



CITY COUNCIL MEETING AGENDA

Monday, September 08, 2025 at 6:00 PM

Richwood City Hall, 1800 Brazosport Blvd. N.

BE IT KNOWN THAT the City of Richwood City Council will meet Monday, September 8, 2025, 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
- IV. ROLL CALL OF COUNCIL MEMBERS
- V. PUBLIC COMMENTS
- VI. PRESENTATION

[A.](#) Center Point Energy update on service improvements.

[B.](#) Streets Master Plan, Strand Engineering

- VII. PROCLAMATION

[A.](#) VOW 22 Day, September 13, 2025

- VIII. CONSENT AGENDA

[A.](#) Budget Report, July 2025

[B.](#) Approval of minutes from regular meeting held August 11, 2025.

[C.](#) Approval of minutes from special meeting held August 19, 2025.

- IX. PUBLIC HEARING ON PROPOSED 2025-2026 BUDGET
- X. PUBLIC HEARING ON PROPOSED 2025-2026 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: \$0.535799 per \$100 of value

Tax bill at current rate: \$1339.50

Tax bill under proposed budget (\$0.586493): \$1466.23

Tax bill at the no-new-revenue rate of \$0.544732: \$1361.83

Difference between current and no-new-revenue rates: \$22.33

- XI. DISCUSSION AND ACTION ITEMS

- A. Discuss and consider adopting Ordinance 25-532, an ordinance appropriating adopting a budget for the fiscal year beginning October 1, 2025 and ending September 30, 2026.
- B. Discuss and consider Ordinance 25-533, 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 2025.
- C. Consider approval of a Resolution authorizing the City Manager to execute an Interlocal Agreement with Brazoria County, Angleton Drainage District, Velasco Drainage District, City of Lake Jackson, City of Clute, Town of Holiday Lakes, and Village of Bailey's Prairie for debris removal from Oyster Creek and Bastrop Bayou, as part of the USDA Natural Resources Conservation Service EWP Project No. 5118 and DSR 48-14-24-5118-002.
- D. Discuss and consider adopting Ordinance No. 25-531, amending exceptions as adopted by Ordinance No. 18-428 to modify base usage and amend fees for Recreational Vehicle (RV) Parks; repealing all ordinances in conflict; providing for a savings clause; and providing for an effective date.
- E. Discussion and possible action to call for a public hearing to consider whether the City should continue providing water and sewer service to an RV park located outside the city limits.
- F. Consider items removed from consent agenda

XII. ACTION AS A RESULT OF EXECUTIVE SESSION

XIII. CAPITAL IMPROVEMENT PROJECTS UPDATE

XIV. CITY MANAGER'S REPORT

XV. COUNCIL MEMBER COMMENTS & REPORTS

XVI. MAYOR'S REPORT

XVII. ITEMS OF COMMUNITY INTEREST

XVIII. FUTURE AGENDA ITEMS

XIX. 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, Kirsten Garcia, do hereby certify that I did, on September 2, 2025 at 5:00 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.

Kirsten Garcia, City Secretary
City of Richwood



AGENDA MEMORANDUM

CONTACT: ERIC FOERSTER

SUBJECT: INFORMATION-STORM PREPAREDNESS/IMPROVEMENTS

SUMMARY: Request from council on recent and expected improvements on service lines, poles, and self-healing breakers from CenterPoint- Robert Tinnin, Service Area Director.

BACKGROUND INFORMATION: CenterPoint here to talk about improvements in our service area.

ISSUE: Storm Preparedness

FISCAL IMPACT: None

RECOMMENDATION: Discussion



AGENDA MEMORANDUM

CONTACT: CLIF CUSTER

SUBJECT: STREETS MASTER PLANNING

SUMMARY:

Presentation by Jared Engelke regarding Richwood's developed Streets Master Plan.

BACKGROUND INFORMATION:

Streets Master Planning was approved by Council in the FY 25 Budget. Streets Master Planning is a tool used to assist Council with construction and maintenance prioritization, as well as presenting funding operations to perform maintenance and repair on Richwood's roads.

ISSUE:

None

FISCAL IMPACT:

None

RECOMMENDATION:

None

Proclamation

I, Michael Durham, by the authority vested in me as Mayor of the City of Richwood, Texas, do hereby proclaim

September 13, 2025

As

“VOW 22 Day”

Whereas, on September 13th, 2025, VOW 22 will be showing support and bringing awareness to Veteran suicide during their event in Lake Jackson, our neighboring city; and

Whereas, VOW 22 is a group of friends, families, and Veterans that have all been affected by Post-Traumatic Stress Disorder (PTSD) in some way; and

Whereas, according to the VA’s Suicide Data Report in 2012 there was a national average of 22 suicides per day, or 8,000 a year; and in response to this alarming statistic, the **VOW 22 program** was founded to raise awareness, provide outreach, and support veterans in crisis, with its name honoring the 22 veterans a day once believed lost to suicide; and

WHEREAS, the Department of Veterans Affairs’ most recent data show that in 2022, an average of **17 veterans died by suicide each day**, with a total of **6,407 lives lost** that year—reflecting progress, but still a devastating toll; and

WHEREAS, it is our solemn duty to honor the memory of those lost, support the families left behind, and strengthen resources for all who have served our nation.

Now Therefore, We the Mayor and the City Council of the City of Richwood do hereby proclaim September 13th, 2025, as “VOW 22 Day”, in the City of Richwood, Texas.

In Testimony whereof, witness my hand and the seal of the City of Richwood, this 8th day of September, A.D. 2025.

Michael Durham, Mayor
City of Richwood



AGENDA MEMORANDUM – SEPTEMBER 10, 2025
ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director
SUBJECT: Monthly Budget Summary Report
SUMMARY: Receive and/or approve the July 2025 Budget Report
BACKGROUND INFORMATION:

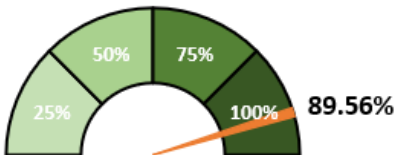
The information provided is for the FY 2024-2025 budget period, month ending July 31, 2025. This summary highlights several key points related to the current month’s activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

DISCUSSION:

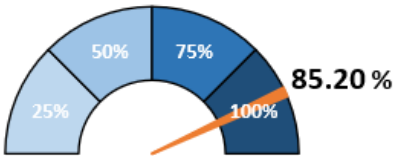
Attached is the budget report for July 2025, which is the tenth month of Fiscal Year 2025. 83.3% of the year has passed. The report reflects the original budget as approved for FY25 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *This budget report is a preliminary report reflecting current year-to-date figures that are unaudited and may be adjusted at a future time.*

10-General Fund

As of July 31, 2025, General Fund revenues total \$3,283,876. General Fund expenditures total \$2,962,062.



General Fund Revenue as % of Budget



General Fund Expenditures as % of Budget

Revenue (GF)

Total Revenue collected in the General fund is 89.56% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of July is \$2,307,350, 95.62% 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.

City of Richwood

TEXAS

- Sales Tax revenue received in July was earned in May. Sales tax is received 2 months after it is earned. The revenue received in October and November 2024 was posted to revenue in FY24. Accordingly, the revenue earned in August and September 2025, will be posted as revenue for FY25 even though it will not be received by the city until October and November. Therefore, we have eight month of Sales Tax revenue showing. We are ahead of last year by \$29,550 in General Fund.

MONTH RECEIVED	FY 2023				FY 2024				FY 2025			
	GENERAL FUND	TRANS FUND	CCPD	TOTAL	GENERAL FUND	TRANS FUND	CCPD	TOTAL	GENERAL FUND	TRANS FUND	CCPD	TOTAL
DEC	44,369.52	11,092.39	10,760.96	66,222.87	50,390.06	12,597.52	12,174.92	75,162.50	63,965.34	15,991.34	15,454.48	95,411.16
JAN	52,644.29	13,161.07	12,957.41	78,762.77	51,357.01	12,839.25	12,379.34	76,575.60	60,852.21	15,213.05	14,755.29	90,820.55
FEB	55,858.64	13,964.65	13,634.73	83,458.02	62,500.92	15,625.23	15,222.16	93,348.31	65,052.40	16,263.10	15,706.32	97,021.82
MAR	56,308.72	14,077.18	13,767.76	84,153.66	47,160.51	11,383.28	11,790.13	70,333.92	54,904.86	13,726.22	15,454.48	84,085.56
APR	51,255.32	12,813.83	12,475.55	76,544.70	53,116.00	13,279.00	12,889.00	79,284.00	53,365.40	13,341.35	12,795.21	79,501.96
MAY	58,663.20	14,665.80	14,074.45	87,403.45	60,982.24	15,245.56	14,768.02	90,995.82	61,002.35	15,250.59	14,690.90	90,943.84
JUN	47,805.40	11,951.34	11,489.95	71,246.69	59,244.38	14,811.10	14,220.19	88,275.67	54,327.00	13,582.00	13,210.00	81,119.00
JUL	56,403.73	14,100.94	13,673.07	84,177.74	58,811.21	14,702.80	14,080.90	87,594.91	59,642.15	14,910.54	14,590.19	89,142.88
AUG	55,897.00	13,974.00	13,604.00	83,475.00	60,287.46	15,071.86	14,348.07	89,707.39				0.00
SEPT	50,036.00	12,509.00	15,295.00	77,840.00	83,755.58	20,943.90	20,354.70	125,054.18				0.00
OCT*	67,678.00	16,919.00	16,418.00	101,015.00	63,965.34	15,991.34	15,454.48	95,411.16				0.00
NOV*	43,116.91	10,779.23	10,341.29	64,237.43	60,852.21	15,213.05	14,755.29	90,820.55				0.00
YEAR TOTAL	640,036.73	160,008.43	158,492.17	958,537.33	712,422.92	177,703.89	172,437.20	1,062,564.01	473,111.71	118,278.19	116,656.87	708,046.77

- Permits and Licenses revenues total \$6,637 this month for a total of \$65,724. This is compared to \$58,446 collected at this time last year.
- Inspection fees collected are \$29,825 year to date. Of this amount, \$25,595 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of July is \$10,861, \$76,235 to date. This compares to \$70,410 at this time last year.
- Interest revenue is \$6,026 this month for a total of \$53,259 to date.
- The Ambulance fee collected year to date is \$84,489.

Expenditures (GF)

Expenditures in the General Fund are currently shown at \$2,962,062, 85.20% of budget. There are line items showing as over budget. At year end, this will be analyzed, and any remaining overages will be included in a Budget Amendment. If a department has lines that are over, but their department is within allocations, there is no need to make a budget amendment for that department.

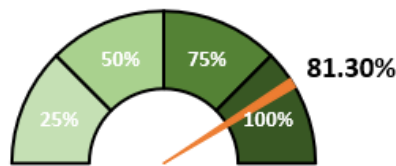


Transfers (GF)

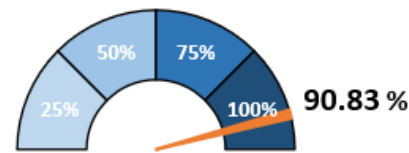
Interfund transfers have been completed. The budget shows additional transfers coming from the General Fund fund balance, but this is not a transfer that happens until year end.

30-Water, Sewer, and Solid Waste Fund

Operating Revenues in July total \$2,488,783 year to date. Operating expenses are \$2,162,508.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

- One water impact fee was collected during the month of July, in the amount of \$9.700, which is held in Fund 32 Utility Capital Improvement.
- Sewer Maintenance and Repair currently show as over budget due to the replacement of LS #6 Force Main. This was approved by council and will come as a budget amendment at year end.

RECOMMENDATION: Council approve July 2025 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood
Fiscal Year 2025 Operational Budget Report
10/1/2024 -07/31/2025

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							83.3% of year
Taxes	2,737,622.22	92,226.33	2,922,794.84	3,258,935.00	3,258,935.00	336,140.16	89.69%
Property taxes, including delinquent & penalties	2,146,302.74	22,052.71	2,307,350.14	2,412,935.00	2,412,935.00		95.62%
Franchise Taxes	147,756.77	10,531.47	142,333.37	196,000.00	196,000.00		72.62%
Sales Tax	443,562.71	59,642.15	473,111.33	650,000.00	650,000.00		72.79%
Licenses and permits	58,446.14	6,636.52	65,724.28	75,150.00	75,150.00	9,425.72	87.46%
Intergovernmental revenue	11,568.92	0.00	11,556.91	10,000.00	10,000.00	(1,556.91)	Ahead of Budget
Charges for services - Municipal Bldg Rental	6,535.00	900.00	6,900.00	7,000.00	7,000.00	100.00	98.57%
Municipal Court Revenue	70,409.69	10,861.29	76,235.36	110,000.00	110,000.00	33,764.64	69.30%
Special Revenues	8,185.75	5.83	5,406.78	1,050.00	1,050.00	(4,356.78)	Ahead of Budget
Interest	79,471.23	6,025.66	53,259.29	55,000.00	55,000.00	1,740.71	96.84%
Miscellaneous revenue	132,857.92	12,203.45	141,998.96	149,400.00	149,400.00	7,401.04	95.05%
Inspection Fees	29,590.00	2,685.00	29,825.00	30,000.00	30,000.00		
Miscellaneous Income	14,491.32	605.45	25,485.43	13,000.00	13,000.00		
Parks & Recreation - Park Pavillion Rentals	3,350.00	450.00	1,700.00	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	1,000.00	0.00	500.00	1,400.00	1,400.00		
Ambulance Fee Revenue	84,426.60	8,463.00	84,488.53	101,500.00	101,500.00		
Total Revenue	3,105,096.87	128,859.08	3,283,876.42	3,666,535.00	3,666,535.00	382,658.58	89.56%
Expenditures							
General Government Administration							
Personnel & Benefits	487,345.40	46,720.01	496,975.66	599,119.00	599,119.00	102,143.34	82.95%
Supplies	11,843.74	507.45	10,590.35	19,500.00	19,500.00	8,909.65	54.31%
Maintenance & Repair	4,991.46	199.00	14,050.06	16,480.00	16,480.00	2,429.94	85.26%
Utilities	12,384.83	1,438.76	15,404.00	15,300.00	15,300.00	(104.00)	Over Budget
Professional Services	158,135.15	18,531.91	228,150.15	402,062.00	402,062.00	173,911.85	56.75%
Other Services	94,668.66	7,300.21	95,795.59	107,351.00	107,351.00	11,555.41	89.24%
Capital Equipment	5,707.09	152.28	2,871.78	7,155.00	7,155.00	4,283.22	40.14%
Total Administration	775,076.33	74,849.62	863,837.59	1,166,967.00	1,166,967.00	303,129.41	74.02%
Judicial							
Personnel & Benefits	53,463.57	666.66	10,010.61	10,501.00	10,501.00	490.39	95.33%
Supplies	0.00	0.00	230.24	300.00	300.00	69.76	76.75%
Professional Services	14,550.00	2,910.00	15,927.50	18,950.00	18,950.00	3,022.50	84.05%
Other Services	110.00	0.00	224.50	500.00	500.00	275.50	44.90%
Total Judicial	68,123.57	3,576.66	26,392.85	30,251.00	30,251.00	3,858.15	87.25%
Permitting & Inspections							
Personnel & Benefits	24,538.00	2,580.00	25,595.00	35,000.00	35,000.00	9,405.00	73.13%
Supplies	232.57	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Permitting & Inspections	24,770.57	2,580.00	25,595.00	36,000.00	36,000.00	10,405.00	71.10%
Special Revenue Expenditures							
Supplies	495.00	0.00	425.00	1,500.00	1,500.00	1,075.00	28.33%
Total Special Revenue Expenditures	495.00	0.00	425.00	1,500.00	1,500.00	1,075.00	28.33%
Total General Government	868,465.47	81,006.28	916,250.44	1,234,718.00	1,234,718.00	318,467.56	74.21%
Public Safety							
Police Department							
Personnel & Benefits	693,228.86	69,807.03	771,567.72	960,447.00	960,447.00	188,879.28	80.33%
Supplies	37,779.72	0.00	35,475.16	46,700.00	46,700.00	11,224.84	75.96%
Maintenance & Repair	27,696.18	460.52	40,667.80	24,100.00	24,100.00	(16,567.80)	Over Budget
Utilities	14,698.63	806.15	7,292.15	19,500.00	19,500.00	12,207.85	37.40%
Professional Services	156,166.19	40,808.47	221,544.92	228,716.00	228,716.00	7,171.08	96.86%
Other Services	15,131.76	0.00	14,392.86	15,213.00	15,213.00	820.14	94.61%
Capital Equipment	6,998.60	304.54	3,553.80	1,827.00	1,827.00	(1,726.80)	Over Budget
Total Police Department	951,699.94	112,186.71	1,094,494.41	1,296,503.00	1,296,503.00	202,008.59	84.42%
Fire Department							
Personnel & Benefits	22,351.42	0.00	23,068.14	42,200.00	42,200.00	19,131.86	54.66%
Supplies	5,648.13	0.00	8,732.35	18,000.00	18,000.00	9,267.65	48.51%
Maintenance & Repair	23,749.62	2,563.99	23,006.65	47,000.00	47,000.00	23,993.35	48.95%
Utilities	4,888.72	649.06	5,478.49	6,150.00	6,150.00	671.51	89.08%
Professional Services	38,311.00	0.00	165,120.00	160,000.00	160,000.00	(5,120.00)	Over Budget

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	Percentage
Other Services	45,746.78	0.00	42,543.52	50,646.00	50,646.00	8,102.48	84.00%
Capital Equipment	32,954.89	0.00	32,712.17	59,712.00	59,712.00	26,999.83	54.78%
Total Fire Department	173,650.56	3,213.05	300,661.32	383,708.00	383,708.00	83,046.68	78.36%
Code Enforcement							
Personnel & Benefits	62,322.26	6,278.07	66,450.80	82,559.00	82,559.00	16,108.20	80.49%
Supplies	2,725.75	50.00	1,636.73	6,200.00	6,200.00	4,563.27	26.40%
Maintenance & Repair	60.75	152.95	163.20	1,000.00	1,000.00		
Professional Services	680.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	662.97	0.00	702.59	809.00	809.00	106.41	86.85%
Total Code Enforcement	66,451.73	6,481.02	68,953.32	91,568.00	91,568.00	21,777.88	75.30%
Total Public Safety	1,191,802.23	121,880.78	1,464,109.05	1,771,779.00	1,771,779.00	307,669.95	82.63%
Public Works							
City Maintenance							
Personnel & Benefits	106,201.72	17,416.20	176,185.55	209,482.00	209,482.00	33,296.45	84.11%
Supplies	21,819.72	1,153.43	18,962.54	21,700.00	21,700.00	2,737.46	87.38%
Maintenance & Repair	67,629.13	17,981.82	131,230.94	56,860.00	56,860.00	(74,370.94)	Over Budget
Utilities	35,110.70	3,348.55	37,499.68	42,130.00	42,130.00	4,630.32	89.01%
Other Services	15,551.64	0.00	16,716.78	19,774.00	19,774.00	3,057.22	84.54%
Capital Equipment	271,096.80	0.00	60,635.16	65,000.00	65,000.00	4,364.84	93.28%
Total City Maintenance	517,409.71	39,900.00	441,230.65	414,946.00	414,946.00	(26,284.65)	Over Budget
Parks and Recreation							
Supplies	4,093.77	224.24	4,338.28	4,800.00	4,800.00	461.72	90.38%
Maintenance & Repair	25,834.51	842.07	41,086.87	27,000.00	27,000.00	(14,086.87)	Over Budget
Utilities	2,807.71	449.68	3,108.61	3,600.00	3,600.00	491.39	86.35%
Other Services	13,546.81	0.00	14,799.15	19,568.00	19,568.00	4,768.85	75.63%
Total Parks and Recreation	46,282.80	1,515.99	63,332.91	54,968.00	54,968.00	(8,364.91)	Over Budget
Emergency/Disaster							
Personnel & Benefits	26,112.50	0.00	9,000.00	0.00	0.00	(9,000.00)	
Supplies	1,764.37	0.00	3,825.00	0.00	0.00	(3,825.00)	
Maintenance & Repair	2,484.51	0.00	61,413.57	0.00	0.00	(61,413.57)	
Professional Services	0.00	0.00	2,900.00	0.00	0.00	(2,900.00)	
Total Emergency/Disaster	30,361.38	0.00	77,138.57	0.00	0.00	(77,138.57)	Over Budget
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	2,654,321.59	244,303.05	2,962,061.62	3,476,411.00	3,476,411.00	514,349.38	85.20%
Other Financing Sources and Uses							
Sources							
Transfers In	25,000.00	0.00	159,661.25	980,000.00	980,000.00	820,338.75	100.00%
Total Sources	25,000.00	0.00	159,661.25	980,000.00	980,000.00	820,338.75	16.29%
Uses							
Transfers Out	334,000.00	0.00	395,000.00	1,095,000.00	1,095,000.00	700,000.00	36.07%
Total Uses	334,000.00	0.00	395,000.00	1,095,000.00	1,095,000.00	700,000.00	36.07%
Total Other Financing Sources and Uses	(309,000.00)	0.00	(235,338.75)	(115,000.00)	(115,000.00)	120,338.75	
Total - 10 GENERAL FUND	141,775.28	(115,443.97)	86,476.05	75,124.00	75,124.00	(11,352.05)	

City of Richwood Operational Budget Report 10/1/2024 -07/31/2025							
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	834,586.00	81,593.75	849,260.92	1,049,551.00	1,049,551.00	200,290.08	80.92%
Water Department	1,263,753.81	116,889.25	1,307,103.53	1,617,799.00	1,617,799.00	310,695.47	80.80%
Solid Waste Department	310,100.63	33,363.00	332,418.71	394,000.00	394,000.00	61,581.29	84.37%
Total Operating income	2,408,440.44	231,846.00	2,488,783.16	3,061,350.00	3,061,350.00	572,566.84	81.30%
Operating expense							
Sewer Department							
Personnel & Benefits	148,588.15	12,301.83	171,773.68	210,174.00	210,174.00	38,400.32	81.73%
Supplies	8,534.86	19.05	6,557.98	9,800.00	9,800.00	3,242.02	66.92%
Maintenance & Repair	31,991.78	29,074.79	195,672.61	66,040.00	66,040.00	(129,632.61)	Over Budget
Professional Services	515,540.39	65,506.36	450,083.43	485,000.00	485,000.00	34,916.57	92.80%
Other Services (insurance)	13,303.36	0.00	5,742.35	5,802.00	5,802.00	59.65	98.97%
Total Sewer Department	717,958.54	106,902.03	829,830.05	776,816.00	776,816.00	(53,014.05)	Ahead of Budget
Water Department							
Personnel & Benefits	239,398.72	27,224.91	287,286.79	344,731.00	344,731.00	57,444.21	83.34%
Supplies	33,704.25	257.70	35,893.21	38,500.00	38,500.00	2,606.79	93.23%
Maintenance & Repair	170,684.81	(269.15)	84,841.27	133,220.00	133,220.00	48,378.73	63.69%
Utilities	76,366.70	8,014.99	86,508.63	77,683.00	77,683.00	(8,825.63)	Over Budget
Professional Services	77,187.80	42,758.03	91,291.04	85,500.00	85,500.00	(5,791.04)	Over Budget
Other Services	391,277.31	33,511.00	444,759.98	544,824.00	544,824.00	100,064.02	81.63%
Capital Equipment	3,308.47	304.54	5,190.79	3,655.00	3,655.00	(1,535.79)	Over Budget
Total Water Department	991,928.06	111,802.02	1,035,771.71	1,228,113.00	1,228,113.00	192,341.29	84.34%
Solid Waste Department							
Professional Services	287,834.95	30,079.47	296,906.40	376,000.00	376,000.00	78,985.60	78.96%
Total Solid Waste Department	287,834.95	30,079.47	296,906.40	376,000.00	376,000.00	79,093.60	78.96%
Total Operating expense	1,997,721.55	248,783.52	2,162,508.16	2,380,929.00	2,380,929.00	218,420.84	90.83%
Total Net Operating Income (Loss)	410,718.89	(16,937.52)	326,275.00	680,421.00	680,421.00	354,146.00	47.95%
Non-Operating Items							
Non-operating income							
Interest income	7,447.01	1,441.06	15,331.94	0.00	0.00	(15,331.94)	Ahead of Budget
Other income	1,752.74	219.36	5,189.48	2,412.00	2,412.00	(2,777.48)	Ahead of Budget
Transfers In	70,000.00	0.00	0.00	0.00	0.00	0.00	
Total Non-operating income	79,199.75	1,660.42	20,521.42	2,412.00	2,412.00	(18,109.42)	Ahead of Budget
Non-operating expense							
Debt Service	436,055.31	51,807.50	363,205.00	360,405.00	360,405.00	(2,800.00)	Over Budget
Transfers Out	64,832.50	0.00	56,275.00	56,000.00	56,000.00	(275.00)	Over Budget
Total Non-operating expense	500,887.81	51,807.50	419,480.00	416,405.00	416,405.00	(3,075.00)	Ahead of Budget
Depreciation Expense	0.00	0.00	0.00	325,000.00	325,000.00	325,000.00	0.00%
Total Non-Operating Items	(421,688.06)	(50,147.08)	(398,958.58)	(738,993.00)	(738,993.00)	340,034.42	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	(10,969.17)	(67,084.60)	(72,683.58)	(58,572.00)	(58,572.00)	(14,111.58)	124.09%

Budget Amendments:

MINUTES

RICHWOOD CITY COUNCIL MEETING

Monday, August 11, 2025, at 6:00 PM

BE IT KNOWN THAT the City of Richwood City Council will meet on Monday, August 11, 2025, 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

Michael Durham, Mayor:	Present
Paul Stallberg, Position 1:	Present
Mike Johnson, Position 2:	Absent
Amanda Reynolds, Position 3:	Present
William Yearsin, Position 4:	Present
Jeremy Fountain, Position 5:	Present

Others present: Eric Foerster, City Manager; Clif Custer, Public Works Director; Kirsten Garcia, City Secretary; Tricia Ditto, Finance Director; Stephen Mayer, Chief of Police; Matt Allen, City Attorney.

V. PUBLIC COMMENTS

There was no public comment.

VI. CONSENT AGENDA

- A. Budget Report, June 2025
- B. Investment Report, Q3 FY 2025
- C. Approval of minutes from regular meeting held July 14, 2025.
- D. Approval of Resolution No. 25-R-101, adopting policies required for the closeout of the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (SLFRF) grant and authorizing the Mayor or their designee to sign said policies, including:
 1. Document Management & Records Retention Policy
 2. Standards of Conduct and Conflict of Interest Policy
 3. ARPA Anti-Fraud, Waste, and Abuse (AFWA) Plan
 4. Financial Management Policies & Procedures
 5. Personally Identifiable Information (PII) Policy & Procedures for ARPA/SLFRF

Motion to approve the consent agenda.

Motion made by Amanda Reynolds, Seconded by William Yearsin.

Voting Yea: Paul Stallberg, Amanda Reynolds, William Yearsin, Jeremy Fountain

Motion carried.

VII. DISCUSSION AND ACTION ITEMS

- A. Discussion and possible action to extend the current contractual agreement with Waste Connections for an additional one-year term beginning September 1, 2025.

Clif Custer, Public Works Director, presented.

Discussion held on heavy trash complaints.

Motion to extend the current contractual agreement with Waste Connections for an additional one-year term beginning September 1, 2025.

Motion made by Jeremy Fountain, Seconded by Amanda Reynolds.

Voting Yea: Paul Stallberg, Amanda Reynolds, William Yearsin, Jeremy Fountain

Motion carried.

- B. Public hearing and possible action on the proposed Crime Control and Prevention District budget for Fiscal Year 2025-2026.

Tricia Ditto, Finance Director, presented.

Motion to approve the proposed Crime Control and Prevention District budget for Fiscal Year 2025-2026.

Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.

Voting Yea: Paul Stallberg, Amanda Reynolds, William Yearsin, Jeremy Fountain

Motion carried.

- C. Discussion regarding continuation of water and/or sewer service, or amendments to service rates, fees, and charges applicable to Recreational Vehicle (RV) Parks located outside the city limits.

Tricia Ditto, Finance Director, presented.

A discussion was held on the rates and the reasons behind their establishment.

Discussion only.

- D. Discussion and possible action to adopt Ordinance No. 25-530, amending Appendix C (Fee Schedule) of the Code of Ordinances to revise utility rates.

Tricia Ditto, Finance Director, presented.

Discussion held on rates and possible options.

Motion to table.

Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.

Voting Yea: Paul Stallberg, Amanda Reynolds, William Yearsin, Jeremy Fountain

Motion carried.

- E. Discussion only regarding the proposed budget and proposed tax rate for Fiscal Year 2025–2026. No action will be taken.

Tricia Ditto, Finance Director, presented.

- F. Consider and record a vote on the proposed tax rate of \$0.586493 for Fiscal Year 2025–2026, which represents an increase of up to 7.66% above the No-New-Revenue Tax Rate for the City of Richwood. The proposed rate is scheduled to be adopted at a future meeting.

Tricia Ditto, Finance Director, presented.

Discussion held on rates.

I move that the property tax rate be increased by the adoption of a tax rate of \$0.586493, which is effectively a 7.66% increase in the tax rate."

Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.

Voting Yea: Paul Stallberg, Amanda Reynolds, William Yearsin, Jeremy Fountain

Motion carried.

- G. Discussion and possible action to approve Resolution No. 25-R-100, setting the date and time for the Public Hearing on the proposed tax rate for Fiscal Year 2025–2026 for September 8, 2025, at 6:00 p.m.

Kirsten Garcia, City Secretary, presented.

Motion to approve Resolution No. 25-R-100, setting the date and time for the Public Hearing on the proposed tax rate for Fiscal Year 2025–2026 for September 8, 2025, at 6:00 p.m.

Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.

Voting Yea: Paul Stallberg, Amanda Reynolds, William Yearsin, Jeremy Fountain

Motion carried.

- H. Discussion and possible action to approve Resolution No. 25-R-99, setting the date and time for the Public Hearing on the Fiscal Year 2025–2026 Annual Budget for September 8, 2025, at 6:00 p.m.

Kirsten Garcia, City Secretary, presented.

Motion to approve Resolution No. 25-R-100, setting the date and time for the Public Hearing on the proposed tax rate for Fiscal Year 2025–2026 for September 8, 2025, at 6:00 p.m.

Motion made by William Yearsin, Seconded by Jeremy Fountain.

Voting Yea: Paul Stallberg, Amanda Reynolds, William Yearsin, Jeremy Fountain

Motion carried.

- I. Consider items removed from the consent agenda

No items were removed from the consent agenda.

VIII. CAPITAL IMPROVEMENT PROJECTS UPDATE

- A. CIP Report, July 2025

Clif Custer, Public Works Director, presented.

IX. CITY MANAGER'S REPORT

Eric Foerster, City Manager, presented.

X. COUNCIL MEMBER COMMENTS & REPORTS

Councilmember Stallberg welcomed new attendees, expressed appreciation for their participation, and thanked staff for their efforts in the budget process.

Councilmember Reynolds echoed prior remarks and expressed appreciation to Matt from Waste Connections.

Councilmember Yearsin reminded the public that school is back in session and encouraged caution on the roads for student safety.

Councilmember Fountain thanked residents for attending in person and online, and commended staff for their work on a challenging budget.

XI. MAYOR'S REPORT

Mayor Durham offered prayers for educators, thanked visitors for attending, expressed appreciation to staff for their work, and urged everyone to stay safe with the start of the school year.

XII. ITEMS OF COMMUNITY INTEREST

No report.

XIII. FUTURE AGENDA ITEMS

Request an update from CenterPoint.

Special meeting for the budget.

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 8:00 p.m.

These minutes were read and approved on the 8th day of September, 2025.

Mayor

ATTEST:

City Secretary

MINUTES

RICHWOOD CITY COUNCIL SPECIAL MEETING

Tuesday, August 19, 2025 at 6:00 PM

BE IT KNOWN THAT a City of Richwood City Council will meet Tuesday, August 19, 2025, 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

Michael Durham, Mayor:	Present
Paul Stallberg, Position 1:	Present
Mike Johnson, Position 2:	Present
Amanda Reynolds, Position 3:	Present
William Yearsin, Position 4:	Present
Jeremy Fountain, Position 5:	Present

Others present: Eric Foerster, City Manager; Clif Custer, Public Works Director; Kirsten Garcia, City Secretary; Tricia Ditto, Finance Director; Stephen Mayer, Chief of Police; Matt Allen, City Attorney.

V. PUBLIC COMMENTS

There was no public comment.

VI. DISCUSSION AND ACTION ITEMS

A. Budget Workshop - Fiscal Year 2026 Proposed Budget

Tricia Ditto, Finance Director, presented.

This will be reviewed again after the executive session.

Discussion was held on possible tax revenues.

Discussion only.

B. Discussion and possible action to adopt Ordinance No. 25-530, amending Appendix C (Fee Schedule) of the Code of Ordinances to revise utility rates.

Tricia Ditto, Finance Director, presented.

Discussion held on usage and how the system calculates that.

Motion to adopt Ordinance No. 25-530, amending Appendix C (Fee Schedule) of the Code of Ordinances to revise utility rates as stated in the draft.

Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.

Voting Yea: Mike Johnson, Amanda Reynolds, William Yearsin, Jeremy Fountain

Voting Nay: Paul Stallberg

Motion Carried.

VII. EXECUTIVE SESSION

Pursuant to Chapter 551.071, Consultation with Counsel on legal matters:

Volunteer fire department matters.

Council recessed into Executive Session at 6:57 p.m.

Council reconvened into Regular Session at 8:35 p.m.

VIII. ACTION AS A RESULT OF EXECUTIVE SESSION

No action taken.

IX. CITY MANAGER'S REPORT

Eric Forster, City Manager, gave a report.

X. COUNCIL MEMBER COMMENTS & REPORTS

Councilmember Stallberg thanked residents for their input, expressed appreciation to Mark Guthrie, Fire Chief, for attending, recognized the fire department, and reminded everyone to stay hydrated and monitor tropical weather.

Councilmember Johnson – No report.

Councilmember Reynolds thanked Tricia for preparing the information and expressed hope that residents understand the decisions made during the meeting.

Councilmember Yearsin – No report.

Councilmember Fountain thanked all staff for their efforts and expressed appreciation to Mark Guthrie, Fire Chief,.

XI. MAYOR'S REPORT

Mayor Durham thanked first responders and noted he looks forward to attending the fire department meeting. He also expressed appreciation to Mr. Patton for mowing the grass and to Tricia for her work on the budget.

XII. ITEMS OF COMMUNITY INTEREST

No report.

XIII. FUTURE AGENDA ITEMS

Budget

Tax Rate

RV Park

Court software contract renewal

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 8:46 p.m.

These minutes were read and approved on the 8th day of September 2025.

Mayor

ATTEST:

City Secretary

ORDINANCE NO. 25-532

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, 2025 - SEPTEMBER 30, 2026; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE FOR THIS ORDINANCE.

WHEREAS, on August 11, 2025, the City Manager of the City of Richwood submitted the proposed Budget for the City of Richwood Fiscal Year 2025-2026 to the City Council; and

WHEREAS, on August 11, 2025, the City Manager of the City of Richwood filed with the City Secretary the proposed Budget for the City of Richwood Fiscal Year 2025-2026; and

WHEREAS, a public hearing on said budget was duly held on September 08, 2025, 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, 2025, and ending September 30, 2026. 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, 2025

PASSED AND APPROVED on the first and final reading this 8th day of September 2025.

Michael Durham, Mayor

ATTEST:

Kirsten Garcia, City Secretary

CITY OF RICHWOOD

Fiscal Year 2025-2026

Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of \$144,709, which is a 6.1 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 \$37,883.

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

For:

Against:

Present and not Voting:

Absent:

Property Tax Rate Comparison

	<u>2025-2026</u>	<u>2024-2025</u>
Property Tax Rate:	\$0.557993/100	\$0.535799/100
No New Revenue Tax Rate:	\$0.544732/100	\$0.502454/100
No New Revenue Maintenance & Operations Tax Rate:	\$0.453091/100	\$0.416820/100
Voter Approval Tax Rate:	\$0.565874/100	\$0.431408/100
Debt Rate:	\$0.091641/100	\$0.085634/100

Total debt obligation for CITY OF RICHWOOD secured by property taxes:
\$ 456,497.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Richwood
Texas**

For the Fiscal Year Beginning

October 01, 2024

Christopher P. Morrell

Executive Director

FY 2025-2026 BUDGET ORDINANCE - EXHIBIT A

City of Richwood
FY 2025-2026 Budget - 10/1/2025 - 9/30/2026
Consolidated Fund Summary

	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Budget	Proposed Budget
REVENUES & SOURCES OF FUNDS					
Major & Other Operating Funds					
General Fund	3,266,128	3,299,168	4,384,329	3,746,535	3,956,794
I&S Debt Service Fund	470,910	472,218	487,138	460,497	505,202
Crime Control & Prevention District Fund	185,174	165,804	182,187	164,500	180,000
Court Technology & Security Funds	449	18,209	5,385	7,100	8,000
Beautification Fund	21,567	20,746	21,055	20,000	20,100
Transportation Fund	327,967	922,718	331,513	1,022,000	320,000
Water & Sewer Fund	2,819,117	2,752,428	2,980,006	3,063,762	3,335,617
Subtotal	7,091,312	7,651,291	8,391,613	8,484,394	8,325,713
Contingency & Capital Reserve Funds					
Equip Replacement Fund	46,870	48,154	93,233	65,000	65,000
General Contingency Fund	252,628	280,000	344,098	329,828	276,325
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	720,271	450,828	397,325
Total Revenues & Sources	7,774,184	8,049,929	9,111,884	9,835,222	8,723,038
EXPENDITURES & USES OF FUNDS					
Major & Other Operating Funds					
General Fund	3,185,977	3,332,879	4,599,986	4,597,246	3,856,794
I&S Debt Service Fund	499,018	489,268	490,655	455,439	503,644
Crime Control & Prevention District Fund	130,779	97,910	194,264	193,000	195,000
Court Technology & Security Funds	0	15,210	10,958	4,000	4,000
Beautification Fund	21,200	15,459	10,039	13,600	18,600
Transportation Fund	76,062	1,976,408	345,024	1,004,000	137,103
Water & Sewer Fund	2,428,253	2,470,889	3,148,285	2,980,526	3,286,336
Subtotal	6,341,289	8,398,023	8,799,211	9,247,811	8,001,477
Contingency & Capital Reserve Funds					
Equip Replacement Fund	59,719	0	0	65,000	75,000
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	961,974	65,000	75,000
TOTAL EXPENDITURES & USES OF FUNDS	6,499,209	8,435,023	9,761,185	9,312,811	8,076,477

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
10 General Fund

	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Budget	Proposed Budget
Change in Fund Balance					
Revenue					
Taxes					
10.294103 Ad Valorem Taxes	1,865,691	1,956,110	2,150,964	2,382,935	2,527,644
10.294104 Delinquent Taxes	35,179	8,618	14,950	15,000	15,000
10.294105 Penalty & Interest	19,208	10,199	4,224	15,000	15,000
10.294111 Franchise Taxes	208,455	196,836	174,926	196,000	196,000
10.294117 Sales Tax	730,140	640,036	695,053	650,000	710,000
Total Taxes	2,858,672	2,811,798	3,040,118	3,258,935	3,463,644
Licenses and permits					
10.294106 Licenses & Permits	4,580	8,274	8,695	10,000	6,000
10.294107 Building Permits	77,751	81,169	63,996	65,000	75,000
10.294114 Animal Fines/Licenses	220	80	145	150	150
Total Licenses and permits	82,551	89,523	72,835	75,150	81,150
Intergovernmental revenue					
10.294113 Intergovernmental Rev	15,946	90,326	12,941	10,000	10,000
Total Intergovernmental revenue	15,946	90,326	12,941	10,000	10,000
Charges for services					
10.294118 Municipal Building Rentals	7,570	8,950	7,385	7,000	8,000
Total Charges for services	7,570	8,950	7,385	7,000	8,000
Fines and forfeitures					
10.294109 Municipal Court	105,892	119,226	78,482	110,000	95,000
Total Fines and forfeitures	105,892	119,226	78,482	110,000	95,000
Special Revenues					
10.054251 Revenues - Police Officer Training - LEOES	940	944	0	1,000	0
10.054252 Revenues - Accident, Police Report & Arrest Fees	61	30	45	50	0
10.054257 Revenues - Police outreach donations	0	7,050	0	0	0
10.604252 Revenues - Seizure & Forfeiture-non Section 59	0	0	3,316	0	0
Total Special Revenues	1,001	8,024	3,361	1,050	0
Interest					
10.294110 Interest Earnings	9,991	91,081	94,575	55,000	55,000
Total Interest	9,991	91,081	94,575	55,000	55,000
Miscellaneous revenue					
10.294108 Inspection Fees	30,360	30,335	34,975	30,000	35,000
10.294112 Miscellaneous Income	16,350	30,354	25,352	13,000	15,000
10.294121 Parks & Recreation - Park Pavillion Rentals	3,575	3,025	3,800	3,500	1,500
10.294126 Parks & Recreation - Sports Field Rental	0	1,525	1,400	1,400	1,000
10.294129 Ambulance fee revenue	0	0	101,332	101,500	101,500

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
10 General Fund

	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Budget	Proposed Budget
Total Miscellaneous revenue	50,285	65,239	166,859	149,400	154,000
Total Revenue	3,131,908	3,284,167	3,476,555	3,666,535	3,866,794
Expenditures					
General Government					
Administration					
10.015101 Administrative Expense	0	0	15,978	0	0
10.015103 Salaries & Wages	347,526	356,955	408,651	439,415	463,776
10.015104 Overtime	364	200	18,610	1,000	1,021
10.015105 Retirement	41,917	44,260	56,551	56,285	59,231
10.015107 Medicare	5,051	5,150	6,163	6,386	6,740
10.015110 Workmen's Compensation Ins	1,702	2,521	3,922	4,724	3,154
10.015115 Hospitalization	41,715	47,136	78,941	71,119	72,239
10.015120 Unemployment Insurance	1,510	45	62	585	585
10.015125 Cellphone Allowance	135	1,620	1,620	2,730	2,730
10.015126 Vehicle Allowance	6,250	6,000	6,275	6,500	6,500
10.015130 Training & Travel	5,459	12,307	7,520	8,000	8,000
10.015175 Longevity Pay	1,400	0	0	1,400	1,220
10.015180 Certification Pay	0	0	788	975	975
10.015201 Food	2,395	5,639	3,936	5,000	3,000
10.015210 Office Supplies	2,756	3,689	3,339	5,000	5,000
10.015215 Custodial Supplies	1,403	725	0	1,000	1,000
10.015225 Books & Periodicals	129	275	553	500	500
10.015240 Expendable Operating Supplies	5,535	4,932	6,066	8,000	6,000
10.015310 Building & Grounds M&R	283	1,852	2,700	12,480	2,000
10.015320 Office Furniture/Fixture M&R	1,120	226	0	1,000	1,000
10.015341 Postage & Shipping	1,464	3,149	2,804	3,000	3,000
10.015410 Electricity	12,634	10,761	13,791	13,500	15,600
10.015420 Telephone	5,213	820	1,203	850	1,400
10.015430 Natural Gas	416	759	651	950	900
10.015510 Elections	3,547	5,564	0	6,000	4,000
10.015550 Information Technology Services	48,150	54,314	53,777	80,562	83,682
10.015556 Contractual Services - Taxes	11,203	14,607	21,410	14,000	14,000
10.015560 Engineering	11,186	8,023	13,608	213,000	13,000
10.015570 Attorney's Fees	17,189	39,317	36,966	40,000	40,000
10.015571 Settlement costs	0	0	0	0	28,333
10.015572 Economic Development	1,200	1,200	1,500	1,500	1,500
10.015580 Auditor's Fees	43,900	43,900	46,900	47,000	47,000
10.015595 Professional Services	4,650	5,380	8,070	0	0
10.015596 Administrative fees - Benefits				0	1,000
10.015610 Credit Card Discount Fees	1,622	1,207	2,222	2,000	2,000

