City of Richwood
TEXAS

CITY COUNCIL MEETING AGENDA

Monday, September 13, 2021 at 6:15 PM

Richwood City Hall, 1800 Brazosport Blvd. N.

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, September 13,2021, beginning at 6:15 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

All public comments will be subject to the following rules: All speakers will be permitted to speak no longer than 3 minutes; all speakers will only be permitted to speak once; speakers cannot defer their 3 minutes to another speaker. Discussion is not allowed on items not posted on the agenda.

IV. PROCLAMATION

A. Constitution Week - September 17-23, 2021

V. EMPLOYEE SERVICE AWARD

A. Kirsten Garcia, City Secretary - 5 Years of Service

VI. CONSENT AGENDA

A. Approval of minutes from regular meeting held, August 9, 2021.

B. Approval of July 2021 budget report.

C. Approval of August 2021 budget report.

D. Approve re-appointing Jeremy Fountain as the City's representative to the Brazosport Water Authority Board.

VII. PUBLIC HEARING ON PROPOSED 2021-2022 BUDGET

VIII. PUBLIC HEARING ON PROPOSED 2021-2022 TAX RATE

IX. DISCUSSION AND ACTION ITEMS

A. Discuss and take appropriate action concerning any final changes to the proposed 2021- 2022 Municipal Budget.

B. Consideration and possible action - reading of Ordinance 2021-480, an ordinance appropriating adopting a budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022.

C. Consideration and action - reading of ordinance 2021-481, an ordinance adopting a tax rate of $0.652278 and levying taxes for the use and support of the Municipal Government of the City of Richwood, Texas and providing for the interest and sinking fund of the taxable year 2021.

D. Discuss and consider approval of Matula and Matula Construction, LLC change order #1 in the amount of $21,302.30

E. Discuss and consider approval of Matula and Matula Construction, LLC change order #2 in the mount, not to exceed, $30,000, to resurface asphalt driveways in the project scope of Richwood's phase 2 of street repair.

F. Discuss and consider approval of change order in the amount of $29,838.00 to repair roughly 310 linear feet of the western portion of Cypress Street.

G. Discuss and consider approving a service agreement with Ana Celedon to provide City water to lots 4 & 5, Block 1 of the Havenwood Subdivision at 1.5 times the cost of water rate within the City of Richwood.

H. Discussion and possible action regarding street flooding on Quail Run Street.

I. Discussion regarding standing water on Oyster Creek Drive in front of driveays and intersection of S. Yaupon.

X. EXECUTIVE SESSION

Pursuant to Chapter 551.071, Consultation with Counsel on legal matters

1. Bid Contract for North Water Plant

Pursuant to Chapter 551.074, personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee;

1. Chief of Police

XI. ACTION AS A RESULT OF EXECUTIVE SESSION

XII. CAPITAL IMPROVEMENT PROJECTS UPDATE

XIII. CITY MANAGER'S REPORT

XIV. COUNCIL MEMBER COMMENTS & REPORTS

XV. MAYOR'S REPORT

XVI. FUTURE AGENDA ITEMS

XVII. 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 September 08, 2021 at 04:00PM 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

Proclamation

I, Steve Boykin, by virtue of the authority vested in me as Mayor of the City of Richwood, Texas, do hereby proclaim

September 17-23, 2021
"Constitution Week"

in the City of Richwood, and urge each and every citizen to recognize Constitution Week.

WHEREAS; The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS; September 17, 2021, marks the two hundred and thirty-fourth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS; It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

WHEREAS; Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW THEREFORE, We the Mayor and the City Council of the City of Richwood, do hereby designate the week September 17 - 23, 2021 as Constitution Week. I ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

In Testimony whereof, witness my hand and the seal of the City of Richwood, this 13th day of September, A.D. 2021.

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Steve Boykin, Mayor
City of Richwood

Service Award

This certificate is awarded to

Kirsten Garcia

In appreciation of **5 years** of dedicated service

to the **City of Richwood.**

Steve Boykin
Mayor

Issued September 13, 2021

Eric Foerster
City Manager

Minutes of the City Council

The City Council called Meeting of August 9, 2021

BE IT KNOWN THAT, a City Council of City of Richwood was held August 9, 2021, beginning at 6:10 PM PM in the Richwood City Hall, located at 1800 Brazosport Blvd. N, Richwood, Texas 77531.

I. **CALL TO ORDER**
The meeting was called to order at 6:19 p.m.

II. **ROLL CALL OF COUNCIL MEMBERS**

Steve Boykin, Mayor:	Present
Mike Johnson, Position 1:	Present
Melissa Strawn, Position 2:	Present
Matthew Yarborough, Position 3:	Present
Rory Escalante, Position 4:	Present
Mark Brown II, Position 5:	Absent

Others in attendance: Eric Foerster, City Manager; Kirsten Garcia, City Secretary; Tricia Ditto, Finance Director; Clif Custer, Public Works Director; Matt Allen, City Attorney.

III. **PUBLIC COMMENTS**
There were no public comments.

IV. **CONSENT AGENDA**

A. Approval of Minutes
1. Regular meeting held July 19, 2021.
2. Special meeting and workshop held July 26, 2021.
3. Special meeting and workshop held August 2, 2021.

B. Budget Report, June 2021

Motion to approve consent agenda. This motion, made by Rory Escalante and seconded by Mark Brown II, Passed.
Yea: 5, Nay: 0

V. **DISCUSSION AND ACTION ITEMS**

A. Discuss and consider awarding contract 5-2020 for the construction of the North Water Plant 350,000-gallon ground storage tank.
Clif Custer presented.

No discussion held.

