

# City of Richwood TEXAS

## CITY COUNCIL MEETING AGENDA

Monday, March 10, 2025 at 6:05 PM

*Richwood City Hall, 1800 Brazosport Blvd. N.*

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, March 10, 2025, beginning at 6:05 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 COUNCIL MEMBERS
- III. PUBLIC COMMENTS
- IV. CONSENT AGENDA
  - [A.](#) Budget report, January 2025.
  - [B.](#) Approval of minutes from regular meeting held February 10, 2025.
- V. PRESENTATION
  - A. Update from Keep Richwood Beautiful, presented by Margaret McMahan, Executive Director.
- VI. DISCUSSION AND ACTION ITEMS
  - [A.](#) Final review and action on re-plat of lots 22 & 23, block 3 of Oakwood Shores Subdivision section 1.
  - B. Consider items removed from consent agenda
- VII. CAPITAL IMPROVEMENT PROJECTS UPDATE
- VIII. CITY MANAGER'S REPORT
- IX. COUNCIL MEMBER COMMENTS & REPORTS
- X. MAYOR'S REPORT
- XI. ITEMS OF COMMUNITY INTEREST
- XII. FUTURE AGENDA ITEMS
- XIII. 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 March 7, 2025 at 2:00 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



# AGENDA MEMORANDUM – MARCH 10, 2025

## ITEM # CONSENT

**CONTACT:** Patricia Ditto, Finance Director

**SUBJECT:** Monthly Budget Summary Report

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

### BACKGROUND INFORMATION:

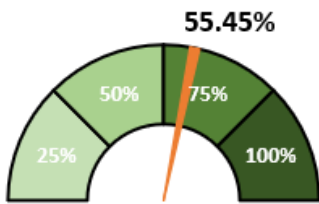
The information provided is for the FY 2024-2025 budget period, month ending January 31, 2025. This summary highlights several key points related to the current month’s activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include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

### DISCUSSION:

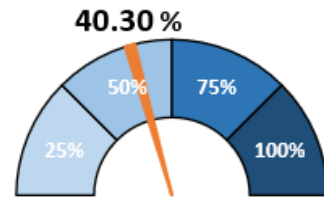
Attached is the budget report for January 2025, which is the fourth month of Fiscal Year 2025. 33% of the year has passed. The report reflects the original budget as approved for FY25 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *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 January 31, 2025, General Fund revenues total \$2,033,203. General Fund expenditures total \$1,401,151.



**General Fund Revenue as % of Budget**



**General Fund Expenditures as % of Budget**

### Revenue (GF)

Total Revenue collected in the General fund is 55.45% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of December is \$1,685,482, 69.85% 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 January was earned in November. 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	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				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	124,817.55	31,204.39	30,209.77	186,231.71

- Permits and Licenses revenues total \$30,744 this month for a total of \$40,019. This is compared to \$23,907 collected at this time last year.
- Inspection fees collected are \$12,120 year to date. Of this amount, \$7,500 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of January is \$5,369, \$20,211 year to date. This compares to \$25,047 at this time last year.
- Interest revenue is \$4,722 this month for a total of \$19,790 year to date.
- The Ambulance fee collected year to date is \$33,766.

## Expenditures (GF)

Expenditures in the General Fund are currently shown at \$1,401,151, 40.3% of budget. We have two line items that are over budget. City Maintenance and Repair is over by \$55,301. 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 from FEMA as well. Any remaining overages at year end will be included in a Budget Amendment.

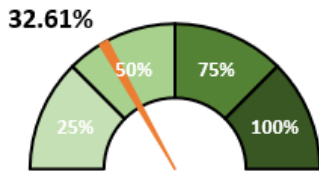


**Transfers (GF)**

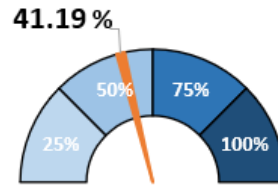
Interfund transfers have been made this month. The budget shows additional transfers coming from the General Fund fund balance, but this is not a transfer that happens until year end.

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

Operating Revenues in January total \$998,410 year to date. Operating expenses are \$980,819.



**Enterprise Fund Revenue as % of Budget**



**Enterprise Fund Operating Expense as % of Budget**

- There has been two Water Impact fees collected this year. The fee collected in January in the amount of \$9,700 reflects the increased fees from the Impact fee study. 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 January 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 -01/31/2025**

