



## CITY COUNCIL MEETING AGENDA

**Monday, June 16, 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, June 16, 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. EMPLOYEE SERVICE AWARD
  - [A.](#) Chuck Wegwerth, Public Works - 10 Years
  - [B.](#) Tricia Ditto, Finance Director - 5 Years
- VII. CONSENT AGENDA
  - [A.](#) Budget report, April 2025
  - [B.](#) Approve Resolution 25-R-97, appointing Elizabeth Cooper as Richwood's representative for the Brazosport Water Authority.
  - [C.](#) Approval of minutes from regular meeting held May 13, 2025.
- VIII. FY 2026 BUDGET WORKSHOP
  - A. Presentation and discussion of FY 2026 proposed budget
- IX. DISCUSSION AND ACTION ITEMS
  - [A.](#) Discuss and consider adopting Ordinance 25-529, amending Appendix B - Fee Schedule of the Richwood Code of Ordinances to amend permit and utilities fees; and amend water and wastewater impact fees to align with fees adopted in Ordinance 24-518.
  - [B.](#) Discuss and consider approval of Resolution 25-R-98, amending the fiscal year 2024-2025 CCPD budget to allow for unbudgeted expenditures.
  - C. Consider items removed from consent agenda
- X. EXECUTIVE SESSION

Pursuant to Chapter 551.0745, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee:

City Manager, Eric Foerster
- XI. ACTION AS A RESULT OF EXECUTIVE SESSION
- XII. CAPITAL IMPROVEMENT PROJECTS UPDATE

- XIII. CITY MANAGER'S REPORT
- XIV. COUNCIL MEMBER COMMENTS & REPORTS
- XV. MAYOR'S REPORT
- XVI. ITEMS OF COMMUNITY INTEREST
- XVII. FUTURE AGENDA ITEMS
- XVIII. 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 June 13, 2025 at 01:00 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.

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Kirsten Garcia, City Secretary  
City of Richwood

# Service Award

This certificate is awarded to

# Chuck Wegwerth

In appreciation of **10 years** of dedicated service  
to the **City of Richwood.**



Michael Durham  
*Mayor*

Issued June 16, 2025

Eric Foerster  
*City Manager*



# Service Award

This certificate is awarded to

**Tricia Ditto**

In appreciation of **5 years** of dedicated service  
to the **City of Richwood.**



Michael Durham  
*Mayor*

Issued June 16, 2025

Eric Foerster  
*City Manager*



## AGENDA MEMORANDUM – JUNE 9, 2025

### ITEM # CONSENT

**CONTACT:** Patricia Ditto, Finance Director

**SUBJECT:** Monthly Budget Summary Report

**SUMMARY:** Receive and/or approve the April 2025 Budget Report

#### BACKGROUND INFORMATION:

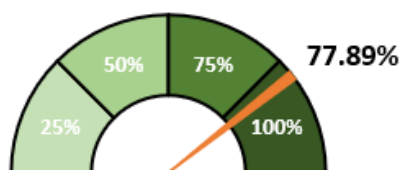
The information provided is for the FY 2024-2025 budget period, month ending April 30, 2025. This summary highlights several key points related to the current month's activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

#### DISCUSSION:

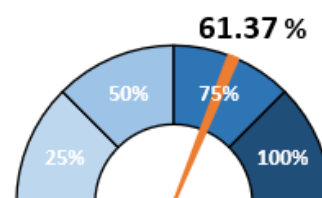
Attached is the budget report for April 2025, which is the seventh month of Fiscal Year 2025. 58.3% of the year has passed. The report reflects the original budget as approved for FY25 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *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 April 30, 2025, General Fund revenues total \$2,855,806. General Fund expenditures total \$2,133,586.



**General Fund Revenue as % of Budget**



**General Fund Expenditures as % of Budget**

#### Revenue (GF)

Total Revenue collected in the General fund is 77.89% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of April is \$2,590,505, 91.09% 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 April was earned in February. 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 five month of Sales Tax revenue showing. We are ahead of last year by approximately \$33,000 in General Fund.

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	60,852.21	15,213.05	14,755.29	90,820.55
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	65,052.40	16,263.10	15,706.32	97,021.82
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	54,904.86	13,726.22	15,454.48	84,085.56
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	53,365.40	13,341.35	12,795.21	79,501.96
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	298,140.21	74,535.06	74,165.78	446,841.05

- Permits and Licenses revenues total \$6,319 this month for a total of \$53,788. This is compared to \$38,524 collected at this time last year.
- Inspection fees collected are \$20,695 year to date. Of this amount, \$16,670 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of April is \$8,985, \$49,644 to date. This compares to \$48,833 at this time last year.
- Interest revenue is \$5,609 this month for a total of \$35,722 to date.
- The Ambulance fee collected year to date is \$59,082.

### Expenditures (GF)

Expenditures in the General Fund are currently shown at \$2,133,586, 61.37% of budget. We have two line items that are over budget. City Maintenance and Repair is over \$40,604. This is due to the City Hall roof. A portion may be reimbursed by FEMA. Emergency/Disaster is \$47,855 over budget. A portion of this is set for reimbursement or has been reimbursed by FEMA. Any remaining overages at year end will be included in a Budget Amendment.

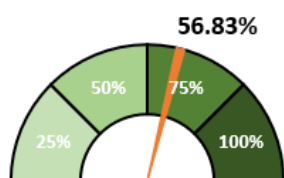


## Transfers (GF)

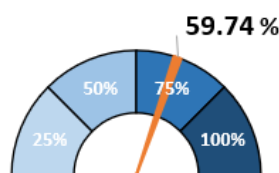
Interfund transfers have been completed. The budget shows additional transfers coming from the General Fund fund balance, but this is not a transfer that happens until year end.

