050.00	14,162.74	68.56%
Other Services	16,716.78	607.50	15,297.42	16,855.00	16,855.00	1,557.58	90.76%
Capital Equipment	60,635.16	0.00	57,980.55	75,000.00	75,000.00	17,019.45	77.31%
Total City Maintenance	**445,251.11**	**29,744.68**	**328,686.99**	**425,823.00**	**425,823.00**	**97,136.01**	**77.19%**
Parks and Recreation							
Supplies	4,338.28	62.38	3,550.24	5,250.00	5,250.00	1,699.76	67.62%
Maintenance & Repair	41,258.29	2,036.21	18,426.13	27,000.00	27,000.00	8,573.87	68.24%
Utilities	3,108.61	422.43	2,715.80	3,200.00	3,200.00	484.20	84.87%
Other Services	14,799.15	386.51	16,377.99	17,588.00	17,588.00	1,210.01	93.12%
Total Parks and Recreation	**63,504.33**	**2,907.53**	**41,070.16**	**53,038.00**	**53,038.00**	**11,967.84**	**77.44%**
Emergency/Disaster							
Personnel & Benefits	9,000.00	0.00	0.00	0.00	0.00	0.00	
Supplies	3,825.00	0.00	0.00	0.00	0.00	0.00	
Maintenance & Repair	61,413.57	0.00	0.00	0.00	0.00	0.00	
Professional Services	2,900.00	0.00	0.00	0.00	0.00	0.00	
Total Emergency/Disaster	**77,138.57**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	0.00%
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	**2,976,370.08**	**278,494.38**	**2,759,755.89**	**3,421,969.00**	**3,421,969.00**	**662,213.11**	**80.65%**
Other Financing Sources and Uses							
Sources							
Transfers In	159,661.25	0.00	197,981.00	90,000.00	90,000.00	(107,981.00)	100.00%
Total Sources	**159,661.25**	**0.00**	**197,981.00**	**90,000.00**	**90,000.00**	**(107,981.00)**	**Over Budget**
Uses							
Transfers Out	395,000.00	0.00	434,825.00	434,825.00	434,825.00	0.00	100.00%
Total Uses	**395,000.00**	**0.00**	**434,825.00**	**434,825.00**	**434,825.00**	**0.00**	**100.00%**
Total Other Financing Sources and Uses	**(235,338.75)**	**0.00**	**(236,844.00)**	**(344,825.00)**	**(344,825.00)**	**(107,981.00)**	
Total - 10 GENERAL FUND	**73,240.37**	**(155,657.97)**	**302,868.70**	**100,000.00**	**100,000.00**	**(202,868.70)**	

Notes:

City of Richwood Operational Budget Report 10/1/2025 -09/30/2026							July 2026
30 Water & Sewer Enterprise Fund	**Prior YTD**	**Current Period**	**Current YTD**	**Annual Budget**	**Revised Budget**	**Remaining Budget**	**% Earned/Used**
Net Operating Income (Loss)							
Operating income							**83.3% of year**
Sewer Department	849,260.92	88,507.97	894,073.75	1,047,118.00	1,047,118.00	153,044.25	85.38%
Water Department	1,307,603.53	147,062.60	1,407,413.68	1,698,999.00	1,698,999.00	291,585.32	82.84%
Solid Waste Department	332,418.71	33,357.50	332,483.00	398,000.00	398,000.00	65,517.00	83.54%
Total Operating income	**2,489,283.16**	**268,928.07**	**2,633,970.43**	**3,144,117.00**	**3,144,117.00**	**510,146.57**	**83.77%**
Operating expense							
Sewer Department							
Personnel & Benefits	171,778.02	18,263.03	202,735.05	224,768.00	224,768.00	22,032.95	90.20%
Supplies	7,377.90	499.62	9,264.13	9,000.00	9,000.00	(264.13)	Over Budget
Maintenance & Repair	195,672.61	1,880.18	92,809.40	114,340.00	114,340.00	21,530.60	81.17%
Professional Services	414,158.43	109,411.09	457,842.34	485,000.00	485,000.00	27,157.66	94.40%
Other Services (insurance)	5,742.35	0.00	5,562.68	5,681.00	5,681.00	118.32	97.92%
Total Sewer Department	**794,729.31**	**130,053.92**	**768,213.60**	**838,789.00**	**838,789.00**	**70,575.40**	**91.59%**
Water Department							
Personnel & Benefits	287,880.30	26,085.70	336,662.07	365,866.00	365,866.00	29,203.93	92.02%
Supplies	37,246.41	1,245.76	32,888.80	33,900.00	33,900.00	1,011.20	97.02%
Maintenance & Repair	85,577.12	4,665.12	251,246.69	283,320.00	283,320.00	32,073.31	88.68%
Utilities	86,509.62	14,039.46	83,268.61	104,550.00	104,550.00	21,281.39	79.64%
Professional Services	91,291.04	17,345.51	80,257.67	95,500.00	95,500.00	15,242.33	84.04%
Other Services	444,768.50	36,133.60	464,092.58	525,141.00	525,141.00	61,048.42	88.37%
Capital Equipment	5,190.79	304.54	3,045.40	3,655.00	3,655.00	609.60	83.32%
Total Water Department	**1,038,463.78**	**99,819.69**	**1,251,461.82**	**1,411,932.00**	**1,411,932.00**	**160,470.18**	**88.63%**
Solid Waste Department							
Professional Services	278,897.98	32,016.81	318,500.11	360,000.00	360,000.00	41,499.89	88.47%
Total Solid Waste Department	**278,897.98**	**32,016.81**	**318,500.11**	**360,000.00**	**360,000.00**	**41,499.89**	**88.47%**
Total Operating expense	**2,112,091.07**	**261,890.42**	**2,338,175.53**	**2,610,721.00**	**2,610,721.00**	**272,545.47**	**89.56%**
Total Net Operating Income (Loss)	**377,192.09**	**7,037.65**	**295,794.90**	**533,396.00**	**533,396.00**	**237,601.10**	**55.46%**
Non-Operating Items							
Non-operating income							
Interest income	15,331.94	1,956.12	16,541.39	12,000.00	12,000.00	(4,541.39)	Ahead of Budget
Other income	5,189.48	419.97	2,286.03	2,500.00	2,500.00	213.97	91.44%
Transfers In	0.00	0.00	177,000.00	177,000.00	177,000.00	0.00	
Total Non-operating income	**20,521.42**	**2,376.09**	**195,827.42**	**191,500.00**	**191,500.00**	**(4,327.42)**	**Ahead of Budget**
Non-operating expense							
Debt Service	364,855.00	50,932.25	316,264.50	319,615.00	360,405.00	3,350.50	98.95%
Transfers Out	56,275.00	0.00	56,000.00	56,000.00	56,000.00	0.00	At Budget
Total Non-operating expense	**421,130.00**	**50,932.25**	**372,264.50**	**375,615.00**	**416,405.00**	**44,140.50**	**99.11%**
Depreciation Expense	0.00	0.00	0.00	300,000.00	300,000.00	300,000.00	0.00%
Total Non-Operating Items	**(400,608.58)**	**(48,556.16)**	**(176,437.08)**	**(484,115.00)**	**(524,905.00)**	**348,467.92**	**Ahead of Budget**
Total - 30 Water & Sewer Enterprise Fund	**(23,416.49)**	**(41,518.51)**	**119,357.82**	**49,281.00**	**8,491.00**	**(110,866.82)**	

Budget Amendments:

MINUTES
RICHWOOD CITY COUNCIL MEETING
Monday, August 10, 2026 at 6:00 PM

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, August 10, 2026, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. INVOCATION

Tricia Ditto, Finance Director, led the invocation.

III. PLEDGES OF ALLEGIANCE.

Mayor Durham led the pledges.

IV. ROLL CALL OF COUNCIL MEMBERS

Present
Michael Durham
Randy Ryle
DuWayne Dunn
Kai York
Stephen Scot Mayer

Absent
Mike Johnson

Others present: Kirsten Garcia, City Manager; Jeremy Richards, Chief of Police; Tricia Ditto, Finance Director; Laura Tyner, City Secretary; Clif Custer, Public Works Director; and Jacob Herrington, City Attorney.

V. PUBLIC COMMENTS

Bob Page, 101 Hummingbird, spoke regarding transparency to council, legal rates, budget workshop and spoke about the fire department.

VI. CONSENT AGENDA

A. Approval of the revised Personnel Policy Handbook to reflect current employment practices and updates recommended by the City's Human Resources consultant.

B. Budget Report, June 2027.

C. Investment Report, Q3 FY 26.

D. Approval of updated Financial Policies for the City of Richwood.

E. Approval of minutes from regular meeting held June 8, 2026.

F. Approval of minutes from regular meeting held July 13, 2026.

Motion to approve consent.

Motion made by Council Member Mayer, seconded by Council Member Dunn.

Voting Yea: Mayer, Ryle, York, Dunn

Motion carried.

VII. DISCUSSION AND ACTION ITEMS

A. Consideration and possible action to adopt Ordinance No. 26-542 amending Chapter 14, Article IV of the Code of Ordinances regarding outdoor burning by establishing criteria for the issuance, denial, suspension, and revocation of burn permits; providing an administrative appeals process; and providing for severability, repeal of conflicting ordinances, and an effective date.

Motion to adopt Ordinance No. 26-542 amending Chapter 14, Article IV of the Code of Ordinances regarding outdoor burning by establishing criteria for the issuance, denial, suspension, and revocation of burn permits; providing an administrative appeals process; and providing for severability, repeal of conflicting ordinances, and an effective date.

Motion made by Council Member York, seconded by Council Member Dunn.

Voting Yea: Mayer, Ryle, York, Dunn

B. Public hearing and possible action on the proposed Crime Control and Prevention District budget for Fiscal Year 2026-2027.

Motion to approve the proposed Crime Control and Prevention District budget for Fiscal Year 2026-2027.

Motion made by Council Member York, seconded by Council Member Ryle.

Voting Yea: Mayer, Ryle, York, Dunn

C. Discussion and possible action to adopt Ordinance No. 26-543, amending Appendix B (Fee Schedule) of the Code of Ordinances to revise utility rates.

Tricia Ditto, Finance Director, presented.

Motion to adopt Ordinance No. 26-543, amending Appendix B (Fee Schedule) of the Code of Ordinances to revise utility rates.

Motion made by Council Member York, seconded by Council Member Ryle.

Voting Yea: Mayer, Ryle, York, Dunn

D. Discussion only regarding the proposed budget and proposed tax rate for Fiscal Year 2026–2027. No action will be taken.

Tricia Ditto, Finance Director, presented.

Discussion only.

E. Consider and record a vote on the proposed tax rate of $0.595560 for Fiscal Year 2026–2027, which represents an increase of up to 7.9% above the No-New-Revenue Tax Rate for the City of Richwood. The proposed rate is scheduled to be adopted at a future meeting.

Discussion only.

F. Discussion and possible action to approve Resolution No. 26-R-8, setting the date and time for the Public Hearing on the Fiscal Year 2026–2027 Annual Budget for September 14, 2026, at 6:00 p.m.

Motion to approve Resolution No. 26-R-8, setting the date and time for the Public Hearing on the Fiscal Year 2026–2027 Annual Budget for September 14, 2026, at 6:00 p.m.

Motion made by Council Member York, seconded by Council Member Dunn.

Voting Yea: Mayer, Ryle, York, Dunn

G. Discussion and possible action to approve Resolution No. 26-R-9, setting the date and time for the Public Hearing on the proposed tax rate for Fiscal Year 2026–2027 for September 14, 2026, at 6:00 p.m.

Motion to approve Resolution No. 26-R-9, setting the date and time for the Public Hearing on the proposed tax rate for Fiscal Year 2026–2027 for September 14, 2026, at 6:00 p.m.

Motion made by Council Member Mayer, seconded by Council Member York.

Voting Yea: Mayer, Ryle, York, Dunn

H. Consider items removed from consent agenda

Approval of personal policy. 2 policies.

VIII. CAPITAL IMPROVEMENT PROJECTS UPDATE

Clifton Custer gave an update.

IX. CITY MANAGER'S REPORT

Thanks to staff on budget.

Thanks to all of council for all their questions and going to their training.

School starts. Be careful and aware.

Thanks to the PD with all the heavy calls.

Fire Department doing a great job.

X. COUNCIL MEMBER COMMENTS & REPORTS

Ryle - Looking forward to training.

Dunn - Thanks to Bob for comments. Thanks for going to TML training and knowledgeable. Back to school. Be safe.

York - Wants more public to come.

Mayer - Thankful to Tricia for budget.

XI. MAYOR'S REPORT

Thankful to everyone for budget.

Safety for school starting.

Prayers who were affected by death.

XII. ITEMS OF COMMUNITY INTEREST

Applications for Charter Review and CCPD.

Cleaning of KRB Community Garden Aug 15th at 9:00 a.m.

XIII. FUTURE AGENDA ITEMS

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:40 pm.

These minutes were read and approved on the ____ day of September, 2026.

____

Mayor

ATTEST:

____

City Secretary

City of Richwood
TEXAS

Agenda Memorandum

Contact: Clif Custer

Subject: Capital Improvement Project Discussion

Summary:

During the process of assembling the FY 27 budget, discussions between Council and Staff ensued regarding acceptable Contingency and General Fund balances. As part of that discussion, Public Works is presenting a list of Capital Projects to assist Council in understanding the need for continued revenue to fund Capital Expenditures within the General Fund.

Background Information:

Wastewater – Sanitary sewer evaluation study (Lift Station No. 1 service areas).

Estimated Cost = $250,000.00 - $350,000.00

Drainage – East Ditch rehabilitation.

Estimated Cost = $650,000.00 - $1,000,000.00

2027 CDBG Construction – Walnut St. drainage rehabilitation.

Estimated Cost = $50,000.00 (contingent on $160,000.00 of CDBG funding. $50,000.00 budgeted in FY 27 for engineering)

Parks – Ellis Park improvements.

Estimated Cost = $450,000.00 - $550,000.00 (contingent on 1/1 match grant through TPWL)

Issue:

The illustrated project list provides for Council a snapshot of priority projects that serve infrastructure needs and are based on continued delivery of services, correcting infrastructure deficiencies, quality of life, and public health and safety.

For Richwood to continue to effectively improve aging infrastructure, future projects need a source of localized funding free of debt service. Balancing the use of local funds and debt service to fund infrastructure improvements is the only responsible way to ensure a good bond rating for the city in the future.

A continued good bond rating will be the determining factor for qualification of funds and interest rates paid on bonds when significant funding is required to perform infrastructure improvements or expansion due to TCEQ compliance mandates, future development, etc.

Fiscal Impact:

No immediate fiscal impact; discussion only.