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
<b>Revenue</b>							<b>33% of year</b>
Taxes	1,610,044.47	862,207.50	1,877,811.58	3,258,935.00	3,258,935.00	1,381,123.42	57.62%
Property taxes, including delinquent & penalties	1,460,049.98	790,610.28	1,685,482.48	2,412,935.00	2,412,935.00		69.85%
Franchise Taxes	48,247.42	10,745.01	67,511.55	196,000.00	196,000.00		34.44%
Sales Tax	101,747.07	60,852.21	124,817.55	650,000.00	650,000.00		19.20%
Licenses and permits	23,907.32	30,744.20	40,019.20	75,150.00	75,150.00	35,130.80	53.25%
Intergovernmental revenue	8,372.68	7,002.32	8,668.51	10,000.00	10,000.00	1,331.49	86.69%
Charges for services - Municipal Bldg Rental	2,135.00	1,600.00	3,375.00	7,000.00	7,000.00	3,625.00	48.21%
Municipal Court Revenue	25,046.81	5,368.84	20,210.71	110,000.00	110,000.00	89,789.29	18.37%
Special Revenues	4,857.00	0.00	5,193.00	1,050.00	1,050.00	(4,143.00)	Ahead of Budget
Interest	30,078.38	4,722.42	19,789.95	55,000.00	55,000.00	35,210.05	35.98%
Miscellaneous revenue	52,346.18	12,641.20	58,135.28	149,400.00	149,400.00	91,264.72	38.91%
Inspection Fees	12,980.00	2,850.00	12,120.00	30,000.00	30,000.00		
Miscellaneous Income	4,710.68	965.70	11,999.78	13,000.00	13,000.00		
Parks & Recreation - Park Pavillion Rentals	375.00	0.00	(150.00)	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	600.00	400.00	400.00	1,400.00	1,400.00		
Ambulance Fee Revenue	33,680.50	8,425.50	33,765.50	101,500.00	101,500.00		
<b>Total Revenue</b>	<b>1,756,787.84</b>	<b>924,286.48</b>	<b>2,033,203.23</b>	<b>3,666,535.00</b>	<b>3,666,535.00</b>	<b>1,633,331.77</b>	<b>55.45%</b>
<b>Expenditures</b>							
<b>General Government Administration</b>							
Personnel & Benefits	178,849.22	46,759.11	197,149.40	599,119.00	599,119.00	401,969.60	32.91%
Supplies	4,795.73	739.73	5,810.03	19,500.00	19,500.00	13,689.97	29.80%
Maintenance & Repair	2,099.31	189.00	11,425.99	16,480.00	16,480.00	5,054.01	69.33%
Utilities	5,640.12	1,526.17	8,211.36	15,300.00	15,300.00	7,088.64	53.67%
Professional Services	84,588.39	14,293.57	100,839.64	402,062.00	402,062.00	301,222.36	25.08%
Other Services	34,595.67	181.19	35,914.72	107,351.00	107,351.00	71,436.28	33.46%
Capital Equipment	2,849.59	374.21	1,496.84	7,155.00	7,155.00	5,658.16	20.92%
<b>Total Administration</b>	<b>313,418.03</b>	<b>64,062.98</b>	<b>360,847.98</b>	<b>1,166,967.00</b>	<b>1,166,967.00</b>	<b>806,119.02</b>	<b>30.92%</b>
<b>Judicial</b>							
Personnel & Benefits	25,793.57	670.50	4,370.95	10,501.00	10,501.00	6,130.05	41.62%
Supplies	0.00	0.00	(0.44)	300.00	300.00	300.44	-0.15%
Professional Services	9,630.00	375.00	10,765.00	18,950.00	18,950.00	8,185.00	56.81%
Other Services	0.00	0.00	0.00	500.00	500.00	500.00	0.00%
<b>Total Judicial</b>	<b>35,423.57</b>	<b>1,045.50</b>	<b>15,135.51</b>	<b>30,251.00</b>	<b>30,251.00</b>	<b>15,115.49</b>	<b>50.03%</b>
<b>Permitting &amp; Inspections</b>							
Personnel & Benefits	11,208.00	1,515.00	7,500.00	35,000.00	35,000.00	27,500.00	21.43%
Supplies	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
<b>Total Permitting &amp; Inspections</b>	<b>11,208.00</b>	<b>1,515.00</b>	<b>7,500.00</b>	<b>36,000.00</b>	<b>36,000.00</b>	<b>28,500.00</b>	<b>20.83%</b>
<b>Special Revenue Expenditures</b>							
Supplies	495.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
<b>Total Special Revenue Expenditures</b>	<b>495.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00%</b>
<b>Total General Government</b>	<b>360,544.60</b>	<b>66,623.48</b>	<b>383,483.49</b>	<b>1,234,718.00</b>	<b>1,234,718.00</b>	<b>851,234.51</b>	<b>31.06%</b>
<b>Public Safety</b>							
<b>Police Department</b>							
Personnel & Benefits	294,725.08	74,145.64	302,882.05	960,447.00	960,447.00	657,564.95	31.54%
Supplies	16,640.48	2,973.33	10,955.24	46,700.00	46,700.00	35,744.76	23.46%
Maintenance & Repair	9,875.37	5,055.04	12,981.20	24,100.00	24,100.00	11,118.80	53.86%
Utilities	7,159.44	720.70	3,012.26	19,500.00	19,500.00	16,487.74	15.45%
Professional Services	71,753.87	40,054.07	140,089.18	228,716.00	228,716.00	88,626.82	61.25%
Other Services	12,878.76	0.00	11,668.42	15,213.00	15,213.00	3,544.58	76.70%
Capital Equipment	5,688.90	339.38	1,357.52	1,827.00	1,827.00	469.48	74.30%
<b>Total Police Department</b>	<b>418,721.90</b>	<b>123,288.16</b>	<b>482,945.87</b>	<b>1,296,503.00</b>	<b>1,296,503.00</b>	<b>813,557.13</b>	<b>37.25%</b>
<b>Fire Department</b>							
Personnel & Benefits	2,998.00	153.10	13,261.50	42,200.00	42,200.00	28,938.50	31.43%
Supplies	2,873.30	299.70	2,554.33	18,000.00	18,000.00	15,445.67	14.19%
Maintenance & Repair	18,594.02	764.07	8,922.43	47,000.00	47,000.00	38,077.57	18.98%
Utilities	1,956.84	496.15	2,190.01	6,150.00	6,150.00	3,959.99	35.61%
Professional Services	38,746.00	40,000.00	85,120.00	160,000.00	160,000.00	74,880.00	53.20%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	
Other Services	20,394.72	972.00	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>118,517.77</b>	<b>42,685.02</b>	<b>165,822.14</b>	<b>383,708.00</b>	<b>383,708.00</b>	<b>217,885.86</b>	<b>43.22%</b>
<b>Code Enforcement</b>							
Personnel & Benefits	24,074.14	6,334.67	26,084.61	82,559.00	82,559.00	56,474.39	31.60%
Supplies	773.82	50.00	(202.75)	6,200.00	6,200.00	6,402.75	-3.27%
Maintenance & Repair	35.75	0.00	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%
<b>Total Code Enforcement</b>	<b>25,405.95</b>	<b>6,384.67</b>	<b>26,456.45</b>	<b>91,568.00</b>	<b>91,568.00</b>	<b>64,113.55</b>	<b>28.89%</b>
<b>Total Public Safety</b>	<b>562,645.62</b>	<b>172,357.85</b>	<b>675,224.46</b>	<b>1,771,779.00</b>	<b>1,771,779.00</b>	<b>1,096,554.54</b>	<b>38.11%</b>
<b>Public Works</b>							
<b>City Maintenance</b>							
Personnel & Benefits	40,756.66	17,483.77	73,233.59	209,482.00	209,482.00	136,248.41	34.96%
Supplies	4,959.35	958.06	5,237.97	21,700.00	21,700.00	16,462.03	24.14%
Maintenance & Repair	11,438.54	88,761.50	112,160.87	56,860.00	56,860.00	(55,300.87)	Over Budget
Utilities	13,639.31	3,625.02	16,364.66	42,130.00	42,130.00	25,765.34	38.84%
Other Services	5,897.96	0.00	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%
<b>Total City Maintenance</b>	<b>262,473.62</b>	<b>110,828.35</b>	<b>274,215.05</b>	<b>414,946.00</b>	<b>414,946.00</b>	<b>140,730.95</b>	<b>66.08%</b>
<b>Parks and Recreation</b>							
Supplies	850.97	34.80	2,421.81	4,800.00	4,800.00	2,378.19	50.45%
Maintenance & Repair	7,761.02	2,303.32	9,566.14	27,000.00	27,000.00	17,433.86	35.43%
Utilities	1,047.62	245.06	1,046.33	3,600.00	3,600.00	2,553.67	29.06%
Other Services	4,982.03	0.00	7,339.60	19,568.00	19,568.00	12,228.40	37.51%
<b>Total Parks and Recreation</b>	<b>14,641.64</b>	<b>2,583.18</b>	<b>20,373.88</b>	<b>54,968.00</b>	<b>54,968.00</b>	<b>34,594.12</b>	<b>37.06%</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	0.00	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)	
<b>Total Emergency/Disaster</b>	<b>0.00</b>	<b>0.00</b>	<b>47,854.53</b>	<b>0.00</b>	<b>0.00</b>	<b>(47,854.53)</b>	Over Budget
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Expenditures</b>	<b>1,200,305.48</b>	<b>352,392.86</b>	<b>1,401,151.41</b>	<b>3,476,411.00</b>	<b>3,476,411.00</b>	<b>2,075,259.59</b>	<b>40.30%</b>
<b>Other Financing Sources and Uses</b>							
<b>Sources</b>							
Transfers In	25,000.00	15,000.00	75,500.00	980,000.00	980,000.00	904,500.00	100.00%
<b>Total Sources</b>	<b>25,000.00</b>	<b>15,000.00</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	395,000.00	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>395,000.00</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>(380,000.00)</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>247,482.36</b>	<b>191,893.62</b>	<b>312,551.82</b>	<b>75,124.00</b>	<b>75,124.00</b>	<b>(237,427.82)</b>	