## 30-Water, Sewer, and Solid Waste Fund

Operating Revenues in April total \$1,739,901 year to date. Operating expenses are \$1,422,422.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

- There have been two Water Impact fees collected this year for a total of \$12,114. All Impact Fees are posted to Fund 32 Utility Capital Improvements and do not show in this budget report. I am in the process of moving the Impact fees to a separate fund for easier tracking.
- Sewer 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 April 2025 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood Fiscal Year 2025 Operational Budget Report 10/1/2024 -04/30/2025							
10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							58.3% of year
Taxes	2,443,565.22	75,698.24	2,590,504.54	3,258,935.00	3,258,935.00	668,430.46	79.49%
Property taxes, including delinquent & penalties	2,081,833.40	11,587.83	2,197,899.72	2,412,935.00	2,412,935.00		91.09%
Franchise Taxes	97,206.94	10,745.01	94,464.61	196,000.00	196,000.00		48.20%
Sales Tax	264,524.88	53,365.40	298,140.21	650,000.00	650,000.00		45.87%
Licenses and permits	38,524.40	6,319.08	53,787.76	75,150.00	75,150.00	21,362.24	71.57%
Intergovernmental revenue	11,568.92	2,872.44	11,544.16	10,000.00	10,000.00	(1,544.16)	Ahead of Budget
Charges for services - Municipal Bldg Rental	4,560.00	475.00	4,775.00	7,000.00	7,000.00	2,225.00	68.21%
Municipal Court Revenue	48,832.63	8,984.60	49,644.12	110,000.00	110,000.00	60,355.88	45.13%
Special Revenues	5,354.00	200.70	5,400.95	1,050.00	1,050.00	(4,350.95)	Ahead of Budget
Interest	51,038.03	5,608.79	35,721.85	55,000.00	55,000.00	19,278.15	64.95%
Miscellaneous revenue	95,196.66	15,075.16	104,427.76	149,400.00	149,400.00	44,972.24	69.90%
Inspection Fees	21,350.00	2,595.00	20,695.00	30,000.00	30,000.00		
Miscellaneous Income	11,612.56	4,010.16	24,300.73	13,000.00	13,000.00		
Parks & Recreation - Park Pavillion Rentals	2,600.00	0.00	(150.00)	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	600.00	0.00	500.00	1,400.00	1,400.00		
Ambulance Fee Revenue	59,034.10	8,470.00	59,082.03	101,500.00	101,500.00		
Total Revenue	2,698,639.86	115,234.01	2,855,806.14	3,666,535.00	3,666,535.00	810,728.86	77.89%
Expenditures							
General Government Administration							
Personnel & Benefits	321,346.21	46,522.53	337,381.09	599,119.00	599,119.00	261,737.91	56.31%
Supplies	8,726.33	757.91	8,155.22	19,500.00	19,500.00	11,344.78	41.82%
Maintenance & Repair	3,345.23	474.49	12,790.13	16,480.00	16,480.00	3,689.87	77.61%
Utilities	8,764.64	1,058.18	11,808.87	15,300.00	15,300.00	3,491.13	77.18%
Professional Services	124,616.42	11,243.56	170,937.85	402,062.00	402,062.00	231,124.15	42.52%
Other Services	44,377.87	575.21	44,510.87	107,351.00	107,351.00	62,840.13	41.46%
Capital Equipment	3,872.53	221.95	2,314.95	7,155.00	7,155.00	4,840.05	32.35%
Total Administration	515,049.23	60,853.83	587,898.98	1,166,967.00	1,166,967.00	579,068.02	50.38%
Judicial							
Personnel & Benefits	50,129.45	666.66	6,792.38	10,501.00	10,501.00	3,708.62	64.68%
Supplies	0.00	230.68	230.24	300.00	300.00	69.76	76.75%
Professional Services	13,350.00	200.00	11,755.00	18,950.00	18,950.00	7,195.00	62.03%
Other Services	55.00	0.00	185.00	500.00	500.00	315.00	37.00%
Total Judicial	63,534.45	1,097.34	18,962.62	30,251.00	30,251.00	11,288.38	62.68%
Permitting & Inspections							
Personnel & Benefits	17,763.00	1,725.00	16,670.00	35,000.00	35,000.00	18,330.00	47.63%
Supplies	55.50	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Permitting & Inspections	17,818.50	1,725.00	16,670.00	36,000.00	36,000.00	19,330.00	46.31%
Special Revenue Expenditures							
Supplies	495.00	0.00	425.00	1,500.00	1,500.00	1,075.00	28.33%
Total Special Revenue Expenditures	495.00	0.00	425.00	1,500.00	1,500.00	1,075.00	28.33%
Total General Government	596,897.18	63,676.17	623,956.60	1,234,718.00	1,234,718.00	610,761.40	50.53%
Public Safety Police Department							
Personnel & Benefits	483,511.18	72,146.87	529,418.11	960,447.00	960,447.00	431,028.89	55.12%
Supplies	27,226.76	3,651.91	28,081.10	46,700.00	46,700.00	18,618.90	60.13%
Maintenance & Repair	22,158.22	1,940.82	27,114.11	24,100.00	24,100.00	(3,014.11)	Over Budget
Utilities	11,879.59	920.86	5,144.05	19,500.00	19,500.00	14,355.95	26.38%
Professional Services	123,900.03	40,054.07	180,378.78	228,716.00	228,716.00	48,337.22	78.87%
Other Services	15,131.76	0.00	14,392.86	15,213.00	15,213.00	820.14	94.61%
Capital Equipment	6,250.20	471.64	2,640.18	1,827.00	1,827.00	(813.18)	Over Budget
Total Police Department	690,057.74	119,186.17	787,169.19	1,296,503.00	1,296,503.00	509,333.81	60.71%
Fire Department							
Personnel & Benefits	11,398.00	1,500.80	23,806.30	42,200.00	42,200.00	18,393.70	56.41%
Supplies	5,037.23	505.81	4,692.02	18,000.00	18,000.00	13,307.98	26.07%
Maintenance & Repair	21,811.83	555.10	17,055.07	47,000.00	47,000.00	29,944.93	36.29%
Utilities	3,374.34	621.60	3,905.64	6,150.00	6,150.00	2,244.36	63.51%
Professional Services	38,746.00	0.00	125,120.00	160,000.00	160,000.00	34,880.00	78.20%



