

City of Richwood — TEXAS —

CITY COUNCIL MEETING AGENDA

Monday, February 10, 2025 at 6:00 PM

Richwood City Hall, 1800 Brazosport Blvd. N.

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, February 10, 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. CONSENT AGENDA
 - [A.](#) Fiscal Year 2025 Investment Report, Quarter 1
 - [B.](#) Budget Report, December 2024
 - [C.](#) Approval of minutes from regular meeting held January 13, 2025.
- VII. EMPLOYEE SERVICE AWARD
 - [A.](#) Eric Foerster, City Manager - 5 Years
- VIII. PRESENTATION
 - A. Fiscal Year 2024 Annual Audit Presentation - Pattillo, Brown & Hill
- IX. DISCUSSION AND ACTION ITEMS
 - [A.](#) Discuss and consider adopting Ordinance 25-527, amending Appendix A Zoning, Section 7, updating the minimum square footage for accessory structures to require a form survey.
 - [B.](#) Discuss and consider adopting Ordinance 25-526, adopting a fee to defray costs of collecting delinquent utility accounts, and amending Appendix B, Fee Schedule of the Richwood Code of Ordinance.
 - [C.](#) Discuss and consider approving a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Section 552.001(b) of the Texas Local Government Code, said contract being for the collection of delinquent utility accounts owed to the City of Richwood and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.
 - [D.](#) Discuss and consider continuing agreement with current auditing firm or authorizing staff to advertise Requests for Proposals for Auditing Services.
 - [E.](#) Discuss and consider approving task order with Strand Engineering to provide on call engineering support services as requested by city staff.
 - [F.](#) Discussion regarding the possible need for chloramine conversion within the City of Richwood's water distribution system.
 - G. Consider items removed from consent agenda

- X. CAPITAL IMPROVEMENT PROJECTS UPDATE
- XI. CITY MANAGER'S REPORT
- XII. COUNCIL MEMBER COMMENTS & REPORTS
- XIII. MAYOR'S REPORT
- XIV. ITEMS OF COMMUNITY INTEREST
- XV. FUTURE AGENDA ITEMS
- XVI. 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 February 7, 2025 at 12:00 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

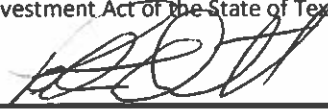
City of Richwood, Texas
Quarterly Investment Report
Fiscal Year 2025, Quarter 1
10/1/2024- 12/31/2024

Portfolio	September 30, 2024		December 31, 2024	
	Book Value	Market Value	Book Value	Market Value
Cash	1,261,355.34	1,261,355.34	1,261,355.34	1,261,355.34
Investment Pools	3,456,042.48	3,456,042.48	3,456,042.48	3,456,042.48
Certificates of Deposits	109,417.40	109,417.40	109,417.40	109,417.40
TOTAL INVESTMENTS	4,826,815.22	4,826,815.22	4,826,815.22	4,826,815.22

Quarterly Investment Income 39,306.04
Weighted Average Yield 1.10%
Simplified calculation for information only

Items of Note:

The attached information comprises the quarterly investment report for the City of Richwood, Texas for the period ended December 31, 2024. The undersigned acknowledge that the City's investment portfolio has been and is in compliance with the policies and strategies as contained in the City's Investment Policy and also in compliance with the Public Funds Investment Act of the State of Texas (Chapter 2256, Texas Government Code).



Patricia Ditto
Finance Director



Eric Foerster
City Manager

INVESTMENTS as of 12/31/2024 Q1 FY 2025

	TOTAL	GENERAL 10	REPLCMT 13	CCPD 15	CONTY 16	TRANSP 25	I&I 28	WS 30-30	Util Cap Prj 32	2019B BOND 33	40	70	EARNINGS YTD	EARNINGS QTR
TEXSTAR	811,225.41	233,539.05	8,172.61	288,292.80	281,220.95								10,019.59	10,019.59
TEXPOOL	269,652.76	269,652.76											3,192.63	3,192.63
TEXPOOL PRIME	1,148,393.76	95,103.77	89,206.20				82,390.14	407,145.97	338,520.33		62,719.12	73,308.24	13,894.23	13,894.23
LOGIC - UTIL CAP PROJ	88.01									88.01			0.98	0.98
LOGIC - GF	1,226,682.54	856,533.53	137,384.43			232,764.57							12,063.88	12,063.88
CERTIFICATES OF DEPOSIT:														
BNB 601286	109,417.40	54,708.70						54,708.70					134.73	134.73
Issue date 2/14/90 - 3 mos - Sept 4														
TOTAL	3,565,459.88	1,509,537.82	234,763.24	288,292.80	281,220.95	232,764.57	82,390.14	461,854.67	338,520.33	88.01	62,719.12	73,308.24	39,306.04	39,306.04

CITY OF RICHWOOD, TEXAS
Cash and Investment Schedule

Section VI, Item A.