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
10 General Fund

	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Budget	Proposed Budget
10.015640 Insurance - Bldg/Liab/Bond	31,906	64,772	71,843	84,351	72,019
10.015660 Dues & Subscriptions	13,697	17,267	17,198	16,000	16,000
10.015685 Publishing & Advertising	10,002	7,536	5,173	5,000	5,000
10.015910 Office Equipment	0	2,973	2,176	3,500	3,500
10.015930 Equipment	0	35,569	0	0	0
10.015935 Operating Lease - Copier	4,092	4,554	5,180	3,655	3,655
Total Administration	690,959	815,203	926,148	1,166,967	1,000,260
Judicial					
10.065103 Salaries & Wages	51,326	53,399	40,499	7,200	7,200
10.065104 Overtime	0	67	0	0	
10.065105 Retirement	5,754	6,157	4,819	446	446
10.065107 Medicare	738	768	587	549	549
10.065110 Workmen's Compensation Ins	277	520	468	68	40
10.065115 Hospitalization	8,298	9,526	10,177	0	0
10.065120 Unemployment Insurance	386	16	61	94	94
10.065130 Training & Travel	1,072	1,231	2,130	1,500	2,500
10.065175 Longevity Pay	125	0	0	0	0
10.065180 Certification Pay	603	590	600	650	1,300
10.065210 Office Supplies	1,521	0	34	0	0
10.065225 Books & Periodicals	56	0	0	300	150
10.065240 Expendable Operating Supplies	91	0	0	0	0
10.065550 Information Technology Services	7,282	7,030	7,000	8,700	10,000
10.065565 Jury Expense	0	0	0	250	150
10.065570 Attorney's Fees	12,716	7,577	8,135	10,000	8,000
10.065660 Dues & Subscriptions	205	260	110	500	500
Total Judicial	90,449	87,142	74,619	30,257	30,929
Permitting & Inspections					
10.105102 Contract Labor	35,632	34,021	30,729	35,000	35,000
10.105240 Expendable Operating Supplies	1,474	387	233	1,000	500
Total Permitting & Inspections	37,105	34,408	30,961	36,000	35,500
Special Revenue Expenditures					
10.055291 Expenditures - Police Training - LEOES	1,142	0	495	1,500	1,500
Total Special Revenue Expenditures	1,142	0	495	1,500	1,500
Total General Government	819,655	936,753	1,032,223	1,234,724	1,068,189
Public Safety					
Police Department					
10.055103 Salaries & Wages	554,174	611,517	546,225	627,004	716,628
10.055104 Overtime	41,559	42,561	61,311	65,000	65,000
10.055105 Retirement	71,508	80,425	79,630	92,163	99,527

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
10 General Fund

	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Budget	Proposed Budget
10.055107 Medicare	8,629	9,462	8,769	10,034	11,334
10.055110 Workmen's Compensation Ins	7,493	14,773	13,104	13,104	17,624
10.055115 Hospitalization	77,456	90,896	142,184	142,237	144,479
10.055120 Unemployment Insurance	2,284	106	142	1,170	1,170
10.055125 Cellphone Allowance	45	540	540	910	910
10.055175 Longevity	2,025	0	438	2,000	1,235
10.055180 Certification Pay	6,276	6,263	4,788	6,825	6,825
10.055190 Uniforms	3,000	0	0	0	0
10.055201 Food	360	709	529	1,000	1,000
10.055210 Office Supplies	2,030	884	1,286	1,200	1,200
10.055215 Custodial Supplies	439	107	77	150	150
10.055220 Tools	2,083	1,075	1,107	1,500	1,500
10.055230 Gas, Oil, & Lubricants	44,281	42,221	34,047	40,000	35,000
10.055240 Expendable Operating Supplies	873	3,381	2,164	2,350	2,300
10.055260 Emergency Management	347	247	100	500	500
10.055287 Community Outreach	0	5,312	6,140	0	0
10.055310 Building & Grounds M&R	300	105	1,070	0	0
10.055320 Office Furniture/Fixture M&R	474	402	379	400	400
10.055340 Vehicle M&R	28,674	30,433	21,875	17,000	25,000
10.055350 Radar M&R	200	0	265	0	0
10.055360 Radio M&R	327	3,681	4,194	5,500	5,500
10.055365 Other Equipment M&R	952	294	1,113	1,200	1,200
10.055420 Telephone	17,423	19,734	16,889	19,500	6,600
10.055540 Dispatch Services	71,796	132,251	128,584	160,216	160,216
10.055542 Jail Expense	0	184	0	2,500	2,500
10.055550 Information Technology Services	56,393	20,835	19,713	23,000	20,000
10.055558 Animal Control	15,278	40,000	40,000	40,000	40,000
10.055570 Attorney's Fees	0	3,318	0	1,000	1,000
10.055595 Professional Services/Testing	1,355	0	15	2,000	2,000
10.055630 Insurance - Motor Vehicles	6,602	6,935	4,898	4,772	4,792
10.055640 Insurance - Bldg/Liab/Bond	5,752	7,394	7,981	6,741	7,078
10.055660 Dues & Subscriptions	3,052	1,323	2,363	3,200	3,200
10.055685 Publishing & Advertising	326	0	0	500	500
10.055935 Operating Lease - Equipment	4,621	2,010	2,550	1,827	3,654
10.055940 Special Equipment	0	1,968	4,941	0	0
Total Police Department	1,044,359	1,181,376	1,159,499	1,296,503	1,390,022
Fire Department					
10.075106 Pension	25,230	15,800	15,600	21,000	21,000
10.075110 Workmen's Compensation Ins	1,934	2,961	2,278	3,200	2,323
10.075130 Training & Travel	0	4,049	4,948	3,000	3,000

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
10 General Fund

	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Budget	Proposed Budget
10.075190 Uniforms	10,735	4,089	6,835	15,000	15,000
10.075201 Food	1,146	1,705	1,444	1,000	1,500
10.075210 Office Supplies	420	52	0	0	0
10.075220 Tools	9,482	21,150	34,803	10,000	10,000
10.075230 Gas, Oil, & Lubricants	5,967	4,628	2,531	6,000	3,000
10.075240 Expendable Operating Supplies	0	571	1,154	1,000	1,000
10.075310 Building & Grounds M&R	2,709	11,843	1,320	10,000	10,000
10.075340 Vehicle M&R	25,812	22,622	17,692	28,000	28,000
10.075360 Radio M&R	0	2,089	0	1,000	1,000
10.075365 Other Equipment M&R	3,583	11,649	9,941	8,000	10,000
10.075410 Electricity	2,029	1,854	1,945	2,000	3,000
10.075420 Telephone	3,889	3,492	3,905	3,750	2,500
10.075430 Natural Gas	325	367	449	400	400
10.075566 Contractual Services - Ambulance	141,716	153,244	158,311	160,000	177,569
10.075630 Insurance - Motor Vehicles	12,178	11,944	13,105	12,770	12,823
10.075640 Insurance - Bldg/Liab/Bond	4,545	11,339	25,867	31,376	25,137
10.075660 Dues & Subscriptions	8,249	9,756	7,759	6,500	6,500
10.075930 Equipment	22,574	5,893	243	25,000	25,000
10.075935 Capital Lease (Fire) - Principal	20,590	21,400	23,103	23,101	25,642
10.075936 Capital Lease (Fire) - Interest	12,122	11,312	9,609	9,611	7,070
10.075940 Special Equipment	0	0	0	2,000	0
Total Fire Department	320,035	334,465	342,844	383,708	391,464
Code Enforcement					
10.095103 Salaries & Wages	0	39,045	53,238	56,589	60,559
10.095104 Overtime	0	0	1,138	0	0
10.095105 Retirement	0	4,407	7,080	7,225	7,713
10.095107 Medicare	0	523	788	821	878
10.095110 Workmen's Compensation Ins	0	0	400	458	472
10.095115 Hospitalization	0	8,027	15,290	14,224	14,448
10.095120 Unemployment Insurance	0	13	9	117	117
10.095125 Cell Phone allowance	0	0	0	0	910
10.095130 Training & Travel	500	625	857	3,000	2,000
10.095175 Longevity Pay	0	0	0	125	125
10.095210 Office Supplies	40	0	0	1,500	500
10.095225 Books & Periodicals	0	0	66	0	500
10.095230 Gas, Oil, & Lubricants	0	342	1,169	1,200	900
10.095240 Expendable Operating Supplies	125	428	1,870	3,500	2,000
10.095340 Vehicle M&R	0	0	61	1,000	500
10.095570 Attorney's Fees	0	0	680	1,000	1,000
10.095630 Insurance - Motor Vehicles	0	0	522	509	511

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
10 General Fund

	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Budget	Proposed Budget
10.095660 Dues & Subscriptions	0	0	141	300	300
Total Code Enforcement	665	53,410	83,309	91,568	93,433
Total Public Safety	1,365,058	1,569,251	1,585,651	1,771,779	1,874,919
Public Works					
City Maintenance					
10.025102 Contract Labor	0	0	1,920	0	0
10.025103 Salaries & Wages	70,779	67,014	81,536	132,085	130,129
10.025104 Overtime	6,176	4,867	9,829	7,500	7,500
10.025105 Retirement	9,140	8,770	11,901	17,831	17,556
10.025107 Medicare	1,056	1,016	1,302	2,024	1,996
10.025110 Workmen's Compensation Ins	1,271	1,918	2,530	3,975	3,312
10.025115 Hospitalization	16,287	18,258	36,084	42,671	43,344
10.025120 Unemployment Insurance	504	23	105	351	351
10.025130 Training & Travel	0	5	136	0	0
10.025175 Longevity Pay	250	0	0	375	500
10.025190 Uniforms	605	1,017	1,000	2,670	2,670
10.025201 Food	0	150	57	0	0
10.025210 Office Supplies	229	4	10	0	0
10.025215 Custodial Supplies	193	118	255	200	200
10.025220 Tools	3,621	1,867	2,468	3,000	3,000
10.025230 Gas, Oil, & Lubricants	5,777	8,248	6,960	3,000	3,500
10.025240 Expendable Operating Supplies	4,347	4,760	4,389	4,000	5,000
10.025245 Dump Charges	4,756	4,082	4,312	5,000	5,000
10.025270 Chemicals	755	2,434	6,885	6,500	7,000
10.025310 Building & Grounds M&R	29,271	10,667	37,633	46,000	35,000
10.025340 Vehicle M&R	6,787	14,782	7,062	2,500	1,500
10.025360 Radio M&R	150	360	360	360	360
10.025365 Other Equipment M&R	12,996	21,037	27,793	5,000	19,000
10.025376 Signs M&R	6,102	3,146	2,201	3,000	2,000
10.025410 Electricity	29,220	36,288	39,708	38,000	43,500
10.025420 Telephone	756	538	2,753	3,780	1,550
10.025430 Natural Gas	150	0	84	350	0
10.025630 Insurance - Motor Vehicles	2,621	2,754	3,495	3,691	2,946
10.025640 Insurance - Bldg/Liab/Bond	6,189	15,886	11,616	14,403	12,229
10.025660 Dues & Subscriptions	0	17	721	1,680	1,680
10.025685 Publishing & Advertising					
10.025930 Equipment	59,422	133,680	275,873	65,000	75,000
Total City Maintenance	279,543	363,705	580,978	414,946	425,823

Parks and Recreation

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
10 General Fund

	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Budget	Proposed Budget
10.085215 Custodial Supplies	1,139	1,725	1,281	2,000	2,000
10.085220 Tools	373	536	1,156	500	750
10.085240 Expendable Operating Supplies	279	509	202	300	500
10.085270 Chemicals	1,196	1,325	2,348	2,000	2,000
10.085310 Building & Grounds M&R	25,563	10,283	18,524	20,000	20,000
10.085365 Other Equipment M&R	8,154	11,459	10,148	7,000	7,000
10.085410 Electricity	3,222	2,936	3,226	3,600	3,200
10.085630 Insurance - Motor Vehicles	524	551	602	509	589
10.085640 Insurance - Bldg/Liab/Bond	6,441	9,168	11,061	13,059	10,999
10.085851 Parks & Recreation	4,909	5,994	1,884	6,000	6,000
Total Parks & Recreation	51,800	44,486	50,432	54,968	53,038
Emergency/Disaster				0	0
Total Expenditures	2,731,983	2,920,227	4,265,986	3,476,417	3,421,969
Other Financing Sources and Uses					
Sources					
10.974950 Transfer from General Fund Contingency	0	0	882,774	0	0
10.974959 Transfer from Fund Balance	0	0	0	900,000	0
10.974960 Transfer from CCPD	74,500	15,000	25,000	15,000	15,000
10.974962 Transfer from Replacement Fund	59,719	0	0	65,000	75,000
Total Sources	134,219	15,000	907,774	980,000	90,000
Uses					
10.985950 Contingency Fund	252,628	280,000	290,000	325,000	276,325
10.985961 Transfer to Water/Sewer Fund	0	0	0	0	88,500
10.985962 Transfer to Replacement - Vehicles	20,000	20,000	20,000	30,000	30,000
10.985963 Transfer to Beautification	5,000	5,000	5,000	5,000	5,000
10.985964 Transfer to Transportation	0	50,000	0	700,000	0
10.985965 Transfer to Replacement - Equipment	4,000	4,000	4,000	5,000	5,000
10.985967 Transfer to Replacement- Fire Dept	20,000	20,000	15,000	30,000	30,000
Total Uses	454,128	423,991	334,000	1,095,000	434,825
Total Other Financing Sources and Uses	-319,910	-408,991	573,774	-115,000	-344,825
Total Change in Fund Balance	80,015	-45,051	-215,656	75,118	100,000

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
15 Crime Control and Prevention

	2022	2023	2024	2025 Budget	2026 Proposed Budget
	Actual	Actual	Actual		
Change in Fund Balance					
Revenue					
15.604117 Sales Tax	185,074	158,492	167,690	160,000	170,000
15.604110 Interest Earnings	100	6,192	14,497	4,500	10,000
15.604287 Police Outreach Donations	0	1,120	0	0	0
Total Revenue	185,174	165,804	182,187	164,500	180,000
Expenditures					
15.605130 Training & Travel	6,438	12,438	7,269	15,000	25,000
15.605190 Uniforms	1,838	6,624	6,305	10,000	15,000
15.605220 Tools	0	15,018	40,732	28,000	20,000
15.605287 Community Outreach	13,953	10,110	8,236	10,000	10,000
15.605920 Motor Vehicles	34,050	38,720	103,340	60,000	80,000
15.605930 Equipment	0	0	3,382	55,000	30,000
Total Expenditures	56,279	82,910	169,264	178,000	180,000
Other Financing Sources and Uses					
Sources					
15.974959 Transfer from Fund Balance					
Uses					
15.975960 Transfer to General Fund	74,500	15,000	25,000	15,000	15,000
Total Uses	74,500	15,000	25,000	15,000	15,000
Total Change in Fund Balance	54,395	67,894	-12,077	-28,500	-15,000

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
17 Court Security & Technology

	2022	2023	2024		2026
	Actual	Actual	Actual	2025 Budget	Proposed Budget
Change in Fund Balance					
Revenue					
17.044253 Revenues - Court Security & Technology	449	6,870	5,385	7,100	8,000
Total Revenue	449	6,870	5,385	7,100	8,000
Expenditures					
17.045293 Expenditures - Court Security & Technology	0	15,241	10,958	4,000	4,000
Total Expenditures	0	15,241	10,958	4,000	4,000
Total Change in Fund Balance	449	-8,371	-5,573	3,100	4,000

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

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
20 Beautification

	2022	2023	2024	2025 Budget	2026 Proposed Budget
	Actual	Actual	Actual		
Change in Fund Balance					
Revenue					
20.614124 Beautification Revenues	15,423	15,531	14,955	15,000	14,500
20.614110 Interest Earnings	0	0	0	0	600
20.614112 Miscellaneous Income	0	215	1,100	0	0
20.614114 Community Garden Membership Fees	485	0	0	0	0
20.614115 Farmers Market Revenue	659	0	0	0	0
Total Revenue	16,566	15,746	16,055	15,000	15,100
Expenditures					
20.615102 Contract Labor	7,610	8,925	4,500	7,000	7,000
20.615130 Training & Travel	5,043	1,529	172	500	500
20.615210 Office Supplies	85	37	32	200	100
20.615220 Tools	0	0	0	200	100
20.615240 Expendable Operating Supplies	836	1,319	1,805	2,500	3,200
20.615310 Building & Grounds M&R	1,798	0	720	1,000	6,000
20.615660 Dues & Subscriptions	403	941	881	1,000	200
20.615685 Publishing & Advertising	840	0	0	200	500
20.615695 Special Services - Miscellaneous	1,000	0	378	500	500
20.615930 Equipment	0	1,028	0	500	500
20.615950 Community Garden (line removed as of 2025)	3,585	1,680	1,552	0	
Total Expenditures	21,199	15,459	10,039	13,600	18,600
Other Financing Sources and Uses					
Sources					
20.974963 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	6,400	1,500

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
25 Transportation - Streets, Sidewalks & Drainage

	2022	2023	2024	2025 Budget	2026 Proposed Budget
	Actual	Actual	Actual		
Change in Fund Balance					
Revenue					
25.404126 Sales Tax - Streets	182,604	160,009	173,763	160,000	170,000
25.404125 Transportation Fee	141,660	142,755	144,299	144,000	144,000
25.404110 Interest Earnings	3,703	23,366	13,451	18,000	6,000
Total Revenue	327,967	326,129	331,513	322,000	320,000
Expenditures					
25.405242 Contracts and Services	0	0	9,950	0	
25.405380 Streets M&R	69,739	232,864	50,671	208,000	50,000
25.405382 Sidewalks M&R	235	3,615	0	48,000	
25.405385 Drainage M&R	6,088	53,573	19,293	48,000	87,103
25.405915 Capital Expenditures - Streets	0	406,060	264,989	0	
25.405916 Capital Expenditures - Sidewalks	0	374,374	0	700,000	
25.405917 Capital Expenditures - Drainage	0	423,276	0	0	
Total Expenditures	76,062	1,493,763	345,024	1,004,000	137,103
Other Financing Sources and Uses					
Sources					
25.404127 Transfer from General Fund	0	50,000	0	700,000	0
25.404128 Transfer from Bond Fund	0	546,588	0	0	0
Total Sources	0	596,588	0	0	0
Total Other Financing Sources and Uses	0	596,588	0	700,000	0
Total Change in Fund Balance	251,905	-571,045	-13,511	18,000	182,897

City of Richwood

Fiscal Year 2026 Proposed Budget

October 1, 2025 - September 30, 2026

30 Enterprise Fund

	2022	2023	2024		Proposed
	Actual	Actual	Actual	2025 Budget	Budget
Change in Net Position					
Net Operating Income (Loss)					
Operating income					
Sewer Department					
30.304420 Sewer Fees	918,993	967,659	1,037,572	1,086,312	1,085,480
30.304421 Sewer Discounts	-18,690	-19,575	-35,710	-36,761	-38,362
30.304450 Sewer Taps	1,150	2,925	150	0	0
Total Sewer Department	901,453	951,009	1,002,012	1,049,551	1,047,118
Water Department					
30.304410 Water Fees	1,135,728	1,380,402	1,480,029	1,567,511	1,640,241
30.304411 Water Discounts	-18,968	-20,378	-49,877	-51,462	-57,129
30.304427 Utility Application Fee	0	0	6,800	6,000	6,900
30.304428 Credit Card Fee revenue	0	0	18,937	18,000	24,000
30.304430 Delinquent Charges	27,688	31,311	38,880	50,000	63,987
30.304440 Water Taps	10,925	4,025	13,025	12,000	5,000
30.304460 Reconnect Fees	6,809	5,575	14,145	15,750	16,000
30.304480 Miscellaneous Revenue	0	7,418	0	0	0
Total Water Department	1,162,182	1,408,353	1,521,939	1,617,799	1,698,999
Solid Waste Department					
30.304470 Garbage Receipts	328,599	340,643	373,321	394,000	398,000
Total Solid Waste Department	328,599	340,643	373,321	394,000	398,000
Total Operating income	2,392,234	2,700,005	2,897,272	3,061,350	3,144,117
Operating expense					
Sewer Department					
30.205103 Salaries & Wages	121,206	119,376	118,195	126,660	140,577
30.205104 Overtime	6,244	8,046	13,123	13,000	13,000
30.205105 Retirement	15,276	41,976	16,831	17,841	19,564
30.205107 Medicare	1,691	1,712	1,666	1,837	2,038
30.205110 Workmen's Compensation Ins	2,923	816	2,054	3,964	1,945
30.205115 Hospitalization	24,666	27,355	34,743	42,671	43,344
30.205120 Unemployment Insurance	756	36	117	351	350
30.205125 Cellphone Allowance	360	540	540	585	1,820
30.205130 Training & Travel	7	0	0	0	0
30.205175 Longevity Pay	400	0	0	250	350
30.205190 Uniforms	500	1,200	1,982	1,780	1,780
30.205210 SEWER Office Supplies	26	0	66	300	0
30.205230 SEWER Gas, Oil, & Lubricants	8,286	7,306	8,093	6,500	7,000
30.205240 SEWER Expendable Operating Supplies	781	898	1,610	2,000	1,000
30.205270 SEWER Chemicals	189	0	814	1,000	1,000

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
30 Enterprise Fund

	2022	2023	2024		Proposed
	Actual	Actual	Actual	2025 Budget	Budget
30.205310 SEWER Building & Grounds M&R	14,841	541	45	2,000	1,000
30.205340 SEWER Vehicle M&R	2,813	3,640	7,050	4,000	4,000
30.205341 SEWER Postage & Shipping	3,457	4,097	4,759	4,500	5,000
30.205360 SEWER Radio M&R	450	540	540	540	540
30.205365 SEWER Other Equip M&R	8,985	12,568	3,694	5,000	8,800
30.205390 SEWER Line M&R	39,234	79,896	53,481	50,000	95,000
30.205505 SEWER Clute WWTP Operation	340,688	174,713	620,196	335,000	335,000
30.205506 Operating Lease - Clute (Transmission Line)	109,127	147,095	146,471	150,000	150,000
30.205595 SEWER Professional Services	0	10,516	0	0	
30.205630 SEWER Vehicle Insurance	1,049	1,101	1,204	1,173	1,178
30.205640 SEWER Building/Liab Insurance	2,888	2,771	12,099	4,629	4,503
30.205685 SEWER Publishing & Advertising	1,185	0	0	0	
Total Sewer Department	708,028	646,739	1,049,373	775,581	838,789
Water Department					
30.215103 Salaries & Wages	136,315	150,270	174,332	221,988	242,253
30.215104 Overtime	7,831	12,869	29,686	12,000	12,000
30.215105 Retirement	66,907	21,498	40,262	29,348	32,422
30.215107 Medicare	2,094	2,444	2,995	3,219	3,513
30.215110 Workmen's Compensation Ins	2,161	1,918	3,218	6,948	3,108
30.215115 Hospitalization	21,964	26,790	33,936	56,895	57,792
30.215120 Unemployment Insurance	756	27	27	468	468
30.215125 Cellphone Allowance	173	0	0	0	0
30.215126 Vehicle Allowance	4,802	6,000	6,027	6,500	6,500
30.215130 Training & Travel	2,417	1,952	4,503	4,000	4,300
30.215175 Longevity Pay	445	0	0	695	840
30.215190 Uniforms	1,495	2,184	1,924	2,670	2,670
30.215201 WATER Food	54	217	125	300	300
30.215210 WATER Office Supplies	1,189	1,582	2,091	900	900
30.215220 WATER Tools	2,926	3,406	6,826	8,100	6,000
30.215230 WATER Gas, Oil, & Lubricants	9,119	7,295	12,018	12,500	10,000
30.215240 WATER Expendable Operating Supplies	2,479	2,453	3,251	2,700	2,700
30.215270 WATER Chemicals	6,471	10,318	16,621	14,000	14,000
30.215310 WATER Building & Grounds M&R	10,192	1,248	22,136	6,000	7,000
30.215340 WATER Vehicle M&R	3,901	5,275	6,296	6,000	6,000
30.215341 WATER Postage & Shipping	3,628	4,112	4,834	4,500	5,500
30.215360 WATER Radio M&R	750	720	720	720	720
30.215365 WATER Other Equipment M&R	10,134	24,499	10,930	6,000	16,100
30.215390 Water Lines M&R	101,736	141,244	155,253	110,000	248,000
30.215410 WATER Electricity	53,395	45,320	69,029	57,700	80,000
30.215420 WATER Telephone	1,164	1,543	1,287	1,183	450

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
30 Enterprise Fund

	2022	2023	2024		Proposed
	Actual	Actual	Actual	2025 Budget	Budget
30.215430 WATER Natural Gas	515	1,395	1,069	800	1,100
30.215550 WATER Information Technology Services	0	0	586	0	0
30.215560 WATER Engineering	30,317	0	86,619	25,000	25,000
30.215570 WATER Attorney's Fees	0	0	0	500	500
30.215595 WATER Professional Services	38,534	56,064	1,529	60,000	70,000
30.215610 Credit Card Fees	14,391	16,905	21,020	18,000	23,000
30.215630 WATER Insurance - Motor Vehicles	1,113	1,169	1,279	1,246	1,251
30.215640 WATER Insurance - Bldg/Liab/Bond	28,712	55,553	113,234	138,178	102,890
30.215660 WATER Dues & Subscriptions	8,703	2,752	11,744	10,000	10,600
30.215685 WATER Publishing & Advertising	2,275	0	0	400	400
30.215935 Operating Lease - Equipment	3,609	3,382	4,218	3,655	3,655
30.215995 Brazosport Water Authority	346,004	324,230	378,754	395,000	410,000
Total Water Department	928,671	936,634	1,228,379	1,228,113	1,411,932
Solid Waste Department					
30.225595 SOLID WASTE Professional Services	280,971	296,950	345,932	376,000	360,000
Total Solid Waste Department	280,971	296,950	345,932	376,000	360,000
Total Operating expense	1,917,670	1,880,323	2,623,684	2,379,694	2,610,721
Total Net Operating Income (Loss)	474,564	819,682	273,588	681,656	533,396
Non-Operating Items					
Non-operating income					
30.304110 Interest Earnings	265	1,182	10,949	0	12,000
30.304112 Miscellaneous Income	-44	96	179	0	
30.304123 Other Revenues	1,479	3,629	1,606	2,412	2,500
30.304500 Grants Revenue	415,183	10,516	0	0	
30.974961 Transfer from General Fund	0	0	0	0	88,500
30.974965 Transfer from I&I Fund	10,000	0	70,000	0	88,500
30.974966 Transfer from Capital Improvements	0	37,000	0	0	
Total Non-operating income	426,883	52,423	82,734	2,412	191,500
Non-operating expense					
30.215950 Contingency Fund	0	0	275	0	0
30.255960 Meter Capital Lease - Principal	0	0	0	0	0
30.255961 Meter Capital Lease - Interest	8,096	5,501	5,608	0	0
30.255970 Series 2011 Tax & Rev CO Bonds - Principal	0	0	0	45,000	45,000
30.255971 Series 2011 Tax & Rev CO Bonds - Interest	18,089	16,727	15,171	13,615	11,865
30.255988 Series 2004 - Principle	0	0	0	40,000	0
30.255990 2004 CO Bond Fees	500	2,629	500	500	0
30.255991 Series 2004 - Interest	7,189	3,109	3,269	1,140	0
30.255992 Bond Insurance & Agent Fees	0	750	825	750	750

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
30 Enterprise Fund

	2022	2023	2024		Proposed
	Actual	Actual	Actual	2025 Budget	Budget
30.255993 Series 2019B Bonds - Principal	0	0	0	135,000	135,000
30.255994 Series 2019B - Interest	138,500	123,836	132,500	124,400	124,400
30.255997 Interest Expense - Subscriptions	0	1,907	2,568	0	2,600
30.255999 Accrued Interest Expense	-414	-485	-1,133	0	0
30.305993 2011 CD Interest Expense	0	-2	0	0	0
30.305999 Depreciation	282,209	310,128	300,185	325,000	300,000
30.985962 Transfer to I & I Fund	34,000	34,000	34,000	34,000	34,000
30.985966 Transfer to Capital Improvements	22,000	22,000	30,833	22,000	22,000
30.985971 Transfer out	0	69,979	0	0	0
Total Non-operating expense	510,169	590,079	524,601	741,405	675,615
Total Non-Operating Items	-83,286	-537,656	-441,867	-738,993	-484,115
Add back Principal debt payments	0	0	0	220,000	180,000
Total Change in Net Position	403,393	282,027	144,020	162,663	229,281

City of Richwood
Fiscal Year 2026 Proposed Budget
October 1, 2025 - September 30, 2026
40 General Obligation I&S

	2022	2023	2024	2025 Budget	2026 Proposed Budget
	Actual	Actual	Actual		
Change in Fund Balance					
Revenue					
Taxes					
504103 Ad Valorem Taxes	460,391	466,166	480,747	488,105	496,702
504104 Delinquent Taxes	6,952	1,978	3,519	3,000	3,000
504105 Penalty & Interest	3,473	2,370	308	3,000	3,000
Total Taxes	470,816	470,514	484,574	494,105	502,702
Interest					
504110 Interest Earnings	94	1,203	2,564	300	2,500
Total Interest	94	1,203	2,564	300	2,500
Miscellaneous revenue					
504112 Miscellaneous Income	0	500	0	0	0
Total Miscellaneous revenue	0	500	0	0	0
Total Revenue	470,910	472,217	487,138	494,405	505,202
Expenditures					
505912 Bond Insurance & Agent Fees	2,750	2,000	2,550	2,000	2,550
505960 FNB City Hall - Principal	13,990	17,694	15,052	15,074	16,243
505961 FNB City Hall - Interest	7,398	-1,652	6,337	6,314	5,146
505970 Bond Principal - Series 2012	55,000	55,000	55,000	55,000	60,000
505980 Bond Interest - Series 2012	24,050	22,400	20,475	20,475	16,450
505985 Series 2011 - Principal	65,000	65,000	70,000	70,000	45,000
505992 Series 2011 - Interest	6,260	4,226	2,191	2,191	11,865
505993 Series 2019A GO Bonds Principle	145,000	140,000	140,000	140,000	140,000
505994 Series 2019A GO Bonds Interest	91,750	87,400	83,200	83,200	74,800
505995 Series 2021 GO Bonds Principle	30,000	45,000	45,000	45,000	85,000
505996 Series 2021 GO Bonds Interest	57,820	52,200	50,850	50,850	46,590
Total Expenditures	499,018	489,268	490,655	490,104	503,644
Total Change in Fund Balance	-28,108	-17,051	-3,517	4,301	1,558

ORDINANCE 25-533

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 2025-2026; 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 2025-2026; 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 2025-2026; and

WHEREAS, after due deliberation, study, and consideration of the proposed tax rate for fiscal year 2025-2026, 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 2025-2026, a tax of \$0.557993 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 2025-2026 on all property situated within the corporate limits of the City, and not exempt from taxation by law, an ad valorem tax rate of \$0.466352 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 2025-2026 on all property situated within the corporate limits of the City and not exempt by law, an ad valorem tax rate of \$0.091641 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 2.43 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$13.26.

SECTION THREE. The ad valorem taxes levied under this ordinance shall be due October 1, 2025, and may be paid up to and including January 31, 2025, without penalty; but if not paid on or before January 31, 2026, shall immediately become delinquent on February 1, 2026, 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, 2025, and the remaining one-half is paid before July 1, 2026.

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 8TH DAY OF SEPTEMBER 2025 BY RECORD VOTE WITH THE FOLLOWING MOTION, “I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF \$0.557993, WHICH IS EFFECTIVELY A 0.41 PERCENT INCREASE IN THE TAX RATE.” MOTION WAS MADE BY COUNCILMEMBER , MOTION SECONDED BY COUNCILMEMBER , MOTION CARRIED THIS 8TH DAY OF SEPTEMBER 2025.

		Vote		
Name/Position	Present	Aye	Nay	Abstain
Paul Stallberg, Position 1				
Mike Johnson, Position 2				
Amanda Reynolds, Position 3				
William Yearsin, Position 4				
Jeremy Fountain, Position 5				

PASSED AND APPROVED on the first and final reading this 8th day of September 2025.

ATTEST:

KIRSTEN GARCIA
CITY SECRETARY

MICHAEL DURHAM
MAYOR



AGENDA MEMORANDUM

CONTACT: ERIC FOERSTER-CITY MANAGER

SUBJECT: BAYOU CLEANUP FUNDING-INTERLOCAL AGREEMENT

SUMMARY:

BACKGROUND INFORMATION: Council has been briefed on this before.

ISSUE: Match funding for an Interlocal Agreement

FISCAL IMPACT: \$62,102.61 (Funding within 30 days of the execution of the agreement)

RECOMMENDATION: Council to meet and discuss the item.

RESOLUTION 25-R-102

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERLOCAL AGREEMENT WITH BRAZORIA COUNTY, ANGLETON DRAINAGE DISTRICT, VELASCO DRAINAGE DISTRICT, CITY OF LAKE JACKSON, CITY OF CLUTE, TOWN OF HOLIDAY LAKES, AND VILLAGE OF BAILEY’S PRAIRIE FOR DEBRIS REMOVAL FROM OYSTER CREEK AND BASTROP BAYOU; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Brazoria County has been awarded grant funding from the United States Department of Agriculture, Natural Resources Conservation Service (NRCS), EWP Project No. 5118 and DSR 48-14-24-5118-002, to support debris removal from the streambank and shoreline along Oyster Creek and Bastrop Bayou; and

WHEREAS, the grant provides approximately \$4,210,344.50 in federal funds and requires a 25% local match in the amount of \$1,275,781.50 to be funded collectively by Brazoria County and participating jurisdictions; and

WHEREAS, the City of Richwood’s financial responsibility for the local match is \$62,102.61, plus its proportionate share of design fees, to be remitted to Brazoria County within thirty (30) days of execution of the Agreement; and

WHEREAS, the City Council finds it in the best interest of the City and its residents to participate in this multi-jurisdiction project to reduce flood risks, improve waterway conditions, and promote public safety.

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

1. That the City Council approves the Interlocal Agreement for Debris Removal from Oyster Creek and Bastrop Bayou, attached hereto and incorporated herein by reference.
2. That the City Manager, Eric Foerster, is hereby authorized to execute the Agreement on behalf of the City of Richwood and to take all necessary steps to implement the City’s obligations thereunder.
3. That this Resolution shall become effective immediately upon its passage.

PASSED, APPROVED, AND ADOPTED this 13th day of September, 2025.

Michael Durham, Mayor

ATTEST:

Kirsten Garcia, City Secretary

INTERLOCAL AGREEMENT FOR
DEBRIS REMOVAL FROM
OYSTER CREEK AND BASTROP BAYOU

This Agreement (the “Agreement”) is made by and between the **County of Brazoria, Texas**, a political subdivision of the State of Texas acting through its Commissioners Court (the “County”), **City of Richwood**, acting through its City Council (“Richwood”), **Angleton Drainage District**, acting through its Board of Commissioners (the "ADD"), **Velasco Drainage District**, acting through its Board of Commissioners (“VDD”), **City of Lake Jackson**, acting through its City Council (“Lake Jackson”), **City of Clute**, acting through its City Council (“Clute”), **Town of Holiday Lakes**, acting through its City Council (“Holiday Lakes”), and **Village of Bailey’s Prairie**, acting through its City Council (“Bailey’s Prairie”). Each may be referred to individually as a “Party” and collectively as the “Parties”.

Recitals

WHEREAS, County is administering debris removal from the streambank and shoreline along Oyster Creek and Bastrop Bayou through a grant from the United States Department of Agriculture, Natural Resources Conservation Service (“NRCS”) for EWP Project No. 5118 and DSR 48-14-24-5118-002. Brazoria County Commissioners Court approved the grant award on July 8, 2025, Court Order I.2 “Exhibits C and D”; and

WHEREAS, County will manage and administer the NRCS Grant and is willing to collaborate with Richwood, ADD, VDD, Lake Jackson, Clute, Holiday Lakes and Bailey’s Prairie on the overall local match funding for this project; and

WHEREAS, NRCS is funding constructions costs estimated at \$3,827,344.50 and technical assistance estimated at \$383,000.00 for a total not to exceed amount of \$4,210,344.50. The NRCS Grant requires a 25% local match estimated at \$1,275,781.50; and

WHEREAS, County warrants that its Commissioners Court approved this agreement by Court Order No. _____, dated _____, 2025, authorizing its County Judge to execute it on the County’s behalf; and

WHEREAS, Richwood warrants that its City Council approved this Agreement by Resolution _____, dated _____, 2025 authorizing its City Manager to execute it on City’s behalf; and

WHEREAS, ADD warrants that its Board of Commissioners approved this Agreement, dated _____, 2025 authorizing its _____ to execute it on District’s behalf; and

WHEREAS, VDD warrants that its Board of Commissioners approved this Agreement, dated _____, 2025 authorizing its _____ to execute it on District’s behalf; and

WHEREAS, Lake Jackson warrants that its City Council approved this Agreement by Resolution _____, dated _____, 2025 authorizing its City Manager to execute it on City’s behalf; and

WHEREAS, Clute warrants that its City Council approved this Agreement by Resolution _____, dated _____, 2025 authorizing its City Manager to execute it on City’s behalf; and

WHEREAS, Holiday Lakes warrants that its City Council approved this Agreement by Resolution _____, dated _____, 2025 authorizing its City Manager to execute it on City’s behalf; and

WHEREAS, Bailey’s Prairie warrants that its City Council approved this Agreement by Resolution _____, dated _____, 2025 authorizing its City Manager to execute it on City’s behalf.

NOW, THEREFORE, for and in consideration of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, as well as the mutual promises and benefits herein contained, the County, Richwood, ADD, VDD, Lake Jackson, Clute, Holiday Lakes, and Bailey’s Prairie hereby agree to the following for the participation in the multi-jurisdictional debris removal from streambank and shoreline along Oyster Creek and Bastrop Bayou, in accordance with the terms and conditions set forth herein:

AGREEMENT

Project: Debris removal from the streambank and shoreline along Oyster Creek and Bastrop Bayou through a grant from the United States Department of Agriculture, Natural Resources Conservation Service (“NRCS”) for EWP Project No. 5118 and DSR 48-14-24-5118-002 (“Project”).

The Parties’ obligations hereunder are as follows:

County’s Obligations:

1. Administer the Project.
2. Be the repository of all receipts and documentation pertinent to the Project and furnish to NRCS and Parties to this Agreement upon request.
3. Fund the 25% local match estimated in the amount of \$1,275,781.50 plus overage of design fees over the course of Project as set forth in the Grant Agreement with NRCS.
4. Serve as the primary contact in all matters pertaining to the Project and the conduit for communication between itself, the Parties and NRCS.
5. Provide project progress reports to all Parties.
6. County Auditor will hold all funds deposited from all Parties to this Agreement and issue payment as required under the NRCS Grant.

Richwood’s Obligations:

1. Fund \$62,102.61 of the approximate \$1,275,781.50 plus estimated design fee as part of the local match.
2. Provide a designee to comply with requests for information, if necessary.

3. Permit unrestricted access by selected engineering, administrative, and construction contractors to those portions of Oyster Creek and Bastrop Bayou under City’s control to allow the performance of the grant.
4. Provide funding within 30 days after the execution date of this Agreement via check or wire transfer to the account designated by the County.

ADD’s Obligations:

1. Fund \$61,128.10 of the approximate \$1,275,781.50 plus estimated design fee as part of the local match.
2. Provide a designee to comply with requests for information, if necessary.
3. Permit unrestricted access by selected engineering, administrative, and construction contractors to those portions of Oyster Creek and Bastrop Bayou under District’s control to allow the performance of the grant.
4. Provide funding within 30 days after the execution date of this Agreement via check or wire transfer to the account designated by the County.

VDD’s Obligations:

1. Fund \$310,778.80 of the approximate \$1,275,781.50 plus estimated design fee as part of the local match.
2. Provide a designee to comply with requests for information, if necessary.
3. Permit unrestricted access by selected engineering, administrative, and construction contractors to those portions of Oyster Creek and Bastrop Bayou under District’s control to allow the performance of the grant.
4. Provide funding within 30days after the execution date of this Agreement via check or wire transfer to the account designated by the County.

Lake Jackson’s Obligations:

1. Fund \$201,811.32 of the approximate \$1,275,781.50 plus estimated design fee as part of the local match.
2. Provide a designee to comply with requests for information, if necessary.
3. Permit unrestricted access by selected engineering, administrative, and construction contractors to those portions of Oyster Creek and Bastrop Bayou under City’s control to allow the performance of the grant.
4. Provide funding within 30 days after the execution date of this Agreement via check or wire transfer to the account designated by the County.

Clute’s Obligations:

1. Fund \$39,866.15 of the approximate \$1,275,781.50 plus estimated design fee as part of the local match.
2. Provide a designee to comply with requests for information, if necessary.
3. Permit unrestricted access by selected engineering, administrative, and construction contractors to those portions of Oyster Creek and Bastrop Bayou under City’s control to allow the performance of the grant.
4. Provide funding within 30 days after the execution date of this Agreement via check or wire transfer to the account designated by the County.

Holiday Lakes’ Obligations:

1. Fund \$13,200.13 of the approximate \$1,275,781.50 plus estimated design fee as part of the local match.
2. Provide a designee to comply with requests for information, if necessary.
3. Permit unrestricted access by selected engineering, administrative, and construction contractors to those portions of Oyster Creek and Bastrop Bayou under City’s control to allow the performance of the grant.
4. Provide funding within 30 days after the execution date of this Agreement via check or wire transfer to the account designated by the County.

Bailey’s Prairie’s Obligations:

1. Fund \$78,314.84 of the approximate \$1,275,781.50 plus estimated design fee as part of the local match.
2. Provide a designee to comply with requests for information, if necessary.
3. Permit unrestricted access by selected engineering, administrative, and construction contractors to those portions of Oyster Creek and Bastrop Bayou under City’s control to allow the performance of the grant.
4. Provide funding within 30 days after the execution date of this Agreement via check or wire transfer to the account designated by the County.

Proportionate Responsibility:

Each Party to this agreement will be responsible for its proportionate responsibility for the Grant required matching funds. Exhibit “A” is a map identifying each Party’s area of the Project. Exhibit “B” is a chart setting forth approximate financial participation of each Party. The above amounts are estimations and the actual costs of the project will be unknown until completed and closed out. The financial audit for the cost of the Project shall be performed by the County. Upon 30-days of completion of financial audit, the County will provide the Parties a copy of the audit and each Parties actual costs. Any paid overages will be refunded. Any amounts due will be invoiced to be paid within 30 days of invoicing.

County, Richwood, VDD, ADD, Lake Jackson, Clute, Holiday Lakes and Bailey’s Prairie desire to cause to have the Project completed on behalf of all Parties for purposes of public safety.

Any Party paying for the performance of governmental functions or services hereunder must make the payment(s) from current revenues available to such party.

By this Agreement the Parties assume no obligation, duty, or other responsibility with regard to any governmental function or service for which another Party hereto is responsible. In addition, the parties assume no legal liability for the actions of any other Party hereto through the execution of this Agreement or performance of any obligations hereunder. No Party to this Agreement shall have any liability for the actions or omissions of the officers, employees, contractors, or agents of any other Party hereto and each Party is solely responsible for the actions and omissions of its own officers, employees, contractors, and agents.

This Agreement is made subject to and shall be construed in accordance with the laws, rules, orders, regulations and ordinances of the State of Texas. It is further understood and agreed that any dispute arising out of or related to this Agreement shall be resolved in a court of competent jurisdiction in Brazoria County, Texas.

Nothing in this Agreement shall be construed as a waiver or relinquishment of any governmental immunities or defenses on behalf of the County, Richwood, ADD, VDD, Lake Jackson, Clute, Holiday Lakes and Bailey’s Prairie or their respective officers, trustees, employees, and agents as a result of the execution of this Agreement or performance of the functions or obligations described herein.