10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	Percentage
Other Services	24,216.72	0.00	21,061.70	50,646.00	50,646.00	29,584.30	41.59%
Capital Equipment	32,954.89	0.00	32,712.17	59,712.00	59,712.00	26,999.83	54.78%
<b>Total Fire Department</b>	<b>137,539.01</b>	<b>3,183.31</b>	<b>228,352.90</b>	<b>383,708.00</b>	<b>383,708.00</b>	<b>155,355.10</b>	<b>59.51%</b>
<b>Code Enforcement</b>							
Personnel & Benefits	41,817.42	6,278.07	44,950.93	82,559.00	82,559.00	37,608.07	54.45%
Supplies	1,605.93	221.95	921.19	6,200.00	6,200.00	5,278.81	14.86%
Maintenance & Repair	60.75	0.00	10.25	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	607.97	0.00	642.59	809.00	809.00	166.41	79.43%
<b>Total Code Enforcement</b>	<b>44,092.07</b>	<b>6,500.02</b>	<b>46,524.96</b>	<b>91,568.00</b>	<b>91,568.00</b>	<b>44,053.29</b>	<b>50.81%</b>
<b>Total Public Safety</b>	<b>871,688.82</b>	<b>128,869.50</b>	<b>1,062,047.05</b>	<b>1,771,779.00</b>	<b>1,771,779.00</b>	<b>709,731.95</b>	<b>59.94%</b>
<b>Public Works</b>							
<b>City Maintenance</b>							
Personnel & Benefits	71,896.10	12,999.85	121,418.28	209,482.00	209,482.00	88,063.72	57.96%
Supplies	8,973.07	895.03	8,742.37	21,700.00	21,700.00	12,957.63	40.29%
Maintenance & Repair	60,786.17	4,815.87	102,280.17	56,860.00	56,860.00	(45,420.17)	Over Budget
Utilities	23,833.21	3,657.07	27,138.69	42,130.00	42,130.00	14,991.31	64.42%
Other Services	5,897.96	1,572.72	8,374.52	19,774.00	19,774.00	11,399.48	42.35%
Capital Equipment	271,096.80	0.00	60,635.16	65,000.00	65,000.00	4,364.84	93.28% *
<b>Total City Maintenance</b>	<b>442,483.31</b>	<b>23,940.54</b>	<b>328,589.19</b>	<b>414,946.00</b>	<b>414,946.00</b>	<b>86,356.81</b>	<b>79.19%</b>
<b>Parks and Recreation</b>							
Supplies	2,045.92	437.32	3,406.58	4,800.00	4,800.00	1,393.42	70.97%
Maintenance & Repair	17,058.08	11,157.84	28,449.02	27,000.00	27,000.00	(1,449.02)	Over Budget
Utilities	1,967.37	228.69	1,770.95	3,600.00	3,600.00	1,829.05	49.19%
Other Services	6,588.03	37.89	8,227.59	19,568.00	19,568.00	11,340.41	42.05%
<b>Total Parks and Recreation</b>	<b>27,659.40</b>	<b>11,861.74</b>	<b>41,854.14</b>	<b>54,968.00</b>	<b>54,968.00</b>	<b>13,113.86</b>	<b>76.14%</b>
<b>Emergency/Disaster</b>							
Personnel & Benefits	0.00	0.00	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	29,284.04	61,413.57	0.00	0.00	(61,413.57)	
Professional Services	0.00	0.00	2,900.00	0.00	0.00	(2,900.00)	
<b>Total Emergency/Disaster</b>	<b>0.00</b>	<b>29,284.04</b>	<b>77,138.57</b>	<b>0.00</b>	<b>0.00</b>	<b>(77,138.57)</b>	<b>Over Budget</b>
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Expenditures</b>	<b>1,938,728.71</b>	<b>257,631.99</b>	<b>2,133,585.55</b>	<b>3,476,411.00</b>	<b>3,476,411.00</b>	<b>1,342,825.45</b>	<b>61.37%</b>
<b>Other Financing Sources and Uses</b>							
<b>Sources</b>							
Transfers In	25,000.00	0.00	75,500.00	980,000.00	980,000.00	904,500.00	100.00%
<b>Total Sources</b>	<b>25,000.00</b>	<b>0.00</b>	<b>75,500.00</b>	<b>980,000.00</b>	<b>980,000.00</b>	<b>904,500.00</b>	<b>7.70%</b>
<b>Uses</b>							
Transfers Out	334,000.00	0.00	395,000.00	1,095,000.00	1,095,000.00	700,000.00	36.07%
<b>Total Uses</b>	<b>334,000.00</b>	<b>0.00</b>	<b>395,000.00</b>	<b>1,095,000.00</b>	<b>1,095,000.00</b>	<b>700,000.00</b>	<b>36.07%</b>
<b>Total Other Financing Sources and Uses</b>	<b>(309,000.00)</b>	<b>0.00</b>	<b>(319,500.00)</b>	<b>(115,000.00)</b>	<b>(115,000.00)</b>	<b>204,500.00</b>	
<b>Total - 10 GENERAL FUND</b>	<b>450,911.15</b>	<b>(142,397.98)</b>	<b>402,720.59</b>	<b>75,124.00</b>	<b>75,124.00</b>	<b>(327,596.59)</b>	