Description	Investment	Purchase Date	Maturity Date	9/30/2024	Deposits /Purchases	Withdrawals /Maturities	Interest this quarter	9/30/2024	Interest Rate end of quarter	% of total Cash/Investments
Pooled Investment Fund										
General Fund	TexPool-449001			269,652.76			3,192.63	269,652.76	4.4769%	5.59%
General Fund	TexStar -1110			811,225.41	(150,000.00)		3,192.63	811,225.41	4.5642%	16.81%
General Fund	Logic -9001			1,226,682.54			12,063.88	1,226,682.54	4.6928%	25.41%
General Fund	TexPool Prime 559001			1,148,393.76			13,894.23	1,148,393.76	4.6166%	
Restricted Funds										
2019 Util Cap Proj Fund	Logic-9002			88.01			0.98	88.01	4.6928%	0.00%
Total Pools			12/6/2021	3,456,042.48	(150,000.00)		32,344.35	3,456,042.48		71.6009%
Brazos National Bank	CD-601286			109,417.40			134.73	109,417.40	0.0500%	2.27%
Total Certificates of Deposits				109,417.40			134.73	109,417.40		2.2669%
Total Investment Accounts				3,565,459.88	(150,000.00)		32,479.08	3,565,459.88		73.8678%
Cash Accounts										
Pooled Cash-NOW ACCT	First Natl -3073			710,431.08			17.63	1,257,015.53	0.0100%	26.04%
Seizure Fund -NOW ACCT	First Natl -5076			4,339.69			0.12	4,339.81	0.0100%	0.09%
Total Cash Accounts				714,770.77			17.75	1,261,355.34		26.1322%
Total Cash and Investments				4,280,230.65	(150,000.00)		32,496.83	4,826,815.22		100.00%

** Cash balances for previous and current quarter reflects reconciled balance from system.



AGENDA MEMORANDUM – FEBRUARY 10, 2025

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the December 2024 Budget Report

BACKGROUND INFORMATION:

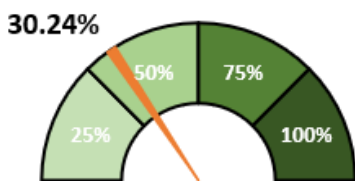
The information provided is for the FY 2024-2025 budget period, month ending December 31, 2024. This summary highlights several key points related to the current month’s activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include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

DISCUSSION:

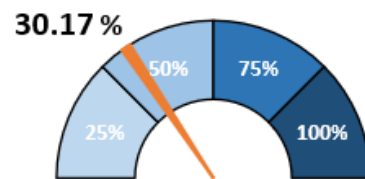
Attached is the budget report for December 2024, which is the third month of Fiscal Year 2025. 25% of the year has passed. The report reflects the original budget as approved for FY25 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *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 December 31, 2024, General Fund revenues total \$1,048,759. General Fund expenditures total \$1,032,299.



General Fund Revenue as % of Budget



General Fund Expenditures as % of Budget

Revenue (GF)

Total Revenue collected in the General fund is 30.24% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of December is \$894,872, 37% 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 December was earned in September. 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 one month of Sales Tax revenue showing.

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				0.00
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				0.00
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				0.00
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				0.00
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				0.00
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				0.00
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				0.00
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	63,965.34	15,991.34	15,454.48	95,411.16

- Permits and Licenses revenues total \$1,835 this month for a total of \$9,275. This is compared to \$14,523 collected at this time last year.
- Inspection fees collected are \$9,270 year to date. Of this amount, \$2,265 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of December is \$4,305, \$14,842 year to date. This compares to \$19,395 at this time last year.
- Interest revenue is \$4,259 this month for a total of \$15,068 year to date.
- The Ambulance fee collected year to date is \$25,340.

Expenditures (GF)

Expenditures in the General Fund are currently shown at \$1,048,759, 30.17% of budget.

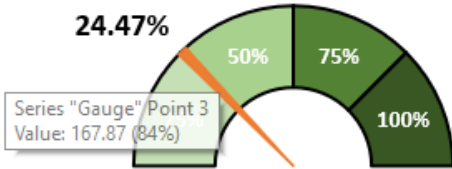
Transfers (GF)

Interfund transfers have not yet been made. They will be processed in January.

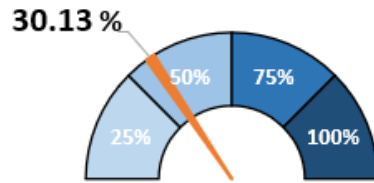
City of Richwood TEXAS

30-Water, Sewer, and Solid Waste Fund

Operating Revenues in December total \$749,203 year to date. Operating expenses are \$717,380.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

- There has been 1 Water Impact fee collected this year. All Impact Fees are posted to Fund 32 Utility Capital Improvements and do not show in this budget report.
- 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 to approve December 2024 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

