



## CITY COUNCIL MEETING AGENDA

**Monday, April 11, 2022 at 6:10 PM**

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

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, April 11, 2022, beginning at 6:10 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. Approve March 2022 Budget Report
  - B. Approve minutes from regular meeting held March, 21, 2022.
- V. DISCUSSION AND ACTION ITEMS
  - A. Final review and action on re-plat of lots 1 & 2; of the West Reserve Tract of the Tamarind Woods Subdivision, also known as 1410 FM 2004.
  - B. Discuss and consider approving Preferred Industrial Contractor's proposed change order in an amount not to exceed \$37,000.00.
  - C. Discuss and consider a property owners request for additional time to remedy ongoing Code of Ordinances violation.
  - D. Discuss and consider adoption of Ordinance 22-488, establishing liability for the damage of city streets and right of ways during construction of residential and commercial properties.
  - E. Discuss and consider adoption of Ordinance #22-489, amending the Appendix C - Fee Schedule of the Code of Ordinances to include a reinstatement fee for all permits revoked due to stop work orders.
  - F. Discuss and consider directing staff to begin the bid process for Solid Waste Services.
  - G. Discuss and consider options regarding project revision for the American Rescue Plan Act Grant.
  - H. Discuss and consider approving resolution 22-R-62 designating certain exempt city vehicles for the issuance of regular license plates and authorizing the City Manager or designee to apply for such regular license plates.
  - I. Discuss and consider possible issues regarding current TCEQ permit request that may affect the City.
- VI. CAPITAL IMPROVEMENT PROJECTS UPDATE
- VII. CITY MANAGER'S REPORT
- VIII. COUNCIL MEMBER COMMENTS & REPORTS
- IX. MAYOR'S REPORT
- X. FUTURE AGENDA ITEMS
- XI. 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 April 07, 2022 at 02:00 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.

---

Kirsten Garcia, City Secretary  
City of Richwood



## AGENDA MEMORANDUM – APRIL 11, 2022

### ITEM # CONSENT

**CONTACT:** Patricia Ditto, Finance Director

**SUBJECT:** Monthly Budget Summary Report

**SUMMARY:** Receive and/or approve the March 2022 Budget Report

#### BACKGROUND INFORMATION:

The information provided is for the FY 2021-2022 budget period, month ending March 31, 2022. 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 February may include corrections from prior months.

#### DISCUSSION:

Attached is the budget report for March 2022, which is the fifth month of Fiscal Year 22. 50% of the year has passed. The report reflects the original budget as approved for FY22 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 March 31, 2022, General Fund revenues total \$2,222,648. General Fund expenditures total \$1,500,058.

#### Revenue (GF)

Total Revenue collected in the General fund is at 72.08% of budget.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of February is \$1,791,271, 93.47% of projection.
- Sales Tax revenue received in March, earned in January, is \$50,637. CCPD received \$12,647 and for Transportation fund the amount is \$12,659. Sales tax is 13.3% ahead of FY21 at this same time with a total of \$217,945 in general fund revenue, \$54,312 in CCPD revenue and \$54,486 in Transportation Fund revenue. This represents sales tax revenue earned October – January (4 months). Sales tax revenue is reflected when earned, not collected. Therefore, we currently show 4 months of revenue, or 33% of the year.
- Permits and Licenses revenues total \$7,317 for March, \$34,622 year to date. Inspection fees collected year to date are \$15,180 while fees paid for inspections to date are \$14,185.

Impact fees on new construction are posted to Fund 32 Utility Capital Improvements. To date, we have collected \$14,484 for 6 Water Impact Fees. No impact fees have been collected this year for sewer.

- Court revenue for March is \$13,196 for a YTD total of \$50,084.

**Expenditures (GF)**

Expenditures in the General Fund are 58.95% of budget.

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

Operating Revenues received through March total \$1,180,012, 48.22% of projection for the year. Total operating expense through March is \$867,185, 45.08% of budget.

**RECOMMENDATION:** Council to approve March 2022 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

**City of Richwood**  
**Operational Budget Report**  
**10/1/2021 - 03/31/2022**

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
<b>Revenue</b>							<b>50% of year</b>
Taxes	1,964,888.60	107,664.24	2,106,919.56	2,786,463.00	2,786,463.00	679,543.44	75.61%
Property taxes, including delinquent & penalties	1,680,145.18	46,697.07	1,791,271.43	1,916,463.00	1,916,463.00		93.47%
Franchise Taxes	92,528.38	10,330.09	97,702.86	190,000.00	190,000.00		51.42%
Sales Tax	192,215.04	50,637.08	217,945.27	680,000.00	680,000.00		32.05%
Licenses and permits	39,701.49	7,317.36	34,621.74	96,100.00	96,100.00	61,478.26	36.03%
Intergovernmental revenue	10,966.08	0.00	7,939.85	1,000.00	1,000.00	(6,939.85)	Ahead of Budget
Charges for services	1,025.00	650.00	3,740.00	10,000.00	10,000.00	6,260.00	37.40%
Fines and forfeitures	31,593.17	13,195.79	50,084.13	140,000.00	140,000.00	89,915.87	35.77%
Special Revenues	1,166.96	119.00	9.64	1,500.00	1,500.00	1,490.36	0.64%
Interest	935.39	22.88	360.00	1,200.00	1,200.00	840.00	30.00%
Miscellaneous revenue	22,500.87	3,603.06	17,972.71	46,000.00	46,000.00	28,027.29	39.07%
Inspection Fees	15,155.00	2,530.00	15,180.00	30,000.00	30,000.00		
Miscellaneous Income	6,145.87	448.06	1,642.71	10,000.00	10,000.00		
Parks & Recreation - Park Pavilion Rentals	1,200.00	625.00	1,150.00	6,000.00	6,000.00		
<b>Total Revenue</b>	<b>2,072,777.56</b>	<b>132,572.33</b>	<b>2,221,647.63</b>	<b>3,082,263.00</b>	<b>3,082,263.00</b>	<b>860,615.37</b>	<b>72.08%</b>
<b>Expenditures</b>							
<b>General Government</b>							
<b>Administration</b>							
Personnel & Benefits	211,245.27	34,189.91	237,184.47	445,617.00	445,617.00	208,432.53	53.23%
Supplies	5,780.86	241.66	4,905.13	18,700.00	18,700.00	13,794.87	26.23%
Maintenance & Repair	2,264.12	303.30	1,652.98	5,000.00	5,000.00	3,347.02	33.06%
Utilities	6,551.33	757.40	7,173.59	14,000.00	14,000.00	6,826.41	51.24%
Professional Services	150,335.19	14,567.47	98,324.91	128,300.00	128,300.00	29,975.09	76.64%
Other Services	18,977.74	65.02	16,449.81	62,680.00	62,680.00	46,230.19	26.24%
Capital Equipment	6,374.37	69.67	1,774.57	5,100.00	5,100.00	3,325.43	34.80%
<b>Total Administration</b>	<b>401,528.88</b>	<b>50,194.43</b>	<b>367,465.46</b>	<b>679,397.00</b>	<b>679,397.00</b>	<b>311,931.54</b>	<b>54.09%</b>
<b>Judicial</b>							
Personnel & Benefits	32,286.68	5,198.24	33,529.12	70,402.00	70,402.00	36,872.88	47.63%
Supplies	899.38	90.43	343.10	2,300.00	2,300.00	1,956.90	14.92%
Professional Services	9,762.00	0.00	12,082.00	18,350.00	18,350.00	6,268.00	65.84%
Other Services	4,946.89	0.00	205.00	1,000.00	1,000.00	795.00	20.50%
<b>Total Judicial</b>	<b>47,894.95</b>	<b>5,288.67</b>	<b>46,159.22</b>	<b>92,052.00</b>	<b>92,052.00</b>	<b>45,892.78</b>	<b>50.14%</b>
<b>Permitting &amp; Inspections</b>							
Personnel & Benefits	13,520.50	2,045.00	14,185.00	68,100.00	68,100.00	53,915.00	20.83%
Supplies	175.00	0.00	178.10	5,000.00	5,000.00	4,821.90	3.56%
Professional Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
<b>Total Permitting &amp; Inspections</b>	<b>13,695.50</b>	<b>2,045.00</b>	<b>14,363.10</b>	<b>74,600.00</b>	<b>74,600.00</b>	<b>60,236.90</b>	<b>19.25%</b>
<b>Special Revenue Expenditures</b>							
Supplies	0.00	119.00	119.00	1,500.00	1,500.00	1,381.00	7.93%
<b>Total Special Revenue Expenditures</b>	<b>0.00</b>	<b>119.00</b>	<b>119.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>1,381.00</b>	<b>7.93%</b>
<b>Total General Government</b>	<b>463,119.33</b>	<b>57,647.10</b>	<b>428,106.78</b>	<b>847,549.00</b>	<b>847,549.00</b>	<b>419,442.22</b>	<b>50.51%</b>
<b>Public Safety</b>							
<b>Police Department</b>							
Personnel & Benefits	455,470.11	54,690.33	381,775.68	870,078.00	870,078.00	488,302.32	43.88%
Supplies	16,243.19	(2,624.73)	18,398.39	32,000.00	32,000.00	13,601.61	57.49%
Maintenance & Repair	17,807.05	928.22	13,688.05	31,400.00	31,400.00	17,711.95	43.59%
Utilities	6,931.14	1,550.02	6,861.12	13,000.00	13,000.00	6,138.88	52.78%
Professional Services	14,961.56	16,718.00	100,674.06	146,028.00	146,028.00	45,353.94	68.94%
Other Services	16,249.35	(575.00)	15,595.93	14,600.00	14,600.00	(995.93)	Over Budget
Capital Equipment	3,498.60	(151.31)	3,498.60	4,625.00	4,625.00	1,126.40	75.65%
<b>Total Police Department</b>	<b>531,161.00</b>	<b>70,535.53</b>	<b>540,491.83</b>	<b>1,111,731.00</b>	<b>1,111,731.00</b>	<b>571,239.17</b>	<b>48.62%</b>
<b>Fire Department</b>							
Personnel & Benefits	9,347.30	11,880.00	19,753.60	31,934.00	31,934.00	12,180.40	61.86%
Supplies	1,638.79	0.00	3,770.81	16,400.00	16,400.00	12,629.19	22.99%
Maintenance & Repair	545.78	159.28	2,987.78	21,100.00	21,100.00	18,112.22	14.16%
Utilities	1,916.08	497.02	2,462.11	5,100.00	5,100.00	2,637.89	48.28%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Professional Services	52,500.00	0.00	65,093.75	110,000.00	110,000.00	44,906.25	59.18%
Other Services	10,294.06	0.00	13,905.28	15,450.00	15,450.00	1,544.72	90.00%
Capital Equipment	47,671.48	0.00	35,177.83	64,712.00	64,712.00	29,534.17	54.36%
<b>Total Fire Department</b>	<b>123,913.49</b>	<b>12,536.30</b>	<b>143,151.16</b>	<b>264,696.00</b>	<b>264,696.00</b>	<b>121,544.84</b>	<b>54.08%</b>
<b>Code Enforcement</b>							
Personnel & Benefits	(254.00)	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	736.00	0.00	0.00	800.00	800.00	800.00	0.00%
<b>Total Code Enforcement</b>	<b>482.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>0.00%</b>
<b>Total Public Safety</b>	<b>655,556.49</b>	<b>83,071.83</b>	<b>683,642.99</b>	<b>1,379,227.00</b>	<b>1,379,227.00</b>	<b>695,584.01</b>	<b>49.57%</b>
<b>Public Works</b>							
<b>City Maintenance</b>							
Personnel & Benefits	52,016.54	7,895.31	52,200.23	101,555.00	101,555.00	49,354.77	51.40%
Supplies	7,863.41	358.13	6,194.60	17,000.00	17,000.00	10,805.40	36.44%
Maintenance & Repair	13,796.50	3,212.75	23,288.58	43,500.00	43,500.00	20,211.42	53.54%
Utilities	9,682.48	2,428.90	12,322.23	35,900.00	35,900.00	23,577.77	34.32%
Other Services	2,540.73	0.00	2,621.36	6,300.00	6,300.00	3,678.64	41.61%
Capital Equipment	2,125.86	0.00	59,422.00	60,000.00	60,000.00	578.00	99.04%
<b>Total City Maintenance</b>	<b>88,025.52</b>	<b>13,895.09</b>	<b>156,049.00</b>	<b>264,255.00</b>	<b>264,255.00</b>	<b>108,206.00</b>	<b>59.05%</b>
<b>Parks and Recreation</b>							
Supplies	1,181.40	21.44	1,540.58	2,800.00	2,800.00	1,259.42	55.02%
Maintenance & Repair	20,524.65	2,387.87	10,954.82	25,000.00	25,000.00	14,045.18	43.82%
Utilities	871.40	258.14	1,096.92	2,700.00	2,700.00	1,603.08	40.63%
Other Services	6,120.70	0.00	2,739.74	16,300.00	16,300.00	13,560.26	16.81%
<b>Total Parks and Recreation</b>	<b>28,698.15</b>	<b>2,667.45</b>	<b>16,332.06</b>	<b>46,800.00</b>	<b>46,800.00</b>	<b>30,467.94</b>	<b>34.90%</b>
<b>Emergency/Disaster</b>							
Contract Labor	0.00	0.00	215,926.90	0.00	312,500.00	96,573.10	69.10%
<b>Total Emergency/Disaster</b>	<b>0.00</b>	<b>0.00</b>	<b>215,926.90</b>	<b>0.00</b>	<b>312,500.00</b>	<b>96,573.10</b>	<b>0.00%</b>
Miscellaneous	38,208.00	0.00	0.00	7,000.00	7,000.00	7,000.00	0.00%
Development Agreements	0	0	0	7,000.00	7,000.00	7,000.00	0.00%
<b>Total Expenditures</b>	<b>1,273,607.49</b>	<b>157,281.47</b>	<b>1,500,057.73</b>	<b>2,544,831.00</b>	<b>2,857,331.00</b>	<b>1,357,273.27</b>	<b>58.95%</b>
<b>Other Financing Sources and Uses</b>							
<b>Sources</b>							
Transfers In	0.00	59,718.50	127,218.50	127,500.00	127,500.00	281.50	99.78%
<b>Total Sources</b>	<b>0.00</b>	<b>59,718.50</b>	<b>127,218.50</b>	<b>127,500.00</b>	<b>127,500.00</b>	<b>281.50</b>	<b>99.78%</b>
<b>Uses</b>							
Transfers Out	317,000.00	0.00	454,128.00	454,128.00	454,128.00	0.00	100.00%
<b>Total Uses</b>	<b>317,000.00</b>	<b>0.00</b>	<b>454,128.00</b>	<b>454,128.00</b>	<b>454,128.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total Other Financing Sources and Uses</b>	<b>(317,000.00)</b>	<b>59,718.50</b>	<b>(326,909.50)</b>	<b>(326,628.00)</b>	<b>(326,628.00)</b>	<b>281.50</b>	<b>100.09%</b>
<b>Total - 10 GENERAL FUND</b>	<b>482,170.07</b>	<b>35,009.36</b>	<b>394,680.40</b>	<b>210,804.00</b>	<b>(101,696.00)</b>	<b>496,376.40</b>	<b>Ahead of Budget</b>