Recommendation:

None

Lift Station #6

125 College Dr. **May-26**

Day	Sewage Meter	Sewage Pumped	Pump #1 Hours	Pump #1 Run Hours	Pump #2 Hours	Pump #2 Run Hours	Pump #3 Hours	Pump #3 Run Hours	Rain	Initials
1	672673	703	7389.9	2.2	7296.8	2.6	913.0	3.1	1	KH
2	673376	389	7392.1	1.6	7299.4	2.2	916.1	1.3	1	KH
3	673765	397	7393.7	1.4	7301.6	3.2	917.4	1.4	0	KH
4	674162	303	7395.1	1.1	7304.8	2.4	918.8	0.8	0	SC
5	674465	268	7396.2	1.1	7307.2	1.0	919.6	1.1	0	JL
6	674733	344	7397.3	1.7	7308.2	1.0	920.7	1.1	0	DP
7	675077	267	7399.0	1.4	7309.2	1.1	921.8	1.3	0	CWS
8	675344	255	7400.4	1.4	7310.3	0.8	923.1	0.9	0	SC
9	675599	313	7401.8	1.6	7311.1	1.3	924.0	1.4	0	CWS
10	675912	462	7403.4	2.2	7312.4	1.7	925.4	1.7	0	CWS
11	676374	261	7405.6	1.3	7314.1	1.2	927.1	0.9	0.5	JH
12	676635	351	7406.9	0.8	7315.3	2.0	928.0	1.3	0	KH
13	676986	269	7407.7	1.0	7317.3	1.1	929.3	1.1	0	JL
14	677255	311	7408.7	0.9	7318.4	1.5	930.4	1.3	0	SC
15	677566	231	7409.6	0.8	7319.9	0.9	931.7	1.0	0	KH
16	677797	318	7410.4	1.0	7320.8	1.5	932.7	1.2	0	JL
17	678115	450	7411.4	1.7	7322.3	1.5	933.9	1.6	0	JL
18	678565	282	7413.1	0.9	7323.8	2.0	935.5	1.4	0	KH
19	678847	1428	7414.0	7.8	7325.8	9.0	936.9	7.5	0.1	SC
20	680275	2803	7421.8	16.2	7334.8	13.9	944.4	13.5	5	DP
21	683078	1834	7438.0	7.4	7348.7	15.0	957.9	6.8	0.5	JH
22	684912	757	7445.4	3.8	7363.7	4.3	964.7	1.9	0	CWS
23	685669	2335	7449.2	11.9	7368.0	11.6	966.6	12.0	0.1	SC
24	688004	1802	7461.1	7.2	7379.6	8.1	978.6	7.7	2.25	CWS
25	689806	955	7468.3	3.6	7387.7	8.7	986.3	2.7	0	SC
26	690761	1007	7471.9	7.4	7396.4	8.1	989.0	1.3	0	DP
27	691768	3122	7479.3	17.0	7404.5	19.0	990.3	13.5	1.5	KH
28	694890	1152	7496.3	4.1	7423.5	8.3	1003.8	2.6	1	JH
29	696042	636	7500.4	3.2	7431.8	2.2	1006.4	2.5	0	JL
30	696678	619	7503.6	3.3	7434.0	2.3	1008.9	2.2	0	KH
31	697297	630	7506.9	3.5	7436.3	2.4	1011.1	2.1	0	KH
1	697927		7510.4		7438.7		1013.2		0	DP

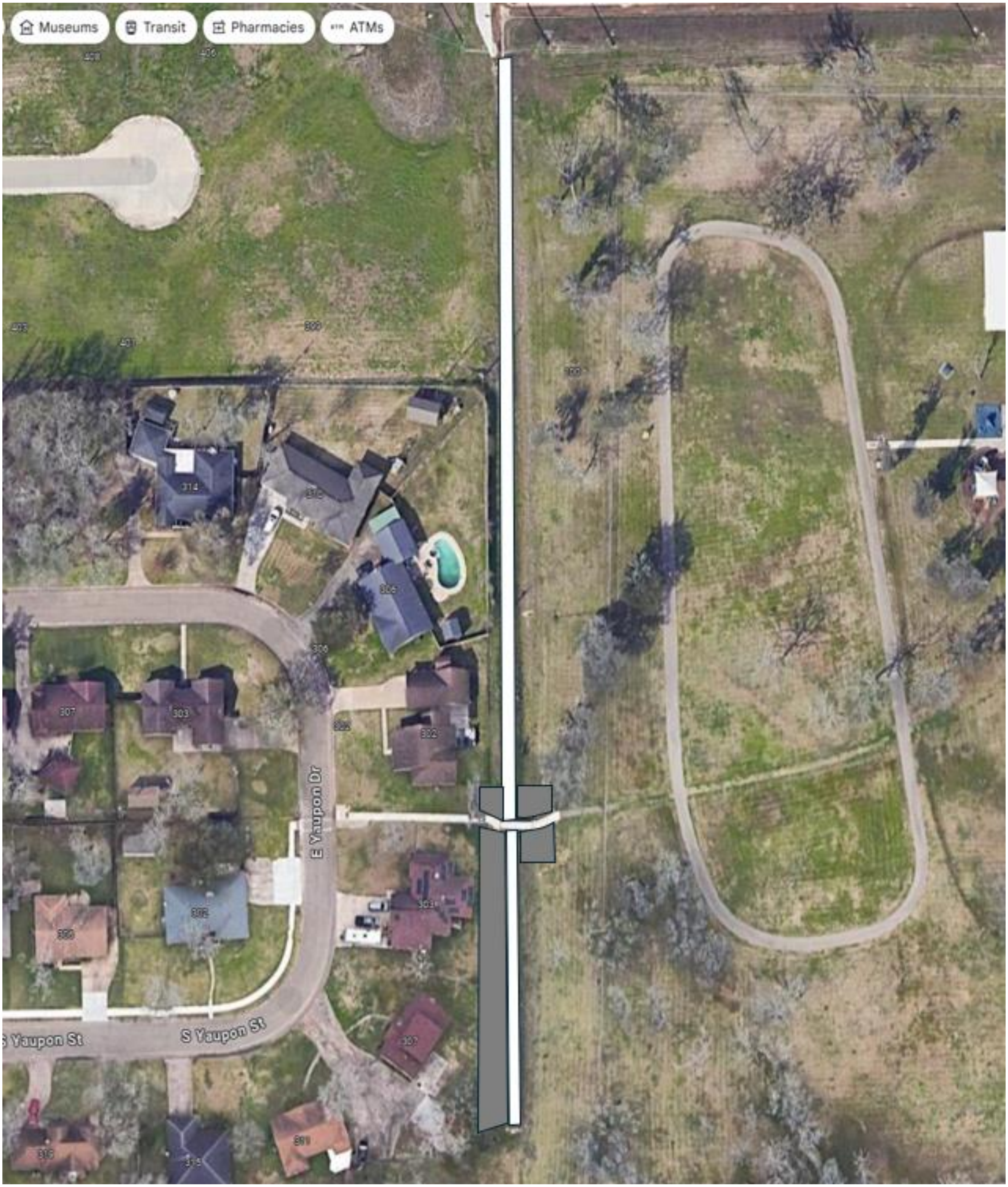
Lift Station #1					Lift Station #2				May-26
	720 North Mahan				101 Audubon Woods Dr.				
Day	Pump 1 Hrs.	Run Hrs.	Pump 2 Hrs.	Run Hrs.	Pump 1 Hrs.	Run Hrs.	Pump 2 Hrs.	Run Hrs.	Initials
1	3635.3	6.3	1415.9	6.7	48.5	0.8	42.6	0.6	KH
2	3641.6	2.5	1422.6	2.6	49.3	0.5	43.2	0.6	KH
3	3644.1	2.6	1425.2	2.6	49.8	1.0	43.8	0.9	KH
4	3646.7	1.7	1427.8	1.7	50.8	1.0	44.7	0.1	SC
5	3648.4	2.2	1429.5	2.3	51.8	0.9	44.8	0.6	JL
6	3650.6	2.1	1431.8	2.1	52.7	0.7	45.4	0.6	DP
7	3652.7	2.0	1433.9	2.0	53.4	0.5	46.0	0.4	CWS
8	3654.7	1.6	1435.9	1.7	53.9	0.5	46.4	0.5	SC
9	3656.3	2.3	1437.6	2.4	54.4	0.9	46.9	0.7	CWS
10	3658.6	3.0	1440.0	3.1	55.3	0.9	47.6	0.9	CWS
11	3661.6	2.6	1443.1	2.4	56.2	0.8	48.5	0.6	JH
12	3664.2	1.7	1445.5	1.8	57.0	0.6	49.1	0.5	KH
13	3665.9	1.9	1447.3	2.0	57.6	0.6	49.6	0.6	JL
14	3667.8	2.6	1449.3	2.6	58.2	0.9	50.2	0.8	SC
15	3670.4	1.7	1451.9	1.6	59.1	0.5	51.0	0.5	KH
16	3672.1	2.4	1453.5	2.4	59.6	1.0	51.5	0.7	JL
17	3674.5	3.4	1455.9	3.4	60.6	1.3	52.2	1.1	JL
18	3677.9	1.8	1459.3	1.9	61.9	0.5	53.3	0.6	KH
19	3679.7	8.1	1461.2	8.0	62.4	4.0	53.9	1.3	SC
20	3687.8	24.0	1469.2	6.6	66.4	1.5	55.2	1.2	DP
21	3711.8	20.2	1475.8	19.1	67.9	1.1	56.4	0.8	JH
22	3732.0	8.6	1494.9	8.8	69.0	1.2	57.2	1.0	CWS
23	3740.6	18.0	1503.7	18.0	70.2	2.2	58.2	0.9	SC
24	3758.6	17.8	1521.7	17.9	72.4	0.9	59.1	0.8	CWS
25	3776.4	10.1	1539.6	10.1	73.3	1.6	59.9	1.4	SC
26	3786.5	12.8	1549.7	13.0	74.9	1.3	61.3	1.1	DP
27	3799.3	20.5	1562.7	20.5	76.2	1.2	62.4	1.1	KH
28	3819.8	14.5	1583.2	14.6	77.4	1.1	63.5	0.9	JH
29	3834.3	8.1	1597.8	8.7	78.5	1.1	64.4	0.9	JL
30	3842.4	5.9	1606.5	5.7	79.6	1.1	65.3	1.2	KH
31	3848.3	4.9	1612.2	4.9	80.7	1.2	66.5	1.1	KH
1	3853.2		1617.1		81.9		67.6		DP

Lift Station #6

125 College Dr. **Jun-26**

Day	Sewage Meter	Sewage Pumped	Pump #1 Hours	Pump #1 Run Hours	Pump #2 Hours	Pump #2 Run Hours	Pump #3 Hours	Pump #3 Run Hours	Rain	Initials
1	697927	492	7510.4	2.2	7438.7	2.3	1013.2	1.8	0	DP
2	698419	366	7512.6	1.9	7441.0	1.5	1015.0	1.4	0	SC
3	698785	1385	7514.5	7.0	7442.5	5.7	1016.4	5.7	0	DP
4	700170	1890	7521.5	6.1	7448.2	7.7	1022.1	10.1	1.25	JL
5	702060	595	7527.6	1.8	7455.9	3.9	1032.2	2.1	0	JH
6	702655	651	7529.4	2.2	7459.8	0.0	1034.3	5.2	0.1	CWS
7	703306	639	7531.6	4.9	7459.8	0.4	1039.5	3.5	0.1	CWS
8	703945	410	7536.5	1.2	7460.2	1.2	1043.0	1.8	0	DP
9	704355	354	7537.7	1.3	7461.4	1.0	1044.8	1.4	0	SC
10	704709	455	7539.0	1.5	7462.4	1.3	1046.2	1.9	0	KH
11	705164	299	7540.5	1.0	7463.7	1.0	1048.1	1.3	0	JH
12	705463	312	7541.5	1.0	7464.7	1.0	1049.4	1.3	0	SC
13	705775	388	7542.5	1.6	7465.7	1.4	1050.7	1.3	0	JL
14	706163	500	7544.1	2.6	7467.1	0.1	1052.0	3.3	0.05	JL
15	706663	955	7546.7	3.7	7467.2	3.0	1055.3	4.8	0.15	DP
16	707618	2144	7550.4	7.3	7470.2	10.6	1060.1	10.6	1.9	JL
17	709762	3138	7557.7	13.3	7480.8	17.4	1070.7	14.6	6	JH
18	712900	1349	7571.0	3.3	7498.2	3.2	1085.3	8.3		KH
19	714249	695	7574.3	1.8	7501.4	2.8	1093.6	2.8	0	SC
20	714944	1097	7576.1	4.8	7504.2	3.2	1096.4	5.0	0	SC
21	716041	2485	7580.9	11.9	7507.4	11.5	1101.4	6.3	1.5	SC
22	718526	999	7592.8	2.8	7518.9	3.1	1107.7	4.6	0	KH
23	719525	658	7595.6	2.4	7522.0	2.4	1112.3	2.5	0	JH
24	720183	492	7598.0	1.7	7524.4	1.7	1114.8	2.0	0	DP
25	720675	448	7599.7	1.7	7526.1	1.4	1116.8	1.8	0	SC
26	721123	441	7601.4	1.5	7527.5	2.0	1118.6	1.5	0	KH
27	721564	391	7602.9	1.3	7529.5	2.5	1120.1	1.6	0	KH
28	721955	510	7604.2	2.0	7532.0	2.8	1121.7	1.7	0	KH
29	722465	341	7606.2	1.3	7534.8	2.3	1123.4	0.9	0	JL
30	722806		7607.5		7537.1		1124.3		0	JH
1										

Lift Station #1 720 North Mahan					Lift Station #2 101 Audubon Woods Dr.				Jun-26
Day	Pump 1 Hrs.	Run Hrs.	Pump 2 Hrs.	Run Hrs.	Pump 1 Hrs.	Run Hrs.	Pump 2 Hrs.	Run Hrs.	Initials
1	3853.2	3.6	1617.1	3.6	81.9	1.0	67.6	0.9	DP
2	3856.8	2.9	1620.7	3.0	82.9	0.8	68.5	0.6	SC
3	3859.7	7.7	1623.7	7.9	83.7	1.2	69.1	1.3	DP
4	3867.4	19.1	1631.6	19.2	84.9	0.9	70.4	0.7	JL
5	3886.5	8.1	1650.8	8.1	85.8	1.0	71.1	1.0	JH
6	3894.6	6.9	1658.9	7.0	86.8	0.9	72.1	0.6	CWS
7	3901.5	4.4	1665.9	4.3	87.7	0.9	72.7	0.7	CWS
8	3905.9	3.3	1670.2	3.4	88.6	0.8	73.4	0.9	DP
9	3909.2	3.2	1673.6	3.3	89.4	1.1	74.3	0.0	SC
10	3912.4	2.7	1676.9	2.7	90.5	1.0	74.3	1.7	KH
11	3915.1	2.3	1679.6	2.5	91.5	0.9	76.0	0.8	JH
12	3917.4	2.3	1682.1	2.3	92.4	1.0	76.8	0.9	SC
13	3919.7	2.8	1684.4	2.8	93.4	1.5	77.7	0.9	JL
14	3922.5	2.7	1687.2	2.7	94.9	2.0	78.6	0.2	JL
15	3925.2	2.4	1689.9	2.5	96.9	1.0	78.8	0.8	DP
16	3927.6	21.2	1692.4	21.2	97.9	5.3	79.6	4.0	JL
17	3948.8	27.2	1713.6	27.2	103.2	3.9	83.6	3.8	JH
18	3976.0	9.5	1740.8	9.5	107.1	0.8	87.4	0.7	KH
19	3985.5	6.6	1750.3	6.6	107.9	0.8	88.1	0.8	SC
20	3992.1	9.9	1756.9	10.0	108.7	1.5	88.9	1.4	SC
21	4002.0	23.1	1766.9	23.2	110.2	1.3	90.3	1.0	SC
22	4025.1	7.4	1790.1	7.5	111.5	0.8	91.3	0.8	KL
23	4032.5	6.8	1797.6	6.9	112.3	1.2	92.1	1.1	JH
24	4039.3	4.9	1804.5	4.8	113.5	1.0	93.2	0.7	DP
25	4044.2	4.0	1809.3	3.9	114.5	1.2	93.9	1.0	SC
26	4048.2	3.0	1813.2	2.1	115.7	0.7	94.9	0.8	KH
27	4051.2	2.3	1815.3	3.4	116.4	1.2	95.7	0.8	KH
28	4053.5	2.8	1818.7	2.8	117.6	1.2	96.5	1.1	KH
29	4056.3	2.3	1821.5	2.3	118.8	0.7	97.6	0.7	JL
30	4058.6	2.8	1823.8	2.9	119.5	1.2	98.3	0.9	JH
1	4061.4		1826.7		120.7		99.2		DP


Museums
Transit
Pharmacies
ATMs
314
306
307
303
302
E Yaupon Dr
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E Yaupon Dr
S Yaupon St

LEGEND

1. Ex. Pavilion to Remain
2. Ex. Restrooms to Remain
3. Ex. Gazebo to Remain
4. Ex. Splashpad to Remain
5. Pr. Pavilion
6. Pr. Playground (EWF)
7. Pr. Playground (PIP)
8. Pr. Shade Kite
9. Pr. Sidewalk Connection
10. Pr. Basketball Court
11. Pr. Pickleball Courts
12. Pr. Court Games Area
13. Pr. Yard Games Area
14. Pr. Open Space
15. Pr. Path Expansion (10')
16. Pr. Parking Expansion
17. Pr. Disc Golf Course

Richwood, Texas
Proposed Budget
Fiscal Year 2026-2027

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Richwood
Texas

For the Fiscal Year Beginning

October 01, 2025

Christopher P. Morrill

Executive Director

OFFICE OF THE CITY MANAGER

September 14, 2026

Honorable Mayor Durham and Members of the City Council:

Among the responsibilities of the City Manager is the preparation and submission of the City's annual budget to the City Council. In accordance with the City Charter, I respectfully submit the Fiscal Year 2026–2027 Proposed Budget for the City of Richwood.

The development of this budget reflects the input and work of our department directors and staff to identify the resources necessary to meet the needs of our residents and maintain the essential services provided by the City. This balanced budget seeks to address the City's operational and infrastructure needs within the limits of our available financial resources while remaining mindful of the impact on our taxpayers and utility customers.

The proposed General Fund operating budget for FY 2027 is $3,311,567. The Water and Sewer Fund includes an operating budget of $2,751,929. In addition, the Transportation Fund provides $343,000 in total expenditures, including $313,000 for street maintenance and repairs.

Background and Context

Several financial and operational factors establish the framework for the FY 2027 Proposed Budget. The City continues to face increasing costs for employee health insurance, technology, purchased water, wastewater treatment, infrastructure maintenance, and other essential services. At the same time, projected sales tax, permit, municipal court, franchise fee, and interest revenues are lower than the amounts budgeted in the current fiscal year.

