



KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA

Thursday, November 04, 2021 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 Thursday, November 04, 2021, 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, October 5, 2021.
- V. REPORT ON RECENT EVENTS
 - A. Trunk or Treat - October 29, 2021
- VI. UPCOMING EVENTS
 - A. Fall Sweep - November 13, 2021
 - B. Christmas in the Park
- VII. YARD OF THE MONTH
- VIII. DISCUSSION AND ACTION ITEMS
 - A. Discussion and possible action regarding pet waste stations at pocket parks.
 - B. Discussion and possible action regarding flag placement for Veterans Day.
 - C. Discussion and possible action regarding the completion of the landscaping project.
- IX. FINANCIAL REPORT
 - [A.](#) Parks and Rec Budget Report, October 2021
 - [B.](#) KRB Budget Report, October 2021
- 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, October 05, 2021 at 6:00 PM

I. CALL TO ORDER

The meeting was called to order at 6:02 p.m.

II. ROLL CALL OF MEMBERS

PRESENT

Audrey Johnson

Brittany Figaro

Sonia Foger

Janet Ellis

Jeremy Fountain

Lindsie Yearsin

ABSENT

Becky Thompson

III. PUBLIC COMMENTS

There was no public comment.

IV. CONSENT AGENDA

A. Approval of Minutes from regular meeting held September 7, 2021

Motion to approve consent agenda.

Motion made by Janet Ellis, Seconded by Sonia Foger.

Voting Yea: Audrey Johnson, Brittany Figaro, Sonia Foger, Janet Ellis, Jeremy Fountain, Lindsie Yearsin

V. YARD OF THE MONTH

A. October - Spookiest Yard of the Month

Kimberly reported that she has about 9 houses that have signed up for so far. She requested that the committee choose a date to drive around and decide on a home. Kimberly will email the homes and everyone email her individually with their favorite.

VI. DISCUSSION AND ACTION ITEMS

A. Discuss and consider approval of training for Executive Director - Junior Master Gardener Program

Kimberly reported information on the Junior Master Gardener Program.

Committee was in agreement.

VII. FINANCIAL REPORT

Kimberly reported on recent spending.

Discussion held on the best way to present future financial reports.

A. Beautification - Financial report through Sept 28, 2021.

B. Parks - Financial report through Sept 28, 2021.

VIII. EXECUTIVE DIRECTOR'S REPORT

Kimberly reported all that she planted at the Garden. She hopes to be able to donate most by the end of the year.

212lbs donated so far - goal of 300.

Butterfly bushes and cone flowers have been added to attract more pollinators. Monarchs are on their way.

Next month we need to see if anyone is available to put up flags for Veterans days - Tuesday Nov. 9th need help - around 8 am.

Pet waste bags, Kim stated she will order some and make a social media post.

Bluebonnets are getting planted in the next week or two.

Budget update - all supplemental requests were granted. We have additional funds for scholarship and landscaping around the Richwood signs. Also have funds for the Larry Johnson Park sign.

Greenbag grant update.

IX. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

No report.

X. SET NEXT MEETING DATE

November 2nd at 6pm

XI. FUTURE AGENDA ITEMS

Pet Waste Station at the Pocket Park

Discuss City Events or Christmas

XII. ADJOURNMENT

Being there no further business the meeting was adjourned at 6:45 p.m.

These minutes were read and approved on this 4th day of November 2021.