**City of Richwood
Fiscal Year 2025 Operational Budget Report
10/1/2024 -12/31/2024**

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							25% of year
Taxes	1,068,478.35	852,594.20	1,015,604.08	3,258,935.00	3,258,935.00	2,243,330.92	31.16%
Property taxes, including delinquent & penalties	969,840.87	767,138.84	894,872.20	2,412,935.00	2,412,935.00		37.09%
Franchise Taxes	48,247.42	21,490.02	56,766.54	196,000.00	196,000.00		28.96%
Sales Tax	50,390.06	63,965.34	63,965.34	650,000.00	650,000.00		9.84%
Licenses and permits	14,523.24	1,835.00	9,275.00	75,150.00	75,150.00	65,875.00	12.34%
Intergovernmental revenue	1,372.68	2.32	1,666.19	10,000.00	10,000.00	8,333.81	16.66%
Charges for services - Municipal Bldg Rental	1,335.00	125.00	1,775.00	7,000.00	7,000.00	5,225.00	25.36%
Municipal Court Revenue	19,395.05	4,304.51	14,841.87	110,000.00	110,000.00	95,158.13	13.49%
Special Revenues	4,834.00	1,903.00	5,193.00	1,050.00	1,050.00	(4,143.00)	Ahead of Budget
Interest	21,983.44	4,259.33	15,067.53	55,000.00	55,000.00	39,932.47	27.40%
Miscellaneous revenue	38,576.97	14,706.22	45,494.08	149,400.00	149,400.00	103,905.92	30.45%
Inspection Fees	9,150.00	3,670.00	9,270.00	30,000.00	30,000.00		
Miscellaneous Income	3,759.97	2,587.22	11,034.08	13,000.00	13,000.00		
Parks & Recreation - Park Pavillion Rentals	125.00	0.00	(150.00)	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	300.00	0.00	0.00	1,400.00	1,400.00		
Ambulance Fee Revenue	25,242.00	8,449.00	25,340.00	101,500.00	101,500.00		
Total Revenue	1,170,498.73	879,729.58	1,108,916.75	3,666,535.00	3,666,535.00	2,557,618.25	30.24%
Expenditures							
General Government Administration							
Personnel & Benefits	117,638.48	64,533.30	150,390.29	599,119.00	599,119.00	448,728.71	25.10%
Supplies	2,182.26	2,456.47	5,070.30	19,500.00	19,500.00	14,429.70	26.00%
Maintenance & Repair	1,831.62	239.99	11,236.99	16,480.00	16,480.00	5,243.01	68.19%
Utilities	4,535.34	1,359.68	6,685.19	15,300.00	15,300.00	8,614.81	43.69%
Professional Services	76,984.42	53,114.94	86,546.07	402,062.00	402,062.00	315,515.93	21.53%
Other Services	33,248.35	911.31	35,733.53	107,351.00	107,351.00	71,617.47	33.29%
Capital Equipment	2,508.61	374.21	1,122.63	7,155.00	7,155.00	6,032.37	15.69%
Total Administration	238,929.08	122,989.90	296,785.00	1,166,967.00	1,166,967.00	870,182.00	25.43%
Judicial							
Personnel & Benefits	17,195.41	1,219.92	3,700.45	10,501.00	10,501.00	6,800.55	35.24%
Supplies	0.00	0.00	(0.44)	300.00	300.00	300.44	-0.15%
Professional Services	8,860.00	560.00	10,390.00	18,950.00	18,950.00	8,560.00	54.83%
Other Services	0.00	0.00	0.00	500.00	500.00	500.00	0.00%
Total Judicial	26,055.41	1,779.92	14,090.01	30,251.00	30,251.00	16,160.99	46.58%
Permitting & Inspections							
Personnel & Benefits	8,265.00	1,695.00	5,985.00	35,000.00	35,000.00	29,015.00	17.10%
Supplies	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Permitting & Inspections	8,265.00	1,695.00	5,985.00	36,000.00	36,000.00	30,015.00	16.63%
Special Revenue Expenditures							
Supplies	495.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Special Revenue Expenditures	495.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total General Government	273,744.49	126,464.82	316,860.01	1,234,718.00	1,234,718.00	917,857.99	25.66%
Public Safety							
Police Department							
Personnel & Benefits	193,807.66	102,544.04	230,636.41	960,447.00	960,447.00	729,810.59	24.01%
Supplies	8,117.18	2,782.04	9,126.91	46,700.00	46,700.00	37,573.09	19.54%
Maintenance & Repair	7,408.91	5,552.30	7,935.41	24,100.00	24,100.00	16,164.59	32.93%
Utilities	5,333.83	515.83	2,291.56	19,500.00	19,500.00	17,208.44	11.75%
Professional Services	71,743.66	0.00	100,035.11	228,716.00	228,716.00	128,680.89	43.74%
Other Services	12,878.76	626.51	12,159.64	15,213.00	15,213.00	3,053.36	79.93%
Capital Equipment	5,501.80	339.38	1,018.14	1,827.00	1,827.00	808.86	55.73%
Total Police Department	304,791.80	112,360.10	363,203.18	1,296,503.00	1,296,503.00	933,299.82	28.01%
Fire Department							
Personnel & Benefits	2,278.00	0.00	11,208.40	42,200.00	42,200.00	30,991.60	26.56%
Supplies	1,508.89	239.69	1,109.63	18,000.00	18,000.00	16,890.37	6.16%
Maintenance & Repair	13,040.24	(135.02)	8,149.11	47,000.00	47,000.00	38,850.89	17.34%
Utilities	1,428.43	531.90	1,693.86	6,150.00	6,150.00	4,456.14	27.54%
Professional Services	38,311.00	0.00	45,120.00	160,000.00	160,000.00	114,880.00	28.20%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	Percentage
Other Services	19,422.72	0.00	19,598.48	50,646.00	50,646.00	31,047.52	38.70%
Capital Equipment	32,712.17	0.00	32,712.17	59,712.00	59,712.00	26,999.83	54.78%
Total Fire Department	108,701.45	636.57	119,591.65	383,708.00	383,708.00	264,116.35	31.17%
Code Enforcement							
Personnel & Benefits	15,586.13	8,557.69	19,749.94	82,559.00	82,559.00	62,809.06	23.92%
Supplies	644.09	232.89	(252.75)	6,200.00	6,200.00	6,452.75	-4.08%
Maintenance & Repair	25.50	2.00	2.00	1,000.00	1,000.00		
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	522.24	0.00	572.59	809.00	809.00	236.41	70.78%
Total Code Enforcement	16,777.96	8,792.58	20,071.78	91,568.00	91,568.00	70,498.22	21.92%
Total Public Safety	430,271.21	121,789.25	502,866.61	1,771,779.00	1,771,779.00	1,268,912.39	28.38%
Public Works							
City Maintenance							
Personnel & Benefits	27,756.21	21,554.38	55,749.82	209,482.00	209,482.00	153,732.18	26.61%
Supplies	4,025.72	1,917.38	4,279.91	21,700.00	21,700.00	17,420.09	19.72%
Maintenance & Repair	7,870.49	4,318.34	23,399.37	56,860.00	56,860.00	33,460.63	41.15%
Utilities	10,089.69	3,611.19	12,739.64	42,130.00	42,130.00	29,390.36	30.24%
Other Services	5,897.96	100.00	6,582.80	19,774.00	19,774.00	13,191.20	33.29%
Capital Equipment	185,781.80	0.00	60,635.16	65,000.00	65,000.00	4,364.84	93.28%
Total City Maintenance	241,421.87	31,501.29	163,386.70	414,946.00	414,946.00	251,559.30	39.38%
Parks and Recreation							
Supplies	297.48	1,461.57	2,387.01	4,800.00	4,800.00	2,412.99	49.73%
Maintenance & Repair	6,142.29	1,675.40	7,262.82	27,000.00	27,000.00	19,737.18	26.90%
Utilities	727.63	227.46	801.27	3,600.00	3,600.00	2,798.73	22.26%
Other Services	4,982.03	0.00	7,339.60	19,568.00	19,568.00	12,228.40	37.51%
Total Parks and Recreation	12,149.43	3,364.43	17,790.70	54,968.00	54,968.00	37,177.30	32.37%
Emergency/Disaster							
Personnel & Benefits	0.00	9,000.00	9,000.00	0.00	0.00	(9,000.00)	
Supplies	0.00	0.00	3,825.00	0.00	0.00	(3,825.00)	
Maintenance & Repair	0.00	30,000.00	32,129.53	0.00	0.00	(32,129.53)	
Professional Services	0.00	0.00	2,900.00	0.00	0.00	(2,900.00)	
Total Emergency/Disaster	0.00	39,000.00	47,854.53	0.00	0.00	(47,854.53)	Over Budget
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	957,587.00	322,119.79	1,048,758.55	3,476,411.00	3,476,411.00	2,427,652.45	30.17%
Other Financing Sources and Uses							
Sources							
Transfers In	25,000.00	0.00	60,500.00	980,000.00	980,000.00	919,500.00	100.00%
Total Sources	25,000.00	0.00	60,500.00	980,000.00	980,000.00	919,500.00	6.17%
Uses							
Transfers Out	334,000.00	0.00	0.00	1,095,000.00	1,095,000.00	1,095,000.00	0.00%
Total Uses	334,000.00	0.00	0.00	1,095,000.00	1,095,000.00	1,095,000.00	0.00%
Total Other Financing Sources and Uses	(309,000.00)	0.00	60,500.00	(115,000.00)	(115,000.00)	(175,500.00)	
Total - 10 GENERAL FUND	(96,088.27)	557,609.79	120,658.20	75,124.00	75,124.00	(45,534.20)	