City of Richwood Operational Budget Report 10/1/2024 -01/31/2025							
30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
<b>Net Operating Income (Loss)</b>							
<b>Operating income</b>							<b>33% of year</b>
Sewer Department	334,103.19	86,185.05	339,983.43	1,049,551.00	1,049,551.00	709,567.57	32.39%
Water Department	495,639.91	129,920.81	526,494.10	1,617,799.00	1,617,799.00	1,091,304.90	32.54%
Solid Waste Department	119,739.09	33,258.44	131,932.00	394,000.00	394,000.00	262,068.00	33.49%
<b>Total Operating income</b>	<b>949,482.19</b>	<b>249,364.30</b>	<b>998,409.53</b>	<b>3,061,350.00</b>	<b>3,061,350.00</b>	<b>2,062,940.47</b>	<b>32.61%</b>
<b>Operating expense</b>							
<b>Sewer Department</b>							
Personnel & Benefits	50,758.00	18,240.50	75,607.95	210,174.00	210,174.00	134,566.05	35.97%
Supplies	2,697.04	525.11	2,698.02	9,800.00	9,800.00	7,101.98	27.53%
Maintenance & Repair	8,237.03	919.88	147,086.38	66,040.00	66,040.00	(81,046.38)	Over Budget
Professional Services	179,314.05	111,212.14	241,193.25	485,000.00	485,000.00	243,806.75	49.73%
Other Services (insurance)	7,334.36	0.00	5,742.35	5,802.00	5,802.00	59.65	98.97%
<b>Total Sewer Department</b>	<b>248,340.48</b>	<b>130,897.63</b>	<b>472,327.95</b>	<b>776,816.00</b>	<b>776,816.00</b>	<b>304,488.05</b>	<b>60.80%</b>
<b>Water Department</b>							
Personnel & Benefits	93,842.61	26,927.80	108,998.31	344,731.00	344,731.00	235,732.69	31.62%
Supplies	14,738.82	786.47	19,498.67	38,500.00	38,500.00	19,001.33	50.65%
Maintenance & Repair	59,317.36	1,232.51	23,420.21	133,220.00	133,220.00	109,799.79	17.58%
Utilities	29,646.92	8,461.18	37,001.11	77,683.00	77,683.00	40,681.89	47.63%
Professional Services	11,123.56	31,448.25	37,756.23	85,500.00	85,500.00	47,743.77	44.16%
Other Services	121,778.83	33,511.38	161,282.88	544,824.00	544,824.00	383,541.12	29.60%
Capital Equipment	1,203.08	605.31	2,421.24	3,655.00	3,655.00	1,233.76	66.24%
<b>Total Water Department</b>	<b>331,651.18</b>	<b>102,972.90</b>	<b>390,378.65</b>	<b>1,228,113.00</b>	<b>1,228,113.00</b>	<b>837,734.35</b>	<b>31.79%</b>
<b>Solid Waste Department</b>							
Professional Services	114,181.42	29,568.51	118,112.04	376,000.00	376,000.00	257,779.96	31.41%
<b>Total Solid Waste Department</b>	<b>114,181.42</b>	<b>29,568.51</b>	<b>118,112.04</b>	<b>376,000.00</b>	<b>376,000.00</b>	<b>257,887.96</b>	<b>31.41%</b>
<b>Total Operating expense</b>	<b>694,173.08</b>	<b>263,439.04</b>	<b>980,818.64</b>	<b>2,380,929.00</b>	<b>2,380,929.00</b>	<b>1,400,110.36</b>	<b>41.19%</b>
<b>Total Net Operating Income (Loss)</b>	<b>255,309.11</b>	<b>(14,074.74)</b>	<b>17,590.89</b>	<b>680,421.00</b>	<b>680,421.00</b>	<b>662,830.11</b>	<b>2.59%</b>
<b>Non-Operating Items</b>							
<b>Non-operating income</b>							
Interest income	1,392.59	1,672.78	6,666.15	0.00	0.00	(6,666.15)	Ahead of Budget
Other income	855.27	401.40	310.64	2,412.00	2,412.00	2,101.36	12.88%
Transfers In	70,000.00	0.00	0.00	0.00	0.00	0.00	At Budget
<b>Total Non-operating income</b>	<b>72,247.86</b>	<b>2,074.18</b>	<b>6,976.79</b>	<b>2,412.00</b>	<b>2,412.00</b>	<b>4,564.79</b>	<b>289.25%</b>
<b>Non-operating expense</b>							
Debt Service	184,754.81	6,807.50	112,172.50	360,405.00	360,405.00	248,232.50	31.12%
Transfers Out	56,000.00	0.00	0.00	56,000.00	56,000.00	56,000.00	0.00%
<b>Total Non-operating expense</b>	<b>240,754.81</b>	<b>6,807.50</b>	<b>112,172.50</b>	<b>416,405.00</b>	<b>416,405.00</b>	<b>304,232.50</b>	<b>26.94%</b>
Depreciation Expense	0.00	0.00	0.00	325,000.00	325,000.00	325,000.00	0.00%
<b>Total Non-Operating Items</b>	<b>(168,506.95)</b>	<b>(4,733.32)</b>	<b>(105,195.71)</b>	<b>(738,993.00)</b>	<b>(738,993.00)</b>	<b>633,797.29</b>	<b>Ahead of Budget</b>
<b>Total - 30 Water &amp; Sewer Enterprise Fund</b>	<b>86,802.16</b>	<b>(18,808.06)</b>	<b>(87,604.82)</b>	<b>(58,572.00)</b>	<b>(58,572.00)</b>	<b>(29,032.82)</b>	<b>149.57%</b>