As a small organization, the City must carefully balance daily service demands with the need to prepare for future capital, vehicle, equipment, and infrastructure expenses. Although not every identified need can be addressed in a single fiscal year, this proposed budget begins setting aside additional resources for those future obligations.

Despite these challenges, the City remains positioned to maintain its essential services while strengthening its financial preparedness. The proposed budget is conservative in its revenue estimates and prioritizes public safety, infrastructure, reliable utility operations, and responsible reserve planning.

OFFICE OF THE CITY MANAGER

Service Starts with Our Team

The City of Richwood is, above all, a service organization, and the quality of our services depends on the employees who provide them. From public safety and utility operations to street maintenance, code enforcement, municipal court, finance, and administration, our employees carry out the daily work that keeps the City operating and serves our residents.

This year brought significant organizational change, including leadership transitions and supervisory promotions across several departments. Through these changes, the City has been fortunate to recognize and promote qualified employees from within the organization. Developing internal talent preserves institutional knowledge, strengthens continuity, and provides employees with meaningful opportunities for professional growth. It also demonstrates that Richwood is building its next generation of leaders from within.

As a small organization, Richwood relies on employees who frequently perform multiple roles and assume responsibilities beyond the traditional scope of their positions. Recruiting, developing, and retaining qualified employees is essential to maintaining service continuity, regulatory compliance, and a responsive organization.

The FY 2027 Proposed Budget includes a 4% cost-of-living adjustment for City employees. This adjustment recognizes the effect of rising costs on our workforce and supports the City's efforts to retain qualified and experienced employees. The budget also provides for retirement contributions, health insurance, workers' compensation, certification pay, and other employment-related obligations.

During FY 2026, the City transitioned to a new payroll and human resources administration system. This transition centralized payroll, timekeeping, leave administration, benefits, and personnel records, providing employees with improved access to their information while strengthening the City's internal administrative processes.

Maintaining a capable and committed workforce will remain a priority. Investing in our employees and creating opportunities for them to grow within the organization is an investment in the reliability, professionalism, and quality of the services our residents receive.

Maintaining Essential Services and Preparing for the Future

The FY 2027 Proposed Budget prioritizes the essential services residents rely on while taking measured steps to prepare for future infrastructure, equipment, and organizational needs.

Public Safety

Public safety remains the City’s largest General Fund service commitment. The proposed budget provides approximately $1.84 million for the Police Department, Fire Department, and Code Enforcement. This represents approximately 56% of General Fund operating expenditures.

The budget maintains funding for police operations, emergency management, dispatch services, animal control, fire and emergency medical services, code enforcement, training, equipment, and required public safety certifications. It also transfers $50,000 for future Fire Department replacement needs and $60,000 for future vehicle replacement.

Streets and Infrastructure

The Transportation Fund provides $313,000 for street maintenance and repairs in FY 2027. This is a substantial increase from the $50,000 budgeted for street maintenance in FY 2026 and allows the City to continue addressing local street conditions using dedicated transportation sales tax revenue.

The General Fund also transfers $222,657 to capital projects. Setting aside these funds allows the City to prepare for future improvements and reduces the likelihood that major needs will have to be addressed through unplanned expenditures.

Utility Reliability

The proposed budget continues funding for the maintenance and operation of the City’s water and wastewater systems. It includes $210,000 for water-line maintenance, $115,000 for sewer-line maintenance, and $75,000 for water-system engineering. These investments support the reliability of the existing system while the City continues planning for future capacity and infrastructure needs.

Technology and Organizational Capacity

During FY 2027, the City will transition to a new enterprise resource planning system that will bring departments currently operating across separate software platforms into a more unified system. The new system will support core functions such as financial management, utility billing, municipal court, permitting, and other departmental operations.

Consolidating these functions will improve coordination among departments, strengthen accounting and financial reporting, reduce duplication, and provide more consistent access to information. It will also improve the City's ability to serve residents by creating more efficient processes and reducing the limitations caused by disconnected systems.

This transition builds upon other operational improvements, including the implementation of new payroll and human resources systems. During FY 2026, the City also placed a greater emphasis on directing residents to the existing Report a Concern portal. Increased use of the portal has helped the City document concerns, route requests to the appropriate department, track progress, and maintain accountability through resolution.

Together, these efforts reflect the City's continued focus on improving public service, internal efficiency, communication, documentation, and accountability.

Financial Preparedness

The proposed budget increases contributions for future vehicle, equipment, Fire Department, and capital needs. These planned transfers reflect a greater emphasis on preparing for major purchases and improvements before they become urgent.

Although the City cannot address every identified need in a single fiscal year, these investments help protect service continuity and improve Richwood's ability to respond to future operational and infrastructure demands.

Looking Ahead

As the City's financial position and reserve levels continue to improve, future budget development will place greater emphasis on strategic planning and multi-year financial forecasting. Rather than evaluating needs solely within a single fiscal year, the City will work toward a longer-term view of infrastructure, vehicles, equipment, technology, staffing, and utility operations.

This approach will allow the City Council and staff to better identify future costs, establish priorities, plan for major investments, and evaluate the long-term effect of current decisions. It will also strengthen the connection between the City's goals and the resources dedicated to achieving them.

The progress reflected in the FY 2027 Proposed Budget provides a stronger foundation for this transition. While continued financial discipline will be necessary, the City is moving toward a position where it can plan more proactively and make decisions based on both immediate needs and Richwood's long-term direction.

OFFICE OF THE CITY MANAGER

General Fund Revenue Overview

The General Fund supports the City's primary governmental services and is funded through a combination of property taxes, sales taxes, franchise fees, licenses and permits, municipal court revenue, service charges, and other sources. For FY 2027, General Fund operating revenue is projected at approximately $3.97 million.

Property tax remains the City's largest General Fund revenue source, followed by sales tax. Because several other revenue sources can fluctuate based on development activity, economic conditions, enforcement trends, and interest rates, the proposed budget uses conservative estimates when projecting available resources.

Property Tax Rate

Property tax revenue is the City's largest General Fund revenue source and supports essential services such as police and fire protection, streets, parks, code enforcement, municipal court, and general City operations.

Initial publications related to the FY 2027 Proposed Budget reflected the property tax rate of $0.595560 established by the City Council through its record vote. Following receipt of the corrected voter-approval tax rate, the City revised the proposed budget using a rate of $0.587817. This corrected rate is the proposed rate presented for final consideration and adoption.

The proposed rate consists of $0.505578 for maintenance and operations and $0.082239 for debt service. The City's no-new-revenue tax rate for FY 2027 is $0.551818. The no-new-revenue rate is the rate that would generate approximately the same amount of property tax revenue from properties taxed in both the current and preceding years. The voter-approval tax rate is the highest rate the City may generally adopt without holding an election for voter approval.

The proposed rate is $0.029824 higher than the FY 2026 adopted rate of $0.557993. For a homestead valued at $250,000, the estimated City property tax under the proposed rate would be approximately $1,469.54. This represents an increase of approximately $74.56 annually, or $6.21 per month.

Revenue generated by the proposed rate will support essential services, street maintenance, technology improvements, and contributions for future capital, vehicle, and equipment needs.

Sales Tax Revenue

Sales tax is the City's second-largest General Fund tax revenue source. Sales tax revenue for FY 2027 is budgeted at $675,000, a decrease of $35,000 from the FY 2026 budget of $710,000.

The FY 2027 estimate is intentionally conservative and reflects recent collections as well as the potential for fluctuations in local economic activity. Sales tax performance will be monitored throughout the fiscal year, and revenue projections may be adjusted if actual collections differ materially from the budgeted amount.

Other General Fund Revenues

In addition to property and sales taxes, the General Fund receives revenue from franchise fees, licenses and permits, municipal court fines, inspection fees, ambulance fees, facility rentals, and interest earnings.

Franchise fee revenue is budgeted at $174,000 for FY 2027, compared with $196,000 in the FY 2026 budget. License and permit revenue is projected at $65,000, including $60,000 in building permit revenue. This represents a decrease from the $81,150 budgeted in FY 2026 and reflects the variable nature of local development activity.

Municipal court revenue is budgeted at $75,000, compared with $95,000 in FY 2026. Interest earnings are projected at $30,000, compared with the current-year budget of $55,000. Ambulance fee revenue is expected to remain stable at $101,500.

These revenue sources can fluctuate based on development activity, enforcement trends, interest rates, and other factors outside the City's direct control. The proposed budget uses conservative estimates to reduce the risk of relying on revenue that may not be realized during the fiscal year.

General Fund Expenditures and Fund Balance

The FY 2027 General Fund provides approximately $3.31 million for operating expenditures. Of that amount, approximately $1.84 million, or 56%, is dedicated to public safety, including the Police Department, Fire Department, and Code Enforcement.

General government expenditures are budgeted at approximately $1.06 million and support administration, finance, municipal court, permitting, elections, legal services, auditing, technology, and other citywide functions. Public Works expenditures are budgeted at approximately $411,315 for City maintenance, facilities, parks, and recreation.

In addition to operating expenditures, the General Fund provides $466,157 in transfers to support future capital, contingency, vehicle, equipment, Fire Department, and beautification needs. These transfers include:

- $222,657 for capital projects
- $108,500 for the General Contingency Fund
- $60,000 for vehicle replacement
- $50,000 for Fire Department replacement needs
- $20,000 for equipment replacement
- $5,000 for beautification

The General Fund anticipates approximately $3.99 million in total revenues and other financing sources and approximately $3.78 million in expenditures and other financing uses. Based on the corrected proposed property tax rate of $0.587817, the General Fund is projected to end FY 2027 with an increase in fund balance of approximately $216,401.

OFFICE OF THE CITY MANAGER

The proposed budget reflects the City's continued commitment to strengthening its financial position and preparing for future capital, equipment, and operational needs.

Budget Challenges and Unresolved Needs

While the FY 2027 Proposed Budget addresses several immediate priorities, the City continues to face needs that cannot be fully resolved within a single fiscal year. Future budgets will require continued attention to the following areas.

Water Infrastructure

Long-term water infrastructure improvements will be necessary as Richwood continues to develop. Projects of this scale cannot be supported through the annual operating budget alone. The City will continue evaluating financing options and pursuing grants and other outside funding opportunities to address these needs while limiting the financial impact on existing utility customers.

Streets and Drainage

The proposed budget significantly increases funding for street maintenance, with $313,000 allocated through the Transportation Fund. However, maintaining the City's streets and drainage system will require sustained investment over multiple years. Staff will continue prioritizing projects based on available resources and the areas of greatest need.

Vehicles and Equipment

The City depends on specialized vehicles and equipment to provide police, fire, public works, and utility services. Although the proposed budget increases contributions to replacement funds, current reserves will not immediately address every future replacement need. Developing a long-term replacement schedule and consistently funding those reserves will be essential to avoiding large, unplanned purchases.

Workforce Capacity

The proposed budget takes an important step toward supporting employee retention. However, the City must continue evaluating compensation, staffing levels, succession planning, training, and supervisory development to ensure departments have the capacity to maintain expected service levels as the community's needs grow.

Rising Utility Costs

Purchased water, wastewater treatment, system maintenance, engineering, and other utility expenses continue to increase. The City must balance the need for adequate revenue with the financial effect of utility rates on residents. Continued capital planning, preventative maintenance, and pursuit of outside funding will be necessary to preserve the reliability and affordability of the system.

The City cannot address every identified need at once. The proposed budget focuses available resources on the highest immediate priorities while establishing a stronger foundation for future capital, equipment, infrastructure, and workforce decisions.

OFFICE OF THE CITY MANAGER

Water and Sewer Fund Overview

The Water and Sewer Fund operates as an enterprise fund, meaning the cost of providing water, wastewater, and solid-waste services is supported primarily by charges paid by the customers who use those services.

For FY 2027, the fund anticipates approximately $3.31 million in operating revenue and $2.75 million in operating expenses. Operating revenue includes approximately $1.78 million from water services, $1.13 million from wastewater services, and $399,000 from solid-waste services.

The FY 2027 budget reflects the previously approved 5% adjustment to water and sewer rates. The adjustment is necessary to support increasing costs for purchased water, wastewater treatment, transmission services, system maintenance, engineering, personnel, and other operating requirements.

Brazosport Water Authority expenses are budgeted at approximately $451,177, an increase of more than $41,000 from the FY 2026 budget. Wastewater treatment costs are budgeted at $370,000, and the wastewater transmission-line lease is budgeted at $160,000.

The proposed budget also provides $210,000 for water-line maintenance, $115,000 for sewer-line maintenance, and $75,000 for water-system engineering. Annual transfers of $34,000 to the Inflow and Infiltration Fund and $22,000 to the Utility Capital Improvement Fund will continue.

The City must also prepare for the long-term infrastructure demands created by continued development. The proposed elevated water storage project is intended to maintain regulatory compliance, improve pressure and system reliability, and ensure sufficient capacity for future water connections. Because this project is not funded through the FY 2027 operating budget, the City is actively pursuing outside funding to limit the financial burden on current utility customers.

Maintaining a reliable utility system requires both investment in future infrastructure and consistent maintenance of the system already in place. The City will continue evaluating costs, rates, capital needs, and potential funding opportunities to provide dependable service while remaining mindful of affordability for our residents.

Conclusion

Every annual budget presents its own challenges and requires careful decisions about how limited resources can best serve the community. The FY 2027 Proposed Budget reflects the work of our departments to maintain essential services, address immediate priorities, and prepare more responsibly for future infrastructure, equipment, technology, and workforce needs.

I want to thank our department directors and employees for their thoughtful and resourceful participation in the budget process. Their knowledge of departmental operations and commitment to responsible stewardship were essential in developing a budget that responds to the City's needs while remaining mindful of its financial limitations.

I extend special thanks to Finance Director Tricia Ditto for her leadership and extensive work throughout the development of this budget. I also thank the Mayor and City Council for providing direction and carefully considering the priorities and financial decisions that will guide the City during the coming fiscal year.

Richwood continues to experience organizational change and growing service demands. Even when available resources do not allow every need to be addressed immediately, we remain committed to investing in our employees, maintaining reliable services, strengthening our infrastructure, and improving the way we serve our residents.

With respect, I submit the City of Richwood's Fiscal Year 2026–2027 Proposed Budget for your review and consideration.

Respectfully submitted,

K. Garcia

Kirsten Garcia, MPA, TRMC
City Manager
City of Richwood

CITY OF RICHWOOD
Fiscal Year 2026-2027
Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of $224,881 which is an 8.9 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is $36,874.

The members of the governing body voted on the budget as follows:

For:

Against:

Present and not Voting:

Absent:

Property Tax Rate Comparison

	2026-2027	**2025-2026**
Property Tax Rate:	$0.587817/100	$0.557993/100
No New Revenue Tax Rate:	$0.551818 /100	$0.544732/100
No New Revenue Maintenance & Operations Tax Rate:	$0.468128/100	$0.453091/100
Voter Approval Tax Rate:	$0.587817/100	$0.565874/100
Debt Rate:	$0.082239/100	$0.091641/100

Total debt obligation for CITY OF RICHWOOD secured by property taxes:
$ 447,739.

