



KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA

Tuesday, August 02, 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 Weekday, Month DD, 20YY, 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 July 5, 2022.
- V. REPORT ON RECENT EVENTS
 - A. All America Night
- VI. UPCOMING EVENTS
 - A. Trunk or Treat
 - B. Dinner in the Garden
- VII. YARD OF THE MONTH
- VIII. DISCUSSION AND ACTION ITEMS
 - A. Discussion on possible projects with GCAA funds.
 - B. Discussion and possible action regarding updates to Larry Johnson Park.
- 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, July 05, 2022 at 6:00 PM

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

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

II. ROLL CALL OF MEMBERS

PRESENT

Audrey Johnson
Becky Thompson
Janet Ellis
Jeremy Fountain
Lindsie Yearsin
Amanda Reynolds

ABSENT

Sonia Foger

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

III. PUBLIC COMMENTS

There was no public comment.

IV. CONSENT AGENDA

A. Approval of minutes from regular meeting held June 7, 2022.

Motion to approve the minutes.

Motion made by Janet Ellis, Seconded by Amanda Reynolds.

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

V. REPORT ON RECENT EVENTS

A. Phillips 66 Workday

Kimberly reported that we have 15 volunteers from Phillips.

They installed two rainwater barrels in the garden and updated several of the raised beds.

B. 2022 Keep Texas Beautiful Conference

Kimberly reported, Audrey and Amanda and Kimberly went to conference.

Discussion held on how the conference went.

VI. UPCOMING EVENTS

A. All America Night

Recheduled for this Saturday, July 9 -- Slight chance it may be cancelled.

Please wear t-shirts and name tag, arrive at 5:30 p.m.

B. Trunk or Treat

Friday, October 28 6-8p at Ellis Park

C. Dinner in the Garden

October 21st

Still on, nothing new to report.

VII. YARD OF THE MONTH

No responses for patriotic yard of the month.

Committee agreed to skip this month.

Audrey will choose August - Original Richwood.

VIII. DISCUSSION AND ACTION ITEMS

A. Discussion and action on approving TR's landscaping to clean up areas around the City.

Discussion held on possible action to be taken.

No action taken.

B. Discuss and consider additional signage in the garden against harvesting without permission

Discussion held on possible ideas to keep harvesting without permission from happening.

C. Discussion on design and landscaping projects for GCAA.

Discussion held on possible ideas for using the grant funds.

D. Discussion on playground upgrades at Larry Johnson Park

Kimberly presented and stated she is gonna get with Clif to see where the playground equipment could go.

E. Discussion regarding Windshield Survey

Kimberly reported that Keep America Beautiful request affiliates do the little survey.

We need to pick a date and we all go on the same day.

August 13

Swagelok/Set Point

Brazos Crossing

Brazos Learning Academy
Roadster
Larry Johnson Park

IX. FINANCIAL REPORT

A. KRB Budget Report, YTD
Kimberly reported.

B. Parks Budget Report, YTD

X. EXECUTIVE DIRECTOR'S REPORT

Kimberly reported latest donations 209 lbs from Garden.

XI. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

Appreciation expressed to Becky Thompson and William and Lindsie Yearsin.

XII. SET NEXT MEETING DATE

August 2nd, 2022

XIII. FUTURE AGENDA ITEMS

GCAA ideas

Larry Johnson Park

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:06 p.m.

These minutes were read and approved on this 2nd day of August.

Chairman

ATTEST:

City Secretary

City of Richwood
Keep Richwood Beautiful
20 Beautification - 10/01/2021 to 07/28/2022
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	1,294	12,834	15,000	2,166
Total Charges for services	12,739	1,294	12,834	15,000	2,166
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	1,294	13,977	21,000	7,023
Expenditures					
Parks & Recreation					
Beautification					
Personnel & Benefits					
615102 Contract Labor	3,660	1,070	6,610	8,400	1,790
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	1,070	9,378	13,900	4,522
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	80	789	2,000	1,212
Total Supplies	2,461	80	874	2,575	1,701
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	402	840	1,000	160
615695 Special Services - Miscellaneous	621	0.00	1,000	500	(500)
Total Other Services	1,760	402	2,040	2,300	260
Capital Equipment					
615930 Equipment	940	0.00	0.00	1,000	1,000
615950 Community Garden	2,820	118	2,275	2,000	(275)
Total Capital Equipment	3,760	118	2,275	3,000	725
Total Beautification	13,781	1,670	16,364	23,775	7,411
Total Parks & Recreation	13,781	1,670	16,364	23,775	7,411
Total Expenditures	13,781	1,670	16,364	23,775	7,411
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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Keep Richwood Beautiful
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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	(376)	2,613	2,225	(388)

City of Richwood
General Ledger for General Fund - 10/1/2021 to 9/30/2022

Section IX, Item B.

Account			Debit	Credit	Balance
Date	Code	Description			
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