This Agreement constitutes the entire agreement of the Parties hereto with respect to the Project and supersedes any other oral or written understandings or agreements. This Agreement may not be modified or amended except by a written agreement duly executed by all Parties hereto.

Nothing in this Agreement shall be deemed or construed to create any third-party beneficiaries or otherwise give any third party any claim or right of action against any Party to this Agreement.

This Agreement may not be assigned, in whole or in part, without the prior written consent of all Parties hereto.

The term of this Agreement shall begin on the date of last execution below and shall terminate when all of the Parties’ respective obligations hereunder have been performed, unless terminated earlier by mutual written agreement of the Parties.

It is expressly understood and agreed that this Agreement will have no force or effect until duly executed by all Parties hereto.

Executed this ____ day of _____, 2025.

BRAZORIA COUNTY, TEXAS

CITY OF RICHWOOD, TEXAS

By: _____
L. M. “Matt” Sebesta, Jr.
County Judge

By: _____
Eric Foerster
City Manager

Date signed: _____

Date signed: _____

ANGLETON DRAINAGE DISTRICT

VELASCO DRAINAGE DISTRICT

By: _____
Print Name: _____

By: _____
Print Name: _____

Title: _____

Title: _____

Date signed: _____

Date signed: _____

CITY OF LAKE JACKSON

CITY OF CLUTE

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date signed: _____

Date signed: _____

TOWN OF HOLIDAY LAKES

VILLAGE OF BAILEY'S PRAIRE

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

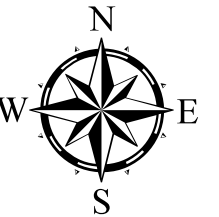
Title: _____

Date signed: _____

Date signed: _____

Exhibit A

Section XI, Item C.



- 1 (4.22 miles)
- A (5.33 miles)
- B (1.49 miles)
- C (5.57 miles)
- D (4.42 miles)
- E (6.15 miles)
- F (1.34 miles)
- G (2.36 miles)
- H (2.94 miles)
- I (4.1 miles)
- J (0.41 miles)
- K (1.12 miles)
- L (1.33 miles)
- M (1.46 miles)
- N (0.54 miles)
- O (2.91 miles)
- P (2.09 miles)

Brazoria County Engineering



Oyster Creek

Exhibit A

Section XI, Item C.



- | | |
|----------------|----------------|
| 1 (4.22 miles) | I (4.1 miles) |
| A (5.33 miles) | J (0.41 miles) |
| B (1.49 miles) | K (1.12 miles) |
| C (5.57 miles) | L (1.33 miles) |
| D (4.42 miles) | M (1.46 miles) |
| E (6.15 miles) | N (0.54 miles) |
| F (1.34 miles) | O (2.91 miles) |
| G (2.36 miles) | P (2.09 miles) |
| H (2.94 miles) | |

**Brazoria County
Engineering**



Oyster Creek

Date:
4/30/2025

Exhibit B

8.27.25

	Funding	NRCS	Local Sponsor	Cost per 1 Mile
Construction Funding	\$5,103,126.00	\$ 3,827,344.50	\$ 1,275,781.50	\$ 26,701.16
Design Funding	\$ 383,000.00	\$ 383,000.00	\$ 447,378.28	\$ 8,735.42
Total Funding	\$5,486,126.00	\$ 4,210,344.50	\$ 1,693,159.78	\$ 35,436.58

Oyster Creek

Section	Jurisdiction/%	Mileage	Total Design Fee \$	Total Construction Fee \$	Total Fee \$	BC	HL	BP	ADD	LI	CL	VDD	RI	BC	HL	BP	ADD	LI	CL	VDD	RI
A	BC/100	5.33	\$ 46,559.78	\$ 142,317.19	\$ 188,876.97	\$ 46,559.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 142,317.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B	BC/75, HL/25	1.49	\$ 13,015.77	\$ 39,784.73	\$ 52,800.50	\$ 9,761.83	\$ 3,253.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,838.55	\$ 9,946.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
C	BC/100	5.57	\$ 48,656.28	\$ 148,725.47	\$ 197,381.75	\$ 48,656.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 148,725.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D	BC/50, BP/50	4.42	\$ 38,610.55	\$ 118,019.13	\$ 156,629.68	\$ 19,305.27	\$ -	\$ 19,305.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99,009.57	\$ -	\$ 99,009.57	\$ -	\$ -	\$ -	\$ -	\$ -
E	BC/100	6.15	\$ 53,722.82	\$ 164,212.14	\$ 217,934.97	\$ 53,722.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164,212.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F	BC/50, ADD/50	1.34	\$ 11,705.46	\$ 35,779.56	\$ 47,485.02	\$ 5,852.73	\$ -	\$ -	\$ 5,852.73	\$ -	\$ -	\$ -	\$ -	\$ 17,889.78	\$ -	\$ -	\$ 17,889.78	\$ -	\$ -	\$ -	\$ -
G	BC/50, LI/50	2.36	\$ 20,615.59	\$ 63,014.74	\$ 83,630.33	\$ 10,307.79	\$ -	\$ -	\$ -	\$ 10,307.79	\$ -	\$ -	\$ -	\$ 31,507.37	\$ -	\$ -	\$ -	\$ 31,507.37	\$ -	\$ -	\$ -
H	BC/25, LI/50, VDD/25	2.94	\$ 25,682.13	\$ 78,501.42	\$ 104,183.54	\$ 6,420.53	\$ -	\$ -	\$ -	\$ 12,841.06	\$ -	\$ 6,420.53	\$ -	\$ 19,625.35	\$ -	\$ -	\$ -	\$ 39,250.71	\$ -	\$ 19,625.35	\$ -
I	LI/50, VDD/50	4.10	\$ 35,815.21	\$ 109,474.76	\$ 145,289.98	\$ -	\$ -	\$ -	\$ -	\$ 17,907.61	\$ -	\$ 17,907.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,737.38	\$ -	\$ 54,737.38	\$ -
J	LI/25, VDD/50, CL/25	0.41	\$ 1,581.52	\$ 10,947.48	\$ 14,529.00	\$ -	\$ -	\$ -	\$ -	\$ 895.38	\$ 895.38	\$ 1,790.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,736.87	\$ 2,736.87	\$ 5,473.74	\$ -
K	LI/50, VDD/50	1.12	\$ 9,783.67	\$ 29,905.30	\$ 39,688.97	\$ -	\$ -	\$ -	\$ -	\$ 4,891.83	\$ -	\$ 4,891.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,952.65	\$ -	\$ 14,952.65	\$ -
L	LI/25, VDD/50, RI/25	1.33	\$ 11,618.11	\$ 35,512.54	\$ 47,130.65	\$ -	\$ -	\$ -	\$ -	\$ 2,904.53	\$ -	\$ 5,809.05	\$ 2,904.53	\$ -	\$ -	\$ -	\$ -	\$ 8,878.14	\$ -	\$ 17,756.27	\$ 8,878.14
M	CL/25, VDD/50, RI/25	1.46	\$ 12,753.71	\$ 38,983.70	\$ 51,737.41	\$ -	\$ -	\$ -	\$ -	\$ 3,188.43	\$ 6,376.86	\$ 3,188.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,745.92	\$ 19,491.85
N	BC/25, VDD/50, CL/25	0.54	\$ 4,717.13	\$ 14,418.63	\$ 19,135.75	\$ 1,179.28	\$ -	\$ -	\$ -	\$ -	\$ 1,179.28	\$ 2,358.56	\$ -	\$ 3,604.66	\$ -	\$ -	\$ -	\$ -	\$ 3,604.66	\$ 7,209.31	\$ -
O	BC/50, VDD/50	2.91	\$ 25,420.07	\$ 77,700.38	\$ 103,120.45	\$ 12,710.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,710.03	\$ -	\$ 38,850.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,850.19	\$ -
P	BC/25, VDD/50, CL/25	2.08	\$ 18,257.02	\$ 55,805.43	\$ 74,062.45	\$ 4,564.26	\$ -	\$ -	\$ -	\$ 4,564.26	\$ 9,128.51	\$ -	\$ -	\$ 13,951.36	\$ -	\$ -	\$ -	\$ -	\$ 13,951.36	\$ 27,902.71	\$ -
Subtotal1 =		43.56	\$ 380,514.82	\$ 1,163,102.60	\$ 1,543,617.41	\$ 219,040.61	\$ 3,253.94	\$ 19,305.27	\$ 5,852.73	\$ 49,748.21	\$ 9,827.35	\$ 67,393.75	\$ 6,092.95	\$ 669,531.63	\$ 9,946.18	\$ 59,009.57	\$ 17,889.78	\$ 152,063.12	\$ 30,038.81	\$ 205,999.46	\$ 18,624.06

Bastrop Bayou

Section	Jurisdiction/%	Mileage	Total Design Fee \$	Total Construction Fee \$	Total Fee \$	BC	HL	BP	ADD	LI	CL	VDD	RI	BC	HL	BP	ADD	LI	CL	VDD	RI
1	BC/25, RI/25, ADD/25, VDD/25	4.22	\$ 36,863.46	\$ 112,678.90	\$ 149,542.37	\$ 9,215.87	\$ -	\$ -	\$ 9,215.87	\$ -	\$ -	\$ 9,215.87	\$ 9,215.87	\$ 28,169.73	\$ -	\$ -	\$ 28,169.73	\$ -	\$ -	\$ 28,169.73	\$ 28,169.73
Subtotal2 =		4.22	\$ 36,863.46	\$ 112,678.90	\$ 149,542.37	\$ 9,215.87	\$ -	\$ -	\$ 9,215.87	\$ -	\$ -	\$ 9,215.87	\$ 9,215.87	\$ 28,169.73	\$ -	\$ -	\$ 28,169.73	\$ -	\$ -	\$ 28,169.73	\$ 28,169.73

Total =	47.78	\$ 417,378.28	\$ 1,275,781.50	\$ 1,693,159.78	\$ 228,256.48	\$ 3,253.94	\$ 19,305.27	\$ 15,068.60	\$ 49,748.21	\$ 9,827.35	\$ 76,609.62	\$ 15,308.82	\$ 697,701.35	\$ 9,946.18	\$ 59,009.57	\$ 46,059.50	\$ 152,063.12	\$ 30,038.81	\$ 234,169.19	\$ 46,793.79
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BC: Brazoria County total contribution =	\$	925,957.83
HL: Town of Holiday Lakes total contribution =	\$	13,200.13
BP: Village of Baileys Prairie total contribution =	\$	78,314.84
ADD: Angleton Drainage District	\$	61,128.10
LI: City of Lake Jackson total contribution =	\$	201,811.32
CL: City of Clute total contribution =	\$	39,866.15
VDD: Velasco Drainage District total contribution =	\$	310,778.80
RI: City of Richmond total contribution =	\$	62,102.61



U.S. Department of Agriculture
Natural Resources Conservation Service

Exhibit C

Section XI, Item C.

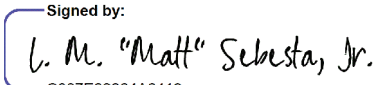
3

NOTICE OF GRANT AND AGREEMENT AWARD

1. Award Identifying Number NR257442XXXXC005	2. Amendment Number	3. Award /Project Period Date of Final Signature- 12/01/2026	4. Type of award instrument: Cooperative Agreement
5. Agency (Name and Address) Natural Resources Conservation Service 101 South Main Street Temple, TX 76501		6. Recipient Organization (Name and Address) COUNTY OF BRAZORIA 237 E LOCUST ST ANGLETON TX 77515-4621 UEI Number / DUNS Number: N1GLHP8EWH9 / 040341430 EIN:	
7. NRCS Program Contact Name: MICHAEL ROBISON Phone: (254) 742-9901 Email: michael.robison@usda.gov	8. NRCS Administrative Contact Name: KAYLIE ALDERMAN Phone: (817) 509-3374 Email: kaylie.alderman@usda.gov	9. Recipient Program Contact Name: Matt Hanks Phone: (979) 864-1265 Email: matth@brazoriacountytx.gov	10. Recipient Administrative Contact Name: Tricia Simmons Phone: (979) 864-1265 Email: TriciaS@brazoriacountytx.gov
11. CFDA 10.923	12. Authority 33 U.S.C. 701b-1	13. Type of Action New Agreement	14. Program Director Name: Wael Tabara Phone: (979) 864-1265 Email: WaelT@brazoriacountytx.gov
15. Project Title/ Description: Brazoria County for EWP Project # 5118 in Brazoria County, Texas for implementation of recovery measures			
16. Entity Type: C = City or township Government			
17. Select Funding Type			
Select funding type:	☒ Federal	☒ Non-Federal	
Original funds total	\$4,210,344.50	\$1,275,781.50	
Additional funds total	\$0.00	\$0.00	
Grand total	\$4,210,344.50	\$1,275,781.50	
18. Approved Budget			

Personnel	\$0.00	Fringe Benefits	\$0.00	Section XI, Item C.
Travel	\$0.00	Equipment	\$0.00	
Supplies	\$0.00	Contractual	\$0.00	
Construction	\$3,827,344.50	Other	\$383,000.00	
Total Direct Cost	\$4,210,344.50	Total Indirect Cost	\$0.00	
		Total Non-Federal Funds	\$1,275,781.50	
		Total Federal Funds Awarded	\$4,210,344.50	
		Total Approved Budget	\$5,486,126.00	

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any, found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

Name and Title of Authorized Government Representative Kristy Oates State Conservationist	Signature KRISTY OATES  Digitally signed by KRISTY OATES Date: 2025.07.09 15:47:01 -05'00'	Date
Name and Title of Authorized Recipient Representative Matt Sebesta County Judge	Signature Signed by:  C007E89964A6419...	Date Jul 9, 2025

NONDISCRIMINATION STATEMENT

The USDA's Non-Discrimination Statement is incorporated by reference and can be accessed at the following location: <https://www.usda.gov/non-discrimination-statement>.

PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

Statement of Work

Section XI, Item C.

Purpose

The purpose of this agreement is for the United States Department of Agriculture, Natural Resources Conservation Service, hereinafter referred to as the "NRCS," to provide technical and financial assistance to Brazoria County, hereinafter referred to as the "Sponsor", for EWP Project # 5118 in Brazoria County, Texas for implementation of recovery measures, that, if left undone, pose a risk to life and/or property.

Objectives

The design and installation of EWP measures as detailed in the individual Damage Survey Reports (DSR) and described here:

- DSR 48-14-24-5118-002– debris removal from streambank and shoreline along Oyster Creek and Bastrop Bayou, Brazoria County, Texas

Budget Narrative

The official budget described below will be considered the total budget as last approved by the Federal awarding agency for this award.

Amounts included in the Budget Narrative are estimates. Reimbursement will be based on actual expenditures not to exceed the amount obligated.

Total Estimated Project Budget: \$5,486,126.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$3,827,344.50 + 25% Sponsor \$1,275,781.50): \$5,103,126.00

Technical Assistance (TA) Costs:

100% NRCS (up to total construction cost): \$383,000.00

1. NRCS pays up to 75 percent of eligible construction costs and Sponsor pays 25 percent of construction costs. NRCS will contribute up to \$383,000.00 of the total construction cost for administration and technical services. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work. Construction, administrative, and technical costs incurred prior to the sponsor and NRCS signing this agreement are ineligible and will not be reimbursed, nor will such costs qualify as Sponsor cost-share.

2. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts: one account for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately for expenses to be eligible for reimbursement.

3. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to the limits listed. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment, and materials.

4. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the limits listed. If costs are reduced, reimbursement will be reduced accordingly. These costs shall include:

- a. Engineering costs include, but are not limited to, developing a project design that includes construction drawings and specifications, an Operation and Maintenance Plan, a Quality Assurance/Inspection Plan, and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.
- b. Contract administration costs include, but are not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, and verifying invoices and record keeping.

5. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing.

prior to implementation.

Section XI, Item C.

Responsibilities of the Parties:

SPONSOR RESPONSIBILITIES

If inconsistencies arise between the language in the Statement of Work (SOW) in the agreement and the General Terms and Conditions, the language in the SOW takes precedence.

1. Perform the work and produce the deliverables as outlined in this SOW.
2. Comply with the applicable version of the General Terms and Conditions.
3. Accomplish construction of the EWP program project measures by contracting, in-kind construction services, or a combination of both.
4. Ensure and certify by signing this agreement that its cost-share obligation is from a non-Federal source.
5. Acquire adequate real property rights (land and water) and acquire permits and licenses in accordance with local, State, and Federal law as necessary for the installation of EWP program project measures at no cost to NRCS prior to construction. This includes any rights associated with required environmental mitigation. Costs related to land rights and permits are the Sponsor's responsibility and ineligible for reimbursement.
6. Accept all financial and other responsibility for excess costs resulting from their failure to obtain, or their delay in obtaining, adequate land and water rights, permits, and licenses needed for the project.
7. Provide the agreed-to portion of the actual, eligible, and approved construction cost. These costs may be in the form of cash, in-kind construction services, or a combination of both. Final construction items that are eligible construction costs will be agreed upon during the pre-design conference. These costs are amounts from contracts awarded to contractors and eligible Sponsor in-kind construction costs for materials, labor, and equipment. The Sponsor shall provide NRCS documentation to support all eligible construction costs. Construction costs incurred prior to the Sponsor and NRCS signing this agreement are ineligible and will not be reimbursed, nor will such costs qualify as Sponsor cost-share.
8. Be responsible for 100 percent of all ineligible construction costs and 100 percent of any unapproved upgrade to increase the level of protection over and above that described in the DSR and the NRCS State Conservation Engineer's approved plans and specifications.
9. Account for and report FA and TA expenditures separately in order for expenses to be eligible for reimbursement. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for FA and one for TA, requiring this separation. Separate itemization of FA and TA costs are required on form "Request for Advance or Reimbursement" (form SF-270).
10. Must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, agent, or board member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the Federal award. A conflict of interest includes when the employee, officer, agent, or board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an entity considered for a contract. An employee, officer, agent, and board member of the Sponsor may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors. Reference 2 CFR § 200.318 regarding standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts.
11. For in-kind construction services (materials, labor, and/or equipment supplied by the Sponsor), develop a Plan of Operations describing the construction services to be performed, including estimated quantities and values. The Plan of Operations shall be concurred by NRCS during the pre-design conference. In-kind construction services for equipment shall not exceed published FEMA equipment rates unless otherwise documented and concurred in advance by NRCS.
12. The following documentation is required to support the Sponsor's request for reimbursement of in-kind construction services.
 - a. Invoices covering actual costs of materials used in constructing the eligible EWP program project measures.
 - b. Records documenting the type, quality, and quantities of materials actually used in constructing the eligible EWP

program project measures.

c. Daily time records for each employee showing name, classification, wage rate, hours, and dates actual constructing the eligible EWP program project measures.

d. Equipment operating records showing the type and size of equipment, hourly rate, actual hours of operation and dates used to install the eligible EWP program project measures. Equipment idle time is not eligible as in-kind construction services, even if on the job site, and should not be included in the equipment operating records.

13. Ensure that any special requirements for compliance with environmental and/or cultural resource laws are incorporated into the project.

14. Must secure (at its own expense) all Federal, State, and local permits and licenses, and any necessary natural resource rights required for completion of the work described in this agreement. Provide copies of all permits and licenses obtained to NRCS.

15. Will arrange and pay for any necessary location, removal, or relocation of utilities. EWP program regulations prohibit NRCS from reimbursing the Sponsor or otherwise paying for any such costs, nor do the costs qualify as a Sponsor cost-share contribution.

16. Ensure that technical and engineering standards and specifications of NRCS are adhered to during construction of the project as interpreted by the NRCS Program/Technical Contact for this agreement. Provide the NRCS Program/Technical Contact progress reports as agreed to and as necessary. Progress reports should include technical on-site inspections of work accomplished for the period, work planned, results of material tests, deficient work products and/or tests with corrective actions taken, modifications anticipated, technical problems encountered, contractual issues, and any other relevant information.

17. Ensure that all contractors on NRCS-assisted projects are performing their work in accordance with OSHA regulations and the Contract Work Hours and Safety Standards Act (40 USC 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5). The Sponsor is responsible for periodically checking the contractor's compliance with safety requirements.

18. Provide PE-certified as-built drawings and quantities for the project. A copy of the as-built drawings will be submitted to the NRCS Program/Technical Contact.

19. For payment requests, provide a completed "Request for Advance or Reimbursement" (form SF-270) with all documentation to support the request to the NRCS Program/Technical Contact. Payments will be withheld until all required documentation is submitted and complete.

20. Ensure that information in the System for Award Management (SAM) is current and accurate until the final Federal Financial Report (form SF-425) under this award or final payment is received, whichever is later. Payments will not be processed during the time the SAM registration is expired. Processing will only occur when the SAM registration is active.

21. Take reasonable and necessary actions to dispose of all contractual and administrative issues arising out of the contract(s) awarded under this agreement. This includes, but is not limited to, disputes, claims, protests of award, source evaluation, and litigation that may result from the project. Such actions will be at the expense of the Sponsor, including any legal expenses. The Sponsor will advise, consult with, and obtain prior written occurrence of NRCS on any litigation matters in which NRCS could have a financial interest.

22. Must indemnify and hold NRCS harmless to the extent permitted by State law for any costs, damages, claims, liabilities, and judgements arising from past, present, and future acts or omissions of the Sponsor in connection with its acquisition and management of the EWP program pursuant to this agreement. Further, the Sponsor agrees that NRCS will have no responsibility for acts and omissions of the Sponsor, its agents, successors, assigns, employees, contractors, or lessees in connection with the acquisition and management of the EWP program pursuant to this agreement that result in violation of any laws and regulations that are now or that may in the future become applicable.

23. Retain all records dealing with the award and administration of the contract(s) for three years from the date of the Sponsor's submission of the final request for reimbursement or until final audit findings have been resolved, whichever is longer. If any litigation is started before the expiration of the three-year period, records are to be retained until the litigation is resolved or the end of the three-year period, whichever is longer. Make such records available to the Comptroller General of the United States or his or her duly authorized representative and accredited representatives of the Department of Agriculture or cognizant audit agency for the purpose of making audit, examination, excerpts, and transcriptions.

24. Submit reports to the ezFedGrants system or the Farm Production and Conservation (FPAC) Grants and Agreements Division via email to FPAC.BC.GAD.@usda.gov as outlined in the applicable version of the General Term

and Conditions.

Section XI, Item C.

Performance Reports: quarterly

Financial Reports (form SF-425): quarterly

NRCS RESPONSIBILITIES

1. For sites requiring contracted engineering services, assist Sponsor in establishing design parameters. Determine eligible construction costs during the pre-design conference.
2. If applicable, designate a Government Representative to serve as liaison with the Sponsor and identify that person's contact information with this fully signed and executed agreement.
3. For sites requiring contracted engineering services, review, comment, and concur in preliminary and final plans, construction specifications, Operation and Maintenance (O&M) Plan, Plan of Operations (if required), and Quality Assurance Plan (QAP). For sites designed by NRCS, provide final plans, construction specifications, construction costs estimate, O&M Plan, and QAP to the Sponsor.
4. Make periodic site visits during the installation of the EWP program project measures to review construction progress, document conformance to engineering plans and specifications, and provide any necessary clarification on the Sponsor's responsibilities.
5. Upon notification of the completion of the EWP program project measures, NRCS shall promptly review the performance of the Sponsor to determine if the requirements of this agreement and fund expenditures as agreed have been met.
6. Make payment to the Sponsor covering the NRCS share of the cost upon receipt and approval of form SF-270 and supporting documentation. In the event there are questions regarding the payment request package, NRCS will contact the Sponsor in a timely manner to resolve concerns.

SPECIAL PROVISIONS

1. The furnishing of financial, administrative, and/or technical assistance above the original funding amount by NRCS is contingent on there being sufficient unobligated and uncommitted funding in the EWP program that is available for obligation in the year in which the assistance will be provided. NRCS may not make commitments in excess of funds authorized by law or made administratively available. Congress may impose obligational limits on program funding that constrains NRCS's ability to provide such assistance.
2. In the event of default of a construction contract awarded pursuant to this agreement, any additional funds properly allocable as construction costs required to ensure completion of the job are to be provided in the same ratio as construction funds are contributed by the parties under the terms of this agreement. Any excess costs including interest resulting from a judgment collected from the defaulting contractor, or his or her surety, will be prorated between the Sponsor and NRCS in the same ratio as construction funds are contributed under the terms of the agreement.
3. Additional funds, including interest properly allocable as construction costs as determined by NRCS, required as a result of decision of the contracting officer or a court judgment in favor of a claimant will be provided in the same ratio as construction funds are contributed under the terms of this agreement. NRCS will not be obligated to contribute funds under any agreement or commitment made by the Sponsor without prior concurrence of NRCS.
4. The NRCS State Conservationist may adjust the estimated cost to NRCS set forth in this agreement for constructing the EWP program measures. Such adjustments may increase or decrease the amount of estimated funds that are related to differences between such estimated cost and the amount of the awarded contract or to changes, differing site conditions, quantity variations, or other actions taken under the provisions of the contract.
5. NRCS, at its sole discretion, may refuse to cost share should the Sponsor, in administering the contract, elect to proceed without obtaining concurrence as outlined in this agreement.
6. Once the project is completed and all requests for reimbursement submitted, any excess funding remaining in the agreement will be de-obligated from the agreement.

Expected Accomplishments and Deliverables*Section XI, Item C.*

1. Prepare design, construction specifications, and drawings in accordance with standard engineering principles that comply with NRCS programmatic requirements; and/or contract/install the NRCS designed construction. Any design services will be by a professional registered engineer. Sponsor will obtain NRCS review and concurrence on the design, construction plans, and specifications. The Sponsor must ensure description of work is reviewed, concurred, and approved by NRCS. A copy of the final signed and sealed plans and specifications shall be provided to NRCS.
2. Contract for services and construction in accordance with the Code of Federal Regulations (CFR), 2 CFR § 200.317 through 200.327, applicable State regulations, and the Sponsor's procurement regulations, as appropriate. (See General Terms and Conditions attached to this agreement for a link to the CFR.) In accordance with 2 CFR § 200.327, contracts must contain the applicable provisions described in Appendix II to Part 200. Davis-Bacon Act would not apply under this Federal program legislation.
3. Provide copies of site maps to appropriate Federal and State agencies for environmental review. Sponsor will notify NRCS of environmental clearance, modification of construction plans, or any unresolved concerns as well as copies of all permits, licenses, and other documents required by Federal, State, and local statutes and ordinances prior to solicitation for installation of the EWP program project measures. All modifications to the plans and specifications shall be reviewed and concurred in by NRCS.
4. Prepare and submit for NRCS concurrence an Operation and Maintenance (O&M) Plan, if applicable, prior to commence of work. The O&M Plan shall describe the activities the Sponsor will do to ensure the project performs as designed. Upon completion of the project measures, the Sponsor shall assume responsibility for operation and maintenance.
5. Prior to commencement of work and/or solicitation of bids, submit for NRCS review and concurrence a Quality Assurance Plan (QAP). The QAP shall outline technical and administrative expertise required to ensure the EWP program project measures are installed in accordance with the plans and specifications, identify individuals with the expertise, describe items to be inspected, list equipment required for inspection, outline the frequency and timing of inspection (continuous or periodic), outline inspection procedures, and record keeping requirements. A copy of the final QAP shall be provided to NRCS prior to commencement of construction.
6. Provide construction inspection in accordance with the QAP.
7. Arrange for and conduct final inspection of completed project with NRCS to determine whether all work has been performed in accordance with contractual requirements. Provide a PE certification that the project was installed in accordance with the approved plans and specifications.

Resources Required

See the Responsibilities of the Parties section for required resources, if applicable.

Milestones

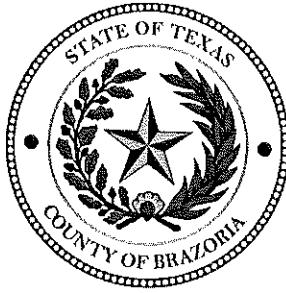
Milestones shall include, but not limited to, the following items.

1. Obtaining permits: estimated month 6-8
2. Completing quality assurance plan: estimated month 1
3. Solicit bids: estimated month 2
4. Award contract: estimated month 1
5. Date of estimated completion of construction: September 2026
6. Complete close-out activities December 2026

GENERAL TERMS AND CONDITIONS

Please reference the below link(s) for the General Terms and Conditions pertaining to this award:

<https://www.fpacbc.usda.gov/about/grants-and-agreements/award-terms-and-conditions/index.html>



**CERTIFIED COPY
BRAZORIA COUNTY COMMISSIONERS COURT**

ORDER NO.1.2.

**AUTHORIZATION OF GRANT AWARD
ACCEPTANCE FOR DEBRIS REMOVAL ALONG
OYSTER CREEK AND BASTROP BAYOU**

Approve the Notice of Grant and Agreement Award with the United States Department of Agriculture, Natural Resources Conservation Service, hereinafter referred to as the "NRCS" to provide technical and financial assistance to Brazoria County, hereinafter referred to as the "Sponsor", for EWP Project #5118 as detailed in the attached document and described as: DSR 48-14-24-5118-002 debris removal from streambank and shoreline along Oyster Creek and Bastrop Bayou, Brazoria County, Texas.

Whereas, Total Estimated Project Budget: \$5,486,126.00

The budget includes:

- Financial Assistance (FA) Costs:
 - Construction Costs (75% NRCS \$3,827,344.50 + 25% Sponsor \$1,275,781.50): \$5,103,126.00
 - Technical Assistance (TA) Costs: 100% NRCS (up to total construction cost): \$383,000.00

Whereas, the Court approves utilization of Road & Bridge funds in the respective fiscal year for the County's 25% required share of construction cost, plus any technical and administrative cost exceeding the NRCS contribution.

Further, that the County Judge be authorized to sign any and all documents relating to the project following review by the District Attorney's Office and a certified copy of this court order be furnished to the Engineering Department.

Updated Order read in Court

RESULT: APPROVED

MOVER: Jay Burrige

SECONDER: David R. Linder

AYES: Judge Sebesta Jr., Commissioner Burrige, Commissioner Adams, and
Commissioner Linder

STATE OF TEXAS §

COUNTY OF BRAZORIA §

I, Joyce Hudman, Clerk County Court and Ex-Officio Clerk of the Commissioners Court of Brazoria County, Texas, do hereby certify that the foregoing is a true and correct copy of that certain:

ORDER NO.I.2.

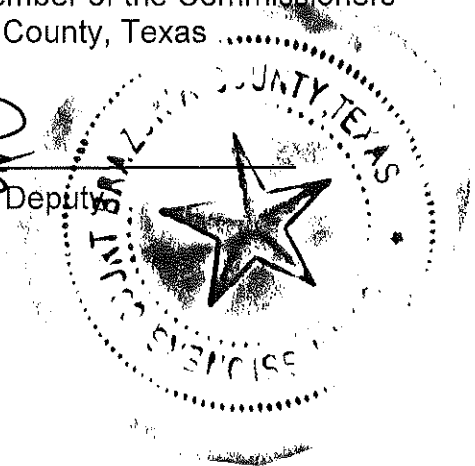
**AUTHORIZATION OF GRANT AWARD
ACCEPTANCE FOR DEBRIS REMOVAL ALONG
OYSTER CREEK AND BASTROP BAYOU**

as approved by the Commissioners Court on the 8th day of July, A.D., 2025, and as the same appear(s) in the Commissioners Court Records of Brazoria County, Texas.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 9th day of July, A.D., 2025.

JOYCE HUDMAN, Clerk County Court
and Ex-Officio Member of the Commissioners
Court of Brazoria County, Texas

By: 
T. Reynolds, Deputy



ORDINANCE NO. 25-531

AN ORDINANCE BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS, AMENDING EXCEPTIONS AS ADOPTED BY ORDINANCE NO. 18-428 TO MODIFY BASE USAGE AND AMENDING FEES FOR RECREATIONAL VEHICLE (RV) PARKS; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Richwood, Texas, has previously adopted Ordinance No. 18-428 establishing water rates and charges, including provisions for Recreational Vehicle (RV) Parks; and

WHEREAS, the City Council desires to amend said ordinance to adjust the billing rate for RV Parks;

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

Section 1. That the *EXCEPTION: Recreational Vehicle (RV) Parks* subsection of Section 5 of Ordinance No. 18-428 is hereby amended to read as follows:

EXCEPTION: Recreational Vehicle (RV) Parks
In the event service is furnished through a single meter to an RV Park (as defined in Section 11-1 of the Code of Ordinances), the base water billing rate shall be half (½) of the standard monthly base rate per pad or site for up to 700 gallons per unit. Any usage above the base amount shall be charged at one and a half (1.5) times the variable rate.

Section 2. Savings Clause. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City of Richwood, Texas, hereby declares that it would have enacted such remaining portions despite any such invalidity.

Section 3. Repealer. That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 4. Effective Date. This ordinance shall take effect immediately upon its passage.

PASSED AND APPROVED on first and final reading this 11th day of August, 2025.

Michael Durham, Mayor

ATTEST:

Kirsten Garcia, City Secretary



AGENDA MEMORANDUM

CONTACT: ERIC FOERSTER

SUBJECT: RV PARK WATER ISSUE

SUMMARY: Water rate and usage concerns for RV park outside the city limits

BACKGROUND INFORMATION:

- *On April 14, 2014, City Council approved the sale of water to the RV park at 1.5 times the in-city rate. This action was passed via consent agenda.*
- *On July 9, 2018, Council revised this structure, allowing the RV park to receive water at half rate until their usage exceeded a higher usage threshold, at which point a higher rate would apply.*
- *On August 11, 2025 the item was brought back to council for evaluation.*

ISSUE: Key considerations for Council include:

- Cost-sharing fairness compared to in-city users
- Water pressure impacts on the city's overall water system (See engineering report)
- Ongoing benefits or burdens to the city, including system strain or infrastructure maintenance requirements
- Costs to remove or cap the lines

FISCAL IMPACT: Unknow currently. If lines are capped there will be engineering costs and either removal or the filling of the lines at additional expense. That is determined by TXDOT at the time of closure.

RECOMMENDATION: Discuss and consider Future Public Hearing

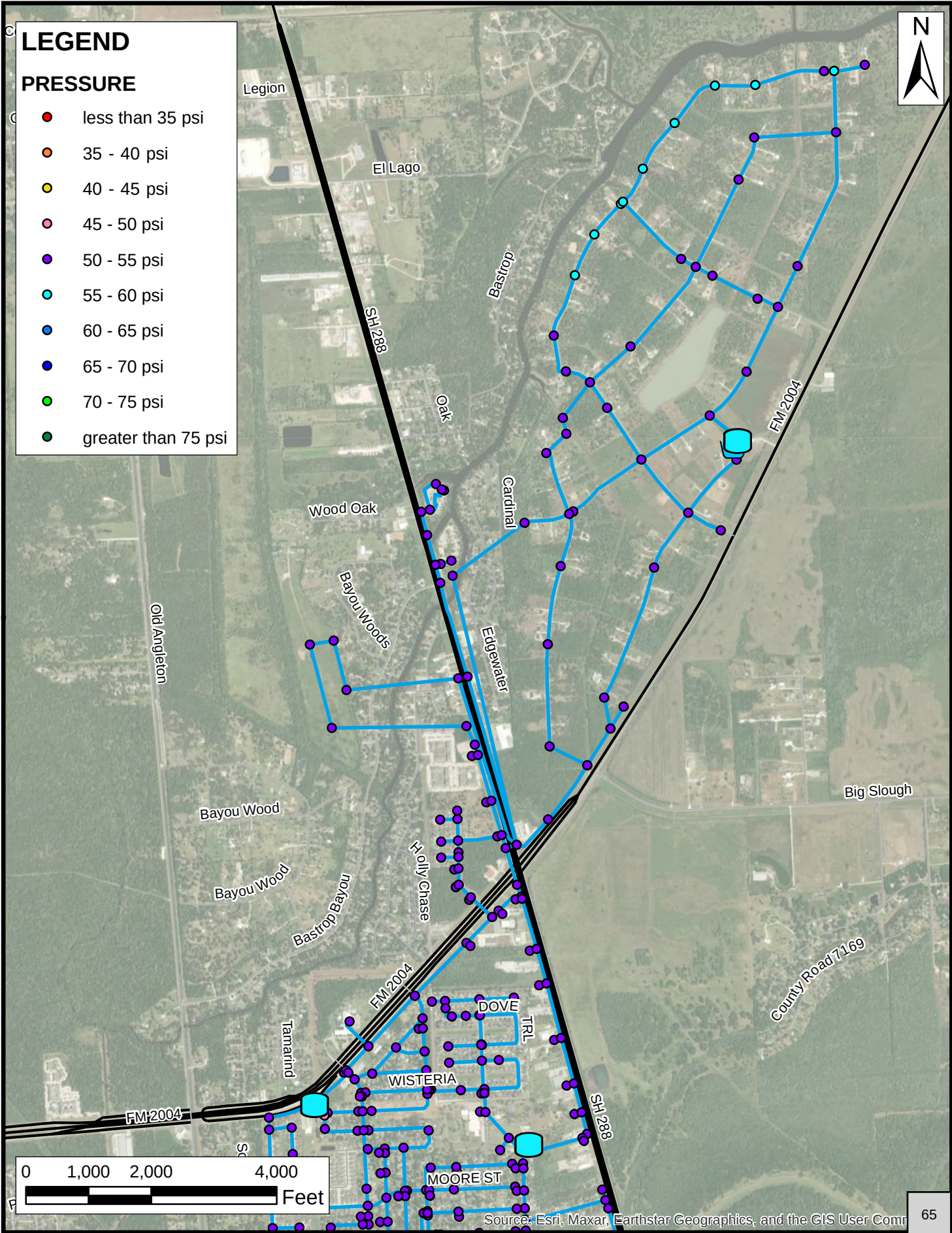
EXISTING PRESSURE SYSTEM

Path: S:\BREM4500-4599\4570\022\Drawings\GIS\Richwood Impact Fee\Richwood_Water_Model_2024_07.02.mxd

User: morgant

Date: 8/20/2025

Time: 12:24:14 PM



RV PARK REMOVED FROM SYSTEM

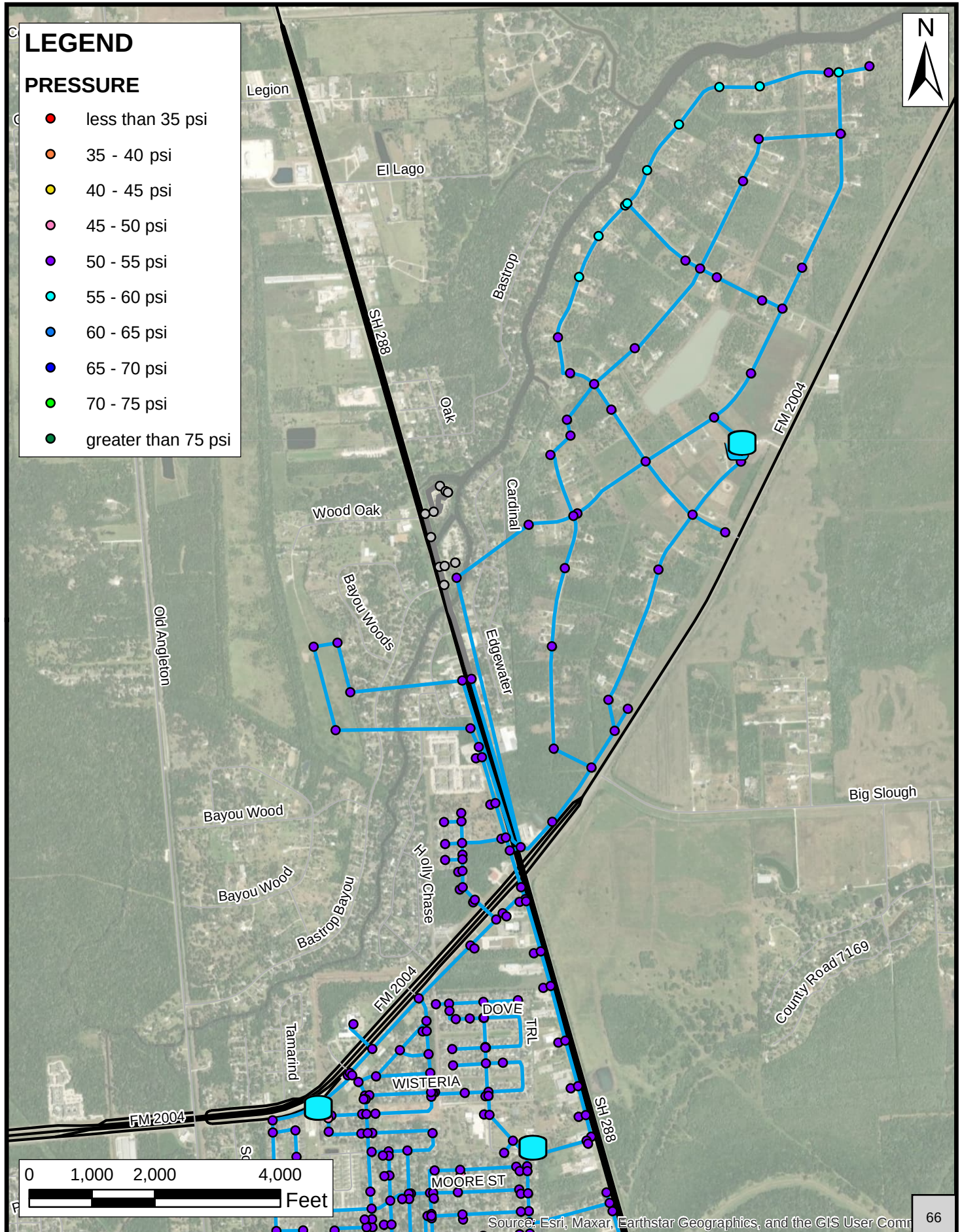
Section XI, Item E.

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User: morgarr

Date: 8/20/2025

Time: 12:24:14 PM



ORDINANCE NO. 18-428

AN ORDINANCE BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS AMENDING WATER FEES AND CHARGES AS ADOPTED BY ORDINANCE 18-417 TO MODIFY FEES FOR RECREATIONAL VEHICLE (RV) PARKS FOR WATER AND SEWER; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

Section 1: That Section 5 of Ordinance 18-417 pertaining to fees and charges is hereby amended and the following fees are hereby adopted:

WATER RATE FEES AND CHARGES

- A. The rates, fees and charges for furnishing water services by the City of Richwood for each month’s service shall be set for each unit, whether a single residence user on one meter or a single commercial user on one meter at the following rate:

GALLONS OF WATER PER MONTH	MONTHLY FEE <i>Minimum monthly charge</i>
2,000	\$24.40

VARIABLE RATE: Amounts in excess of 2,000 gallons charged at the rate \$4.35 per each additional 1,000 gallons of usage.

- B. In the event of service being furnished through one meter to multiple dwelling units or multiple commercial units, whether such be Mobile Home Parks, Trailer Parts, Apartment Houses, Duplexes, or otherwise, then the water billing rate shall be based upon that schedule set forth above with the minimum fee being set at 2,000 gallons times the number of user units, whether such unit to be dwelling or a commercial user or otherwise and with that number of gallons, to-wit 2,000 gallons times such unit, the monthly fee will be charged each such 2,000 gallons and all usage over 2,000 gallons per unit shall be charged at the variable rate set above. The total usage of such meter servicing multiple dwelling units or multiple commercial user shall be scheduled so that each such users shall pay not less than that scale set forth above as if each user were independently metered.
- (1) EXCEPTION: Recreational Vehicle (RV) Parks as defined in Section 11-1 of the Code of Ordinances.
- (a) In the event a meter servicing multiple dwelling units is located at an RV Park, the base water billing rate shall be ½ of the standard monthly base rate per pad or site. Any usage above the base amount will be charged the regular variable rate.

RATES FOR RESIDENTIAL AND COMMERCIAL SEWER USERS

- A. The amount of fluids introduced into the City sanitary sewer system by the patron in question shall be presumed to be equal to the amount of water metered by the City of Richwood for said

patron.