FY 2026-2027 BUDGET ORDINANCE - EXHIBIT A
City of Richwood
FY 2026-2027 Budget - 10/1/2026 - 9/30/2027
Consolidated Fund Summary

REVENUES & SOURCES OF FUNDS	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Major & Other Operating Funds					
General Fund	3,299,168	4,384,329	3,762,570	3,956,794	3,994,125
I&S Debt Service Fund	472,217	487,138	436,688	505,202	452,488
Crime Control & Prevention District Fund	165,804	182,187	181,138	180,000	168,000
Court Technology & Security Fund	3,733	2,977	1,998	8,000	6,000
Beautification Fund	20,746	21,055	20,145	20,100	20,550
Transportation Fund	922,718	331,513	1,027,429	320,000	323,000
Water & Sewer Fund	2,752,428	2,980,006	3,030,670	3,335,617	3,326,945
Subtotal	**7,636,814**	**8,389,205**	**8,460,638**	**8,325,713**	**8,291,108**
Contingency & Capital Reserve Funds					
Equip Replacement Fund	48,154	93,233	19,848	65,000	130,000
General Contingency Fund	312,895	344,098	362,661	276,325	108,500
Capital Improvement Fund					
Inflow & Infiltration (I&I Fund)	34,000	34,000	33,892	34,000	34,000
Utility Capital Improvement Project Fund	349,374	36,484	249,048	22,000	22,000
Subtotal	**682,872**	**398,638**	**665,449**	**450,828**	**294,500**
Total Revenues & Sources	**7,774,184**	**8,049,929**	**9,126,087**	**9,835,222**	**8,585,608**
EXPENDITURES & USES OF FUNDS					
Major & Other Operating Funds					
General Fund	3,185,977	3,332,879	4,553,615	4,597,246	3,777,724
I&S Debt Service Fund	499,018	489,268	455,989	455,439	448,288
Crime Control & Prevention District Fund	130,779	97,910	272,549	193,000	168,000
Court Technology & Security Funds	0	15,210	14,367	4,000	-23,000
Beautification Fund	21,200	15,459	10,908	13,600	24,600
Transportation Fund	76,062	1,976,408	371,474	1,004,000	343,000
Water & Sewer Fund	2,428,253	2,470,889	2,417,836	2,980,526	3,421,643
Subtotal	**6,341,289**	**8,398,023**	**8,096,738**	**9,247,811**	**8,160,255**
Contingency & Capital Reserve Funds					
Equip Replacement Fund	0	0	60,500	57,981	0
General Contingency Fund	0	0	882,774	0	0
Inflow & Infiltration (I&I Fund)	10,000	0	70,000	0	0
Utility Capital Improvement Project Fund	88,201	37,000	9,200	0	0
Subtotal	**157,920**	**37,000**	**1,022,474**	**65,000**	**0**
TOTAL EXPENDITURES & USES OF FUNDS	**6,499,209**	**8,435,023**	**9,119,212**	**9,312,811**	**8,16**

City of Richwood
Fiscal Year 2027 Approved Budget
October 1, 2026 - September 30, 2027
10 General Fund - Summary

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Revenue					
Taxes					
10.294103 Ad Valorem Taxes	1,956,110	2,150,964	2,321,958	2,527,644	2,752,525
10.294104 Delinquent Taxes	8,618	14,950	14,091	15,000	18,000
10.294105 Penalty & Interest	10,199	4,224	-18,706	15,000	7,000
10.294111 Franchise Taxes	196,836	174,926	175,187	196,000	174,000
10.294117 Sales Tax	640,036	695,053	691,726	710,000	675,000
Taxes	**2,811,799**	**3,040,117**	**3,184,256**	**3,463,644**	**3,626,525**
Licenses and permits	**89,523**	**72,835**	**79,141**	**81,150**	**65,000**
Intergovernmental revenue	**90,326**	**12,941**	**11,714**	**10,000**	**10,000**
Charges for services	**8,950**	**7,385**	**8,825**	**8,000**	**8,500**
Fines and forfeitures	**119,226**	**78,482**	**94,120**	**95,000**	**75,000**
Special Revenues	**8,024**	**3,361**	**217**	**0**	**0**
Interest	**91,081**	**94,575**	**64,961**	**55,000**	**30,000**
Miscellaneous revenue	**65,239**	**166,859**	**159,675**	**154,000**	**154,100**
Total Revenue	**3,284,168**	**3,476,555**	**3,602,909**	**3,866,794**	**3,969,125**
Expenditures					
General Government					
Administration	815,203	926,148	1,048,787	1,000,260	1,002,555
Judicial	87,142	74,619	29,900	30,929	27,787
Permitting & Inspections	34,408	30,961	31,130	35,500	28,500
Special Revenue Expenditures	0	495	425	1,500	1,500
Total General Government	**936,753**	**1,032,223**	**1,110,242**	**1,068,189**	**1,060,342**
Public Safety					
Police Department	1,181,376	1,159,499	1,293,701	1,390,022	1,380,628
Fire Department	334,465	342,844	325,192	391,464	368,080
Code Enforcement	53,410	83,309	85,076	93,433	91,202
Total Public Safety	**1,569,251**	**1,585,652**	**1,703,969**	**1,874,919**	**1,839,910**
Public Works					
City Maintenance	363,705	581,025	496,520	425,823	363,165
Parks & Recreation	44,486	50,974	70,739	53,038	48,150
Total Public Works	**408,191**	**631,999**	**567,259**	**478,861**	**411,315**
Total Emergency/Disaster	**0**	**1,016,702**	**77,139**	**0**	**0**
Total Expenditures	**2,914,195**	**4,266,576**	**3,458,609**	**3,421,969**	**3,311,567**
Other Financing Sources and Uses					

10 General Fund - Summary

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Sources	15,000	907,774	159,661	90,000	25,000
Uses	423,991	334,000	1,095,000	434,825	466,157
Total Other Financing Sources and Uses	**-408,991**	**573,774**	**-935,339**	**-344,825**	**-441,157**
Change in Fund Balance	**-39,018**	**-216,247**	**-791,039**	**100,000**	**216,401**

City of Richwood
Fiscal Year 2027 Approved Budget
October 1, 2026 - September 30, 2027
10 General Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Revenue					
Taxes					
294103 Ad Valorem Taxes	1,956,110	2,150,964	2,321,958	2,527,644	2,752,525
294104 Delinquent Taxes	8,618	14,950	14,091	15,000	18,000
294105 Penalty & Interest	10,199	4,224	-18,706	15,000	7,000
294111 Franchise Taxes	196,836	174,926	175,187	196,000	174,000
294117 Sales Tax	640,036	695,053	691,726	710,000	675,000
Total Taxes	**2,811,798**	**3,040,118**	**3,184,255**	**3,463,644**	**3,668,680**
Licenses and permits					
294106 Licenses & Permits	8,274	8,695	5,019	6,000	5,000
294107 Building Permits	81,169	63,996	74,072	75,000	60,000
294114 Animal Fines/Licenses	80	145	50	150	0
Total Licenses and permits	**89,523**	**72,835**	**79,141**	**81,150**	**65,000**
Intergovernmental revenue					
294113 Intergovernmental Rev	90,326	12,941	11,714	10,000	10,000
Total Intergovernmental revenue	**90,326**	**12,941**	**11,714**	**10,000**	**10,000**
Charges for services					
294118 Municipal Building Rentals	8,950	7,385	8,825	8,000	8,500
Total Charges for services	**8,950**	**7,385**	**8,825**	**8,000**	**8,500**
Fines and forfeitures					
294109 Municipal Court	119,226	78,482	94,120	95,000	75,000
Total Fines and forfeitures	**119,226**	**78,482**	**94,120**	**95,000**	**75,000**
Special Revenues					
054251 Revenues - Police Officer Training - LEOES	944	0	0	0	0
054252 Revenues - Accident, Police Report & Arrest Fees	30	45	217	0	0
054257 Revenues - Police outreach donations	7,050	0	0	0	0
604252 Revenues - Seizure & Forfeiture-non Section 59	0	3,316	0	0	0
Total Special Revenues	**8,024**	**3,361**	**217**	**0**	**0**
Interest					
294110 Interest Earnings	91,081	94,575	64,961	55,000	30,000
Total Interest	**91,081**	**94,575**	**64,961**	**55,000**	**30,000**
Miscellaneous revenue					
294108 Inspection Fees	30,335	34,975	35,455	35,000	31,000
294112 Miscellaneous Income	30,354	25,352	20,358	15,000	18,000
294121 Parks & Recreation - Park Pavillion Rentals	3,025	3,800	1,975	1,500	3,000
294126 Parks & Recreation - Sports Field Rental	1,525	1,400	500	1,000	600
294129 Ambulance fee revenue	0	101,332	101,387	101,500	101,500
Total Miscellaneous revenue	**65,239**	**166,859**	**159,675**	**154,000**	**154,100**
Total Revenue	**3,284,167**	**3,476,555**	**3,602,909**	**3,866,794**	**4,011,280**

10 General Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Expenditures					
General Government					
Administration					
015101 Administrative Expense	0	15,978	55	0	0
015103 Salaries & Wages	356,955	408,651	439,749	463,776	426,843
015104 Overtime	200	18,610	414	1,021	891
015105 Retirement	44,260	56,551	58,802	59,231	54,933
015107 Medicare	5,150	6,163	6,300	6,740	6,202
015109 Misc adjustment	0	0	1,145	0	0
015110 Workmen's Compensation Ins	2,521	3,922	4,328	3,154	3,235
015115 Hospitalization	47,136	78,941	83,295	72,239	87,598
015120 Unemployment Insurance	45	62	584	585	585
015125 Cellphone Allowance	1,620	1,620	2,588	2,730	4,200
015126 Vehicle Allowance	6,000	6,275	6,600	6,500	6,400
015130 Training & Travel	12,307	7,520	7,574	8,000	8,000
015175 Longevity Pay	0	0	0	1,220	1,095
015180 Certification Pay	0	788	900	975	900
015201 Food	5,639	3,936	2,477	3,000	3,000
015210 Office Supplies	3,689	3,339	3,965	5,000	4,000
015215 Custodial Supplies	725	0	899	1,000	1,500
015225 Books & Periodicals	275	553	422	500	500
015240 Expendable Operating Supplies	4,932	6,066	3,985	6,000	5,500
015310 Building & Grounds M&R	1,852	2,700	12,929	2,000	2,500
015320 Office Furniture/Fixture M&R	226	0	0	1,000	500
015341 Postage & Shipping	3,149	2,804	2,525	3,000	3,500
015410 Electricity	10,761	13,791	13,978	15,600	12,000
015420 Telephone	820	1,203	3,510	1,400	1,550
015430 Natural Gas	759	651	743	900	850
015510 Elections	5,564	0	4,844	4,000	6,000
015550 Information Technology Services	54,314	53,777	80,273	83,682	117,600
015556 Contractural Services - Taxes	14,607	21,410	20,425	14,000	14,000
015560 Engineering	8,023	13,608	71,899	13,000	12,000
015570 Attorney's Fees	39,317	36,966	27,981	40,000	30,000
015571 Settlement costs	0	0	28,333	28,333	28,333
015572 Economic Development	1,200	1,500	1,500	1,500	1,500
015580 Auditor's Fees	43,900	46,900	49,500	47,000	47,000
015595 Professional Services	5,380	8,070	0	0	0
015596 Administrative Fees - Benefits	0	0	1,073	1,000	1,000
015597 Administrative Fees - Payroll/HR	0	0	0	0	19,400
015610 Credit Card Discount Fees	1,207	2,222	2,313	2,000	2,000
015640 Insurance - Bldg/Liab/Bond	64,772	71,843	74,172	72,019	56,785
015660 Dues & Subscriptions	17,267	17,198	19,003	16,000	18,500
015685 Publishing & Advertising	7,536	5,173	4,313	5,000	5,500
015910 Office Equipment	2,973	2,176	2,704	3,500	[illegible]

10 General Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
015930 Equipment	35,569	0	0	0	0
015935 Operating Lease - Copier	4,554	5,180	2,686	3,655	3,655
Total Administration	**815,204**	**926,147**	**1,048,786**	**1,000,260**	**1,002,555**
Judicial					
065103 Salaries & Wages	53,399	40,499	7,172	7,200	7,200
065104 Overtime	67	0	0	0	0
065105 Retirement	6,157	4,819	523	446	446
065107 Medicare	768	587	112	549	104
065110 Workmen's Compensation Ins	520	468	48	40	43
065115 Hospitalization	9,526	10,177	120	0	0
065120 Unemployment Insurance	16	61	67	94	94
065130 Training & Travel	1,231	2,130	2,645	2,500	3,000
065180 Certification Pay	590	600	600	1,300	600
065210 Office Supplies	0	34	0	0	0
065225 Books & Periodicals	0	0	199	150	150
065240 Expendable Operating Supplies	0	0	32	0	700
065550 Information Technology Services	7,030	7,000	9,170	10,000	10,000
065565 Jury Expense	0	0	0	150	150
065570 Attorney's Fees	7,577	8,135	8,988	8,000	5,000
065660 Dues & Subscriptions	260	110	225	500	300
Total Judicial	**87,141**	**74,620**	**29,901**	**30,929**	**27,787**
Permitting & Inspections					
105101 Administrative Cost - Filing	0	0	0	0	1,000
105102 Contract Labor	34,021	30,729	31,130	35,000	27,000
105240 Expendable Operating Supplies	387	233	0	500	500
Total Permitting & Inspections	**34,408**	**30,962**	**31,130**	**35,500**	**28,500**
Special Revenue Expenditures					
055291 Expenditures - Police Training - LEOES	0	495	425	0	1,500
055292 Expenditures - Seizure & Forfeiture	0	0	0	1,500	0
Total Special Revenue Expenditures	**0**	**495**	**425**	**1,500**	**1,500**
Total General Government	**936,753**	**1,032,224**	**1,110,242**	**1,068,189**	**1,060,342**
Public Safety					
Police Department					
055103 Salaries & Wages	611,517	546,225	615,560	716,628	689,138
055104 Overtime	42,561	61,311	57,428	65,000	65,000
055105 Retirement	80,425	79,630	89,679	99,527	96,713
055107 Medicare	9,462	8,769	9,694	11,334	10,935
055110 Workmen's Compensation Ins	14,773	13,104	12,645	17,624	20,544
055115 Hospitalization	90,896	142,184	156,493	144,479	175,195
055120 Unemployment Insurance	106	142	1,226	1,170	1,170
055125 Cellphone Allowance	540	540	863	910	840
055130 Training & Travel	30	89	20	0	0
055175 Longevity	0	438	2,138	1,235	

10 General Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
055180 Certification Pay	6,263	4,788	4,163	6,825	8,700
055201 Food	709	529	573	1,000	1,000
055210 Office Supplies	884	1,286	1,480	1,200	1,200
055215 Custodial Supplies	107	77	4	150	150
055220 Tools	1,075	1,107	1,980	1,500	1,500
055230 Gas, Oil, & Lubricants	42,221	34,047	32,874	35,000	28,000
055240 Expendable Operating Supplies	3,381	2,164	1,336	2,300	2,300
055260 Emergency Management	247	100	0	500	500
055287 Community Outreach	5,312	6,140	0	0	0
055310 Building & Grounds M&R	105	1,070	0	0	0
055320 Office Furniture/Fixture M&R	402	379	0	400	0
055340 Vehicle M&R	30,433	21,875	48,364	25,000	30,000
055350 Radar M&R	0	265	0	0	0
055360 Radio M&R	3,681	4,194	3,420	5,500	5,500
055365 Other Equipment M&R	294	1,113	4,136	1,200	1,200
055420 Telephone	19,734	16,889	8,905	6,600	9,750
055540 Dispatch Services	132,251	128,584	160,216	160,216	160,216
055542 Jail Expense	184	0	19	2,500	500
055550 Information Technology Services	20,835	19,713	22,913	20,000	8,000
055558 Animal Control	40,000	40,000	40,754	40,000	40,000
055570 Attorney's Fees	3,318	0	0	1,000	1,000
055595 Professional Services/Testing	0	15	236	2,000	500
055630 Insurance - Motor Vehicles	6,935	4,898	4,792	4,792	6,305
055640 Insurance - Bldg/Liab/Bond	7,394	7,981	6,741	7,078	7,078
055660 Dues & Subscriptions	1,323	2,363	2,371	3,200	3,200
055685 Publishing & Advertising	0	0	489	500	0
055935 Operating Lease - Equipment	2,010	2,550	2,192	3,654	3,654
055940 Special Equipment	1,968	4,941	0	0	0
Total Police Department	**1,181,376**	**1,159,500**	**1,293,704**	**1,390,022**	**1,380,628**
Fire Department					
075106 Pension	15,800	15,600	16,000	21,000	11,600
075110 Workmen's Compensation Ins	2,961	2,278	2,733	2,323	2,530
075130 Training & Travel	4,049	4,948	4,020	3,000	3,000
075190 Uniforms	4,089	6,835	10,837	15,000	15,000
075201 Food	1,705	1,444	82	1,500	1,500
075210 Office Supplies	52	0	485	0	0
075220 Tools	21,150	34,803	1,724	10,000	10,000
075230 Gas, Oil, & Lubricants	4,628	2,531	1,954	3,000	2,000
075240 Expendable Operating Supplies	571	1,154	7,349	1,000	1,000
075310 Building & Grounds M&R	11,843	1,320	11,669	10,000	10,000
075340 Vehicle M&R	22,622	17,692	17,840	28,000	20,000
075360 Radio M&R	2,089	0	217	1,000	1,000
075365 Other Equipment M&R	11,649	9,941	3,505	10,000	10,000
075410 Electricity	1,854	1,945	2,609	3,000	