Motion to awarding contract 5-2020 for the construction of the North Water Plant 350,000-gallon ground storage tank to Premier. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.
Yea: 5, Nay: 0

B. Discuss and consider approving amendment no. 2 to task order no. 19-02 for additional water plant site and facilities design, additional RPR services, North Water Plant integration into Richwood's SCADA system and Geotechnical Engineering/Consulting.

Clif Custer presented.

No discussion held.

Motion to approve amendment no. 2 to task order no. 19-02 for additional water plant site and facilities design, additional RPR services, North Water Plant integration into Richwood's SCADA system and Geotechnical Engineering/Consulting. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.
Yea: 5, Nay: 0

C. Discuss and consider approving Strand Associates Task Order No. 21-03 for engineering and related services for repair and improvement of identified drainage projects within the City of Richwood.

Clif Custer presented.

No discussion.

Motion to approve Strand Associates Task Order No. 21-03 for engineering and related services for repair and improvement of identified drainage projects within the City of Richwood. This motion, made by Matthew Yarborough and seconded by Mark Brown II, Passed.
Yea: 5, Nay: 0

D. Discuss, consider and adopt a resolution designating an administration/project delivery service provider to complete project implementation for the American Rescue Plan Act (ARP Act) funding administered by the US Department of the Treasury, other Federal or State agency.

Kirsten Garcia presented.

Discussion held on costs associated with hiring grant administration and how the proposed costs compare to other grant management companies.

Motion to approve a resolution designating an administration/project delivery service provider to complete project implementation for the American Rescue Plan Act (ARP

Act) funding administered by the US Department of the Treasury, other Federal or State agency. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.
Yea: 5, Nay: 0

E. Public hearing and action on the FY 2021-2022 proposed budget of the Crime Control and Prevention District.

Tricia Ditto presented.

No discussion held.

Motion to approve FY 2021-2022 proposed budget of the Crime Control and Prevention District. This motion, made by Mike Johnson and seconded by Melissa Strawn, Passed.
Yea: 5, Nay: 0

F. Discuss and consider approving a resolution setting the date and time for the public hearing for FY 2021-2022 Annual Budget for September 13, 2021 at 6:00 p.m.

Eric Foerster presented.

Motion to approve a resolution setting the date and time for the public hearing for FY 2021-2022 Annual Budget for September 13, 2021 at 6:00 p.m. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.
Yea: 5, Nay: 0

G. Consider and record vote for proposed tax rate for the 2021-2022 Fiscal Year of .652278, which is a tax increase of up to 6.63% above the No New Revenue Tax Rate for the City of Richwood, to be adopted at a future meeting.

Discussion held on requirement for motion language and how the proposed rate is used at future meetings.

Councilman Mike Johnson requested that the minutes reflect that this specific language used to motion and vote is required by TEX. TAX CODE § 26.06(c) and 26.061.

"I move to propose a tax rate of $.652278, which will result in a tax rate increase of 6.63% above the No New Revenue Tax Rate." This motion, made by Matthew Yarborough and seconded by Rory Escalante, Passed.
Yea: 4, Nay: 1
Mark Brown II: Nay

H. Discuss and consider approving a resolution setting the date and time for public hearing for the proposed tax rate for September 13, 2021 at 6:00 p.m. to be held at the City of Richwood, 1800 Brazosport Blvd, Richwood, TX 77531

Motion to approve a resolution setting the date and time for public hearing for the proposed tax rate for September 13, 2021 at 6:00 p.m. to be held at the City of Richwood, 1800 Brazosport Blvd, Richwood, TX 77531. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.
Yea: 5, Nay: 0

I. Discussion and possible action regarding rental of City property for events and a possible moratorium on City sponsored events in light of the recent COVID-19 spike. Discussion held on limited rentals and city events.

Council consensus was to continue with private rentals of City facilities but limit in person City hosted events.

No formal action taken.

VI. **CAPITAL IMPROVEMENT PROJECTS UPDATE**
Clif Custer presented.

VII. **CITY MANAGER'S REPORT**
Eric Foerster reported budget updates, including information regarding CCPD's budget amendment. Mr. Foerster also gave an update regarding COVID-19 and staff.

VIII. **COUNCIL MEMBER COMMENTS & REPORTS**
Melissa Strawn stated that she spoke to Eric about adding code enforcement officer position to the city, add it's possibly something to look at for next budget.

Rory Escalante spoke regarding contract award and how an error created such financial implication for both the city and the taxpayers.

Mike Johnson stated that he appreciates all the project work going on and requests future meetings be cut off at 10:00 pm if they go long.

Matthew Yarborough stated that in 2019 our tax rate was .67 and in 2020 it was .63 and we just approve a ceiling of .65, so worst case we still won't be where we were in 2019. He added that we have a lot of infrastructure needed and we need to have a way to fund it.

Mark Brown recognized the police officers for working extra hours, he appreciates their efforts, he also recognized the fire department and city staff for doing a great job executing things and moving things forward. He encouraged everyone to keep on taking care of yourself and hope for speedy recovery for those impacted.

IX. **MAYOR'S REPORT**
Mayor Boykin gave an update on weather and staying prepared. He requested anyone that may need assistance to please contact the City.

X. **FUTURE AGENDA ITEMS**
Executive session regarding bid contract.

XI. **ADJOURNMENT**
Being there no further business, the meeting was adjourned at 7:50 p.m.

These minutes were read and approved on this 13th day of September 2021.

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Mayor

ATTEST:

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City Secretary

City of Richwood
TEXAS

AGENDA MEMORANDUM – SEPTEMBER 12, 2021
ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: **Receive and/or approve the July 2021 Budget Report**

BACKGROUND INFORMATION:

The information provided is for the FY 2020-2021 budget period, month ending July 31, 2021. 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 July may include corrections from prior months.

