



## KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA

**Tuesday, February 01, 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, February 1st, 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 January 4, 2022.
- V. REPORT ON RECENT EVENTS
- VI. UPCOMING EVENTS
  - A. Easter Event
- VII. DISCUSSION AND ACTION ITEMS
  - A. Discussion finalizing the GCAA application.
  - B. Discussion and possible action regarding a Spring Clean Up event.
  - C. Discussion and possible action regarding Servolution 2022.
- VIII. FINANCIAL REPORT
  - [A.](#) KRB and Parks Budget report as of January 28, 2022.
- IX. EXECUTIVE DIRECTOR'S REPORT
- X. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST
- XI. SET NEXT MEETING DATE
- XII. FUTURE AGENDA ITEMS
- XIII. 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, January 04, 2022 at 6:00 PM

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BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Tuesday, January 04, 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 6:03 p.m.

II. ROLL CALL OF MEMBERS

PRESENT

Becky Thompson

Sonia Foger

Janet Ellis

Jeremy Fountain

Lindsie Yearsin, arrived 7:00 p.m.

Audrey Johnson

Others present: Kimberly Mayer, Executive Director; Kirsten Garcia, City Secretary

III. PUBLIC COMMENTS

There was no public comment.

IV. CONSENT AGENDA

A. Approval of minutes from regular meeting held November 4, 2021.

***Motion to approve the minutes from November 2021.***

***Motion made by Becky Thompson, Seconded by Sonia Foger.***

***Voting Yea: Audrey Johnson, Becky Thompson, Sonia Foger, Janet Ellis, Jeremy Fountain***

V. ORGANIZE THE BOARD

A. Appoint Chairman

Jeremy Fountain volunteered for the position.

***Motion to appoint Jeremy Fountain as Chairman of the committee,***

***Janet Motion, Seconded by Sonia Foger.***

***Voting Yea: Audrey Johnson, Becky Thompson, Sonia Foger, Janet Ellis, Jeremy Fountain***

B. Appoint Vice Chairman

Becky volunteered for the position

***Motion to appoint Becky Thompson to Vice Chairman.***

***Motion made by Jeremy Fountain, Seconded by Sonia Foger.***

***Voting Yea: Audrey Johnson, Becky Thompson, Sonia Foger, Janet Ellis, Jeremy Fountain***

- C. Appoint Treasurer

Audrey Volunteered

***Motion to appoint Audrey Johnson to Treasurer.***

***Motion made by Sonia Foger, Seconded by Becky Thompson.***

***Voting Yea: Audrey Johnson, Becky Thompson, Sonia Foger, Janet Ellis, Jeremy Fountain***

- D. Appoint Secretary

Sonia volunteered.

Motion to appoint Sonia Foger to Secretary.

***Motion made by Jeremy Fountain, Seconded by Janet Ellis.***

***Voting Yea: Audrey Johnson, Becky Thompson, Sonia Foger, Janet Ellis, Jeremy Fountain***

#### VI. REPORT ON RECENT EVENTS

- A. Fall Sweep - November 13, 2021

Kimberly reported on the event - adv quite a few volunteers, 12 trash bags and two roll off's of heavy trash. Stated it was a good event.

Discussion held on ways to grow the event for the future. Possibly ways to get more of 2004 to the edge of town.

- B. December - Home Decorating Contest

Kimberly reported we had 13 entries and 3 winners - only 2 board members submitted votes. Would like to continue this process for future year of the months.

Discussion held on ways to get the information out to more people.

#### VII. UPCOMING EVENTS

No events coming up.

#### VIII. DISCUSSION AND ACTION ITEMS

- A. Discussion and possible action regarding upcoming landscaping projects.

Discussion held on plants that were purchased and possible locations for placement.

Discussion held on possible dates for the projects.

- B. Discuss and log past volunteer hours

The committee took time to update their volunteer logs.

C. GCAA Opening and assignment of questions to board members

Kimberly presented information on the GCAA.

Committee agreed to meet for workshop on January 27 at 6p

Discussion held on division of questions.

D. Discussion and consideration of 2021 look back and 2022 goals.

Discussion held on goals for 2022.

Kimberly reported she would like to use all 11 raised beds and the grow bags for fruit and vegetable productions. She recommends we use them for production instead of allowing them to be adopted. She would like to continue to requests sponsors for the beds.

Discussion held on how to get sponsors

Sonia mentioned we recognize businesses within the City.

Jeremy mention hazardous waste disposal.

Kimberly mention new park sign for Larry Johnson park.

Kimberly stated completing phases of landscaping projects and continue the adopt a spot campaign.

Kimberly keeping more detailed data collection.

Discussion held on ball field upgrade

IX. FINANCIAL REPORT

A. Budget Report - Through November 2021

Committee went over reports.

B. Budget Report - Through December 2021

X. EXECUTIVE DIRECTOR'S REPORT

Kimberly reported on the board opening, she adv the Santa at the Fire Department was very well received, they want to continue to grow the event next year.

XI. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

No report.

XII. SET NEXT MEETING DATE

February 1, 2022 - 6:00 p.m.