10 General Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
075420 Telephone	3,492	3,905	3,436	2,500	3,600
075430 Natural Gas	367	449	474	400	500
075550 Information Technology Services	435	0	0	0	0
075566 Contractural Services - Ambulance	153,244	158,311	165,120	177,569	178,000
075570 Attorney's Fees	220	0	0	0	0
075630 Insurance - Motor Vehicles	11,944	13,105	12,823	12,823	12,880
075640 Insurance - Bldg/Liab/Bond	11,339	25,867	24,436	25,137	18,858
075660 Dues & Subscriptions	9,756	7,759	5,168	6,500	6,500
075930 Equipment	5,893	243	0	25,000	25,000
075935 Capital Lease (Fire) - Principal	21,400	23,103	23,919	25,642	26,550
075936 Capital Lease (Fire) - Interest	11,312	9,609	8,794	7,070	6,162
Total Fire Department	**334,464**	**342,842**	**325,194**	**391,464**	**368,080**
Code Enforcement					
095101 Administrative Costs - Enforcement	0	0	0	0	5,000
095103 Salaries & Wages	39,045	53,238	56,557	60,559	53,864
095104 Overtime	0	1,138	0	0	0
095105 Retirement	4,407	7,080	7,454	7,713	6,906
095107 Medicare	523	788	810	878	781
095110 Workmen's Compensation Ins	0	400	458	472	540
095115 Hospitalization	8,027	15,290	16,684	14,448	17,520
095120 Unemployment Insurance	13	9	117	117	117
095125 Cellphone Allowance	0	0	0	910	840
095130 Training & Travel	625	857	171	2,000	500
095175 Longevity Pay	0	0	0	125	50
095190 Uniforms	0	0	0	0	200
095210 Office Supplies	0	0	0	500	250
095225 Books & Periodicals	0	66	0	500	500
095230 Gas, Oil, & Lubricants	342	1,169	902	900	500
095240 Expendable Operating Supplies	428	1,870	1,032	2,000	1,200
095340 Vehicle M&R	0	61	163	500	750
095341 Postage & Shipping	0	0	0	0	500
095570 Attorney's Fees	0	680	0	1,000	500
095630 Insurance - Motor Vehicles	0	522	511	511	384
095660 Dues & Subscriptions	0	141	217	300	300
Total Code Enforcement	**53,410**	**83,309**	**85,076**	**93,433**	**91,202**
Total Public Safety	**1,569,250**	**1,585,651**	**1,703,974**	**1,874,919**	**1,839,910**
Public Works					
City Maintenance					
025102 Contract Labor	0	1,920	0	0	0
025103 Salaries & Wages	67,014	81,536	126,094	130,129	144,394
025104 Overtime	4,867	9,829	11,327	7,500	7,500
025105 Retirement	8,770	11,901	18,110	17,556	19,522
025107 Medicare	1,016	1,302	1,767	1,996	2,202

10 General Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
025110 Workmen's Compensation Ins	1,918	2,530	5,416	3,312	1,724
025115 Hospitalization	18,258	36,084	48,321	43,344	52,559
025120 Unemployment Insurance	23	105	436	351	351
025130 Training & Travel	5	136	77	0	0
025175 Longevity Pay	0	0	0	500	500
025190 Uniforms	1,017	1,000	1,575	2,670	2,640
025201 Food	150	57	148	0	0
025210 Office Supplies	4	10	0	0	0
025215 Custodial Supplies	118	255	187	200	400
025220 Tools	1,867	2,468	2,251	3,000	3,000
025230 Gas, Oil, & Lubricants	8,248	7,007	4,218	3,500	6,400
025240 Expendable Operating Supplies	4,760	4,389	6,719	5,000	5,000
025245 Dump Charges	4,082	4,312	3,332	5,000	5,000
025270 Chemicals	2,434	6,885	6,139	7,000	7,000
025310 Building & Grounds M&R	10,667	37,633	126,526	35,000	30,000
025340 Vehicle M&R	14,782	7,062	1,843	1,500	1,500
025360 Radio M&R	360	360	360	360	360
025365 Other Equipment M&R	21,037	27,793	10,041	19,000	19,000
025376 Signs M&R	3,146	2,201	205	2,000	2,000
025410 Electricity	36,288	39,708	39,914	43,500	36,500
025420 Telephone	538	2,753	4,163	1,550	3,825
025430 Natural Gas	0	84	0	0	0
025630 Insurance - Motor Vehicles	2,754	3,495	3,703	2,946	2,801
025640 Insurance - Bldg/Liab/Bond	15,886	11,616	11,341	12,229	8,787
025660 Dues & Subscriptions	17	721	100	1,680	200
025685 Publishing & Advertising	0	0	1,573	0	0
025930 Equipment	133,680	275,873	60,635	75,000	0
Total City Maintenance	**363,706**	**581,025**	**496,521**	**425,823**	**363,165**
Parks and Recreation					
085215 Custodial Supplies	1,725	1,281	2,179	2,000	2,000
085220 Tools	536	1,156	776	750	600
085240 Expendable Operating Supplies	509	202	311	500	500
085270 Chemicals	1,325	2,348	2,228	2,000	2,000
085310 Building & Grounds M&R	10,283	18,524	40,105	20,000	20,000
085365 Other Equipment M&R	11,459	10,690	6,610	7,000	5,000
085410 Electricity	2,936	3,226	3,731	3,200	4,000
085630 Insurance - Motor Vehicles	551	602	589	589	560
085640 Insurance - Bldg/Liab/Bond	9,168	11,061	10,535	10,999	7,490
085851 Parks & Recreation	5,994	1,884	3,675	6,000	6,000
Total Parks & Recreation	**44,486**	**50,974**	**70,739**	**53,038**	**48,150**
Emergency/Disaster	**0**	**1,016,702**	**77,139**	**0**	**0**
Total Public Works	**408,192**	**1,648,701**	**644,399**	**478,861**	**411,315**
Total Expenditures	**2,914,195**	**4,266,576**	**3,458,615**	**3,421,969**	**3,31[illegible]**

10 General Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Other Financing Sources and Uses					
Sources					
974950 Transfer from Contingency	0	882,774	84,161	0	0
974960 Transfer from CCPD	15,000	25,000	15,000	15,000	0
974962 Transfer from Replacement Fund	0	0	60,500	75,000	0
974990 Transfer in	0	0	0	0	25,000
Total Sources	**15,000**	**907,774**	**159,661**	**90,000**	**25,000**
Uses					
985950 Contingency Fund	280,000	290,000	325,000	276,325	108,500
985960 Transfer to Capital Projects	0	0	0	0	222,657
985961 Transfer to Water/Sewer	0	0	0	88,500	
985962 Transfer to Replacement - Vehicles	20,000	20,000	30,000	30,000	60,000
985963 Transfer to Beautification	5,000	5,000	5,000	5,000	5,000
985964 Transfer to Transportation	50,000	0	700,000	0	
985965 Transfer to Replacement - Equipment	4,000	4,000	5,000	5,000	20,000
985967 Transfer to Replacement- Fire Dept	20,000	15,000	30,000	30,000	50,000
985968 Transfer to Court Security	6,243	0	0	0	0
985969 Transfer to Court Technology	5,096	0	0	0	0
Total Uses	**390,339**	**334,000**	**1,095,000**	**434,825**	**466,157**
Total Other Financing Sources and Uses	**-319,910**	**-408,991**	**573,774**	**-344,825**	**-441,157**
Total Change in Fund Balance	**50,062**	**-1,199,012**	**718,068**	**100,000**	**258,556**

City of Richwood
Fiscal Year 2027 Approved Budget
October 1, 2026 - September 30, 2027
15 Crime Control and Prevention

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Change in Fund Balance					
Revenue					
604117 Sales Tax	158,492	167,690	168,084	170,000	160,000
604110 Interest Earnings	6,192	14,497	13,054	10,000	8,000
604287 Police Outreach Donations	1,120	0	0	0	0
Total Revenue	**165,804**	**182,187**	**181,138**	**180,000**	**168,000**
Expenditures					
605130 Training & Travel	12,438	7,269	11,122	25,000	13,500
605190 Uniforms	6,624	6,305	9,096	15,000	14,500
605220 Tools	15,018	45,821	61,100	20,000	20,000
605287 Community Outreach	10,110	8,236	8,781	10,000	10,000
605920 Motor Vehicles	38,720	103,340	117,377	100,000	80,000
605930 Equipment	0	3,382	50,073	30,000	30,000
Total Expenditures	**82,910**	**174,353**	**257,549**	**200,000**	**168,000**
Other Financing Sources and Uses					
Sources					
974959 Transfer from Fund Balance	**0**	**0**	**0**	**0**	**0**
Uses					
975960 Transfer to General Fund	15,000	25,000	15,000	15,000	0
Total Uses	**15,000**	**25,000**	**15,000**	**15,000**	**0**
Total Change in Fund Balance	**67,894**	**-17,166**	**-91,411**	**-35,000**	**0**

City of Richwood
Fiscal Year 2027 Approved Budget
October 1, 2026 - September 30, 2027
17 Court Security & Technology

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Change in Fund Balance					
Revenue					
17.044253 Revenues - Court Security & Technology	3,733	2,977	1,998	8,000	6,000
Total Revenue	**3,733**	**2,977**	**1,998**	**8,000**	**6,000**
Expenditures					
17.045293 Expenditures - Court Security & Technology	12,419	9,578	14,367	4,000	4,000
Total Expenditures	**12,419**	**9,578**	**14,367**	**4,000**	**4,000**
Uses					
615965 Transfer Out	0	0	0	0	25,000
Total Uses	**0**	**0**	**0**	**0**	**25,000**
Total Change in Fund Balance	**-8,686**	**-6,601**	**-12,369**	**4,000**	**-23,000**

Fund 17 is now combined with Fund 18. Historical numbers shown are representative of both funds.

City of Richwood
Fiscal Year 2027 Approved Budget
October 1, 2026 - September 30, 2027
20 Beautification

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Change in Fund Balance					
Revenue					
614124 Beautification Revenues	15,531	14,955	14,352	14,500	13,750
614110 Interest Earnings	0	0	662	600	1,800
614112 Miscellaneous Income	215	1,100	131	0	0
Total Revenue	**15,746**	**16,055**	**15,145**	**15,100**	**15,550**
Expenditures					
615102 Contract Labor	8,925	4,500	6,000	7,000	10,000
615130 Training & Travel	1,529	172	59	500	2,000
615210 Office Supplies	37	32	73	100	100
615220 Tools	0	0	0	100	100
615240 Expendable Operating Supplies	1,319	1,805	2,618	3,200	2,200
615310 Building & Grounds M&R	0	720	1,576	6,000	6,000
615660 Dues & Subscriptions	941	881	200	200	1,000
615685 Publishing & Advertising	0	0	228	500	1,000
615695 Special Services - Miscellaneous	0	378	154	500	2,000
615930 Equipment	1,028	0	0	500	200
615950 Community Garden (line removed as of 2025)	1,680	1,552	0	0	Do not use
Total Expenditures	**15,459**	**10,040**	**10,908**	**18,600**	**24,600**
Other Financing Sources and Uses					
Sources					
974963 Transfer from General Fund	5,000	5,000	5,000	5,000	5,000
Total Sources	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**
Total Change in Fund Balance	**367**	**5,287**	**11,016**	**1,500**	**-4,050**

City of Richwood
Fiscal Year 2027 Approved Budget
October 1, 2026 - September 30, 2027
25 Transportation - Streets, Sidewalks & Drainage

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Change in Fund Balance					
Revenue					
404126 Sales Tax - Streets	160,009	173,763	172,931	170,000	160,000
404125 Transportation Fee	142,755	144,299	144,656	144,000	144,000
404110 Interest Earnings	23,366	13,451	9,842	6,000	19,000
Total Revenue	**326,130**	**331,513**	**327,429**	**320,000**	**323,000**
Expenditures					
405242 Contracts and Services	0	9,950	5,429	0	0
405380 Streets M&R	232,864	50,671	189,163	50,000	313,000
405382 Sidewalks M&R	3,615	0	0	0	0
405385 Drainage M&R	53,573	19,413	18,434	87,103	30,000
405915 Capital Expenditures - Streets	406,060	264,989	158,448	0	0
405916 Capital Expenditures - Sidewalks	374,374	0	0	0	
405917 Capital Expenditures - Drainage	423,276	0	0	0	
Total Expenditures	**1,493,762**	**345,023**	**371,474**	**137,103**	**343,000**
Other Financing Sources and Uses					
Sources					
404127 Transfer from General Fund	50,000	0	700,000	0	0
404128 Transfer from Bond Fund	546,588	0	0	0	Do not use
Total Sources	**596,588**	**0**	**700,000**	**0**	**0**
Total Other Financing Sources and Uses	**596,588**	**0**	**700,000**	**0**	**0**
Total Change in Fund Balance	**-571,044**	**-13,510**	**655,955**	**182,897**	**-20,000**

City of Richwood
Fiscal Year 2027 Approved Budget
October 1, 2026 - September 30, 2027
30 Water & Sewer Enterprise Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Change in Net Position					
Net Operating Income (Loss)					
Operating income					
Sewer Department					
304420 Sewer Fees	967,659	1,037,572	1,062,922	1,085,480	1,171,815
304421 Sewer Discounts	-19,575	-35,710	-37,516	-38,362	-44,023
304450 Sewer Taps	2,925	150	0	0	0
Total Sewer Department	**951,009**	**1,002,012**	**1,025,406**	**1,047,118**	**1,127,792**
Water Department					
304410 Water Fees	1,380,402	1,480,029	1,526,953	1,640,241	1,741,726
304411 Water Discounts	-20,378	-49,877	-52,898	-57,129	-64,533
304427 Utility Application Fee	0	6,800	6,700	6,900	9,760
304428 Credit Card Fee revenue	0	18,937	23,814	24,000	24,500
304430 Delinquent Charges	31,311	38,880	56,279	63,987	50,000
304440 Water Taps	4,025	13,025	7,135	5,000	11,000
304460 Reconnect Fees	5,575	14,145	14,244	16,000	10,000
304480 Miscellaneous Revenue	7,418	0	0	0	0
Total Water Department	**1,408,353**	**1,521,939**	**1,582,227**	**1,698,999**	**1,782,453**
Solid Waste Department					
304470 Garbage Receipts	340,643	373,321	399,162	398,000	399,000
Total Solid Waste Department	**340,643**	**373,321**	**399,162**	**398,000**	**399,000**
Total Operating income	**2,700,005**	**2,897,272**	**3,006,795**	**3,144,117**	**3,309,245**
Operating expense					
Sewer Department					
205103 Salaries & Wages	119,376	118,195	127,882	140,577	160,826
205104 Overtime	8,046	13,123	17,041	13,000	13,000
205105 Retirement	41,976	16,831	19,097	19,564	22,315
205107 Medicare	1,712	1,666	2,022	2,038	2,332
205110 Workmen's Compensation Ins	816	2,054	1,481	1,945	3,349
205115 Hospitalization	27,355	34,743	42,567	43,344	52,559
205120 Unemployment Insurance	36	117	513	350	351
205125 Cellphone Allowance	540	540	863	1,820	840
205130 Training & Travel	0	0	62	0	0
205175 Longevity Pay	0	0	0	350	375
205190 Uniforms	1,200	1,982	2,058	1,780	1,780
205210 SEWER Office Supplies	0	66	166	0	0
205230 SEWER Gas, Oil, & Lubricants	7,306	8,093	7,765	7,000	10,750

30 Water & Sewer Enterprise Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
205240 SEWER Expendable Operating Supplies	898	1,610	885	1,000	900
205270 SEWER Chemicals	0	814	0	1,000	500
205310 SEWER Building & Grounds M&R	541	45	227	1,000	2,000
205340 SEWER Vehicle M&R	3,640	7,050	4,543	4,000	4,000
205341 SEWER Postage & Shipping	4,097	4,759	5,321	5,000	5,500
205360 SEWER Radio M&R	540	540	540	540	540
205365 SEWER Other Equip M&R	12,568	3,694	299	8,800	8,800
205390 SEWER Line M&R	79,896	53,481	187,071	95,000	115,000
205505 SEWER Clute WWTP Operation	174,713	620,196	116,283	335,000	370,000
205506 Operating Lease - Clute (Transmission Line)	147,095	146,471	151,531	150,000	160,000
205595 SEWER Professional Services	10,516	0	2,386	0	0
205630 SEWER Vehicle Insurance	1,101	1,204	1,178	1,178	1,120
205640 SEWER Building/Liab Insurance	2,771	12,099	4,564	4,503	3,721
Total Sewer Department	**646,739**	**1,049,373**	**696,345**	**838,789**	**940,558**
Water Department					
215103 Salaries & Wages	150,270	174,332	219,778	242,253	243,620
215104 Overtime	12,869	29,686	16,583	12,000	12,000
215105 Retirement	21,498	40,262	38,516	32,422	32,853
215107 Medicare	2,444	2,995	3,439	3,513	3,532
215110 Workmen's Compensation Ins	1,918	3,218	2,819	3,108	1,995
215115 Hospitalization	26,790	33,936	53,914	57,792	70,078
215120 Unemployment Insurance	27	27	483	468	468
215125 Cellphone Allowance	0	0	840	0	840
215126 Vehicle Allowance	6,000	6,027	6,000	6,500	6,000
215130 Training & Travel	1,952	4,503	4,693	4,300	4,300
215175 Longevity Pay	0	0	0	840	375
215190 Uniforms	2,184	1,924	3,360	2,670	2,670
215201 WATER Food	217	125	467	300	300
215210 WATER Office Supplies	1,582	2,091	858	900	900
215215 WATER Custodial Supplies	0	0	135	0	0
215220 WATER Tools	3,406	6,826	10,889	6,000	6,000
215230 WATER Gas, Oil, & Lubricants	7,295	12,018	10,247	10,000	14,000
215240 WATER Expendable Operating Supplies	2,453	3,251	1,835	2,700	2,700
215270 WATER Chemicals	10,318	16,651	15,286	14,000	14,000
215310 WATER Building & Grounds M&R	1,248	22,136	2,013	7,000	6,000
215340 WATER Vehicle M&R	5,275	6,296	6,637	6,000	7,000
215341 WATER Postage & Shipping	4,112	4,834	5,374	5,500	5,500
215360 WATER Radio M&R	720	720	720	720	720
215365 WATER Other Equipment M&R	24,499	10,930	7,096	16,100	16,100
215390 Water Lines M&R	141,244	155,253	91,370	248,000	210,000
215410 WATER Electricity	45,320	69,029	76,324	80,000	70,000
215420 WATER Telephone	1,543	1,287	1,244	450	650