<b>City of Richwood</b> <b>Operational Budget Report</b> <b>10/1/2021 - 03/31/2022</b>							
<b>30 Water &amp; Sewer Enterprise Fund</b>	<b>Prior YTD</b>	<b>Current Period</b>	<b>Current YTD</b>	<b>Annual Budget</b>	<b>Revised Budget</b>	<b>Remaining Budget</b>	<b>% Earned/Used</b>
<b>Net Operating Income (Loss)</b>							
<b>Operating income</b>							<b>50% of year</b>
Sewer Department	437,706.76	73,320.49	446,811.53	907,100.00	907,100.00	460,288.47	49.26%
Water Department	577,625.21	93,901.26	571,420.42	1,230,000.00	1,230,000.00	658,579.58	46.46%
Solid Waste Department	157,736.90	27,775.80	161,779.62	310,000.00	310,000.00	148,220.38	52.19%
<b>Total Operating income</b>	<b>1,173,068.87</b>	<b>194,997.55</b>	<b>1,180,011.57</b>	<b>2,447,100.00</b>	<b>2,447,100.00</b>	<b>1,267,088.43</b>	<b>48.22%</b>
<b>Operating expense</b>							
<b>Sewer Department</b>							
Personnel & Benefits	79,099.30	11,369.32	79,069.04	180,056.00	180,056.00	100,986.96	43.91%
Supplies	2,834.48	0.00	2,800.02	11,500.00	11,500.00	8,699.98	24.35%
Maintenance & Repair	8,613.47	666.07	58,101.48	59,950.00	59,950.00	1,848.52	96.92%
Utilities	0.00	0.00	0.00	25,000.00	25,000.00	25,000.00	0.00%
Professional Services	252,165.28	0.00	263,728.44	574,580.00	574,580.00	310,851.56	45.90%
Other Services	5,358.66	0.00	5,122.09	5,100.00	5,100.00	(22.09)	Ahead of Budget
<b>Total Sewer Department</b>	<b>348,071.19</b>	<b>12,035.39</b>	<b>408,821.07</b>	<b>856,186.00</b>	<b>856,186.00</b>	<b>447,364.93</b>	<b>47.75%</b>
<b>Water Department</b>							
Personnel & Benefits	74,753.08	15,952.47	87,794.33	205,579.00	205,579.00	117,784.67	42.71%
Supplies	17,708.30	90.45	8,776.01	21,300.00	21,300.00	12,523.99	41.20%
Maintenance & Repair	50,648.92	7,893.91	43,889.20	78,010.00	78,010.00	34,120.80	56.26%
Utilities	26,776.77	4,474.62	24,489.67	84,500.00	84,500.00	60,010.33	28.98%
Professional Services	10,201.36	0.00	40,714.76	51,500.00	51,500.00	10,785.24	79.06%
Other Services	154,937.83	0.00	135,990.36	343,000.00	343,000.00	207,009.64	39.65%
Capital Equipment	1,804.62	300.77	1,804.62	3,610.00	3,610.00	1,805.38	49.99%
<b>Total Water Department</b>	<b>336,830.88</b>	<b>28,712.22</b>	<b>343,458.95</b>	<b>787,499.00</b>	<b>787,499.00</b>	<b>444,040.05</b>	<b>43.61%</b>
<b>Solid Waste Department</b>							
Professional Services	109,860.66	23,227.81	114,904.99	280,000.00	280,000.00	164,987.01	41.04%
<b>Total Solid Waste Department</b>	<b>109,860.66</b>	<b>23,227.81</b>	<b>114,904.99</b>	<b>280,000.00</b>	<b>280,000.00</b>	<b>165,095.01</b>	<b>41.04%</b>
<b>Total Operating expense</b>	<b>794,762.73</b>	<b>63,975.42</b>	<b>867,185.01</b>	<b>1,923,685.00</b>	<b>1,923,685.00</b>	<b>1,056,499.99</b>	<b>45.08%</b>
<b>Total Net Operating Income (Loss)</b>	<b>378,306.14</b>	<b>131,022.13</b>	<b>312,826.56</b>	<b>523,415.00</b>	<b>523,415.00</b>	<b>210,588.44</b>	<b>59.77%</b>
<b>Non-Operating Items</b>							
<b>Non-operating income</b>							
Interest income	460.83	0.00	99.31	1,000.00	1,000.00	900.69	9.93%
Grants	37,513.60	0.00	0.00	0.00	0.00	0.00	At Budget
Other income	1,160.35	200.70	466.81	0.00	0.00	(466.81)	not budgeted
Transfers In	80,000.00	0.00	10,000.00	10,000.00	10,000.00	0.00	At Budget
<b>Total Non-operating income</b>	<b>119,134.78</b>	<b>200.70</b>	<b>10,566.12</b>	<b>11,000.00</b>	<b>11,000.00</b>	<b>433.88</b>	<b>96.06%</b>
<b>Non-operating expense</b>							
Debt Service	114,622.50	0.00	117,374.25	336,949.00	336,949.00	219,574.75	34.83%
Transfers Out	56,000.00	0.00	56,000.00	56,000.00	56,000.00	0.00	At Budget
<b>Total Non-operating expense</b>	<b>170,622.50</b>	<b>0.00</b>	<b>173,374.25</b>	<b>392,949.00</b>	<b>392,949.00</b>	<b>219,574.75</b>	<b>44.12%</b>
Depreciation Expense	0.00	0.00	0.00	300,000.00	300,000.00	300,000.00	0.00%
<b>Total Non-Operating Items</b>	<b>(51,487.72)</b>	<b>200.70</b>	<b>(162,808.13)</b>	<b>(681,949.00)</b>	<b>(681,949.00)</b>	<b>519,140.87</b>	<b>Ahead of Budget</b>
<b>Total - 30 Water &amp; Sewer Enterprise Fund</b>	<b>326,818.42</b>	<b>131,222.83</b>	<b>150,018.43</b>	<b>(158,534.00)</b>	<b>(158,534.00)</b>	<b>308,552.43</b>	<b>Ahead of Budget</b>

# MINUTES

## RICHWOOD CITY COUNCIL MEETING

**Monday, March 21, 2022 at 6:00 PM**

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, March 21, 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. INVOCATION**

Tricia Ditto, Finance Directo, led the invocation.