City of Richwood Operational Budget Report 10/1/2024 -04/30/2025							
30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
Net Operating Income (Loss)							
Operating income							58.3% of year
Sewer Department	587,448.68	83,243.78	592,539.44	1,049,551.00	1,049,551.00	457,011.56	56.46%
Water Department	886,438.24	129,849.20	915,411.79	1,617,799.00	1,617,799.00	702,387.21	56.58%
Solid Waste Department	214,907.96	33,571.00	231,949.71	394,000.00	394,000.00	162,050.29	58.87%
Total Operating income	1,688,794.88	246,663.98	1,739,900.94	3,061,350.00	3,061,350.00	1,321,449.06	56.83%
Operating expense							
Sewer Department							
Personnel & Benefits	91,785.95	17,054.89	120,227.76	210,174.00	210,174.00	89,946.24	57.20%
Supplies	4,746.54	465.11	4,406.65	9,800.00	9,800.00	5,393.35	44.97%
Maintenance & Repair	21,303.16	8,964.38	161,944.70	66,040.00	66,040.00	(95,904.70)	Over Budget
Professional Services	216,770.30	0.00	279,218.25	485,000.00	485,000.00	205,781.75	57.57%
Other Services (insurance)	13,303.36	0.00	5,742.35	5,802.00	5,802.00	59.65	98.97%
Total Sewer Department	347,909.31	26,484.38	571,539.71	776,816.00	776,816.00	205,276.29	73.57%
Water Department							
Personnel & Benefits	156,627.86	28,866.71	193,776.18	344,731.00	344,731.00	150,954.82	56.21%
Supplies	23,019.07	1,946.25	24,981.23	38,500.00	38,500.00	13,518.77	64.89%
Maintenance & Repair	132,783.61	2,398.73	53,236.15	133,220.00	133,220.00	79,983.85	39.96%
Utilities	53,983.05	7,872.98	61,655.19	77,683.00	77,683.00	16,027.81	79.37%
Professional Services	30,243.58	6,583.03	45,650.51	85,500.00	85,500.00	39,849.49	53.39%
Other Services	211,225.71	34,131.30	260,164.71	544,824.00	544,824.00	284,659.29	47.75%
Capital Equipment	2,105.39	625.31	4,277.17	3,655.00	3,655.00	(622.17)	Over Budget
Total Water Department	609,988.27	82,424.31	643,741.14	1,228,113.00	1,228,113.00	584,371.86	52.42%
Solid Waste Department							
Professional Services	200,501.82	29,730.51	207,141.57	376,000.00	376,000.00	168,750.43	55.09%
Total Solid Waste Department	200,501.82	29,730.51	207,141.57	376,000.00	376,000.00	168,858.43	55.09%
Total Operating expense	1,158,399.40	138,639.20	1,422,422.42	2,380,929.00	2,380,929.00	958,506.58	59.74%
Total Net Operating Income (Loss)	530,395.48	108,024.78	317,478.52	680,421.00	680,421.00	362,942.48	46.66%
Non-Operating Items							
Non-operating income							
Interest income	1,702.20	1,325.20	11,177.85	0.00	0.00	(11,177.85)	Ahead of Budget
Other income	1,304.10	26.92	393.17	2,412.00	2,412.00	2,018.83	16.30%
Transfers In	70,000.00	0.00	0.00	0.00	0.00	0.00	At Budget
Total Non-operating income	73,006.30	1,352.12	11,571.02	2,412.00	2,412.00	9,159.02	479.73%
Non-operating expense							
Debt Service	184,754.81	0.00	112,172.50	360,405.00	360,405.00	248,232.50	31.12%
Transfers Out	56,000.00	0.00	275.00	56,000.00	56,000.00	55,725.00	0.49%
Total Non-operating expense	240,754.81	0.00	112,447.50	416,405.00	416,405.00	303,957.50	27.00%
Depreciation Expense	0.00	0.00	0.00	325,000.00	325,000.00	325,000.00	0.00%
Total Non-Operating Items	(167,748.51)	1,352.12	(100,876.48)	(738,993.00)	(738,993.00)	638,116.52	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	362,646.97	109,376.90	216,602.04	(58,572.00)	(58,572.00)	275,174.04	Ahead of Budget

Budget Amendments:

**RESOLUTION 25-R-97**

**WHEREAS,** the current Brazosport Water Authority representative for the City of Richwood was elected to the City Council and, therefore must resign from the Board;

**WHEREAS,** the City finds it in the best interest of the City of Richwood to appoint a new representative to serve;

**WHEREAS,** Elizabeth Cooper has shared interest in serving as the City of Richwood’s representative on the Board of Directors of the Brazosport Water Authority and meets all qualifications designated in the Brazosport Water Authority Board of Directors bylaws; and therefore

**BE IT RESOLVED,** by the Mayor and the City Council of Richwood, Texas, that Elizabeth Cooper be, and is hereby designated as its Representative to the Board of Directors of the Brazosport Water Authority.

**AND FURTHERMORE,** the Brazosport Water Authority Board of Directors Executive Director has been notified of the designation of the representative mentioned above.

PASSED AND ADOPTED, this 16<sup>th</sup> day of June, 2025.