City of Richwood Operational Budget Report 10/1/2024 -12/31/2024							
25 Transportation Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							
404126 Sales Tax - Streets	79,774.92	15,245.56	81,376.79	160,000.00	160,000.00	78,623.21	50.86%
404125 Transportation Fee	95,030.00	12,075.00	96,029.49	142,500.00	142,500.00	46,470.51	67.39%
404110 Interest Earnings	17,911.44	1,037.53	15,267.41	2,000.00	2,000.00	-13,267.41	Ahead of Budget
Total Revenue	192,716.36	28,358.09	192,673.69	304,500.00	304,500.00	111,826.31	63.28%
Expenditures							
Maintenance & Repair							
405380 Streets M&R	141,218.68	0.00	47,024.41	207,500.00	207,500.00	160,475.59	22.66%
405382 Sidewalks M&R	3,615.00	0.00	0.00	47,500.00	47,500.00	47,500.00	0.00%
405385 Drainage M&R	48,405.01	1,024.20	13,026.77	47,500.00	47,500.00	34,473.23	27.42%
Total Maintenance & Repair	193,238.69	1,024.20	60,051.18	302,500.00	302,500.00	242,448.82	19.85%
Capital Improvements*							
405915 Capital Expenditures - Streets	330,469.34	0.00	264,989.43				
405916 Capital Expenditures - Sidewalks	336,894.30	0.00	0.00				
405917 Capital Expenditures - Drainage	323,847.76	120.00	120.00				
Total Capital Improvements	991,211.40	120.00	265,109.43				
Total Expenditures	1,184,450.09	1,144.20	325,160.61	302,500.00	302,500.00	242,448.82	
Other Financing Sources and Uses							
Sources							
Transfers In							
404128 Transfer from Bond Fund	245,749.00	0.00	0.00	0.00	0.00	0.00	
Total Transfers In	245,749.00	0.00	0.00	0.00	0.00	0.00	
Total Sources	245,749.00	0.00	0.00	0.00	0.00	0.00	
Total Other Financing Sources and Uses	245,749.00	0.00	0.00	0.00	0.00	0.00	
Total - 25 Transportation	-745,984.73	27,213.89	-132,486.92	2,000.00	2,000.00	-130,622.51	

*Presented to council 2/13/23

FY23 Transfer from bond fund to bring remaining amount into transportation fund for additional projects:

Streets	245,749.00	
Sidewalks	118,670.00	
Drainage	122,077.97	
Interest (unallocated)	<u>60,091.00</u>	
		546,587.97
Project Estimates		
Streets	750,000.00	
Sidewalks	402,055.00	
Drainage	<u>424,411.00</u>	
		<u>1,576,466.00</u>
Remaining amount required		-1,029,878.03
Transfer from General Fund	<u>50,000.00</u>	
Remaining amount from Transportation Fund Balance		-979,878.03
Change in fund balance FY23	-571,046.00	

MINUTES

RICHWOOD CITY COUNCIL MEETING

Monday, January 13, 2025 at 6:00 PM

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, January 13, 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 PM.