**III. PLEDGES OF ALLEGIANCE**

Mayor Boykin led the pledges.

**IV. ROLL CALL OF COUNCIL MEMBERS**

Steve Boykin, Mayor:	Present
Mike Johnson, Position 1:	Present
Melissa Strawn, Position 2:	Present
Matthew Yarborough, Mayor Pro Tem:	Present
Rory Escalante, Position 4:	Present
Mark Brown II, Position 5:	Present

Others present: Eric Foerster, City Manager; Kirsten Garcia, City Secretary; Patricia Ditto, Finance Director; Clif Custer; Public Works Director; Mat Allen, City Attorney.

**V. PUBLIC COMMENTS**

Katy Brown - 1201 N Brazosport Blvd - here regarding her neighbor's fence that he was told to put up. Would like council to assist in getting him to clean up his property.

**VI. PROCLAMATION**

**A. Fair Housing Month, April 2022**

Mayor Boykin read the proclamation aloud.

**VII. CONSENT AGENDA**

- A. Appoint Amanda Reynolds to the Keep Richwood Beautiful Commission
- B. Approve Brazoria County Mosquito Control to aerial spray over Richwood.
- C. Approve FY 2023 Budget Calendar
- D. Approve February 2022 budget report.
- E. Approve January 2022 budget report.
- F. Approve minutes from regular meeting held, February 14, 2022.
- G. Approve minutes from Special Meeting held March 8, 2022.

***Motion to approve consent agenda.***

***Motion made by Mark Brown II, Seconded by Mike Johnson.***

***Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Mark Brown II***

#### VIII. DISCUSSION AND ACTION ITEMS

- A. Discuss and consider approving the City of Richwood staff to participate in and issue Request for Proposals for Administrative Services (RFP) and Request for Qualifications (RFQ) for Engineering Services for the Regional Mitigation Program Council of Governments Method of Distribution (COG-MOD) program administered through the Texas General Land Office. This is a mitigation grant with funds to be used to build and implement structural projects for Hurricane Harvey eligible counties.

Eric presented information regarding the COG-MOD grant.

***Motion to approve participate in and issue Request for Proposals for Administrative Services (RFP) and Request for Qualifications (RFQ) for Engineering Services for the Regional Mitigation Program Council of Governments Method of Distribution (COG-MOD) program administered through the Texas General Land Office.***

***Motion made by Matthew Yarborough, Seconded by Mark Brown II.***

***Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Mark Brown II***

- B. Discussion and possible action regarding the new streets in Oakwood Shores and how to maintain them throughout construction.

Discussion held on possible recourse the city can take to get more follow up.

Staff instructed to look to fines for violations.

Discussion held on current issues we had prior to implementing procedures.

Discussion held on possible meeting with HOA to discuss elevations and other issues within the neighborhood.

Discussion held on future road repair.

Discussion held on possible code enforcement officer in the future.

- C. Discuss and consider adopting Ordinance 22-487 amending Chapter 13, Article V, Sections 103-105 adding provisions to prohibit camping and the storage of personal property on public property.

Eric presented information regarding proposed ordinance.

Matt expressed how we can enforce current ordinances.

Discussion held on what can be done on commercial property.

Matt asked if staff could put together a small resource packet to provide people we encounter.

***Motion to adopt ord. 22-487 amending Chapter 13, Article V, Sections 103-105 adding provisions to prohibit camping and the storage of personal property on public property.***

***Motion made by Mark Brown II, Seconded by Mike Johnson.***

***Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Mark Brown II***

IX. CAPITAL IMPROVEMENT PROJECTS UPDATE

Clif Custer presented the CIP update.

X. CITY MANAGER'S REPORT

Eric Foerster reported on technology update for the police department, the local debt report, fleet auction, and the city's current covid update.

XI. COUNCIL MEMBER COMMENTS & REPORTS

Mike Johnson stated he appreciates all the hard work from city staff and KRB. We are moving in the right direction for the community.

Melissa Strawn welcomed Amanda Reynolds to KRB and expressed thanks to all for their hard work.

Matt Yarborough stated he would like feedback on Tropical Storm Nicholas and if there is any funding coming in.

Rory Escalante requested information on current RFP's that are out for bid.

Mark Brown II thanked KRB for the landscaping projects, it looks awesome. Welcomes Amanda to the Committee. He also recognized our first responders and thanked them for their efforts. He added thanks to staff, stated that it looks like we are doing great.

XII. MAYOR'S REPORT

Mayor reported on weather and a citizen request. He advised that the citizen expressed appreciation for the hard work staff, council and KRB have done and they spoke about the roadwork. Mayor expressed his appreciation to everyone who is involved in City operations.

XIII. FUTURE AGENDA ITEMS

Road Update

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:10 p.m.

**These minutes were read and approved on this 11th day of April 2022.**

---

Mayor

ATTEST:

---

City Secretary





**City of Richwood**  
1800 Brazosport Blvd.  
Richwood, TX 77531  
Phone (979) 265-2082  
Fax (979) 265-734

## Plat Application

**Project Address:** 1410 FM 2004

Subdivision: Tamarind Woods Subdivision Lot: N/A Block: N/A Section Number: N/A  
Replat of West Reserve Tract of the Tamarind Woods Subdivision

**Applicant:** Doyle & Wachtstetter, Inc. Date: 01-20-2022

Address: 131 Commerce Street, Clute, TX 77531

Work Phone: (979) 265-3622 (EXT. 1002) Cell Phone: \_\_\_\_\_

**Owner:** George A. Dingee, Jr. & David N. Dingee

Address: 1410 FM 2004, Richwood, Texas 77566

Work Phone: \_\_\_\_\_ Cell Phone: Wesley: (979) 299-8234

### Type of Plat:

- |                                            |                                           |
|--------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Final Plat        | <input type="checkbox"/> Preliminary Plat |
| <input checked="" type="checkbox"/> Replat | <input type="checkbox"/> Amending Plat    |

**Reason for Platting (be specific):** To combine and replat West Reserve into Reserve Lot 1 & Lot 2

### Checklist for Submittal:

- |                                                                                  |                                                                                                         |
|----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Completed Application                                   | <input type="checkbox"/> Application Fees                                                               |
| <input type="checkbox"/> Digital Copy of Proposed Plat<br>(On thumb drive or cd) | <input type="checkbox"/> Title Report or Planning Letter (recent)<br>(From a Title Company or Attorney) |

**Application Fees:** A check payable to the city in the amount specified as follows: A base fee of \$100.00 plus \$1.00 per lot, plus \$5.00 per acre for any land within the boundaries of the plat not divided into normal single-family residential lots but intended for apartments, commercial, industrial, etc.

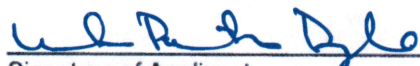
**-Any incomplete application will not be reviewed until a complete submittal is obtained-**

I (we) certify that all of the above statements and the statements containing 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.

Wm. Patrick Doyle, RPLS 4467

Doyle & Wachtstetter, Inc

Name of Applicant



Signature of Applicant

01/20/2022

Date

FOR OFFICE USE ONLY			
BASE FEE			\$100.00
Number of lots	X	\$1.00	
Commercial Acres	2 X	\$5.00	
TOTAL FEES: \$110.00 Receipt # 269447			

City of Richwood  
1800 Brazosport Blvd  
Richwood TX 77531  
(979) 265-2082

Receipt No: 69447  
Receipt Date: 01/31/2022  
Time of Receipt: 01/31/2022 02:02 PM

Replate	<div>110.00</div>
	<div>\$110.00</div>
Cash	<div>110.00</div>
	<div>\$110.00</div>



## **AGENDA MEMORANDUM**

**CONTACT:** CLIF CUSTER

**SUBJECT:** CHANGE ORDER

### **SUMMARY:**

Preferred Industrial Contractors is requesting a change order be approved in the amount of \$37,000.00, changing PIC's base bid from \$694,800.00 to \$731,800.00.

### **BACKGROUND INFORMATION:**

The bid process for the water tank to be located at the North Water Plant was a lengthy one due to the fact that the project had to be rebid. During this time between the contract award of the rebid to Preferred Industrial Contractors and Strand Associate's approval of PIC's submittal for the tank and foundation, steel prices drastically increased. This increase resulted in a net effect increase of 8% in the cost of tank and foundation construction.