APPROVED:

\_\_\_\_\_  
Michael Durham, Mayor

ATTEST:

\_\_\_\_\_  
Kirsten Garcia, City Secretary



# MINUTES

## RICHWOOD CITY COUNCIL MEETING

Section VII, Item C.

Monday, May 12, 2025 at 6:15 PM

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BE IT KNOWN THAT a City of Richwood City Council will meet Monday, May 12, 2025, beginning at 6:15 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 6:17 p.m.

II. ROLL CALL OF COUNCIL MEMBERS

PRESENT

Michael Durham

Paul Stallberg

Amanda Reynolds

Jeremy Fountain

ABSENT

Mike Challenger

William Yearsin

III. PUBLIC COMMENTS

There was no public comment.

IV. PROCLAMATION

A. Police Week Proclamation - May 11-17, 2025

Mayor Durham read the proclamation.

V. RECOGNITIONS

A. Recognition of Outgoing Council Member

Mike Challenger, Position 2 | 2023-2025

Mayor Durham recognized Councilman Challenger, who was absent.

VI. CANVASS THE RESULTS OF THE MAY 3, 2025 ELECTION

A. Discuss and consider Ordinance 25-528 Canvassing the election returns and declaring the results of the May 3, 2025 election.

***Motion to adopt Ordinance 25-528, canvassing the election returns and declaring the results of the May 3, 2025, election.***

***Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.***

***Voting Yea: Paul Stallberg, Amanda Reynolds, Jeremy Fountain***

***Motion carried.***

VII. SWEAR IN COUNCIL MEMBERS

A. Michael Durham, Mayor

B. Mike Johnson, Position 2

C. Amanda Reynolds, Position 3

The Honorable Judge Patrick Bulanek administered the oath of office to the newly elected councilmembers.

VIII. CONSENT AGENDA

- A. Budget Report, March 2024
- B. Approval of minutes from regular meeting held April 14, 2025.

**Motion to approve the consent agenda.**

**Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.**

**Voting Yea: Paul Stallberg, Amanda Reynolds, Jeremy Fountain**

**Motion carried.**

IX. DISCUSSION AND ACTION ITEMS

- A. Discuss and consider appointing Mayor Pro-Tem and Committee Liaison positions.
  - 1. Mayor Pro-Tem
  - 2. Crime Control & Prevention District
  - 3. Keep Richwood Beautiful
  - 4. Fire Department

Jeremy Fountain - KRB

Amanda Reynolds - Mayor Pro

Will Yearsin- CCPD

Mike Johnson - VFD

**Motion to appoint as presented.**

**Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.**

**Voting Yea: Paul Stallberg, Amanda Reynolds, Jeremy Fountain, Mike Johnson**

**Motion carried.**

- B. Discuss and consider awarding a contract for Cypress Dr. and Misty Ct.. reconstruction to Matula and Matula for an amount not to exceed \$638,500.00

Clif Custer presented.

**Motion to award a contract for Cypress Dr. and Misty Ct. reconstruction to Matula and Matula for an amount not to exceed \$638,500.00**

**Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.**

**Voting Yea: Paul Stallberg, Amanda Reynolds, Jeremy Fountain, Mike Johnson**

**Motion carried.**

- C. Discuss and consider approving resolution 2025-R-96, committing local funds to the Community Development Block Grant (CDBG) project through Brazoria County Housing and Urban Development (HUD) for the 2024 Cedar Street Water Main Replacement Project.

Clif Custer presented.

Discussion held on the current status of the project and funds available.

**Motion to approve resolution 2025-R-96, committing local funds to the Community Development Block Grant (CDBG) project through Brazoria County Housing and Urban Development (HUD) for the 2024 Cedar Street Water Main Replacement Project.**

**Motion made by Amanda Reynolds, Seconded by Jeremy Fountain.**

**Voting Yea: Paul Stallberg, Amanda Reynolds, Jeremy Fountain, Mike Johnson**

***Motion carried.***

- D. Discuss and consider approving Resolution 25-R-95, expressing support for a de-snagging project for Bastrop Bayou and Oyster Creek, committing local funds to match grant funding, and authorizing participation with Brazoria County and other jurisdictions.

Eric Presented.

Discussion held on the reasoning behind the project.

Matt Yarborough spoke and would like the council to look into the previous desnagging and when it was done before.

Mark Guthrie spoke regarding the project before 2020.

Discussion held on the scope of the job compared to the cost to the city.

***Motion to table this item until more information can be provided.***

***Motion made by Amanda Reynolds, Seconded by Mike Johnson***

***Voting Yea: Paul Stallberg, Amanda Reynolds, Jeremy Fountain, Mike Johnson***

***Motion carried.***

- E. Consider items removed from consent agenda

No items removed from consent.

**X. CAPITAL IMPROVEMENT PROJECTS UPDATE**

Clif Custer gave a report.

**XI. CITY MANAGER'S REPORT**

Eric Foerster gave a report.

**XII. COUNCIL MEMBER COMMENTS & REPORTS**

Paul Stallberg thanked everyone who came out to vote, as well as all the council members for their service. He also expressed gratitude to the police department for their hard work. Additionally, he spoke about the weather and the importance of taking care of pets.

Mike Johnson thanked those who came out and voted.

Amanda Reynolds stated it was nice to be back for the second term and nice to have Mike back. We can do great things for the city. She also added that it's about to get hot, so be careful.

Jeremy Fountain thanked current members and outgoing Council members. He also spoke about the weather, mentioning that it's getting hot, so everyone should make sure to stay hydrated.