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 Challenger, Position 2:	Present
Amanda Reynolds, Position 3:	Present
William Yearsin, Position 4:	Present
Jeremy Fountain, Position 5:	Present

Others present were Eric Foerster, City Manager; Clif Custer, Public Works Director; Kirsten Garcia, City Secretary; Tricia Ditto, Finance Director; and Matt Allen, City Attorney.

V. PUBLIC COMMENTS

Bob Page, 101 Hummingbird – Mr. Page spoke regarding the issue with the cats and requested that the council discuss the animal ordinance on a future agenda item.

VI. CONSENT AGENDA

- A. Budget Report, November 2024
- B. Minutes from regular meeting held December 9, 2024.

Motion to approve the consent agenda.

Motion made by Amanda Reynolds, Seconded by William Yearsin.

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

Motion carried.

VII. PRESENTATION

- A. 2024 Charter Review Report - presented by Charter Review Commission Chairman Lauren LaCount. Lauren LaCount presented.

VIII. DISCUSSION AND ACTION ITEMS

- A. Discuss and consider Ordinance 25-524, calling the May 3, 2025 General Election and approving a joint election agreement with Brazoria County.

Kirsten Garcia, City Secretary, presented.

Motion to approve Ordinance 25-524, calling the May 3, 2025 General Election and approving a joint election agreement with Brazoria County.

Motion made by Amanda Reynolds, Seconded by William Yearsin.

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

Motion carried.

- B. Discuss and consider Ordinance 25-525, calling a special election for May 3, 2025 for the consideration of proposed amendments to the Richwood City Charter.

Kirsten Garcia, City Secretary, presented.

Motion to approve Ordinance 25-525, calling a special election for May 3, 2025 for the consideration of proposed amendments to the Richwood City Charter.

Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.

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

Voting Nay: Mike Challenger

Motion carried.

- B. Consider items removed from consent agenda

No items were removed from the consent agenda.

IX. EXECUTIVE SESSION

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

The council recessed into executive session at 6:15 p.m.

- 1. Consultation with City Attorney, Matt Allen, pursuant to Texas Government Code Section 551.071

X. ACTION AS A RESULT OF EXECUTIVE SESSION

The council reconvened at 6:37 p.m.

Motion to authorize settlement in Cause No. D-1-GN-24-00161; TML Multistate Intergovernmental Employee Benefits Pool d/b/a Texas Health Benefits Pool v. The City of Richwood; In the 359th Judicial District Court, Travis County, Texas, in the amount of \$85,000.00 to be paid in equal amounts over three years.

Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.

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

Motion carried.

XI. CAPITAL IMPROVEMENT PROJECTS UPDATE

Clif Custer, Public Works Director, presented the capital improvements update.

XII. CITY MANAGER'S REPORT

Eric Foerster, City Manager, gave a report and updated the Council on the staff's status with new software.

XIII. COUNCIL MEMBER COMMENTS & REPORTS

Paul Stallberg thanked those who showed up tonight, adding that it's easy to sit behind the computer and stir people up. He also gave warnings of the cold weather that is coming.

Mike Challenger spoke regarding the fire department, adding that he wants to recognize that we have a very good department that we count on. He stated that he would like to discuss their funding.

Amanda Reynolds gave thanks to members of the charter review committee.

Will Yearsin appreciated the charter review committee and would like the public to bring issues to the council.

Jeremy Fountain expressed thanks to the charter review committee. He also spoke on the issue of fires and the lack of water. Adding that the city spends the money on infrastructure to ensure we have the resources we need.

XIV. MAYOR'S REPORT

Mayor Durham wished everyone a happy new year. He also encouraged the public to come to meetings so that their opinions are heard. He also requested everyone to treat everyone with respect.

XV. ITEMS OF COMMUNITY INTEREST

Update given on NexTrex Recycling program.

XVI. FUTURE AGENDA ITEMS

Discussion regarding cats.

Preventative maintenance for generators

Water discussion

Zoning ordinance amendment

XVII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 6:49 p.m.

These minutes were read and approved on the 10th day of February 2025.

Mayor

ATTEST:

City Secretary

Service Award

This certificate is awarded to

Eric Foerster

In appreciation of **5 years** of dedicated service

to the **City of Richwood.**



Michael Durham
Mayor

Kirsten Garcia
City Secretary

Issued February 10, 2025

ORDINANCE NUMBER 25-527

AN ORDINANCE OF THE CITY OF RICHWOOD, TEXAS, AMENDING SECTION 7, ADDITIONAL PROVISIONS OF APPENDIX A – ZONING ORDINANCE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING A SAVINGS CLAUSE AND EFFECTIVE DATE.

WHEREAS, it is the wishes of Council to amend the additional provisions pertaining to accessory structures within all zoning districts.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, BRAZORIA COUNTY, TEXAS:

Section 1: Section Seven (7) Additional Provisions of Appendix A – Zoning Ordinance is hereby amended to include:

Sec. 7. Additional provisions.