Budget Amendments:



# MINUTES

## RICHWOOD CITY COUNCIL MEETING

Monday, February 10, 2025 at 6:00 PM

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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

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

II. INVOCATION

Tricia Ditto, Finance Director, led the invocation.

III. PLEDGES OF ALLEGIANCE

Mayor Durham led the pledges.

IV. ROLL CALL OF COUNCIL MEMBERS

PRESENT

Michael Durham

Paul Stallberg

Mike Challenger

Amanda Reynolds

William Yearsin

Jeremy Fountain

V. PUBLIC COMMENTS

There was no public comment.

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.

***Motion to approve 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. EMPLOYEE SERVICE AWARD

A. Eric Foerster, City Manager - 5 Years

Mayor Durham presented the award.

VIII. PRESENTATION

A. Fiscal Year 2024 Annual Audit Presentation - Pattillo, Brown & Hill

John Manning, with Patillo, Brown & Hill, presented.

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.

Kirsten Garcia, City Secretary, presented.

***Motion to adopt Ordinance 25-527, amending Appendix A Zoning, Section 7, updating the minimum square footage for accessory structures to require a form survey.***

***Motion made by William Yearsin, Seconded by Jeremy Fountain.***

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

***Voting Nay: Mike Challenger***

***Motion carried.***

- 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.

Tricia Ditto, Finance Director, presented.

***Motion to adopt 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.***

***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.***

- 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.

Tricia presented.

***Motion to approve 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.***

***Motion made by Amanda Reynolds, Seconded by William Yearsin.***

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

***Voting Nay: Mike Challenger***

***Motion carried.***

- D. Discuss and consider continuing agreement with current auditing firm or authorizing staff to advertise Requests for Proposals for Auditing Services.

Tricia Ditto, Finance Director, presented.

Discussion was held on the current status of the existing auditing firm.

**Motion to continue the agreement with the current auditing firm.**

**Motion made by Amanda Reynolds, Seconded by William Yearsin.**

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

**Voting Nay: Mike Challenger**

**Motion carried.**

- E. Discuss and consider approving task order with Strand Engineering to provide on call engineering support services as requested by city staff.

Clif Custer, Public Works Director, presented.

**Motion to approve task order with Strand Engineering to provide on call engineering support services as requested by city staff.**

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

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

**Motion carried.**

- F. Discussion regarding the possible need for chloramine conversion within the City of Richwood's water distribution system.

Clif Custer, Public Works Director, presented.

Discussion held on liability of work performed.

- G. Consider items removed from consent agenda

No items were removed from the consent agenda.

X. CAPITAL IMPROVEMENT PROJECTS UPDATE

Clif Custer, Public Works Director, presented.

XI. CITY MANAGER'S REPORT

Eric Foerster, City Manager, gave report.

XII. COUNCIL MEMBER COMMENTS & REPORTS

Paul Stallberg praised the Chief and the police department for helping the Sheriff's Office during the deputy's death. He also praised the Fire Department; their response time is always great. Councilman Stallberg provided information regarding a fundraising event for the fallen deputy.

Mike Challenger provided information regarding the Penguin Project, which is starting back up. It is a theatre for special needs kids in the area. If anyone has a child with special needs, we would love to have you participate in the project.

Amanda Reynolds spoke regarding elections and registering to vote. She encouraged all to get involved in local elections since Richwood historically has a low voter turnout. She wishes to see that improve.

Will Yearsin thanked all city workers and Tricia for her hard work on the audit.

Jeremy Fountain expressed his appreciation to staff and past councils for their hard work ensuring the City's finances are in good standing.

XIII. MAYOR'S REPORT

Mayor reported thanks to those who attended tonight and also thanked staff for their work.  
Reminded everyone it's Valentine's Day.