**XIII. MAYOR'S REPORT**

Mayor Durham acknowledged City Secretary Kirsten Garcia for Municipal Clerks Week. He also spoke about the upcoming Police Week, expressing gratitude. Additionally, he expressed appreciation to City Manager Eric Foerster and the staff for their open communication. He thanked all the Council members who serve and his family for attending. Mayor Durham wished Happy Mother's Day to all who celebrated and a Happy Birthday to his wife.

**XIV. ITEMS OF COMMUNITY INTEREST**

All America Night

Hurricane Awareness



City Wide Alerts

XV. FUTURE AGENDA ITEMS

Nothing yet

XVI. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:12 p.m.

These minutes were read and approved on the 16th day of June, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

**ORDINANCE NO. 25-529**

**AN ORDINANCE BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS, AMENDING APPENDIX B – FEE SCHEDULE OF THE CODE OF ORDINANCES TO AMEND PERMIT AND UTILITY FEES; AND AMEND WATER AND WASTEWATER IMPACT FEES TO ALIGN WITH FEES ADOPTED IN ORDINANCE 24-518; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City’s code of ordinances specifies that fees should be adopted by ordinance; and

**WHEREAS**, the City wishes to amend the current fee schedule to remove a permit processing fee and amend permit fees; and also amend water and wastewater impact fees to align with impact fees in Ordinance 24-518, which was adopted on September 9<sup>th</sup>, 2024.

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

**Section 1:** That APPENDIX B – Fee Schedule is hereby amended as follows:

<b>Application and Processing Fee (All Permits)</b>	
<del>Processing fee (all permits subject to)</del>	<del>\$50.00</del>
Permit reinstatement fee	\$100.00
Resubmittal fee (after two submissions)	\$100.00
Major revision of approved plans	\$100.00 h/r
Major revision of approved drainage plans	\$200.00 h/r
Plan review fee	50% of permit fee

<b>Building Permit Fees</b> (Permit fee will be doubled if work is started prior to obtaining a permit)	
<i>Type of Permit</i>	<i>Fee</i>
New Residence* ( includes pool houses and accessory structures with conditioned space)	\$0.48/sq. ft.
Additions* (patio covers, carports, additional rooms)	<del>\$150.00</del> \$200.00 or \$0.48/sq. ft., whichever is greater
Remodels (total square-footage of space, area or room)*	<del>\$100.00</del> or \$0.48/sq. ft., whichever is greater
Swimming pools*	<del>\$350.00</del> \$400.00
Spas (cast in place concrete only)*	<del>\$100.00</del> \$150.00
Accessory buildings* (storage shed, detached garage or any other structure without conditioned space)	<del>\$150.00</del> \$200.00

Re-roofing	<del>\$50.00</del> \$100.00
Flatwork (driveway, sidewalk patio slab extension)	<del>\$50.00</del> \$100.00
Demolition	<del>\$50.00</del> \$100.00
Foundation repair*	<del>\$50.00</del> \$100.00
Generator*	<del>\$100.00</del> \$150.00
Carport*	<del>\$100.00</del> \$150.00
Re-inspection	\$60.00
Partial inspection	\$60.00
Same day or off schedule inspection	\$130.00
Alarm systems installed in dwelling units, annually	\$24.00
Alarm systems installed in any other premises, annually	\$48.00
Multifamily dwelling complex, inspection fee per unit, monthly (charged on the water bill of each complex)	\$2.50
Single-family unit inspection fee, annually	\$25.00
Third and subsequent charges for multifamily and single-family dwelling unit inspections	\$25.00
Manufactured home park permit	\$100.00
Manufactured home park permit renewal	\$50.00
Manufactured home park permit transfer	\$50.00
Outdoor advertising display sign permit	\$10.00, per permit application accepted by the public works director
Spectacular sign permit renewal	\$2.00
Excavation of paved streets	\$2.00 per linear foot of paving cut for a standard trench, with a minimum charge of \$5.00 per trench.
Excavation of dirt or gravel streets	\$0.70 per linear foot of street cut, measured from the outside edge of the shoulder, for a standard trench, with a minimum charge of \$5.00 per trench.
Fee-in-lieu of parkland dedication, per residential dwelling	\$950.00
Development fee, per residential unit	\$750.00
*Subject to plan review fee	
<del>All permits are subject to the processing fee</del>	<del>\$50.00</del>
<b>Electrical Permit Fees</b> (Permit fee will be doubled if work is started prior to obtaining a permit)	



<i>Type of Permit</i>	<i>Fee</i>
Annual electrician's license fee	\$25.00
New residence	<del>\$100.00</del> \$150.00
Remodel/addition/pool	<del>\$100.00</del> \$150.00
Accessory structure	<del>\$100.00</del> \$150.00
Minimum permit fee	<del>\$50.00</del> \$100.00
<b>Burn permit fee</b>	<b>\$10.00</b>
Re-inspection	\$65.00
Partial inspections	\$65.00
Same day or off schedule inspection	\$130.00
<del>All permits are subject to the processing fee</del>	<del>\$50.00</del>
<b>Mechanical Permit Fees</b> (Permit fee will be doubled if work is started prior to obtaining a permit)	
<i>Type of Permit</i>	<i>Fee</i>
New residence	<del>\$150.00</del> \$200.00
Remodel/addition	<del>\$100.00</del> \$150.00
Accessory structure	<del>\$100.00</del> \$150.00
HVAC repair or replacement	<del>\$50.00</del> \$100.00
Minimum permit fee	<del>\$50.00</del> \$100.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Same day or off schedule inspection	\$130.00
<del>All permits are subject to the processing fee</del>	<del>\$50.00</del>
<b>Plumbing Permit Fees</b> (Permit fee will be doubled if work is started prior to obtaining a permit)	
<i>Type of Permit</i>	<i>Fee</i>
New residence	<del>\$150.00</del> \$200.00
Remodel/addition/pool	<del>\$100.00</del> \$150.00
Accessory structure	<del>\$100.00</del> \$150.00
Water tap	\$1,000.00
Bored water tap	\$1,500.00
Sewer tap	\$1,300.00
Bored sewer tap	\$2,600.00
Irrigation systems*	<del>\$50.00</del> \$100.00
Remodel/addition	<del>\$100.00</del> \$150.00
Water heater replacement	<del>\$50.00</del> \$100.00
Minimum permit fee	<del>\$50.00</del> \$100.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Same day or off schedule inspection	\$130.00
*Subject to plan review fee	
<del>All permits are subject to the</del>	<del>\$50.00</del>