Chairman

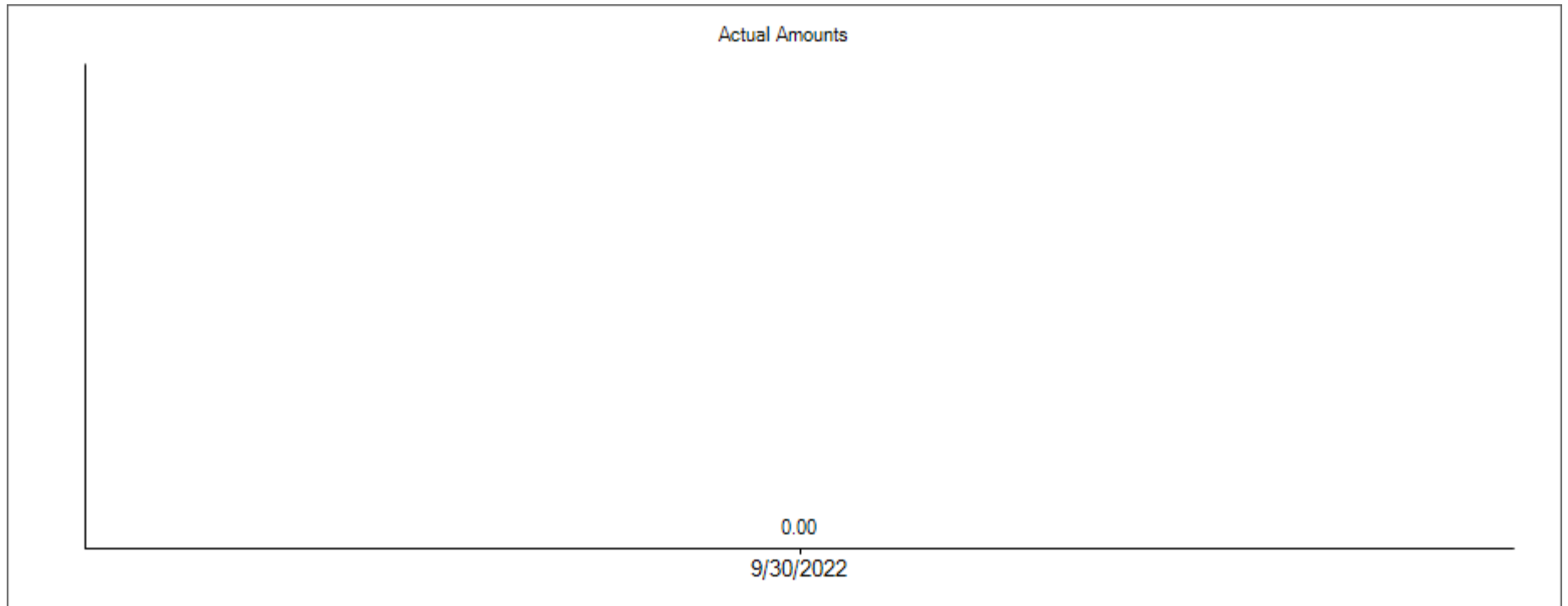
ATTEST:

City Secretary

City of Richwood
10085851 - Parks & Recreation

Section IX, Item A.

Annual Amount	FYE 2022
Start Balance	0.00
Actual	0.00
End Balance	0.00
Encumbrance	0.00
Budget	9,500.00
Budget Balance	<u>\$9,500.00</u>



City of Richwood
Keep Richwood Beautiful
20 Beautification - 10/01/2021 to 11/01/2021
16.67% of the fiscal year has expired

Section IX, Item B.

	Prior YTD	Current Period	Current YTD	2021 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	2,546	0.00	1,278	15,000	13,722
Total Charges for services	2,546	0.00	1,278	15,000	13,722
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	0.00	0.00	(23)	0.00	23
614114 Community Garden Membership Fees	0.00	0.00	0.00	1,500	1,500
614115 Farmers Market Revenue	0.00	0.00	0.00	4,500	4,500
Total Miscellaneous revenue	0.00	0.00	(23)	6,000	6,023
Total Revenue	2,546	0.00	1,255	21,000	19,745
Expenditures					
Parks & Recreation					
Beautification					
Personnel & Benefits					
615102 Contract Labor	562	0.00	900	8,400	7,500
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	0.00	0.00	0.00	5,500	5,500
Total Personnel & Benefits	562	0.00	900	13,900	13,000
Supplies					
615210 Office Supplies	127	0.00	0.00	225	225
615215 Custodial Supplies	0.00	0.00	0.00	0.00	0.00
615220 Tools	0.00	0.00	0.00	250	250
615225 Books and Periodicals	23	0.00	0.00	100	100
615240 Expendable Operating Supplies	989	0.00	0.00	2,000	2,000
Total Supplies	1,139	0.00	0.00	2,575	2,575
Maintenance & Repair					
615310 Building & Grounds M&R	986	0.00	0.00	2,000	2,000
615365 Other Equipment M&R	0.00	0.00	0.00	0.00	0.00
Total Maintenance & Repair	986	0.00	0.00	2,000	2,000
Other Services					
615660 Dues & Subscriptions	0.00	0.00	0.00	800	800
615685 Publishing & Advertising	76	0.00	0.00	1,000	1,000
615695 Special Services - Miscellaneous	0.00	0.00	0.00	500	500
Total Other Services	76	0.00	0.00	2,300	2,300
Capital Equipment					
615930 Equipment	0.00	0.00	0.00	1,000	1,000
615950 Community Garden	789	0.00	425	2,000	1,575
Total Capital Equipment	789	0.00	425	3,000	2,575
Total Beautification	3,552	0.00	1,325	23,775	22,450
Total Parks & Recreation	3,552	0.00	1,325	23,775	22,450
Total Expenditures	3,552	0.00	1,325	23,775	22,450
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	0.00	5,000	5,000
Total Transfers In	3,000	0.00	0.00	5,000	5,000
Total Sources	3,000	0.00	0.00	5,000	5,000
Uses					
Transfers Out					

City of Richwood**Keep Richwood Beautiful****20 Beautification - 10/01/2021 to 11/01/2021****16.67% of the fiscal year has expired**

Section IX, Item B.

	Prior YTD	Current Period	Current YTD	2021 Budget	Remaining Budget
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	0.00	5,000	5,000
Total -	1,994	0.00	(70)	2,225	2,295