XIV. ITEMS OF COMMUNITY INTEREST

Information provided regarding an upcoming meet and greet hosted by KRB.

XV. FUTURE AGENDA ITEMS

No report.

XVI. ADJOURNMENT

Being there no further business, the meeting is adjourned at 7:20 p.m.

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

\_\_\_\_\_  
**Mayor**

**ATTEST:**

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

METES AND BOUNDS DESCRIPTION

ALL THAT CERTAIN 4.002 ACRE TRACT OF LAND LYING AND SITUATED IN THE JARED E. GROCE SURVEY, ABRAZIA COUNTY, TEXAS, BEING ALL THAT CERTAIN LOT 22, BLOCK 3, OF THE OAKWOOD SHORES SUBDIVISION, SAID SUBDIVISION BEING RECORDED IN CLERK'S FILE NO. 2008-019216 OF THE BRAZORIA COUNTY OFFICIAL RECORDS (B.C.O.R.), SAID LOT 22 BEING THE SAME LAND CONVEYED BY WARRANTY DEED ON APRIL 1, 2002 FROM JARROD AND KIMBERLY STREETS TO BRANDAN WHITE, AS RECORDED IN CLERK'S FILE NO. 2022-020252 OF THE B.C.O.R. AND BEING THAT CERTAIN LOT 23, BLOCK 3, OF SAID OAKWOOD SHORES SUBDIVISION, BEING THE SAME LAND CONVEYED BY WARRANTY DEED ON NOVEMBER 15, 2024 FROM BILLY AND LINDA WHITE TO BRANDAN WHITE, AS RECORDED IN CLERK'S FILE NO. 2024-020654 OF THE B.C.O.R. SAID 4.002 ACRE TRACT OF LAND HEREBY CONVEYED BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS USING SURVEY TECHNOLOGY WHICH REFERS TO THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD83), IN WHICH THE DIRECTIONS ARE LAMBERT GRID BEARINGS AND THE DISTANCES ARE SURFACE LEVEL HORIZONTAL LENGTHS (S.F. = 0.99997515551) AS FOLLOWS:

BEGINNING AT A 1/4" IRON ROD WITH SURVEY CAP MARKED "T1W RPLS 6577" SET FOR THE EAST CORNER OF SAID LOT 23, BEING THE NORTHWESTERN CORNER OF ALL THAT CERTAIN LOT 24, BLOCK 3, OF SAID OAKWOOD SHORES SUBDIVISION, SAME BEING A POINT ON THE SOUTHWESTERN RIGHT-OF-WAY BOUNDARY LINE OF THE 70 FOOT WIDE BAYOU VIEW COURT, AS DEDICATED ON THE PLAT OF SAID OAKWOOD SHORES SUBDIVISION, FOR THE EAST CORNER AND POINT OF BEGINNING OF THE HEREIN DESCRIBED 4.002 ACRE TRACT, LOCATED AT TEXAS STATE PLANE COORDINATE POSITION X=3116954.76 AND Y=13602620.37;

THENCE SOUTH 46°16'35" WEST, COINCIDENT WITH THE SOUTHEASTERN BOUNDARY LINE OF SAID LOT 23, BEING THE NORTHWESTERN BOUNDARY LINE OF SAID LOT 24, AT A DISTANCE OF 359.76 FEET PASS A 1/4" IRON ROD FOUND MARKING A POINT ON LINE FOR REFERENCE, AND CONTINUING FOR A TOTAL DISTANCE OF 899.91 FEET TO THE SOUTH CORNER OF SAID LOT 23, BEING THE WEST CORNER OF SAID LOT 24, BEING A POINT ON THE NORTHEASTERN BOUNDARY LINE OF ALL THAT CERTAIN LOT 21, BLOCK 3, OF SAID OAKWOOD SHORES SUBDIVISION, SAME BEING THE CENTERLINE OF AN 80 FOOT WIDE DRAINAGE EASEMENT, AS DEDICATED ON THE PLAT OF SAID OAKWOOD SHORES SUBDIVISION, FOR THE SOUTH CORNER OF THE HEREIN DESCRIBED 4.002 ACRE TRACT;

THENCE NORTH 43°44'25" WEST, COINCIDENT WITH THE SOUTHWESTERN BOUNDARY LINE OF SAID LOT 21, BEING THE NORTHEASTERN BOUNDARY LINE OF SAID LOT 23, SAME BEING THE CENTERLINE OF SAID 80 FOOT WIDE DRAINAGE EASEMENT, AT A DISTANCE OF 217.98 FEET PASS THE WEST CORNER OF SAID LOT 23, BEING THE SOUTH CORNER OF SAID LOT 22, AND CONTINUING FOR A TOTAL DISTANCE OF 425.99 FEET TO THE WEST CORNER OF SAID LOT 22, BEING A POINT ON THE SOUTHEASTERN RIGHT-OF-WAY BOUNDARY LINE OF THE 70 FOOT WIDE BAYOU BEND, AS DEDICATED ON THE PLAT OF SAID OAKWOOD SHORES SUBDIVISION, BEING A POINT ON A CURVE TO THE RIGHT HAVING A RADIUS OF 2365.00 FEET, FOR THE WEST CORNER OF THE HEREIN DESCRIBED 4.002 ACRE TRACT;

THENCE IN A NORTHEASTERLY DIRECTION ALONG SAID CURVE TO THE RIGHT, COINCIDENT WITH THE NORTHEASTERN BOUNDARY LINE OF SAID LOT 22, BEING THE SOUTHEASTERN RIGHT-OF-WAY BOUNDARY LINE OF SAID BAYOU BEND, AT AN ARC LENGTH OF 40.30 FEET PASS A 1/4" IRON ROD FOUND MARKING THE NORTHERN CORNER OF SAID 80 FOOT WIDE DRAINAGE EASEMENT, CONTINUING ALONG SAID CURVE TO THE RIGHT HAVING A RADIUS OF 2365.00 FEET, A CENTRAL ANGLE OF 5°59'02", A TOTAL ARC LENGTH OF 246.31 FEET AND A CHORD BEARING OF NORTH 14°15'30" EAST, A DISTANCE OF 246.19 FEET TO A 1/4" IRON ROD WITH SURVEY CAP FOUND MARKING THE POINT OF TANGENCY IN THE NORTHWESTERN BOUNDARY LINE OF SAID LOT 22, FOR THE POINT OF TANGENCY IN THE NORTHWESTERN BOUNDARY LINE OF THE HEREIN DESCRIBED 4.002 ACRE TRACT;