processing fee-

<b>Utility (Water, Sewer, Solid Waste) Fees</b>	
<i>Utility Deposits and Fees</i>	
Application fee	\$50.00
Commercial/residential (owner) deposit	\$100.00
Residential (tenant/renter) deposit	\$150.00
Disconnect fee	\$40.00
After hours reconnect fee	\$100.00
NSF—returned item fee	\$25.00
Water reconnect fee, when disconnected for violation of drought contingency plan conditions	\$150.00
Water meter repair, three-fourths-inch service	\$250.00
New private water well drilling application	\$200.00
14-Day Temporary Clean Out	\$50.00 plus usage in excess of 1,000 gallons at a rate of \$6.40 per each additional 1,000 gallons of water usage and \$5.05 per each additional 1,000 gallons of sewer usage.
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.	
<i>Water Rate Fees and Charges</i>	
Gallons included in base rate	2,000
Per month, minimum monthly charge	\$39.11
Monthly usage in excess of 2,000 gallons but below 20,000 gallons	\$6.40 per each additional 1,000 gallons of usage
Monthly usage in excess of 20,000 gallons	\$6.65 per each additional 1,000 gallons of usage
<i>Sewer Rate Fees and Charges</i>	
Gallons included in base rate	2,000
Per month, minimum monthly charge	\$29.30
Amounts in excess of 2,000 gallons	\$5.05 per each additional 1,000 gallons of usage
Swimming pool fill sewer credit	One per calendar year
<i>Solid Waste Collection Fees</i>	
Per month, includes one garbage and one recycle bin	\$22.00
Additional bin charge per month	\$12.50

Accumulation of bulk waste in excess of 5 cubic yards	\$20.00 per cubic yard
<i>Solid Waste Franchisee Fee</i>	
The franchisee shall be required to pay a yearly franchise fee such fee to be \$100.00 for the first customer and \$50.00 for each additional customer that the franchisee is servicing.	
<i>Water and Sewer Base Discount</i>	
Over 65 discount	40% off base bill amount
Any person who meets the criteria of a voting member of the Richwood Volunteer Fire Department as defined by their constitution and bylaws will receive the first 4,000 gallons free and then be charged \$6.40 per each additional 1,000 gallons of usage	
<i>Solid Waste Collection Discount</i>	
Over 65 discount	\$2.00
<b>Additional Fees and Voluntary Donations</b>	
<i>Type of Fee</i>	<i>Fee</i>
Transportation fee (required as per Ordinance No. 378)	\$5.00
Beautification (voluntary donation)	\$1.00
Fire department (voluntary donation)	\$1.50
Ambulance fee	\$3.50

<b>Water Impact Fee</b>			
<b>Water Meter Size</b>	<b>Service Unit Equivalent</b>	<b>Maximum Allowable Wastewater Impact Fee</b>	<b>Assessment and Collection Wastewater Impact Fee</b>
<del>¾"</del>	<del>1.0</del>	<del>\$2,414.00</del>	<del>\$2,414.00</del>
<del>1"</del>	<del>1.7</del>	<del>\$4,023.00</del>	<del>\$4,023.00</del>
<del>1½"</del>	<del>3.3</del>	<del>\$8,047.00</del>	<del>\$8,047.00</del>
<del>2"</del>	<del>5.3</del>	<del>\$12,875.00</del>	<del>\$12,875.00</del>
<del>3"</del>	<del>11.7</del>	<del>\$28,163.00</del>	<del>\$28,163.00</del>
<del>4"</del>	<del>20.0</del>	<del>\$48,280.00</del>	<del>\$48,280.00</del>
<del>6"</del>	<del>45.0</del>	<del>\$108,630.00</del>	<del>\$108,630.00</del>
<del>8"</del>	<del>53.3</del>	<del>\$128,747.00</del>	<del>\$128,747.00</del>

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<b>Wastewater Impact Fee</b>			
<b>Water Meter</b>	<b>Service Unit</b>	<b>Maximum Allowable</b>	<b>Assessment and Collection</b>

<del>Size</del>	<del>Equivalent</del>	<del>Wastewater Impact Fee</del>	<del>Wastewater Impact Fee</del>
<del>¾"</del>	<del>1.0</del>	<del>\$2,937.00</del>	<del>\$2,937.00</del>
<del>1"</del>	<del>1.7</del>	<del>\$4,895.00</del>	<del>\$4,895.00</del>
<del>1½"</del>	<del>3.3</del>	<del>\$9,790.00</del>	<del>\$9,790.00</del>
<del>2"</del>	<del>5.3</del>	<del>\$15,664.00</del>	<del>\$15,664.00</del>
<del>3"</del>	<del>11.7</del>	<del>\$34,265.00</del>	<del>\$34,265.00</del>
<del>4"</del>	<del>20.0</del>	<del>\$58,740.00</del>	<del>\$58,740.00</del>
<del>6"</del>	<del>45.0</del>	<del>\$132,165.00</del>	<del>\$132,165.00</del>
<del>8"</del>	<del>53.3</del>	<del>\$156,640.00</del>	<del>\$156,640.00</del>