DISCUSSION:

Attached is the budget report for July 2021, which is the ninth month of Fiscal Year 21. 91.7% of the year has passed. The report reflects the original budget as approved for FY21 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved.

10-General Fund

As of July 31, 2021, General Fund revenues total $2,758,007 or ahead of budget projection by $58,688. Of this year to date total, $129,698 was received in July. General Fund expenditures total $2,030,116, or 87.22% of the budget. For this period, the General Fund shows revenue exceeding expenditures by $421,302.

Revenue (GF)

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of July is $1,766,752, 97.64% of its annual budgeted amount. $26,213 came in during the month of July.
- Sales Tax revenue continues to come in ahead of budget. The budget report reflects 8 months of sales tax earned, October through May, as we collect 2 months behind. A year-end entry is made at 9/30 to accrue amounts earned in the fiscal year that are not yet collected. Therefore, the amounts collected this past October and November were shown as revenue in the previous fiscal year.

  The following chart demonstrates sales tax collections to date for this current fiscal year. We are at about 84% of budget with 4 months of collection left in the fiscal year. We should end the year well ahead of budget.

City of Richwood
TEXAS

Sales Tax Collection Summary – Fiscal Year 2020-2021

Month Earned	Month Collected by City	General Fund	CCPD	Transportation	Total	Cumulative % of Budget Total $748,000
8/2020	10/2020	46,473.52	11,618.39	11,491.48	69,583.39	9.3%
9/2020	11/2020	45,907.53	11,470.69	11,476.89	68,855.11	18.5%
10/2020	12/2020	56,928.95	14,125.61	14,232.24	85,286.80	29.9%
11/2020	1/2021	42,914.79	10,640.34	10,728.70	64,283.83	38.5%
12/2020	2/2021	49,009.21	12,125.69	12,252.31	73,387.21	48.3%
1/2021	3/2021	43,362.04	10,604.48	10,840.51	64,807.03	57%
2/2021	4/2021	45,225.28	12,125.69	12,252.31	69,603.28	66.3%
3/2021	5/2021	66,710.75	16,459.45	16,667.69	99,837.89	79.6%
4/2021	6/2021	59,504.19	14,722.87	14,876.05	89,103.11	93.5%
5/2021	7/2021	63,044.44	15,478.77	15,761.11	94,284.32	105%

- Permits and Licenses revenues total $2,832 for July, bringing the year to date total to $73,691. This is 103.4% of budget, and approximately $12,000 less than this same period of FY20. We are however ahead of budget. Inspection fees of $27,805 are on par with the prior year and with our cost of inspections paid to BBG and Chris Motley.

  Impact fees on new construction are posted to Fund 32 Utility Capital Improvements. To date, we have collected $35,405 for 14 Water Impact Fees and $7,832 for two Sewer Impact Fees. There were no impact fees paid during the month of July.

- Court fees year to date through July are $75,370. This figure is 100.5% of total annual budget and approximately $18,000 ahead of last year.

Expenditures (GF)

Expenditures year to date for the General Fund are at $2,030,116, 87.22% of annual budget.

General Fund ended July $421,302 ahead of budget for the year with 10 months of the year behind us.

30-Water, Sewer and Solid Waste Fund

Public Works continues to maintain solid financial numbers as the year progresses. Revenues received through July total $1,950,187, 94.21% of total budget. Total operating expense through July is $1,549,658, or 79.4% of budget. At the end of July, our enterprise fund was showing a Net Operating Income well ahead of budget, with operating revenues exceeding operating expenses by $347,434.

RECOMMENDATION: Council to approve July 2021 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood
Operational Budget Report
10/1/2020 - 07/31/2021