THENCE NORTH 46°18'09" EAST, COINCIDENT WITH THE NORTHWESTERN BOUNDARY LINE OF SAID LOT 22, BEING THE SOUTHEASTERN RIGHT-OF-WAY BOUNDARY LINE OF SAID BAYOU BEND, A DISTANCE OF 129.12 FEET TO A 1/4" IRON ROD WITH SURVEY CAP FOUND MARKING THE POINT OF CURVATURE OF A CURVE TO THE RIGHT HAVING A RADIUS OF 25.00 FEET, FOR A POINT OF CURVATURE IN THE NORTHWESTERN BOUNDARY LINE OF THE HEREIN DESCRIBED 4.002 ACRE TRACT;

THENCE IN AN EASTERLY DIRECTION ALONG SAID CURVE TO THE RIGHT, COINCIDENT WITH THE NORTHERN BOUNDARY LINE OF SAID LOT 22, BEING AT THE INTERSECTION OF THE SOUTHEASTERN RIGHT-OF-WAY BOUNDARY LINE OF SAID BAYOU BEND AND THE SOUTHWESTERN RIGHT-OF-WAY BOUNDARY LINE OF SAID BAYOU VIEW COURT, ALONG SAID CURVE TO THE RIGHT HAVING A RADIUS OF 25.00 FEET, A CENTRAL ANGLE OF 89°57'49", AN ARC LENGTH OF 39.25 FEET, AND A CHORD BEARING OF SOUTH 88°42'57" WEST, A DISTANCE OF 35.34 FEET TO THE POINT OF TANGENCY IN THE NORTHEASTERN BOUNDARY LINE OF SAID LOT 22, FOR THE POINT OF TANGENCY IN THE NORTHEASTERN BOUNDARY LINE OF THE HEREIN DESCRIBED 4.002 ACRE TRACT;

THENCE SOUTH 43°44'03" EAST, COINCIDENT WITH THE NORTHEASTERN BOUNDARY LINE OF SAID LOT 22, BEING THE SOUTHWESTERN RIGHT-OF-WAY BOUNDARY LINE OF SAID BAYOU VIEW COURT, AT A DISTANCE OF 198.00 FEET PASS A 1/4" IRON ROD WITH SURVEY CAP FOUND MARKING THE EAST CORNER OF SAID LOT 22, BEING THE NORTH CORNER OF SAID LOT 23, AND CONTINUING FOR A TOTAL DISTANCE OF 413.88 FEET TO THE POINT OF BEGINNING AND CONTAINING 4.002 ACRES OF LAND, MORE OR LESS.

GENERAL NOTES:

- 1. ALL COORDINATES AND BEARINGS ARE RELATIVE TO THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD83). NORTH ARROW SHOWN IS A GRAPHIC REPRESENTATION OF TEXAS STATE PLANE GRID NORTH.
2. ALL DISTANCES SHOWN HEREON ARE HORIZONTAL SURFACE LEVEL LENGTHS, (S.F. = 0.99997515551)
3. THE SUBJECT TRACT IS LOCATED WITHIN THE LIMITS OF ZONE "AE" SPECIAL FLOOD HAZARD AREAS WITH A BASE FLOOD ELEVATION DETERMINED TO BE 12 FEET, AS SHOWN ON FLOOD INSURANCE RATE MAP NUMBER 48039C0610K, DATED: DECEMBER 30, 2020.
4. THIS SURVEY RELIED ON A TITLE COMMITMENT FROM GREAT AMERICAN TITLE COMPANY, S.F. NO.: 122625-GAT81, POLICY DATE: APRIL 1, 2022, FOR ALL ITEMS OF RECORD.
5. THE EASEMENTS AND BUILDING LINES SHOWN HEREON ARE AS THEY APPEAR ON THE PLAT OF OAKWOOD SHORES, AS RECORDED IN CLERK'S FILE NO. 2008-019216 OF THE B.C.O.R. HOWEVER, THIS PROPERTY MAY BE SUBJECT TO ADDITIONAL EASEMENTS, BUILDING LINES, RESTRICTIONS AND COVENANTS DEFINED IN CLERK'S FILE NO. 2008-023001, 2009-038875, 2010-029280, 2011-041601, 2013-032347, 2013-038294, 2013-061375, 2015-014190, 2017-005320, 2018-004235, 2018-016332, 2018-016334, 2022-036570, 2022-011071, AND 2022-011775 OF THE B.C.O.R. AND REFERENCED IN ITEM 6, OF SCHEDULE 'B' OF THE TITLE COMMITMENT. BUILDING RESTRICTIONS AND REQUIREMENTS ARE SUBJECT TO THE CITY OF RICHWOOD CODE OF ORDINANCES.
6. THIS PROPERTY IS SUBJECT TO AN UNOBSTRUCTED AERIAL EASEMENT AS DEFINED IN NOTE 11, OF THE PLAT OF OAKWOOD SHORES, AS RECORDED IN CLERK'S FILE NO. 2008-019216 OF THE B.C.O.R.
7. THIS PROPERTY MAY BE SUBJECT TO THE AGREEMENT FOR UNDERGROUND ELECTRIC SERVICE RECORDED IN CLERK'S FILE NO. 2008-03199 OF THE B.C.O.R. AND REFERENCED IN ITEM 6, I, OF SCHEDULE 'B' OF THE TITLE COMMITMENT.
8. ALL DRAINAGE AND MAINTENANCE EASEMENTS SHOWN HEREON SHALL BE KEPT CLEAR OF FENCES, BUILDINGS, FOUNDATIONS, PLANTINGS AND OTHER OBSTRUCTIONS, TO THE OPERATION AND MAINTENANCE OF THE DRAINAGE FACILITIES. ALL PROPERTY SHALL DRAIN INTO THE DRAINAGE EASEMENT ONLY THROUGH AN APPROVED DRAINAGE STRUCTURE.
9. ALL DRAINAGE FACILITIES WITHIN DRAINAGE AND DETENTION EASEMENTS AND SHOWN ON THIS PLAN WILL BE MAINTAINED BY THE HOMEOWNER'S ASSOCIATION AND/OR ADJACENT LOT OWNERS, HOWEVER, ANY GOVERNMENT ENTITY MAY ENTER ONTO THE EASEMENTS TO MAINTAIN THESE DRAINAGE FACILITIES IF NECESSARY.
10. LOCAL SITE BENCHMARK IS A RAILROAD SPIKE SET IN THE WEST SIDE OF A POWER POLE NEAR THE NORTH CORNER OF LOT 21, SAME BEING THE EAST CORNER OF LOT 22, CALLED TBM 'A' AT ELEVATION = 11.98 FEET (NAVD88).
I, TRAVIS T. WACHTSTETTER, REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THE ABOVE AND FOREGOING PLAT IS A TRUE REPRESENTATION OF A SURVEY MADE UNDER MY SUPERVISION, ON THE GROUND, AND THAT THIS PLAT CORRECTLY REPRESENTS THAT SURVEY MADE UNDER MY SUPERVISION. DATE SURVEYED: DECEMBER 9, 2024