- B. The rates, fees and charges for furnishing sewer services by the City of Richwood for each month’s service shall be set for each unit, whether a single residence user on one meter or a single commercial user on one meter at the following rate:

GALLONS OF FLUID INTRODUCED INTO SANITARY SEWER PER MONTH	MONTHLY FEE <i>Minimum monthly charge</i>
2,000	\$22.40

VARIABLE RATE: Amounts in excess of 2,000 gallons charged at the rate \$4.35 per each additional 1,000 gallons of usage

- C. In the event of service being furnished through one meter to multiple dwelling units or multiple commercial units, whether such be Mobile Home Parks, Trailer Parts, Apartment Houses, Duplexes, or otherwise, then the water billing rate shall be based upon that schedule set forth above with the minimum fee being set at 2,000 gallons times the number of user units, whether such unit to be dwelling or a commercial user or otherwise and with that number of gallons, to-wit 2,000 gallons times such unit, the monthly fee will be charged each such 2,000 gallons and all usage over 2,000 gallons per unit shall be charged at the variable rate set above. The total usage of such meter servicing multiple dwelling units or multiple commercial user shall be scheduled so that each such users shall pay not less than that scale set forth above as if each user were independently metered.

(1) EXCEPTION: Recreational Vehicle (RV) Parks as defined in Section 11-1 of the Code of Ordinances.

- (a) In the event a meter servicing multiple dwelling units is located at an RV Park, the base water billing rate shall be ½ of the standard monthly base rate per pad or site. Any usage above the base amount will be charged the regular variable rate.

- D. The monthly service charge for providing sanitary sewer service to special commercial and industrial customers shall be based upon the number of gallons of water used by the patron in question as metered by the City of Richwood or the number of gallons of waste water and other fluids introduced into the City sanitary sewer system by the patron in question, as estimated or metered by the City of Richwood, whichever is greater, plus, where applicable, a monthly surcharge on the basis of the industrial waste ordinance of the City of Richwood, Texas for industrial customers that have sewage strengths in excess of 250 mg/l (BOD) and 250 mg/l (TSS).

- E. In addition industrial customers, in accordance with the Environmental Protection Agency’s assistance grant cost recovery requirements, will be subject to pay their proportionate share of the City’s Federal Assistance Grant amount allocable to the treatment of the City’s waste.

Section 2: That if any provision of this ordinance or application thereof to any person or circumstance is held invalid by any court, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City of Richwood, Texas, hereby declares that it would have enacted such remaining portions despite any such invalidity.

Section 3: That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 4: That this ordinance shall be effective immediately.

Passed and Approved on first and final reading this 9th day of July, 2018.

ATTEST:

Mark Guthrie, Mayor

Giani Cantu, City Secretary

APPROVED AS TO FORM:

Jason Cordoba, City Attorney

AGENDA

BE IT KNOWN that the **CITY COUNCIL** of the City of Richwood will meet in **City Council Regular Meeting** on **Monday, July 9, 2018** at **6:00 PM** at 1800 N. Brazosport Blvd., Richwood, TX 77531 at the Richwood City Hall in the Council Chambers with the following agenda:

- I. CALL TO ORDER AT 6:00 PM
- II. RECOGNITIONS
 - A. Kirsten Garcia, Court Clerk, on receiving her Level II Court Clerk Certification
 - B. Steve Cook, Operator, on receiving his Class "C" Water Operator License
 - C. Giani Cantu, City Secretary, on receiving her Texas Registered Municipal Clerk certification
- III. CONSENT AGENDA
 - A. Approval of Minutes of Previous Meetings
 - 1. June 2, 2018
 - 2. June 11, 2018
 - B. Payment of Bills
- IV. DISCUSSION AND ACTION ITEMS
 - A. Final review and action on replat of a 20 acre tract of land being Reserve "A" Oakwood Shores, located on the northeast corner of the intersection of Hwy 2004 and 288B
 - B. Final review and action on replat of a 4.669 acre tract located at 2300 Brazosport Blvd
 - C. Discuss and consider amending water and sewer rate fees and charges for RV/Trailer parks and multi-family dwellings serviced by one meter
 - D. Discuss and consider a resolution appointing Steve Boykin as representative to serve on the Brazosport Water Authority board.
 - E. Update on review of Indoor Gun Range & Noise Control Ordinances
 - F. Update on Flood Mitigation Efforts
 - G. Approve items removed from Consent Agenda
- V. PRESENTATIONS
 - A. Proposed Budget Fiscal Year 2018-2019
- VI. CITY MANAGER'S REPORT
- VII. PUBLIC COMMENTS

All public comments will be subject to the following rules: All speakers will be permitted to speak no longer than 3 minutes; all speakers will only be permitted to speak once; speakers cannot defer their 3 minutes to another speaker. Discussion is not allowed on items not posted on the agenda.

VIII. FUTURE AGENDA ITEMS

IX. COUNCIL MEMBER COMMENTS & REPORTS

X. MAYOR'S REPORT

XI. 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).

I, Giani B. Cantu, do hereby certify that I did, on 7/6/18 at _____ p.m., post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

Giani Cantu, City Secretary
City of Richwood

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.

AGENDA
RICHWOOD CITY COUNCIL
Regular Meeting, Monday, April 14, 2014
Richwood City Hall
1800 N. Brazosport Blvd.
Richwood, TX 77531
6:00 PM

I. CALL TO ORDER	
Presenter: Clint Kocurek	
Time: 6:00 p.m.	
II. INVOCATION	
Opening Prayer - Glenn Patton, City Manager	
Presenter: Glenn Patton	
III. PLEDGES OF ALLEGIANCE	3
Pledge of Allegiance & Texas Pledge	
IV. ROLL CALL OF COUNCIL MEMBERS	
Presenter: Clint Kocurek	
V. ANYONE WISHING TO ADDRESS COUNCIL	
Individuals wishing to address council are limited to 5 minutes per individual with a maximum of 30 minutes allowed for this section. Any items addressed to council will not be discussed and no action will be taken as these items are not on the agenda and any discussion or action will be a violation of the Open Meetings Act.	
Presenter: Clint Kocurek	
VI. CONSENT AGENDA	
A. Approval of Minutes of Previous Meetings	
1. March 17, 2014	4
B. Payment of bills	9
C. Authorization to sell water to Ken Mueller's RV park at one and 1/2 times the in city rate	26
D. Resolution to Protect and Defend the Constitutional Right to Keep and Bear Arms	27
Request to send the resolution to elected officials	
Presenter: Victor Wade and Charles Smith	
E. Offer to purchase property at 503 N. Mahan	30
This property has been held in trust by Brazoria County for non payment of taxes.	
F. Authorization to let bids for annual Storm Debris Removal - Annual Contingency Contract	38
G. Authorization to let bids for Debris Monitoring, Recovery, and Other Related Services	44
H. Accept resignation of Morgan Laird, Council Positon #4	

VII. DISCUSSION AND ACTION ITEMS

- A. Presentation by Retail Coach - Retail Economic Development Plan
- B. Request by Luke Guidry to discuss water quality at 101 Meadowlark Ct. 70
- C. Applications for Keep Richwood Beautiful 71
- D. Update Personnel Policy 87
- E. Budget Priorities for the next 5 years - Administration, Municipal Court, and Police Department 91
- F. Approve items pulled from Consent Agenda

VIII. REPORTS

Reports that require no action.

- A. Financial Reports 94
- B. Administration and Municipal Court Department Reports 140
- C. Police Department Report 142

IX. CITY MANAGER’S REPORT

Presenter: Glenn Patton

X. FUTURE AGENDA ITEMS

XI. COMMITTEE REPORTS

XII. COUNCIL MEMBER COMMENTS & REPORTS

XIII. MAYOR’S REPORT

XIV. ADJOURNMENT

I, Karen B. Schrom, do hereby certify that I did, on post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

Karen B. Schrom, City Secretary
City of Richwood

Texas Pledge of Allegiance

Honor the Texas flag;
I pledge allegiance to thee,
Texas, one state under God, one and indivisible.

Minutes of Regular Meeting

City Council City of Richwood

A Regular Meeting of the City Council of City of Richwood was held Monday, March 17, 2014, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Clint Kocurek, Mayor and presiding officer.

II. INVOCATION

The invocation was given by Glenn Patton, City Manager.

III. PLEDGES OF ALLEGIANCE

The Pledge of Allegiance and the Texas Pledge of Allegiance was recited by those in attendance.

IV. ROLL CALL OF COUNCIL MEMBERS

Roll call showed the following members present:

Clint Kocurek, Mayor and presiding officer
John Pitts, Council, Position #2
Jarrod Beaty, Council, Position #3
Donna Lacy, Council, Position #4

A quorum was declared. Others present included Glenn Patton, Public Works Director, Karen B. Schrom, City Secretary, Kenny Williams, Public Works Director, Derek Rester, Rocky and Ophilia Martinez, Michael Rowland, Donnie Peltier and Sarah Harris.

V. ANYONE WISHING TO ADDRESS COUNCIL

Derek Rester explained to Council that the Foundation Prep School has leased space from the First Baptist Church in Richwood for a faith based school covering grades 3 – 9. It is the best of home school and a school environment.

VI. CONSENT AGENDA

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to approve the items on the Consent Agenda as presented.

- A. Approval of Minutes of Previous Meetings
 - 1. February 24, 2014
- B. Payment of bills

VII. DISCUSSION AND ACTION ITEMS

- A. Public Hearing - Lot 29, block 1 Oakwood Shores - Variance request to encroach on right side building line

The Public Hearing was opened at 6:04 p.m. Donnie Peltier explained to Council that this is a lot on Bastrop Bayou and has a 75 foot drainage easement on one side. His client wishes to build his house close to the water and there will be a small encroachment on the right side. It will not affect the drainage easement.

Public Hearing was closed at 6:05 p.m.

- B. Lot 29, block1 Oakwood Shores - Variance request encroach on right side building line

On motion by Councilman Pitts, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to approve the variance request for Lot 29, Block 1 in Oakwood Shores as presented.

- C. Applications for Keep Richwood Beautiful

On motion by Councilman Pitts, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to table this item.

- D. Retail Economic Development Plan - The Retail Coach

Councilman Beaty explained that he had met representatives from The Retail Coach at the TML Elected Officials Conference and they seemed very interested in bringing new companies to Richwood. They are familiar with the area and he'd like to see them come before Council and do a presentation.

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to set up a presentation at the

April 14th Council meeting.

E. Ordinance No. 324F - amending the amount of outdoor space requirements for day care facilities

On motion by Councilman Beaty, seconded by Councilman Pitts, with all members present voting aye, Ordinance No. 324F – amending the amount of outdoor space requirements for day care facilities was approved as presented.

F. Executive Session pursuant to Chapter 551.074 Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee.

1. City Manager

Council entered executive session at 6:42 p.m.

Council exited executive session at 7:44 p.m.

No action was taken.

VIII. REPORTS

Reports that require no action.

A. Financial Reports

Par for the period ending February, 2014 is 58% remaining. Most departments are close or under. The Fire Department is aware they are over and all city spending is suspended. The Parks and Recreation is over because of the completion of the splash pad.

B. Public Works Department Report

Since October, 145 code enforcement letters and follow ups have been completed. The CDBG sidewalk project was completed, the tile floor in the PK Forrest Community Center was done. Lift stations 1, 2 and 3 have been rehabilitated. Audubon Woods III currently has 12 homes completed or under construction. Drainage and street projects include Oakwood Shores, Success, Schley and N. Mahan.

Councilman Beaty thanked Mr. Williams for all their hard work.

IX. CITY MANAGER’S REPORT

There was no report.

X. FUTURE AGENDA ITEMS

Applications for Keep Richwood Beautiful
Budget planning – Budget Priorities for the next 5 years
Administration and Police Department Reports
Retail Coach

XI. COMMITTEE REPORTS

There were none.

XII. COUNCIL MEMBER COMMENTS & REPORTS

There were none.

XIII. MAYOR’S REPORT

Keep Richwood Beautiful won the 2014 Governor’s Community Achievement Award.

BCCA will be hosted by the City April 19th. He encouraged all council members who could to attend.

XIV. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:49 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON APRIL 14, 2014.

Clint Kocurek, Mayor

ATTEST:

Karen B. Schrom, City Secretary

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
(Council Approval Report)

Section XI, Item E.

Section 2									
Vendor Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055									
1266363	02/27/14	insurance	02/27/14	\$30.00	\$30.00	10-01-5115	Hospitalization	\$29,100.00	\$17,289.77
1266363	02/27/14	insurance	02/27/14	\$30.00	\$30.00	10-02-5115	Hospitalization	\$21,000.00	\$11,749.10
1266363	02/27/14	insurance	02/27/14	\$80.00	\$80.00	10-05-5115	Hospitalization	\$65,000.00	\$40,073.45
1266363	02/27/14	insurance	02/27/14	\$20.00	\$20.00	10-06-5115	Hospitalization	\$17,500.00	\$11,321.55
127	MALONE, DON, , , ,								
february14-2	02/27/14	inspections	02/27/14	\$200.00	\$200.00	10-02-5695	Special Services - Miscell	\$2,000.00	(\$1,050.00)
185	TX CHILD SUPPORT SDU, PO BOX 659791, SAN ANTONIO, TX, 78265-9791								
february14-	02/27/14	child support	02/27/14	\$289.00	\$289.00	10-29-2138	Child Support Payable	\$0.00	(\$15.00)
195	TML - IEBP, PO BOX 910404, DALLAS, TX, 75391-0404								
february14	02/27/14	insurance	02/27/14	\$2,459.59	\$2,459.59	10-01-5115	Hospitalization	\$29,100.00	\$17,289.77
february14	02/27/14	insurance	02/27/14	\$1,826.18	\$1,826.18	10-02-5115	Hospitalization	\$21,000.00	\$11,749.10
february14	02/27/14	insurance	02/27/14	\$4,921.31	\$4,921.31	10-05-5115	Hospitalization	\$65,000.00	\$40,073.45
february14	02/27/14	insurance	02/27/14	\$1,219.69	\$1,219.69	10-06-5115	Hospitalization	\$17,500.00	\$11,321.55
february14	02/27/14	insurance	02/27/14	\$350.18	\$350.18	10-29-2136	Insurance Payable	\$0.00	\$1,145.58
248	FERRARA FIRE APPARATUS, PO BOX 249, HOLDEN, LA, 70744								
115159	02/27/14	fire hose	02/27/14	\$1,356.60	\$1,356.60	10-07-5220	Tools	\$7,500.00	\$4,591.62
450	ROBERTO'S TIRE SHOP, 725 N. BRAZOSPORT BLVD., CLUTE, TX, 77531								
6228	02/27/14	tire repair	02/27/14	\$10.00	\$10.00	10-02-5340	Vehicle M&R	\$4,000.00	\$1,865.32
801	BROWN, JACK, 6414 PRIMERO, BRAZORIA, TX, 77422								
february14	02/27/14	travel	02/27/14	\$588.86	\$588.86	10-06-5130	Training & Travel	\$2,000.00	\$1,526.00
825	PHILPOTT MOTOR COMPANY, 1400 US HIGHWAY 69 NORTH, NEDERLAND, TX, 77627								
239056	02/27/14	2013 ford explorer	02/27/14	\$30,000.00	\$30,000.00	10-29-1144	Due from Crime Control	\$0.00	(\$5,678.22)
1022	PALADINO, LACEY, , , ,								
february14	02/27/14	travel	02/27/14	\$147.93	\$147.93	10-06-5130	Training & Travel	\$2,000.00	\$1,526.00
1050	TEXAS DEPARTMENT OF CRIMINAL JUSTICE, CASHIER, PO BOX 4015, HUNTSVILLE, TX, 77342-4015								
291138	02/27/14	jail mattresses	02/27/14	\$139.92	\$139.92	10-05-5542	Jail Expense	\$5,500.00	\$3,523.72

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
(Council Approval Report)

Section XI, Item E.

Section	Vendor	Item	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
2			02/27/14	jails pillows	02/27/14	\$12.28	\$12.28	10-05-5542	Jail Expense	\$5,500.00	\$3,523.72
	1142			C & S JANITORIAL SERVICES, INC., P.O. BOX 680731, HOUSTON, TX, 77268							
	15313		02/27/14	janitorial services	02/27/14	\$275.00	\$275.00	10-01-5102	Contract Labor	\$10,000.00	\$8,681.25
							\$275.00				
	1150			L&M TRAINING CONSULTANTS, 1368 N. MAN O WAR DRIVE, HERNANDO, FL, 34442-5213							
	208-2014		02/27/14	equipment	02/27/14	\$1,913.00	\$1,913.00	10-07-5220	Tools	\$7,500.00	\$4,591.62
							\$1,913.00				
							\$45,869.54				
						</					

City of Richwood
Council Approval Report for W/S FIRST NATIONAL BANK--100103081
(Council Approval Report)

Section X										
Vendor	Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
	AUL AMERICAN UNITED LIFE INS, GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055									
	1266363--01	02/27/14	insurance	02/27/14	\$30.00	\$30.00	30-21-5115	Hospitalization	\$28,000.00	\$16,997.27
62	CLUTE POSTMASTER, CLUTE, TX, 77531									
february14--		02/27/14	postage for utility bills	02/27/14	\$404.94	\$404.94	30-21-5210	Office Supplies	\$10,000.00	\$4,646.99
195	TML - IEBP, PO BOX 910404, DALLAS, TX, 75391-0404									
february14--01		02/27/14	insurance	02/27/14	\$1,825.96	\$1,825.96	30-21-5115	Hospitalization	\$28,000.00	\$16,997.27
february14--01		02/27/14	insurance	02/27/14	\$37.50	\$37.50	30-30-2136	Insurance Payable	\$0.00	(\$1,022.83)
1014	LEE, PRESTON, , , ,									
february14		02/27/14	contract labor	02/27/14	\$192.00	\$192.00	30-21-5102	Contract Labor	\$0.00	(\$384.00)
						\$192.00				
Total Bills To Pay:						\$2,490.40				

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
(Council Approval Report)

Section	Vendor		Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
	number	Date								
1	KILLIUM PEST CONTROL, 209 PLANTATION DR, LAKE JACKSON, TX, 77566									
	313269	03/20/14	quarterly service	03/20/14	\$235.00	\$235.00	10-01-5310	Building & Grounds M&R	\$15,000.00	\$3,761.41
	313270	03/20/14	quarterly service	03/20/14	\$50.00	\$50.00	10-08-5310	Building & Grounds M&R	\$65,000.00	\$6,951.94
						\$285.00				
143	PARK PLACE, 217 FLAG LAKE DRIVE, CLUTE, TX, 77531									
7056	03/20/14	bronze plaque	03/20/14	\$1,212.00	\$1,212.00		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
\$1,212.00										
152	BUSINESS CARD, PO BOX 15796, WILMINGTON, DE, 19886-5710									
054368440565000	03/20/14	foam back poster board	03/20/14	\$52.57	\$52.57		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
054368440592000	03/20/14	supplies for open house	03/20/14	\$12.95	\$12.95		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
054368440593001	03/20/14	supplies for open house	03/20/14	\$104.05	\$104.05		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
554328640610004	03/20/14	google apps	03/20/14	\$142.85	\$142.85		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
55438240590910	03/20/14	tax	03/20/14	\$4.76	\$4.76		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
55438240590910	03/20/14	case of water	03/20/14	\$2.48	\$2.48		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
55438240590910	03/20/14	small tin pails	03/20/14	\$1.94	\$1.94		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
55438240590910	03/20/14	wrapping paper	03/20/14	\$7.94	\$7.94		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
55438240590910	03/20/14	plates	03/20/14	\$13.65	\$13.65		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
55438240590910	03/20/14	foam cups	03/20/14	\$2.24	\$2.24		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
55438240590910	03/20/14	small soft drinks	03/20/14	\$31.88	\$31.88		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
555418640420040	03/20/14	Elected Officials Conference	03/20/14	\$470.40	\$470.40		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
555418640560040	03/20/14	hotel for d. lacy	03/20/14	\$197.31	\$197.31		10-01-5101	Administrative Expense	\$6,000.00	(\$1,489.26)
754182340570062	03/20/14	annual subscription - survey monkey	03/20/14	\$204.00	\$204.00		10-01-5210	Office Supplies	\$24,000.00	\$8,379.83
554838240370910	03/20/14	paper towel holder for ada compliance	03/20/14	\$8.97	\$8.97		10-01-5215	Custodial Supplies	\$1,500.00	\$873.88
554838240370910	03/20/14	paper towels	03/20/14	\$2.57	\$2.57		10-01-5215	Custodial Supplies	\$1,500.00	\$873.88
554328640520005	03/20/14	postage	03/20/14	\$24.99	\$24.99		10-01-5240	Expendable Operating S	\$12,000.00	\$5,807.32
554887240550831	03/20/14	postage	03/20/14	\$9.95	\$9.95		10-01-5240	Expendable Operating S	\$12,000.00	\$5,807.32
555418640380040	03/20/14	postage	03/20/14	\$100.00	\$100.00		10-01-5240	Expendable Operating S	\$12,000.00	\$5,807.32
555418640380040	03/20/14	postage	03/20/14	\$250.00	\$250.00		10-01-5240	Expendable Operating S	\$12,000.00	\$5,807.32
555418640500040	03/20/14	postage	03/20/14	\$28.84	\$28.84		10-01-5240	Expendable Operating S	\$12,000.00	\$5,807.32
555418640500040	03/20/14	finance charge	03/20/14	\$24.24	\$24.24		10-01-5240	Expendable Operating S	\$12,000.00	\$5,807.32
555008040382074	03/20/14	pump and motor maint. Classes	03/20/14	\$235.00	\$235.00		10-02-5130	Training & Travel	\$2,000.00	\$1,365.17
754549140463750	03/20/14	hotel for ibleaty for code enforcement	03/20/14	\$621.00	\$621.00		10-02-5130	Training & Travel	\$2,000.00	\$1,365.17
054101940580800	03/20/14	bdo filler scoop	03/20/14	\$3.42	\$3.42		10-02-5240	Expendable Operating S	\$3,000.00	\$1,702.65
054101940580800	03/20/14	hmx 2684 24 iz goo gone	03/20/14	\$9.99	\$9.99		10-02-5240	Expendable Operating S	\$3,000.00	\$1,702.65
554328640570006	03/20/14	protective phone case cover	03/20/14	\$17.09	\$17.09		10-02-5240	Expendable Operating S	\$3,000.00	\$1,702.65
554328640570006	03/20/14	finance charge	03/20/14	\$18.98	\$18.98		10-02-5240	Expendable Operating S	\$3,000.00	\$1,702.65
554328640570006	03/20/14	finance charge	03/20/14	\$20.53	\$20.53		10-02-5240	Expendable Operating S	\$3,000.00	\$1,702.65
554328640570006	03/20/14	finance charge	03/20/14	\$6.46	\$6.46		10-02-5240	Expendable Operating S	\$3,000.00	\$1,702.65
554328640570006	03/20/14	finance charge	03/20/14	\$47.23	\$47.23		10-02-5240	Expendable Operating S	\$3,000.00	\$1,702.65
554328640570006	03/20/14	finance charge	03/20/14	\$93.24	\$93.24		10-02-5310	Building & Grounds M&R	\$1,000.00	\$794.84

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
(Council Approval Report)

Section XI, Item E.

Section 1										
Vendor		Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
239	40450004	03/20/14	front power window repair on 08 ford f150	03/20/14	\$267.82	\$267.82	10-02-5340	Vehicle M&R	\$4,000.00	\$1,802.70
	5549961	03/20/14	fast set concrete mix 50#	03/20/14	\$21.57	\$21.57	10-02-5376	Signs M&R	\$2,000.00	\$677.66
	051404840631200	03/20/14	cell phone charger for pw	03/20/14	\$12.98	\$12.98	10-02-5420	Telephone	\$2,500.00	\$1,177.13
	554807740539829	03/20/14	mobile share value plan 30 for pw cell phone	03/20/14	\$173.19	\$173.19	10-02-5420	Telephone	\$2,500.00	\$1,177.13
	054368440635000	03/20/14	raffle tickets	03/20/14	\$98.76	\$98.76	10-04-5290	Festivals	\$0.00	(\$99.22)
	252478040570008	03/20/14	open house kit	03/20/14	\$215.69	\$215.69	10-05-5130	Training & Travel	\$13,300.00	\$10,078.33
	054368440445000	03/20/14	lenovo computer	03/20/14	\$715.64	\$715.64	10-05-5220	Tools	\$1,500.00	\$1,281.99
	554328640560002	03/20/14	50lb hangers	03/20/14	\$7.48	\$7.48	10-05-5220	Tools	\$1,500.00	\$1,281.99
	554328640560002	03/20/14	20lb hangers	03/20/14	\$4.98	\$4.98	10-05-5220	Tools	\$1,500.00	\$1,281.99
	554328640560002	03/20/14	electrical tape	03/20/14	\$1.99	\$1.99	10-05-5220	Tools	\$1,500.00	\$1,281.99
	552635240502862	03/20/14	meats at chili's (picking up patrol car)	03/20/14	\$18.00	\$18.00	10-05-5240	Expendable Operating S	\$1,500.00	\$305.60
	march14	03/20/14	finance charge	03/20/14	\$14.11	\$14.11	10-05-5240	Expendable Operating S	\$1,500.00	\$305.60
	march14-1	03/20/14	finance charge	03/20/14	\$8.88	\$8.88	10-05-5240	Expendable Operating S	\$1,500.00	\$305.60
	054368440645000	03/20/14	wall pocket	03/20/14	\$11.49	\$11.49	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	054368440645000	03/20/14	7 ethernet cable	03/20/14	\$14.99	\$14.99	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	054368440645000	03/20/14	50' ethernet cable	03/20/14	\$39.99	\$39.99	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	054368440645000	03/20/14	inline coupler ethernet	03/20/14	\$10.99	\$10.99	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	054368440645000	03/20/14	5 port desk top switch	03/20/14	\$14.99	\$14.99	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	554328640630003	03/20/14	rolling tool chest	03/20/14	\$223.00	\$223.00	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	554328640630003	03/20/14	8' step ladder	03/20/14	\$134.00	\$134.00	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	554328640630003	03/20/14	50' extension cord	03/20/14	\$11.97	\$11.97	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	554328640630003	03/20/14	7 drawer tool chest	03/20/14	\$79.00	\$79.00	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	854439240427000	03/20/14	triple threat blue/red/blue	03/20/14	\$149.99	\$149.99	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	854439240427000	03/20/14	snm ehaw35 blue lights	03/20/14	\$179.97	\$179.97	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	854439240427000	03/20/14	hardware kit	03/20/14	\$10.99	\$10.99	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	854439240427000	03/20/14	shipping	03/20/14	\$24.97	\$24.97	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	854439240427000	03/20/14	hhs2200 siren	03/20/14	\$353.99	\$353.99	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	854439240427000	03/20/14	snm ehaw35 red lights	03/20/14	\$179.97	\$179.97	10-05-5340	Vehicle M&R	\$10,300.00	\$5,012.72
	554295040368495	03/20/14	ibm typewriter	03/20/14	\$225.00	\$225.00	10-06-5210	Office Supplies	\$5,193.00	\$2,694.53
	554295040378496	03/20/14	accessories for typewriter	03/20/14	\$29.45	\$29.45	10-06-5210	Office Supplies	\$5,193.00	\$2,694.53
	555418640380040	03/20/14	stubby antenna	03/20/14	\$98.60	\$98.60	10-07-5360	Radio M&R	\$2,000.00	\$1,575.00
	555418640380040	03/20/14	connector	03/20/14	\$26.35	\$26.35	10-07-5360	Radio M&R	\$2,000.00	\$1,575.00
	752635940502641	03/20/14	easter eggs	03/20/14	\$1,211.02	\$1,211.02	10-08-5240	Expendable Operating S	\$200.00	\$153.45
155	QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600				\$7,363.33					
	1162010	03/20/14	supplies	03/20/14	\$8.99	\$8.99	10-01-5210	Office Supplies	\$24,000.00	\$8,379.83
239	WHOLESALE ELECTRIC SUPPLY CO, PO BOX 230197, HOUSTON, TX, 77223-0197				\$8.99					
	71-3439202	03/20/14	hex hd lag screw 3/8 x 3	03/20/14	\$1.26	\$1.26	10-02-5240	Expendable Operating S	\$3,000.00	\$1,702.65

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Section XI, Item E.

Vendor Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
427 CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190									
					\$1.26				
b1403133316	03/20/14	electricity	03/20/14	\$122.94	\$122.94	10-02-5410	Electricity	\$45,000.00	\$32,499.87
b1403133317	03/20/14	electricity	03/20/14	\$51.80	\$51.80	10-02-5410	Electricity	\$45,000.00	\$32,499.87
b1403133318	03/20/14	electricity	03/20/14	\$546.58	\$546.58	10-02-5410	Electricity	\$45,000.00	\$32,499.87
b1403133319	03/20/14	electricity	03/20/14	\$1,639.10	\$1,639.10	10-02-5410	Electricity	\$45,000.00	\$32,499.87
b1403133320	03/20/14	electricity	03/20/14	\$41.71	\$41.71	10-02-5410	Electricity	\$45,000.00	\$32,499.87
b1403133321	03/20/14	electricity	03/20/14	\$13.71	\$13.71	10-02-5410	Electricity	\$45,000.00	\$32,499.87
b1403133345	03/20/14	electricity	03/20/14	\$64.45	\$64.45	10-02-5410	Electricity	\$45,000.00	\$32,499.87
				\$2,480.29					
466 CITY OF OYSTER CREEK, 3210 FM 523, OYSTER CREEK, TX, 77541									
march14	03/20/14	jail fees	03/20/14	\$100.00	\$100.00	10-05-5542	Jail Expense	\$5,500.00	\$3,371.52
				\$100.00					
514 P C CARE, 221 PARKING WAY, LAKE JACKSON, TX, 77566									
68104	03/20/14	backup services	03/20/14	\$99.95	\$99.95	10-01-5210	Office Supplies	\$24,000.00	\$8,379.83
				\$99.95					
547 ECONOMIC DEVELOPMENT ALLIANCE FOR BRAZORIA COUNTY, 4005 TECHNOLOGY DRIVE, SUITE 1010, ANGLETON, TX, 77515									
1513	03/20/14	membership	03/20/14	\$1,050.00	\$1,050.00	10-01-5660	Dues & Subscriptions	\$3,500.00	\$1,414.00
				\$1,050.00					
614 BROOKSIDE EQUIPMENT SALES, INC., P.O. BOX 262324, HOUSTON, TX, 77207									
ia46286	03/20/14	weed eater bump heads	03/20/14	\$91.96	\$91.96	10-08-5365	Other Equipment M&R	\$5,000.00	\$4,845.31
ia46286	03/20/14	6 pk 2 cycle oil	03/20/14	\$8.10	\$8.10	10-08-5365	Other Equipment M&R	\$5,000.00	\$4,845.31
				\$100.06					
884 U. S. BANCORP EQUIPMENT FINANCE, INC., P.O. BOX 790448, ST. LOUIS, MO, 63179-0448									
249225079	03/20/14	copier contract	03/20/14	\$298.50	\$298.50	10-01-5935	Equipment - Time Payme	\$4,500.00	\$2,187.63
249225079	03/20/14	copier contract	03/20/14	\$63.70	\$63.70	10-04-5294	Expenditures - Court Tec	\$0.00	(\$1,949.82)
				\$362.20					
1135 GONZALES, MARCYE, , , ,									
march14	03/20/14	payroll deduction	03/20/14	\$20.00	\$20.00	10-29-2129	Accts Payable - Other	\$0.00	(\$3,102.50)
				\$20.00					
Total Bills To Pay:								\$13,083.08	

City of Richwood
Council Approval Report for W/S FIRST NATIONAL BANK--100103081
(Council Approval Report)

Section XI, Item E.

Section		Vendor Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
DEPT. OF STATE HEALTH SERVICES, PO BOX 149347, 1100 WEST 49TH STREET, AUSTIN, TX, 78714-9347											
march 14			03/20/14	water sample test	03/20/14	\$238.16	\$238.16	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
82		DXI INDUSTRIES, INC., PO BOX 301049, DALLAS, TX, 75303-1049					\$238.16				
		de05000709-14	03/20/14	chlorine	03/20/14	\$33.60	\$33.60	30-21-5270	Chemicals	\$7,000.00	\$3,843.17
		de05000710-14	03/20/14	chlorine	03/20/14	\$11.20	\$11.20	30-21-5270	Chemicals	\$7,000.00	\$3,843.17
		de05000711-14	03/20/14	chlorine	03/20/14	\$11.20	\$11.20	30-21-5270	Chemicals	\$7,000.00	\$3,843.17
		de05000749-14	03/20/14	chlorine	03/20/14	\$67.20	\$67.20	30-21-5270	Chemicals	\$7,000.00	\$3,843.17
101		GREAT WESTERN SUPPLY CO., P.O. BOX 4346, HOUSTON, TX, 77210-4346					\$123.20				
		s1061713.002	03/20/14	4" flange t	03/20/14	\$19.83	\$19.83	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
		s1061713.002	03/20/14	flange 90	03/20/14	\$78.08	\$78.08	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
		s1061713.002	03/20/14	bolt kits	03/20/14	\$42.45	\$42.45	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
		s1061713.002	03/20/14	gasket	03/20/14	\$11.80	\$11.80	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
		s1061713.002	03/20/14	20" joint sch. 80 pvc	03/20/14	\$240.60	\$240.60	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
		s1061737.001	03/20/14	sch. 80 flanges	03/20/14	\$134.82	\$134.82	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
106		HD SUPPLY WATERWORKS, PO BOX 840700, DALLAS, TX, 75284-0700					\$527.58				
		c131373	03/20/14	8" manhole lid and rings	03/20/14	\$1,867.09	\$1,867.09	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
117		KILLIUM PEST CONTROL, 209 PLANTATION DR, LAKE JACKSON, TX, 77566					\$1,867.09				
		312296	03/20/14	contract	03/20/14	\$79.00	\$79.00	30-21-5310	Building & Grounds M&R	\$5,000.00	\$4,533.00
132		MCCOY'S BUILDING SUPPLY, PO BOX 1362, SAN MARCOS, TX, 78667					\$79.00				
		1383093	03/20/14	bags of sac-crete	03/20/14	\$88.84	\$88.84	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
		1383198	03/20/14	credit for pallet return	03/20/14	(\$40.00)	(\$40.00)	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
		1383239	03/20/14	bags mortar	03/20/14	\$31.44	\$31.44	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
152		BUSINESS CARD, PO BOX 15796, WILMINGTON, DE, 19886-5710					\$80.28				
		255360640511040	03/20/14	water test	03/20/14	\$111.00	\$111.00	30-21-5130	Training & Travel	\$4,000.00	\$2,782.60
		255360640561020	03/20/14	crime records	03/20/14	\$3.58	\$3.58	30-21-5130	Training & Travel	\$4,000.00	\$2,782.60
		85503940384000	03/20/14	pump & motor maint. Study guide	03/20/14	\$49.80	\$49.80	30-21-5130	Training & Travel	\$4,000.00	\$2,782.60
		554996740432060	03/20/14	plywood	03/20/14	\$105.43	\$105.43	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
		554996740432060	03/20/14	right angle brackets	03/20/14	\$30.80	\$30.80	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
		554996740432060	03/20/14	wood screws	03/20/14	\$11.78	\$11.78	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
		554996740462060	03/20/14	ax blades	03/20/14	\$25.99	\$25.99	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
		554996740462060	03/20/14	reciprocating blades	03/20/14	\$13.49	\$13.49	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
		553102040632075	03/20/14	2" sch 40 ss	03/20/14	\$792.00	\$792.00	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)

City of Richwood
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Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
554996740622060	03/20/14	concrete pallet	03/20/14	\$20.00	\$20.00	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
554996740622060	03/20/14	concrete mix 80#	03/20/14	\$144.56	\$144.56	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
554996740622060	03/20/14	sw conc/palestine block pallet	03/20/14	\$40.00	\$40.00	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
554996740622060	03/20/14	blocks	03/20/14	\$171.72	\$171.72	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
754566740594719	03/20/14	8 x 4 red bush s/40 pvc	03/20/14	\$39.46	\$39.46	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
754566740594719	03/20/14	4" female adapter s/40 pvc	03/20/14	\$4.28	\$4.28	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
				\$1,563.89					
266	AIRGAS USA, LLC, PO BOX 676015, DALLAS, TX, 75267-6015								
9916609367	03/20/14	oxygen	03/20/14	\$35.43	\$35.43	30-21-5230	Gas, Oil, & Lubricants	\$12,000.00	\$5,286.33
				\$35.43					
287	SCB CLINIC, PLLC, 120 Flag Lake Drive, Suite #2, LAKE JACKSON, TX, 77566								
4665/4930	03/20/14	drug test	03/20/14	\$35.00	\$35.00	30-21-5240	Expendable Operating S	\$500.00	(\$105.22)
4665/4930	03/20/14	drug test	03/20/14	\$35.00	\$35.00	30-21-5240	Expendable Operating S	\$500.00	(\$105.22)
				\$70.00					
290	NES RENTALS, PO BOX 8500-1226, PHILADELPHIA, PA, 19178-1226								
24809501	03/20/14	diesel compressor rental	03/20/14	\$233.35	\$233.35	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
				\$233.35					
427	CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190								
b1403040354	03/20/14	electricity	03/20/14	\$94.47	\$94.47	30-21-5410	Electricity	\$42,000.00	\$23,010.60
b1403070109	03/20/14	electricity	03/20/14	\$12.08	\$12.08	30-21-5410	Electricity	\$42,000.00	\$23,010.60
				\$106.55					
536	UTILITY MAINTENANCE, 13510 FM 523, ANGLETON, TX, 77515								
march14-2	03/20/14	contract labor for is#1 repair	03/20/14	\$4,500.00	\$4,500.00	30-30-1140	Due from Capital Improv	\$0.00	(\$27,455.34)
				\$4,500.00					
1044	ACT PIPING SUPPLY, P.O. BOX 201810, HOUSTON, TX, 77216-1810								
888232	03/20/14	plastic single meter box lid w/window	03/20/14	\$240.00	\$240.00	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
888232	03/20/14	shipping	03/20/14	\$150.00	\$150.00	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
888232	03/20/14	plastic double meter box lid w/window	03/20/14	\$1,750.00	\$1,750.00	30-21-5390	Water Lines M&R	\$47,280.00	\$29,260.58
				\$2,140.00					
Total Bills To Pay:				\$11,564.53					

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	GULF COAST PAPER, PO BOX 4227, VICTORIA, TX, 77903									
	730827	03/27/14	white roll towels	03/27/14	\$125.64	\$125.64	10-01-5215	Custodial Supplies	\$1,500.00	\$862.34
	730827	03/27/14	fuel surcharge for delivery	03/27/14	\$2.80	\$2.80	10-01-5215	Custodial Supplies	\$1,500.00	\$862.34
						\$128.44				
	LAWMAN'S UNIFORM & EQUIPMENT, 5814 MILWEE BLDG. A, HOUSTON, TX, 77092									
	122	03/27/14	shipping	03/27/14	\$8.50	\$8.50	10-05-5190	Uniforms	\$2,500.00	\$1,600.50
	36684	03/27/14	elbeco shirts for caudle	03/27/14	\$89.90	\$89.90	10-05-5190	Uniforms	\$2,500.00	\$1,600.50
	36684	03/27/14	elbeco shirts for bailey	03/27/14	\$89.90	\$89.90	10-05-5190	Uniforms	\$2,500.00	\$1,600.50
						\$188.30				
	MALONE, DON, , , ,									
	127	03/27/14	inspections	03/27/14	\$700.00	\$700.00	10-02-5695	Special Services - Miscell	\$2,000.00	(\$1,400.00)
						\$700.00				
	MCCOY'S BUILDING SUPPLY, PO BOX 1362, SAN MARCOS, TX, 78667									
	132	03/27/14	10' x 2 x 4 treated lumber	03/27/14	\$99.88	\$99.88	10-08-5310	Building & Grounds M&R	\$65,000.00	\$6,901.94
						\$99.88				
	PROMOTIONS UNLIMITED, 849 WEST PLANTATION DRIVE, CLUTE, TX, 77531									
	154	03/27/14	Shifts - Park and Rec	03/27/14	\$430.45	\$430.45	10-08-5240	Expendable Operating S	\$200.00	(\$1,057.57)
						\$430.45				
	QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600									
	145	03/27/14	coffee	03/27/14	\$145.92	\$145.92	10-01-5240	Expendable Operating S	\$12,000.00	\$5,369.30
						\$145.92				
	R & M TELEPHONE SERVICE, 108 THAT WAY, LAKE JACKSON, TX, 77566									
	156	03/27/14	Reprogram Chiefs telephone	03/27/14	\$98.00	\$98.00	10-05-5420	Telephone	\$6,000.00	\$2,833.29
						\$98.00				
	T.J.'S LUBE STOP, 125 DIXIE DRIVE, SUITE A, CLUTE, TX, 77531									
	183	03/27/14	oil change unit#748	03/27/14	\$43.74	\$43.74	10-05-5340	Vehicle M&R	\$10,300.00	\$3,572.42
						\$43.74				
	TX CHILD SUPPORT SDU, PO BOX 659791, SAN ANTONIO, TX, 78265-9791									
	185	03/27/14	child support	03/27/14	\$289.00	\$289.00	10-29-2138	Child Support Payable	\$0.00	(\$15.00)
						\$289.00				
	TEXAS GARDEN SOILS, PO BOX 1197, CLUTE, TX, 77531									
	190	03/27/14	dirt for ball fields	03/27/14	\$250.00	\$250.00	10-08-5310	Building & Grounds M&R	\$65,000.00	\$6,901.94
						\$250.00				
	TEXAS MUNICIPAL CLERKS PROGRAM, 155 UNION CIRCLE # 305067, DENTON, TX, 76203-5017									
	191	03/27/14	Election law supplement	03/27/14	\$48.00	\$48.00	10-01-5210	Office Supplies	\$24,000.00	\$8,066.89

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				\$48.00					
201	COMCAST, PO BOX 660618, DALLAS, TX, 75266-0618								
march14-1	03/27/14	internet	03/27/14	\$50.74	\$50.74	10-01-5420	Telephone	\$2,500.00	\$1,350.57
march14-1	03/27/14	internet	03/27/14	\$85.19	\$85.19	10-04-5294	Expenditures - Court Tec	\$0.00	(\$2,013.52)
march14-1	03/27/14	internet	03/27/14	\$178.17	\$178.17	10-05-5695	Special Services - Miscell	\$4,000.00	\$2,736.60
				\$314.10					
260	EXTRA MILE PRINTING, 9478 CR 810, WEST COLUMBIA, TX, 77486								
3049	03/27/14	court envelopes	03/27/14	\$166.66	\$166.66	10-06-5210	Office Supplies	\$5,193.00	\$2,440.08
				\$166.66					
423	BRAZOSPORT STARTER & ALTERNATOR SERVICE, P.O. BOX 566, CLUTE, TX, 77531								
5373	03/27/14	battery for unit#746	03/27/14	\$147.95	\$147.95	10-05-5340	Vehicle M&R	\$10,300.00	\$3,572.42
				\$147.95					
648	TJ'S AUTOMOTIVE REPAIR, 1339 HWY 332, CLUTE, TX, 77531								
140419	03/27/14	Inspections, oil changes and wiper blades	03/27/14	\$83.49	\$83.49	10-02-5340	Vehicle M&R	\$4,000.00	\$1,534.88
				\$83.49					
753	BEARS RECYCLING, P.O. BOX 35, CLUTE, TX, 77531								
72500	03/27/14	dump fees	03/27/14	\$380.00	\$380.00	10-02-5245	Dump Charges	\$2,500.00	\$1,550.75
				\$380.00					
1061	PERDUE, BRANDON, FIELDER, COLLINS & MOTT LLP, 1235 NORTH LOOP WEST, SUITE 600, HOUSTON, TX, 77008								
ivc00020857	03/27/14	warrant collection	03/27/14	\$802.11	\$802.11	10-29-2140	Municipal Court Costs	\$0.00	(\$49,463.20)
				\$802.11					
1142	C & S JANITORIAL SERVICES, INC., P.O. BOX 680731, HOUSTON, TX, 77268								
15538	03/27/14	cleaning services for april	03/27/14	\$275.00	\$275.00	10-01-5102	Contract Labor	\$10,000.00	\$8,406.25
				\$275.00					
1165	TEXAS RAPID RESPONSE K9 LLC, 3837 US HWY 77 SOUTH, LA GRANGE, TX, 78945								
1098	03/27/14	police K9	03/27/14	\$4,389.45	\$4,389.45	10-04-5296	K-9 Unit	\$0.00	(\$710.90)
1098	03/27/14	owens dog box	03/27/14	\$354.00	\$354.00	10-04-5296	K-9 Unit	\$0.00	(\$710.90)
				\$4,743.45					
Total Bills To Pay:				\$9,334.49					

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Section XI, Item E.