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							**83.3% of year**
Taxes	2,204,008.45	109,917.72	2,355,915.13	2,500,381.00	2,500,381.00	144,465.87	94.22%
Property taxes, including delinquent & penalties	1,666,434.08	26,213.10	1,766,751.72	1,809,381.00	1,809,381.00		97.64%
Franchise Taxes	167,257.51	20,660.18	162,463.71	190,000.00	190,000.00		85.51%
Sales Tax	370,316.86	63,044.44	426,699.70	508,000.00	508,000.00		84.00%
Licenses and permits	85,456.08	2,832.00	73,691.17	71,250.00	71,250.00	(2,441.17)	Ahead of Budget
Intergovernmental revenue	0.00	8,625.87	209,864.36	1,000.00	1,000.00	(208,864.36)	Ahead of Budget
Charges for services	1,624.00	895.00	4,077.00	1,000.00	1,000.00	(3,077.00)	Ahead of Budget
Fines and forfeitures	57,793.12	4,244.87	75,370.03	75,000.00	75,000.00	(370.03)	Ahead of Budget
Special Revenues	2,684.51	15.01	1,182.37	2,688.00	2,688.00	1,505.63	43.99%
Interest	14,999.33	193.22	1,468.89	17,000.00	17,000.00	15,531.11	8.64%
Miscellaneous revenue	35,781.80	2,974.75	36,438.50	31,000.00	31,000.00	(5,438.50)	Ahead of Budget
Inspection Fees	25,300.00	2,530.00	25,275.00	25,000.00	25,000.00		
Miscellaneous Income	9,246.80	44.75	7,738.50	5,000.00	5,000.00		
Parks & Recreation - Park Pavillion Rentals	1,235.00	400.00	3,425.00	1,000.00	1,000.00		
Total Revenue	**2,402,347.29**	**129,698.44**	**2,758,007.45**	**2,699,319.00**	**2,699,319.00**	**(58,688.45)**	**Ahead of Budget**
Expenditures							
General Government							
Administration							
Personnel & Benefits	231,057.36	34,384.90	346,074.05	424,981.00	430,742.00	84,667.95	81.43% [3]
Supplies	18,956.14	424.24	8,194.07	22,820.00	22,820.00	14,625.93	35.91%
Maintenance & Repair	5,644.46	334.99	3,210.59	5,000.00	5,000.00	1,789.41	64.21%
Utilities	9,302.85	1,563.33	13,040.57	15,160.00	15,160.00	2,119.43	86.02%
Professional Services	109,845.37	3,265.86	208,214.89	121,870.00	121,870.00	(86,344.89)	Over Budget
Other Services	46,262.53	1,788.75	47,777.42	62,777.00	62,777.00	14,999.58	76.11%
Capital Equipment	1,695.41	69.67	6,653.05	6,800.00	6,800.00	146.95	97.84%
Total Administration	**422,764.12**	**41,831.74**	**633,164.64**	**659,408.00**	**665,169.00**	**32,004.36**	**96.02%**
Judicial							
Personnel & Benefits	42,465.66	4,827.14	52,191.52	67,345.00	67,977.00	15,785.48	77.50% [3]
Supplies	1,664.23	0.00	1,180.81	3,300.00	3,300.00	2,119.19	35.78%
Utilities	144.93	0.00	0.00	500.00	500.00	500.00	0.00%
Professional Services	10,830.00	0.00	14,715.68	19,600.00	19,600.00	4,884.32	75.08%
Other Services	373.00	75.00	280.00	1,000.00	1,000.00	720.00	28.00%
Total Judicial	**55,477.82**	**4,902.14**	**68,368.01**	**91,745.00**	**92,377.00**	**24,008.99**	**74.52%**
Permitting & Inspections							
Personnel & Benefits	112,382.91	0.00	25,230.50	20,000.00	20,000.00	(5,230.50)	Over Budget
Supplies	1,664.04	0.00	581.27	1,725.00	1,725.00	1,143.73	33.70%
Professional Services	2,588.18	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00%
Other Services	640.98	0.00	0.00	0.00	0.00	0.00	0.00%
Total Permitting & Inspections	**117,276.11**	**0.00**	**25,811.77**	**24,725.00**	**24,725.00**	**(1,086.77)**	**Over Budget**
Special Revenue Expenditures							
Supplies	1,960.31	0.00	0.00	2,388.00	2,388.00	2,388.00	0.00%
Total Special Revenue Expenditures	**1,960.31**	**0.00**	**0.00**	**2,388.00**	**2,388.00**	**2,388.00**	0.00%
Total General Government	**597,478.36**	**46,733.88**	**727,344.42**	**778,266.00**	**784,659.00**	**57,314.58**	**93.46%**
Public Safety							
Police Department							
Personnel & Benefits	673,432.54	69,449.26	721,796.46	865,812.00	873,430.00	151,633.54	83.37% [3]
Supplies	27,715.47	3,519.59	29,734.58	45,400.00	45,400.00	15,665.42	65.49%
Maintenance & Repair	27,841.73	1,564.97	28,296.15	22,400.00	22,400.00	(5,896.15)	Over Budget
Utilities	12,378.95	1,731.85	11,719.62	16,000.00	16,000.00	4,280.38	73.25%
Professional Services	48,128.59	10,750.00	37,917.08	72,400.00	72,400.00	34,482.92	52.37%
Other Services	23,605.61	0.00	17,698.35	26,300.00	26,300.00	8,601.65	67.29%
Capital Equipment	4,336.37	187.10	9,269.00	7,600.00	17,644.00	8,375.00	121.96% [1]
Total Police Department	**817,439.26**	**87,202.77**	**856,431.24**	**1,055,912.00**	**1,073,574.00**	**217,142.76**	**81.11%**
Fire Department							
Personnel & Benefits	5,751.96	0.00	10,267.85	28,400.00	28,400.00	18,132.15	36.15%
Supplies	20,444.01	2,621.14	14,592.82	15,400.00	15,400.00	807.18	94.76%
Maintenance & Repair	102,260.77	0.00	17,558.07	17,500.00	17,500.00	(58.07)	Over Budget
Utilities	2,384.81	390.55	3,573.34	3,800.00	3,800.00	226.66	94.04%
Professional Services	116,250.00	0.00	105,000.00	107,131.00	107,131.00	2,131.00	98.01%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Other Services	14,236.29	0.00	18,115.88	18,800.00	18,800.00	684.12	96.36%
Capital Equipment	1,543.65	0.00	56,782.75	64,712.00	68,060.00	11,277.25	87.75% [1]
Total Fire Department	**262,871.49**	**3,011.69**	**225,890.71**	**255,743.00**	**259,091.00**	**33,200.29**	**88.33%**
Code Enforcement							
Personnel & Benefits	26,389.49	0.00	(254.00)	1,000.00	1,000.00	1,254.00	-25.40%
Supplies	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Maintenance & Repair	0.00	0.00	139.07	0.00	0.00	(139.07)	Over Budget
Professional Services	840.00	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00%
Other Services	0.00	0.00	736.00	1,150.00	1,150.00	414.00	64.00%
Total Code Enforcement	**27,229.49**	**0.00**	**621.07**	**6,150.00**	**6,150.00**	**5,528.93**	**10.10%**
Total Public Safety	**1,107,540.24**	**90,214.46**	**1,082,943.02**	**1,317,805.00**	**1,338,815.00**	**255,871.98**	**82.18%**
Public Works							
City Maintenance							
Personnel & Benefits	87,615.37	7,417.49	81,864.59	107,774.00	108,618.00	26,753.41	75.96%
Supplies	7,415.39	962.61	11,828.66	15,700.00	15,700.00	3,871.34	75.34%
Maintenance & Repair	26,674.60	1,181.24	18,540.40	29,000.00	29,000.00	10,459.60	63.93%
Utilities	24,620.76	2,453.54	21,663.81	31,700.00	31,700.00	10,036.19	68.34%
Other Services	6,194.84	0.00	9,321.79	4,375.00	4,375.00	(4,946.79)	Over Budget
Capital Equipment	19,916.10	0.00	2,125.86	2,213.00	2,213.00	87.14	96.06%
Total City Maintenance	**172,437.06**	**12,014.88**	**145,345.11**	**190,762.00**	**191,606.00**	**46,260.89**	**76.19%**
Parks and Recreation							
Supplies	2,926.96	506.46	2,237.98	3,200.00	3,200.00	962.02	69.94%
Maintenance & Repair	22,568.37	250.57	21,709.31	23,000.00	23,000.00	1,290.69	94.39%
Utilities	1,540.23	134.30	1,693.51	2,000.00	2,000.00	306.49	84.68%
Other Services	7,663.30	0.00	10,634.53	12,450.00	12,450.00	1,815.47	85.42%
Total Parks and Recreation	**34,698.86**	**891.33**	**36,275.33**	**40,650.00**	**40,650.00**	**4,374.67**	**89.24%**
Miscellaneous	82,781.46	0.00	38,208.36	0.00	37,000.00	(1,208.36)	Over Budget [2]
City Hall Promissory Note	10,694.32	0.00	0.00	0.00		0.00	
Development Agreements	72,087.14	0.00	38,208.36	0.00	37,000.00	(1,208.36)	
Total Expenditures	**1,994,935.98**	**149,854.55**	**2,030,116.24**	**2,327,483.00**	**2,392,730.00**	**297,366.76**	**87.22%**
Other Financing Sources and Uses							
Sources							
Transfers In						0.00	Over Budget
Total Sources	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Uses							
Transfers Out	139,947.00	0.00	317,000.00	317,000.00	317,000.00	0.00	100.00%
Total Uses	**139,947.00**	**0.00**	**317,000.00**	**317,000.00**	**317,000.00**	**0.00**	**100.00%**
Total Other Financing Sources and Uses	**(139,947.00)**	**0.00**	**(317,000.00)**	**(317,000.00)**	**(317,000.00)**	**0.00**	**100.00%**
Total - 10 GENERAL FUND	**267,464.31**	**(20,156.11)**	**410,891.21**	**54,836.00**	**(10,411.00)**	**421,302.21**	**Ahead of Budget**