### **ISSUE:**

### **FISCAL IMPACT:**

- Increases Preferred Industrials base bid, contractual price from \$694,800.00 to \$731,800.00
- Increases the overall North Water Plant project completion estimate from \$3,999,314.50 to \$4,036,314.50

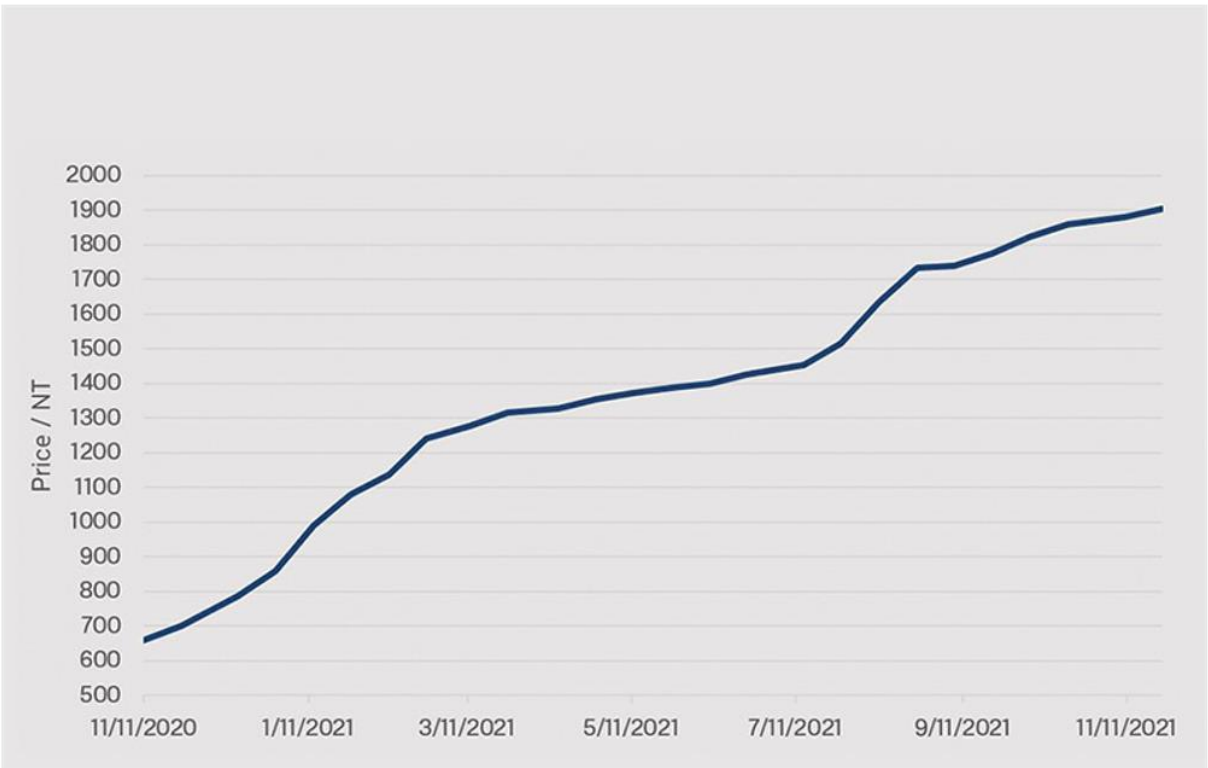
### **RECOMMENDATION:**

I'm recommending that Council make a motion approving Preferred Industrial Contractor's proposed change order in an amount not to exceed \$37,000.00.

April 5, 2022

Preferred Industrial Contactors (PIC) bid on a ground storage tank project (7-2020) for the City of Richwood on July 29, 2021. PIC was awarded the project on August 9, 2021. The pre-construction meeting was held in early October 2021. PIC sent submittals for the tank on October 25, 2021. On November 2, 2021, PIC alerted Strand Engineering that steel prices were highly volatile and that a decision was needed to finalize the tank submittal. Strand approved the tank submittal on November 5, 2021 and PIC issued a purchase order to lock in pricing shortly thereafter.

The timeline described above is typical for this type of work. However, in light of the volatility of the steel prices during this time and that PIC cannot issue a PO without approved submittal drawings, the cost of steel required for the project rose substantially during the nearly 4 months that it took to get an approved submittal. Please consider the following exhibits:



**Exhibit 1. Steel Plate Prices Through 2021**

As can be seen, the price of plate steel rose dramatically from July 2021 through November 2021. This sharp rise in pricing had the net effect of an 8% increase in the cost of the tank and foundation (due to rebar). The 8% delta equates to roughly \$37,000.00 which PIC wishes to pass through without markup.

Respectfully submitted to the City of Richwood Board by Tom Rogers, Municipal Division Director



## AGENDA MEMORANDUM

**CONTACT:** Kirsten Garcia, City Secretary

**SUBJECT:** Code of Ordinance Violation – Property Owner Request.

**SUMMARY:** Property owner is requesting additional time to remedy code of ordinance violation requiring him to have adequate fencing between his commercial property and the residential property surrounding him.

### BACKGROUND INFORMATION:

The City has been working with Mr. Avalos regarding the required fencing on his property. We first notified the property owner of the violation in November 2020 (attached). He was originally given 90 days to remedy the issue. He approached staff and requested more time. He was granted a 6-month extension (attached). Since resolving the violation, his fence has since fallen and become a nuisance. Upon further inspection into the fence placed, it was not adequately placed along the property line. This was explained to Mr. Avalos when he came to our office at the end of March. He said he understood what he needed to get done and requested additional time to get it done. I advised him that at this point, we have afforded him all the additional time we could and that enforcement action will begin. He asked what options he has and he was told he could approach City Council regarding the issue.

### ISSUE:

A commercial property owner does not have adequate fencing on his property that abuts a residential lot and he advises he does not have the financial means at this time to comply with ordinance.

Thank you,

A handwritten signature in blue ink that reads "K. Garcia".

Kirsten Garcia



**City of Richwood  
Code Enforcement Dept.**

1800 Brazosport Blvd.  
Richwood, TX 77531  
Phone (979) 265-2082  
Fax (979) 265-7345

November 19, 2020

Alvaro Daniel Avalos  
1211 N Brazosport Blvd.  
Richwood, TX 77531

LOCATION: 1211 N. Brazosport Blvd.

LEGAL DESCRIPTION: Penny (A0066 J E GROCE)(RICHWOOD), Lot 2-6A-6C Acres 3.08

DATE OF VIOLATION: 11/19/20 (Original Date of Violation: 6/01/20)

DESCRIPTION OF VIOLATION: (Ord. No. 200A, § 3, 9-10-91) Large Trucks/Vehicles parked on property-Not in use. (Ord. No. 324-15A) Property/Business not properly screened-Visible to residential district

CORRECTIVE ACTION REQUIRED: Vehicles must be in compliance with ordinance or be removed from property; Commercial property must be properly screened from residential district

Mr. Avalos,

On June 01, 2020, you were sent a notice regarding the above listed ordinance violations at 1211 Brazosport Blvd. Upon receipt of that notice, you did make contact with the City Code Enforcement Department expressing intent to correct the matter. As of today, 11/19/20, this issue has not been corrected. This property remains in violation of City of Richwood **Ord. No. (200A, § 3, 9-10-91); Ord. No. (324-15A).**

**This notice is to advise you that you have 90 days to bring this property into compliance.** If the property is not in full compliance by February 23, 2021, you will be issued a citation and summoned to court. A person convicted of a violation of this code shall be punished by a fine not exceeding \$500.00. With respect to violations of this code that are continuous with respect to time, each day the violation continues is a separate offense.

If you have any questions or concerns, please feel free to contact City of Richwood at 979-265-2082

Sincerely,

City of Richwood  
Code Enforcement Department



**City of Richwood  
Code Enforcement Dept.**

1800 Brazosport Blvd.  
Richwood, TX 77531  
Phone (979) 265-2082  
Fax (979) 265-7345

January 12, 2021

Alvaro Daniel Avalos  
1211 N Brazosport Blvd.  
Richwood, TX 77531

LOCATION: 1211 N. Brazosport Blvd.

LEGAL DESCRIPTION: Penny (A0066 J E GROCE)(RICHWOOD), Lot 2-6A-6C Acres 3.08

DATE OF VIOLATION: 11/19/20 (Original Date of Violation: 6/01/20)

DESCRIPTION OF VIOLATION: (Ord. No. 200A, § 3, 9-10-91) Large Trucks/Vehicles parked on property-Not in use. (Ord. No. 324-15A) Property/Business not properly screened-Visible to residential district

CORRECTIVE ACTION REQUIRED: Vehicles must be in compliance with ordinance or be removed from property; Commercial property must be properly screened from residential district

Mr. Avalos,

On June 01, 2020, you were sent a notice regarding the above listed ordinance violations at 1211 Brazosport Blvd. Upon receipt of that notice, you did make contact with the City Code Enforcement Department expressing intent to correct the matter. As of today, 1/12/21, this issue has not been corrected. This property remains in violation of City of Richwood **Ord. No. (200A, § 3, 9-10-91); Ord. No. (324-15A).**

**This notice is to advise you that you have been given a 6 month extension as you requested, to bring this property into compliance.** If the property is not in full compliance by **July 12, 2021**, you will be issued a citation and summoned to court. A person convicted of a violation of this code shall be punished by a fine not exceeding \$500.00.

With respect to violations of this code that are continuous with respect to time, each day the violation continues is a separate offense.

**This will be your final notice!**

If you have any questions or concerns, please feel free to contact City of Richwood at 979-265-2082

Sincerely,

City of Richwood  
Code Enforcement Department



**City of Richwood  
Code Enforcement Dept.**

1800 Brazosport Blvd.  
Richwood, TX 77531  
Phone (979) 265-2082  
Fax (979) 265-7345

March 09, 2022

Alvaro Daniel Avalos  
1211 N Brazosport Blvd.  
Richwood, TX 77531

LOCATION: 1211 N. Brazosport Blvd.

LEGAL DESCRIPTION: Penny (A0066 J E GROCE)(RICHWOOD), Lot 2-6A-6C Acres 3.08

DATE OF VIOLATION: 3/07/2022

DESCRIPTION OF VIOLATION: **(Ord. No. 324-15A)** Property/Business not properly screened-Visible to residential district

CORRECTIVE ACTION REQUIRED: Commercial property must be properly screened from residential district \*\*\*

**WITHIN 10 DAYS OF RECEIPT OF THIS NOTICE \*\*\***

Dear Property Owner:

An inspection of your property located at the above listed address indicates that your property is in violation of City of Richwood **Ord. No. (Ord. No. 324-15A)**:

**APPENDIX B - ZONING ORDINANCE**

**Sec. 7. - Additional provisions.**

*C-1 commercial property screening:* On the side and rear boundary of C-1 commercial use district which abuts on R-1, R-2 or R-3 residential use district, it shall be screened by a wall or solid screen planting of not less than six feet along the entire boundary.

*Screening in general:* Screening consisting of either masonry, or berms with adequate trees or shrubs, or chainlink fencing with adequate trees or shrubs shall be required when a business, commercial or industrial building backs up to either a major city street or a state highway and there are garbage receptacles, work vehicles and other common but unsightly operational or back-door materials visible. Such screening must be thick or dense enough to hide the unsightly items up to a height of at least six feet.