XIII. FUTURE AGENDA ITEMS

Finalizing GCAA

Easter

Spring Clean Up

Discuss servolution

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:17 p.m.

These minutes were read and approved on this 1st day of February 2022.

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Chairman

ATTEST:

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City Secretary

**City of Richwood**  
**Keep Richwood Beautiful**  
**20 Beautification - 01/01/2022 to 01/28/2022**  
**33.33% of the fiscal year has expired**

Section VIII, Item A.

	Prior YTD	Current Period	Current YTD	2022 Budget	Remaining Budget
<b>Revenue</b>					
<b>Intergovernmental revenue</b>					
614113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00
<b>Total Intergovernmental revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Charges for services</b>					
614124 Beautification Revenues	1,276	1,279	1,279	15,000	13,721
<b>Total Charges for services</b>	<b>1,276</b>	<b>1,279</b>	<b>1,279</b>	<b>15,000</b>	<b>13,721</b>
<b>Interest</b>					
614110 Interest Earnings	0.00	0.00	0.00	0.00	0.00
<b>Total Interest</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Miscellaneous revenue</b>					
614112 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
614114 Community Garden Membership Fees	0.00	0.00	0.00	1,500	1,500
614115 Farmers Market Revenue	234	659	659	4,500	3,841
<b>Total Miscellaneous revenue</b>	<b>234</b>	<b>659</b>	<b>659</b>	<b>6,000</b>	<b>5,341</b>
<b>Total Revenue</b>	<b>1,510</b>	<b>1,938</b>	<b>1,938</b>	<b>21,000</b>	<b>19,062</b>
<b>Expenditures</b>					
<b>Parks &amp; Recreation</b>					
<b>Beautification</b>					
<b>Personnel &amp; Benefits</b>					
615102 Contract Labor	165	500	500	8,400	7,900
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	0.00	0.00	0.00	5,500	5,500
<b>Total Personnel &amp; Benefits</b>	<b>165</b>	<b>500</b>	<b>500</b>	<b>13,900</b>	<b>13,400</b>
<b>Supplies</b>					
615210 Office Supplies	0.00	0.00	0.00	225	225
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	0.00	0.00	0.00	2,000	2,000
<b>Total Supplies</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,575</b>	<b>2,575</b>
<b>Maintenance &amp; Repair</b>					
615310 Building & Grounds M&R	0.00	0.00	0.00	2,000	2,000
615365 Other Equipment M&R	0.00	0.00	0.00	0.00	0.00
<b>Total Maintenance &amp; Repair</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000</b>	<b>2,000</b>
<b>Other Services</b>					
615660 Dues & Subscriptions	0.00	0.00	0.00	800	800
615685 Publishing & Advertising	0.00	0.00	0.00	1,000	1,000
615695 Special Services - Miscellaneous	0.00	0.00	0.00	500	500
<b>Total Other Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,300</b>	<b>2,300</b>
<b>Capital Equipment</b>					
615930 Equipment	0.00	0.00	0.00	1,000	1,000
615950 Community Garden	0.00	0.00	0.00	2,000	2,000
<b>Total Capital Equipment</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000</b>	<b>3,000</b>
<b>Total Beautification</b>	<b>165</b>	<b>500</b>	<b>500</b>	<b>23,775</b>	<b>23,275</b>
<b>Total Parks &amp; Recreation</b>	<b>165</b>	<b>500</b>	<b>500</b>	<b>23,775</b>	<b>23,275</b>
<b>Total Expenditures</b>	<b>165</b>	<b>500</b>	<b>500</b>	<b>23,775</b>	<b>23,275</b>
<b>Other Financing Sources and Uses</b>					
<b>Sources</b>					
<b>Transfers In</b>					
974959 Transfer from Fund Balance	0.00	0.00	0.00	0.00	0.00
974963 Transfer from General Fund	0.00	0.00	0.00	5,000	5,000
<b>Total Transfers In</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Sources</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000</b>	<b>5,000</b>
<b>Uses</b>					
<b>Transfers Out</b>					

**City of Richwood**

Keep Richwood Beautiful

20 Beautification - 01/01/2022 to 01/28/2022

33.33% of the fiscal year has expired

Section VIII, Item A.

	Prior YTD	Current Period	Current YTD	2022 Budget	Remaining Budget
615961 Transfer to Water/Sewer	0.00	0.00	0.00	0.00	0.00
<b>Total Transfers Out</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<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>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000</b>	<b>5,000</b>
<b>Total -</b>	<b>1,345</b>	<b>1,438</b>	<b>1,438</b>	<b>2,225</b>	<b>787</b>



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

Section VIII, Item A.

Account		Description	Debit	Credit	Balance
Date	Code				
085851 - Parks & Recreation					\$0.00
10/3/2021	AP	INV: december21 CITIBANK, N.A. - credit card purchases and credits	328.24		328.24
12/2/2021	AP	INV: january22 CITIBANK, N.A. - credit card purchases and credits	395.96		724.20
			\$724.20		\$724.20
		Budgeted Amount:			\$9,500.00
		Budget Balance:			\$8,775.80

**Report Total:** **\$724.20**