Notes to General Ledger

[1] **Res 21-R-45** AED 3 -Year Contract

10-055940	10,044
10-075940	3,348

[2] **Development agreements moved from Revenue to Expenditure**

10-294802	-37,000
10-615699	37,000

[3] **Res 21-R 46** **City Staff Pay Raise**

Administration	6,393
Maintenance	844
Police	7,618
Water/Sewer	3,002
	17,857

City of Richwood
Operational Budget Report
10/1/2020 - 07/31/2021

30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used	
Net Operating Income (Loss)								
Operating income							**83.3% of year**	
Sewer Department	697,933.72	72,168.53	725,611.39	820,000.00	820,000.00	94,388.61	88.49%	
Water Department	871,230.11	96,140.67	961,565.31	967,000.00	967,000.00	5,434.69	99.44%	
Solid Waste Department	254,807.27	26,328.20	263,009.80	283,000.00	283,000.00	19,990.20	92.94%	
Total Operating income	**1,823,971.10**	**194,637.40**	**1,950,186.50**	**2,070,000.00**	**2,070,000.00**	**119,813.50**	**94.21%**	
Operating expense								
Sewer Department								
Personnel & Benefits	96,429.93	11,616.42	124,854.28	176,782.00	178,510.00	51,927.72	70.63%	6
Supplies	2,903.92	889.93	4,913.90	14,940.00	14,940.00	10,026.10	32.89%	
Maintenance & Repair	19,370.86	267.05	25,262.28	61,770.00	61,770.00	36,507.72	40.90%	
Utilities	0.00	0.00	7.99	23,200.00	23,200.00	23,192.01	0.03%	
Professional Services	553,907.35	113,945.87	512,360.89	558,080.00	558,080.00	45,719.11	91.81%	
Other Services	1,127.25	0.00	8,831.46	13,900.00	13,900.00	5,068.54	63.54%	
Total Sewer Department	**673,739.31**	**126,719.27**	**676,230.80**	**848,672.00**	**850,400.00**	**174,169.20**	**79.68%**	
Water Department								
Personnel & Benefits	188,520.35	12,113.55	122,950.72	154,801.00	160,047.00	31,850.28	79.43%	1,6
Supplies	31,315.88	1,588.70	20,855.28	27,845.00	27,845.00	6,989.72	74.90%	
Maintenance & Repair	55,192.64	9,391.60	106,227.78	100,914.00	114,064.00	(5,313.78)	Ahead of Budget	2,3
Utilities	47,001.05	8,411.23	65,923.89	58,400.00	58,400.00	(7,523.89)	Ahead of Budget	
Professional Services	22,370.94	33,107.07	69,096.73	115,000.00	160,000.00	45,903.27	60.08%	
Other Services	301,205.92	23,894.80	287,153.36	362,550.00	362,550.00	75,396.64	79.20%	
Capital Equipment	3,181.34	300.77	3,383.83	3,600.00	3,600.00	216.17	94.00%	
Total Water Department	**648,788.12**	**88,807.72**	**675,591.59**	**823,110.00**	**886,506.00**	**210,914.41**	**82.08%**	
Solid Waste Department								
Professional Services	205,138.56	21,993.75	197,835.66	280,000.00	280,000.00	82,056.34	70.66%	
Total Solid Waste Department	**205,138.56**	**21,993.75**	**197,835.66**	**280,000.00**	**280,000.00**	**82,164.34**	**70.66%**	
Total Operating expense	**1,527,665.99**	**237,520.74**	**1,549,658.05**	**1,951,782.00**	**2,016,906.00**	**467,247.95**	**79.40%**	
Total Net Operating Income (Loss)	**296,305.11**	**(42,883.34)**	**400,528.45**	**118,218.00**	**53,094.00**	**(347,434.45)**	**Ahead of Budget**	
Non-Operating Items								
Non-operating income								
Interest income	3,713.32	36.21	628.97	1,750.00	1,750.00	1,121.03	35.94%	
Grants	35,778.00	0.00	37,513.60	0.00	0.00	(37,513.60)	Ahead of Budget	
Other income	2,977.42	415.49	2,770.26	0.00	0.00	(2,770.26)	Ahead of Budget	
Transfers In	60,000.00	0.00	80,000.00	80,000.00	80,000.00	0.00	At Budget	
Total Non-operating income	**102,468.74**	**451.70**	**120,912.83**	**81,750.00**	**81,750.00**	**39,162.83**	**147.91%**	
Non-operating expense								
Debt Service	133,379.37	0.00	114,622.50	302,271.00	302,271.00	187,648.50	37.92%	
Transfers Out	0.00	0.00	81,752.25	56,000.00	204,000.00	(25,752.25)	Ahead of Budget	4
Total Non-operating expense	**133,379.37**	**0.00**	**196,374.75**	**358,271.00**	**506,271.00**	**309,896.25**	**54.81%**	
Depreciation Expense	0.00	0.00	0.00	0.00	265,000.00	0.00	At Budget	5
Total Non-Operating Items	**(30,910.63)**	**451.70**	**(75,461.92)**	**(276,521.00)**	**(689,521.00)**	**614,059.08**	**Ahead of Budget**	
otal - 30 Water & Sewer Enterprise Fund	**265,394.48**	**(42,431.64)**	**325,066.53**	**(158,303.00)**	**(636,427.00)**	**961,493.53**	**Ahead of Budget**	

