



## **KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA**

**Tuesday, March 07, 2023 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, March 7, 2023, 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 new members to the board:
    - Leslie Klug
    - Amanda Seymour
    - Karl Klug
    - William Yearsin
- V. UPCOMING EVENTS
  - A. Easter, 2023
  - B. Earth Day, 2023
  - C. Don't Mess with Texas Trash Off
- VI. DISCUSSION AND ACTION ITEMS
  - A. Discussion and possible action regarding Governor's Community Achievement Award application.
  - B. Discussion and possible action regarding the Keep Texas Beautiful Annual Affiliate Report.
  - C. Discussion and possible action regarding member roles, responsibilities and allocation of duties.
  - D. Discussion and possible action regarding Larry Johnson Park upgrades.
  - E. Discuss and consider participation in Earth Day Tree Planting event.
- VII. FINANCIAL REPORT
  - [A.](#) Keep Richwood Beautiful Budget Report
  - [B.](#) Parks and Recreation Budget Report
- VIII. EXECUTIVE DIRECTOR'S REPORT
- IX. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST
- X. SET NEXT MEETING DATE
- XI. FUTURE AGENDA ITEMS

XII. 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.

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Kirsten Garcia, City Secretary  
City of Richwood

**City of Richwood**  
**Keep Richwood Beautiful**  
**20 Beautification - 10/01/2022 to 03/02/2023**  
**50.00% of the fiscal year has expired**

|   | Prior YTD    | Current Period | Current YTD  | 2023 Budget   | Remaining Budget |
|---|--------------|----------------|--------------|---------------|------------------|
| <b>Revenue</b>                          |              |                |              |               |                  |
| <b>Intergovernmental revenue</b>        |              |                |              |               |                  |
| 614113 Intragovernmental Income         | 0.00         | 0.00           | 0.00         | 0.00          | 0.00             |
| <b>Total Intergovernmental revenue</b>  | <b>0.00</b>  | <b>0.00</b>    | <b>0.00</b>  | <b>0.00</b>   | <b>0.00</b>      |
| <b>Charges for services</b>             |              |                |              |               |                  |
| 614124 Beautification Revenues          | 7,678        | 2              | 6,461        | 15,300        | 8,839            |
| <b>Total Charges for services</b>       | <b>7,678</b> | <b>2</b>       | <b>6,461</b> | <b>15,300</b> | <b>8,839</b>     |
| <b>Interest</b>                         |              |                |              |               |                  |
| 614110 Interest Earnings                | 0.00         | 0.00           | 0.00         | 0.00          | 0.00             |
| <b>Total Interest</b>                   | <b>0.00</b>  | <b>0.00</b>    | <b>0.00</b>  | <b>0.00</b>   | <b>0.00</b>      |
| <b>Miscellaneous revenue</b>            |              |                |              |               |                  |
| 614112 Miscellaneous Income             | (515)        | 0.00           | 191          | 0.00          | (191)            |
| 614114 Community Garden Membership Fees | 0.00         | 0.00           | 0.00         | 1,500         | 1,500            |
| 614115 Farmers Market Revenue           | 659          | 0.00           | 0.00         | 0.00          | 0.00             |
| <b>Total Miscellaneous revenue</b>      | <b>144</b>   | <b>0.00</b>    | <b>191</b>   | <b>1,500</b>  | <b>1,309</b>     |
| <b>Total Revenue</b>                    | <b>7,822</b> | <b>2</b>       | <b>6,652</b> | <b>16,800</b> | <b>10,148</b>    |
| <b>Expenditures</b>                     |              |                |              |               |                  |
| <b>Parks &amp; Recreation</b>           |              |                |              |               |                  |
| <b>Beautification</b>                   |              |                |              |               |                  |
| <b>Personnel &amp; Benefits</b>         |              |                |              |               |                  |
| 615102 Contract Labor                   | 3,685        | 0.00           | 3,070        | 10,700        | 7,630            |
| 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                | 462          | 0.00           | 0.00         | 5,500         | 5,500            |
| <b>Total Personnel &amp; Benefits</b>   | <b>4,147</b> | <b>0.00</b>    | <b>3,070</b> | <b>16,200</b> | <b>13,130</b>    |
| <b>Supplies</b>                         |              |                |              |               |                  |
| 615210 Office Supplies                  | 85           | 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            | 0.00         | 0.00           | 0.00         | 100           | 100              |
| 615240 Expendable Operating Supplies    | 503          | 0.00           | 316          | 2,000         | 1,684            |
| <b>Total Supplies</b>                   | <b>588</b>   | <b>0.00</b>    | <b>316</b>   | <b>2,575</b>  | <b>2,259</b>     |
| <b>Maintenance &amp; Repair</b>         |              |                |              |               |                  |
| 615310 Building & Grounds M&R           | 1,322        | 0.00           | 0.00         | 2,100         | 2,100            |
| 615365 Other Equipment M&R              | 0.00         | 0.00           | 0.00         | 0.00          | 0.00             |
| <b>Total Maintenance &amp; Repair</b>   | <b>1,322</b> | <b>0.00</b>    | <b>0.00</b>  | <b>2,100</b>  | <b>2,100</b>     |
| <b>Other Services</b>                   |              |                |              |               |                  |
| 615660 Dues & Subscriptions             | 0.00         | 0.00           | 120          | 400           | 280              |
| 615685 Publishing & Advertising         | 135          | 0.00           | 0.00         | 1,000         | 1,000            |
| 615695 Special Services - Miscellaneous | 0.00         | 0.00           | 0.00         | 1,000         | 1,000            |
| <b>Total Other Services</b>             | <b>135</b>   | <b>0.00</b>    | <b>120</b>   | <b>2,400</b>  | <b>2,280</b>     |
| <b>Capital Equipment</b>                |              |                |              |               |                  |
| 615930 Equipment                        | 0.00         | 0.00           | 0.00         | 1,000         | 1,000            |
| 615950 Community Garden                 | 1,147        | 0.00           | 342          | 2,400         | 2,058            |
| <b>Total Capital Equipment</b>          | <b>1,147</b> | <b>0.00</b>    | <b>342</b>   | <b>3,400</b>  | <b>3,058</b>     |
| <b>Total Beautification</b>             | <b>7,340</b> | <b>0.00</b>    | <b>3,848</b> | <b>26,675</b> | <b>22,827</b>    |
| <b>Total Parks &amp; Recreation</b>     | <b>7,340</b> | <b>0.00</b>    | <b>3,848</b> | <b>26,675</b> | <b>22,827</b>    |
| <b>Total Expenditures</b>               | <b>7,340</b> | <b>0.00</b>    | <b>3,848</b> | <b>26,675</b> | <b>22,827</b>    |
| <b>Other Financing Sources and Uses</b> |              |                |              |               |                  |
| <b>Sources</b>                          |              |                |              |               |                  |
| <b>Transfers In</b>                     |              |                |              |               |                  |
| 974959 Transfer from Fund Balance       | 0.00         | 0.00           | 0.00         | 0.00          | 0.00             |
| 974963 Transfer from General Fund       | 5,000        | 0.00           | 5,000        | 5,000         | 0.00             |
| <b>Total Transfers In</b>               | <b>5,000</b> | <b>0.00</b>    | <b>5,000</b> | <b>5,000</b>  | <b>0.00</b>      |
| <b>Total Sources</b>                    | <b>5,000</b> | <b>0.00</b>    | <b>5,000</b> | <b>5,000</b>  | <b>0.00</b>      |
| <b>Uses</b>                             |              |                |              |               |                  |
| <b>Transfers Out</b>                    |              |                |              |               |                  |

