



KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA

Tuesday, September 20, 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, September 20, 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 August 2, 2022
- V. REPORT ON RECENT EVENTS
 - A. Garden Workday
- VI. UPCOMING EVENTS
 - A. National Night Out
 - B. Trunk or Treat
 - C. Dinner in the Garden
- VII. YARD OF THE MONTH
- VIII. DISCUSSION AND ACTION ITEMS
 - A. Discussion and possible action regarding Keep Richwood Beautiful By Laws and Member Responsibilities.
 - B. Discussion and possible action on prospective projects with GCAA funds.
 - C. Discussion and possible action regarding Larry Johnson Park upgrades.
- IX. FINANCIAL REPORT
 - [A.](#) KRB Budget Report, YTD
 - [B.](#) Parks Budget Report, YTD
- X. EXECUTIVE DIRECTOR'S REPORT
- XI. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST
- XII. SET NEXT MEETING DATE
- XIII. FUTURE AGENDA ITEMS
- XIV. 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

MINUTES

KEEP RICHWOOD BEAUTIFUL COMMISSION MEETING

Tuesday, August 02, 2022 at 6:00 PM

BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Weekday, Month DD, 20YY, 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 6:02 p.m.

II. ROLL CALL OF MEMBERS

PRESENT

Audrey Johnson
Sonia Foger
Jeremy Fountain
Lindsie Yearsin
Amanda Reynolds

ABSENT

Becky Thompson
Janet Jackson-Ellis

Others present: Kirsten Garcia, City Secretary; Kimberly Mayer, Executive Director; Mike Johnson, City Council Liaison.

III. PUBLIC COMMENTS

There was no public comment.

IV. CONSENT AGENDA

A. Approval of minutes from regular meeting held July 5, 2022.

Motion to approve minutes.

Motion made by Amanda Reynolds, Seconded by Audrey Johnson.

Voting Yea: Audrey Johnson, Sonia Foger, Jeremy Fountain, Lindsie Yearsin, Amanda Reynolds

Motion carried.

V. REPORT ON RECENT EVENTS

A. All America Night

Kimberly reported on All America Night.

VI. UPCOMING EVENTS

A. Trunk or Treat

Kimberly reported on Trunk or Treat update. She advised the committee that the City will not host National Night Out on the same evening.

She stated we have 4 tables signed up as of now, hoping to have a couple dozen for the event.

Photo op at Ellis Park instead of the Garden this year.

Committee will wear costumes.

B. Dinner in the Garden

Kim reported the extension office is struggling to find a chef to work the event.

VII. YARD OF THE MONTH

Original - Richwood 208 Briarcreek.

VIII. DISCUSSION AND ACTION ITEMS

A. Discussion on possible projects with GCAA funds.

Discussion held on possible ideas.

Lights down 288B

Trees or plantings

Possible feature at 288/2004

Planting at 2004/Oyster Creek Drive

Table to next month, will get more info from TXDOT rep.

B. Discussion and possible action regarding updates to Larry Johnson Park.

September 17 for phase 1

October 8th for phase 2

November 5th for phase 3

Park dedication December 3rd, 2022 at 10:00AM

IX. FINANCIAL REPORT

Kimberly reported.

A. KRB Budget Report, YTD

B. Parks Budget Report, YTD

X. EXECUTIVE DIRECTOR'S REPORT

Litter Index is August 13 - anytime just needs to be same day.

Community Garden - ordered signs

Need to discuss ways to deter water getting left or turned on

Reported on latest donation totals

Updated on fall planting, needs help getting the garden ready. - plan for aug 13th to do a workday.

TXDOT put out a \$500.00 grant from Zen water, Kimberly applied for it and notification is on the 12th of this month.

Patti Guthrie donating a recycling quilt - would like to raffle it off to use to purchase a portable recycling bin.

XI. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

Facts posted an article regarding GCAA win.

XII. SET NEXT MEETING DATE

September 6, 2022

October 5, 2022

XIII. FUTURE AGENDA ITEMS

GCAA

Larry Johnson

Trunk or Treat

Yard of the Month

Dinner in the Garden

XIV. ADJOURNMENT

Being there no futher business, the meeting was adjourned at 7:15p.m.

These minutes were read and approved on this 13th day of September.