30 Water & Sewer Enterprise Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
215430 WATER Natural Gas	1,395	1,069	1,080	1,100	1,750
215550 WATER Information Technology Services	0	586	746	0	6,175
215560 WATER Engineering	0	86,619	31,205	25,000	75,000
215570 WATER Attorney's Fees	0	0	923	500	500
215595 WATER Professional Services	56,064	1,529	49,663	70,000	60,000
215610 Credit Card Fees	16,905	21,020	23,759	23,000	25,000
215630 WATER Insurance - Motor Vehicles	1,169	1,279	1,251	1,251	1,194
215640 WATER Insurance - Bldg/Liab/Bond	55,553	113,234	105,668	102,890	83,319
215660 WATER Dues & Subscriptions	2,752	11,744	9,090	10,600	10,600
215685 WATER Publishing & Advertising	0	0	214	400	400
215935 Operating Lease - Equipment	3,382	4,218	2,601	3,655	3,655
215995 Brazosport Water Authority	324,230	378,754	394,504	410,000	451,177
255995 Accretion - 2019B Premium	0	-12,115	-12,115	0	Done by audit
Total Water Department	**936,634**	**1,216,294**	**1,189,509**	**1,411,932**	**1,451,371**
Solid Waste Department					
225595 SOLID WASTE Professional Services	296,950	345,932	328,445	360,000	360,000
Total Solid Waste Department	**296,950**	**345,932**	**328,445**	**360,000**	**360,000**
Total Operating expense	**1,880,323**	**2,611,599**	**2,214,299**	**2,610,721**	**2,751,929**
Total Net Operating Income (Loss)	**819,682**	**285,673**	**792,496**	**533,396**	**557,316**
Non-Operating Items					
Non-operating income					
304110 Interest Earnings	1,182	10,949	18,046	12,000	15,000
304112 Miscellaneous Income	96	179	85	0	200
304123 Other Revenues	3,629	1,606	5,744	2,500	2,500
304500 Grants Revenue	10,516	0	0	0	0
974961 Transfer from General Fund	0	0	0	88,500	0
974965 Transfer from I&I Fund	0	70,000	0	0	0
974966 Transfer from Capital Improvements	37,000	0	0	88,500	0
Total Non-operating income	**52,423**	**82,734**	**23,875**	**191,500**	**17,700**
Non-operating expense					
215950 Contingency Fund	0	275	275	0	0
255961 Meter Capital Lease - Interest	5,501	5,608	0	0	0
255970 Series 2011 Tax & Rev CO Bonds - Principal	0	0	0	45,000	45,000
255971 Series 2011 Tax & Rev CO Bonds - Interest	16,727	15,171	13,615	11,865	10,114
255990 2004 CO Bond Fees	2,629	500	0	0	0
255991 Series 2004 - Interest	3,109	3,269	1,140	0	0
255992 Bond Insurance & Agent Fees	750	825	1,650	750	750
255993 Series 2019B Bonds - Principal	0	0	0	135,000	135,000
255994 Series 2019B - Interest	123,836	132,500	128,450	124,400	120,350
255997 Interest Expense - Subscriptions	1,907	2,568	2,297	2,600	2,500

30 Water & Sewer Enterprise Fund

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
255999 Accrued Interest Expense	-485	-1,133	110	0	0
305993 2011 CD Interest Expense	-2	0	0	0	0
305999 Depreciation	310,128	293,646	0	300,000	300,000
985962 Transfer to I & I Fund	34,000	34,000	34,000	34,000	34,000
985966 Transfer to Capital Improvements	22,000	30,833	22,000	22,000	22,000
985971 Transfer out	69,979	0	0	0	0
Total Non-operating expense	**590,079**	**518,062**	**203,537**	**675,615**	**669,714**
Total Non-Operating Items	**-537,656**	**-435,328**	**-179,662**	**-484,115**	**-652,014**
Add back Principal debt payments	**0**	**0**	**0**	**180,000**	**180,000**
Total Change in Net Position	**403,393**	**282,027**	**144,020**	**229,281**	**85,302**

City of Richwood
Fiscal Year 2027 Approved Budget
October 1, 2026 - September 30, 2027
40 General Obligation I&S

	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget
Change in Fund Balance					
Revenue					
Taxes					
504103 Ad Valorem Taxes	466,166	480,747	441,473	496,702	446,988
504104 Delinquent Taxes	1,978	3,519	3,153	3,000	3,000
504105 Penalty & Interest	2,370	308	-14,782	3,000	1,000
Total Taxes	**470,514**	**484,574**	**429,844**	**502,702**	**450,988**
Interest					
504110 Interest Earnings	1,203	2,564	6,844	2,500	1,500
Total Interest	**1,203**	**2,564**	**6,844**	**2,500**	**1,500**
Miscellaneous revenue					
504112 Miscellaneous Income	500	0	0	0	0
Total Miscellaneous revenue	**500**	**0**	**0**	**0**	**0**
Total Revenue	**472,217**	**487,138**	**436,688**	**505,202**	**452,488**
Expenditures					
505912 Bond Insurance & Agent Fees	2,000	2,550	2,550	2,550	2,550
505960 FNB City Hall - Principal	17,694	15,052	15,640	16,243	16,860
505961 FNB City Hall - Interest	-1,652	6,337	5,749	5,146	4,528
505970 Bond Principal - Series 2012	55,000	55,000	60,000	60,000	65,000
505980 Bond Interest - Series 2012	22,400	20,475	18,550	16,450	14,350
505985 Series 2011 - Principal	65,000	70,000	0	45,000	0
505992 Series 2011 - Interest	4,226	2,191	0	11,865	0
505993 Series 2019A GO Bonds Principle	140,000	140,000	140,000	140,000	140,000
505994 Series 2019A GO Bonds Interest	87,400	83,200	79,000	74,800	70,600
505995 Series 2021 GO Bonds Principle	45,000	45,000	85,000	85,000	90,000
505996 Series 2021 GO Bonds Interest	52,200	50,850	49,500	46,590	44,400
Total Expenditures	**489,268**	**490,655**	**455,989**	**503,644**	**448,288**
Total Change in Fund Balance	**-17,051**	**-3,517**	**-19,301**	**1,558**	**4,200**

ORDINANCE NO. 26-544

AN ORDINANCE OF THE CITY OF RICHWOOD, TEXAS, MAKING CERTAIN FINDINGS OF FACT REGARDING THE FILING OF A PROPOSED BUDGET FOR SAID CITY BY THE MAYOR THEREOF; ADOPTING A BUDGET FOR SAID CITY FOR THE FISCAL YEAR OCTOBER 1, 2026 - SEPTEMBER 30, 2027; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE FOR THIS ORDINANCE.

WHEREAS, on August 10, 2026, the City Manager of the City of Richwood submitted the proposed Budget for the City of Richwood Fiscal Year 2026-2027 to the City Council; and

WHEREAS, on August 10, 2026, the City Manager of the City of Richwood filed with the City Secretary the proposed Budget for the City of Richwood Fiscal Year ; and

WHEREAS, a public hearing on said budget was duly held on September 14, 2026, and all interested persons were given an opportunity to be heard for or against any item thereof.

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

SECTION 1. The City Council hereby adopts and approves the budget attached hereto as *Exhibit "A"* and incorporated herein by reference as the official budget of the City of Richwood for the fiscal year beginning October 1, 2026, and ending September 30, 2027. The amounts specified therein are hereby appropriated at the fund level.

SECTION 2. The City Manager shall cause copies of the adopted budget to be filed with the City Secretary and the County Clerk of Brazoria County, Texas, in compliance with Chapter 102 of the Texas Local Government Code.

SECTION 3. If any section, subsection, paragraph, sentence, clause, phrase, or provision of this Ordinance is held to be unconstitutional, void, or inoperative by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and all provisions not so held shall remain in full force and effect.

SECTION 4. This Ordinance shall be effective as of October 1, 2026

PASSED AND APPROVED on the first and final reading this 14th day of September 2026.

____
Michael Durham, Mayor

ATTEST:

____
Kirsten Garcia, City Secretary

ORDINANCE 26-545

AN ORDINANCE LEVYING AN AD VALOREM TAX FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT FOR THE CITY OF RICHWOOD, TEXAS, FOR THE FISCAL YEAR ; APPORTIONING THE LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN THE SAME SHALL BECOME DELINQUENT IF NOT PAID.

WHEREAS, City Council finds it necessary that an ordinance be passed by levying an ad valorem tax to provide for current expenditures and improvements for the City of Richwood, Texas, during fiscal year ; and

WHEREAS, City Council further finds that an ad valorem tax must be levied to provide for the payment of principal and interest on outstanding bonded indebtedness maturing in fiscal year ; and

WHEREAS, after due deliberation, study, and consideration of the proposed tax rate for fiscal year , City Council has determined that adoption of the rate is in the best interest of the taxpayers of the City, and it should be adopted in accordance with law

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

SECTION ONE. There is hereby levied and there shall be collected for the use, support and maintenance & operations of the General Fund of the City of Richwood, Texas and to provide interest & sinking funds to support the debt payments of the I&S Debt Service Fund of the City of Richwood for the Fiscal Year , a tax of $0.587817 on each one hundred ($100.00) dollars of assessed valuation upon all property, real and personal, and mixed, within the corporate limits of the City of Richwood subject to taxation, apportioned for the following specific purposes herein set forth;

a) For the current expenditures of the General Fund of the City of Richwood, Texas, and for the general use, support and improvement of the City and its property, there is hereby levied and ordered to be assessed and collected for the fiscal year on all property situated within the corporate limits of the City, and not exempt from taxation by law, an ad valorem tax rate of $0.505578 on each one hundred ($100.00) dollars valuation of such property, and

b) For the purpose of paying principal and interest payments of the I&S Debt Service Fund for each issue of tax supported debt of the City of Richwood, Texas, there is hereby levied and ordered to be assessed and collected for the fiscal year on all property situated within the corporate limits of the City and not exempt by law, an ad valorem tax rate of $0.082239 on each one hundred ($100.00) dollars of assessed valuation of such property.

SECTION TWO. In accordance with the provisions and requirements of Section 26.05 (b) of the Texas Tax Code, as amended, the City Council hereby states as follows:

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.4 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $29.33.

SECTION THREE. The ad valorem taxes levied under this ordinance shall be due October 1, 2026, and may be paid up to and including January 31, 2027, without penalty; but if not paid on or before January 31, 2027, shall immediately become delinquent on February 1, 2027, provided, however, in accordance with Section 31.03(a) of the Texas Tax Code, the ad valorem taxes due hereunder may, at the option of the tax payer, be paid in two payments without penalty or interest so long as the first payment of one-half of the taxes levied is paid before December 1, 2026, and the remaining one-half is paid before July 1, 2027.

SECTION FOUR. No discounts are authorized on property tax payments made prior to January 31, 2026.

SECTION FIVE. All taxes become a lien upon the property against which assessed and the designated City tax collector for the City is authorized and empowered to enforce the collection of such taxes according to the Constitution and Laws of the State of Texas an ordinances of the City, and shall by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest. All delinquent taxes shall bear interest and other charges from the date of delinquency as prescribed by state law.

PASSED AND APPROVED THIS THE 14TH DAY OF SEPTEMBER 2026 BY RECORD VOTE WITH THE FOLLOWING MOTION, "I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF $0.587817, WHICH IS EFFECTIVELY An 8.4 PERCENT INCREASE IN THE TAX RATE." MOTION WAS MADE BY COUNCIL MEMBER , MOTION SECONDED BY COUNCILMEMBER MOTION CARRIED THIS 14TH DAY OF SEPTEMBER 2026.

		Vote		
Name/Position	**Present**	**Aye**	**Nay**	**Abstain**
Randy Ryle, Position 1				
Mike Johnson, Position 2				
DuWayne Dunn, Position 3				
Kai York Position 4				
Stephen Scot Mayer, Position 5				

PASSED AND APPROVED on the first and final reading this 14th day of September 2026.

ATTEST:

LAURA TYNER	**MICHAEL DURHAM**
CITY SECRETARY	**MAYOR**

RICHWOOD
Texas

AGENDA MEMORANDUM

CONTACT: Kirsten Garcia, City Manager

SUBJECT: FundView Software Subscription Agreement

SUMMARY: Consider approval of the Software Subscription Agreement with Fund Accounting Solution Technologies, Inc. (FundView) for the City's new enterprise software system.

BACKGROUND INFORMATION: City Council previously provided direction to move forward with FundView as the City's new enterprise software solution. Since that time, staff has worked with FundView to finalize the proposed scope of services and implementation.
The agreement includes financial management, utility billing, municipal court, code enforcement, payment processing, and related software modules, along with implementation services, data migration, training, hosting, backups, software updates, and ongoing support.
The proposed agreement has an effective date of October 1, 2026. The initial subscription term extends through October 2027 and renews annually thereafter unless either party provides notice of non-renewal.

ISSUE: The Software Subscription Agreement has been submitted to the City Attorney for review. Staff recommends proceeding with formal Council approval based on Council's previous direction, with execution of the agreement subject to completion of legal review and resolution of any recommended revisions.

FISCAL IMPACT: The agreement includes annual subscription costs of $38,850 and one-time implementation and professional service costs of $39,250, for an initial total of $78,100.

RECOMMENDATION: Staff recommends approval of the Software Subscription Agreement with Fund Accounting Solution Technologies, Inc. (FundView) and authorization for the City Manager to execute the agreement and related documents, subject to final legal review and approval.

Thank you,

K. Garcia

Kirsten Garcia, MPA, TRMC

SOFTWARE SUBSCRIPTION AGREEMENT

This Software Subscription Agreement ("***Agreement***") is made as of the Effective Date (the "***Effective Date***") between Fund Accounting Solution Technologies, Inc., a Texas corporation ("Company"), and the City of Richwood, a Texas Municipality, ("Customer"). The Effective Date of this agreement is October 1st, 2026. This Agreement describes Customer's subscription for access to Software and payment for Services provided by Company. Company and Customer therefore agree as follows:

1) DEFINITIONS.

(a) "***Software Subscription***" means the software developed and delivered by Company provided to Customer as described in this Agreement.

(b) "***Government Authority***" means any governmental authority or court, tribunal, agency, department, commission, arbitrator, board, bureau, or instrumentality of the United States of America or any other country or territory, or domestic or foreign state, prefecture, province, commonwealth, city, county, municipality, territory, protectorate or possession.

(c) "***Law***" means all laws, statutes, ordinances, codes, regulations and other pronouncements having the effect of law of any Government Authority.

(d) "***Services***" means the Services Company provides to Customer as described in this Agreement.

(e) "***Software***" means the software described in this Agreement.

2) SERVICES. Company agrees to provide the Services as described in Addendum B.

3) SUBSCRIPTION.

(a) Scope. Company agrees to provide support for the Software listed in Addendum A of this Agreement. Both parties acknowledge that the Subscription Agreement covers support for both the Software products listed in Addendum A of this Agreement and for updates of the Software products. The Subscription agreement will provide support services as described in Addendum B of this Agreement.

(b) Updates. Company will install the Software in a hosted computer environment as described in Addendum A of this Agreement. Updates to the software, including new releases and fixes, will be managed by Company in the hosted environment.

4) DELIVERY. The Software and Services will be delivered as described in Addendums A & B to this agreement. Customer agrees that the Company Software consists of Company's trade secrets. Company shall retain all copyrights in the Company Software, whether published or unpublished. Company agrees that all data provided to Company for the Software ("Customer Data") shall remain the property of Customer. During the term of this Agreement, Customer may access and export Customer Data using the standard reporting and export functionality available within the Software. Company does not guarantee that all historical or legacy data fields will be available for export. Upon termination of the Agreement in good standing and payment of all outstanding amounts, Company will provide Customer with a one-time final export of Customer Data in a standard, commercially reasonable electronic format. Company is not obligated to provide Customer Data in customized, reformatted, reverse-engineered, or third-party specified structures unless agreed to in writing as Additional Services. Data extractions, transformations, historical reconstructions, or custom reporting requests are subject to fees based on Company's then-current professional services rates. Company does not warrant that Customer Data exports will be compatible with third-party systems, consultants, auditors, or analytical tools without additional configuration or professional services. Nothing in this Agreement shall be construed to require Company to provide direct database access, unrestricted query access, or operational access to third-party legacy systems during the Subscription Term.