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**20 Beautification - 10/01/2022 to 03/02/2023**  
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|   | Prior YTD    | Current<br>Period | Current YTD  | 2023<br>Budget | Remaining<br>Budget |
|---|--------------|-------------------|--------------|----------------|---------------------|
| 615961 Transfer to Water/Sewer                | 0.00         | 0.00              | 0.00         | 0.00           | 0.00                |
| <b>Total Transfers Out</b>                    | <b>0.00</b>  | <b>0.00</b>       | <b>0.00</b>  | <b>0.00</b>    | <b>0.00</b>         |
| <b>Total Uses</b>                             | <b>0.00</b>  | <b>0.00</b>       | <b>0.00</b>  | <b>0.00</b>    | <b>0.00</b>         |
| <b>Total Other Financing Sources and Uses</b> | <b>5,000</b> | <b>0.00</b>       | <b>5,000</b> | <b>5,000</b>   | <b>0.00</b>         |
| <b>Total -</b>                                | <b>5,482</b> | <b>2</b>          | <b>7,803</b> | <b>(4,875)</b> | <b>(12,678)</b>     |

**City of Richwood**  
**General Ledger for General Fund - 10/1/2022 to 9/30/2023**

|                      |
|----------------------|
| Section VII, Item B. |
|----------------------|

| Account                                |      | Description  | Debit                   | Credit | Balance           |
|--|------|--|-------------------------|--------|-------------------|
| Date                                   | Code |  |                         |        | Debit             |
| <b>085851 - Parks &amp; Recreation</b> |      |  |                         |        | <b>\$0.00</b>     |
| 10/3/2022                              | AP   | INV: OCT2022 CITIBANK, N.A. - credit card purchases and credits            | 1,387.21                |        | 1,387.21          |
| 10/31/2022                             | AP   | INV: OCT2022 REYNOLDS, JACE & AMANDA - REIMBURSEMENT OF KRB TRUNK OR TREAT | 370.01                  |        | 1,757.22          |
| 11/3/2022                              | AP   | INV: NOV2022 CITIBANK, N.A. - credit card purchases and credits            | 550.96                  |        | 2,308.18          |
| 12/3/2022                              | AP   | INV: DEC2022 CITIBANK, N.A. - credit card purchases and credits            | 77.06                   |        | 2,385.24          |
| 12/9/2022                              | AP   | INV: 29505793 QUILL CORPORATION - CUPS FOR CITY CHRISTMAS EVENT            | 33.98                   |        | 2,419.22          |
| 12/14/2022                             | AP   | INV: DEC2022 LONG, ROBERT - SAnta for christmas                            | 250.00                  |        | 2,669.22          |
| 1/3/2023                               | AP   | INV: FEB2023 CITIBANK, N.A. - credit card purchases and credits            | 252.59                  |        | 2,921.81          |
| 1/3/2023                               | AP   | INV: FEB2023 CITIBANK, N.A. - credit card purchases and credits            | 104.95                  |        | 3,026.76          |
| 2/14/2023                              | AP   | INV: 0037123 GIFTS GALORE - EASTER EGGS                                    | 1,656.00                |        | 4,682.76          |
|  |      |  | <b>\$4,682.76</b>       |        | <b>\$4,682.76</b> |
|  |      |  | <b>Budgeted Amount:</b> |        | <b>\$9,500.00</b> |
|  |      |  | <b>Budget Balance:</b>  |        | <b>\$4,817.24</b> |

**Report Total:** **\$4,682.76**