LEGEND

- FOUND IRON PIPE/ROD
○ SET 1/4" IRON ROD W/ SURVEY CAP - T1W 6577
--- SUBJECT PROPERTY LINE
--- LOT LINE
--- EASEMENT LINE
--- BUILDING LINE
B.C.O.R. BRAZORIA COUNTY OFFICIAL RECORDS
B.L. BUILDING LINE
FND. FOUND
I.R. IRON ROD
NO. NUMBER
R.O.W. RIGHT-OF-WAY
U.E. UTILITY EASEMENT

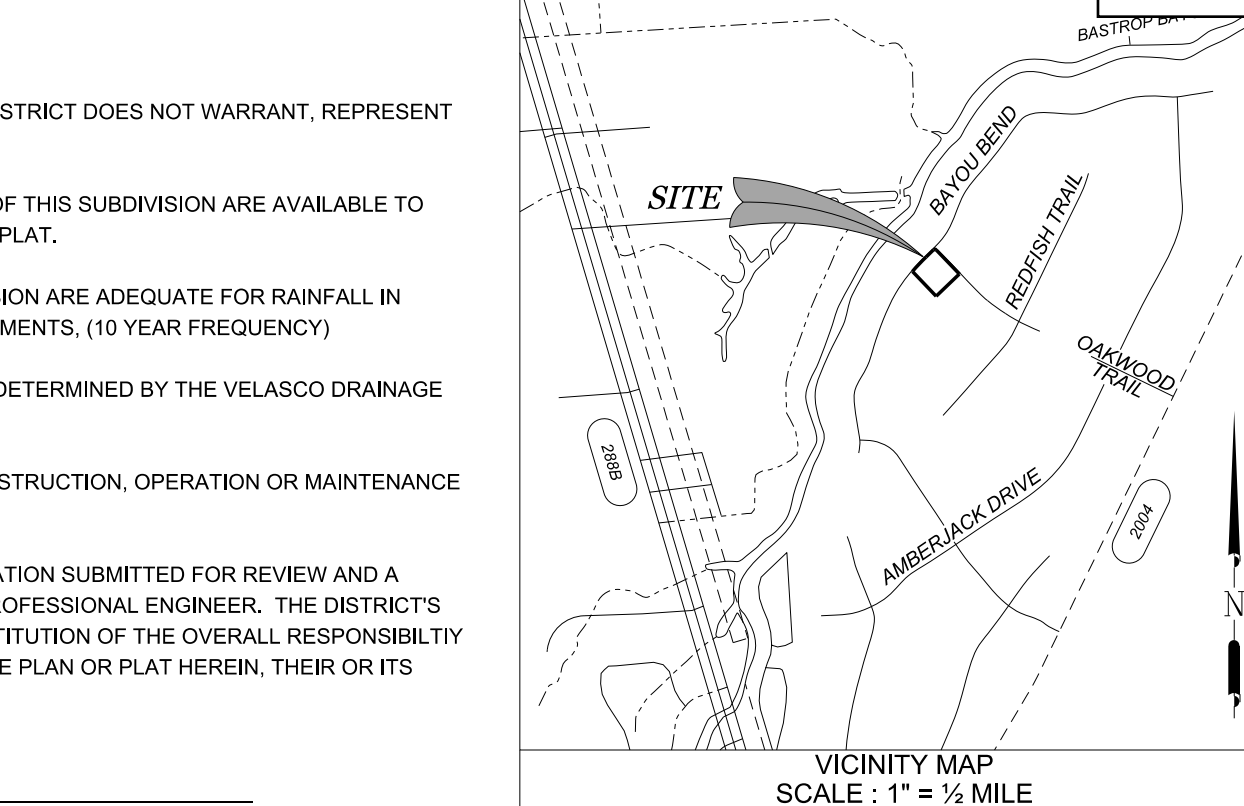
CURVE TABLE

Table with 5 columns: CURVE #, DELTA, RADIUS, ARC LENGTH, CHORD BEARING, CHORD LENGTH. Rows include C1 and C2 with specific survey data.

REPLAT OF LOTS 22 & 23, BLOCK 3 OAKWOOD SHORES SUBDIVISION

JARED E. GROCE SURVEY ABSTRACT 66

VELASCO DRAINAGE DISTRICT



OAKWOOD SHORES SUBDIVISION CLERK'S FILE NO. 2008-019216 B.C.O.R.