lotes to General Ledger

1 Res 21-R-37 — **Public Works Director Vehicle Allowance**

30-215103	3,508
30-215105	351
30-215107	51
30-21-5120	63
	3,973

2 Res 20-R-35 — **Water Line Repair -Oyster Creek**

30-215390 25,444

3 Res 21-R-40 — **Water Line Repair - Oyster Creek**

30-215390 13,150

4 Res 21-R-38	**Sewer Line Replacement Magnolia**		
	30-985966	148,000	
5 Res 21-R-41	**Estimated Depreciation**		
	30-305999	265,000	
6 Res 21-R 46	**City Staff Pay Raise**		
	Administration	6,393	
	Maintenance	844	
	Police	7,618	
	Water/Sewer	3,002	
		17,857	

City of Richwood
TEXAS

Agenda Memorandum – September 12, 2021
Item # Consent

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: **Receive and/or approve the August 2021 Budget Report**

BACKGROUND INFORMATION:

The information provided is for the FY 2020-2021 budget period, month ending August 31, 2021. 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 August may include corrections from prior months.

DISCUSSION:

Attached is the budget report for August 2021, which is the ninth month of Fiscal Year 21. 91.7% of the year has passed. The report reflects the original budget as approved for FY21 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved.

10-General Fund

As of August 31, 2021, General Fund revenues total $2,870,611 or ahead of budget projection by $171,292. Of this year to date total, $112,604 was received in August. General Fund expenditures total $2,210,438, or 95% of the budget. For this period, the General Fund shows revenue exceeding expenditures by $353,584.

Revenue (GF)

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of August is $1,778,390, 97.8% of its annual budgeted amount. $11,638 came in during the month of August.
- Sales Tax revenue continues to come in ahead of budget. The budget report reflects 9 months of sales tax earned, October through June, as we collect 2 months behind. A year-end entry is made at 9/30 to accrue amounts earned in the fiscal year that are not yet collected. Therefore, the amounts collected this past October and November were shown as revenue in the previous fiscal year.

  The following chart demonstrates sales tax collections to date for this current fiscal year. We are at about 96% of budget with 3 months of collection left in the fiscal year. We should end the year well ahead of budget.

City of Richwood
TEXAS

Sales Tax Collection Summary – Fiscal Year 2020-2021

Month Earned	Month Collected by City	General Fund	CCPD	Transportation	Total	Cumulative % of Budget Total $748,000
8/2020	10/2020	46,473.52	11,618.39	11,491.48	69,583.39	9.3%
9/2020	11/2020	45,907.53	11,470.69	11,476.89	68,855.11	18.5%
10/2020	12/2020	56,928.95	14,125.61	14,232.24	85,286.80	29.9%
11/2020	1/2021	42,914.79	10,640.34	10,728.70	64,283.83	38.5%
12/2020	2/2021	49,009.21	12,125.69	12,252.31	73,387.21	48.3%
1/2021	3/2021	43,362.04	10,604.48	10,840.51	64,807.03	57%
2/2021	4/2021	45,225.28	12,125.69	12,252.31	69,603.28	66.3%
3/2021	5/2021	66,710.75	16,459.45	16,667.69	99,837.89	79.6%
4/2021	6/2021	59,504.19	14,722.87	14,876.05	89,103.11	93.5%
5/2021	7/2021	63,044.44	15,478.77	15,761.11	94,284.32	105%
6/2021	8/2021	60,709.52	14,959.36	15,177.39	90,846.27	117%

- Permits and Licenses revenues total $2,481 for August, bringing the year to date total to $76,172. This is 107% of budget, and approximately $14,000 less than this same period of FY20. We are however ahead of budget. Inspection fees of $27,805 are on par with the prior year and with our cost of inspections paid to BBG and Chris Motley.