1. [Accessory buildings:] Accessory buildings, except as otherwise permitted in this ordinance, shall be subject to the following regulations:

[a.] Where an accessory building is structurally attached to a main building, it shall be subject to, and must conform to all regulations of this ordinance applicable to the main building.

[b.] No detached accessory building shall be located closer than ten feet to any main building.

[c.] An accessory building shall not be erected prior to the establishment or construction of the principal building.

[d.] Any accessory building ~~located in R-4 (or all zoning districts)~~ must comply with required setbacks, and, if larger than 200 square feet ~~10' X 12'~~ and on a permanent foundation, must have Form Survey completed prior to building.

2. C-1 commercial property screening: On the side and rear boundary of C-1 commercial use district which abuts on R-1, R-2 or R-3 residential use district, it shall be screened by a wall or solid screen planting of not less than six feet along the entire boundary.

3. R-3 multifamily screening: On the side and rear boundary of the R-3 multifamily use district which abuts on R-1 or R-2 residential use district, it shall be screened by a wall or solid screen planting of not less than six feet along the entire boundary.

4. B-1 business screening: On the side and rear boundary of the B-1 business use district which abuts on R-1 or R-2 residential use district, it shall be screened by a wall or solid screen planting of not less than six feet along the entire boundary.

5. Screening in general: Screening consisting of either masonry, or berms with adequate trees or shrubs, or chainlink fencing with adequate trees or shrubs shall be required when a business, commercial or industrial building backs up to either a major city street or a state highway and there are garbage receptacles, work vehicles and other common but unsightly operational or back-door materials visible. Such screening must be thick or dense enough

to hide the unsightly items up to a height of at least six feet. 6. Tents in business and commercial zones: The time period for which a business or other entity may erect or have a tent on their premises in business and commercial zones for the purpose of housing materials, providing cover from the elements, providing for and outside sale area, providing for entertainment, conventions or any other social, business or commercial purpose shall not exceed 30 days total for a calendar year.

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: This ordinance shall take effect immediately after adoption.

PASSED AND ADOPTED THIS _____ day of _____, 2022.

Steve Boykin, Mayor

ATTEST:

Kirsten Garcia, City Secretary

City of Richwood — TEXAS —

AGENDA MEMORANDUM ITEM # 2025-R-

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Utility Collections

SUMMARY: Contract with the firm Perdue Brandon Fielder Collins & Mott to collect delinquent utility accounts.

- A 30% fee would be added to all delinquent accounts older than 60 days.
- If collection is made, the firm will retain the 30% fee, as allowed by law.

BACKGROUND INFORMATION:

We currently have \$63,805.65 showing as 60 days or more delinquent.

Staff reached out to several collection firms, met with one other from Texas City, and chose Perdue Brandon as they are familiar with our city and are contracted with the county to do tax collections.

FISCAL IMPACT:

The dollar amount of successful collections is unknown

RECOMMENDATION: Staff recommends that we contract with Perdue Brandon to collect our delinquent utility accounts.

Thank you,

Patricia Ditto, Finance Director

ORDINANCE 25-526

AN ORDINANCE OF THE CITY OF RICHWOOD ADOPTING A FEE TO DEFRAID COSTS OF COLLECTING DELINQUENT UTILITY ACCOUNTS RECEIVABLE AND AMENDING THE APPENDIX B FEE SCHEDULE OF THE RICHWOOD CODE OF ORDINANCES, THEREFORE PROVIDING A SAVINGS CLAUSE AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE IMMEDIATELY UPON ITS PASSAGE.

WHEREAS, the City of Richwood, pursuant to Subchapter A of Chapter 51, Texas Local Government Code, may adopt an ordinance that is for the good government, peace, or order of the municipality and is necessary or proper for carrying out a power granted by law to the municipality; and

WHEREAS, the governing body of a municipality, pursuant to Subchapter A of Chapter 54, Texas Local Government Code, may enforce each rule or ordinance of the municipality; and

WHEREAS, the City of Richwood, pursuant to Texas Local Government Code Section 552.001(b), may purchase, construct, or operate a utility system and may regulate the system in a manner that protects the interests of the municipality and

WHEREAS, the City Council has determined that it is in the public interest to ensure the prompt payment of delinquent utility accounts and

WHEREAS, the City of Richwood has intends to enter into a contract with a private firm to provide services for the collection of debts and accounts receivable related to delinquent utility accounts;

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

Section 1: There shall be imposed an additional fee of thirty percent (30%) on all debts and accounts receivable, i.e.: fines, fees, restitution, other debts, and costs, that are more than sixty (60) days past due and have been referred to a private firm for collection, and that relate to delinquent utility accounts owed to the City.

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. The City Secretary shall publish the caption of this ordinance within ten (10) days of the final passage in the City's official newspaper. This ordinance shall take effect immediately after adoption.

PASSED AND APPROVED by the City Council of the City of Richwood, Texas, this 10th day of February, 2025.

Michael Durham, Mayor

ATTEST:

Kirsten Garcia, City Secretary

APPROVED AS TO FORM:

City Attorney

CONTRACT FOR THE COLLECTION OF DELINQUENT UTILITY ACCOUNTS

THE STATE OF TEXAS §
 §
 COUNTY OF BRAZORIA §

THIS CONTRACT is made and entered into by and between the **CITY OF RICHWOOD, TEXAS, acting by and through its governing body**, (hereinafter the “Client”), and **PERDUE BRANDON FIELDER COLLINS & MOTT, L.L.P.**, (hereinafter the “Law Firm”). The terms and conditions of the contract are as follows:

1. **Nature of Services**. Client agrees to employ the Law Firm to collect utility accounts that are at least 60 days past due, as determined by Client, including, but not limited to, amounts due for utilities provided, services rendered, late fees, disconnect and reconnect fees, and all applicable statutory interest, attorney fees and court costs for the utility accounts that Client turns over to the Law Firm (“Delinquent Utility Accounts”).