5) OWNERSHIP AND TITLE. Customer agrees that Company possesses exclusive title to and ownership of the Company Software.

a) Customer agrees that Customer acquires neither ownership nor any other interest in the Company Software, except for the right to use the Company Software in accordance with the terms and conditions of this Agreement.

b) All rights not expressly granted to Customer in this Agreement are retained by Company.

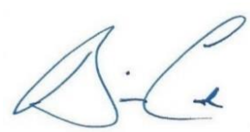
c) Customer agrees that Company Software including, but not limited to, systems designs, programs in source and/or object code format, applications, techniques, ideas, and/or know-how utilized and/or developed by Company are and shall remain the exclusive property of Company.

6) FEES. In consideration for Company performing all obligations under this Agreement, Customer agrees to pay Company as described in Addendum A & B of this agreement.

7) INVOICES AND TAXES. Upon execution of this agreement, Company will bill Customer for initial fees related to setup of the Customer data environment and services necessary to schedule and begin work on the implementation. These fees will be due upon receipt. Thereafter, Customer agrees to pay to Company fees owed under this Agreement within thirty (30) days after the date of Customer's receipt of an invoice (unless noted otherwise on the invoice). Any undisputed invoice amount not paid within thirty (30) days of the invoice due date shall be subject to a late fee equal to the greater of (i) one and one-half percent (1.5%) of the outstanding balance per thirty (30) day period, or (ii) Fifty Dollars ($50.00). Additional late fees shall continue to accrue for each subsequent thirty (30) day period, or portion thereof, that any balance remains unpaid until paid in full. Customer shall also be responsible for any reasonable costs of collection, including attorneys' fees and expenses, incurred by Provider in collecting overdue amounts. An invoice will contain the invoice number, invoice date, description of the transaction, total invoice amount with miscellaneous charges listed separately and payment terms consistent with and not additional to any provisions under this Agreement. To the extent that the transactions under this Agreement are subject to any sales, use, value added or any other taxes, payment of these taxes, if any, is Customer's responsibility. Company is liable for any and all taxes on any and all income it receives under this Agreement.

IN WITNESS WHEREOF, the parties execute this Agreement as of the Effective Date. Each person who signs this Agreement below represents that such person is fully authorized to sign this Agreement on behalf of the applicable party.

Company

By: 

Print Name: Brian G. Cook, CPA
Title: CEO

CUSTOMER

By:

Print Name:
Title:
Date:

ADDENDUM A
Subscription Agreement

A) Software Modules. The Software modules made available to Customer are those subscribed to by Customer as identified in an applicable order form, invoice, or account configuration.

General Ledger
Bank Reconciliation
Purchasing
Accounts Payable
Secure Signatures
Asset Management
Utility Billing
Utility Billing – Notifications
AMR Interface
Service Orders
Municipal Court
Warrant Console
Cash Receipting
CityCentral Payment Portal
FASTGovPay – Utility Billing
FASTGovPay – Municipal Court
Cash Receipting

All personnel (including but not limited to employees, contractors, sub-contractors, and part-time staff) of the Customer will be licensed to use any of the modules described in Addendum A of this Agreement.

1) Software.

a) Ownership of the software products, accompanying documentation and related materials, and any modifications and enhancements to such software products and any related interfaces shall remain with Company.

b) The software products covered by the subscription are not to perform functions or processing for subdivisions or entities that were not considered by Company at the time Company issued this Agreement.

c) Customer agrees that the software products, any modifications and enhancements and any related interfaces are proprietary to Company and are being developed as a trade secret at Company's expense. Customer agrees to keep the software products confidential and use its best efforts to prevent any misuse, unauthorized use or unauthorized disclosures by any party of any or all of the software products or accompanying documentation.

d) If Customer makes modifications to the software products, Company will not support or correct errors in the modified software products.

2) Escrow.

e) If requested by Customer, Company will maintain at Customer's expense an escrow agreement with an Escrow Services Company under which Company will place the source code of each major release. Customer will be invoiced the annual beneficiary fee by Company and is solely responsible for maintaining its status as a beneficiary.

3) Subscription Fees

a) The subscription fees listed below do not include any tax or other governmental impositions including, without limitation, sales, use or excise tax. All applicable sales tax, use tax or excise tax shall be paid by Customer and shall be paid over to the proper authorities by Company or reimbursed by Customer to Company any amounts on demand in the event that Company is responsible or demand is made on Company for the payment thereof. If tax-exempt, Customer must provide Company with Customer's tax-exempt number or form.

b) In the event of any disputed invoice, Customer shall provide written notice of such disputed invoice to Company. Such written notice shall be provided to Company within fifteen (15) days. An additional fifteen (15) days is allowed for the Customer to provide written clarification and details for the disputed invoice. Addresses for Company and Customer are as follows:

City of Richwood, TX
1800 N. Brazosport Blvd
Richwood, TX 77531

Fund Accounting Solution Technologies, Inc.
5225 S Loop 289
Suite 207
Lubbock, TX 79424

Company shall provide a written response to Customer that shall include either a justification of the invoice or an explanation of an adjustment to the invoice and an action plan that will outline the reasonable steps needed to be taken by Company and Customer to resolve any issues presented in Customer's notification to Company. Customer may withhold payment of only the amount actually in dispute until Company provides the required written response, and full payment shall be remitted to Company upon Company's completion of all material action steps required to remedy the disputed matter. Notwithstanding the foregoing sentence, if Company is unable to complete all material action steps required to remedy the disputed matter because Customer has not completed the action steps required of them, Customer shall remit full payment of the invoice.

c) Customer agrees to provide Company a designated recipient and related contact information for all invoices submitted by Company to Customer. Should that information change, Customer is responsible for providing the updated contact information to Company. Any invoice not disputed as described above shall be deemed accepted by the Customer. If payment of any invoice that is not disputed as described above is not made within forty (40) calendar days, Company reserves the right to suspend delivery of all subscription services under this Agreement. Service may be suspended without further notice on the 10th day after payment is due. Late payment fees shall be assessed in accordance with Section 7 of this Agreement.

4) Billing. Company will bill for service fees prior to work being performed to ensure commitment by both parties. Subscription fees will be billed at go-live date, with renewals as described below.

5) Payment.

a) Upon execution of this Agreement and commencement of implementation services, Customer agrees to the allocation and application of fees as described herein. In the event the Customer chooses to terminate this Agreement after the implementation process has commenced, the following refund terms will apply to any payments made for service fees as described in Billing above:

1. Any refund of pre-paid fees will be limited to the portion of funds remaining after deducting the total expenses incurred by Company up to the date of termination, including, but not limited to, costs associated with labor, resources, third-party services, and other implementation-related expenditures.
2. No refund will be issued if the total expenses incurred exceed the amount paid to date.

Customer acknowledges that certain components of the one-time service fees are non-refundable due to their nature as upfront investments for project setup and execution. By signing this Agreement, Customer confirms their understanding and acceptance of the above refund policy and agrees that such terms are reasonable and equitable based on the nature of the services provided.

b) Customer agrees to pay Company the Annual Subscription amount for licensing, support, and hosting services, as described below. The annual amount identified below will become due the first of the month of any year for which a subscription fee is being charged as described in Addendum A of this Agreement. Customer agrees to remit all payments via ACH using routing instructions provided by Company.

c) Support and services will be suspended whenever Customer's account is ten (10) calendar days overdue. Support and services will be reinstated when Customer's account is made current.

6) Customer-Caused Delays.

In the event action or inaction by the Customer causes a material delay in the implementation, training, data migration, or other activities necessary to achieve the initial planned go-live date, the Subscription Term shall nevertheless commence on the originally scheduled go-live date as defined in the implementation plan or project schedule initially agreed to by both parties.

A “material delay” shall include, but is not limited to, failure by the Customer to provide required data, access, personnel availability, timely approvals, or completion of prerequisite tasks. Company shall notify Customer in writing of any such material delay and identify the revised estimated completion timeline. Notwithstanding such delay, the Subscription Fee will become due and payable based on the initial planned go-live date, and the renewal cycle will be based upon that date.

7) Acceptance of the Software.

a) Within thirty (30) days after the software products have been installed and fully implemented by the Customer, Customer shall acknowledge their acceptance of the software products.

b) At its option, Customer may perform Customer's own defined internal validation process to test the Software to substantially comply with Company's needs for the Software products and functionality of the Software as demonstrated by Company. Completion and validation of compliance by such testing shall constitute Customer's acceptance.

c) Notwithstanding anything contrary herein, Customer's full time use of the software products for its intended purpose, shall constitute Customer's verification of the software products, without exception and for all purposes.

d) Verification or validation that the Software products substantially comply with Company's demonstration and any written commitment to Customer shall be final and conclusive except for latent defect, fraud, and such gross mistakes that amount to fraud and the operation of any provision of this Agreement which specifically survives verification. In the event said verification becomes other than final, or becomes inconclusive, pursuant to this paragraph, Customer's right and remedy against Company shall be to require Company to correct the cause thereof.

e) In the event that Customer does not provide written acknowledgement of acceptance within thirty (30) days of going live, and has not communicated in writing any outstanding issues or concerns related to the functionality or performance of the Software, Customer's continued access to or use of the Software will be deemed as full acceptance in accordance with the Agreement.

f) **Electronic Acceptance.** Customer acknowledges and agrees that acceptance of this Agreement by electronic means, including through a click-through interface or continued use of the Software, constitutes a legally binding agreement equivalent to a written signature.

8) Mutual Warranties. Each party represents, warrants and covenants to the other that:

(i) General. It: (a) is a company or municipality duly organized and validly existing and in good standing under the Laws of its jurisdiction of organization; (b) is qualified or licensed to do business and in good standing in every jurisdiction where qualification or licensing is required; and (c) has the corporate power and authority to negotiate, execute, deliver and perform its obligations under this Agreement.

(ii) Law Compliance. It complies with all applicable Laws.

9) Limited Warranty. Company represents that the Software will conform to meet all necessary requirements as demonstrated and represented to Customer. If the Software does not perform as represented, Company's obligation will be to use reasonable efforts, consistent with industry standards, to cure the defect. Should Company be unable to cure the defect or provide a replacement product, Customer must give written notice to Company of the nature of the unaccepted issues with the Software. If Company cannot resolve the issues to Customer's satisfaction within ninety (90) days of written notice, Company will refund any payments made by Customer for Subscription Fees within ten (10) days after the ninety (90) day resolution period and the Agreement will be Terminated for both Customer and Company. Company will return all Customer data to Customer and Customer will return all documentation and related materials to Company. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES. TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, ALL OTHER WARRANTIES, CONDITIONS AND

REPRESENTATIONS, WHETHER EXPRESS, IMPLIED OR VERBAL, STATUTORY OR OTHERWISE, AND WHETHER ARISING UNDER THIS AGREEMENT OR OTHERWISE ARE HEREBY EXCLUDED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

10) Limitation of Liability.

a) In the event that the software products are determined to infringe upon any existing United States patent copyright or trademark rights held by any other person or entity, Company shall defend and hold harmless Customer and its officers, agents and employees from any claim or proceedings brought against Customer and from any cost damages and expenses finally awarded against Customer which arise as a result of any claim that is based on an assertion that Customer's use of the software products under this Subscription Agreement constitutes an infringement of any United States patent, copyright or trademark provided that Customer notifies Company promptly of any such claim or proceeding and gives Company full and complete authority, information and assistance to defend such claim or proceeding and further provided that Company shall have sole control of the defense of any claim or proceeding and all negotiations for its compromise or settlement provided that Company shall consult with Customer regarding such defense. In the event that the software products are finally held to be infringing and its use by Customer is enjoined, Company shall, at its election; (1) procure for Customer the right to continue use of the software products; (2) modify or replace the software products so that it becomes non-infringing; or (3) if procurement of the right to use or modification or replacement cannot be completed by Company, terminate the subscription for the infringing software product, and upon termination, refund the subscription fees paid for the infringing software product as depreciated on a straight-line basis over a period of seven (7) years with such depreciation to commence on the execution of this Agreement. Company shall have no liability hereunder if Customer modified the software products in any manner without the prior written consent of Company and such modification is determined by a court of competent jurisdiction to be a contributing cause of the infringement or if the infringement would have been avoided by Customer's use of the most current revision of the software products. The foregoing states Company's entire liability and Customer's exclusive remedy with respect to any claims of infringement of any copyright, patent, trademark, or any property interest rights by the software products, any part thereof, or use thereof.

b) In no event shall Company be liable for special, indirect, incidental, consequential or exemplary damages, including without limitation any damages resulting from loss of use, loss of data, interruption of business activities or failure to realize savings arising out of or in connection with the use of the software products. Company's liability for damages arising out of this Agreement, whether based on a theory of contract or tort, including negligence and strict liability shall be limited to the Company subscription fees identified above. The subscription fees set forth below reflect and are set in reliance upon this allocation of risk and the exclusion of such damages as set forth in this Agreement.

11) Force Majeure. Any failure or delay by a party in the performance of its obligations under this Agreement is not a default or breach of the Agreement or a ground for termination under this Agreement to the extent the failure or delay is due to elements of nature or acts of God, acts of war, terrorism, riots, revolutions, or strikes or other factor beyond the reasonable control of a party (each, a "***Force Majeure Event***"). The party failing or delaying due to a Force Majeure Event agrees to give notice to the other party which describes the Force Majeure Event and includes a good faith estimate as to the impact of the Force Majeure Event upon its responsibilities under this Agreement, including, but not limited to, any scheduling changes. However, should any failure to perform or delay in performance due to a Force Majeure Event last longer than thirty (30) days, or should three (3) Force Majeure Events apply to the performance of a party during any calendar year, the party not subject to the Force Majeure Event may terminate this Agreement by notice to the party subject to the Force Majeure Event.

12) No Intended Third-Party Beneficiaries. This agreement is entered into solely for the benefit of Company and Customer. No third party shall be deemed a beneficiary of this agreement, and no third party shall have the right to make any claim or assert any right under this Agreement. Subject to the terms and conditions of this Agreement and during the Term, Company shall make the Subscription Service available to Customer solely for Customer's and its Affiliates' Users for internal business operations.

13) Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. Venue for any action brought under this Agreement shall be in Lubbock County, Texas.

14) Entire Agreement.

a) This Agreement and the functional description of the software products presented in Company's demonstration to Customer, will represent the entire agreement of Customer and Company with respect to the software products and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied, or statutory. Customer hereby acknowledges that in entering into this Agreement it did not rely on any representations or warranties other than those explicitly set forth in this Agreement and the functional description of the software products presented in Company's demonstration to Customer.

b) If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

c) Customer should return an executed copy of this Agreement to Company. If the Agreement is not returned to Company within thirty (30) days from the issue date, then such Agreement is subject to be voided and prices are subject to change.

15) Cancellation or Termination. In the event of cancellation or termination of this Agreement for any reason other than those contained in Section 7) Limited Warranty and Section 9) Force Majeure in Addendum A, Customer will make payment to Company for all software products, services and expenses delivered or incurred prior to the termination or cancellation of this Agreement. Upon receipt of all outstanding payments owed to Company by Customer, Company will provide Customer with a final extract of all of Customer's data, and access to the Hosted environment will then be terminated. Data extractions are subject to fees based on current market rates.

16) Approval of Governing Body. Customer represents and warrants to Company that this Agreement has been approved by its governing body and is a binding obligation upon Customer.

B) Subscription. Both parties acknowledge that this Subscription Agreement covers both Support for the Software listed on Addendum A of this Agreement and updates to the installed Software.

C) Term of Agreement. This Subscription Agreement is effective on October 1st, 2026, when executed by authorized representatives of Company and Customer, and shall terminate upon the last day of October 2027.

D) Minimum Term of Usage. Customer agrees to utilize all Software modules listed in Addendum A for a minimum period of one (1) year from the scheduled go live date. In the event that Customer does not wish to renew the Subscription Agreement following the initial one-year period, they must provide written notice of non-renewal in accordance with the terms set forth in Section D (1) of this Agreement. Early termination or discontinuation of any module prior to the end of the one-year period is not permitted unless mutually agreed upon in writing by both parties.

1) Subscription Renewal. The Annual Subscription Agreement will automatically renew for subsequent one-year terms unless either party gives the other party at least 60 (sixty days) prior written notice of its intent not to renew. Subsequent subscription terms will renew annually unless notice of non-renewal is provided in accordance with this Agreement. Company reserves the right to implement price changes of an Agreement's modules by giving written notice to Customer at least ninety days prior to subscription renewal; Customer agrees that it will accept subsequent price changes. The fees and the term of use for additional modules and services procured during an existing subscription term shall be set at then current Company pricing, unless otherwise agreed to by the parties.