In keeping with the ordinance, **proper screening must be put up within ten days of receipt of this notice.** A person convicted of a violation of this code shall be punished by a fine not exceeding \$500.00, except that a fine not exceeding \$2,000.00 shall be imposed for violations of this code that govern fire safety, zoning or public health and sanitation, including the dumping of refuse. With respect to violations of this code that are continuous with respect to time, each day the violation continues is a separate offense. The penalty imposed for a violation of this code shall not exceed or be less than the penalty prescribed by the state law for the same or a similar offense.

If you have any questions or concerns, please feel free to contact City Hall at 979-265-2082

Sincerely,

City of Richwood  
Code Enforcement Department



**City of Richwood  
Code Enforcement Dept.**

1800 Brazosport Blvd.  
Richwood, TX 77531  
Phone (979) 265-2082  
Fax (979) 265-7345

March 22, 2022

Alvaro Daniel Avalos  
1211 N Brazosport Blvd.  
Richwood, TX 77531

**\*\*\* 2<sup>nd</sup> NOTICE \*\*\***

LOCATION: 1211 N. Brazosport Blvd.

LEGAL DESCRIPTION: Penny (A0066 J E GROCE)(RICHWOOD), Lot 2-6A-6C Acres 3.08

DATE OF VIOLATION: 3/07/2022

DESCRIPTION OF VIOLATION: **(Ord. No. 324-15A)** Property/Business not properly screened-Visible to residential district

CORRECTIVE ACTION REQUIRED: Commercial property must be properly screened from residential district \*\*\*  
**WITHIN 10 DAYS OF RECEIPT OF THIS NOTICE \*\*\***

Dear Property Owner:

An inspection of your property located at the above listed address indicates that your property is in violation of City of Richwood **Ord. No. (Ord. No. 324-15A)**:

**APPENDIX B - ZONING ORDINANCE**

**Sec. 7. - Additional provisions.**

*C-1 commercial property screening:* On the side and rear boundary of C-1 commercial use district which abuts on R-1, R-2 or R-3 residential use district, it shall be screened by a wall or solid screen planting of not less than six feet along the entire boundary.

*Screening in general:* Screening consisting of either masonry, or berms with adequate trees or shrubs, or chainlink fencing with adequate trees or shrubs shall be required when a business, commercial or industrial building backs up to either a major city street or a state highway and there are garbage receptacles, work vehicles and other common but unsightly operational or back-door materials visible. Such screening must be thick or dense enough to hide the unsightly items up to a height of at least six feet.

In keeping with the ordinance, **proper screening must be put up within ten days of receipt of this notice.** A person convicted of a violation of this code shall be punished by a fine not exceeding \$500.00, except that a fine not exceeding \$2,000.00 shall be imposed for violations of this code that govern fire safety, zoning or public health and sanitation, including the dumping of refuse. With respect to violations of this code that are continuous with respect to time, each day the violation continues is a separate offense. The penalty imposed for a violation of this code shall not exceed or be less than the penalty prescribed by the state law for the same or a similar offense.

If you have any questions or concerns, please feel free to contact City Hall at 979-265-2082

Sincerely,

City of Richwood  
Code Enforcement Department

**ORDINANCE NO. 22-488**

**AN ORDINANCE OF THE CITY OF RICHWOOD, TEXAS, ESTABLISHING LIABILITY FOR THE DAMAGE OF CITY STREETS AND RIGHT OF WAYS DURING THE CONSTRUCTION OF RESIDENTIAL AND COMMERCIAL PROPERTIES; PROVIDING PENALTIES FOR FAILING TO COMPLY WITH THE ORDINANCE; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Mayor and City Council of the City of Richwood, Texas (the “City”), acknowledge that residential and commercial construction requires the use of City streets and City rights-of-way to transport equipment and labor; and

**WHEREAS**, the Mayor and City Council of the City of Richwood, Texas, are deeply concerned about potential damages caused to City streets and City rights-of-way during the construction of residential and commercial properties in using various construction equipment; and

**WHEREAS**, the Mayor and City Council of the City of Richwood, Texas, find there exists a necessity to appoint liability and penalties for damage caused to City streets and City rights-of-way for the construction of residential and commercial properties.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS:**

**Section 1.** It is the intent of this ordinance to impose liability for damage caused to City streets and City rights-of-way caused during the construction of residential and commercial properties, to promote, protect and improve the health, safety and welfare of the citizens of the City by requiring damages caused to City streets and City rights-of-way to be repaired in an expedited manner so as to not obstruct traffic flow.

**Section 2. Definitions**

1. “Construction activity” means and shall include, but is not limited to, the causing or carrying out of any man-made change in any property or facility, whether residential or commercial, through building, erecting, installing, bulkheading, filling, mining, dredging, clearing, paving, grading, excavating, boring, drilling, or the addition, removal or alteration of any facility or any improvement to property, including altering of the size of any facilities, or other similar work or activity, in, over, under, through, along, around or across the rights-of-way or streets within the city limits.
2. “Excavation or Dirt Work” means any man-made formation of a house pad, cavity, hole or hollow by way of any means of digging, plowing, quarrying, uncovering, blasting, scooping, drilling, dredging, bulldozing, relocating or making cuts, openings, borings, tree removal, dirt work, or other actions or processes to form a house pad, cavity, hole or hollow.
3. “Contractor” means and includes, but is not limited to, all persons actually

performing, directing, monitoring, managing or overseeing any construction activity, work or other such similar activity in, over, under, through, along, around or across any streets or rights-of-way within the city limits.

4. “Owner” means any person having financial interests in property or facilities located in, over, under, through, along, around or across streets and rights-of-way in the city, including the person directing the actions of any contractor, paying a contractor, or for whose benefit the actions of the contractor are undertaken.
5. “Rights-of-way” means the surface of, and the space above and below, any and all present and future public thoroughfares, public utility easements, public ways, public grounds, public waterways and, without limitation by the foregoing, any other public property within the corporate limits of the city.
6. “Streets” means the surface of, and the space above and below, any and all present and future public streets, avenues, highways, boulevards, drives, roads, bridges, alleys, lanes, viaducts and all other public roadways within the city limits and any highways, county roads or other public roadways for which the city has an agreement or contract to control, regulate or maintain.
7. “Facility or facilities” means any plant, equipment and property, including, but not limited to, duct spaces, manholes, poles, towers, utility pipes, pipes, conduits, lines, wires, transmission media, underground and overhead passageways or other equipment, structures and appurtenances which are located in, over, under, through, along, around or across the rights-of-way or streets.

**Section 3.** The contractor and owner carrying on any construction activity, or excavation or dirt work, whether residential or commercial, shall keep all streets and rights-of-way adjacent to such construction activity or excavation, whether residential or commercial, carried on by such contractor or owner in a clean, safe and orderly condition, and unobstructed during all such activities, and shall restore all such streets, rights-of-way, facilities and other structures damaged, altered or injured, in any way, to as good condition as they were before the beginning of such activities, or better.

**Section 4.** Should any person, being the owner, builder, broker, developer of property within the city limits or contractor, fail to comply with section 3, the City shall have the right, after notice to the owner and contractor, to restore all such streets, rights-of-way, facilities and other structures damaged, altered or injured, in any way, located in, over, under, through, along, around or across the rights-of-way or streets and assess the cost of the repair against either the owner personally, the contractor, or against the property.

**Section 5.** That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

**Section 6.** If any section, subsection or provision of this ordinance is held invalid, the remainder shall not be affected by such invalidity.

**Section 7.** That this ordinance shall be in effect immediately upon adoption.

Passed and Approved on this 11th day, April 2022

---

**Steve Boykin, Mayor**

**ATTEST:**

---

**Kirsten Garcia, City Secretary**

**ORDINANCE NO. 22-489**

**AN ORDINANCE BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS AMENDING APPENDIX C – FEE SCHEDULE OF THE CODE OF ORDINANCES; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, in October 2019, adopted Ordinance 19-465 amending fees for water, sewer, and solid waste collection services;

**WHEREAS**, the City wishes to amend the current fee schedule to amend Appendix C – Fee Schedule to include administrative fees for reissuing permits after stop work orders are issued.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS:**

**Section 1:** That APPENDIX C – Fee Schedule is hereby amended to read as attached to this ordinance.

**Section 2:** That if any provision of this ordinance or application thereof to any person or circumstance is held invalid by any court, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City, hereby declares that it would have enacted such remaining portions despite any such invalidity.

**Section 3:** That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

**Section 4:** That this ordinance shall be in effect April 11, 2022.

Passed and Approved on this 11th day of April 2022.

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

**ATTEST:**

\_\_\_\_\_  
**Kirsten Garcia, City Secretary**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**City Attorney**

## APPENDIX C – FEE SCHEDULE

<b>Park and Facility Rental Fees</b>		
<b>FACILITY</b>	<b>RENTAL FEE</b> *Add \$50 if alcohol will be served	<b>DEPOSIT</b>
James Vera Ball Field / Soccer Fields Stop 1-3	N/A	\$100
PK Forrest Building	\$150/day – Residents* \$175/day – Non-Residents*	\$100
Richwood Municipal Pavilion	\$125/day – Residents* \$150/day – Non-Residents*	\$100
Bobby Ford Park	\$75/day – Residents* \$100/day – Non-Residents*	\$50
Moonwalk Waterslide Inflation (Liability Insurance must be provided)	\$25 each	N/A
Police Security Fee	\$35.00 / hour / officer	

**APPLICATION AND PROCESSING FEE (ALL PERMITS)**

Processing Fee (all permits subject to)	\$50.00
<b>Permit Reinstatement Fee</b>	<b>\$100.00</b>
Resubmittal Fee (After two submissions)	\$100.00
Major Revision of approved plans	\$100 h/r
Major Revision of approved drainage plans	\$200 h/r
Plan Review Fee	50% of permit fee
<b>BUILDING PERMIT FEES</b>	
<i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>	
<b>TYPE OF PERMIT</b>	<b>Fee</b>
New Residence* ( includes pool houses and accesory structures with conditioned space)	\$.48/sq.ft.
Additions * (patio covers, carports, additional rooms)	\$150.00 or \$.48/sq.ft.. Whichever is greater
Remodels (total square-footage of space, area or room)*	\$100.00 or \$.48/sq.ft.. Whichever is greater
Swimming Pools*	\$350.00
Spas (cast in place concrete only)*	\$100.00
Accessory Buildings* (storage shed, detached garage or any other structure without conditioned space)	\$150.00