  Impact fees on new construction are posted to Fund 32 Utility Capital Improvements. To date, we have collected $37,819 for 15 Water Impact Fees and $10,769 for 3 Sewer Impact Fees.

- Court fees year to date through August are $83,847. This figure is 112% of total annual budget and approximately $21,302 ahead of last year. .

Expenditures (GF)

Expenditures year to date for the General Fund are at $2,210,438, 94.97% of annual budget.

General Fund ended August $353,584 ahead of budget for the year with 11 months of the year behind us.

30-Water, Sewer and Solid Waste Fund

Public Works continues to maintain solid financial numbers as the year progresses. Revenues received through August total $2,143,107, 103.54% of total budget. Total operating expense through August is $1,643,572, or 84.21% of budget. At the end of August, our enterprise fund was showing a Net Operating Income well ahead of budget, with operating revenues exceeding operating expenses by $446,441.

RECOMMENDATION: Council to approve August 2021 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood
Operational Budget Report
10/1/2020 - 08/31/2021

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used	
Revenue							**91.7% of year**	
Taxes	2,280,688.04	89,899.53	2,445,814.66	2,500,381.00	2,500,381.00	54,566.34	97.82%	
Property taxes, including delinquent & penalties	1,673,408.59	11,637.99	1,778,389.71	1,809,381.00	1,809,381.00		98.29%	
Franchise Taxes	184,261.99	17,552.02	180,015.73	190,000.00	190,000.00		94.75%	
Sales Tax	423,017.46	60,709.52	487,409.22	508,000.00	508,000.00		95.95%	
Licenses and permits	90,018.00	2,480.72	76,171.89	71,250.00	71,250.00	(4,921.89)	Ahead of Budget	
Intergovernmental revenue	1,695.35	8,375.36	218,239.72	1,000.00	1,000.00	(217,239.72)	Ahead of Budget	
Charges for services	1,624.00	294.50	4,371.50	1,000.00	1,000.00	(3,371.50)	Ahead of Budget	
Fines and forfeitures	62,544.71	8,477.03	83,847.06	75,000.00	75,000.00	(8,847.06)	Ahead of Budget	
Special Revenues	1,481.16	3.00	1,185.37	2,688.00	2,688.00	1,502.63	44.10%	
Interest	9,346.27	83.54	1,552.43	17,000.00	17,000.00	15,447.57	9.13%	
Miscellaneous revenue	38,947.40	2,990.00	39,428.50	31,000.00	31,000.00	(8,428.50)	Ahead of Budget	
Inspection Fees	27,830.00	2,530.00	27,805.00	25,000.00	25,000.00			
Miscellaneous Income	9,337.40	235.00	7,973.50	5,000.00	5,000.00			
Parks & Recreation - Park Pavillion Rentals	1,780.00	225.00	3,650.00	1,000.00	1,000.00			
Total Revenue	**2,486,344.93**	**112,603.68**	**2,870,611.13**	**2,699,319.00**	**2,699,319.00**	**(171,292.13)**	**Ahead of Budget**	
Expenditures								
General Government								
Administration								
Personnel & Benefits	264,269.01	48,359.09	394,433.14	424,981.00	430,742.00	36,308.86	92.81%	3
Supplies	21,385.30	162.63	8,356.70	22,820.00	22,820.00	14,463.30	36.62%	
Maintenance & Repair	6,082.59	302.03	3,512.62	5,000.00	5,000.00	1,487.38	70.25%	
Utilities	10,734.65	1,362.43	14,403.00	15,160.00	15,160.00	757.00	95.01%	
Professional Services	120,793.50	316.20	208,531.09	121,870.00	121,870.00	(86,661.09)	Over Budget	
Other Services	47,106.32	485.04	48,262.46	62,777.00	62,777.00	14,514.54	76.88%	
Capital Equipment	1,695.41	340.98	6,994.03	6,800.00	6,800.00	(194.03)	Over Budget	
Total Administration	**472,066.78**	**51,328.40**	**684,493.04**	**659,408.00**	**665,169.00**	**(19,324.04)**	**Over Budget**	
Judicial								
Personnel & Benefits	47,737.81	6,827.91	59,019.43	67,345.00	67,977.00	8,957.57	87.64%	3
Supplies	1,764.36	478.00	1,658.81	3,300.00	3,300.00	1,641.19	50.27%	
Utilities	144.93	0.00	0.00	500.00	500.00	500.00	0.00%	
Professional Services	10,840.00	0.00	14,715.68	19,600.00	19,600.00	4,884.32	75.08%	
Other Services	373.00	0.00	280.00	1,000.00	1,000.00	720.00	28.00%	
Total Judicial	**60,860.10**	**7,305.91**	**75,673.92**	**91,745.00**	**92,377.00**	**16,703.08**	**82.48%**	
Permitting & Inspections								
Personnel & Benefits	122,136.02	2,640.00	27,870.50	20,000.00	20,000.00	(7,870.50)	Over Budget	
Supplies	1,664.04	180.16	761.43	1,725.00	1,725.00	963.57	44.14%	
Professional Services	2,588.18	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00%	
Other Services	640.98	0.00	0.00	0.00	0.00	0.00	0.00%	
Total Permitting & Inspections	**127,029.22**	**2,820.16**	**28,631.93**	**24,725.00**	**24,725.00**	**(3,906.93)**	**Over Budget**	
Special Revenue Expenditures								
Supplies	1,960.31	5,573.00	5,573.00	2,388.00	2,388.00	(3,185.00)	Over Budget	
Total Special Revenue Expenditures	**1,960.31**	**5,573.00**	**5,573.00**	**2,388.00**	**2,388.00**	**(3,185.00)**	Over Budget	
Total General Government	**661,916.41**	**67,027.47**	**794,371.89**	**778,266.00**	**784,659.00**	**(9,712.89)**	**Over Budget**	
Public Safety								
Police Department								
Personnel & Benefits	750,817.27	73,483.57	795,280.03	865,812.00	873,430.00	78,149.97	91.85%	3
Supplies	31,331.45	82.85	29,817.43	45,400.00	45,400.00	15,582.57	65.68%	
Maintenance & Repair	30,009.33	1,122.94	29,419.09	22,400.00	22,400.00	(7,019.09)	Over Budget	
Utilities	13,367.68	1,148.75	12,868.37	16,000.00	16,000.00	3,131.63	80.43%	
Professional Services	58,878.59	0.00	37,917.08	72,400.00	72,400.00	34,482.92	52.37%	
Other Services	23,605.61	0.00	17,698.35	26,300.00	26,300.00	8,601.65	67.29%	
Capital Equipment	4,369.12	247.45	9,516.45	7,600.00	17,644.00	8,127.55	125.22%	1
Total Police Department	**912,379.05**	**76,085.56**	**932,516.80**	**1,055,912.00**	**1,073,574.00**	**141,057.20**	**88.31%**	
Fire Department								
Personnel & Benefits	5,751.96	0.00	10,267.85	28,400.00	28,400.00	18,132.15	36.15%	
Supplies	21,332.44	0.00	14,592.82	15,400.00	15,400.00	807.18	94.76%	
Maintenance & Repair	104,503.48	16,726.93	34,285.00	17,500.00	17,500.00	(16,785.00)	Over Budget	
Utilities	2,759.07	443.01	4,016.35	3,800.00	3,800.00	(216.35)	Over Budget	
Professional Services	116,250.00	0.00	105,000.00	107,131.00	107,131.00	2,131.00	98.01%	