Vendor		Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1	Number	Date							
1	AT&T, PO BOX 105414, ATLANTA, GA, 30348-5414		03/27/14	\$84.30	\$84.30	30-21-5420	Telephone	\$2,500.00	\$1,531.76
1	march 14- 03/27/14 telephone				\$84.30				
36	BRAZORIA COUNTY GROUNDWATER CONSERVATION DISTRICT, 111 E. LOCUST, BLDG. A-29, SUITE 140, ANGLETON, TX, 77515		03/27/14	\$59.92	\$59.92	30-21-5660	Dues & Subscriptions	\$1,250.00	\$580.57
36	march 14 03/27/14 groundwater prod and export fee								
62	CLUTE POSTMASTER, CLUTE, TX, 77531		03/27/14	\$403.58	\$403.58	30-21-5210	Office Supplies	\$10,000.00	\$4,242.05
62	march 14 03/27/14 postage for utility bills				\$403.58				
101	GREAT WESTERN SUPPLY CO., P.O. BOX 4346, HOUSTON, TX, 77210-4346		03/27/14	\$111.30	\$111.30	30-30-1140	Due from Capital Improv	\$0.00	(\$35,875.66)
101	s1062095-001 03/27/14 4" sch. 80 blind flange				\$111.30			\$0.00	(\$35,875.66)
101	s1062095-001 03/27/14 4x8 general purpose fiberglass grading				\$545.15			\$0.00	(\$35,875.66)
101	s1062095-001 03/27/14 gasket				\$5.90			\$0.00	(\$35,875.66)
106	HD SUPPLY WATERWORKS, PO BOX 840700, DALLAS, TX, 75284-0700		03/27/14	\$594.68	\$594.68	30-21-5390	Water Lines M&R	\$47,280.00	\$26,694.93
106	c135793 03/27/14 8x6 tapping sleeve 8" ac to 6" c900 with flange				\$25.32			\$47,280.00	\$26,694.93
106	c135793 03/27/14 shipping				\$1,258.92			\$47,280.00	\$26,694.93
106	c135950 03/27/14 4" ductal iron wheel valves				\$61.83			\$47,280.00	\$26,694.93
106	c135950 03/27/14 6" mJ valve (left hand open)				\$62.40			\$47,280.00	\$26,694.93
106	c135950 03/27/14 1.5x2.5 adjustabel valve box and lid				\$10.14			\$47,280.00	\$26,694.93
106	c135950 03/27/14 6" gland packs				\$34.84			\$47,280.00	\$26,694.93
106	c135950 03/27/14 4x1/8 flg acc rr ff				\$810.46			\$47,280.00	\$26,694.93
106	c135950 03/27/14 6a2360-19 mJxfwgvoll/acc				\$52.24			\$47,280.00	\$26,694.93
106	c150782 03/27/14 tapping saddle				\$152.74			\$47,280.00	\$26,694.93
106	c150782 03/27/14 corp stop				\$195.24			\$47,280.00	\$26,694.93
106	c150782 03/27/14 cts				\$3,258.81				
155	QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600		03/27/14	\$104.38	\$104.38	30-21-5210	Office Supplies	\$10,000.00	\$4,242.05
155	1333026 03/27/14 toner				\$104.38				
290	NES RENTALS, PO BOX 8500-1226, PHILADELPHIA, PA, 19178-1226		03/27/14	\$34.20	\$34.20	30-30-1140	Due from Capital Improv	\$0.00	(\$35,875.66)
290	25259201 03/27/14 hammer drill rental				\$34.20				
402	BEATY, JENNIFER, , , ,		03/27/14	\$26.32	\$26.32	30-21-5230	Gas, Oil, & Lubricants	\$12,000.00	\$5,250.90
402	march 14- 03/27/14 fuel for code enforcement				\$26.32				
536	UTILITY MAINTENANCE, 13510 FM 523, ANGLETON, TX, 77515				\$26.32				

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march14-3	03/27/14	tap, line and meter for daycare	03/27/14	\$1,000.00	\$1,000.00	30-21-5390	Water Lines M&R	\$47,280.00	\$26,694.93
march14-3	03/27/14	install 8x6 tapping sleeve and hot tap for hydran	03/27/14	\$1,750.00	\$1,750.00	30-21-5390	Water Lines M&R	\$47,280.00	\$26,694.93
march14-3	03/27/14	my offset install	03/27/14	\$300.00	\$300.00	30-21-5390	Water Lines M&R	\$47,280.00	\$26,694.93
march14-3	03/27/14	6" fire hydrant lead install	03/27/14	\$250.00	\$250.00	30-21-5390	Water Lines M&R	\$47,280.00	\$26,694.93
march14-3	03/27/14	days labor for ls#1 rehab	03/27/14	\$3,000.00	\$3,000.00	30-30-1140	Due from Capital Improv	\$0.00	(\$35,875.66)
					\$6,300.00				

Total Bills To Pay: \$10,933.86

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Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
lumber									
SMOOT, ANGELA, , , ,									
03/31/14 court training			03/31/14	\$131.40	\$131.40	10-06-5130	Training & Travel	\$2,000.00	\$789.21
march14					\$131.40				
Total Bills To Pay:					\$131.40				

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Number	Date								
8		AFLAC INSURANCE, 1932 WYNNTON ROAD, COLUMBUS, GA, 31999-0797							
311604	04/03/14	insurance	04/03/14	\$143.16	\$143.16	10-29-2136	Insurance Payable	\$0.00	\$1,157.88
					\$143.16				
19		AT&T, PO BOX 105414, ATLANTA, GA, 30348-5414							
april14	04/03/14	telephone	04/03/14	\$264.87	\$264.87	10-02-5420	Telephone	\$2,500.00	\$990.96
					\$264.87				
22		AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055							
1273381	04/03/14	insurance	04/03/14	\$30.00	\$30.00	10-01-5115	Hospitalization	\$29,100.00	\$14,800.18
1273381	04/03/14	insurance	04/03/14	\$30.00	\$30.00	10-02-5115	Hospitalization	\$21,000.00	\$9,892.92
1273381	04/03/14	insurance	04/03/14	\$80.00	\$80.00	10-05-5115	Hospitalization	\$65,000.00	\$35,072.14
1273381	04/03/14	insurance	04/03/14	\$20.00	\$20.00	10-06-5115	Hospitalization	\$17,500.00	\$10,081.86
					\$160.00				
127		MALONE, DON, , , ,							
april14	04/03/14	inspections	04/03/14	\$200.00	\$200.00	10-02-5695	Special Services - Miscell	\$2,000.00	(\$1,400.00)
					\$200.00				
132		MCCOY'S BUILDING SUPPLY, PO BOX 1362, SAN MARCOS, TX, 78667							
1383557	04/03/14	asphalt patch	04/03/14	\$53.34	\$53.34	10-03-5380	Streets M&R	\$21,600.00	\$8,643.72
					\$53.34				
155		QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600							
1600244	04/03/14	AA batteries and envelopes	04/03/14	\$109.12	\$109.12	10-01-5210	Office Supplies	\$24,000.00	\$8,066.89
1634892	04/03/14	magnetic letters and permanent markers	04/03/14	\$69.47	\$69.47	10-01-5210	Office Supplies	\$24,000.00	\$8,066.89
1635166	04/03/14	reams of 11x17 paper	04/03/14	\$68.35	\$68.35	10-01-5210	Office Supplies	\$24,000.00	\$8,066.89
					\$246.94				
195		TML - IEBP, PO BOX 910404, DALLAS, TX, 75391-0404							
0000470086	04/03/14	insurance	04/03/14	\$2,459.59	\$2,459.59	10-01-5115	Hospitalization	\$29,100.00	\$14,800.18
0000470086	04/03/14	insurance	04/03/14	\$1,826.18	\$1,826.18	10-02-5115	Hospitalization	\$21,000.00	\$9,892.92
0000470086	04/03/14	insurance	04/03/14	\$4,921.31	\$4,921.31	10-05-5115	Hospitalization	\$65,000.00	\$35,072.14
0000470086	04/03/14	insurance	04/03/14	\$1,219.69	\$1,219.69	10-06-5115	Hospitalization	\$17,500.00	\$10,081.86
0000470086	04/03/14	insurance	04/03/14	\$350.18	\$350.18	10-29-2136	Insurance Payable	\$0.00	\$1,157.88
					\$10,776.95				
421		DIRCON, 4075 CR 355, BRAZORIA, TX, 77422							
april14	04/03/14	breakout concrete driveway	04/03/14	\$750.00	\$750.00	10-01-5310	Building & Grounds M&R	\$15,000.00	\$3,526.41
					\$750.00				
500		THE CENTER FOR THE ARTS AND SCIENCES, 400 COLLEGE BLVD., CLUTE, TX, 77531							
808	04/03/14	rental of facilities and equipment for bcca dinne	04/03/14	\$419.00	\$419.00	10-01-5101	Administrative Expense	\$6,000.00	(\$3,606.28)
					\$419.00				

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
 (Council Approval Report)

Section XI, Item E.

Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
71 Lumber									
ALLYSON'S UPHOLSTERY, 212 N. VELASCO, ANGLETON, TX, 77515	04/03/14	repair seat in code enforcement car	04/03/14	\$250.00	\$250.00	10-29-1119	Due from Replacement	\$0.00	(\$21,312.01)
004508					\$250.00				
947 CREATIONS BY GRACE, 358 E. PLANTATION DRIVE, CLUTE, TX, 77531-5511	04/03/14	flowers	04/03/14	\$389.70	\$389.70	10-01-5101	Administrative Expense	\$6,000.00	(\$3,606.28)
000047781					\$389.70				
1068 COMBINED INSURANCE CO. OF AMERICA, 5277 PAYSPPHERE CIRCLE, CHICAGO, IL, 60674	04/03/14	insurance	04/03/14	\$128.14	\$128.14	10-29-2136	Insurance Payable	\$0.00	\$1,157.88
379414					\$128.14				
1167 MEMORIAL HERMANN HOSPITAL, P.O. BOX 4370, HOUSTON, TX, 77210-4370	04/03/14	laboratory	04/03/14	\$20.00	\$20.00	10-05-5240	Expendable Operating S	\$1,500.00	\$264.61
april/14					\$233.00	10-05-5240	Expendable Operating S	\$1,500.00	\$264.61
april/14					\$128.00	10-05-5240	Expendable Operating S	\$1,500.00	\$264.61
april/14					\$250.00	10-05-5240	Expendable Operating S	\$1,500.00	\$264.61
april/14					\$50.00	10-05-5240	Expendable Operating S	\$1,500.00	\$264.61
april/14					\$681.00				
Total Bills To Pay:								\$14,463.10	

City of Richwood

Council Approval Report for W/S FIRST NATIONAL BANK--100103081

(Council Approval Report)

Section XI, Item E.

Vendor Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
2	04/03/14	AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055	04/03/14	\$30.00	\$30.00	30-21-5115	Hospitalization	\$28,000.00	\$15,141.31
1273381--01	04/03/14	insurance							
27		AUDUBONWOODS DEVELOPMENT, 1008 MOCKINGBIRD, RICHWOOD, TX, 77531			\$30.00				
april14	04/03/14	water tap fee refund	04/03/14	\$2,000.00	\$2,000.00	30-30-4440	Water Taps	\$11,300.00	\$5,075.00
april14	04/03/14	sewer tap fee refund	04/03/14	\$2,000.00	\$2,000.00	30-30-4450	Sewer Taps	\$5,500.00	\$3,875.00
39		BRAZORIA COUNTY WATER LAB, 434 E MULBERRY, ANGLETON, TX, 77515			\$4,000.00				
april14	04/03/14	water sample test	04/03/14	\$90.00	\$90.00	30-21-5390	Water Lines M&R	\$47,280.00	\$26,694.93
57		AT&T MOBILITY, PO BOX 6463, CAROL STREAM, IL, 60197-6463			\$90.00				
april14	04/03/14	telephone	04/03/14	\$78.68	\$78.68	30-21-5420	Telephone	\$2,500.00	\$1,531.76
59		CITY OF RICHWOOD WATER/SEWER FUND, , , ,			\$78.68				
april14	04/03/14	water deposit refund	04/03/14	\$330.71	\$330.71	30-30-2220	Customer Meter Deposits	\$0.00	(\$90,586.10)
106		HD SUPPLY WATERWORKS, PO BOX 840700, DALLAS, TX, 75284-0700			\$330.71				
c194276	04/03/14	flange kit	04/03/14	\$97.96	\$97.96	30-21-5390	Water Lines M&R	\$47,280.00	\$26,694.93
c194276	04/03/14	6" cast iron offset 18" flanged for fire hydrant	04/03/14	\$215.00	\$215.00	30-21-5390	Water Lines M&R	\$47,280.00	\$26,694.93
195		TML - IEBP, PO BOX 910404, DALLAS, TX, 75391-0404			\$312.96				
0000470086--01	04/03/14	insurance	04/03/14	\$3,041.38	\$3,041.38	30-21-5115	Hospitalization	\$28,000.00	\$15,141.31
0000470086--01	04/03/14	insurance	04/03/14	\$37.50	\$37.50	30-30-2136	Insurance Payable	\$0.00	(\$1,022.83)
206		UTILITY DATA SYSTEMS OF TEXAS, LLC, P.O. BOX 6147, FRISCO, TX, 75035			\$3,078.88				
10232	04/03/14	billing stock	04/03/14	\$676.00	\$676.00	30-21-5210	Office Supplies	\$10,000.00	\$4,242.05
10232	04/03/14	shipping and handling	04/03/14	\$36.44	\$36.44	30-21-5210	Office Supplies	\$10,000.00	\$4,242.05
236		WASTE MANAGEMENT, PO BOX 660585, DALLAS, TX, 75266-0585			\$712.44				
0442985-1013-9	04/03/14	residential trash	04/03/14	\$17,756.40	\$17,756.40	30-30-2240	Sanitation Payable	\$0.00	\$185.12
536		UTILITY MAINTENANCE, 13510 FM 523, ANGLETON, TX, 77515			\$17,756.40				
april14	04/03/14	labor for is#1	04/03/14	\$3,000.00	\$3,000.00	30-30-1140	Due from Capital Improv	\$0.00	(\$35,875.66)
1168		FORTNER, BOBBY, , , ,			\$3,000.00				
april14	04/03/14	water deposit refund	04/03/14	\$45.04	\$45.04	30-30-2220	Customer Meter Deposits	\$0.00	(\$90,586.10)

City of Richwood
Council Approval Report for W/S FIRST NATIONAL BANK--100103081
(Council Approval Report)

Vendor		Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1169	HOLT, ALLISON, , , ,					\$45.04				
april 14		04/03/14	water deposit refund	04/03/14	\$14.08	\$14.08	30-30-2220	Customer Meter Deposits	\$0.00	(\$90,586.10)
						\$14.08				
Total Bills To Pay:						\$29,449.19				

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 11, 2014

Subject: Authorization to sell water to Ken Mueller’s RV park and one and ½ times the city rate

Mr. Mueller does not wish to be annexed at this time but would like city water. Our policy is to charge those outside of the city a rate of 1 ½ times the rate paid by those within the city limits. Mr. Mueller will be responsible for the costs of connecting to our water services.

The out of city rates are as follows:

Base rate (2,000 gallons)	22.50	
3,000-5000	4.50	per 1,000 gallons
6,000-14,000	4.65	
14,000-20,000	5.02	
21,000-30,000	5.40	
31,000+	5.77	

AGENDA ITEM REQUEST FORM

MUST BE SUBMITTED BY NOON THE WEDNESDAY PRIOR TO MONDAY'S COUNCIL MEETING.

SUBMITTED BY: Victor Wade, Charles Smith
Individual, Company, or Organizations' Name
BY: Victor Wade 3/31/14
Signature Date
2314 Oakwood Lake Jackson, TX 77566
Address City, State, Zip

DO HEREBY REQUEST TO APPEAR BEFORE THE RICHWOOD CITY COUNCIL AT THE NEXT REGULARLY SCHEDULED MEETING ON
Month Day Year

AGENDA ITEM TO DISCUSS AND CONSIDER: Resolution to protect & defend the Constitutional Right to keep & bear Arms

ACTION REQUESTED: Request to ask Council to send Resolution to our elected officials stating that citizens want Constitutional rights protected all the way to Federal level of Government

To be placed on the agenda of the Richwood City Council, sufficient information must be given with this request. Any accompanying informational material should also be submitted at this time. You must state if a specific action is requested. The Richwood City Council is governed by the Open Meetings Act and is limited to discussing and taking action only on items on the agenda.

I respectfully request this item be removed from the Council agenda.
Signature Victor Wade Date 3/31/14

Resolution to Protect and Defend the Constitutional Right to Keep and Bear Arms

Whereas, a government of, by, and for the people has long been a cherished American value and the foundation of our freedom; and We The People's fundamental and inalienable right to self-govern, and thereby secure rights to life, liberty, property, and the pursuit of happiness is guaranteed in the U.S. Constitution and the Declaration of Independence, and;

Whereas, the Second Amendment to the United States Constitution provides: "A well-regulated militia being necessary to the security of a free state, the right of the people to keep and bear arms shall not be infringed," and;

Whereas, the Fourth Amendment to the United States Constitution provides: "The right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated, and no Warrants shall issue, but upon probable cause, supported by Oath or affirmation, and particularly describing the place to be searched, and the persons or things to be seized," and;

Whereas, the Ninth Amendment to the United States Constitution provides: "The enumeration in the Constitution, of certain rights, shall not be construed to deny or disparage others retained by the people," and;

Whereas, the Tenth Amendment to the United States Constitution provides: "The powers not delegated to the United States by the Constitution, nor prohibited by it to the States, are reserved to the States respectively, **or to the people**," and;

Whereas, the Texas Constitution, Article 1 Section 23a declares: "Every citizen shall have the right to keep and bear arms in the lawful defense of himself or the State," and;

Whereas, the Texas Constitution, Article 1 Section 29 declares: "To guard against transgressions of the high powers herein delegated, we declare that everything in this 'Bill of Rights' is excepted out of the general powers of government, and shall forever **remain inviolate**, and all laws contrary thereto, or to the following provisions, **shall be void**," and;

Whereas, the citizens of Richwood recognize their duty as law-abiding citizens to act in accordance with the U.S. Constitution and the Texas Constitution, and agree that the right to keep and bear arms shall not be infringed upon by any government or organization, political or otherwise.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, as follows:

Section 1. The citizens representatives, City Council and Mayor of Richwood, Texas hereby call upon our state legislators and elected officials to join with us in the affirmation of the rights of our citizens under the 2nd Amendment.

Section 2. All federal acts, laws, executive orders, agency orders, and rules or regulations of all kinds with the purpose, intent, or effect of confiscating any firearm, banning any firearm, limiting the size of a magazine for any firearm, imposing any limit on the ammunition that may be purchased for any firearm, taxing any firearm or ammunition therefore, or requiring the registration of any firearm or ammunition therefore, infringes upon [Texans'] right to bear arms in direct violation of the Second Amendment to the Constitution of the United States, and therefore, any such law is not made in pursuance of the Constitution, is not authorized by the Constitution, and thus, is not the supreme law of the land, and consequently, is invalid in the State of Texas and shall be further considered null and void and of no effect in this City.

Section 3. That all agencies of the City of Richwood are instructed to refuse requests or directives by federal agencies acting under unconstitutional powers enumerated in Section 2 above that would infringe upon our

residents' second, fourth, ninth, and tenth amendment rights, or other inalienable rights not here explicitly enumerated.

Section 4. The City of Richwood, Texas calls on other communities and jurisdictions to join with us in this action by passing similar Resolutions.

Section 5. That copies of this Resolution be immediately transmitted to the President of the United States; the President of the United States Senate; the Speaker of the House of Representatives; each member of Congress from the State of Texas; each justice on the United States Supreme Court; the Attorney General of the State of Texas; the President of the Senate and the Speaker of the House of Representatives of Texas legislature; each individual legislator that represents our district in the State of Texas; and the Sheriff of Brazoria County.

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 11, 2014

Subject: Offer to purchase property at 503 N. Yaupon

In August, 2012, this property was seized for non-payment of property taxes. When it did not sell at the Sheriff’s auction, it was then held in trust by Brazoria County. The City then condemned the house and garage and the buildings were demolished.

The Property Tax Resale Committee has received an offer on the property and they have given their approval. It is now up to the taxing entities to approve the offer.

The offer is for \$4,250. The City of Richwood will receive a portion of this money if the offer is accepted. Currently, the property is not on the tax roll. If Council approves the sale, we will receive \$1,072.20 and the property will then be placed back on the tax roll.

I recommend that Council accept the offer.



Brazoria County Tax Office

Section XI, Item E.

Ro'Vin Garrett, PCC
Tax Assessor-Collector

Brazoria County
111 E. Locust
Angleton, Texas 77515-4682

Tuesday, March 25, 2014

City of Richwood

% Karen Schrom
215 Halbert Street
Richwood, Texas 77531

Re: 3200-0085-110
Brazoria County
Offer: \$4,250.00

Dear Ms. Schrom:

The Property Tax Resale Committee of Brazoria County has received an offer on certain property(s) held in trust.

The Resale Committee has approved the attached offers and asks that you present them to your governing body for approval. When your governing body has made their decision notify the Brazoria County Tax office. Also, include the property Tax Account number in your reply.

If you have any questions contact me at 979-864-1886.

Sincerely,

A handwritten signature in black ink, appearing to read "Nicholette Reynolds".

Nicholette Reynolds

Tax Resale Property Information

RESALE MEETING OF: March 25 2014

Legal Description: DAVIDSON SLATER PLACE (A0066 J E GROCE
TR 105A)(RICHWOOD), BLOCK 7, LOT 1 TR
105, CAUSE NO 57768 ACRES .3444

Physical Address: 503 N MAHAN

Account Number: 3200-0085-110

In Trust To: BRAZORIA COUNTY

Adjudged Value: \$85,090.00

Minimum Bid at Sale: \$11,115.44
PUBLIC RESALE 6-4-2013 \$5,558.00

Offer: \$4,250.00

Offer made by: John Benkenstein

Sheriff's Deed Filed: 8/25/2011

Redemption Expiration: 2/25/2012

Post Judgment Taxes: \$2,005.14

Post Judgment Years: 2011

City weed/demo liens: UNKNOWN

Land Value: (Current) \$15,000.00

Improvement Value:(Current) \$0.00

Previous Owner: Patricia Ashley Tarkelly ET

Precinct: 1

School District: BRAZOSPORT ISD

Vote:	<u>AYE</u>	<u>NAY</u>
R. Garrett	X	
C. Garner	X	
Judge King	X	
D.Payne	X	
Civil Div. Rep.	X	

Notes: PBFCM representative present

BID ANALYSIS

Section XI, Item E.

Cause Number: 57288 **Account Number:** 3200-0085-110
Offer Amount: \$4,250.00 **Value \$:** \$15,000.00
Person Offering: JOHN BENKENSTEIN **Adjudged Value\$:** \$85,090.00

Judgement Information

Taxing Entity	Tax Years	Amount Due
BC	2007-2010	\$1,863.15
Brazosport ISD	2007-2010	\$4,682.81
BRHND	2007-2010	\$245.60
Brazosport College	2007-2010	\$733.34
Velasco Drainage	2007-2010	\$388.78
City of Richwood	2007-2010	\$3,919.17
	Total	\$11,832.85

Costs

Court Costs	\$622.00	Sheriff Fees	
Publication Fees	\$175.80	Research Fees	\$191.00
Ad Litem		Recording fee's	\$24.00
	Liens		
Cost of Deed		Deed file date	
	Total		\$1,012.80

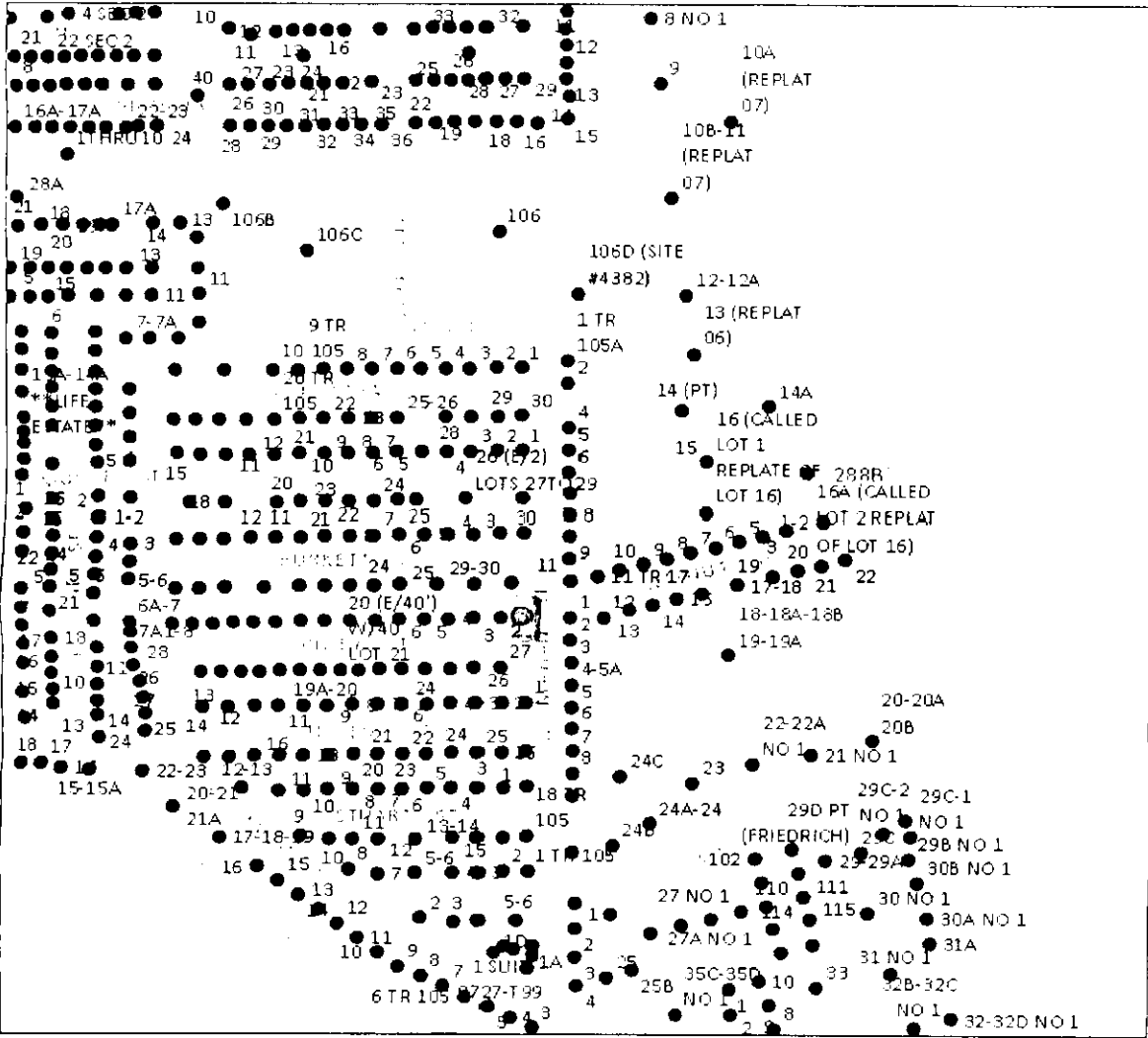
Post Judgement Information

Taxing Entity	Tax Year's	
BC	2011	\$331.28
Brazosport ISD	2011	\$790.86
BRHND	2011	\$37.68
Brazosport College	2011	\$168.43
Velasco Drainage	2011	\$66.34
City of Richwood	2011	\$610.55
	Post Judgment Total	\$2,005.14

Proposed Distribution

Offer Amount \$4,250.00 **Costs & J** \$12,845.65
Net to Distribute \$ \$3,237.20

BC	15.75%	\$509.72
Brazosport ISD	39.57%	\$1,281.11
BRHND	2.08%	\$67.19
Brazosport College	6.20%	\$200.63
Velasco Drainage	3.29%	\$106.36
City of Richwood	33.12%	\$1,072.20

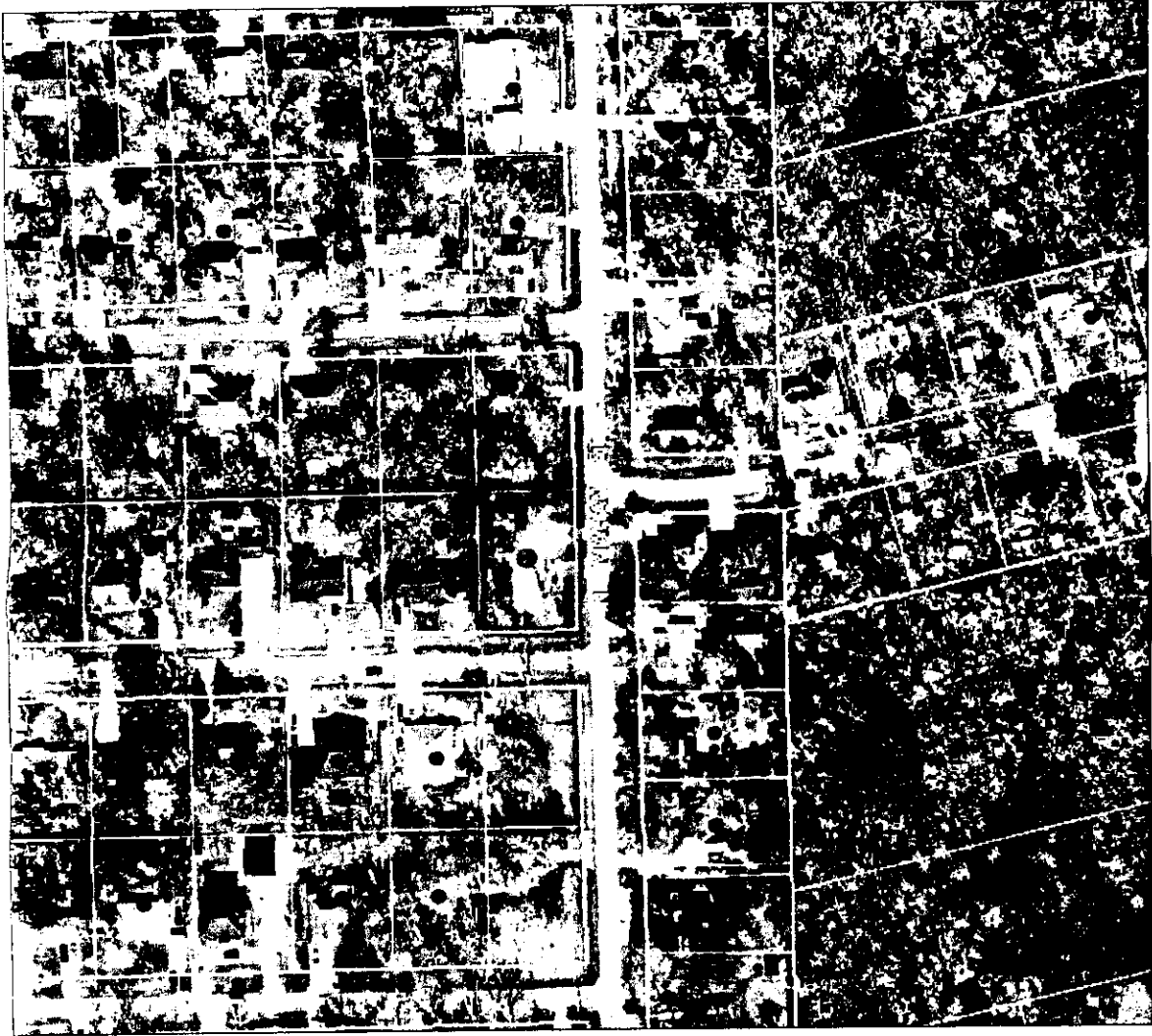


DAVIDSON SLATER PLACE (A0066) E GROCE TR 105A)(RICHWOOD), BLOCK 7, LOT 1 TR 105,CAUSE NO 57768
Property ID 203871
Geo ID 3200-0085-110
Owned by BRAZORIA COUNTY IN TRUST
Address 503 N MAHAN , RICHWOOD
Full Details



203871

Print Date: 03/14/2014
Image Date: 01/22/2013
Level: Neighborhood



1 Property with Property ID matching "203871"

DAVIDSON SLATER PLACE (A0066 J E GROCE TR 105A)(RICHWOOD), BLOCK 7, LOT 1 TR 105, CAUSE NO 57768
Property ID 203871
Geo ID 3200-0085-110
Owned by BRAZORIA COUNTY IN TRUST
Address 503 N MAHAN , RICHWOOD
[Full Details](#)

Resale Meeting of March 25, 2014

[illegible]

* ONLY APPROVE ACCOUNTS IN your District! *

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 14, 2014

Subject: Authorization to seek bids for Storm Debris Removal - Annual Contingency Contract

We are rapidly approaching hurricane season. One of the lessons learned during Hurricane Ike is that in order for the City to be reimbursed, FEMA requires all major contracts, such as debris removal, follow all applicable state and federal competitive bidding laws. Therefore I am requesting the Council authorize City staff to let bids for the annual contingency contract for storm debris removal. It is my sincere hope that we have as quiet a hurricane season as last year and do not need these services.

BID NOTICE

The City of Richwood is soliciting bids for Storm Debris Removal - Annual Contingency Contract. Specifications and detailed requirements are available at Richwood City Hall, 1800 Brazosport Blvd. N, Richwood, Texas 77531 or calling 979.265.2082.

....
Bids will be received until Friday, May 9, 2014 at 5:00 p.m. and will be opened Monday, May 12, 2014 at 10:00 p.m. The bids will be presented to City Council for their approval. Bids shall be sealed and clearly marked "Bid - Storm Debris Removal - Annual Contingency Contract" and submitted to:

City of Richwood
Attn: Karen Schrom, City Secretary
1800 Brazosport Blvd. N
Richwood, Texas 77531

The City of Richwood reserves the right to reject any and all bids to waive any and all technicalities and to accept any bid or part thereof which in the opinion of the City Council is the most advantageous to the City.

April 14, 2014

Subject: Invitation to bid on the following equipment, supply, and/or services

Name of bid: Storm Debris Removal - Annual Contingency Contract

This letter extends to your Firm an invitation to submit a bid to supply the City of Richwood with equipment, supplies, and/or services as indicated above. Sealed Bids will be received until Friday, May 9, 2014 at 5:00 p.m. and will be opened Monday, May 12, 2014 at 10:00 p.m. The bids will be presented to City Council for their approval. Bids shall be sealed and clearly marked “Bid - Storm Debris Removal - Annual Contingency Contract” and submitted to:

City of Richwood
Attn: Karen Schrom, City Secretary
1800 Brazosport Blvd. N
Richwood, Texas 77531

Instructions for the preparation and submission of a bid proposal are contained in the attached packet. Bids must be typed or printed in ink.

The City of Richwood has an equal opportunity purchasing policy. The city of Richwood seeks to ensure that all segments of the business community have access to supplying the goods and services needed by City programs. The City affirmatively works to encourage utilization of minority business enterprises in our procurement activities.

SERVICES

Scope of Contracted Services:

The contractor shall provide all expertise, personnel, tools, materials, equipment, transportation, supervision and all other services and facilities of any nature necessary to execute, complete and deliver the timely removal and lawful disposal of all eligible storm-generated debris (herein referred to as “debris”), including hazardous and industrial waste materials and within the time specified within this Contract. Emergency clearance, debris removal, disposal and demolition of structures will be limited to:

- 1. That which is determined to eliminate immediate threats to life, public health, and safety;
- 2. That which has been determined to eliminate immediate threats of significant damage to approved public or private property; and
- 3. That which is considered essential to ensure the economic recovery of the affected community to the benefit of the community at large.

These contracted services shall provide for the cost effective and efficient removal and lawful disposal of debris accumulated on all public residential and commercial properties, streets, roads, other rights-of-way and public school properties, including any other locally owned facility or site as may be directed by the City of Richwood. Contracted services will only be performed when requested and as designated by the City of Richwood.

Geographic Assignment:

The geographic boundary for work by the contractor’s crews shall be directed by the City of Richwood and will be limited to properties located within the City of Richwood’s legal boundaries.

Operation of Equipment:

The contractor shall operate all trucks, trailers and all other equipment in compliance with any/all applicable federal, state and local rules and regulations. Equipment shall be in good working condition. The contractor should use mechanical equipment to load and reasonably compact debris into trucks and trailers. All loading equipment shall be operated from the road, street or ROW using buckets and/or boom and grapple devices to collect and load debris. No equipment shall be allowed behind the curb or outside of the public ROW unless otherwise directed by the City of Richwood.

STANDARDS OF PERFORMANCE

Contractor Representative:

The contractor shall have a knowledgeable and responsible Representative report to the City of Richwood’s designated Contract Representative within 24 hours following the execution of this Contract. The Contractor Representative shall have the authority to implement all actions required to begin the performance of contracted services as set out in this proposal.

Mobilization:

When the Notice to Proceed has been received by the contractor, they will make all necessary arrangements to mobilize a minimum of 50% of the required resources within 48 hours and 100% of the required resources within 72 hours to commence and conduct the contracted services.

Time to Complete:

The contractor shall complete all directed work as set out in the Contract. A completion date will be determined once the extent of damage has been determined and a time frame will be put in place to be followed.

BID PROPOSAL

We, the undersigned, have completely read the specification for:

STORM DEBRIS REMOVAL - ANNUAL CONTINGENCY CONTRACT

\$_____ per cubic yard loaded and hauled

\$_____ per cubic yard hauled only

This bid price includes all equipment, labor, supervision and material as set forth in the attached specificaiton packet and instructions. I have read and agree to comply with all these requirements.

Date:_____

BIDDER _____

ADDRESS _____

PHONE _____

Authorized Representative

Title

Authorized Signature

Date

CERTIFICATION OF AUTHORIZED REPRESENTATIVE:

I hereby certify that I possess the authority to submit a bid on behalf of the firm I represent and by my signature hereon I certify that the services/unit(s) I propose to furnish will meet or exceed every specification contained herein. Further, I agree that if my bid is accepted, I shall perform as required in these contract documents. I am aware that, once accepted by the City of Richwood, my bid becomes a binding contract in accordance with the provisions herein and that I will not be permitted to attempt enforcement of any other contract or contract provisions.

Authorized Representative

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 11, 2014

Subject: Authorization to let bids for Debris Monitoring, Recovery, and Other Related Services

Background:

City staff was responsible for monitoring and managing the removal of Hurricane Ike generated debris as well as all subsequent reporting.

Analysis:

This contract is separate to the actual debris removal contingency contract. In the past, O'Brien's has been the only firm that responded. This will help to ensure that the entire debris removal, hauling, and disposal process is done properly and is eligible for reimbursement from the FEMA PA program and the GDEM guidelines.

While City staff has done a remarkable job in monitoring and managing the Hurricane Ike generated debris, contracting out this additional portion of debris removal, it will free our limited city resources to focus on other issues in the event of another disaster.

Recommendation:

It is my recommendation that City Council authorize City staff to seek requests for proposals for professional services for the monitoring and managing removal of disaster related debris.

REQUEST FOR PROPOSAL

The enclosed REQUEST FOR PROPOSAL (RFP) and accompanying SPECIFICATIONS are for your convenience in submitting an offer for the enclosed referenced products and/or services for:

Debris Monitoring, Recovery, and Other Related Services

(professional services for the monitoring and managing removal of
disaster generated debris from public lands, easements, and rights-of-way
- private property may be included)

RECEIPT: Sealed proposals will be received no later than Friday, May 9, 2014, at 5:00 p.m at the City of Richwood; City Secretary's Office, 1800 Brazosport Blvd. N., Richwood, TX 77531.

NO LATE PROPOSALS WILL BE CONSIDERED

OPENING: Proposals will be opened and names publicly read in the Council Chambers at City Hall located at 1800 Brazosport Blvd. N. Richwood, TX 77531, on Monday, May 12, 2014 at 11:00 a.m.

FORMS: Will be furnished by the City of Richwood and may be obtained without deposit from Richwood City Hall, 1800 Brazosport Blvd. N., Richwood, TX 77531; (979) 265-2082; kschrom@richwoodtx.gov.

SEALED PROPOSALS: Shall be submitted including one (1) marked original and four (4) duplicates on the original forms.

MARK ENVELOPE: "RFP Debris Monitoring, Recovery, and Other Related Services"

Proposals will be opened so as to avoid disclosure of contents to competing offerors and kept secret during the process of negotiation. All proposals shall be open for public inspection after contract award. Trade secrets and confidential or proprietary information, so noted in proposal, shall not be open for public inspection.

The City of Richwood hereby notifies all offerors that in regard to any agreement entered into pursuant to this advertisement, minority business enterprises will be afforded equal opportunities to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, sex, age, religion or national origin in consideration for an award.

The City reserves the right to reject any and/or all proposals, to waive any and all technicalities and to accept any proposal or part thereof, which in the opinion of the City Council, is most advantageous to the City. In case of ambiguity or lack of clearness in stating the prices in the bid, the City reserves the right to consider the most advantageous bid thereof or to reject the bid.

Published: April 15, 2014

April 22, 2014

REQUEST FOR PROPOSAL FOR

DEBRIS MONITORING, RECOVERY, and OTHER RELATED SERVICES FOR THE CITY OF RICHWOOD

The City of Richwood is located near the Gulf of Mexico and is vulnerable to natural and manmade disasters including hurricanes, tornadoes, floods, oil spills, hazardous material releases.

Disasters such as hurricanes often produce large volumes of debris. Debris and damaged trees create hazardous conditions including blocked roadways/drives and obstacles to emergency vehicles. These hazards and obstacles often block routine, essential, and emergency traffic, both vehicular and pedestrian. One of the first essential steps in securing the community is the removal of hazardous debris, to allow for security, emergency, and other service traffic. It is in the best interest of the City of Richwood to enter into a pre-event agreement with a firm to provide debris management and monitoring services in the event of a disaster.

The City of Richwood, (the "Owner") is seeking qualifications and proposals for monitoring and managing the removal of disaster generated debris from public lands, easements, and rights-of-way. Removal of debris from private property may also be included. The primary purpose of these services is to ensure that the entire debris removal, hauling, and disposal process is done properly and expeditiously and is eligible for reimbursement under Federal Emergency Management Agency (FEMA) Public Assistance Program and Governor's Division of Emergency Management (GDEM) guidelines.

Respondent must meet the following general conditions:

- (1) Ability to respond within seventy-two (72) hours after the disaster;
- (2) Selecting and permitting of TDSRS (Temporary Debris Staging and Reduction Sites) locations and any other permitting/regulatory issues as necessary;
- (3) Ability to provide monitoring of the clean up, removal, separation, reduction and disposal of Debris as defined in the Scope of Services set forth on Exhibit "A" attached hereto and incorporated herein by reference (the "Services");
- (4) Certifying contractor vehicles for debris removal using methodology and documentation practices appropriate for contract monitoring;
- (5) Entering load tickets into a database application and digitization of source documentation;
- (6) Developing daily operational reports to keep the City informed of work progress;
- (7) Development of maps, GIS applications as necessary;
- (8) Capability of performing the Services, including, but not limited to, proper documentation preparation, management, and event closure services;
- (9) Possessing the experience in the provision of the Services for reimbursement through the FEMA Public Assistance program;

- (10) Ability to perform the Services and any other agreed to services in a timely manner, recognizing that the Owner desires to have this project completed within thirty (30) days following completion of debris hauling and removal;
- (11) Ability to conduct a comprehensive review, reconciliation, and validation of debris removal contractor(s) invoices prior to submission to the City for processing.