Re-Roofing	\$50.00
Flatwork (driveway, sidewalk patio slab extension)	\$50.00
Demolition	\$50.00
Foundation repair*	\$50.00
Generator*	\$100.00
Carport*	\$100.00
Re-inspection	\$60.00
Partial inspection	\$60.00
Sameday or off schedule inspection	\$130.00

**\*Subject to Plan Review Fee**

<i>All permits are subject to the processing fee</i>	\$50.00

**ELECTRICAL PERMIT FEES***(permit fee will be doubled if work is started prior to obtaining a permit)*

<b>TYPE OF PERMIT</b>	<b>Fee</b>
New Residence	\$100.00
Remodel/Addition/pool	\$100.00
Accessory structure	\$100.00
Minimum permit fee	\$50.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Sameday or off schedule inspection	\$130.00
<i>All permits are subject to the processing fee</i>	\$50.00

**MECHANICAL PERMIT FEES***(permit fee will be doubled if work is started prior to obtaining a permit)*

<b>TYPE OF PERMIT</b>	<b>Fee</b>
New Residence	\$150.00
Remodel/Addition	\$100.00
Accessory structure	\$100.00
HVAC Repair or replacement	\$50.00
Minimum permit fee	\$50.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Sameday or off schedule inspection	\$130.00
<i>All permits are subject to the processing fee</i>	\$50.00

**PLUMBING PERMIT FEES***(permit fee will be doubled if work is started prior to obtaining a permit)*

<b>TYPE OF PERMIT</b>	<b>Fee</b>
New Residence	\$150.00
Remodel/Addition/pool	\$100.00
Accessory structure	\$100.00
Water Tap	\$575.00
Sewer Tap	\$575.00
Irrigation Systems*	\$50.00

Remodel/Addition	\$100.00
Water heater replacement	\$50.00
Minimum permit fee	\$50.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Sameday or off schedule inspection	\$130.00
<b>*Subject to Plan Review Fee</b>	
<i>All permits are subject to the processing fee</i>	\$50.00

### Commercial Building Permit Fees

\$1,000 & Less	\$20.00 Base Fee
\$1,001 to \$50,000	\$20.00 for the first \$1,000 plus \$5.00 for each additional thousand or fraction thereof
\$50,001 to \$100,000	\$260.00 for the first \$50,000 plus \$4.00 for each additional thousand or fraction thereof
\$100,001 to \$500,000	\$460.00 for the first \$100,000 plus \$3.00 for each additional thousand or fraction thereof
\$500,001 and Up	\$1660.00 for the first \$500,000 plus \$2.00 for each additional thousand or fraction thereof

### SUBDIVISION PERMIT FEES

#### Plan Review Fees

\$1,500.00	Up to 10 sheets
\$150.00	Per sheet above 10 sheets
50% of Original Fee	Review fees after 3 Submittals

#### Traffic Impact Analysis

\$2,000.00	100 - 5,000 trips generated
\$3,000.00	5,001 - 15,000 trips generated
\$4,000.00	For greater than 15,000 trips generated

### Public Infrastructure Inspection Fees

\$150.00 per hour

8:00 a.m. to 5:00 p.m.

\$250.00 per hours

After hours, weekend, or holiday inspections

### Civil Engineering Service Fees

\$250.00 per hour

### Utility (Water, Sewer, Solid Waste) Fees

#### Utility Deposits

COMMERCIAL/RESIDENTIAL (OWNER)

\$100.00

RESIDENTIAL (TENANT/RENTER)

\$150.00

### Water Rate Fees and Charges

GALLONS INCLUDED IN BASE RATE

2,000

PER MONTH  
Minimum monthly charge

\$29.79

Monthly usage in excess of 2,000 gallons but  
below 20,000 gallons\$4.90 Per each additional  
1,000 gallons of usage

Monthly usage in excess of 20,000 gallons

\$5.10 Per each additional  
gallons of usage 1,000

### Sewer Rate Fees and Charges

GALLONS INCLUDED IN BASE RATE

GALLONS INCLUDED IN BASE RATE

PER MONTH Minimum monthly charge	PER MONTH Minimum monthly charge
Amounts in excess of 2,000 gallons	Amounts in excess of 2,000 gallons
<b>Water and Sewer Base Discount</b>	
OVER 65 DISCOUNT	\$7.50
Any person who meets the criteria of “Voting member” of the Richwood Volunteer Fire Department as defined by their Constitution and By-Laws, or any member of the Richwood City Council, will receive the first 4,000 gallons free and then be charged \$4.90 per each additional 1,000 gallons of usage	
<b>Solid Waste Collection Discount</b>	
OVER 65 DISCOUNT	\$1.50



## **AGENDA MEMORANDUM**

**CONTACT:** CLIF CUSTER

**SUBJECT:** SOLID WASTE SERVICES

### **SUMMARY:**

Richwood's most recent contract with Waste Connections for solid waste services ran from September 1<sup>st</sup> of 2018 to August 31<sup>st</sup> of 2021. Council renewed the contract and extended it for one year in 2021. The one-year extension will expire on August 31<sup>st</sup> of 2022

### **BACKGROUND INFORMATION:**

Historically the City of Richwood has experienced limited participation by solid waste contractors when the service has been put out for bid. Recently I was approached by AmeriWaste expressing interest on bidding for the account.

### **ISSUE:**

If the service is put out for bid and no other contractor responds, Richwood's base contractual price with Waste Connections will go up. If the existing contract with Waste Connections is extended past one year, Richwood stands a good chance of maintaining our contractual price, but still are subject to nominal increases due to the rising cost of goods such as fuel.

If the service is put out for bid and another contractor bids, there is a chance that competition within the bidding process could drive the cost down.

### **FISCAL IMPACT:**

### **RECOMMENDATION:**

I am requesting of Council a motion to:

1. Proceed with a bid process for solid waste services for the City of Richwood in FY-22
2. Issue in writing a request to Waste Connections to extend the Waste

Connections/Richwood contract for an additional two years.



## **AGENDA MEMORANDUM**

**CONTACT:** CLIF CUSTER

**SUBJECT:** AMERICAN RESCUE PLAN ACT GRANT (PROJECT SCOPE)

### **SUMMARY:**

Richwood Staff is requesting direction from Council regarding project selection from the preapproved ARPA Grant list of projects to better align with Richwood's ARPA Grant allocation of \$988,170.36

### **BACKGROUND INFORMATION:**

Based on Staff's input, Council has provided direction for the development of a project scope to be funded with ARPA Grant Funds. This scope was inclusive of items staff felt provided redundancy within the city's Water and Wastewater systems. These projects include:

#### **Generators**

Well #5 – 1003 ½ Oyster Creek Drive

Well #6 – 614 ½ Audubon Woods Drive

Richwood Service Center/Lift Station #1 – 720 North Mahan

Lift Station #3 – 1501 FM 2004

Lift Station #4 – 2410 Brazosport Blvd. #1

#### **Water System Upgrade**

South Water Plant – 966 Brazosport Blvd.

After satisfying a RFI (Request for Information) from Strand Associates, Strand has presented cost opinions for Richwood's suggested ARPA Project Scope.

### **ISSUE:**

Cost opinions presented by Strand Associates illustrates a total project cost of \$1,384,500.00. Including Grant Administration Services (\$56,500.00), a total estimated project cost for design, construction, and grant admin. is \$1,441,000.00. This is \$452,829.64 over Richwood's grant allocation of \$988,170.36.

**FISCAL IMPACT:**

To complete current project scope Richwood would be responsible for an estimated cost of \$452,829.64.

**RECOMMENDATION:**

Upon receiving the cost opinions from Strand Associates, staff began discussions on how to reduce scope to stay closer to Richwood's budget of \$988,170.36.

Staff is recommending reducing the overall project scope to include:

**Generators**

Well #5 – 1003 ½ Oyster Creek Drive

Richwood Service Center/Lift Station #1 – 720 North Mahan

**Water System Upgrade**

South Water Plant – 966 Brazosport Blvd.

Staff feels that these options will offer redundancy within the Water and Wastewater systems by adding backup power to Well #5 and the Richwood Service Center where the main SCADA panel, Fire Department repeater, Lift Station #1, and Public Works main center of operation is located. In addition to this, the grant will fund a high value, high priority project included in Freese and Nichols 2018 Capital Improvements Project Study for the City of Richwood.

To satisfy grant requirements, Strand Associates reduced their fees with the understanding that a Supplemental Task Order will be presented to Council to cover additional costs of engineering that cannot be submitted to GLO in the cost opinions. Cost opinions, inclusive of grant admin. and a portion of engineering services total \$988,170.00. A Supplemental Task Order in the estimated amount of \$35,330.00 will be presented at a later date.

Staff is requesting from Council a motion to approve Staff's revised American Rescue Plan Act Grant, Project Scope to include:

1. Generators at Well #5 and Richwood Service Center.
2. Water Infrastructure upgrades at Richwood's South Water Plant.



Strand Associates, Inc.  
1906 Niebuhr Street  
Brenham, TX 77833  
(P) 979-636-7337

**CITY OF RICHWOOD, TEXAS  
AMERICAN RESCUE PLAN ACT  
LIFT STATION AND WATER WELL GENERATORS  
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST  
STRAND PROJECT NO. P211.026  
March 24, 2022**

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY		UNIT COST	TOTAL COST
CONSTRUCTION					
1.	Well No. 5 Generator with Automatic Transfer Switch. (480-Volt (V), 3-Phase, 100-Kilowatt (KW), 200-Amperage (Amp), Natural Gas-Powered).	1	LS	\$ 109,000.00	\$ 109,000.00
2.	Well No. 6 Generator with Automatic Transfer Switch. (480-V, 3-Phase, 100-KW, 200-Amp, Natural Gas-Powered).	1	LS	\$ 109,000.00	\$ 109,000.00
3.	Lift Station No. 1 and Service Center Generator with Automatic Transfer Switch. (480-V, 3-Phase, 125-KW, 400-Amp, Natural Gas-Powered).	1	LS	\$ 118,000.00	\$ 118,000.00
4.	Lift Station No. 3 Generator with Automatic Transfer Switch and Elevated Platform. (240-V, 3-Phase, 40-KW, 200-Amp, Diesel-Powered).	1	LS	\$ 105,000.00	\$ 105,000.00
5.	Lift Station No. 4 Generator with Automatic Transfer Switch. (240-V, 3-Phase, 40-KW, 100-Amp, Natural Gas-Powered).	1	LS	\$ 85,000.00	\$ 85,000.00
Subtotal Construction Cost (Rounded):					\$ 526,000.00
20% Contingency (Rounded):					\$ 106,000.00
TOTAL CONSTRUCTION COST:					\$ 632,000.00
ENGINEERING					
1.	Basic Services—Design, Bidding, and Construction-Related Services.				\$ 135,000.00
2.	Topographic Survey (Construction Staking by Contractor).				\$ 5,500.00
3.	Part-Time Construction Observation (Eight Total Visits).				\$ 8,000.00
4.	Geotechnical Services and Construction Materials Testing.				\$ -
TOTAL ENGINEER'S OPINION OF PROBABLE PROJECT COST:					\$ 780,500.00

