



KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA

Monday, October 02, 2023 at 6:00 PM

Richwood City Hall, 1800 Brazosport Blvd. N.

BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Monday, October 2, 2023, 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. ROLL CALL OF MEMBERS
- III. PUBLIC COMMENTS
- IV. UPCOMING EVENTS
 - A. Trunk or Treat, October 2023.
 - B. Fall Sweep, 2023
 - C. Texas Recycles Day - November 15, 2023
- V. YARD OF THE MONTH

Spookiest Yard - Halloween
- VI. DISCUSSION AND ACTION ITEMS
 - A. Discussion and possible action regarding planting and garden work schedule.
 - B. Discussion and possible action regarding Garden Sponsorship & Signage Policy.
 - C. Discussion and possible action regarding security cameras at the Community Garden.
- VII. FINANCIAL REPORT
 - [A.](#) Keep Richwood Beautiful Budget Report
 - [B.](#) Parks and Recreation Budget Report
- VIII. EXECUTIVE DIRECTOR'S REPORT
- IX. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST
- X. SET NEXT MEETING DATE
- XI. FUTURE AGENDA ITEMS
- XII. ADJOURNMENT

The Commission 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. Request 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 _____ at _____ 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

City of Richwood
Keep Richwood Beautiful
20 Beautification - 10/01/2022 to 09/29/2023
100.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	2023 Budget	Remaining Budget
Revenue					
Intergovernmental revenue					
614113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00
Total Intergovernmental revenue	0.00	0.00	0.00	0.00	0.00
Charges for services					
614124 Beautification Revenues	15,423	1,274	15,531	15,300	(231)
Total Charges for services	15,423	1,274	15,531	15,300	(231)
Interest					
614110 Interest Earnings	0.00	0.00	0.00	0.00	0.00
Total Interest	0.00	0.00	0.00	0.00	0.00
Miscellaneous revenue					
614112 Miscellaneous Income	0.00	0.00	215	0.00	(215)
614114 Community Garden Membership Fees	485	0.00	0.00	1,500	1,500
614115 Farmers Market Revenue	659	0.00	0.00	0.00	0.00
Total Miscellaneous revenue	1,144	0.00	215	1,500	1,285
Total Revenue	16,566	1,274	15,746	16,800	1,054
Expenditures					
Parks & Recreation					
Beautification					
Personnel & Benefits					
615102 Contract Labor	7,610	0.00	6,155	10,700	4,545
615103 Salaries & Wages	0.00	0.00	0.00	0.00	0.00
615105 Retirement	0.00	0.00	0.00	0.00	0.00
615110 Workmen's Compensation Ins	0.00	0.00	0.00	0.00	0.00
615120 Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
615130 Training & Travel	5,043	0.00	1,529	5,500	3,971
Total Personnel & Benefits	12,653	0.00	7,684	16,200	8,516
Supplies					
615210 Office Supplies	85	0.00	37	225	188
615215 Custodial Supplies	0.00	0.00	0.00	0.00	0.00
615220 Tools	0.00	0.00	0.00	250	250
615225 Books and Periodicals	0.00	0.00	0.00	100	100
615240 Expendable Operating Supplies	836	0.00	1,157	2,000	843
Total Supplies	922	0.00	1,195	2,575	1,380
Maintenance & Repair					
615310 Building & Grounds M&R	1,798	0.00	0.00	2,100	2,100
615365 Other Equipment M&R	0.00	0.00	0.00	0.00	0.00
Total Maintenance & Repair	1,798	0.00	0.00	2,100	2,100
Other Services					
615660 Dues & Subscriptions	403	0.00	881	400	(481)
615685 Publishing & Advertising	840	0.00	0.00	1,000	1,000
615695 Special Services - Miscellaneous	1,000	0.00	0.00	1,000	1,000
Total Other Services	2,242	0.00	881	2,400	1,519
Capital Equipment					
615930 Equipment	0.00	0.00	0.00	1,000	1,000
615950 Community Garden	3,585	0.00	1,210	2,400	1,190
Total Capital Equipment	3,585	0.00	1,210	3,400	2,190
Total Beautification	21,199	0.00	10,969	26,675	15,706
Total Parks & Recreation	21,199	0.00	10,969	26,675	15,706
Total Expenditures	21,199	0.00	10,969	26,675	15,706
Other Financing Sources and Uses					
Sources					
Transfers In					
974959 Transfer from Fund Balance	0.00	0.00	0.00	0.00	0.00
974963 Transfer from General Fund	5,000	0.00	5,000	5,000	0.00
Total Transfers In	5,000	0.00	5,000	5,000	0.00
Total Sources	5,000	0.00	5,000	5,000	0.00
Uses					
Transfers Out					

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	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>2023 Budget</u>	<u>Remaining Budget</u>
615961 Transfer to Water/Sewer	0.00	0.00	0.00	0.00	0.00
Total Transfers Out	0.00	0.00	0.00	0.00	0.00
Total Uses	0.00	0.00	0.00	0.00	0.00
Total Other Financing Sources and Uses	5,000	0.00	5,000	5,000	0.00
Total -	367	1,274	9,776	(4,875)	(14,651)

City of Richwood
General Ledger for General Fund - 10/1/2022 to 9/30/2023

Section VII, Item B.

Account		Description	Debit	Credit	Balance
Date	Code				\$
085851 - Parks & Recreation					\$0.00
10/3/2022	AP	INV: OCT2022 CITIBANK, N.A. - credit card purchases and credits	1,387.21		1,387.21
10/31/2022	AP	INV: OCT2022 REYNOLDS, JACE & AMANDA - REIMBURSEMENT OF KRB TRUNK OR TREAT	370.01		1,757.22
11/3/2022	AP	INV: NOV2022 CITIBANK, N.A. - credit card purchases and credits	550.96		2,308.18
11/29/2022	AP	INV: 29251151 QUILL CORPORATION - office supplies	16.99		2,325.17
12/3/2022	AP	INV: DEC2022 CITIBANK, N.A. - credit card purchases and credits	77.06		2,402.23
12/9/2022	AP	INV: 29505793 QUILL CORPORATION - CUPS FOR CITY CHRISTMAS EVENT	33.98		2,436.21
12/14/2022	AP	INV: DEC2022 LONG, ROBERT - SAnta for christmas	250.00		2,686.21
1/3/2023	AP	INV: FEB2023 CITIBANK, N.A. - credit card purchases and credits	252.59		2,938.80
1/3/2023	AP	INV: FEB2023 CITIBANK, N.A. - credit card purchases and credits	104.95		3,043.75
2/14/2023	AP	INV: 0037123 GIFTS GALORE - EASTER EGGS	1,656.00		4,699.75
8/21/2023	EN	PO - Encumbrances	1,166.86		5,866.61
			\$5,866.61		\$5,866.61
			Budgeted Amount:		\$9,500.00
			Budget Balance:		\$3,633.39

Report Total:

\$5,866.61