Respondent must further provide all information requested in this RFP.

CITY OF RICHWOOD
GENERAL TERMS & CONDITIONS

1. RECEIPT AND OPENING OF PROPOSALS

The City of Richwood, (hereinafter called the "Owner"), invites proposals on the form attached hereto. Sealed proposals shall be submitted **including one (1) marked original and four (4) duplicates on the original forms, clearly marked with RFP number and description. Forms supplied by the City in this package must be completed and included in all submittals.** Owner will receive proposals at the Richwood City Hall, 1800 Brazosport Blvd. N., Richwood, TX 77531. Proposals will be publicly opened at 11:00 a.m. on Monday, May 12, 2014. Vendor name **only** will be read aloud so as to avoid disclosure of contents.

Any proposal received after the time and date specified shall not be considered.

The Owner may not consider any proposal not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all proposals. Any proposal may be withdrawn prior to the scheduled time for the opening of proposals or authorized postponement thereof.

2. TERM OF AGREEMENT

The initial term of this contract shall be for a period of one (1) year from the date of award to May 15, 2015. The City of Richwood reserves the right, and the Contractor agrees; that the contract may be extended for up to one (1) additional one (1) year term. Should the City of Richwood wish to exercise this right, it shall so notify the Contractor. Notice of intent to renew this contract will be given to the Contractor in writing by the Project Administrator, sixty (60) days before the expiration date of the current contract. (This notice shall not be deemed to commit the City of Richwood to a contract renewal). In the event a contract is fully executed, the Contractor acknowledges and agrees that any service it provides to the City of Richwood after the termination date of the initial Contract, will be deemed to be gratuitously provided, and the City of Richwood shall have no obligation to pay for such services unless the City of Richwood approves an agreement, in writing, to do so in its sole discretion.

3. PROPOSAL MODIFICATIONS

Any offeror may modify their proposal by written communication at any time prior to the scheduled receipt of proposals, provided such communication is received by the Owner prior to closing time. The communication should not reveal the proposal price, but should provide the addition or subtraction or other modification so that the Owner will not know the final prices or terms until the sealed proposal is opened.

Owner shall not provide interpretation of the meaning of the plans, specifications or other pre-proposal documents to any bidder orally. Such communication must be in writing.

Every request for such interpretation should be in writing addressed to:

Richwood City Hall
1800 Brazosport Blvd. N.
Richwood, TX 77531
Attn: Karen Schrom, City Secretary
or e-mailed to
kschrom@richwoodtx.gov

All requests shall be received at least five (5) days prior to the scheduled time for receipt of proposals. Any and all such interpretations and any supplemental instructions, will be in the form of written addenda to the specifications which, if issued, will be submitted to all prospective offerors not later than three (3) working days prior to the scheduled time for receipt of proposals. Failure of any bidder to receive any such addendum or interpretation shall not relieve offeror from any obligation of submitted proposal. All addenda issued shall become part of the contract documents and must be acknowledged as received on submitted document.

4. METHOD OF AWARD

Evaluation will be based on the criteria stated in the RFP. The best proposal submitted by a responsible offeror will be negotiated with the Owner. If proposal amounts exceed the available funds to finance the contract, the Owner may reject all proposals or may award the contract on a negotiated proposal with deductible alternates applied in numerical order in which they are listed on the Form of Proposal, as produces a net amount, which is within the available funds.

The Owner reserves the right to waive any informalities or technical errors that in its judgment will best serve the interests of the Owner.

5. FUNDING OUT CLAUSE

In the event of a disaster, the City may elect to remove debris with City forces, to activate a contract resulting from this RFP or contract separately for debris removal. Funding sources will be identified when the contract is activated and will likely include FEMA, GDEM, and City funds.

The Owner warrants that funds are available to pay for this contract until the end of its current fiscal year and warrants funds will be requested to make payment in each appropriation period from now until the end of the last renewable option year. However, if funds are not made available after such request, then the Owner may terminate this agreement with thirty (30) days written notice.

6. QUALIFICATIONS OF OFFEROR

At the time of the opening of proposals, each offeror will be presumed to be thoroughly familiar with the plans and contract documents (including all addenda). The failure or omission of any offeror to examine any form, instrument, or document shall in no way relieve any offeror from any obligation in respect of his proposal.

The Owner may make such investigations as he deems necessary to determine the ability of the offeror to perform the work, and the offeror shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any proposal if the evidence submitted by, or investigation of, such offeror fails to satisfy the Owner that such offeror is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional proposals will not be accepted.

7. CONDITIONS OF WORK

At the time of the opening of proposals, each offeror will be presumed to be thoroughly familiar with the plans and contract documents (including all addenda). The failure or omission of any offeror to examine any form, instrument, or document shall in no way relieve any offeror from any obligation in respect of his proposal.

The Owner may make such investigations as he deems necessary to determine the ability of the offeror to perform the work, and the offeror shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any proposal if the evidence submitted by, or investigation of, such offeror fails to satisfy the Owner that such offeror is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional proposals will not be accepted.

8. LAWS AND REGULATIONS

The offeror's attention is directed to the fact that all applicable state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

9. SUBCONTRACTS

The offeror is specifically advised that any person, firm, or other party to whom it is proposed to award a subcontract under this contract must be acceptable to the Owner.

10. SAFETY STANDARDS AND ACCIDENT PREVENTION

With respect to all work performed under this contract, the Contractor(s) shall:

- (a) Comply with the safety standards provisions of applicable laws, building and construction codes and the "Manual of Accident Prevention in Construction"

published by the Associated General Contractors of America, and the requirements of the Occupational Safety and Health Act of 1970 (Public Law 91-596).

- (b) Exercise every precaution at all times for the prevention of accidents and the protection of persons (including employees) and property.

11. **CONFLICT OF INTEREST**

Chapter 176 of the Texas Local Government Code requires that any person, who enters or seeks to enter into a contract for the sale or purchase of property, goods or services with a local government entity and who has a business relationship (as defined by Section 176.001(1-a)) with the local government entity, shall file a completed conflict of interest questionnaire with the City Secretary within seven (7) business days after the latter of:

- (a) the date the person begins discussions or negotiations to enter into a contract, including submission of a bid or proposal, or
- (b) the date the person becomes aware of facts that require the statement to be filed.

The Conflict of Interest Questionnaire (Form CIQ) is available from the City of Richwood or from the Texas Ethics Commission at www.ethics.state.us. Completed conflict of interest forms may be mailed or delivered to the office of City Secretary, 1800 Brazosport Blvd. N., Richwood, TX 77531. Please consult your own legal advisor if you have questions regarding the statute or this form.

12. **PUBLIC ASSISTANCE CONSULTING SERVICES**

The Contractor shall provide if requested by the City:

- (a) Identification of eligible emergency and permanent work (Category A-G);
- (b) Damage Assessment;
- (c) Assistance in attaining Immediate Needs Funding;
- (d) Loss measurement and categorization;
- (e) Insurance evaluation, documentation adjusting and settlement services;
- (f) Project Worksheet generation and review;
- (g) FEMA, FHWA and Natural Resources Conservation Services (NRCS) reimbursement support;
- (h) Staff augmentation with experienced Public Assistance Coordinators and Project Officers;
- (i) Interim inspections, final inspections, supplemental Project Worksheet generation and final review;
- (j) Appeal services and negotiations;
- (k) Reconstruction and long-term infrastructure planning; and
- (l) Final review of all emergency and permanent work performed.

13. SUPPLEMENTAL INFORMATION

- (a) All prices to be F.O.B., Destination, City of Richwood, TX 77531.
- (b) The City of Richwood is exempt from all taxes in the State of Texas, including sales tax. A tax-exempt form will be provided upon request.
- (c) Use of brand names in specifications is descriptive and not restrictive, and any product of equal quality will be considered.
- (d) All exceptions to the specifications and/or brand names must be so stated on the proposal.
- (e) It is requested that vendors electing not to offer a proposal, submit a **“NO RESPONSE”** in order to remain on the bidder's list.

Exhibit "A"
Scope of Services
Debris Removal Monitoring

Field Documentation of Work

Respondent shall carefully document debris removal activities as well as trees that contain hazardous hanging limbs, and hazardous trees that need to be removed. Respondent will work closely with the City and with FEMA to determine the most effective methods of documentation of the Contractor's work to ensure that debris removal is eligible for Federal funding. Communicate with FEMA to ensure documentation supports verification needs for project reimbursement. Assess and monitor marine debris removal, including navigable waterways within the City's jurisdiction.

Collection Monitoring of Right-of-Way and Public Property Debris/Trees

Respondent will provide collection monitors with each of the Contractor's loading crews to ensure each load is related to the disaster, and is eligible for federal reimbursement. The street address will be recorded on each load ticket. The respondent will initiate a multi-part ticket in the field for each load, containing information related to the location of the debris, time, date, truck identification, truck driver, etc. The ticket will then be delivered to the temporary debris management site (DMS) or disposal site with the truck driver for rating. Respondent will provide similar services if debris removal from private property is approved later for this project.

Pre-Validation of Debris and Trees

Respondent will work with FEMA in an effort to pre-validate as much debris and tree removal as possible.

Monitor Training

Respondent will provide training to all employees concerning safety, eligibility for reimbursement, and disaster specific information. Additionally, Respondent will get FEMA involved with the training program so that everyone has the same understanding of the disaster specific guidance for debris removal.

Spot Checks and Auditing of Monitors

Respondent will provide roving monitors, field coordinators, and supervisory personnel to ensure that field monitors are making accurate eligibility calls, keeping good documentation, and are working effectively with the debris removal contractor.

Project Mapping

Maps will be used to document the debris removal progress. The final pass along each roadway will be mapped for the City's information, and FEMA documentation. Respondent will assist the City in public communication and relay any citizen complaints for action by the contractor or the City.

Truck Certification

Respondent will establish a team of individuals who will inspect and certify vehicles for hauling storm related debris in accordance with FEMA guidelines. A certification sheet with measurement, photos, and calculations documenting the capacity of the truck is kept for load rating and ticket auditing. Summary books will be kept at each DMS/disposal site for quality control.

DMS/Disposal Sites

Respondent will provide trained monitors at DMS and disposal sites to call loads based on the amount of debris in each truck. It is imperative that these monitors make accurate calls to safeguard public funds. Monitors will also make sure that the trucks are empty as they leave the site. Furthermore, monitors will review the truck certification worksheets to make sure the trucks have not been modified to affect their capacity (shortened or removed sideboards, for example). Similar systems will be used to verify, track, and document hauling of reduced debris from the DMS through final disposal, if applicable.

Data Management

Respondent will establish a data management team that reconciles load ticket information on a daily basis. This information can be provided to the City, FEMA, and the Contractor for use and information. Additionally, the staff will work with the Contractor to reconcile invoices, and review debris removal invoices for recommendation of payment by the City. Furthermore, Respondent will organize field information for FEMA documentation including photographs and GPS coordinates or addresses for tree and stump removal, and debris removal progress, as applicable. Respondent will help track invoices for FEMA reimbursement and provide additional supporting information as necessary.

Recovery Services

The City is interested in selecting a monitoring firm with field implementation and FEMA reimbursement experience in coastal community recovery including, but not limited to:

- Right-of-Entry (ROE) administration and data base management
- ROW and Private property vegetative/C & D hazard removal monitoring
- ROW and Private property demolition coordination and monitoring

Other Related Services

Services not specifically identified in this request, but are needed to provide a complete debris removal project.

Safety Meetings and Monitoring Updates

Respondent will hold daily meetings with debris monitors and staff for project updates and to communicate safety issues. If important information becomes available, the staff may meet more frequently.

Coordination Meetings with Contractor(s)

Respondent will initiate a coordination meeting with the debris removal contractor to help expedite the work, and to discuss any issues that may arise during the project. It is important that the monitor and contractor are communicating with each other to ensure a successful project.

Status Reports

Respondent will provide detailed daily or weekly status reports to the City for use and information. Relevant project statistics and cumulative statistics will be shown in a straight forward manner to officials to provide information to the media or to their constituents.

Insurance

The proposer receiving the award will obtain or possess the following insurance coverages, and will provide Certificates of Insurance to the City to verify such coverage.

- (1) **Workers' Compensation** - The vendor shall provide coverage for its employees with statutory workers' compensation limits, and no less than \$1,000,000.00 for Employers' Liability. Said coverage shall include a waiver of subrogation in favor of the City of Richwood and its agents, employees and officials.
- (2) **Commercial General Liability** - The vendor shall provide coverage for all operations including, but not limited to Contractual, Products and Completed Operations, and personal Injury. The limits shall not be less than \$1,000,000.00, per occurrence, with a \$2,000,000.00 aggregate.
- (3) **Business Automotive Liability** - The vendor shall provide coverage for all owned, non-owned and hired vehicles with limits of not less than \$1,000,000.00, per occurrence, Combined Single Limits (CSL) or its equivalent.
- (4) **Professional Liability (Errors & Omissions)** - The vendor shall provide coverage for all claims arising out of the services performed with limits not less than \$1,000,000.00 per claim. The aggregate limit shall either apply separately to this contract or shall be at least twice the required per claim limit.

**Exhibit “B”
Fee Schedule
Debris Removal Monitoring**

Position	Hourly Rate
Project Manager	\$ _____
Operations Manager	\$ _____
Schedule/Expeditor .	\$ _____
GIS Analyst	\$ _____
Field Supervisor	\$ _____
Collection Monitor	\$ _____
Debris Site/Tower Monitor	\$ _____
Environmental Specialist	\$ _____
Project Inspector	\$ _____
Load Ticket Data Entry Clerk	\$ _____
Billing/Invoice Analyst	\$ _____
Administrative Assistant	\$ _____
Field Coordinator	\$ _____
Data Manager	\$ _____
Damage Assessment Estimator	\$ _____

OTHER REQUIRED POSITIONS:

Proposer may include other positions, with hourly rates, as needed.

Positions	Hourly Rates
	\$ _____
	\$ _____
	\$ _____

PROPOSAL REQUIREMENTS AND RESPONSE FORMAT

Respondent shall present their responses to this Request for Proposal in the manner and format listed below, identifying each response by its respective tab.

TAB ITEM

1. COMPANY INFORMATION

A company profile which must include the firm name and business address, including telephone number. Year established (include former firm names and year established, if applicable). Type of ownership and parent company, if any. Provide the name of the person who shall serve as authorized negotiator for Respondent, should Respondent be selected to negotiate with the Owner.

2. COMPANY EXPERIENCE

Provide information indicative of experience in other projects of similar complexity that documents successful and reliable experience in past performance within the last five (5) years, as it related to this proposal. The proposing firm must demonstrate that they have successfully performed services on at least ten (10) FEMA reimbursable disaster debris removal projects related to at least three (3) different declared disasters, over the past five (5) years, including at least one project involving removal of at least 100,000 cubic yards of debris. Identification of governmental clients for whom similar services have been provided including name of client, client contact person, the description of services performed and quantity of debris monitored. Whether or not Respondent has had a contract related to debris removal cancelled within the past seven (7) years. If so, state the name and address of the other contracting party and reason. Provide resumes of key staff.

3. REPRESENTATIVE LIST OF PROJECTS

The respondent shall provide references for five debris projects of similar size performed over the past five years. Include the client name, debris quantity, brief summary of work, and name, address, and phone number of a responsible contact person. Provide a listing of all pre-position or pre-event debris contracts with cities, counties, or other entities within 100 miles of the City of Richwood.

4. Completed Exhibit “B” - “Fee Schedule.”

5. Completed “Indemnity Hold Harmless Agreement”

6. Completed Bid Affidavit

7. Completed Conflict of Interest Questionnaire - Form CIQ

EVALUATION AND CONTRACT AWARD

- (5) _____
- (6) A. The Owner reserves the right to conduct a pre-award discussion and/or pre-award/contract negotiations with the responsive and responsible Respondent, who after evaluation of the criteria stated in Item D, is determined to best meets the needs of the Owner. The Owner has the option to: _____
- (7) _____
- (1) Request that Respondent(s) modify their proposal to more fully meet the needs of the Owner or to furnish additional information as may be reasonably required.
 - (2)
 - (3) Process the selection of the successful Respondent without further discussion with or notification to the other Respondents.
 - (4)
 - (5) (3) Waive any irregularity in any proposal, or reject any and all Proposals should it be deemed in the Owner's best interest to do so. The Owner shall be the sole judge of Respondent's qualifications and reserves the right to verify all information submitted by Respondent(s).
- (6)
- (7) B. In order to initiate action toward making the required determinations, the Owner must have available, from each Respondent who is or may become eligible for an award, certain current information concerning each apparent or prospective eligible Respondent. In many cases it is deemed advisable to conduct investigations of several Respondents concurrently in order to avoid any delay in making award on urgent programs should an investigation disclose that the apparent successful Respondent is not eligible to receive an award.
- (8)
- (9) C. The following criteria will be used by City staff to evaluate the proposals and make a selection:
- 15% References on recent projects of similar size and scope
 - 20% Qualifications of firm and key staff
 - 15% History of successful project performance without major de-obligations of FEMA funding
 - 20% Management Systems/Reporting Systems/Training Manual
 - 30% Cost of Services Proposed
- D. Award will be made to one or more Respondents that the Owner determines can accomplish the requirements set forth in the Request for Proposal packet in a manner most advantageous to the Owner, cost and other factors considered, or to reject any and all Proposals.

SECTION III – PROPOSAL STATEMENTS

I have read and understand the requirements of this proposal, Debris Monitoring, Recovery, and other Related Services, and agree to provide the required services in accordance with this Proposal and all attachments, exhibits etc. I agree to furnish the services as described in RFP except where specific exception has been taken. The hourly labor rates shall include all applicable overhead and profit. All non-labor related project costs (including travel, lodging, per diem, communications, supplies, rental equipment, and other direct project expenses) will be billed to the City at cost without mark-up.

Positions	Hourly Rates
Project Manager	\$
Operations Manager	\$
Schedule/Expeditor	\$
GIS Analyst	\$
Field Supervisor	\$
Collection Monitor	\$
Debris Site/Tower Monitor	\$
Environmental Specialist	\$
Project Inspector	\$
Load Ticket Data Entry Clerk	\$
Billing/Invoice Analyst	\$
Administrative Assistant	\$
Field Coordinator	\$
Data Manager	\$
Damage Assessment Estimator	\$

OTHER REQUIRED POSITIONS:
Proposer may include other positions, with hourly rates, as needed.

Positions	Hourly Rates
	\$
	\$
	\$
	\$
	\$
	\$

SUBMITTED BY:

PROPOSER: _____

SIGNED: _____

NAME (PRINT): _____

ADDRESS: _____

CITY/STATE: _____

TELEPHONE: _____

FAX: _____

EMAIL: _____

BID AFFIDAVIT

All pages in Offerer’s PROPOSAL containing statements, letters, etc., shall be signed by a duly authorized officer of the company, whose signature in binding on the PROPOSAL.

The undersigned offers and agrees to furnish all of the items and/or services upon which process are stated in the accompanying proposal. Further the undersigned certifies to having read and understands the terms of this invitation. The period of acceptance of this bid will be ninety (90) calendar days from the bid opening.

STATE OF _____ §
_____ §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for the State of _____ on this day personally appeared, who after being by me duly sworn, did depose and say:

“I, _____, am duly authorized officer of/agent for _____ and have been duly authorized to execute the foregoing bid on behalf of the said company, agency or proprietorship.

I hereby certify that the foregoing proposal has not been prepared in collusion with any other offerer or other persons engaged in the same line of business prior to the official receipt of this proposal. Further, I certify that the officer is not now, nor has ever been for the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the price of services/items offered, or to influence any person or persons to offer or not to offer thereon.”

STATE RESIDENT CERTIFICATION:
Our principal place of business or corporate office is in the STATE of Texas. Yes ___ No ___

LOCAL RESIDENT CERTIFICATION:
Our principal place of business or corporate office is in the City of Richwood, State of Texas.
Yes ___ NO ___

NON-RESIDENT CERTIFICATION:
Our principal place of business is _____,

Name and Address of Offerer:

Telephone Number _____

By: _____ Title: _____

Signature: _____

SUBSCRIBED AND SWORN to before me by the above-named,

_____ on this the _____ day of 2014.
(Name of Notary)

Notary Public in and for the State of _____

(Seal)

RETURN THIS PAGE PROPERLY EXECUTED WITH YOUR PROPOSAL

NOTICE TO ALL CITY VENDORS AND ALL POTENTIAL CITY VENDORS:

On May 23, 2005, the Texas Senate passed House Bill 914, adding Chapter 176 to the Local Government Code, and imposing new disclosure and reporting obligations on vendors and potential vendors to local governmental entities beginning on January 1, 2006. Failure to abide by these new statutory requirements can result in possible criminal penalties. The City of Richwood is requiring you to complete the attached Conflict of Interest Questionnaire (CIQ) Form, prepared by the Texas Ethics Commission, at the direction of the legislature and strongly recommends you become familiar with House Bill 914.

The City of Richwood will not provide any further interpretation or information regarding these new requirements; however, you may contact the Texas Ethics Commission at

www.ethics.state.tx.us or at 1-800-1325-8506.

Please remit the CIQ form with your bid.

Thank you.

CITY OF RICHWOOD

INDEMNITY HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, Contractor(s), its successors, assigns and guarantors, shall pay, defend, indemnify and hold harmless the City of Richwood, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, including claims of patent or copyright infringement, damages, losses, expenses, including but not limited to, attorney's fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expenses, related to, arising from or out of or resulting from any actions, acts, errors, mistakes or omissions caused in whole or part by Contractor(s) relating to work, services and/or products provided in the performance of this Contract, including but not limited to, any Subcontractor(s) or anyone directly or indirectly employed by or working as an independent contractor for Contractor(s) or said Subcontractors or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Contractor's and Subcontractor's employees or independent contractors.

The Contractor(s) expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor(s), shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City of Richwood, its Council members, officers, agents and employees and herein provided.

Contractor

Date

Printed Name

Signature

STATE OF TEXAS

COUNTY OF BRAZORIA

NON-EXCLUSIVE CONTRACT FOR DEBRIS REMOVAL

RESULTING FROM FUTURE DISASTERS

This contract (this "Contract") is made and entered into on the _____ day of _____, 2014, by and between the City of Richwood, Texas (the "Owner") and _____ ("Contractor") authorized to transact business in the State of Texas (the "State").

WHEREAS, the Owner is located in an area subject to a variety of potential disaster, including catastrophic disasters, such as major hurricanes which may produce huge quantities of debris; and

WHEREAS, the Owner desires to retain the services of Contractor, and Contractor desires to provide services to monitor the clean up, removal, separating, reduction and disposal of Debris as defined in the Scope of Services set forth on Exhibit "A" attached hereto and incorporated herein by reference (the "Services"); and

WHEREAS, the Contractor represents that it is willing and capable of performing the Services, including, but not limited to proper documentation preparation, management and event closure services; and

WHEREAS, Contractor represents that it is knowledgeable and has experience in the provision of the Services and in insuring that all Services qualify for reimbursement under FEMA and GDEM, as hereinafter defined;

WHEREAS, the term of this contract shall be for a period of one (1) years, ending on December 31st of the first year, with an option to renew for an additional one (1) years;

NOW, THEREFORE, for and in consideration of the terms and conditions herein provided, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by both parties, the Owner and Contractor hereby contract and agree to comply with these Contract Documents.

The contract documents which comprise and supplement the Contract between the Owner and Contractor consist of the following documents, which documents are made part of this Contract as fully as if disclosed and written at length and made a part hereof:

- (1) This Contract;
- (2) All Exhibits, including Exhibit A and Exhibit B;
- (3) Notice of Invitation for Proposal;
- (4) Contractor's Qualifications;
- (5) General Conditions;
- (6) Contractor's Bonds;
- (7) Notice of Award;
- (8) Notice to Proceed; and
- (9) Any modifications, including Change Orders duly delivered after execution of this Contract.

If language or terms in these documents conflict, the following order will determine which document's language or terms control:

- (a) Contract, including Exhibit A - Scope of Services, and Exhibit B - Contractor's Proposal;
- (b) Duly authorized Change Orders;
- (c) General Conditions;
- (d) Notices, Bonds, and
- (e) Contractor's Qualifications.

This Contract will be executed in multiple counter-parts, each one of which, when so executed, shall constitute an original.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be entered into on the date first above written.

CONTRACTOR

By: _____
Its: _____

CITY OF RICHWOOD, TEXAS

By: _____
Its: _____

Attest: _____

AGENDA ITEM REQUEST FORM

MUST BE SUBMITTED BY NOON THE WEDNESDAY PRIOR TO MONDAY'S COUNCIL MEETING.

SUBMITTED BY: Rose Griffin & Mylena Griffin
Individual, Company, or Organizations' Name

BY: [Signature] 4/7/14
Signature Date

101 Meadowbrook, Richmond, TX 77530
Address City, State, Zip

DO HEREBY REQUEST TO APPEAR BEFORE THE RICHWOOD CITY COUNCIL AT
THE NEXT REGULARLY SCHEDULED MEETING ON 10/16 14 2014
Month Day Year

AGENDA ITEM TO DISCUSS AND CONSIDER: Shifting water
for the [unclear] [unclear] [unclear] [unclear]
here.

ACTION REQUESTED: climate

To be placed on the agenda of the Richwood City Council, sufficient information must be given with this request. Any accompanying informational material should also be submitted at this time. You must state if a specific action is requested. The Richwood City Council is governed by the Open Meetings Act and is limited to discussing and taking action only on items on the agenda.

I respectfully request this item be removed from the Council agenda.

[Signature] [Date]
Signature Date

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: March 13, 2014

Subject: Keep Richwood Beautiful applications

We have received 5 applications for Keep Richwood Beautiful. They are included in your packet.

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

- ☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention
☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Blanks Melissa G
Last First MI

HOME ADDRESS: 411 W. Mahan HOME TELEPHONE: 979-236-0209

Richwood, Tx 77531 CELL TELEPHONE: 979-236-0209

PROFESSION: Teacher WORK TELEPHONE: 979-848-8990

EMPLOYER: Angleton ISD (Westside Elementary)

EMPLOYER'S ADDRESS: 1900 N. Downing
Angleton, Tx 77515

EMAIL ADDRESS: mblanks@angletonisd.net

PERSONAL REFERENCES:

NAME: Pat Griffith

ADDRESS: Richwood City Hall

PHONE: 713-376-0600

NAME: Linda Pace

ADDRESS: Richwood City Hall

PHONE: 979-265-2082

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

- Keep Richwood Beautiful (May 2012-Present)
board member
- Richwood Parks & Rec. board (Feb. 2014-Present)

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates) *B.S. in Interdisciplinary Studies*

certifications: Certified Texas Teacher • M.Ed in counseling
 { • EC-4th grade Generalist, 4th-8th grade English/Reading/Lang. Arts.
 • ESL (English as a Second Language)

Please list any civic or community endeavors in which you have been involved:

- Keep Richwood Beautiful
- Richwood Parks & Rec.

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

I want to continue ~~helping make~~
 to help make Richwood beautiful through
 community engagement, litter prevention, and beautification projects!

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Melissa Blanker
 Signature

02/21/14
 Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
 215 Halbert
 Richwood, TX 77531
 Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

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- ☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention
☒ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Green Denise L
Last First MI

HOME ADDRESS: 423 Wisteria HOME TELEPHONE: —

Richwood, TX 77531 CELL TELEPHONE: 361-212-6676

PROFESSION: housewife WORK TELEPHONE: —

EMPLOYER: —

EMPLOYER'S ADDRESS: —

EMAIL ADDRESS: dmiller8879@gmail.com

PERSONAL REFERENCES:

NAME:
Kelley Mozišek

ADDRESS:
501 Crocket, Hallettsville

PHONE:
361-217-0998

NAME:
(JR) Layne Box

ADDRESS:
186 Jefferson St #3R
Brooklyn, NY 11206

PHONE:
512-909-0429



If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

n/A

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

honestly I have no experience but want to learn

Please list any civic or community endeavors in which you have been involved:

I haven't been involved with anything but I want that to change

I forgot I was the advancement chair for my sons cub scout troop for 2 years.

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

In the past I have wanted to help out with different committees but never had the time. Now that I am not working I want to be involved in something meaningful

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Lee Gre
Signature

2/25/14
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

- ☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention
☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Jackson-Ellis Janet
Last First MI

HOME ADDRESS: 5037 Yaupon HOME TELEPHONE: 979-265-0697
Richwood, TX 77531 CELL TELEPHONE: 979-460-7549

PROFESSION: _____ WORK TELEPHONE: _____

EMPLOYER: _____

EMPLOYER'S ADDRESS: _____

EMAIL ADDRESS: janetjellis@yahoo.com

PERSONAL REFERENCES:

NAME: Ophelia Martinez ADDRESS: 223 Schley, Richwood
PHONE: 979-265-4644

NAME: Jack + Carolyn Emmeringer ADDRESS: 1014 Mockingbird Lane
Richwood
PHONE: 979-265-5250

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

Planning + Zoning
Richwood Beautification Committee 2004-2014

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates):

Training as Master Naturalist
10 years experience on Richwood Beautification Committee, Bachelor of Arts, Master of Science, Master of Education, 46 years as speech + language pathologist

Please list any civic or community endeavors in which you have been involved:

Volunteer for Sea Center, Helping Hands + Hearts Hospice, Brazosport Art Gallery, Stephen Minister, Society of St. Stephen, Gathering Place, Reading Buddy, Brannen Elementary

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

Homeowner in Richwood for 43 years want to continue to make Richwood a clean and beautiful city

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Janet Jackson-Ellis

Signature

2-24-14

Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

- ☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention
☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Puckett Cinda h.
Last First MI

HOME ADDRESS: 220 Stuart HOME TELEPHONE: 265-7777

CELL TELEPHONE: _____

PROFESSION: Volunteer WORK TELEPHONE: N/A

EMPLOYER: N/A

EMPLOYER'S ADDRESS: N/A

EMAIL ADDRESS: _____

PERSONAL REFERENCES:

NAME: ~~Mr~~ Maria Maldonado ADDRESS: 1619 ave 5

PHONE: 233-5420

NAME: Ms Patsy Parker

ADDRESS: _____

PHONE: 979 864 6229

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

Beautification approx 2006

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

B. A Education
Southwestern Bell retired 33yr 10 mos 2 days

Please list any civic or community endeavors in which you have been involved:

on the board Brazosport Cares
Director Salvation Army Pantry

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

to help improve my city
I'm involved in composting, gardening
recycling at Brazosport Cares & Salvation
Army

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Cinda L. Puckett

Signature

2/28/2014

Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

- ☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention
☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: ELLIS WALTER G.
Last First MI

HOME ADDRESS: 503 N YALPON HOME TELEPHONE: 265 0697

CELL TELEPHONE: 480 7548

PROFESSION: RETIRED WORK TELEPHONE: -

EMPLOYER: -

EMPLOYER'S ADDRESS: -

EMAIL ADDRESS: ~~Janet~~ Janet jellis@yahoo.com

PERSONAL REFERENCES:

NAME: Ophelia Martinez ADDRESS: 223 Schley Richwood
PHONE: 979 265-4644

NAME: Jack & Caralynn Ensminger ADDRESS: 1014 Mockingbird Lane
PHONE: 979-265-5250

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

10 years on beautification COMM,

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

Former fire department in 60's, Helping Hands & Hearts Hospice Society of St. Stephen

Please list any civic or community endeavors in which you have been involved:

Sea center volunteer, Treasurer for St. Paul's @ Chapelwood
Mimber Honor guard 241 Post American Legion
Bathing Place @ Chapelwood Church.

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

Home Owner in Rickwood since 1961

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Walter & Mary Ellen
Signature

2-24-14
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

- ☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention
☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: MARTINEZ OPHILIA C
Last First MI

HOME ADDRESS: 223 SCHLEY ST HOME TELEPHONE: 979-265-4644
RICHWOOD, TX 77531 CELL TELEPHONE: 979-239-7750

PROFESSION: HOUSEWIFE WORK TELEPHONE: N/A

EMPLOYER: N/A

EMPLOYER'S ADDRESS: N/A

EMAIL ADDRESS: OPHILIA.MARTINEZ@COMCAST.NET

PERSONAL REFERENCES:

NAME:

ADDRESS:

Charles Petteff

207 W MAHAR

PHONE:

979-265-5591

NAME:

ADDRESS:

Mary Ruth Rodenbaugh

Rt 1 Brazoria Texas

PHONE:

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

BEAUTIFICATION BOARD - 10 yrs VOLUNTEER & BOARD 13 YRS

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

HELP PUT THE ALBUM TOGETHER WHEN BEAUTIFICATION WON THE GOVERNOR'S ~~AWARD~~ AWARD FOR 2005, 2009, 2013. TOOK PHOTOS OF ALL EVENTS OF BEAUTIFICATIONS. HELP ORGANIZE THE RICHWOOD YOUTH TO HELP AT THE EVENT (all)

Please list any civic or community endeavors in which you have been involved:

HABITAT FOR HUMANITY - ON THE BOARD 3 YRS, VOLUNTEER 10 YRS
INTERNATIONAL FRIENDS - ESL - 8 YRS / TEACH ENGLISH AS A SECOND LANGUAGE. ~~TAUGHT~~ TAUGHT CCD CLASSES AT ST. JEROME'S CATHOLIC CHURCH - 12 YRS

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

SINCE I HAVE BEEN A ~~PART~~ ^{PART} OF BEAUTIFICATION, ON THE BOARD AND A VOLUNTEER, I FEEL LIKE THERE ARE ALOT OF THINGS THAT ~~NEED~~ ^{WILL} NEED TO BE DONE TO KEEP RICHWOOD BEAUTIFUL, AND I WOULD LIKE TO BE PART OF THAT. IF WHOEVER VOTES, IF I WILL BE ON THE BOARD OR NOT, THAT WILL NOT STOP BE FROM BEING A VOLUNTEER

I hereby affirm the information provided herein is true and correct to the best of my knowledge. ~~FOR~~ BEAUTIFICATION

Ophelia C. Martinez
Signature

March 12, 2014
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

- ☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention
☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Martinez Jr, Anastacio (Rocky) (NMI)
Last First MI

HOME ADDRESS: 223 Schley St. HOME TELEPHONE: (979) 265-4644

Richwood, Tx CELL TELEPHONE: (979) 236-1160

PROFESSION: Retired WORK TELEPHONE: N/A

EMPLOYER: N/A

EMPLOYER'S ADDRESS: N/A

EMAIL ADDRESS: arockymartinezjr@comcast.net

PERSONAL REFERENCES:

NAME:
John Pitts

ADDRESS: 631 W. Mahan
Richwood, TX 77531

PHONE:
(979) 265-4925

NAME:
David Resuriz

ADDRESS: 430 Wisteria
Richwood, TX 77531

PHONE:
(979) 265-7039

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

none

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

none

Please list any civic or community endeavors in which you have been involved:

Yearly Clean-up participant, helped beautification committee clean parks flower beds
Easter Egg Hunt - Christmas in the Park
Richwood cook-off - Municipal Court Judge (20 years)

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application. Being that my health has improved, I

feel a need to get involved in my community. I can do photography and some clean up.

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Carla M. Moring
Signature

March 12, 2014
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 11, 2014

Subject: Personnel Policy Changes

We recently made changes to our personnel policy. Most of the changes were housekeeping changes to bring it into compliance with our Charter such as changing City Administrator to City Manager and changing the duties of City Manager, Mayor and Council to match those described in the Charter.

The Grievance process was streamlined. In the past, the employee would have to file a notice of intent to appeal within 3 days and hand deliver it to the Department Head and City Manager and then it would be forwarded to the City Attorney. Now the employee only has to submit the appeal to the City Manager. The new wording is included in the packet. The personnel policy as it stood prior to the changes is uploaded under resources in Boardbook.

Also attached is an opinion from Jason Cordoba, our City Attorney.

The old policy also had a section on protection of the employee’s reputation. This was removed as it was redundant with the grievance policy.

violation received by the Employee. In the case of termination or dismissal of the Employee from the employment of the City, the City Manager must approve the same.

Any Department Head who witnesses or is made aware of any violation of this policy manual may immediately relieve such Employee from duty if such Department Head believes that the action is in the best interest of the city and is immediately necessary for the good order of City government.

Sec. 6.3 Appeals and Grievance Procedure

Any Employee has the right to appeal any disciplinary action taken against the Employee, whether that be a written warning, layoff without pay, suspension, and/or discharge from employment.

The Employee will follow the below denoted appeals procedure.

The Employee will submit a written appeal, with all pertinent details of the grievance to the City Manager within three (3) days of the disciplinary action taken against the Employee. Within three (3) days of receiving the grievance, the City Manager shall meet with the Department Head, supervisor and employee to discuss the grievance and decide what action, if any, to take regarding the grievance. The City Manager will have three (3) days to decide what action, if any, to take regarding the grievance and notify the employee in writing of the decision. The decision of the City Manager, regarding any action on the grievance, is final.

Sec. 6.4 Temporary and Probationary Employees

Any Temporary Employee or Probationary Employee may be terminated by his or her Department Head at any time with or without cause, and without a hearing.

Sec. 6.5 Grievance in reference to Non-Disciplinary Action Taken

Employees who feel that they have been improperly treated somehow in their job even though the improper treatment does not result in disciplinary action, or feel that they have been improperly treated in their work relationship with the City shall have the right to file a grievance.

Actions or results which are beyond the control of the City will not be considered grounds for a grievance.

Any grievance action shall be initiated by a written notification to the Department Head, who shall then conduct an investigation and make a determination as to the allegations surrounding the alleged grievance. If the Employee is not satisfied with the determination of the Department Head, the

Mauro & Cordoba
A Texas Professional Limited Liability Company
 208 Parking Way
 Lake Jackson, Texas 77566

Frank L. Mauro, J.D.*
Jason M. Cordoba, J.D.

Debbie Smith, Legal Assistant

Telephone: (979) 297-2854
Facsimile: (979) 299-6440

*Board Certified Civil Trial (1979)
 Texas Board of Legal Specialization

March 28, 2014

City of Richwood
 1800 N Brazosport Blvd.
 City Council

Re: Employee Discipline and Appeal Procedure

Dear City Council:

Allow this letter to serve as my opinion regarding employee discipline and appeal procedure as mandated by the City Charter and the Personnel Handbook. I have reviewed the Personnel Policy handbook and have had the opportunity to make several revisions, which I believe are compatible with the City Charter. This specifically includes the provisions related to employee discipline and appeal procedure issues. Generally, I believe requiring employees and Department Heads to appeal to the City Manager is compliant with the City Charter, and that cannot be changed short of a change to the City Charter, which would require approval by vote of the citizens.

The City Charter states the following, which I believe supports my opinion:

1. Section 4.01 City Manager: The City Manager shall be responsible to the City Council for the efficient and economic administration of the City government. He/she shall attend City Council meetings if so requested by City Council. ***He/she shall have the authority with the approval of the City Council to appoint and remove all department heads. He/she shall have the authority to appoint and remove all other employees in the administrative service of the City. He/she may authorize the head of a department to appoint and remove subordinates in his/her respective department. Except for the purpose of inquiry, the City Council and its members shall deal with the administrative service solely through the City Manager.***
2. Section 3.07 Powers of City Council: Remove from any office or position of employment in the City government, any officer or employee or member of any board or commission, ***unless that person is a department head, reports to a department head or is employed in one of the departments under the direction of the City Manager***. The power of removal

shall be a concurrent power with other individuals as authorized by this Charter and other written and duly authorized City policies;

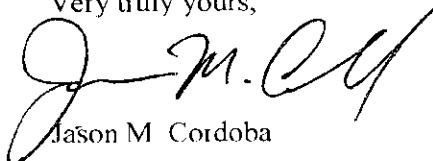
In addition to these provisions in the Charter, which were approved by City Council, there is one very important issue I must raise and caution Council. As Council knows, they are individuals that are given broad protection from lawsuits and liabilities as a result of official immunity

“Common law official immunity is based on the necessity of public officials to act in the public interest with confidence and without the hesitation that could arise from having their judgment continually questioned by extended litigation.” *Ballantyne v Champion Builders, Inc.*, 144 S W 3d 417, 423 (Tex. 2004) Public officials will maintain this broad protection and immunity if the public officials are engaged in the following: (1) discretionary duties (2) in good faith and (3) they are acting within the scope of their authority *Id* at 422.

The last requirement—acting within the scope of their authority—is critical. If City Council goes beyond the authority that is granted by the City Charter, the Council Members could be sued personally for their acts and will lose the ability to assert official immunity. I cannot stress how critical it is that any public official act within their scope of authority.

Please do not hesitate to contact me should you have any questions. As always, thank you for the opportunity to advise council on these important matters

Very truly yours,



Jason M. Cordoba

FY 2014/15

Item	Estimated cost	Budgeted Funds	Comments
Raises for all Admin/Court employees	\$13,000	Budgeted Funds	5% to be distributed per evaluations
Scanner for Municipal Court	\$1,000	Budgeted Funds	This will help us move toward digitalization of our records retention.
Upgrade Court Computers	\$2,500	Court Technology Funds	The plan is to upgrade each computer every 3 years
Electronic Docket Sheets	Not received estimate yet	Budgeted Funds	This will help us move toward digitalization of our records retention.
Updated Web site	\$40,000	Budgeted Funds	To be paid in annual installments
Upgrade server software	\$1,000	Budgeted Funds	The current server software will no longer be supported by Microsoft
Video presentation equipment in Council Chambers	\$4,000	Budgeted Funds	2 50+ inch TVs and 1 computer.

5 Year Plan

Item	Estimated cost	Budgeted Funds	Comments
Separate duties of City Secretary and Finance Director	\$62,000	Budgeted Funds	The work load is increasing. This will add an additional position. The estimated cost includes salary for the City Secretary as well as insurance and retirement.
Electronic records retention	\$25,000	Budgeted Funds	The estimate is for a high quality/high volume scanner and city staff scans records. We are in the process of getting quotes for an outside company.
Video streaming council meetings	Not received estimate yet	Budgeted Funds	
Electronic check conversion	Not received estimate yet	Budgeted Funds	
Program changes to allow late notices to be printed on cards instead of paper	\$5,000	Budgeted Funds	This will save time and money in the long term. Employees will no longer have to stuff envelopes and will result in a savings of \$1 per month in postage

Section XI, Item E.

Five Year Plan

In order of priority

The addition of a daytime clerical/dispatcher position;

The position could be accountable for answering non-emergency calls on the department's administrative telephone lines, operation of the computer aided dispatch (CAD) system (through module), the records management system (RMS), walk-in traffic in the police department lobby and radio dispatch for all on-duty police, fire, EMS and utility departments. The Communications Division is also responsible for entering, removing and modifying persons, vehicles and articles in the Texas Crime Information Center's (TCIC) system and the National Crime Information Center's (NCIC) system. Assist with all clerical entries and reports such as, UCR, Sex Offender Registration, Racial Profiling, warrant entry and removal and other tasks as designated by the Chief or Administrative Lieutenant.

Salary Survey of Telecommunication positions;

Lake Jackson Police Department- \$14.60 to \$18.95

Clute Police Department- \$14.12 to \$17.82

Oyster Creek Police Department- \$12.00 to \$15.94

I would request that our salary be competitive with the above listed as to retain the best qualified person available. **Starting salary dependent on experience; \$13.57**

Top out salary; \$17.57

The addition of one Patrol Officer;

This addition would give the department the ability to have two officers per shift. The cost of this addition would be approximately **\$46,610.00** at our current salary rate plus that of benefits.

Sally Port

The sally port allows safe transport of prisoners to and from the department, eliminating contact with civilians. The Sally Port can include a link that does not allow the interior door to open while the garage door is open.