Ryan D. Tinsley, P.E., ENV SP  
Strand Associates, Inc.® (TBPE No. F-8405)  
1906 Niebuhr Street  
Brenham, TX 77833



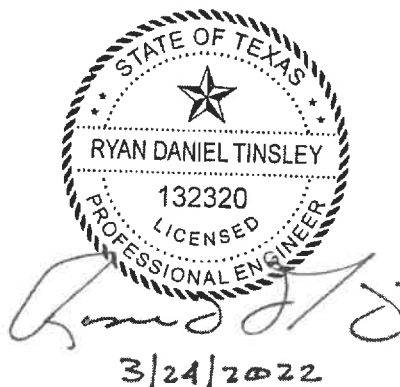


Strand Associates, Inc.  
1906 Niebuhr Street  
Brenham, TX 77833  
(P) 979-866-7937

**CITY OF RICHWOOD, TEXAS  
AMERICAN RESCUE PLAN ACT  
SOUTH WATER PLANT BOOSTER PUMP REPLACEMENTS  
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST  
STRAND PROJECT NO. P211.026  
March 24, 2022**

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY		UNIT COST	TOTAL COST
CONSTRUCTION					
1.	Mobilization.	1	LS	\$ 30,000.00	\$ 30,000.00
2.	Metal Roof Structure with Concrete Slab over Booster Pumps (34- by 10-Foot).	1	LS	\$ 40,000.00	\$ 40,000.00
3.	Metal Roof Structure over Existing Concrete Slab and Electrical Controls.	1	LS	\$ 10,000.00	\$ 10,000.00
4.,	Centrifugal Booster Pumps.	3	EA	\$ 40,000.00	\$ 120,000.00
5.	Ductile Iron Piping, Buried, Mechanical Joint, Various Sizes, and Miscellaneous Fittings.	300	LF	\$ 120.00	\$ 36,000.00
6.	Ductile Iron Piping, Aboveground, Flanged, Various Sizes, and Miscellaneous Fittings.	1	LS	\$ 60,000.00	\$ 60,000.00
7.	Gate Valves, Aboveground, Flanged, and Various Sizes.	8	EA	\$ 4,500.00	\$ 36,000.00
8.	Check Valves, Aboveground, Flanged, and Weighted Arm or Spring.	3	EA	\$ 6,000.00	\$ 18,000.00
9.	Electrical Conduit and Wire.	1	LS	\$ 60,000.00	\$ 60,000.00
10.	Trench Safety.	1	LS	\$ 5,000.00	\$ 5,000.00
11.	Seeding and Restoration.	1	LS	\$ 5,000.00	\$ 5,000.00
Subtotal Construction Cost (Rounded):					\$ 420,000.00
20% Contingency (Rounded):					\$ 84,000.00
TOTAL CONSTRUCTION COST:					\$ 504,000.00
ENGINEERING					
1.	Basic Services--Design, Bidding, and Construction-Related Services.				\$ 80,000.00
2.	Topographic Survey (Construction Staking by Contractor).				\$ 7,000.00
3.	Part-Time Construction Observation (Eight Total Visits).				\$ 8,000.00
4.	Geotechnical Services (Construction Materials Testing by Contractor).				\$ 5,000.00
TOTAL ENGINEER'S OPINION OF PROBABLE PROJECT COST:					\$ 604,000.00

Ryan D. Tinsley, P.E., ENV SP  
Strand Associates, Inc.\* (TBPE No. F-8405)  
1906 Niebuhr Street  
Brenham, TX 77833





Strand Associates, Inc.  
1906 Niebuhr Street  
Brenham, TX 77833  
(7) 979-636-7937

**CITY OF RICHWOOD, TEXAS  
AMERICAN RESCUE PLAN ACT  
LIFT STATION AND WATER WELL GENERATORS  
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST  
STRAND PROJECT NO. P211.026  
March 28, 2022**

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY		UNIT COST	TOTAL COST
CONSTRUCTION					
1.	Well No. 5 Generator with Automatic Transfer Switch. (480-Volt (V), 3-Phase, 100-Kilowatt (KW), 200-Amperage (Amp), Natural Gas-Powered).	1	LS	\$ 109,000.00	\$ 109,000.00
2.	Lift Station No. 1 and Service Center Generator with Automatic Transfer Switch. (480-V, 3-Phase, 125-KW, 400-Amp, Natural Gas-Powered).	1	LS	\$ 118,000.00	\$ 118,000.00
Subtotal Construction Cost (Rounded):					\$ 227,000.00
20% Contingency (Rounded):					\$ 46,000.00
TOTAL CONSTRUCTION COST:					\$ 273,000.00
ENGINEERING					
1.	Basic Services—Design, Bidding, and Construction-Related Services.				\$ 82,500.00
2.	Topographic Survey (Construction Staking by Contractor).				\$ 3,500.00
3.	Part-Time Construction Observation (Four Total Visits).				\$ 4,000.00
4.	Geotechnical Services and Construction Materials Testing.				\$ -
TOTAL ENGINEER'S OPINION OF PROBABLE PROJECT COST:					\$ 363,000.00

Ryan D. Tinsley, P.E., ENV SP  
Strand Associates, Inc.\* (TBPE No. F-8405)  
1906 Niebuhr Street  
Brenham, TX 77833



*[Signature]*  
3/28/2022



Strand Associates, Inc.  
1906 Niebuhr Street  
Brenham, TX 77833  
(P) 979-836-7937

**CITY OF RICHWOOD, TEXAS  
AMERICAN RESCUE PLAN ACT  
SOUTH WATER PLANT BOOSTER PUMP REPLACEMENTS  
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST  
STRAND PROJECT NO. P211.026  
March 24, 2022**

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY		UNIT COST	TOTAL COST
CONSTRUCTION					
1.	Mobilization.	1	LS	\$ 30,000.00	\$ 30,000.00
2.	Metal Roof Structure with Concrete Slab over Booster Pumps (34- by 10-Foot).	1	LS	\$ 40,000.00	\$ 40,000.00
3.	Metal Roof Structure over Existing Concrete Slab and Electrical Controls.	1	LS	\$ 10,000.00	\$ 10,000.00
4.	Centrifugal Booster Pumps.	3	EA	\$ 40,000.00	\$ 120,000.00
5.	Ductile Iron Piping, Buried, Mechanical Joint, Various Sizes, and Miscellaneous Fittings.	300	LF	\$ 120.00	\$ 36,000.00
6.	Ductile Iron Piping, Aboveground, Flanged, Various Sizes, and Miscellaneous Fittings.	1	LS	\$ 60,000.00	\$ 60,000.00
7.	Gate Valves, Aboveground, Flanged, and Various Sizes.	8	EA	\$ 4,500.00	\$ 36,000.00
8.	Check Valves, Aboveground, Flanged, and Weighted Arm or Spring.	3	EA	\$ 6,000.00	\$ 18,000.00
9.	Electrical Conduit and Wire.	1	LS	\$ 60,000.00	\$ 60,000.00
10.	Trench Safety.	1	LS	\$ 5,000.00	\$ 5,000.00
11.	Seeding and Restoration.	1	LS	\$ 5,000.00	\$ 5,000.00
Subtotal Construction Cost (Rounded):					\$ 420,000.00
20% Contingency (Rounded):					\$ 84,000.00
TOTAL CONSTRUCTION COST:					\$ 504,000.00
ENGINEERING					
1.	Basic Services—Design, Bidding, and Construction-Related Services.				\$ 80,000.00
2.	Topographic Survey (Construction Staking by Contractor).				\$ 7,000.00
3.	Part-Time Construction Observation (Eight Total Visits).				\$ 8,000.00
4.	Geotechnical Services (Construction Materials Testing by Contractor).				\$ 5,000.00
TOTAL ENGINEER'S OPINION OF PROBABLE PROJECT COST:					\$ 604,000.00

Ryan D. Tinsley, P.E., ENV SP  
Strand Associates, Inc.\* (TBPE No. F-8405)  
1906 Niebuhr Street  
Brenham, TX 77833





Strand Associates, Inc.  
1906 Niebuhr Street  
Brenham, TX 77833  
(P) 579-826-7837

CITY OF RICHWOOD, TEXAS  
AMERICAN RESCUE PLAN ACT  
LIFT STATION AND WATER WELL GENERATORS  
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST  
STRAND PROJECT NO. P211.026  
April 1, 2022

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY		UNIT COST	TOTAL COST
CONSTRUCTION					
1.	Well No. 5 Generator with Automatic Transfer Switch. (480-Volt (V), 3-Phase, 100-Kilowatt (KW), 200-Amperage (Amp), Natural Gas-Powered).	1	LS	\$ 109,000.00	\$ 109,000.00
2.	Lift Station No. 1 and Service Center Generator with Automatic Transfer Switch. (480-V, 3-Phase, 125-KW, 400-Amp, Natural Gas-Powered).	1	LS	\$ 118,000.00	\$ 118,000.00
Subtotal Construction Cost (Rounded):					\$ 227,000.00
20% Contingency (Rounded):					\$ 46,000.00
TOTAL CONSTRUCTION COST:					\$ 273,000.00
ENGINEERING AND GRANT ADMINISTRATION					
1.	ENGINEERING—Design, Bidding, and Construction-Related Services.				\$ 74,670.00
2.	GRANT ADMINISTRATION.				\$ 28,250.00
TOTAL ENGINEER'S OPINION OF PROBABLE PROJECT COST:					\$ 375,920.00

Ryan D. Tinsley, P.E., ENV SP  
Strand Associates, Inc.\* (TBPE No. F-8405)  
1906 Niebuhr Street  
Brenham, TX 77833

*Ryan D. Tinsley*  
4/1/2022



Strand Associates, Inc.