2) Terms and Conditions for Updates of the Software.

a) Customer is hereby granted non-exclusive and nontransferable access and right to use the Software listed in Addendum A of this Agreement. Company agrees to extend and Customer agrees to accept a subscription subject to the terms and conditions contained herein for the Software. Company agrees to provide and install all updates to the Software in the hosted environment provided Customer is in good standing regarding payments for Subscription Fees and any Services billed by Company to Customer. The terms of this Agreement shall also apply to updates, and upgrades subsequently provided by Company to Customer for the Software. Company shall host the Software and may update the functionality, user interface, usability and other user documentation, training and educational information of, and relating to the Software from time to time in its sole discretion and in accordance with this Agreement as part of its ongoing mission to improve the Software and customers' use of the Software.

b) The Software listed in Addendum A is for use only for the benefit of Customer listed in this Agreement. The software products are not to perform functions or processing for subdivisions or entities that were not considered by Company when Company placed Customer in the categories listed on the cover of this Agreement.

c) Customer agrees that the Software is proprietary to Company and has been developed as a trade secret at Company's expense. Customer agrees to keep the software products confidential and use its best efforts to prevent any misuse, unauthorized use or unauthorized disclosures by any party of any or all of the software products or accompanying documentation.

d) If Customer has made modifications to the software products, Company will not support the modified software products, unless modifications were specifically authorized in writing by Company.

e) For as long as a current Subscription Agreement is in place, Company shall promptly correct any functions of the software products which fail to substantially comply with Company's documentation for the Software. If Customer has made modifications to the software products, Company will not make such corrections, unless modifications were specifically authorized in writing by Company.

3) Terms and Conditions for Support.

a) Company shall provide software related Customer support during standard support hours. Standard support hours are from 8:00am to 5:00pm Central Standard Time, Monday thru Friday, excluding holidays. Support requests may be initiated via Company's published support phone line, via e-mail to Company's support group, or via Company's instant-messaging support software during regular support hours. Company reserves the right to modify these support hours as Company sees fit in order to better serve its Customer. Assistance and support requests which require special assistance from Company's development group will be taken and directed by support personnel.

b) Company will maintain staff that is appropriately trained on the software products in order to render assistance, should it be required. Customer will ensure that their staff members are trained in their respective roles prior to receiving training or requesting software assistance from Company staff members. Company is not responsible for any inability to train or provide support to a Customer staff member who has not been trained or does not understand the requirements of their role in order to effectively use the software.

c) Company will provide Customer with all updates that Company may make to the then current version of the Software covered in this Agreement.

d) Company will make available appropriately trained personnel to provide Customer additional training, program changes, analysis, consultation, data recovery, non-coverage maintenance service, etc. Company shall provide Customer with on-line support through the use of desktop control software.

e) If a Customer decides to discontinue the Software Subscription and later chooses to reinstate the Software Subscription, the Customer will be required to pay the portion of annual Software Subscription dating back to the date when the Customer discontinued the Annual Software Subscription. Should Customer choose to reinstate the Software Subscription, Company agrees to install the then current version of the Software and related Customer data. These installation Services will be performed on a time and material basis at the current Company rates.

4) Hosting.

a) Company shall provide the Software to Customer in a hosted network environment accessible to Customer employees via an internet connection using MS Edge. Company supports Software access using versions of MS Edge currently supported by Microsoft. Company software may function using other browsers but are not supported.

Company will install the Software and Customer data on a network server providing secure access, high-speed performance, and a data backup plan as elements of the Subscription Agreement.

b) Company will maintain staff that is appropriately trained on the Hosted server in order to render assistance, should it be required.

c) Company will provide a data backup plan that will include scheduled backups, data redundancy, and off-site data storage.

d) Customer will access the hosted network environment via a reliable internet connection that provides a minimum 20Mbps download speed and 5Mbps upload speed. Company cannot be liable for software performance if Customer's internet connection speeds do not meet these minimum requirements. Customer will maintain updates to any third-party software required to access and use Company software via the secure internet connection.

5) Additional Services. The Services listed below are not included in the Subscription Agreement. These services may be provided at Company's discretion and may be billed on a time and materials basis. Customer will not be liable to pay for any Additional Services unless Company provides Customer with a detailed estimate for the Additional Services prior to Company expending any time and materials on Additional Services and Customer approves the estimate. If Company believes that it will exceed the estimate provided to Customer for Additional Services, Company must notify Customer in writing of the additional expenses before performing any Additional Services in excess of the estimate. Customer will not be liable to pay for any amount of Additional Services for which Company has not provided prior notice of cost and has not approved at Company's then current rates.

a) Changes to print programs. Company agrees to provide initial print programs for Customer as required for the Software modules described in Addendum A at no charge. After Acceptance of the Software as described in Addendum A of this Agreement, additional customer print programming may be subject to time and material Services fees at the then Company current billing rates for such Services.

b) Software modifications, excluding software updates.

c) Software Training. The scope of Training to be provided in this Agreement is defined in Addendum B.
d) Responding to problems caused by bad data.
e) Responding to problems caused by Customer hardware.
f) Responding to problems caused by operator error.
g) Responding to problems caused by software that is not Company software.
h) Responding to problems resulting from misuse, accidents, neglect, fire, or any other cause not within Company's reasonable control.
i) Changes made to the Company Software by someone other than Company personnel.
j) Responding to problems resulting from issues with Customers internet access

6) Limitations and Exclusions. The support and services of this Subscription Agreement do not include the following:
a) Support service does not include the customization of the software products and other consulting services, support of an operating system or hardware, or any support requested outside of normal business hours.
b) Customer understands that changes made by Company to the current version are for implementation in the installed Software products version as it exists without customization or Customer alteration.

7) Customer Responsibilities.
a) Customer shall provide, at no charge to Company, full and free access to the network, working space, adequate facilities, use of machines, features, or other equipment necessary to provide the specified support and maintenance service. Such environment requires the Customer to have email and Internet access. Customer shall provide phone lines, communications software specified by Company and all equipment necessary to use Company's on-line support. Customer will be responsible for all additional costs incurred to the extent such hardware and software does not conform to Company's specifications. The acquisitions of necessary hardware and software meeting the requirements then in effect shall be sole responsibility of the Customer.
b) Customer shall provide a designated email address (or subsequent email addresses as advised by Customer) for communication and notice purposes relating to this Agreement. Company may provide any and all notices, statements, and other communications to Customer through either e-mail, posting on the Service (or other electronic transmission) or by mail or express delivery service. Company recommends sending updated main and billing contact email addresses so that notices are reviewed promptly and not delayed due to the absence of one individual. In addition, Company may rely and act on all information and instructions provided to Company from the above-specified e-mail address.
c) Customer is responsible for all activities conducted under its User logins and for its Users' compliance with the Software Subscription Agreement. Customer shall not permit any third party to: (a) copy, translate, create a derivative work of, reverse engineer, reverse assemble, disassemble, or decompile the Service or any part thereof or otherwise attempt to discover any source code or modify the Service in any manner or form unless expressly allowed in the User Guide; (b) use unauthorized modified versions of the Service, including (without limitation) for the purpose of building a similar or competitive product or service or for the purpose of obtaining unauthorized access to the Service; (c) use the Service in a manner that is contrary to applicable law or in violation of any third party rights of privacy or intellectual property rights; (d) publish, post, upload or otherwise transmit Customer Data that contains any viruses, Trojan horses, worms, time bombs, corrupted files or other computer programming routines that are intended to damage, detrimentally interfere with, surreptitiously intercept or expropriate any systems, data, personal information or property of another; or (e) use or knowingly permit the use of any security testing tools in order to probe, scan or attempt to penetrate or ascertain the security of the Service.

d) Customer shall maintain a stable internet connection as prescribed by Company. This internet connection must provide a minimum 20Mbps download speed and 5Mbps upload speed. Company cannot be liable for software performance if Customer's internet connection speeds do not meet these minimum requirements. Company shall also use the connection to assist with problem diagnosis and resolution. Customer shall provide Company adequate remote access communication infrastructure to Customer's computing environment to enable Company technical services assistance.

e) Company uses Microsoft Word to launch printing of the integrated documents produced in the hosted software. If Customer desires to be able to edit standard documents included with the software or create new documents for use in document generation functions of the Company software, Customer will need to purchase or own a licensed copy of Microsoft Word. To receive support from Company for the document generation tools, the licensed copy of Microsoft Word must currently be supported by Microsoft.

f) All printers used by Customer to print documents and reports from the Software must have the most recent version of a currently supported Windows driver. Company supports only the Epson TM-T88V receipt printer. Other receipt printers may function with Company software but are not supported.

8) Non-Assignability. The Customer shall not have the right to assign or transfer its rights hereunder to any party.

A. Annual Subscription Costs

General Ledger	$4,500.00
Bank Reconciliation	1,750.00
Purchasing	4,000.00
Accounts Payable	3,000.00
Secure Signatures	1,500.00
Asset Management	4,000.00
Utility Billing	4,000.00
Service Orders	2,250.00
AMR Interface	1,750.00
Municipal Court	2,750.00
Warrant Console	750.00
Cash Receipting	1,500.00
Code Enforcement	2,000.00
CityCentral Portal	1,800.00
FASTGovPay - UB	750.00
FASTGovPay - CT	750.00
UB - Notifications	1,800.00
Total Subscriptions	$38,850.00

ADDENDUM B

Services Agreement

A) Services Provided. Company may provide the following professional services to Customer, as applicable based on Customer's subscription, implementation plan, or separately purchased services:

a) Training – Remote
b) Data Migration
c) FASTGovPay – Design/Config
d) AMR Interface Config/Test
d) Project Management
e) Data Center Setup/Config
f) Data Backup Config/Test

Training - Remote	
- General Ledger	$2,500.00
- Bank Reconciliation	1,250.00
- Purchasing	3,000.00
- Accounts Payable	1,750.00
- Secure Signatures	1,000.00
- Asset Management	3,000.00
- Utility Billing	2,750.00
- Service Orders	1,500.00
- AMR Interface	1,250.00
- Municipal Court	1,500.00
- Warrant Console	500.00
- Cash Receipting	1,000.00
- Code Enforcement	1,250.00
- FASTGovPay	1,000.00
- CityCentral Portal	1,000.00
- UB Notifications	500.00
Data Migration	
- General Ledger	2,500.00
- Accounts Payable	1,750.00
- Utility Billing	4,000.00
- Municipal Court	1,500.00
Data Center Setup/Config	500.00
Data Backup Config/Test	500.00
AMR Interface Config/Test	1,250.00
FASTGovPay - Des/Conf	500.00
Project Management	2,000.00
Total Services	$39,250.00

B) Professional Services Fees.

Services.
Remote Training, Data Migration, FASTGovPay Design & Configuration, AMR Interface Configuration & Testing, Project Management Services, Data Center Setup & Configuration, Data Backup Configuration & Testing will be delivered as described above and detailed below as determined by Customer and the Project Manager. If Customer adds new users to existing modules that Customer's staff was not previously trained on, the new users must receive training on each module they will access prior to using

the software. Should the Customer experience turnover or growth, Company will provide follow up training for any module for 50% of the then current rate for training fees per module. Payment for training must be received in full prior to activation of the new user. Training will be provided remotely under the terms as described below.

2) Training Environment. During remote training, Customer should be free of distractions and interruptions. If training is being conducted onsite at the Customer's location, the Customer is responsible for providing a productive environment to conduct training.

3) Rescheduling/Cancellation of Training. The Project Manager for Company will coordinate with Customer to schedule dates/times for training/go-live. If Customer has to reschedule or cancel a confirmed event, Customer will provide Company at least seventy-two hours notice of its intent to reschedule or cancel prior to the scheduled time. If Customer does not provide adequate notice or fails to attend for a scheduled event, Customer will be subject to a two hundred-fifty dollar ($250) penalty for the first occurrence and a five hundred dollar ($500) penalty for each subsequent occurrence.

4) Additional Services. Additional related services not listed above may be billed at Company's then current market rate for the service as they are incurred. Any services addressed under this area of the Agreement would be discussed with Customer prior to the Services being performed by Company. From time to time, Company may assist with the resolution of a payroll or accounting matter related to Customer's financial data. Customer acknowledges that the services provided should not be construed in any way as professional accounting or consulting advice and should not be relied upon as such. Customer is strongly encouraged to consult with their currently retained auditor to determine the proper course of action. Additional services provided beyond the scope of software support will be categorized as a billable event and will require a signed Service Level Agreement (SLA) detailing the work to be performed by each respective party and the fees to be paid in advance by Customer to Company for services rendered.

5) Limitation of Liability. Company shall not be liable for inaccurate data in Company's application software which is the result of inaccurate data migrated from the previous systems. Company's liability for damages arising out of this Agreement, whether based on a theory of contract or tort, including negligence and strict liability, shall be limited to any Data Migration Service fees paid to Company by Customer. The Service terms set forth above reflect and are set in reliance upon this allocation of risk and the exclusion of such damages as set forth in this Agreement.

6) Data Migration. Customer will provide data to be migrated to FUNDVIEW in a consumable format such as .csv, Excel, Access, or SQL database. Customer will also provide the related file definitions and record layouts. Following is a list of the modules of data to be migrated and the scope of services provided by Company:

Required:

1. Changes to chart of accounts, adopting Consolidated Cash, and related bank account consolidation require formal sign off by auditor and approval by council.

General Ledger –

1. Chart of accounts for all funds. *
2. Convert current year and prior year account balance history.
3. Current year budget and prior fiscal year budget.

Accounts Payable –

1. Vendor master file to include vendor name, address, taxpayer ID, and contact information
2. Current year summary 1099 balances as provided by the Customer.

Utility Billing -
1. The Customer will work with the Company to migrate data from the legacy system. Company team members will provide setup of all account types, service codes, rate tables, penalties, fees and related billing elements. The Customer will input customers, accounts, service addresses, services by account and meter information, which includes: meter number, serial number, meter size, meter make, meter model, endpoint ID, meter register type, utility type, meter technology, meter status, and meter read. The. The Company will work with the Customer to compare billings once accounts have been migrated to compare calculations and balances prior to go live.

Municipal Court -
1. Company will configure the Municipal Court software with the required Violation Codes, Fee Codes, Officers, and other data elements required to store, process and report on the related violations. Company staff will work with the Customer staff to show how historical violations are entered and confirm that staff understands this process. The staff of the Customer will then enter all historical citations/violations stored in the legacy system that are currently active.

Customer acknowledges that Company's data migration services are limited to the scope described herein. Company does not warrant that legacy system data will be preserved in its original reporting structure, nor that historical legacy data will be maintained in a format identical to the legacy system. Company does not provide or maintain operational access to third-party legacy systems unless expressly stated in writing.

** Changes to the Chart of Accounts from the legacy system to the current system should be discussed with Customer's auditor prior to implementing these changes in FUNDVIEW.*
*** Should Customer choose to invest in new meter systems and/or reading solutions, additional services and fees will be required by Company.*

AGENDA MEMORANDUM

CONTACT: Laura Tyner, City Secretary

SUBJECT: Appointment of members of the Charter Review Commission

SUMMARY: As per Charter, City Council shall appoint 5 citizens of the City to serve as the Charter Review Commission.

I received 5 applications and Council must appoint five citizens to the board.

Applicants are as follows:

1. **Bob Page**
2. **Elizabeth Cooper**
3. **Lauren LaCount**
4. **Nadia Nelson**
5. **Robert Robinson**

I request a motion to appoint all four applicants to the Charter Review Board.

BACKGROUND INFORMATION:

Charter States:

Section 11.12. **-** Charter Review Commission.

The City Council shall appoint each even numbered year, a Charter Review Commission of five citizens of the City.

(a) Duties of the Commission. It shall be the duty of such Charter Review Commission to:

1. Inquire into the operations of the City government under the Charter provisions and determine whether any such provisions require revision. To this end public hearings may be held and the Commission shall have the power to compel the attendance of any officer or employee of the City and to require the submission of any of the City records which it may deem necessary to the conduct of such hearing;

2. Propose any recommendations it may deem desirable to ensure compliance with the provisions of the Charter by the several departments of the City government;

3. Propose, if it deems desirable, amendments to this Charter to improve the effective application of said Charter to current conditions;

4. Report its finding and present its proposed amendments if any, to the City Council.

(b) Action by the City Council. The City Council shall receive and have published in a newspaper of general circulation in the City any report presented by the Charter Review Commission, shall consider any recommendations made, and if any amendments or amendment be presented as a part of such report may order such amendment or amendments to be submitted to the voters of the City in the manner provided by the applicable statute of the State of Texas.

(c) Term of office. The term of office of such Charter Review Commission shall be one year and, if during such term no report is presented to the City Council, then all records of the proceedings of such Commission shall be filed with the person performing the duties of City Secretary and shall become a public record.

Thank you,

Laura Tyner