Estimated cost; \$10 PSF at approximately 520sqft- \$5,200.00

Estimated cost of roll up doors (8x8) \$710.00, (10x10) \$1190.00 x 2

Estimated cost of 36" steel exterior door \$700.00

Estimated cost; chain link \$2,095.00 (without rollup doors)

Projected cost with exception to labor charges; \$8980.00

Physical Fitness

We have continued to promote officers to utilize our workout facility. We have implemented mandatory physical fitness testing occurring twice a year that is reflected on the officers evaluation.

Citizen Police Academy

Allows the citizens to gain a better understanding of our agency and policing methods are conducted.

National Night Out

Continued function;

This is a chance for communities to join together and meet their neighbors and discuss crime issues along with quality of life issues with the public safety officers

Mobile Records Management System

Implemented in 2012; the system allows officers to write reports in the field, real-time dispatching, run and receive license plates/driver's licenses and wanted checks and has a mapping system.

In law enforcement as with many other businesses, it is difficult to forecast needs this far out, this is why we view these plans as living documents that will be continually updated based upon the challenges we are met with.

31-Mar-14

	BUDGET FY 2013/14	CURRENT FY 2013/14	BALANCE FY 2013/14	PERCENT REMAINING
ADMINISTRATION	422,436.00	232,422.49	190,013.51	44.98%
CITY MAINTENANCE	269,698.00	137,618.17	132,079.83	48.97%
STREETS & DRAINAGE	83,000.00	69,769.07	13,230.93	15.94%
POLICE DEPARTMENT	712,996.00	362,894.46	350,101.54	49.10%
JUDICIAL	116,904.00	58,891.69	58,012.31	49.62%
FIRE DEPARTMENT	119,740.00	73,890.77	45,849.23	38.29%
PARKS & RECREATION	80,700.00	62,909.17	17,790.83	22.05%
TOTAL	1,805,474.00	998,395.82	807,078.18	
GENERAL FUND REVENUES	1,805,474.00	1,351,739.18	453,734.82	25.13%
		353,343.36	353,343.36	
DEBT SERVICE	165,230.00	20,788.58	144,441.42	87.42%
TOTAL	165,230.00	20,788.58	144,441.42	
DEBT SERVICE REVENUES	165,350.00	151,779.91	13,570.09	8.21%
		130,991.33	130,871.33	
WATER/SEWER	1,178,549.00	409,762.54	768,786.46	65.23%
TOTAL	1,178,549.00	409,762.54	768,786.46	
WATER/SEWER REVENUES	1,178,549.00	431,195.24	747,353.76	63.41%
		21,432.70	21,432.70	
DEBT SERVICE	113,420.00	43,462.75	69,957.25	61.68%
TOTAL	113,420.00	43,462.75	69,957.25	
DEBT SERVICE REVENUES	113,420.00	40,764.96	72,655.04	64.06%
		(2,697.79)	(2,697.79)	
TRANSPORTATION	100,000.00		100,000.00	100.00%
TOTAL	100,000.00	-	100,000.00	
TRANSPORTATION REV.	100,000.00	49,787.31	50,212.69	50.21%
		49,787.31	50,212.69	
INSURANCE CONTINGENCY	-	-	-	
TOTAL	-	-	-	
REPLACEMENT	-	26,597.66	(26,597.66)	#DIV/0!
TOTAL	-	26,597.66	(26,597.66)	
CRIME CONTROL & PREVEN	40,000.00	30,000.00	10,000.00	25.00%
TOTAL	40,000.00	30,000.00	10,000.00	
CRIME CONTROL REV.	50,000.00	20,642.95	29,357.05	58.71%
		(9,357.05)	29,357.05	
CAPITAL IMPROVEMENTS	18,000.00	6,028.35	11,971.65	66.51%
TOTAL	18,000.00	6,028.35	11,971.65	
CAPITAL PROJECTS W/S			-	#DIV/0!
TOTAL	-	-	-	
CAPITAL PROJECTS GF		58,775.00	(58,775.00)	#DIV/0!
TOTAL	-	58,775.00	(58,775.00)	
GRAND TOTAL	3,420,673.00	1,593,810.70	1,726,862.30	

4/10/2014 10:53am

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For General Fund (10)
For the Fiscal Period 2014-6 Ending March 31, 2014

Page 1

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
10-04-4250	Revenues - Festivals	\$ 0.00	\$ 1,210.00	\$ 0.00	\$ 1,210.00	0.00%
10-04-4251	Revenues - Police Officer Training	0.00	1,100.61	0.00	1,100.61	0.00%
10-04-4252	Revenues - Seizure & Forfeiture	0.00	0.00	0.00	615.00	0.00%
10-04-4253	Revenues - Court Security	0.00	0.00	0.00	895.81	0.00%
10-04-4254	Revenues - Court Technology	0.00	0.00	0.00	1,194.34	0.00%
10-04-4255	Revenues - Bobby Ford Park	0.00	0.00	0.00	0.00	0.00%
10-04-4256	K-9 Unit	0.00	0.00	0.00	7,000.00	0.00%
10-29-4103	Ad Valorem Taxes	0.00	27,585.42	1,048,725.00	983,449.63	6.22%
10-29-4104	Delinquent Taxes	0.00	1,532.51	25,000.00	16,909.06	32.36%
10-29-4105	Penalty & Interest	0.00	1,598.62	22,000.00	6,858.29	68.83%
10-29-4106	Licenses & Permits	0.00	432.50	12,000.00	4,443.00	62.98%
10-29-4107	Building Permits	0.00	5,997.50	30,000.00	23,137.50	22.88%
10-29-4109	Municipal Court	0.00	25,960.07	135,000.00	98,311.02	27.18%
10-29-4110	Interest Earnings	0.00	(10,947.78)	5,000.00	427.66	91.45%
10-29-4111	Franchise Taxes	0.00	7,214.70	175,000.00	69,643.28	60.20%
10-29-4112	Miscellaneous Income	0.00	(643.79)	20,000.00	9,872.45	50.64%
10-29-4113	Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
10-29-4114	Animal Fines/Licenses	0.00	10.00	500.00	135.00	73.00%
10-29-4116	Sales Tax - Streets	0.00	4,931.09	55,000.00	26,893.46	51.10%
10-29-4117	Sales Tax	0.00	19,724.36	215,000.00	107,573.83	49.97%
10-29-4118	Municipal Building Rentals	0.00	470.00	0.00	3,185.00	0.00%
10-29-4120	Deferred Revenue	0.00	0.00	0.00	0.00	0.00%
10-29-4121	Parks & Recreation	0.00	300.00	11,000.00	900.00	91.82%
10-29-4123	Other Revenues	0.00	0.00	0.00	0.00	0.00%
10-29-4125	Transportation Fee	0.00	0.00	0.00	0.00	0.00%
10-29-4221	Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
10-29-4435	Capital Contributions	0.00	0.00	0.00	0.00	0.00%
10-60-4250	Revenues - Festivals	0.00	0.00	0.00	0.00	0.00%
10-60-4251	Revenues - Police Officer Training	0.00	0.00	0.00	0.00	0.00%
10-60-4252	Revenues - Seizure & Forfeiture	0.00	0.00	0.00	0.00	0.00%
10-60-4253	Revenues - Court Security	0.00	0.00	0.00	0.00	0.00%
10-60-4254	Revenues - Court Technology	0.00	0.00	0.00	0.00	0.00%
10-61-4124	Beautification Revenues	0.00	0.00	0.00	0.00	0.00%
Total General Fund Revenues		\$ 0.00	\$ 86,475.81	\$ 1,754,225.00	\$ 1,363,754.94	22.26%
General Fund Excess of Revenues Over Expenditures		\$ 0.00	\$ (31,964.97)	\$ (51,249.00)	\$ 355,541.03	793.75%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Administration (01)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-01-5101	Administrative Expense	\$6,000.00	\$2,117.02	\$9,606.28	\$1,916.76	(\$5,523.04)	(92.05%)
10-01-5102	Contract Labor	\$10,000.00	\$275.00	\$1,868.75	\$0.00	\$8,131.25	81.31%
10-01-5103	Salaries & Wages	\$155,136.00	\$10,814.96	\$84,153.85	\$0.00	\$70,982.15	45.75%
10-01-5105	Retirement	\$19,000.00	\$1,974.89	\$11,701.33	\$0.00	\$7,298.67	38.41%
10-01-5110	Workmen's Compensation Ins	\$400.00	\$0.00	\$424.89	\$0.00	(\$24.89)	(6.22%)
10-01-5115	Hospitalization	\$29,100.00	\$0.00	\$14,299.82	\$0.00	\$14,800.18	50.86%
10-01-5120	Unemployment Insurance	\$1,200.00	\$105.08	\$808.45	\$0.00	\$391.55	32.63%
10-01-5130	Training & Travel	\$13,000.00	\$1,686.00	\$5,960.22	\$0.00	\$7,039.78	54.15%
10-01-5175	Employee Incentive	\$7,900.00	\$0.00	\$0.00	\$0.00	\$7,900.00	100.00%
Total Administration Personnel Costs		\$241,736.00	\$16,952.95	\$128,823.59	\$1,916.76	\$110,995.65	45.92%
10-01-5210	Office Supplies	\$24,000.00	\$993.44	\$15,981.11	\$1,853.37	\$6,165.52	25.69%
10-01-5215	Custodial Supplies	\$1,500.00	\$139.98	\$766.10	(\$161.92)	\$895.82	59.72%
10-01-5220	Tools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5240	Expendable Operating Supplies	\$12,000.00	\$2,153.75	\$8,343.26	(\$8.74)	\$3,665.48	30.55%
Total Administration Operating Supplies		\$37,500.00	\$3,287.17	\$25,090.47	\$1,682.71	\$10,726.82	28.60%
10-01-5310	Building & Grounds M&R	\$15,000.00	\$679.67	\$11,473.59	(\$627.00)	\$4,153.41	27.69%
10-01-5312	Contingency Fund M&R	\$10,000.00	\$0.00	\$3,000.00	\$0.00	\$7,000.00	70.00%
10-01-5320	Office Furniture/Fixture M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5365	Other Equipment M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Administration Maintenance & Repair		\$25,000.00	\$679.67	\$14,473.59	(\$627.00)	\$11,153.41	44.61%
10-01-5410	Electricity	\$12,000.00	\$646.56	\$4,424.71	\$0.00	\$7,575.29	63.13%
10-01-5420	Telephone	\$2,500.00	\$277.76	\$1,200.17	\$0.00	\$1,299.83	51.99%
10-01-5430	Natural Gas	\$1,500.00	\$137.18	\$536.02	\$0.00	\$963.98	64.27%
Total Administration Utilities & Telephone		\$16,000.00	\$1,061.50	\$6,160.90	\$0.00	\$9,839.10	61.49%
10-01-5510	Elections	\$4,000.00	\$0.00	\$600.00	\$0.00	\$3,400.00	85.00%
10-01-5556	Contractual Services - Taxes	\$12,000.00	\$2,242.50	\$7,323.98	\$0.00	\$4,676.02	38.97%
10-01-5560	Engineering	\$4,500.00	\$0.00	\$6,319.00	\$0.00	(\$1,819.00)	(40.42%)
10-01-5570	Attorney's Fees	\$25,000.00	\$510.00	\$5,887.50	\$0.00	\$19,112.50	76.45%
10-01-5572	Economic Development	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100.00%
10-01-5580	Auditor's Fees	\$22,000.00	\$7,825.56	\$18,524.47	\$0.00	\$3,475.53	15.80%
Total Administration Services		\$69,000.00	\$10,578.06	\$38,654.95	\$0.00	\$30,345.05	43.98%
10-01-5640	Insurance - Bldg/Liab/Bond	\$5,000.00	\$0.00	\$3,203.18	\$0.00	\$1,796.82	35.94%

Section XI, Item E.

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Administration (01)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-01-5660	Dues & Subscriptions	\$3,500.00	\$1,050.00	\$3,136.00	(\$56.00)	\$420.00	12.00%
10-01-5685	Publishing & Advertising	\$5,000.00	\$0.00	\$2,280.02	(\$887.55)	\$3,607.53	72.15%
10-01-5695	Special Services - Miscellaneous	\$200.00	\$0.00	\$5,960.00	\$0.00	(\$5,760.00)	(2880.00%)
Total Administration Sundry		\$13,700.00	\$1,050.00	\$14,579.20	(\$943.55)	\$64.35	0.47%
10-01-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5935	Equipment - Time Payments	\$4,500.00	\$467.60	\$2,610.87	\$0.00	\$1,889.13	41.98%
10-01-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5950	Contingency Fund	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100.00%
10-01-5960	Transfer to Capital Projects	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
10-01-5961	Transfer to Water/Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Administration Capital Outlay		\$19,500.00	\$467.60	\$2,610.87	\$0.00	\$16,889.13	86.61%
Total Administration Expense		\$422,436.00	\$34,076.95	\$230,393.57	\$2,028.92	\$190,013.51	44.98%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For City Maintenance (02)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-02-5102	Contract Labor	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	100.00%
10-02-5103	Salaries & Wages	\$119,398.00	\$11,227.26	\$65,350.74	\$0.00	\$54,047.26	45.27%
10-02-5105	Retirement	\$15,500.00	\$1,445.49	\$8,682.83	\$0.00	\$6,817.17	43.98%
10-02-5110	Workmen's Compensation Ins	\$4,100.00	\$0.00	\$3,034.11	\$0.00	\$1,065.89	26.00%
10-02-5115	Hospitalization	\$21,000.00	\$0.00	\$11,107.08	\$0.00	\$9,892.92	47.11%
10-02-5120	Unemployment Insurance	\$1,600.00	\$132.77	\$704.42	\$0.00	\$895.58	55.97%
10-02-5130	Training & Travel	\$2,000.00	\$918.11	\$1,490.83	\$0.00	\$509.17	25.46%
10-02-5190	Uniforms	\$1,600.00	\$0.00	\$341.05	\$0.00	\$1,258.95	78.68%
Total City Maintenance Personnel Costs		\$172,198.00	\$13,723.63	\$90,711.06	\$0.00	\$81,486.94	47.32%
10-02-5210	Office Supplies	\$500.00	\$651.50	\$926.13	\$0.00	(\$426.13)	(85.23%)
10-02-5215	Custodial Supplies	\$500.00	\$42.00	\$123.84	\$0.00	\$376.16	75.23%
10-02-5220	Tools	\$1,000.00	\$0.00	\$1,060.56	(\$311.21)	\$250.65	25.07%
10-02-5230	Gas, Oil, & Lubricants	\$9,000.00	\$0.00	\$3,967.04	\$4,837.98	\$194.98	2.17%
10-02-5240	Expendable Operating Supplies	\$3,000.00	\$688.31	\$1,422.31	(\$61.31)	\$1,639.00	54.63%
10-02-5245	Dump Charges	\$2,500.00	\$532.25	\$1,329.25	\$0.00	\$1,170.75	46.83%
10-02-5270	Chemicals	\$2,000.00	\$0.00	\$20.18	(\$20.18)	\$2,000.00	100.00%
Total City Maintenance Operating Supplies		\$18,500.00	\$1,914.06	\$8,849.31	\$4,445.28	\$5,205.41	28.14%
10-02-5310	Building & Grounds M&R	\$1,000.00	\$93.24	\$298.40	\$0.00	\$701.60	70.16%
10-02-5320	Office Furniture/Fixture M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5340	Vehicle M&R	\$4,000.00	\$403.93	\$2,548.61	(\$418.51)	\$1,869.90	46.75%
10-02-5360	Radio M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5365	Other Equipment M&R	\$4,000.00	\$0.00	\$1,096.28	(\$122.95)	\$3,026.67	75.67%
10-02-5376	Signs M&R	\$2,000.00	\$40.95	\$1,343.91	(\$550.32)	\$1,206.41	60.32%
Total City Maintenance Maintenance & Repair		\$11,000.00	\$538.12	\$5,287.20	(\$1,091.78)	\$6,804.58	61.86%
10-02-5410	Electricity	\$45,000.00	\$2,972.07	\$14,980.42	\$0.00	\$30,019.58	66.71%
10-02-5420	Telephone	\$2,500.00	\$451.04	\$1,509.04	\$0.00	\$990.96	39.64%
10-02-5430	Natural Gas	\$500.00	\$56.97	\$186.98	\$0.00	\$313.02	62.60%
Total City Maintenance Utilities & Telephone		\$48,000.00	\$3,480.08	\$16,676.44	\$0.00	\$31,323.56	65.26%
10-02-5560	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5570	Attorney's Fees	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
Total City Maintenance Services		\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
10-02-5630	Insurance - Motor Vehicles	\$3,000.00	\$0.00	\$2,229.18	\$0.00	\$770.82	25.69%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For City Maintenance (02)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-02-5640	Insurance - Bldg/Liab/Bond	\$3,000.00	\$0.00	\$1,655.98	\$0.00	\$1,344.02	44.80%
10-02-5660	Dues & Subscriptions	\$11,000.00	\$2,311.95	\$4,755.50	\$0.00	\$6,244.50	56.77%
10-02-5685	Publishing & Advertising	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
10-02-5695	Special Services - Miscellaneous	\$2,000.00	\$850.00	\$4,100.00	\$0.00	(\$2,100.00)	(105.00%)
Total City Maintenance Sundry		\$19,500.00	\$3,161.95	\$12,740.66	\$0.00	\$6,759.34	34.66%
10-02-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5935	Equipment - Time Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total City Maintenance Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total City Maintenance Expense		\$269,698.00	\$22,817.84	\$134,264.67	\$3,353.50	\$132,079.83	48.97%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Streets And Drainage (03)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-03-5380	Streets M&R	\$21,600.00	\$0.00	\$12,956.28	\$613.40	\$8,030.32	37.18%
10-03-5385	Drainage M&R	\$2,500.00	\$0.00	\$8,262.63	(\$45.00)	(\$5,717.63)	(228.71%)
Total Streets And Drainage Maintenance & Repair		\$24,100.00	\$0.00	\$21,218.91	\$568.40	\$2,312.69	9.60%
10-03-5965	Street Projects	\$52,000.00	\$0.00	\$47,981.76	\$0.00	\$4,018.24	7.73%
10-03-5975	Drainage	\$6,900.00	\$0.00	\$0.00	\$0.00	\$6,900.00	100.00%
Total Streets And Drainage Capital Outlay		\$58,900.00	\$0.00	\$47,981.76	\$0.00	\$10,918.24	18.54%
Total Streets And Drainage Expense		\$83,000.00	\$0.00	\$69,200.67	\$568.40	\$13,230.93	15.94%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Police Department (05)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-05-5102	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5103	Salaries & Wages	\$435,838.00	\$34,503.84	\$218,722.44	\$0.00	\$217,115.56	49.82%
10-05-5105	Retirement	\$56,000.00	\$5,513.05	\$33,506.51	\$0.00	\$22,493.49	40.17%
10-05-5110	Workmen's Compensation Ins	\$11,500.00	\$0.00	\$9,607.42	\$0.00	\$1,892.58	16.46%
10-05-5115	Hospitalization	\$65,000.00	\$0.00	\$29,927.86	\$0.00	\$35,072.14	53.96%
10-05-5120	Unemployment Insurance	\$2,000.00	\$64.70	\$1,512.01	\$0.00	\$487.99	24.40%
10-05-5130	Training & Travel	\$13,300.00	\$799.03	\$4,020.70	(\$2,414.33)	\$11,693.63	87.92%
10-05-5175	Education Incentive	\$6,700.00	\$1,300.00	\$3,900.00	\$0.00	\$2,800.00	41.79%
10-05-5190	Uniforms	\$2,500.00	\$298.55	\$1,087.80	\$0.00	\$1,412.20	56.49%
Total Police Department Personnel Costs		\$592,838.00	\$42,478.17	\$302,284.74	(\$2,414.33)	\$292,967.59	49.42%
10-05-5210	Office Supplies	\$5,500.00	\$0.00	\$3,678.58	\$0.00	\$1,821.42	33.12%
10-05-5215	Custodial Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5220	Tools	\$1,500.00	\$730.09	\$948.10	\$0.00	\$551.90	36.79%
10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$0.00	\$12,278.11	\$0.00	\$17,929.89	59.35%
10-05-5240	Expendable Operating Supplies	\$1,500.00	\$40.99	\$1,235.39	\$0.00	\$264.61	17.64%
Total Police Department Operating Supplies		\$38,708.00	\$771.08	\$18,140.18	\$0.00	\$20,567.82	53.14%
10-05-5310	Building & Grounds M&R	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
10-05-5320	Office Furniture/Fixture M&R	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
10-05-5340	Vehicle M&R	\$10,300.00	\$2,642.91	\$6,919.27	(\$750.45)	\$4,131.18	40.11%
10-05-5350	Radar M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5360	Radio M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5365	Other Equipment M&R	\$2,000.00	\$0.00	\$1,474.20	(\$170.71)	\$696.51	34.83%
Total Police Department Maintenance & Repair		\$13,800.00	\$2,642.91	\$8,393.47	(\$921.16)	\$6,327.69	45.85%
10-05-5420	Telephone	\$6,000.00	\$469.23	\$3,264.71	\$0.00	\$2,735.29	45.59%
Total Police Department Utilities & Telephone		\$6,000.00	\$469.23	\$3,264.71	\$0.00	\$2,735.29	45.59%
10-05-5540	Dispatch Services	\$34,000.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00	50.00%
10-05-5542	Jail Expense	\$5,500.00	\$100.00	\$2,228.48	\$0.00	\$3,271.52	59.48%
10-05-5558	Animal Control	\$6,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	50.00%
10-05-5560	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5570	Attorney's Fees	\$250.00	\$0.00	\$1,325.00	\$0.00	(\$1,075.00)	(430.00%)
Total Police Department Services		\$45,750.00	\$100.00	\$23,553.48	\$0.00	\$22,196.52	48.52%
10-05-5630	Insurance - Motor Vehicles	\$4,000.00	\$0.00	\$3,393.44	\$0.00	\$606.56	15.16%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Police Department (05)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-05-5640	Insurance - Bldg/Liab/Bond	\$6,000.00	\$0.00	\$4,590.86	\$0.00	\$1,409.14	23.49%
10-05-5660	Dues & Subscriptions	\$1,900.00	\$1,068.00	\$1,168.00	\$0.00	\$732.00	38.53%
10-05-5685	Publishing & Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5695	Special Services - Miscellaneous	\$4,000.00	\$554.60	\$1,441.57	\$0.00	\$2,558.43	63.96%
Total Police Department Sundry		\$15,900.00	\$1,622.60	\$10,593.37	\$0.00	\$5,306.13	33.37%
10-05-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5935	Equipment - Time Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Police Department Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Police Department Expense		\$712,996.00	\$48,084.99	\$366,230.45	(\$3,335.49)	\$350,101.04	49.10%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Judicial (06)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-06-5102	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-06-5103	Salaries & Wages	\$71,961.00	\$6,162.51	\$37,104.68	\$0.00	\$34,856.32	48.44%
10-06-5105	Retirement	\$11,000.00	\$833.51	\$5,017.27	\$0.00	\$5,982.73	54.39%
10-06-5110	Workmen's Compensation Ins	\$300.00	\$0.00	\$282.79	\$0.00	\$17.21	5.74%
10-06-5115	Hospitalization	\$17,500.00	\$0.00	\$7,418.14	\$0.00	\$10,081.86	57.61%
10-06-5120	Unemployment Insurance	\$750.00	\$117.72	\$499.54	\$0.00	\$250.46	33.39%
10-06-5130	Training & Travel	\$2,000.00	\$131.40	\$1,342.19	\$0.00	\$657.81	32.89%
Total Judicial Personnel Costs		\$103,511.00	\$7,245.14	\$51,664.61	\$0.00	\$51,846.39	50.09%
10-06-5210	Office Supplies	\$5,193.00	\$457.21	\$2,919.58	\$101.00	\$2,172.42	41.83%
10-06-5240	Expendable Operating Supplies	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
Total Judicial Operating Supplies		\$5,693.00	\$457.21	\$2,919.58	\$101.00	\$2,672.42	46.94%
10-06-5565	Jury Expense	\$500.00	\$0.00	\$66.00	\$0.00	\$434.00	86.80%
10-06-5570	Attorney's Fees	\$7,000.00	\$750.00	\$4,140.50	\$0.00	\$2,859.50	40.85%
Total Judicial Services		\$7,500.00	\$750.00	\$4,206.50	\$0.00	\$3,293.50	43.91%
10-06-5660	Dues & Subscriptions	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	100.00%
Total Judicial Sundry		\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	100.00%
10-06-5810	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-06-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-06-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Judicial Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Judicial Expense		\$116,904.00	\$8,452.35	\$58,790.69	\$101.00	\$58,012.31	49.62%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Fire Department (07)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-07-5106	Pension	\$11,390.00	\$0.00	\$2,400.00	\$0.00	\$8,990.00	78.93%
10-07-5110	Workmen's Compensation Ins	\$300.00	\$0.00	\$531.94	\$0.00	(\$231.94)	(77.31%)
10-07-5130	Training & Travel	\$1,000.00	(\$3,080.00)	\$0.00	\$0.00	\$1,000.00	100.00%
10-07-5190	Uniforms	\$6,500.00	\$0.00	\$254.82	\$0.00	\$6,245.18	96.08%
Total Fire Department Personnel Costs		\$19,190.00	(\$3,080.00)	\$3,186.76	\$0.00	\$16,003.24	83.39%
10-07-5210	Office Supplies	\$1,000.00	\$0.00	\$1,056.68	\$0.00	(\$56.68)	(5.67%)
10-07-5215	Custodial Supplies	\$300.00	\$0.00	\$65.38	\$0.00	\$234.62	78.21%
10-07-5220	Tools	\$7,500.00	\$0.00	\$6,177.98	\$0.00	\$1,322.02	17.63%
10-07-5230	Gas, Oil, & Lubricants	\$2,000.00	\$0.00	\$1,053.58	\$0.00	\$946.42	47.32%
10-07-5240	Expendable Operating Supplies	\$0.00	\$0.00	(\$369.40)	\$0.00	\$369.40	0.00%
10-07-5285	Fire Prevention Supplies	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
Total Fire Department Operating Supplies		\$11,800.00	\$0.00	\$7,984.22	\$0.00	\$3,815.78	32.34%
10-07-5310	Building & Grounds M&R	\$1,000.00	\$0.00	\$2,717.96	(\$2,748.96)	\$1,031.00	103.10%
10-07-5340	Vehicle M&R	\$2,000.00	\$0.00	\$4,092.59	\$0.00	(\$2,092.59)	(104.63%)
10-07-5360	Radio M&R	\$2,000.00	\$124.95	\$549.95	\$0.00	\$1,450.05	72.50%
10-07-5365	Other Equipment M&R	\$1,000.00	\$0.00	\$3,122.70	(\$1,476.50)	(\$646.20)	(64.62%)
Total Fire Department Maintenance & Repair		\$6,000.00	\$124.95	\$10,483.20	(\$4,225.46)	(\$257.74)	(4.30%)
10-07-5410	Electricity	\$2,500.00	\$244.06	\$1,043.06	\$0.00	\$1,456.94	58.28%
10-07-5420	Telephone	\$1,200.00	\$150.83	\$903.37	\$0.00	\$296.63	24.72%
10-07-5430	Natural Gas	\$750.00	\$18.05	\$89.27	\$0.00	\$660.73	88.10%
Total Fire Department Utilities & Telephone		\$4,450.00	\$412.94	\$2,035.70	\$0.00	\$2,414.30	54.25%
10-07-5560	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5566	Contractual Services - Ambulance	\$65,000.00	\$0.00	\$31,250.00	\$0.00	\$33,750.00	51.92%
10-07-5570	Attorney's Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Fire Department Services		\$65,000.00	\$0.00	\$31,250.00	\$0.00	\$33,750.00	51.92%
10-07-5630	Insurance - Motor Vehicles	\$3,000.00	\$0.00	\$2,582.82	\$0.00	\$417.18	13.91%
10-07-5640	Insurance - Bldg/Liab/Bond	\$1,000.00	\$0.00	\$954.33	\$0.00	\$45.67	4.57%
10-07-5660	Dues & Subscriptions	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	100.00%
10-07-5685	Publishing & Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5695	Special Services - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Fire Department Sundry		\$4,800.00	\$0.00	\$3,537.15	\$0.00	\$1,262.85	26.31%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Fire Department (07)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-07-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5930	Equipment	\$8,500.00	\$0.00	\$19,639.20	\$0.00	(\$11,139.20)	(131.05%)
10-07-5935	Equipment - Time Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Fire Department Capital Outlay		\$8,500.00	\$0.00	\$19,639.20	\$0.00	(\$11,139.20)	(131.05%)
Total Fire Department Expense		\$119,740.00	(\$2,542.11)	\$78,116.23	(\$4,225.46)	\$45,849.23	38.29%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Parks and Recreation (08)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-08-5102	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5103	Salaries & Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5105	Retirement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5110	Workmen's Compensation Ins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5120	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5130	Training & Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Personnel Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5210	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5215	Custodial Supplies	\$600.00	\$0.00	\$448.75	\$39.73	\$111.52	18.59%
10-08-5220	Tools	\$500.00	\$0.00	\$37.98	(\$37.98)	\$500.00	100.00%
10-08-5240	Expendable Operating Supplies	\$200.00	\$1,677.47	\$1,688.02	\$0.00	(\$1,488.02)	(744.01%)
10-08-5270	Chemicals	\$1,500.00	\$0.00	\$976.00	\$0.00	\$524.00	34.93%
Total Parks and Recreation Operating Supplies		\$2,800.00	\$1,677.47	\$3,150.75	\$1.75	(\$352.50)	(12.59%)
10-08-5310	Building & Grounds M&R	\$65,000.00	\$399.88	\$58,447.94	(\$1,950.28)	\$8,502.34	13.08%
10-08-5365	Other Equipment M&R	\$5,000.00	\$100.06	\$254.75	\$1,391.11	\$3,354.14	67.08%
Total Parks and Recreation Maintenance & Repair		\$70,000.00	\$499.94	\$58,702.69	(\$559.17)	\$11,856.48	16.94%
10-08-5410	Electricity	\$5,400.00	\$81.12	\$547.15	\$0.00	\$4,852.85	89.87%
10-08-5420	Telephone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Utilities & Telephone		\$5,400.00	\$81.12	\$547.15	\$0.00	\$4,852.85	89.87%
10-08-5560	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5570	Attorney's Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5640	Insurance - Bldg/Liab/Bond	\$1,500.00	\$0.00	\$1,066.00	\$0.00	\$434.00	28.93%
10-08-5660	Dues & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5685	Publishing & Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5695	Special Services - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Sundry		\$1,500.00	\$0.00	\$1,066.00	\$0.00	\$434.00	28.93%
10-08-5850	Beautification	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
10-08-5851	Parks & Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Parks and Recreation		\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
10-08-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Parks and Recreation (08)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-08-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5962	Transfer to Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Expense		\$80,700.00	\$2,258.53	\$63,466.59	(\$557.42)	\$17,790.83	22.05%

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City of Richwood

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Balance Sheet**For General Fund (10)****March 31, 2014****Assets**

10-29-1101	Cash	85,006.61
10-29-1103	Cash in bank - Beautification	.00
10-29-1105	Seizure and Forfeiture Fund	715.00
10-29-1106	TexPool Investments	399,779.01
10-29-1107	Petty Cash	800.00
10-29-1108	TexStar Investments	10,610.73
10-29-1109	Logic Investments	51,648.79
10-29-1110	WCMA - Merrill Lynch Investments	.00
10-29-1111	Certificates of Deposit	270,016.10
10-29-1112	Tax Receivable	(920,027.03)
10-29-1113	Accrued Interest Receivable	1,636.88
10-29-1114	Sales Tax Receivable	25,651.40
10-29-1115	Due from Fire Department	.00
10-29-1116	Due from Enterprise Fund	332,868.88
10-29-1118	Due from Capital Construction Fund	210,295.94
10-29-1119	Due from Replacment	21,312.01
10-29-1120	Allowance for Uncollectibles	(18,422.06)
10-29-1121	Due from Insurance Contingency	.00
10-29-1122	Accounts Receivable - Other	30,386.24
10-29-1123	Deferred Taxes	(25,354.78)
10-29-1125	Prepaid Expenditures	.00
10-29-1127	Investments - Merrill Lynch	.00
10-29-1129	Delinquent Taxes	(17,286.17)
10-29-1130	Accounts Rec/NSF checks	735.42
10-29-1131	Due from Other Governments	1,433.50
10-29-1133	Reserve for Ad Valorem Taxes	981,943.92
10-29-1134	Reserve for Delinquent Taxes	17,500.31
10-29-1140	Due from Capital Improvements	.00
10-29-1141	Due From Debt Service	.00
10-29-1142	Due from General - Replacement	.00
10-29-1143	Due from Seizure and Forfeiture	715.00
10-29-1144	Due from Crime Control and Prevention	35,678.22
10-29-1145	Due from Beautification	.00
10-29-1146	Due from Transportation Fund	.00
10-29-1147	Due from General (Seizure)	(100.00)
10-29-1150	Loan receivable	100,896.00
10-29-1261	Land	.00
10-29-1262	Buildings	.00
10-29-1263	Vehicles	.00
10-29-1264	Office Equipment	.00
10-29-1265	Equipment	.00
Total Assets		\$ 1,598,439.92

Liabilities and Fund Balance

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City of Richwood

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Balance Sheet

For General Fund (10)

March 31, 2014

10-29-2125	Cash Over/Under	\$	(122.14)
10-29-2127	Municipal Court Bonds		165.00
10-29-2129	Accts Payble - Other		3,502.77
10-29-2130	Accounts Payable		23,867.80
10-29-2131	Federal W/H Payble		8,906.67
10-29-2132	Retirement Payable		3,561.65
10-29-2134	Due to Debt Service Fund		.00
10-29-2136	Insurance Payable		(853.29)
10-29-2137	Credit Union Payable		.00
10-29-2138	Child Support Payable		15.00
10-29-2139	Festivals		.00
10-29-2140	Municipal Court Costs		48,661.09
10-29-2141	Overdrawn		.00
10-29-2142	Student Loan		.00
10-29-2144	Social Security Payable		29,474.00
10-29-2145	Special Police Training Fund		.00
10-29-2146	Deferred Police Forfeitures		.00
10-29-2149	Due to Capital Projects		.00
10-29-2150	Due to Water/Sewer		104,374.65
10-29-2151	Due to Insurance Contingency		.00
10-29-2153	Due to Water Meter Deposit		.00
10-29-2155	Due to Replacement		33,563.90
10-29-2156	Due to Revenue Bond I&S		.00
10-29-2157	Court Security Fund		.00
10-29-2158	Due to Capital Improvement		.00
10-29-2159	Due to Crime Control and Prevention District		20,636.58
10-29-2160	Due to Reserve Fund		.00
10-29-2161	Due to Beautification		.00
10-29-2162	Due to Transportation Fund		33,487.31
10-29-2165	Accounts Payable - Debt Service		124,351.65
10-29-2166	Due to Seizure & Forfeiture		715.00
10-29-2170	Tax Escrow Account		.00
10-29-2172	Due to General from Seizure and Forfeiture		.00
10-29-2175	AFU Account		.00
10-61-2221	Due to General		.00
Total Liabilities			434,307.64
10-29-3103	Fund Balance		779,488.03
10-29-3105	Reserved for Investment in Inventory		.00
10-29-3110	Encumbrance Account		19,288.34
10-29-3190	Seizure and Forfeiture Fund		858.60
10-29-3191	Reserve - Festival		1,989.38
10-29-3192	Reserve - Police Training		747.97
10-29-3198	Reserve - Municipal Court Security		1,779.26
10-29-3199	Reserve for Municipal Court Technology		4,439.67
Excess of Revenue Over Expenditures			355,541.03

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City of Richwood
Balance Sheet
For General Fund (10)
March 31, 2014

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Total Fund Balances	<u>1,164,132.28</u>
Total Liabilities and Fund Balances	<u>\$ 1,598,439.92</u>

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City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Enterprise (30)

For the Fiscal Period 2014-6 Ending March 31, 2014

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Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
30-25-4113	Intragovernmental Income	\$ 0.00	\$ 0.00	\$ 0.00	0.00	0.00%
30-25-4410	Water Fees	0.00	6,674.19	60,666.00	24,928.28	58.91%
30-25-4420	Sewer Fees	0.00	0.00	52,754.00	15,836.68	69.98%
30-30-4110	Interest Earnings	0.00	89.22	5,100.00	162.26	96.82%
30-30-4112	Miscellaneous Income	0.00	6.87	6,000.00	(853.11)	114.22%
30-30-4113	Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
30-30-4120	Deferred Revenue	0.00	0.00	0.00	0.00	0.00%
30-30-4123	Other Revenues	0.00	0.00	0.00	0.00	0.00%
30-30-4221	Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
30-30-4410	Water Fees	0.00	32,241.58	576,795.00	197,226.60	65.81%
30-30-4420	Sewer Fees	0.00	27,859.88	533,854.00	171,081.42	67.95%
30-30-4430	Delinquent Charges	0.00	2,713.49	28,000.00	10,884.24	61.13%
30-30-4435	Capital Contributions	0.00	0.00	0.00	0.00	0.00%
30-30-4440	Water Taps	0.00	1,600.00	11,300.00	6,225.00	44.91%
30-30-4450	Sewer Taps	0.00	1,000.00	5,500.00	1,625.00	70.45%
30-30-4460	Reconnect Fees	0.00	325.00	7,000.00	2,075.00	70.36%
30-30-4470	Garbage Receipts	0.00	856.30	5,000.00	2,003.87	59.92%
Total Enterprise Revenues		\$ 0.00	\$ 73,366.53	\$ 1,291,969.00	\$ 431,195.24	66.62%
Enterprise Excess of Revenues Over Expenditures		\$ 0.00	\$ 27,499.66	\$ 0.00	\$ (23,506.96)	0.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Water/Sewer (21)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
30-21-5102	Contract Labor	\$0.00	\$0.00	\$576.00	\$0.00	(\$576.00)	0.00%
30-21-5103	Salaries & Wages	\$167,071.00	\$16,341.34	\$72,559.07	\$0.00	\$94,511.93	56.57%
30-21-5105	Retirement	\$16,000.00	\$1,721.19	\$8,092.87	\$0.00	\$7,907.13	49.42%
30-21-5110	Workmen's Compensation Ins	\$3,500.00	\$0.00	\$3,034.11	\$0.00	\$465.89	13.31%
30-21-5115	Hospitalization	\$28,000.00	\$0.00	\$12,858.69	\$0.00	\$15,141.31	54.08%
30-21-5120	Unemployment Insurance	\$1,000.00	\$205.01	\$601.58	\$0.00	\$398.42	39.84%
30-21-5130	Training & Travel	\$4,000.00	\$275.38	\$1,381.78	\$0.00	\$2,618.22	65.46%
30-21-5190	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Water/Sewer Personnel Costs		\$219,571.00	\$18,542.92	\$99,104.10	\$0.00	\$120,466.90	54.86%
30-21-5210	Office Supplies	\$10,000.00	\$507.96	\$6,265.91	\$676.00	\$3,058.09	30.58%
30-21-5215	Custodial Supplies	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	100.00%
30-21-5220	Tools	\$2,000.00	\$0.00	\$1,143.60	(\$929.07)	\$1,785.47	89.27%
30-21-5230	Gas, Oil, & Lubricants	\$12,000.00	\$84.71	\$6,775.42	\$0.00	\$5,224.58	43.54%
30-21-5240	Expendable Operating Supplies	\$500.00	(\$2,691.26)	(\$2,086.04)	\$0.00	\$2,586.04	517.21%
30-21-5270	Chemicals	\$7,000.00	\$380.00	\$3,280.03	\$0.00	\$3,719.97	53.14%
Total Water/Sewer Operating Supplies		\$31,800.00	(\$1,718.59)	\$15,378.92	(\$253.07)	\$16,674.15	52.43%
30-21-5310	Building & Grounds M&R	\$5,000.00	\$158.00	\$546.00	\$0.00	\$4,454.00	89.08%
30-21-5320	Office Furniture/Fixture M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5340	Vehicle M&R	\$3,000.00	(\$239.52)	\$0.00	\$0.00	\$3,000.00	100.00%
30-21-5360	Radio M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5365	Other Equipment M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5390	Water Lines M&R	\$47,280.00	\$10,149.13	\$27,143.88	(\$948.86)	\$21,084.98	44.60%
30-21-5392	Sewer Lines M&R	\$20,000.00	\$1,836.29	\$21,610.68	(\$330.98)	(\$1,279.70)	(6.40%)
Total Water/Sewer Maintenance & Repair		\$75,280.00	\$11,903.90	\$49,300.56	(\$1,279.84)	\$27,259.28	36.21%
30-21-5410	Electricity	\$42,000.00	\$3,691.82	\$19,095.95	\$0.00	\$22,904.05	54.53%
30-21-5420	Telephone	\$2,500.00	\$167.97	\$1,052.54	\$0.00	\$1,447.46	57.90%
30-21-5430	Natural Gas	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
Total Water/Sewer Utilities & Telephone		\$45,000.00	\$3,859.79	\$20,148.49	\$0.00	\$24,851.51	55.23%
30-21-5505	Lease expense	\$132,520.00	\$0.00	\$0.00	\$0.00	\$132,520.00	100.00%
30-21-5560	Engineering	\$2,197.00	\$0.00	\$0.00	\$0.00	\$2,197.00	100.00%
30-21-5570	Attorney's Fees	\$0.00	\$106.16	\$2,557.76	\$0.00	(\$2,557.76)	0.00%
30-21-5580	Auditor's Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Water/Sewer (21)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
Total Water/Sewer Services							
30-21-5630	Insurance - Motor Vehicles	\$134,717.00	\$106.16	\$2,557.76	\$0.00	\$132,159.24	98.10%
30-21-5640	Insurance - Bldg/Liab/Bond	\$2,000.00	\$0.00	\$2,229.18	\$0.00	(\$229.18)	(11.46%)
30-21-5660	Dues & Subscriptions	\$25,000.00	\$0.00	\$6,569.55	\$0.00	\$18,430.45	73.72%
30-21-5685	Publishing & Advertising	\$1,250.00	\$59.92	\$729.35	\$0.00	\$520.65	41.65%
30-21-5695	Special Services - Miscellaneous	\$500.00	\$0.00	\$511.20	\$56.00	(\$67.20)	(13.44%)
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Water/Sewer Sundry							
		\$28,750.00	\$59.92	\$10,039.28	\$56.00	\$18,654.72	64.89%
30-21-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5920	Motor Vehicles	\$24,000.00	\$0.00	\$23,978.75	\$0.00	\$21.25	0.09%
30-21-5930	Equipment	\$0.00	\$0.00	\$190.00	\$0.00	(\$190.00)	0.00%
30-21-5935	Equipment - Time Payments	\$20,000.00	\$479.17	\$14,697.02	\$0.00	\$5,302.98	26.51%
30-21-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5990	Sewage Treatment Plant	\$220,000.00	\$0.00	\$107,713.37	\$0.00	\$112,286.63	51.04%
30-21-5995	Brazosport Water Authority	\$160,000.00	\$12,633.60	\$68,131.20	\$0.00	\$91,868.80	57.42%
30-21-5996	Transfer to Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5999	Depreciation	\$219,431.00	\$0.00	\$0.00	\$0.00	\$219,431.00	100.00%
Total Water/Sewer Capital Outlay							
		\$643,431.00	\$13,112.77	\$214,710.34	\$0.00	\$428,720.66	66.63%
Total Water/Sewer Expense							
		\$1,178,549.00	\$45,866.87	\$411,239.45	(\$1,476.91)	\$768,786.46	65.23%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
 For Reserve (24)
 For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
30-24-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Reserve Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Reserve Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Revenue Bond I&S (25)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
30-25-5240	Expendable Operating Supplies	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100.00%
Total Revenue Bond I&S Operating Supplies		\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100.00%
30-25-5970	Certificates of Obligation Series 2011	\$58,008.00	\$0.00	\$14,004.00	\$0.00	\$44,004.00	75.86%
30-25-5989	RB I&S Series 1980	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-25-5991	RB I&S Series 2004	\$38,453.00	\$0.00	\$29,458.75	\$0.00	\$8,994.25	23.39%
30-25-5992	Loan interest	\$15,459.00	\$0.00	\$0.00	\$0.00	\$15,459.00	100.00%
Total Revenue Bond I&S Capital Outlay		\$111,920.00	\$0.00	\$43,462.75	\$0.00	\$68,457.25	61.17%
Total Revenue Bond I&S Expense		\$113,420.00	\$0.00	\$43,462.75	\$0.00	\$69,957.25	61.68%