<b>Water Impact Fee</b>				
Water Meter Size (inch)	Meter Type	Continuous Duty Maximum Flow Rate (gpm)	Ratio to 5/8- Inch Meter	Assessment and Collection Water Impact Fee
5/8	Displacement Type	10	1	\$3,880
5/8 x 3/4	Displacement Type	10	1	\$3,880
3/4	Displacement Type	15	1.5	\$5,820
1	Displacement Type	25	2.5	\$9,700
1.5	Displacement Type	50	5	\$19,400
2	Displacement Type	80	8	\$31,040
2	Compound	80	8	\$31,040
3	Compound	175	17.5	\$67,900
3	Turbine Vertical Shaft	220	22	\$85,360
3	Turbine High Velocity	350	35	\$135,800
4	Compound	300	30	\$116,400
4	Turbine Vertical Shaft	420	42	\$162,960
4	Turbine High Velocity	650	65	\$252,200
6	Compound	675	67.5	\$261,900
6	Turbine Vertical Shaft	865	86.5	\$335,620

6	Turbine High Velocity	1,400	140	\$543,200
8	Compound	900	90	\$349,200
8	Turbine High Velocity	2,400	240	\$931,200
10	Turbine High Velocity	3,500	350	\$1,358,000
12	Turbine High Velocity	4,400	440	\$1,707,200

Wastewater Impact Fee				
Water Meter Size (inch)	Meter Type	Continuous Duty Maximum Flow Rate (gpm)	Ratio to 5/8-Inch Meter	Assessment and Collection Wastewater Impact Fee
5/8	Displacement Type	10	1	\$2,739
5/8 x 3/4	Displacement Type	10	1	\$2,739
3/4	Displacement Type	15	1.5	\$4,109
1	Displacement Type	25	2.5	\$6,848
1.5	Displacement Type	50	5	\$13,695
2	Displacement Type	80	8	\$21,912
2	Compound	80	8	\$21,912
3	Compound	175	17.5	\$47,933
3	Turbine Vertical Shaft	220	22	\$60,258
3	Turbine High Velocity	350	35	\$95,865
4	Compound	300	30	\$82,170
4	Turbine Vertical Shaft	420	42	\$115,038
4	Turbine High Velocity	650	65	\$178,035
6	Compound	675	67.5	\$184,883
6	Turbine Vertical Shaft	865	86.5	\$236,924
6	Turbine High Velocity	1,400	140	\$383,460
8	Compound	900	90	\$246,510



8	Turbine High Velocity	2,400	240	\$657,360
10	Turbine High Velocity	3,500	350	\$958,650
12	Turbine High Velocity	4,400	440	\$1,205,160

**Section 5:** 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 6:** That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

**Section 7:** That this ordinance shall be effective upon passing.

Passed and approved on this 9th day of June 2025.

\_\_\_\_\_  
**Michael Durham, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Kirsten Garcia, City Secretary**

**RESOLUTION 25-R-98****A RESOLUTION AMENDING THE FISCAL YEAR 2024-2025 CCPD BUDGET TO ALLOW FOR UNBUDGETED EXPENDITURES**

**WHEREAS**, the City of Richwood City Council adopted a budget for the City of Richwood, Texas, for the fiscal year 2024-2025 in September 2024;

**WHEREAS**, the City of Richwood Finance Director Patricia Ditto has reviewed annual spending as compared to the budget and has found items that have differed from original appropriations;

**WHEREAS**, staff and the board of CCPD requests that the council approve the budget amendment as outlined below to bring the spending within budgeted appropriations for FY24-25

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS HEREBY AMENDS THE FISCAL YEAR 2024-2025 CCPD BUDGET AS FILED WITH THE CITY SECRETARY AS FOLLOWS:**

**Crime Control and Prevention**

Increase to 15-60-5920 Motor Vehicles	\$ 70,000
Increase to 15-60-5220 Tools	\$ 10,000
Increase to 15-60-5550 IT Services	\$ 4,000

<b>Net Increase to CCPD Expenditures</b>	<b>\$ 84,000</b>
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**PASSED AND APPROVED** on this 16th day of June 2025.

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**Michael Durham, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Kirsten Garcia, City Secretary**



**AGENDA MEMORANDUM**  
**JUNE 16, 2025**  
**ITEM # 25-R-98**

**CONTACT:** Patricia Ditto, Finance Director

**SUBJECT:** Approval of a budget amendment to allow for spending above appropriations in the fiscal year 2024-2025 CCPD budget

**SUMMARY:** Consider approving a resolution to amend the CCPD budget to bring spending within appropriated amounts.

**BACKGROUND INFORMATION:**

The CCPD board set a budget for fiscal year 2024-2025 allowing for all expected and projected spending. Certain costs have exceeded/will exceed these appropriations and were approved at the June 12, 2025 CCPD board meeting. It is required that spending that exceeds appropriations on a fund level basis be brought to council for consideration and approval.

**FISCAL IMPACT:**

All increases in budgeted expenditures will affect fund balance as a reduction.

15-60-5920 Motor Vehicles	\$70,000 Approved expenditure from FY24 that was not expended until FY25
15-60-5220 Tools	\$10,000 for the purchase of MDTs from PeaceMaker Technologies as a package deal with the recently purchased Ticket Writers
15-60-5550 IT Services	\$4,000 for the purchase of Power DMS software

Total Additional Appropriations      \$84,000 approved by CCPD board on 6/12/2025

**RECOMMENDATION:** Council to approve Resolution amending the FY24-25 CCPD budget.

Thank you,

Patricia Ditto, Finance Director