2. **Compensation**. As compensation for services required hereunder, Law Firm shall receive a thirty percent (30%) collection fee of the total amount on the Delinquent Utility Accounts turned over to the Law Firm. It is expressly understood that the Law Firm is not entitled to receive payment on any delinquent utility account subsequently paid but that was not turned over to the Law Firm.

The thirty percent (30%) collection fee shall be added to the total amount owed on a Delinquent Utility Account turned over to the Law Firm, pursuant to Section 552.001(b) of the Texas Local Government Code.

3. **Term of Contract**. The initial term of this contract shall commence on _____, 2025, and end on _____, 2026, except that either party to this agreement may terminate this agreement by giving the other party thirty (30) days written notice of their desire and intention to terminate the agreement.

This contract will automatically be renewed on its identical terms for four (4) one-year terms commencing on the anniversary date of this contract unless written notice of intent not to automatically renew is delivered by the Client to the Law Firm not less than sixty (60) days prior to the expiration date of the initial term or any renewal term.

At the conclusion of the initial term and all renewals, this contract shall continue on a month-to-month basis until terminated.

If the contract is terminated, the Law Firm is entitled to continue its collection activities, and receive compensation in accordance with paragraph 2, on accounts referred by Client prior to termination for a period of three (3) months.

4. **Credit Reporting**. Client understands and agrees that the Law Firm will not report information on Client’s Delinquent Utility Accounts to credit reporting agencies. If it is desired, the Client shall, in its sole discretion, report Delinquent Utility Accounts information to any such agency.

5. **Interest Accrual**. Absent an express agreement to the contrary, the Law Firm will not accrue interest on Client’s Delinquent Utility Accounts.

6. **Litigation.** The Law Firm will not file suit, accept any compromise settlement, or incur any litigation expenses chargeable to Client without Client's approval. By agreeing to the filing of a lawsuit, Client understands that it must reimburse Law Firm for all costs and fees chargeable as court costs (e.g., filing fees, citation issuance, process service fees, etc.).

7. **Account Information.** Client agrees to submit for collection only Delinquent Utility Accounts that are validly due and owing by the utility customer or guarantor. Client will provide Law Firm with all information and documentation necessary for the collection of all submitted Delinquent Utility Accounts. Client will provide accurate information on each Delinquent Utility Account and will promptly report any payments it receives or adjustments it makes on Delinquent Utility Accounts turned over to the Law Firm. Client and Law Firm shall work together to expeditiously respond to any debtor correspondence regarding a disputed debt and requests for verification of debt received by Law Firm. Client agrees to provide Law Firm with all copies of records necessary to verify a debt within 10 days of Law Firm's request.

The Client shall refer all Delinquent Utility Accounts by electronic medium, or in any other way that is most favorable to the Client.

8. **Return of Accounts.** Client and Law Firm agree that Law Firm has no obligation to perform collection services for Delinquent Utility Accounts that are determined by Law Firm to be time-barred from collections by an applicable statute of limitation or other similar limitation. Following the return of such accounts from Law Firm to Client, Law Firm shall have no further obligations on these accounts.

9. **Receipt of Payments.** Client gives the Law Firm exclusive authority to collect amounts due on Delinquent Utility Accounts turned over to the Law Firm. It is understood and agreed that the Law Firm will instruct debtors to make all payments payable to Client, and the Law Firm will forward the payment to Client. In the event the Law Firm is identified as the payee, the Law Firm will endorse the payment over to Client.

10. **Billing.** The Law Firm will submit billing invoices to the Client monthly and Client agrees to remit payment to Law firm within thirty (30) days of receipt of said invoice.

11. **Reporting.** Upon request, Law Firm will provide reports to the Client setting forth the status of Delinquent Utility Accounts turned over to Law Firm by Client.

12. **Notices.** All notices permitted or required under this contract shall be in writing and sent by certified United States mail or delivered by hand or courier to the appropriate party at the address specified below. Notice shall be deemed received five (5) business days after mailing if sent by certified United States mail or upon receipt if delivered by hand or courier.

Law Firm:
Perdue, Brandon, Fielder, Collins & Mott, LLP
Attn: Michael Darlow
BY U.S. MAIL OR BY COURIER DELIVERY:
1235 North Loop West, Suite 600
Houston, TX 77008
Telephone Number: 713-862-1860

Client:
City of Richwood
Attn: City Manager
1800 Brazosport Blvd N
Richwood, TX 77531
Telephone Number: 979-265-2082

13. **Compliance Verification.** Pursuant to Chapter 2271 of the Texas Government Code, Law Firm verifies that it does not and will not for the term of this contract boycott Israel. Law Firm will comply with all applicable Texas, Federal, and other laws in the performance of this contract.

14. **Entire Agreement.** This contract constitutes the entire agreement and understanding between Law Firm and Client with respect to the subject matter of this contract and supersedes all previous written or oral representations, agreements, and understandings. All modifications to this contract must be made in writing and signed by both parties. Furthermore, this Contract cannot be transferred or assigned by either party without the consent of both parties.

15. **Severability.** If any portion of this contract is found to be illegal, invalid, or otherwise incapable of being enforced, such portion shall be excluded to the minimum extent necessary to remedy such illegality, invalidity, or unenforceability. The remainder of the contract shall remain in full force and effect.