STUART HERBST, CHAIRMAN (AREA 3)
WILL J. BROOKS, VICE CHAIRMAN (AREA 1)

BILLY P. CRAIN, SECRETARY (AREA 2)
DATE:

OWNER'S DEDICATION

STATE OF TEXAS
COUNTY OF
NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:
I, BRANDAN WHITE, OWNER OF LOTS 22 & 23, BLOCK 3, OF THE OAKWOOD SHORES SUBDIVISION, AS RECORDED IN CLERK'S FILE NO. 2008-019216 OF THE BRAZORIA COUNTY OFFICIAL RECORDS, IN THE JARED E. GROCE SURVEY, ABSTRACT 66, BRAZORIA COUNTY, DO HEREBY DEDICATE TO PUBLIC USE, THE STREETS, ALLEYS, PARKS AND EASEMENTS SHOWN HEREON FOR THEIR USE FOREVER, AND DO HEREBY WAIVE ANY CLAIMS FOR DAMAGES OCCASIONED BY THE ESTABLISHING OF GRADES AS APPROVED FOR THE STREETS AND ALLEYS DEDICATED, OR OCCASIONED BY THE ALTERATION OF THE SURFACE OF ANY PORTION OF STREETS OR ALLEYS TO CONFORM TO SUCH GRADES, AND DO HEREBY BIND OURSELVES, OUR HEIRS, SUCCESSORS AND ASSIGNS TO WARRANT AND FOREVER DEFEND THE TITLE TO THE LAND SO DEDICATED.
WITNESS MY HAND IN THIS THE \_\_\_ DAY OF \_\_\_, 20\_\_.

BRANDAN WHITE
NOTARY PUBLIC
STATE OF
COUNTY OF

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED BRANDAN WHITE, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN SET FORTH, GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS \_\_\_ DAY OF \_\_\_, 20\_\_.

NOTARY PUBLIC
DATE

CITY PLANNING COMMISSION

THIS IS TO CERTIFY THAT THE ABOVE AND FOREGOING REPLAT OF LOTS 22 & 23, BLOCK 3, OF THE OAKWOOD SHORES SUBDIVISION WAS APPROVED THIS THE \_\_\_ DAY OF \_\_\_, 20\_\_ BY THE CITY PLANNING COMMISSION OF RICHWOOD.

CHAIRMAN

WITNESS MY HAND THIS THE \_\_\_ DAY OF \_\_\_, 20\_\_.

CITY SECRETARY

CITY COUNCIL

THIS IS TO CERTIFY THAT THE ABOVE AND FOREGOING REPLAT OF LOTS 22 & 23, BLOCK 3, OF THE OAKWOOD SHORES SUBDIVISION WAS APPROVED THIS THE \_\_\_ DAY OF \_\_\_, 20\_\_ BY THE CITY COUNCIL OF RICHWOOD.

MAYOR

WITNESS MY HAND THIS THE \_\_\_ DAY OF \_\_\_, 20\_\_.

CITY SECRETARY

REPLAT OF LOTS 22 & 23, BLOCK 3, OAKWOOD SHORES SUBDIVISION

BEING ALL THAT CERTAIN CALLED LOTS 22 & 23, BLOCK 3, OAKWOOD SHORES SUBDIVISION, AS RECORDED IN CLERK'S FILE NO. 2008-019216 OF THE BRAZORIA COUNTY OFFICIAL RECORDS IN THE JARED E. GROCE SURVEY, ABSTRACT 66 BRAZORIA COUNTY, TEXAS

PROPERTY OWNER:
BRANDAN WHITE
114 DEERWOOD DRIVE
LAKE JACONSON, TX 77566
JANUARY 2025

PREPARED BY:
Doyle & Wachtstetter, Inc.
Surveying and Mapping GPS/GIS
131 COMMERCE STREET, CLUTE, TEXAS 77531
OFFICE: 979.265.3622 FAX: 979.265.9940 FIRM NO.: 10024500

SURVEYED: CAC 12-09-24 BOOK NO.: BRAZORIA CO. VOL. 50 PROJECT NO.: 17171-24-01
DRAWN BY: JAGHRG 12-06-24 CHECKED: TTW 01-30-25 REVISED: NO

PRELIMINARY



TRAVIS T. WACHTSTETTER
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NUMBER 6577



1800 Brazosport Blvd  
Richwood, TX 77531  
(979)265-2082 (979)265-7345 (fax)

**APPLICATION FOR REPLAT REQUEST**

**PLEASE NOTE:** The following questions must be answered completely. If additional space is needed, attach extra pages to the application. Contact the City of Richwood at (979) 265-2082 for clarification of terms or for specific zone district requirements.

**DATA ON APPLICANT AND OWNER:**

Name: Doyle & Wachtstetter, Inc. Date: 1-30-2025

Address: 131 Commerce Street, Clute, TX 77534

Home Phone: \_\_\_\_\_ Business Phone: 979-265-3622 (Ext 1026)

**SUBJECT PROPERTY:**

Address of property in question: 3111 & 3119 Bayou View Court

Legal Description of property: Oakwood Shores, Block 3, Lots 22 & 23

Current Zone: Residential

Zone being requested: Residential

**PURPOSE OF THE REPLAT** (be specific): The purpose of this replat is to combine

Lots 22 & 23, Block 3, of Oakwood Shore into one lot, Lot 22A.

Owner : Brandan White, 114 Deerwood Drive, Lake Jackson, TX 77566

I (we) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate to the best of my knowledge and belief. I also hereby give permission for the members of the City of Richwood Planning and Zoning and City Staff to access the property in question for the purpose of gathering information to make an informed decision on this request.

Travis T. Wachtstetter, RPLS 6577

Doyle & Wachtstetter, Inc.

\_\_\_\_\_  
Name of Applicant

*Travis T. Wachtstetter*

\_\_\_\_\_  
Signature of Applicant

1-30-2025

\_\_\_\_\_  
Date

\_\_\_\_\_  
**IMPORTANT:**

A drawing, including all dimensions and structures, must be attached along with the applicable fee, to be considered. Failure to include both will result in automatic denial of application.