



## **KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA**

**Tuesday, June 07, 2022 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 Tuesday, June 7, 2022, 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. CONSENT AGENDA
  - [A.](#) Approval of minutes from regular meeting held April 5, 2022.
  - [B.](#) Approval of minutes from regular meeting held May 3, 2022.
- V. YARD OF THE MONTH
  - A. June 2022
- VI. DISCUSSION AND ACTION ITEMS
  - A. Discuss and consider adoption of FY 2022-2023 budget.
  - B. Discuss and consider Dinner Tonight Program at Community Garden.
  - C. Discuss and consider presence and volunteers for All America Night.
  - D. Discuss and consider volunteer efforts from Phillips 66 Interns.
  - E. Discuss GCAA results from Keep Texas Beautiful judges.
  - F. Discuss and consider creating a sub-committee for GCAA design and implementation of landscaping upgrades.
  - G. Discuss and consider options for new park sign at Larry Johnson Park.
- VII. FINANCIAL REPORT
  - [A.](#) Keep Richwood Beautiful, Year-To-Date
  - [B.](#) Parks, Year-To-Date
- 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.

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Kirsten Garcia, City Secretary  
City of Richwood

# MINUTES

## KEEP RICHWOOD BEAUTIFUL COMMISSION MEETING

Tuesday, April 05, 2022 at 6:00 PM

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BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Tuesday, April 05, 2022, 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. ROLL CALL OF MEMBERS

PRESENT

Becky Thompson

Audrey Johnson

Sonia Foger

Jeremy Fountain

Lindsie Yearsin

ABSENT

Janet Ellis

Amanda Reynolds

III. PUBLIC COMMENTS

There was no public comment.

IV. CONSENT AGENDA

A. Approve minutes from regular meeting held March 1, 2022.

***Motion made by Lindsie Yearsin, Seconded by Becky Thompson.***

***Voting Yea: Audrey Johnson, Becky Thompson, Sonia Foger, Jeremy Fountain, Lindsie Yearsin***

V. REPORT ON RECENT EVENTS

A. Landscaping Project - Phase 4, March 19, 2022

Kimberly reported on the event.

B. Waterways Cleanup, March 26, 2022

Kim reported 6 volunteer - 150 lb trash - 2 detention ponds and about a mile of area cleaned up.

VI. UPCOMING EVENTS

A. Easter Egg Hunt, April 16, 2022.

Kimberly would like everyone to be there at 9am, she needs help unloading eggs, games and tables

PD will begin the hunt at 10:00am

Have a volunteer for the easter bunny

3 food and drinks, chill spot, high plains drifter and nanas house of treats

Discussion held on stations and assignments.

B. Don't Mess With Texas Trash Off, April 23, 2022.

Meet at 288b/2004 and work on 2004 East towards Oakwood Shores.

Discussion held on event details.

C. May Parks Cleanup, May 14, 2022 at Larry Johnson Park.

Discussion on pressure washing and possibly painting the basketball court.

Contacting All Seasons for pressure washing.

Possibly planting palms.

Discussion held on work ideas.

***Motion to budget \$500 toward cleanup***

***Motion made by Audrey Johnson, Seconded by Sonia Foger.***

***Voting Yea: Audrey Johnson, Becky Thompson, Sonia Foger, Jeremy Fountain, Lindsie Yearsin***

D. Earth Day, Brazos Learning Montessori

Friday April 22, 2022

Need a couple to go to the school and read.

Audrey and Jeremy volunteered for the task.

VII. YARD OF THE MONTH

A. April 2022

111 DOVE TRAIL

VIII. DISCUSSION AND ACTION ITEMS

A. Discussion and possible action regarding the Community Garden Sponsorship Drive.

Kimberly reported that there are two sponsors right now - looking for more.

Hoping everyone can bring in one sponsor.

B. Discussion and possible action regarding the 2022 Keep Texas Beautiful Conference.

So far, Audrey and Amanda were interested in the conference. Kim, Audrey and Amanda

Kim invited city officials to go for the awards dinner - Kirsten and Eric, City Manager will be there.

C. Discussion and possible action regarding the GCAA award winners.

Kimberly reported KRB won!

Awarded 110,000 landscaping upgrades, must be in the state maintained right of ways.

Discussion held on possible projects.

- D. Discussion and possible action regarding this years scholarship award.  
Discussion held on possible applicants due to lack of participation from students.  
Kimberly needs a due date for applications.

IX. FINANCIAL REPORT

- A. Keep Richwood Beautiful Financial Report, YTD  
B. Parks Budget Report, YTD  
Kimberly reported on finances.

X. EXECUTIVE DIRECTOR'S REPORT

Kimberly reported an overview of upcoming events.

XI. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

GCAA Award  
Janet and Garry were in The Facts for their volunteerism.

XII. SET NEXT MEETING DATE

May 3, 2022

XIII. FUTURE AGENDA ITEMS

Future items  
Yard of the Month  
Flags memorial day

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 6:56 p.m.

These minutes were read and approved on this 7th day of June 2022.

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Chairman

ATTEST:

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City Secretary

# MINUTES

## KEEP RICHWOOD BEAUTIFUL COMMISSION MEETING

**Tuesday, May 03, 2022 at 6:00 PM**

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BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Tuesday May 3, 2022, 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 6:06 p.m.

II. ROLL CALL OF MEMBERS

PRESENT

Audrey Johnson

Sonia Foger

Janet Ellis

Jeremy Fountain

Lindsie Yearsin

ABSENT

Becky Becky Thompson

III. PUBLIC COMMENTS

There was no public comment.

IV. REPORT ON RECENT EVENTS

A. Easter Egg Hunt, April 16, 2022

Kimberly reported that atleast 200 people showed up

Jeremy mentioned possibly adding more eggs next year to the older age groups.