16. **Choice of Law.** This contract, and all claims or causes of action arising out of or related to this contract, shall be interpreted under and governed by the internal laws of the State of Texas. Client and Law Firm agree that exclusive venue lies with the courts located in Brazoria County, Texas.

WITNESS the signatures of all parties hereto this the ____ day of _____, _____.

CITY OF RICHWOOD

PERDUE BRANDON FIELDER COLLINS & MOTT, LLP

BY: _____

BY: _____

Michael Durham Mayor

Michael J. Darlow, Partner



AGENDA MEMORANDUM
ITEM # 2025-R-

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Audit for FY25 and FY26

SUMMARY: Discuss if we can continue to work with Pattillo, Brown & Hill (PBH) or go out for RFQs.

We have a quote for FY25 and FY26 from PBH at \$43,800 per year, which is the same price we have paid beginning in 2022. By not having to prepare a presentation for an RFQ, they are passing the savings to us and not increasing our cost.

GFOA best practices states:

- Governmental entities should enter into multi-year agreements of *at least five years* in duration when obtaining the services of independent auditors. Such multi-year agreements can take a variety of different forms (e.g., a series of single-year contracts) consistent with applicable legal requirements. Such agreements allow for greater continuity and help to minimize the potential for disruption in connection with the independent audit. Multi-year agreements can also help to reduce audit costs by allowing auditors to recover certain "startup" costs over several years, rather than over a single year.

BACKGROUND INFORMATION:

PBH has performed our financial audits beginning with FY21.
They were one of 3 firms that responded to an RFQ.

FISCAL IMPACT:

\$43,800 per year if we continue with PBH; to be determined if we go out for RFQs

RECOMMENDATION: Staff recommends that we continue with PBH for the 2 years as quoted.

Thank you,

Patricia Ditto, Finance Director



Agenda Memorandum

Contact:

Clif Custer

Subject:

Engineering On-Call Services

Summary:

On-call Engineering Services is an item currently "In Addition" to Richwood's existing agreement for engineering services with Strand Associates. On-call Engineering Services adds a layer of flexibility for staff to initiate action for consulting services for the City of Richwood.

Background Information:

Recent questions and issues that have arisen regarding disinfection processes of Richwood's public water supply have resulted in additional required research through Strand Associates' expertise to determine the best course of action. On-call Engineering Services would provide consulting, on-site attention, formal recommendations of action, etc. for matters such as this.

Since any action involving On-call Engineering Services is in addition to Richwood's current agreement with Strand Associates, it constitutes a change of that current agreement and must be approved by Council.

Issue:

Fiscal Impact:

No fiscal impact until on-call services are requested.

Recommendation:

Motion to approve the use of On-Call Engineering Services provided by Strand Associates with the expressed approval from the City Manager for each specific case.

City of Richwood

— TEXAS —

Agenda Memorandum

Contact:

Clif Custer

Subject:

Chloramine Disinfection Conversion

Summary:

Continued use of the North Water Plant well is believed to have a negative effect on the city's overall chlorine residual within water distribution. It is believed that this is due to an imbalance of chlorine and ammonia in the water system.

Background Information:

Richwood's water system is classified as a GUI according to TCEQ. GUI stands for Groundwater Under the Influence. "Influence" pertains to the influence of treated surface water within a Groundwater System. Richwood's wholesale provider of treated surface water utilizes chloramines for their disinfection process. Chloramines are a blend of chlorine and ammonia at a 4:1 ratio. This type of disinfectant is more robust and sustains a longer lasting chlorine residual within water distribution.

Richwood also inadvertently disinfects water with chloramines as Richwood experiences naturally occurring ammonia within the groundwater. The mixture of this naturally occurring ammonia with gaseous chlorine creates chloramines. Although Richwood makes chloramines that parallel BWA's treatment process, Richwood currently operates under a "Blending Exception" issued by TCEQ because our initial disinfection process comes by way of gaseous chlorine.

Coincidentally, Richwood Public Works has not yet had to consider adding additional ammonia to water during the operational cycles of wells 5 and 6 because the naturally occurring ammonia at those sites are sufficient supporting chlorine injection rates that result in chlorine dosages of 2.8 – 3.5ppm. With the addition of the NWP well Richwood experienced lower naturally occurring ammonia concentration than that of wells 5 and 6. The lower amounts of naturally occurring ammonia at the NWP well site is sufficient to dictate that chloramines are created, but not sufficient enough to result in a robust dosage to maintain a healthy residual within water distribution.

Chlorine molecules deplete at a faster rate than ammonia molecules. It is the assumption of Public Works that currently there is an imbalance of chlorine depletion between the water producing sites within the system due to retention time, pumping distance, and/or reaction with contaminants. It is believed that this depletion imbalance is leading to an abnormal ratio of chlorine to ammonia, which in turn is causing a fall-out of chlorine within the water distribution system.

Issue:

Inconsistencies within water disinfection might set Richwood up for failure when additional water producing sites are added to the water system. Lower overall chlorine residual such as what is experienced with the NWP remains in regular SCADA rotation results in a non-productive water system due to not being able to maintain a robust residual. In addition to this, when lower chlorine residuals are experienced, longer durations of flushing in the far reaches of the distribution system are required. This results in increased wasted water, chemical, and labor resulting in increased operating costs.

Fiscal Impact:

No fiscal impact currently.

Recommendation:

Additional research into the issue by utilizing the engineering services available to Richwood.