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Balance Sheet**For Enterprise (30)****March 31, 2014****Assets**

30-23-1101	Cash	.00
30-24-1101	Reserve Cash	.00
30-25-1101	Cash - Revenue Bond	.00
30-30-1101	Cash	23,997.39
30-23-1106	TexPool Investments	64,813.09
30-25-1106	TexPool Investments	.00
30-30-1106	TexPool Investments	.00
30-54-1106	TexPool Investments	.00
30-30-1107	Petty Cash	.00
30-25-1109	Logic Investments	803.71
30-24-1110	Reserve - WCMA	.00
30-25-1110	WCMA - Merrill Lynch Investments	.00
30-30-1110	WCMA - Merrill Lynch Investments	.00
30-23-1111	Certificates of Deposit	28,071.62
30-25-1111	Certificates of Deposit	.00
30-30-1111	Certificates of Deposit	73,707.80
30-30-1113	Accrued Interest Receivable	24.74
30-30-1118	Due from Capital Construction Fund	.00
30-30-1119	Due from Replacment	.00
30-30-1120	Allowance for Uncollectibles	.00
30-30-1121	Due from Insurance Contingency	.00
30-30-1122	Accounts Receivable - Other	.00
30-24-1125	Prepaid Expenditures	.00
30-25-1125	Prepaid Expenditures	.00
30-30-1125	Prepaid Expenditures	.00
30-24-1127	Investments - Merrill Lynch	.00
30-25-1127	Investments - Merrill Lynch	.00
30-30-1127	Investments - Merrill Lynch	.00
30-30-1130	Accounts Rec/NSF checks	.00
30-30-1131	Due from Other Governments	4,500.00
30-30-1140	Due from Capital Improvements	50,304.50
30-30-1141	Due From Debt Service	10,094.26
30-30-1207	Bond Issuance Cost	.00
30-30-1208	Accumulated amortization of bond	.00
30-30-1209	2011 CO Bond Issuance Costs	.00
30-30-1210	2011 CO Accumulated Amortization	.00
30-30-1227	Construction in Progress - CDBG	.00
30-30-1228	Construction in Progress - Water Wells	.00
30-30-1229	Construction in Progress - Sewer Lift Stations	.00
30-30-1230	Utility Receivables	162,831.38
30-30-1231	Reserve for Uncollectables	.00
30-30-1239	Due from Bond	.00
30-30-1240	Due from General Water/Sewer	110,138.47
30-30-1241	Due from General - Water/Meter	.00
30-30-1242	Due from General - Capital	.00
30-30-1245	Due from Capital Projects	19,441.42

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City of Richwood

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Balance Sheet**For Enterprise (30)****March 31, 2014**

30-30-1250	Due from General - Reserve	.00
30-25-1252	Due from W/S - Revenue Bond	.00
30-30-1252	Due from W/S - Revenue Bond	.00
30-23-1253	Due from W/S for W/M	.00
30-30-1253	Due from W/S for W/M	.00
30-30-1261	Land	122,580.00
30-30-1262	Buildings	193,270.01
30-30-1263	Vehicles	76,418.24
30-30-1264	Office Equipment	.00
30-30-1265	Equipment	185,930.48
30-30-1266	Water System	5,198,664.56
30-30-1267	Sewer System	5,044,532.04
30-30-1269	Accumulated Depreciation	(4,082,954.70)
30-25-1325	Due from General Fund	.00
Total Assets		\$ 7,287,169.01

Liabilities and Fund Balance

30-30-2125	Cash Over/Under	(305.15)
30-30-2129	Accts Payble - Other	652.95
30-30-2130	Accounts Payable	(43.36)
30-30-2131	Federal W/H Payble	868.44
30-30-2132	Retirement Payable	(197.01)
30-30-2134	Due to Debt Service Fund	.00
30-30-2136	Insurance Payable	1,152.58
30-30-2137	Credit Union Payable	.00
30-30-2138	Child Support Payable	.00
30-30-2144	Social Security Payable	4,506.36
30-30-2149	Due to Capital Projects	.00
30-25-2150	Due to Water/Sewer	.00
30-54-2150	Due to Water/Sewer	19,857.30
30-30-2151	Due to Insurance Contingency	.00
30-30-2153	Due to Water Meter Deposit	.00
30-30-2155	Due to Replacement	.00
30-30-2156	Due to Revenue Bond I&S	.00
30-24-2158	Due to Capital Improvement	.00
30-30-2158	Due to Capital Improvement	.00
30-54-2158	Due to Capital Improvement	.00
30-30-2160	Due to Reserve Fund	.00
30-30-2175	AFU Account	.00
30-30-2220	Customer Meter Deposits	90,586.10
30-30-2221	Due to General	332,868.88
30-30-2222	Due to Debt Service	.00
30-30-2224	Due to W/S from Water/Meter	.00
30-30-2228	Due to Revenue Bond from W/S	.00

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City of Richwood

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Balance Sheet**For Enterprise (30)****March 31, 2014**

30-30-2235	Sales Tax Payable	1,510.19
30-30-2240	Sanitation Payable	17,304.18
30-30-2241	Fire Department Donations	1,121.60
30-30-2242	Beautification Donations	1,101.89
30-30-2243	Transportation Fees	16,300.00
30-25-2249	Accured Revenue Bond Int. Payable	8,522.85
30-30-2249	Accured Revenue Bond Int. Payable	.00
30-25-2250	Revenue Bonds Payable - 1980	.00
30-30-2250	Revenue Bonds Payable - 1980	.00
30-25-2255	Loan Payable	.00
30-30-2255	Loan Payable	100,896.00
30-25-2256	Certificates Payable	355,000.00
30-30-2256	Certificates Payable	.00
30-25-2257	2011 Certificates of Obligation Bond	720,000.00
Total Liabilities		1,671,703.80
30-30-3110	Encumbrance Account	.00
30-30-3201	Retained Earnings	4,276,094.69
30-25-3205	Retained Earnings - Bonds	611,595.69
30-25-3206	Reserve - Construction	751,281.79
	Excess of Revenue Over Expenditures	(23,506.96)
Total Fund Balances		5,615,465.21
Total Liabilities and Fund Balances		\$ 7,287,169.01

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City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Capital Improvements (11)

For the Fiscal Period 2014-6 Ending March 31, 2014

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
11-55-4110 Interest Earnings	\$ 0.00	\$ 5.49	\$ 200.00	\$ 62.08	68.96%
11-55-4113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
Total Capital Improvements Revenues	\$ 0.00	\$ 5.49	\$ 200.00	\$ 62.08	68.96%
Capital Improvements Excess of Revenues Over Expenditur	\$ 0.00	\$ 8,737.78	\$ (17,800.00)	\$ 2,766.02	115.54%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Capital Improvements (55)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
11-55-5240	Expendable Operating Supplies	\$0.00	(\$8,732.29)	(\$8,732.29)	\$0.00	\$8,732.29	0.00%
Total Capital Improvements Operating Supplies		\$0.00	(\$8,732.29)	(\$8,732.29)	\$0.00	\$8,732.29	0.00%
11-55-5915	Capital Expenditures	\$18,000.00	\$0.00	\$6,028.35	\$0.00	\$11,971.65	66.51%
Total Capital Improvements Capital Outlay		\$18,000.00	\$0.00	\$6,028.35	\$0.00	\$11,971.65	66.51%
Total Capital Improvements Expense		\$18,000.00	(\$8,732.29)	(\$2,703.94)	\$0.00	\$20,703.94	115.02%

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City of Richwood

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Balance Sheet**For Capital Improvements (11)****March 31, 2014****Assets**

11-55-1101	Cash	.00
11-55-1106	TexPool Investments	31,618.01
11-55-1109	Logic Investments	46,539.23
11-55-1110	WCMA - Merrill Lynch Investments	.00
11-55-1111	Certificates of Deposit	27,816.21
11-55-1113	Accrued Interest Receivable	13.01
11-55-1116	Due from Enterprise Fund	.00
11-55-1118	Due from Capital Construction Fund	.00
11-55-1119	Due from Replacement	.00
11-55-1125	Prepaid Expenditures	.00
11-55-1127	Investments - Merrill Lynch	.00
11-55-1140	Due from Capital Improvements	.00
11-55-1325	Due from General Fund	.00

Total Assets**\$ 105,986.46****Liabilities and Fund Balance**

11-55-2149	Due to Capital Projects	.00
11-55-2150	Due to Water/Sewer	4,825.06
11-55-2155	Due to Replacement	.00
11-55-2158	Due to Capital Improvement	.00
11-55-2221	Due to General	.00

Total Liabilities**4,825.06**

11-55-3103	Fund Balance	98,395.38
11-55-3110	Prior Year Encumbrance Account	.00
	Excess of Revenue Over Expenditures	2,766.02

Total Fund Balances**101,161.40****Total Liabilities and Fund Balances****\$ 105,986.46**

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City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Insurance (12)
For the Fiscal Period 2014-6 Ending March 31, 2014

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
12-53-4110 Interest Earnings	\$ 0.00	\$ 0.00	\$ 100.00	\$ 37.50	62.50%
12-53-4113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
Total Insurance Revenues	\$ 0.00	\$ 0.00	\$ 100.00	\$ 37.50	62.50%
Insurance Excess of Revenues Over Expenditures	\$ 0.00	\$ 0.00	\$ 100.00	\$ 37.50	62.50%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Insurance (53)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
12-53-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Insurance Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Insurance Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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City of Richwood
Balance Sheet
For Insurance (12)
March 31, 2014

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Assets

12-53-1111	Certificates of Deposit	15,235.88
12-53-1113	Accrued Interest Receivable	16.45
12-53-1325	Due from General Fund	.00
Total Assets		\$ 15,252.33

Liabilities and Fund Balance

12-53-2221	Due to General	.00
Total Liabilities		.00
12-53-3103	Fund Balance	15,214.83
12-53-3110	Prior Year Encumbrance Account	.00
12-55-3110	Prior Year Encumbrance Account	.00
	Excess of Revenue Over Expenditures	37.50
Total Fund Balances		15,252.33
Total Liabilities and Fund Balances		\$ 15,252.33

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City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Replacements (13)

For the Fiscal Period 2014-6 Ending March 31, 2014

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
13-52-4110 Interest Earnings	\$ 0.00	\$ 0.16	\$ 200.00	\$ 13.60	93.20%
13-52-4112 Miscellaneous Income	0.00	0.00	1,500.00	33,563.90	(2137.59%)
13-52-4113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
Total Replacements Revenues	\$ 0.00	\$ 0.16	\$ 1,700.00	\$ 33,577.50	(1875.15%)
Replacements Excess of Revenues Over Expenditures	\$ 0.00	\$ (21,100.00)	\$ 1,700.00	\$ 6,979.84	(310.58%)

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
 For Replacement (52)
 For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
13-52-5240	Expendable Operating Supplies	\$0.00	\$6,055.16	\$11,552.66	\$0.00	(\$11,552.66)	0.00%
Total Replacement Operating Supplies		\$0.00	\$6,055.16	\$11,552.66	\$0.00	(\$11,552.66)	0.00%
13-52-5310	Building & Grounds M&R	\$0.00	\$15,045.00	\$15,045.00	\$0.00	(\$15,045.00)	0.00%
Total Replacement Maintenance & Repair		\$0.00	\$15,045.00	\$15,045.00	\$0.00	(\$15,045.00)	0.00%
13-52-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
13-52-5915	Capital Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
13-52-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
13-52-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Replacement Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Replacement Expense		\$0.00	\$21,100.16	\$26,597.66	\$0.00	(\$26,597.66)	0.00%

4/10/2014 10:54am

City of Richwood

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Balance Sheet**For Replacements (13)****March 31, 2014****Assets**

13-52-1106	TexPool Investments	.00
13-52-1108	TexStar Investments	6,859.99
13-52-1110	WCMA - Merrill Lynch Investments	.00
13-52-1111	Certificates of Deposit	30,760.09
13-52-1113	Accrued Interest Receivable	11.18
13-52-1116	Due from Enterprise Fund	.00
13-52-1119	Due from Replacement	.00
13-52-1125	Prepaid Expenditures	.00
13-52-1127	Investments - Merrill Lynch	.00
13-52-1140	Due from Capital Improvements	.00
13-52-1325	Due from General Fund	33,563.90

Total Assets	\$	71,195.16
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Liabilities and Fund Balance

13-52-2150	Due to Water/Sewer	.00
13-52-2155	Due to Replacement	.00
13-52-2158	Due to Capital Improvement	.00
13-52-2221	Due to General	26,597.66
Total Liabilities		26,597.66

13-52-3103	Fund Balance	37,617.66
13-52-3110	Prior Year Encumbrance Account	.00
13-55-3110		.00
	Excess of Revenue Over Expenditures	6,979.84
Total Fund Balances		44,597.50
Total Liabilities and Fund Balances	\$	71,195.16

4/10/2014 10:53am

City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Crime Control and Prevention (15)

For the Fiscal Period 2014-6 Ending March 31, 2014

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
15-60-4110 Interest Earnings	\$ 0.00	\$ 0.80	\$ 0.00	6.37	0.00%
15-60-4112 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00%
15-60-4117 Sales Tax	0.00	4,733.52	50,000.00	20,636.58	58.73%
Total Crime Control and Prevention Revenues	\$ 0.00	\$ 4,734.32	\$ 50,000.00	\$ 20,642.95	58.71%
Crime Control and Prevention Excess of Revenues Over Ex	\$ 0.00	\$ (25,265.68)	\$ 10,000.00	\$ (9,357.05)	193.57%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Crime Control and Prevention (60)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
15-60-5220	Tools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
15-60-5240	Expendable Operating Supplies	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	100.00%
Total Crime Control and Prevention Operating Supplies		\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	100.00%
15-60-5920	Motor Vehicles	\$0.00	\$30,000.00	\$30,000.00	\$0.00	(\$30,000.00)	0.00%
15-60-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Crime Control and Prevention Capital Outlay		\$0.00	\$30,000.00	\$30,000.00	\$0.00	(\$30,000.00)	0.00%
Total Crime Control and Prevention Expense		\$40,000.00	\$30,000.00	\$30,000.00	\$0.00	\$10,000.00	25.00%

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City of Richwood

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Balance Sheet*For Crime Control and Prevention (15)*

March 31, 2014

Assets

15-60-1106	TexPool Investments	18,898.67
15-60-1108	TexStar Investments	16,591.08
15-60-1110	WCMA - Merrill Lynch Investments	.00
15-60-1111	Certificates of Deposit	.00
15-60-1113	Accrued Interest Receivable	.00
15-60-1114	Sales Tax Receivable	10,663.35
15-60-1127	Investments - Merrill Lynch	.00
15-60-1325	Due from General Fund	20,636.58
Total Assets		\$ 66,789.68

Liabilities and Fund Balance

15-60-2221	Due to General	35,678.22
Total Liabilities		35,678.22
15-60-3103	Fund Balance	40,468.51
15-60-3110	Prior Year Encumbrance Account	.00
	Excess of Revenue Over Expenditures	(9,357.05)
Total Fund Balances		31,111.46
Total Liabilities and Fund Balances		\$ 66,789.68

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City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Transportation Fund (25)
For the Fiscal Period 2014-6 Ending March 31, 2014

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
25-40-4110 Interest Earnings	\$ 0.00	\$ 0.04	\$ 0.00	0.26	0.00%
25-40-4112 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00%
25-40-4125 Transportation Fee	0.00	0.00	100,000.00	33,487.31	66.51%
Total Transportation Fund Revenues	\$ 0.00	\$ 0.04	\$ 100,000.00	\$ 33,487.57	66.51%
Transportation Fund Excess of Revenues Over Expenditure	\$ 0.00	\$ 0.04	\$ 0.00	\$ 33,487.57	0.00%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Transportation (40)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
25-40-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Transportation Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
25-40-5380	Streets M&R	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	100.00%
25-40-5382	Sidewalks M&R	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	100.00%
25-40-5385	Drainage M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Transportation Maintenance & Repair		\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	100.00%
25-40-5965	Street Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
25-40-5975	Drainage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
25-40-5985	Sidewalk Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Transportation Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Transportation Expense		\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	100.00%

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City of Richwood
Balance Sheet
For Transportation Fund (25)
March 31, 2014

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Assets

25-40-1106	TexPool Investments	.00
25-40-1108	TexStar Investments	1,734.60
25-40-1109	Logic Investments	.00
25-40-1111	Certificates of Deposit	.00
25-40-1122	Accounts Receivable - Other	.00
25-40-1325	Due from General Fund	33,487.31

Total Assets	\$ 35,221.91
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Liabilities and Fund Balance

25-40-2221	Due to General	.00
Total Liabilities	.00	

25-40-3103	Fund Balance	1,734.34
25-40-3110	Prior Year Encumbrance Account	.00
	Excess of Revenue Over Expenditures	33,487.57
Total Fund Balances	35,221.91	
Total Liabilities and Fund Balances	\$ 35,221.91	

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City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For General Obligation I&S (40)

For the Fiscal Period 2014-6 Ending March 31, 2014

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Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Revenues										
40-50-4103	Ad Valorem Taxes	\$	0.00	\$	2,393.29	\$	165,230.00	\$	151,738.56	8.17%
40-50-4104	Delinquent Taxes		0.00		0.00		0.00		0.00	0.00%
40-50-4110	Interest Earnings		0.00		11.48		120.00		41.35	65.54%
40-50-4112	Miscellaneous Income		0.00		0.00		0.00		0.00	0.00%
40-50-4113	Intragovernmental Income		0.00		0.00		0.00		0.00	0.00%
40-50-4221	Bond Proceeds		0.00		0.00		0.00		0.00	0.00%
40-50-4222	Bond Premium		0.00		0.00		0.00		0.00	0.00%
Total General Obligation I&S Revenues		\$	0.00	\$	2,404.77	\$	165,350.00	\$	151,779.91	8.21%
General Obligation I&S Excess of Revenues Over Expendit		\$	0.00	\$	2,404.77	\$	120.00	\$	130,991.33	(109059.44%)

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For General Obligation I&S (50)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
40-50-5240	Expendable Operating Supplies	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
Total General Obligation I&S Operating Supplies		\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
40-50-5960	Bank Note	\$21,390.00	\$0.00	\$10,694.32	\$0.00	\$10,695.68	50.00%
40-50-5970	1999 Certificates of Obligation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
40-50-5980	Certificates of Obligation - 2012	\$65,190.00	\$0.00	\$0.00	\$0.00	\$65,190.00	100.00%
40-50-5992	CO Series 2011 Refunding	\$77,650.00	\$0.00	\$10,094.26	\$0.00	\$67,555.74	87.00%
Total General Obligation I&S Capital Outlay		\$164,230.00	\$0.00	\$20,788.58	\$0.00	\$143,441.42	87.34%
Total General Obligation I&S Expense		\$165,230.00	\$0.00	\$20,788.58	\$0.00	\$144,441.42	87.42%

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City of Richwood

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Balance Sheet**For General Obligation I&S (40)****March 31, 2014****Assets**

40-50-1101	Cash	.00
40-50-1106	TexPool Investments	31,516.31
40-50-1109	Logic Investments	1,422.98
40-50-1110	WCMA - Merrill Lynch Investments	.00
40-50-1111	Certificates of Deposit	56,208.30
40-50-1112	Tax Receivable	(133,360.61)
40-50-1113	Accrued Interest Receivable	18.73
40-50-1116	Due from Enterprise Fund	.00
40-50-1118	Due from Capital Construction Fund	836.25
40-50-1120	Allowance for Uncollectibles	(1,979.49)
40-50-1122	Accounts Receivable - Other	129,131.95
40-50-1123	Deferred Taxes	(3,397.00)
40-50-1127	Investments - Merrill Lynch	.00
40-50-1131	Due from Other Governments	172.10
40-50-1133	Reserve for Ad Valorem Taxes	151,738.56
40-50-1245	Due from Capital Projects	.00
40-50-1325	Due from General Fund	.00

Total Assets	\$	232,308.08
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Liabilities and Fund Balance

40-50-2150	Due to Water/Sewer	10,094.26
40-50-2221	Due to General	.00
40-50-2249	Accrued Int. Payable	.00
Total Liabilities		10,094.26

40-50-3103	Fund Balance	91,222.49
40-50-3110	Prior Year Encumbrance Account	.00
	Excess of Revenue Over Expenditures	130,991.33
Total Fund Balances		222,213.82
Total Liabilities and Fund Balances	\$	232,308.08

City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Capital Projects (50)

For the Fiscal Period 2014-6 Ending March 31, 2014

4/10/2014 10:53am

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
50-54-4110 Interest Earnings	\$ 0.00	\$ 0.00	\$ 0.00	0.00	0.00%
50-54-4112 Miscellaneous Income	0.00	0.00	0.00	84,870.00	0.00%
50-54-4113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
50-54-4221 Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
Total Capital Projects Revenues	\$ 0.00	\$ 0.00	\$ 0.00	84,870.00	0.00%
Capital Projects Excess of Revenues Over Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	26,095.00	0.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Capital Projects (54)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
30-54-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Capital Projects Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-54-5915	Capital Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
50-54-5915	Capital Expenditures	\$0.00	\$0.00	\$58,775.00	\$0.00	(\$58,775.00)	0.00%
Total Capital Projects Capital Outlay		\$0.00	\$0.00	\$58,775.00	\$0.00	(\$58,775.00)	0.00%
Total Capital Projects Expense		\$0.00	\$0.00	\$58,775.00	\$0.00	(\$58,775.00)	0.00%

4/10/2014 10:54am

City of Richwood

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Balance Sheet**For Capital Projects (50)****March 31, 2014****Assets**

50-54-1101	Cash	.00
50-54-1106	TexPool Investments	.00
50-54-1108	TexStar Investments	.00
50-54-1111	Certificates of Deposit	.00
50-54-1140	Due from Capital Improvements	.00
50-54-1325	Due from General Fund	.00

Total Assets	\$	.00
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Liabilities and Fund Balance

50-54-2130	Accounts Payable	.00
50-54-2134	Due to Debt Service Fund	836.25
50-54-2150	Due to Water/Sewer	.00
50-54-2158	Due to Capital Improvement	.00
50-54-2221	Due to General	195,666.66

Total Liabilities		196,502.91
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50-54-3103	Fund Balance	(222,597.91)
50-54-3110	Prior Year Encumbrance Account	.00
	Excess of Revenue Over Expenditures	26,095.00

Total Fund Balances		(196,502.91)
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Total Liabilities and Fund Balances	\$	.00
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Administration Report

Honesty, Integrity and Transparency in Government

FY 2012/13

Administration

City Council/Board Meetings staffed	45
City Council/Board Agendas compiled	45
Public Hearings held	17
Purchase orders processed monthly	80
Work orders generated monthly	49
Accounts billed monthly	1,195
Ordinances & Resolutions prepared	24
Invoices handled per month	138
Customers served	
Telephone calls per day	94
Walk up counter per day	46
Zoning Variances	12
Bid packets compiled	6
Budget Amendments	2

Municipal Court

Cases filed	1,633
Warrants issued	282
Citations closed	1,785
Trials held	3
Letters	497
Fines collected	\$128,250.46

Of the goals and objectives identified for Administration, we have already implemented two – going to paperless council meetings and setting up Municipal Court for online payments. We are still working closely with the Police Department to get the patch for the court/police program. We have been in contact with one firm – Dahill – to get bids to digitalize our records retention.

We have taken steps to implement quite a few of Council’s goals. We have created a survey with a link on our website and Facebook page to get input from the citizens on several issues, as well as print a paper copy for those who do not have access to the internet. Administration is working closely with the Parks and Recreation Board and they have set the following dates for community events:

Event	Date
Easter Egg Hunt	April 19 th
Movie in the Park	June 21 st
Concert in the Park	July 12 th
Day in the Park	August 16 th
Halloween Trunk or Treat	October 24 th
Christmas in the Park	December 12 th

Beginning in October, we began a program for online payment of Municipal Court Fines. Before the year end is out, we hold to have credit card scanners attached to the computers in the Water and Court system which will allow for automatic swiping for payment programs.

We are developing business cards with relevant information such as our phone numbers, emergency numbers, to pass out to new customers.

A bar code scanner will be added to the Water Department to allow for the scanning of monthly water bills. This will help streamline the payment process at the front desk.

Also, we have developed a process for adding more detailed information to the back of our utility bills. This month’s bill went out with information on how citizens can volunteer and help the city. Not only is this another way to get information to our residents but it helps promote the City and further the goals set by Council.

RICHWOOD POLICE DEPARTMENT

ANNUAL REPORT
2012/ 2013



CHIEF OF POLICE
BRAD CAUDLE



BRAD CAUDLE
Chief of Police

RICHWOOD POLICE DEPARTMENT

1800 Brazosport Boulevard
Richwood, Texas 77531

Section XI, Item E.



Business (979) 265-2640
Emergency (979) 265-2222
Fax (979) 266-8533

Richwood Police Department 2012 / 2013

This annual report for 2012/2013 contains statistical and informational data about the police department in an effort to keep our community informed about public safety. The data contained within this document is important; however, our police department performs many other functions that simply cannot be measured by statistical information. The community that we live in, and are proud of, remains a very safe place to live and raise a family.

2012/ 2013 was a building year with the addition of our new police facility. With this accomplishment we began seeking new ideas to enhance the service we provide to our community. We feel we have attained some of our goals that have benefited the community and are outlined within this document. This has been accomplished by involving our staff and continued support of the City Manager and our City Council. We are excited about the New Year and look forward to meeting those challenges that we may be presented with.

This past year we received positive feedback from our community and assisted in important quality of life issues. Our community continues to grow and we must be responsive and proactive to those needs with a willingness to listen, understand, and offer advice to the unique problems our citizens present us with. Some of those demands will need to be met in the form of personnel, equipment inclusive of technology, and training.

In closing, the Richwood Police Department continues to enjoy the support of its community and we are very mindful and vigilant of never breaking that sacred trust.

Brad Caudle
Chief of Police

Mission Statement

The mission of the Richwood Police Department is to enhance the quality of life in the City of Richwood by working cooperatively with the public and within the framework of the U. S. Constitution to enforce the laws, preserve the peace, reduce fear and provide for a safe environment. Our mandate is to do so with honor and integrity, while at all times, conducting ourselves with the highest ethical standards to maintain public confidence.

Vision

The vision of the Richwood Police Department is to become a recognized leader in law enforcement in the Brazoria country and Texas, by the efficient and effective management of personnel and resources, by providing the public with quality police service, and, the recruitment, selection, and training of competent and ethical police officers.

Values

Integrity

For the most part, the community's trust and confidence in the Police Department will be earned by the integrity of its police officers. All Richwood Police Department officers are expected to conduct themselves in a manner that is fair, ethical, and legal, and which exhibits a sense of duty and honor for the position entrusted to them.

Justice

The administration of law and order is based upon the ideals of justice and fairness for all. These ideals require a commitment by police officers to protect citizens and to strive to ensure that citizens will be treated with respect, dignity, and fairness.

Service

As members of the law enforcement profession, the Richwood Police Department recognizes the significance of serving the public. As such, all Richwood Police Department employees are duty-bound in our pursuit of excellence.

Trust

The community has entrusted the Richwood Police Department to exercise its authority with discretion, good judgment, respect, and a commitment to honesty and justice. Each member of the Richwood Police Department strives to build upon the trust and confidence of the community.

Responsibility

As members of the Richwood Police Department, we are accountable for our actions. We will exhibit self-restraint and calm in times of stress and not shy away from tough decisions that must be made.

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Administration and Organizational Chart

Administration

Brad Caudle
Chief of Police

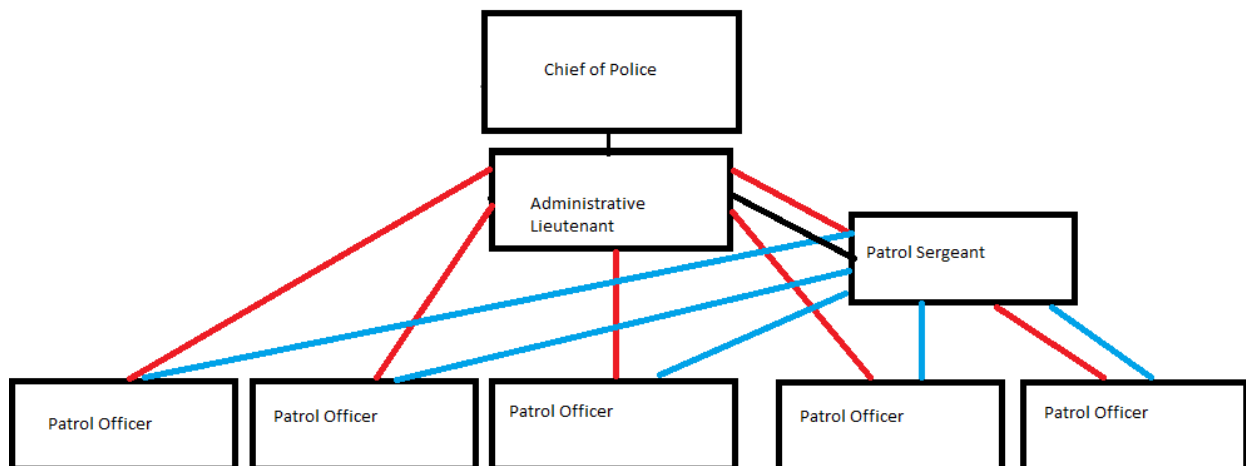
Jessica Bailey
Administrative Lieutenant

First Line Supervision

Brett Schilhab
Patrol Sergeant

Patrol Division

Officer Dan Mathes
Officer Kevin Munley
Officer Jim Castle
Officer Kevin Nutt
Officer Timothy Taylor



Peace Officer Certifications

BASIC PEACE OFFICER REQUIREMENTS

- (1) one year experience as a peace officer;
- (2) Successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission;
- (3) Successful completion of the agency's field training program as defined in §211.1 of this title; and
- (4) Successful completion of human trafficking training as required in Texas Occupations Code §1701.258.

INTERMEDIATE PEACE OFFICER REQUIREMENTS

- (1) A basic peace officer certificate;
- (2) One of the following combinations of training hours or degrees and peace officer experience:
 - (A) 400 training hours and eight years,
 - (B) 800 training hours and six years,
 - (C) 1200 training hours and four years or an associate's degree and four years, or
 - (D) 2400 training hours and two years or a bachelor's degree and two years; and
- (3) Successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission.

ADVANCED PEACE OFFICER REQUIREMENTS

- (1) An intermediate peace officer certificate;
- (2) Successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission; and
- (3) One of the following combinations of training hours or degrees and peace officer experience:
 - (A) 800 training hours and 12 years,
 - (B) 1200 training hours and nine years or an associate's degree and six years, or
 - (C) 2400 training hours and six years or a bachelor's degree and five years.

MASTER PEACE OFFICER REQUIREMENTS

- (1) An advanced peace officer certificate; and
- (2) One of the following combinations of training hours or degrees and peace officer experience:
 - (A) 1200 training hours and 20 years or an associate's degree and 12 years,
 - (B) 2400 training hours and 15 years or a bachelor's degree and nine years,
 - (C) 3300 training hours and 12 years or a master's degree and seven years, or
 - (D) 4000 training hours and 10 years or a doctoral degree and five years

Administration and Records

The records and administrative duties of the police department are performed by our administrative team, consisting of Chief Brad Caudle, Administrative Lieutenant Bailey as well as Court Supervisor Peggy Tyler. Among many other duties, this team manages the collection, dissemination, maintenance, filing, retention, and control of all departmental reports and documents. This is accomplished utilizing a sophisticated records system and traditional hard copy filing system. This team is also tasked with fulfilling the numerous open records requests received each month by this office, which includes the following types of records:

- Incident reports/Calls for Service reports
- Arrest reports
- Accident reports
- Supplemental reports
- Case folders
- Juvenile cases
- Administrative & Employee records
- Fingerprinting

Administrative duties also include the development of reports for national and state agencies as mandated by law. The continued maintenance of the department's budget and equipment inventories, including warranties and general maintenance schedules also fall under their day to day function. This team handles all internal human resource needs and facilitates those issues with our city HR team. We are very fortunate to have this dedicated team who always possess an outstanding attitude and are customer service focused with external and internal customers alike.

Patrol Division

The Patrol Division is the largest division within our police agency that is comprised of 6 police officers and 1 sergeant assigned solely to patrol duties. In every police department across the United States this division is considered the "backbone" of the agency and we are no different in that aspect. The patrol officers are the most visible police entity within our community, answering the initial call for service when the citizen needs assistance. The types of calls an officer will answer vary in nature and may consist of; crimes in progress, traffic violations including vehicle accidents, public assistance, suspicious persons, and anything else out of the ordinary. Patrol is intended to prevent crime and reduce the fear of crime in the community through their presence. As mentioned, our current staffing level is 6 police officers and 1 sergeant assigned to patrol that provide 24/7 coverage for our community. Our goal is to staff a minimum of 2 officers to each shift;

Racial Profiling

The chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, is required to submit an annual report of the racial profiling information collected under Subdivision (6) of the Texas Code of Criminal Procedure to:

(A) the Commission on Law Enforcement Officer Standards and Education; and
(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The Boerne Police Department chooses to report a **Partial Exemption** or **Tier 1** Reporting, the agency is stating it routinely performs traffic stops or motor vehicle stops and the vehicles that routinely perform these stops are equipped with video and audio equipment in which these videos are maintained 90 days after the stop as per, Texas Code of Criminal Procedure Article 2.135.

Number of vehicle stops:

1. **1274** citation only
2. **56** arrest only
3. **10** both
4. **1340 Total** (4, 11, 14 and 17 must be equal)

Race or Ethnicity:

5. **121** African
6. **22** Asian
7. **974** Caucasian
8. **223** Hispanic
9. **0** Middle Eastern
10. **0** Native American
11. **1340 Total** (lines 4, 11, 14 and 17 must be equal)

Race or Ethnicity Known Prior to Stop?

12. **33** Yes
13. **1307** No
14. **1340 Total** (lines 4, 11, 14 and 17 must be equal)

Search Conducted?

15. **112** Yes
16. **1228** No
17. **1340 Total** (lines 4, 11, 14 and 17 must be equal)

Was Search Consented?

18. **32** Yes
19. **80** No
20. **112 Total** (must equal line 15)

Statistics Using Uniform Crime Reporting

The Uniform Crime Reports program began in 1930, and since then has become an important source of crime information for law enforcement, policymakers, scholars, and the media. The UCR Program consists of four parts:

- Traditional Summary Reporting System (SRS) and the [National Incident Based Reporting System](#) (NIBRS) – Offense and arrest data
- Law Enforcement Officers Killed and Assaulted (LEOKA) Program
- Hate Crime Statistics Program – [hate crimes](#)
- Cargo Theft Reporting Program – [cargo theft](#)

(Index Crimes)*Index crime types* include the violent offenses of murder and non-negligent manslaughter, forcible rape, robbery, and aggravated assault and the property offenses of burglary, larceny theft, and motor vehicle theft. (Arson was added to the index crimes in 1979. To maintain comparability of the index over time, arson is usually tabulated separately from other index crime types). The FBI defines these crime types as follows:

Violent Offenses

Murder and non-negligent manslaughter — The willful (non-negligent) killing of one human being by another. Deaths caused by negligence, attempts to kill, assaults to kill, suicides, and accidental deaths are excluded. Justifiable homicides are classified separately.

Forcible rape — The carnal knowledge of a female forcibly and against her will. Assaults or attempts to commit rape by force or threat of force are also included; however, statutory rape (without force) and other sex offenses are excluded.

Robbery — The taking or attempted taking of anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated assault — An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

Property Offenses

Burglary - breaking or entering — The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

Larceny-theft (except motor vehicle theft) — The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Examples are thefts of bicycles or automobile accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

Motor vehicle theft — The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on land surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

Arson — Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

For more details see Appendices of Crime in the United States available at:
<http://www.fbi.gov/ucr/ucr.htm#cius>.

Summarized Richwood Police UCR Report for 01/01/2012 to 09/30/2013

Reported Rape	3
Robbery	1
Assault	36
Burglary Building / Habitation	35
UUMV	1
Burglary Vehicle	34
Total	110
Total Cleared by arrest or Exceptional	72

Value of Property Stolen;

\$73,183.00

Recovered;

\$38,423.00

Note:**The following are guidelines for clearing a case base on the UCR guidelines:**

Closed: Case is no longer being investigated due to varying reasons. An example would be when the statute of limitations for an offense has expired or the prosecutor refuses to accept the charges or file the case.

Inactive: No more leads to follow or a suspect has not been identified.

Exceptionally Cleared: Law enforcement is not able to clear an offense known to them by making an arrest. Often they have exhausted all leads and have done everything possible in order to clear a case. If agencies can answer all of the following questions in the affirmative, they can clear the offense exceptionally for the purpose of reporting to UCR.

- Has the investigation definitely established the identity of the offender?
- Is there enough information to support an arrest, charge, and turning over to the court for prosecution?
- Is the exact location of the offender known so that the subject could be taken into custody now?
- Is there some reason outside law enforcement control that precludes arresting, charging, and prosecuting the offender?

Cleared By Arrest/ Cleared by Citation (CBA/CBC): The offender or violator was arrested or issued a citation for the offense committed.

Referred: Case was referred to the prosecutor for review.

Unfounded: A false or baseless complaint.

Summarization of Richwood Reported Major Crimes and Clearances

27 Reported burglaries of buildings with a **clearance rate of 85.18%**
10 Reported burglaries of habitations with a **clearance rate of 50%**
8 Reported burglaries of vehicles with a **clearance rate of 25%**
28 Reported assaults with a **clearance rate of 100%**
3 Reported aggravated sexual assaults of a child; **1 unfounded, 2 direct filed**
1 Reported sexual assault with an **exceptional clearance**
1 Reported aggravated assault with other weapon (vehicle); **exceptional clearance**
1 Reported aggravated assault with a knife; **exceptional clearance**
4 Reported fraudulent use of identifying information;
1 unfounded, 1 occurred in Rome Italy, 1 victim refused to provide
information, 1 transferred to another agency
16 Reported thefts with a **clearance rate of 31.25%**

Total Number of Traffic contacts for 2012 / 2013

3256 with **28.9%** being citations

Total number of arrests for 2012 / 2013

205 documented arrests

Year in Review

On top of the traffic contact numbers, reported criminal cases and clearances, calls for services and arrest, the past year has been filled with many accomplishments that we at the Richwood Police Department are very proud of.

During this year we were honored with a brand new Police facility that will give more opportunity and flexibility to perform our jobs more proficiency.

The police department has increased its report room availability, now has a training room, physical fitness room, evidence room, interview and interrogation room, technical room, dispatch center, file room, Lieutenants office and more.

The Officers of the Richwood Police Department worked very hard and after many hundreds of hours constructed the Police Department's first holding facility.







Five Year Plan

In order of priority

The addition of a daytime clerical/dispatcher position;

The position could be accountable for answering non-emergency calls on the department's administrative telephone lines, operation of the computer aided dispatch (CAD) system (through module), the records management system (RMS), walk-in traffic in the police department lobby and radio dispatch for all on-duty police, fire, EMS and utility departments. The Communications Division is also responsible for entering, removing and modifying persons, vehicles and articles in the Texas Crime Information Center's (TCIC) system and the National Crime Information Center's (NCIC) system. Assist with all clerical entries and reports such as, UCR, Sex Offender Registration, Racial Profiling, warrant entry and removal and other tasks as designated by the Chief or Administrative Lieutenant.

Salary Survey of Telecommunication positions;

Lake Jackson Police Department- \$14.60 to \$18.95

Clute Police Department- \$14.12 to \$17.82

Oyster Creek Police Department- \$12.00 to \$15.94

I would request that our salary be competitive with the above listed as to retain the best qualified person available. **Starting salary dependent on experience; \$13.57**

Top out salary; \$17.57

The addition of one Patrol Officer;

This addition would give the department the ability to have two officers per shift

The cost of this addition would be approximately **\$46,610.00** at our current salary rate plus that of benefits.

Sally Port

The sally port allows safe transport of prisoners to and from the department, eliminating contact with civilians. The Sally Port can include a link that does not allow the interior door to open while the garage door is open.

Estimated cost; \$10 PSF at approximately 520sqft- \$5,200.00

Estimated cost of roll up doors (8x8) \$710.00, (10x10) \$1190.00 x 2

Estimated cost of 36" steel exterior door \$700.00

Estimated cost; chain link \$2,095.00 (without rollup doors)

Projected cost with exception to labor charges; \$8980.00

Physical Fitness

We have continued to promote officers to utilize our workout facility. We have implemented mandatory physical fitness testing occurring twice a year that is reflected on the officers evaluation.

Citizen Police Academy

Allows the citizens to gain a better understanding of our agency and policing methods are conducted.

National Night Out

Continued function;

This is a chance for communities to join together and meet their neighbors and discuss crime issues along with quality of life issues with the public safety officers

Mobile Records Management System

Implemented in 2012; the system allows officers to write reports in the field, real-time dispatching, run and receive license plates/driver's licenses and wanted checks and has a mapping system.

In law enforcement as with many other businesses, it is difficult to forecast needs this far out, this is why we view these plans as living documents that will be continually updated based upon the challenges we are met with.

TAC TITLE 43 **Rule §21.39***Ownership, Function, Abandonment, and Idling of Facilities**about abandonment.*

- [https://texas-sos.appianportalsgov.com/rules-and-meetings?\\$locale=en_US&interface=VIEW_TAC_SUMMARY&queryAsDate=08%2F26%2F2025&recordId=169412](https://texas-sos.appianportalsgov.com/rules-and-meetings?$locale=en_US&interface=VIEW_TAC_SUMMARY&queryAsDate=08%2F26%2F2025&recordId=169412)
-
- ***“(d) Abandonment or idling of facility.***
- ***(1) Notice. If a utility abandons or idles a utility facility, it must, within a reasonable period of time, notify the department of that status in writing and in the case of abandonment, indicate whether the utility facility will be removed or abandoned in place.***
- ***(2) Abandonment in place.***
- ***(A) A utility that wishes to abandon a utility facility in place must submit a written request to the district engineer for each type of facility. The request must include the following detailed information for each facility proposed for abandonment:***
 - ***(i) offsets from property lines and the centerline of the highway;***
 - ***(ii) coordinates based on the global positioning system (GPS) or a survey datum as directed by the department;***
 - ***(iii) the age, condition, material type, current status, quantity, and size of the utility facility;***
 - ***(iv) a legend explaining symbols, characters, abbreviations, scale, and other data shown on any as-built drawing or record mapping;***
 - ***(v) a statement certifying that the utility facility does not contain, or is not composed of, hazardous or contaminated materials; and***
 - ***(vi) any additional information requested by the department.***
- ***(B) If the district engineer approves the abandonment in place, the utility facility owner shall continue to map, locate, and mark its abandoned utility facilities as required by this subchapter, federal regulations, or standards adopted by industry organizations, whichever is more restrictive.***
- ***(C) Abandonment shall not be construed as a change in ownership of the utility facility.***
- ***(3) Abandonment costs and restoration of public right of way. The utility shall be responsible for all costs associated with the maintenance or removal of its abandoned or idled utility facilities within the right of way, unless removal of the line is caused by an active highway project and adjustment is the financial responsibility of the department.***
- ***(4) Voids. Significant voids beneath the right of way are prohibited. The department, at the discretion of the district engineer, may require that a utility facility be filled with cement slurry or backfilled in accordance with department standards.”***