Lindsie mentioned adding an older group from the 9-10 because older kids were taking all the eggs.

Discussion held on what could be offered in the future.

B. Don't Mess with Texas Trash Off, April 23, 2022

Kimberly reported on the turn out of the trashoff.

Discussion held on business requirements to upkeep their areas and high grass in the right of ways.

C. Earth Day, Brazos Learning Montessori

Kimberly reported on the event.

Discussion held on the event.

V. UPCOMING EVENTS

A. May Parks Cleanup, Larry Johnson Park - May, 14, 2022

Kimberly recommended to postpone the clean up and roll it into the fall sweep in November.

VI. YARD OF THE MONTH

A. May, 2022

Kimberly reported that Becky was unable to select this month, Sonia volunteered to choose.

VII. DISCUSSION AND ACTION ITEMS

A. Discuss and set date for FY 2023 Budget Workshop

Discussion held on possible dates.

May 24, 2022 at 6:00 p.m.

Discussion held on possible budget items.

B. Discuss and set date for placing flags for Memorial Day 2022.

Thursday, May 26 at 8:00 a.m.

VIII. FINANCIAL REPORT

Kimberly reported

A. Beautification Report, YTD

B. Parks Budget Report, YTD

IX. EXECUTIVE DIRECTOR'S REPORT

Kimberly reported on the sign progress at Larry Johnson Park.

GCAA update, May 11 is a zoom call with the tx dot engineers.

GCAA score will receive sustained excellence award from KTB

Gold star affiliate again this year, from annual report.

Garden sponsorship update.

Garden harvest update

Would like a date for trunk or treat in October. - October 28, 2022

PD and FD putting on All America Night - July 2, 2022 at Ellis Park

X. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

Recognized William Yearsin and Jeff Bevers as outstanding volunteers.

XI. SET NEXT MEETING DATE

May 24, 2022 @ 6:00 p.m.

June 7, 2022 @ 6:00 p.m.

XII. FUTURE AGENDA ITEMS

Plant sale

Approval of budget

All America Night

Yard of the Month

Phillips 66 Volunteer

XIII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:11 p.m.

These minutes were read and approved on this 7th day of June 2022.

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Chairman

ATTEST:

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City Secretary



**City of Richwood**  
**Keep Richwood Beautiful**  
**20 Beautification - 10/01/2021 to 06/02/2022**  
**75.00% of the fiscal year has expired**

Section VII, Item A.

	Prior YTD	Current Period	Current YTD	2022 Budget	Remaining Budget
<b>Revenue</b>					
Intergovernmental revenue	0.00	0.00	0.00	0.00	0.00
Charges for services	11,464	0.00	10,247	15,000	4,753
Interest	0.00	0.00	0.00	0.00	0.00
Miscellaneous revenue	4,759	0.00	629	6,000	5,371
<b>Total Revenue</b>	<b>16,223</b>	<b>0.00</b>	<b>10,875</b>	<b>21,000</b>	<b>10,125</b>
<b>Expenditures</b>					
<b>Parks &amp; Recreation</b>					
<b>Beautification</b>					
Personnel & Benefits	3,330	0.00	6,153	13,900	7,747
Supplies	2,461	0.00	703	2,575	1,872
Maintenance & Repair	1,105	0.00	1,798	2,000	202
Other Services	1,665	0.00	1,335	2,300	965
Capital Equipment	2,948	0.00	1,339	3,000	1,661
<b>Total Beautification</b>	<b>11,509</b>	<b>0.00</b>	<b>11,329</b>	<b>23,775</b>	<b>12,446</b>
<b>Total Parks &amp; Recreation</b>	<b>11,509</b>	<b>0.00</b>	<b>11,329</b>	<b>23,775</b>	<b>12,446</b>
<b>Total Expenditures</b>	<b>11,509</b>	<b>0.00</b>	<b>11,329</b>	<b>23,775</b>	<b>12,446</b>
<b>Other Financing Sources and Uses</b>					
<b>Sources</b>					
Transfers In	3,000	0.00	5,000	5,000	0.00
<b>Total Sources</b>	<b>3,000</b>	<b>0.00</b>	<b>5,000</b>	<b>5,000</b>	<b>0.00</b>
<b>Uses</b>					
Transfers Out	0.00	0.00	0.00	0.00	0.00
<b>Total Uses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Financing Sources and Uses</b>	<b>3,000</b>	<b>0.00</b>	<b>5,000</b>	<b>5,000</b>	<b>0.00</b>
<b>Total -</b>	<b>7,714</b>	<b>0.00</b>	<b>4,547</b>	<b>2,225</b>	<b>(2,322)</b>

**City of Richwood**  
**General Ledger for General Fund - 10/1/2021 to 9/30/2022**

Section VII, Item B.

Account		Description	Debit	Credit	Balance
Date	Code				
085851 - Parks & Recreation					\$0.00
4/3/2022	AP	INV: march 2022 CITIBANK, N.A. - credit card purchases and credits	32.25		32.25
4/10/2022	AP	INV: APRIL 2022 JUMPING BEEANS BOUNCY HOUSE RENTALS - EASTER EVENT	250.00		282.25
10/3/2021	AP	INV: december21 CITIBANK, N.A. - credit card purchases and credits	328.24		610.49
12/2/2021	AP	INV: january22 CITIBANK, N.A. - credit card purchases and credits	395.96		1,006.45
3/8/2022	AP	INV: 0033606 GIFTS GALORE - EASTER EGGS	1,330.00		2,336.45
			\$2,336.45		\$2,336.45
			Budgeted Amount:		\$9,500.00
			Budget Balance:		\$7,163.55
Report Total:					\$2,336.45