



KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA

Tuesday, July 05, 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, July 05, 2022, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

- I. CALL TO ORDER
- II. ROLL CALL OF MEMBERS
- III. PUBLIC COMMENTS
- IV. CONSENT AGENDA
 - [A.](#) Approval of minutes from regular meeting held June 7, 2022.
- V. REPORT ON RECENT EVENTS
 - A. Phillips 66 Workday
 - B. 2022 Keep Texas Beautiful Conference
- VI. UPCOMING EVENTS
 - A. All America Night
 - B. Trunk or Treat
 - C. Dinner in the Garden
- VII. YARD OF THE MONTH
- VIII. DISCUSSION AND ACTION ITEMS
 - A. Discussion and action on approving TR's landscaping to clean up areas around the City.
 - B. Discuss and consider additional signage in the garden against harvesting without permission
 - C. Discussion on design and landscaping projects for GCAA.
 - D. Discussion on playground upgrades at Larry Johnson Park
 - E. Discussion regarding Windshield Survey
- 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, June 07, 2022 at 6:00 PM

BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Tuesday, June 7, 2022, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. ROLL CALL OF MEMBERS

PRESENT

Audrey Johnson
Becky Thompson
Jeremy Fountain
Lindsie Yearsin

Amanda Reynolds
Janet Ellis

ABSENT

Sonia Foger

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

III. PUBLIC COMMENTS

William Yearsin – Spoke regarding Larry Johnson park. Stated he would rather see money put into making the park more usable and kid friendly than for a sign.

IV. CONSENT AGENDA

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

B. Approval of minutes from regular meeting held May 3, 2022.

Motion to approve with amendment of Amanda Reynolds being present on May 3, 2022.

Motion made by Lindsie Yearsin, Seconded by Amanda Reynolds.

Voting Yea: Audrey Johnson, Becky Thompson, Janet Ellis, Jeremy Fountain, Lindsie Yearsin, Amanda Reynolds

V. YARD OF THE MONTH

A. June 2022

32535 Redfish Trail- Austin and Casey Atkins.

VI. DISCUSSION AND ACTION ITEMS

A. Discuss and consider adoption of FY 2022-2023 budget.

Discussion led by Kimberly.

Motion to approve FY 2023 budget in the total amount of \$26,235.

Motion made by Amanda Reynolds, Seconded by Audrey Johnson.

Voting Yea: Audrey Johnson, Becky Thompson, Janet Ellis, Jeremy Fountain, Lindsie Yearsin, Amanda Reynolds

- B. Discuss and consider Dinner Tonight Program at Community Garden.
Kimberly presented information, will bring back for a future meeting with more details.

- C. Discuss and consider presence and volunteers for All America Night.
Kimberly presented - All America Night - July 2, 2022, 6-10p
Would like volunteer for table and possibly pass out Popsicle.

- D. Discuss and consider volunteer efforts from Phillips 66 Interns.
Kimberly presented
Discussion held on possible tasks and work to do.
Need to set date.
June 18, 2022, from 8a-10a.

- E. Discuss GCAA results from Keep Texas Beautiful judges.
Kimberly presented.

- F. Discuss and consider creating a sub-committee for GCAA design and implementation of landscaping upgrades.
Kimberly presented.
Funding is split, 80% from federal 20% from state -- federal does not want to build anymore gateway monuments and no water features. They will consider irrigation for the projects.
Discussion held on possible ideas.

- G. Discuss and consider options for new park sign at Larry Johnson Park.
Kimberly presented.
Consensus of committee to use funds on park equipment due to increase in costs for signage.
Kimberly will present to Council on Monday.

VII. FINANCIAL REPORT

- A. Keep Richwood Beautiful, Year-To-Date
- B. Parks, Year-To-Date

VIII. EXECUTIVE DIRECTOR'S REPORT

Kimberly reported.
Produce 128.36 lbs veggies to community
KTB conference - sent out a more detailed schedule.

IX. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

No report.

X. SET NEXT MEETING DATE

July 5, 2022

XI. FUTURE AGENDA ITEMS

Larry Johnson Park

Yard of Month

TRS Landscaping

GCAA

Windshield Survey

XII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:26 p.m.

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

Chairman

ATTEST:

City Secretary

City of Richwood
Keep Richwood Beautiful
20 Beautification - 10/01/2021 to 07/01/2022
83.33% 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	12,739	0.00	11,540	15,000	3,460
Total Charges for services	12,739	0.00	11,540	15,000	3,460
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	17,528	0.00	12,683	21,000	8,317
Expenditures					
Parks & Recreation					
Beautification					
Personnel & Benefits					
615102 Contract Labor	3,660	0.00	5,540	8,400	2,860
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	1,035	0.00	2,768	5,500	2,732
Total Personnel & Benefits	4,695	0.00	8,308	13,900	5,592
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	2,051	0.00	708	2,000	1,292
Total Supplies	2,461	0.00	794	2,575	1,781
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	438	1,000	562
615695 Special Services - Miscellaneous	621	0.00	1,000	500	(500)
Total Other Services	1,760	0.00	1,638	2,300	662
Capital Equipment					
615930 Equipment	940	0.00	0.00	1,000	1,000
615950 Community Garden	2,820	0.00	2,157	2,000	(157)
Total Capital Equipment	3,760	0.00	2,157	3,000	843
Total Beautification	13,781	0.00	14,694	23,775	9,081
Total Parks & Recreation	13,781	0.00	14,694	23,775	9,081
Total Expenditures	13,781	0.00	14,694	23,775	9,081
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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	<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 -	6,747	0.00	2,989	2,225	(764)

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				Debit
085851 - Parks & Recreation					\$0.00
4/3/2022	AP	INV: march 2022 CITIBANK, N.A. - credit card purchases and credits	32.25		32.25
4/10/2022	AP	INV: APRIL 2022 JUMPING BEEANS BOUNCY HOUSE RENTALS - EASTER EVENT	250.00		282.25
10/3/2021	AP	INV: december21 CITIBANK, N.A. - credit card purchases and credits	328.24		610.49
12/2/2021	AP	INV: january22 CITIBANK, N.A. - credit card purchases and credits	395.96		1,006.45
6/3/2022	AP	INV: MAY 2022 CITIBANK, N.A. - MAY 2022 BILLING	433.45		1,439.90
3/8/2022	AP	INV: 0033606 GIFTS GALORE - EASTER EGGS	1,330.00		2,769.90
			\$2,769.90		\$2,769.90
			Budgeted Amount:		\$9,500.00
			Budget Balance:		\$6,730.10
 Report Total:					 \$2,769.90