1906 Niebuhr Street

Brenham, TX 77833

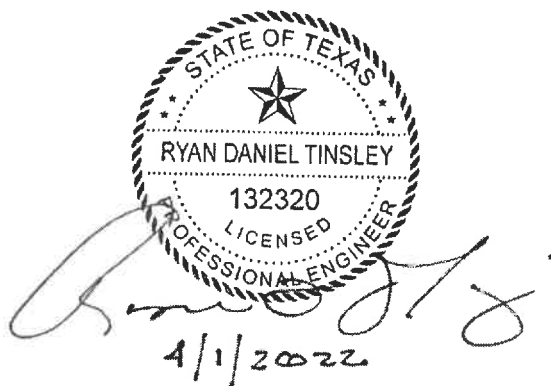
(P) 979-636-7937

CITY OF RICHWOOD, TEXAS  
AMERICAN RESCUE PLAN ACT  
SOUTH WATER PLANT BOOSTER PUMP REPLACEMENTS  
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST  
STRAND PROJECT NO. P211.026

April 1, 2022

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY		UNIT COST	TOTAL COST
CONSTRUCTION					
1.	Mobilization.	1	LS	\$ 30,000.00	\$ 30,000.00
2.	Metal Roof Structure with Concrete Slab over Booster Pumps (34- by 10-Foot).	1	LS	\$ 40,000.00	\$ 40,000.00
3.	Metal Roof Structure over Existing Concrete Slab and Electrical Controls.	1	LS	\$ 10,000.00	\$ 10,000.00
4.	Centrifugal Booster Pumps.	3	EA	\$ 40,000.00	\$ 120,000.00
5.	Ductile Iron Piping, Buried, Mechanical Joint, Various Sizes, and Miscellaneous Fittings.	300	LF	\$ 120.00	\$ 36,000.00
6.	Ductile Iron Piping, Aboveground, Flanged, Various Sizes, and Miscellaneous Fittings.	1	LS	\$ 60,000.00	\$ 60,000.00
7.	Gate Valves, Aboveground, Flanged, and Various Sizes.	8	EA	\$ 4,500.00	\$ 36,000.00
8.	Check Valves, Aboveground, Flanged, and Weighted Arm or Spring.	3	EA	\$ 6,000.00	\$ 18,000.00
9.	Electrical Conduit and Wire.	1	LS	\$ 60,000.00	\$ 60,000.00
10.	Trench Safety.	1	LS	\$ 5,000.00	\$ 5,000.00
11.	Seeding and Restoration.	1	LS	\$ 5,000.00	\$ 5,000.00
Subtotal Construction Cost (Rounded):					\$ 420,000.00
20% Contingency (Rounded):					\$ 84,000.00
TOTAL CONSTRUCTION COST:					\$ 504,000.00
ENGINEERING AND GRANT ADMINISTRATION					
1.	ENGINEERING—Design, Bidding, and Construction-Related Services.				\$ 80,000.00
2.	GRANT ADMINISTRATION.				\$ 28,250.00
TOTAL ENGINEER'S OPINION OF PROBABLE PROJECT COST:					\$ 612,250.00

Ryan D. Tinsley, P.E., ENV SP  
Strand Associates, Inc.\* (TBPE No. F-8405)  
1906 Niebuhr Street  
Brenham, TX 77833



**RESOLUTION 2022-R-62**

**A RESOLUTION DESIGNATING CERTAIN EXEMPT CITY VEHICLES FOR THE ISSUANCE OF REGULAR LICENSE PLATES AND AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO APPLY FOR SUCH REGULAR LICENSE PLATES.**

**WHEREAS**, the City Council deems it necessary to designate certain exempt City vehicles for the issuance of regular license plates; and

**WHEREAS**, this Resolution constitutes an order of the City Council pursuant to Section 502.201(g) (3) of the Transportation Code.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS:**

Sec. 1. THAT the City Council designates those City vehicles which meet the requirements of Section 721.005(a) of the Transportation Code to be eligible for regular license plates pursuant to Section 502.201 of the Transportation Code.

Sec. 2. THAT the Chief of Police is designated to determine which vehicles within the Police Department are qualified for regular license plates.

Sec. 3. THAT the City Manager or his designee shall execute all documents pertaining to said vehicles.

**AND SO IT IS RESOLVED.**

**PASSED AND APPROVED** on this 11<sup>th</sup> day of April 2022.

\_\_\_\_\_  
**Steve Boykin, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Kirsten Garcia, City Secretary**



## **AGENDA MEMORANDUM**

**CONTACT:** ERIC FOERSTER- CITY MANAGER

**SUBJECT:** TCEQ PERMIT REQUEST

**SUMMARY:** Council Member Melissa Strawn requested this item be placed on the agenda for discussion due to concerns of the possible impact on Bastrop Bayou.

**FISCAL IMPACT:** Zero at this time

**RECOMMENDATION:** Discussion needed



**NOTICE OF APPLICATION AND PRELIMINARY DECISION  
FOR TPDES PERMIT FOR MUNICIPAL WASTEWATER**

**NEW**

**PERMIT NO. WQ0016046001**

**APPLICATION AND PRELIMINARY DECISION.** Undine Texas Environmental, LLC, 17681 Telge Road, Cypress, Texas 77429, has applied to the Texas Commission on Environmental Quality (TCEQ) for new Texas Pollutant Discharge Elimination System (TPDES) Permit No. WQ0016046001, to authorize the discharge of treated domestic wastewater at a daily average flow not to exceed 250,000 gallons per day. TCEQ received this application on September 24, 2021.

The facility will be located approximately 2,900 feet southwest of the intersection of County Road 220 and Old Angleton Road, in Brazoria County, Texas 77515. The treated effluent will be discharged via pipe to Angleton Drainage District Ditch 7, thence to Angleton Drainage District Ditch 22, thence to Bastrop Bayou Tidal in Segment No. 1105 of the San Jacinto-Brazos Coastal Basin. The unclassified receiving water uses are minimal aquatic life use for Angleton Drainage District Ditch 7 and Angleton Drainage District Ditch 22 (non-tidal) and high aquatic life use for Angleton Drainage District Ditch 22 (tidal). The designated uses for Segment No. 1105 are primary contact recreation and high aquatic life use. In accordance with 30 Texas Administrative Code §307.5 and the TCEQ implementation procedures (June 2010) for the Texas Surface Water Quality Standards, an antidegradation review of the receiving waters was performed. A Tier 1 antidegradation review has preliminarily determined that existing water quality uses will not be impaired by this permit action. Numerical and narrative criteria to protect existing uses will be maintained. A Tier 2 review has preliminarily determined that no significant degradation of water quality is expected in Angleton Drainage District Ditch 22's tidal reach and Bastrop Bayou Tidal, which have been identified as having high aquatic life use. Existing uses will be maintained and protected. The preliminary determination can be reexamined and may be modified if new information is received. This link to an electronic map of the site or facility's general location is provided as a public courtesy and is not part of the application or notice. For the exact location, refer to the application.

<https://tceq.maps.arcgis.com/apps/webappviewer/index.html?id=db5bac44afbc468bbddd36of816825of&marker=-96.6196%2C33.32&level=12>

The TCEQ Executive Director has completed the technical review of the application and prepared a draft permit. The draft permit, if approved, would establish the conditions under which the facility must operate. The Executive Director has made a preliminary decision that this permit, if issued, meets all statutory and regulatory requirements. The permit application, Executive Director's preliminary decision, and draft permit are available for viewing and copying at Angleton Library, 401 East Cedar Street, Angleton, Texas.

**PUBLIC COMMENT / PUBLIC MEETING.** You may submit public comments or request a public meeting about this application. The purpose of a public meeting is to provide the opportunity to submit comments or to ask questions about the application. TCEQ holds a public meeting if the Executive Director determines that there is a significant degree of public interest in the application or if requested by a local legislator. A public meeting is not a contested case hearing.

**OPPORTUNITY FOR A CONTESTED CASE HEARING.** After the deadline for submitting public comments, the Executive Director will consider all timely comments and prepare a response to all relevant and material or significant public comments. **Unless the application is directly referred for a contested case hearing, the response to comments will be mailed to everyone who submitted public comments and to those persons who are on the mailing list for this application.** If comments are received, the mailing will also provide instructions for requesting a contested case hearing or reconsideration of the Executive Director's decision. A contested case hearing is a legal proceeding similar to a civil trial in a state district court.

**TO REQUEST A CONTESTED CASE HEARING, YOU MUST INCLUDE THE FOLLOWING ITEMS IN YOUR REQUEST:** your name, address, phone number; applicant's name and proposed permit number; the location and distance of your property/activities relative to the proposed facility; a specific description of how you would be adversely affected by the facility in a way not common to the general public; a list of all disputed issues of fact that you submit during the comment period; and the statement "[I/we] request a contested case hearing." If the request for contested case hearing is filed on behalf of a group or association, the request must designate the group's representative for receiving future correspondence; identify by name and physical address an individual member of the group who would be adversely affected by the proposed facility or activity; provide the information discussed above regarding the affected member's location and distance from the facility or activity; explain how and why the member would be affected; and explain how the interests the group seeks to protect are relevant to the group's purpose.

Following the close of all applicable comment and request periods, the Executive Director will forward the application and any requests for reconsideration or for a contested case hearing to the TCEQ Commissioners for their consideration at a scheduled Commission meeting.

The Commission may only grant a request for a contested case hearing on issues the requestor submitted in their timely comments that were not subsequently withdrawn. **If a hearing is granted, the subject of a hearing will be limited to disputed issues of fact or mixed questions of fact and law relating to relevant and material water quality concerns submitted during the comment period.**

The permitted area is owned by Stonetown Capital- they own RV resorts and mobile home communities. I am assuming this is the intended use on their 155.61 acre tract up there (RV resort, or mobile home community, or mix of both). The permit is pulled by Udine Texas Environmental, LLC, a company here in Texas that specializes in wastewater systems. TCEQ has completed their tier 1 and tier 2 review and no significant impact on the waterway is expected.