Chairman

ATTEST:

City Secretary

City of Richwood
Keep Richwood Beautiful
20 Beautification - 10/01/2021 to 09/15/2022
100.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	2022 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	15,290	2	14,133	15,000	867
Total Charges for services	15,290	2	14,133	15,000	867
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	1,300	0.00	0.00	0.00	0.00
614114 Community Garden Membership Fees	1,250	0.00	485	1,500	1,015
614115 Farmers Market Revenue	2,239	0.00	659	4,500	3,841
Total Miscellaneous revenue	4,789	0.00	1,144	6,000	4,856
Total Revenue	20,079	2	15,276	21,000	5,724
Expenditures					
Parks & Recreation					
Beautification					
Personnel & Benefits					
615102 Contract Labor	4,425	0.00	7,610	8,400	790
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	1,211	0.00	2,963	5,500	2,537
Total Personnel & Benefits	5,636	0.00	10,573	13,900	3,327
Supplies					
615210 Office Supplies	158	0.00	85	225	140
615215 Custodial Supplies	0.00	0.00	0.00	0.00	0.00
615220 Tools	202	0.00	0.00	250	250
615225 Books and Periodicals	50	0.00	0.00	100	100
615240 Expendable Operating Supplies	2,151	0.00	789	2,000	1,212
Total Supplies	2,561	0.00	874	2,575	1,701
Maintenance & Repair					
615310 Building & Grounds M&R	1,105	0.00	1,798	2,000	202
615365 Other Equipment M&R	0.00	0.00	0.00	0.00	0.00
Total Maintenance & Repair	1,105	0.00	1,798	2,000	202
Other Services					
615660 Dues & Subscriptions	295	0.00	200	800	600
615685 Publishing & Advertising	843	0.00	840	1,000	160
615695 Special Services - Miscellaneous	757	0.00	1,000	500	(500)
Total Other Services	1,895	0.00	2,040	2,300	260
Capital Equipment					
615930 Equipment	1,037	0.00	0.00	1,000	1,000
615950 Community Garden	3,444	317	3,166	2,000	(1,166)
Total Capital Equipment	4,481	317	3,166	3,000	(166)
Total Beautification	15,679	317	18,450	23,775	5,325
Total Parks & Recreation	15,679	317	18,450	23,775	5,325
Total Expenditures	15,679	317	18,450	23,775	5,325
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	3,000	0.00	5,000	5,000	0.00
Total Transfers In	3,000	0.00	5,000	5,000	0.00
Total Sources	3,000	0.00	5,000	5,000	0.00
Uses					
Transfers Out					

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Keep Richwood Beautiful
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	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>2022 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	3,000	0.00	5,000	5,000	0.00
Total -	7,400	(315)	1,826	2,225	399

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

Section IX, Item B.

Account		Description	Debit	Credit	Balance
Date	Code				\$0.00
085851 - Parks & Recreation					
9/1/2022	AP	VOID INV: 017719 ALL SEASONS POWERWASH/RICHARD MILEY - POWER WASH FOR KRB		300.00	(300.00)
4/3/2022	AP	INV: march 2022 CITIBANK, N.A. - credit card purchases and credits	32.25		(267.75)
4/10/2022	AP	INV: APRIL 2022 JUMPING BEEANS BOUNCY HOUSE RENTALS - EASTER EVENT	250.00		(17.75)
8/18/2022	AP	INV: 017719 ALL SEASONS POWERWASH/RICHARD MILEY - POWER WASH FOR KRB	300.00		282.25
8/18/2022	AP	INV: 017719 ALL SEASONS POWERWASH/RICHARD MILEY - power washing for krb	300.00		582.25
10/3/2021	AP	INV: december21 CITIBANK, N.A. - credit card purchases and credits	328.24		910.49
12/2/2021	AP	INV: january22 CITIBANK, N.A. - credit card purchases and credits	395.96		1,306.45
6/3/2022	AP	INV: MAY 2022 CITIBANK, N.A. - MAY 2022 BILLING	433.45		1,739.90
3/8/2022	AP	INV: 0033606 GIFTS GALORE - EASTER EGGS	1,330.00		3,069.90
			\$3,369.90	(\$300.00)	\$3,069.90
			Budgeted Amount:		\$9,500.00
			Budget Balance:		\$6,430.10

Report Total: **\$3,069.90**