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Other Services	14,236.29	0.00	18,115.88	18,800.00	18,800.00	684.12	96.36%
Capital Equipment	1,543.65	0.00	56,782.75	64,712.00	68,060.00	11,277.25	87.75% [1]
Total Fire Department	**266,376.89**	**17,169.94**	**243,060.65**	**255,743.00**	**259,091.00**	**16,030.35**	**95.04%**
Code Enforcement							
Personnel & Benefits	29,839.82	0.00	(254.00)	1,000.00	1,000.00	1,254.00	-25.40%
Supplies	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Maintenance & Repair	0.00	0.00	139.07	0.00	0.00	(139.07)	Over Budget
Professional Services	840.00	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00%
Other Services	0.00	0.00	736.00	1,150.00	1,150.00	414.00	64.00%
Total Code Enforcement	**30,679.82**	**0.00**	**621.07**	**6,150.00**	**6,150.00**	**5,528.93**	**10.10%**
Total Public Safety	**1,209,435.76**	**93,255.50**	**1,176,198.52**	**1,317,805.00**	**1,338,815.00**	**162,616.48**	**89.25%**
Public Works							
City Maintenance							
Personnel & Benefits	100,156.21	10,802.09	92,666.68	107,774.00	108,618.00	15,951.32	85.98%
Supplies	9,011.07	1,257.50	13,086.16	15,700.00	15,700.00	2,613.84	83.35%
Maintenance & Repair	26,497.44	2,175.10	20,715.50	29,000.00	29,000.00	8,284.50	71.43%
Utilities	26,990.71	2,436.01	24,099.82	31,700.00	31,700.00	7,600.18	76.02%
Other Services	6,208.90	(496.00)	8,825.79	4,375.00	4,375.00	(4,450.79)	Over Budget
Capital Equipment	22,129.00	0.00	2,125.86	2,213.00	2,213.00	87.14	96.06%
Total City Maintenance	**190,993.33**	**16,174.70**	**161,519.81**	**190,762.00**	**191,606.00**	**30,086.19**	**84.67%**
Parks and Recreation							
Supplies	3,195.41	0.00	2,237.98	3,200.00	3,200.00	962.02	69.94%
Maintenance & Repair	23,228.37	3,727.39	25,436.70	23,000.00	23,000.00	(2,436.70)	Over Budget
Utilities	1,711.55	136.47	1,829.98	2,000.00	2,000.00	170.02	91.50%
Other Services	8,337.10	0.00	10,634.53	12,450.00	12,450.00	1,815.47	85.42%
Total Parks and Recreation	**36,472.43**	**3,863.86**	**40,139.19**	**40,650.00**	**40,650.00**	**510.81**	**98.74%**
Miscellaneous	82,781.46	0.00	38,208.36	0.00	37,000.00	(1,208.36)	Over Budget [2]
City Hall Promissory Note	10,694.32	0.00	0.00	0.00		0.00	
Development Agreements	72,087.14	0.00	38,208.36	0.00	37,000.00	(1,208.36)	
Total Expenditures	**2,181,599.39**	**180,321.53**	**2,210,437.77**	**2,327,483.00**	**2,392,730.00**	**117,045.23**	**94.97%**
Other Financing Sources and Uses							
Sources							
Transfers In	297,022.00					0.00	Over Budget
Total Sources	**297,022.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Uses							
Transfers Out	614,686.00	0.00	317,000.00	317,000.00	317,000.00	0.00	100.00%
Total Uses	**614,686.00**	**0.00**	**317,000.00**	**317,000.00**	**317,000.00**	**0.00**	**100.00%**
Total Other Financing Sources and Uses	**(317,664.00)**	**0.00**	**(317,000.00)**	**(317,000.00)**	**(317,000.00)**	**0.00**	**100.00%**
Total - 10 GENERAL FUND	**(12,918.46)**	**(67,717.85)**	**343,173.36**	**54,836.00**	**(10,411.00)**	**353,584.36**	**Ahead of Budget**

Notes to General Ledger

[1] **Res 21-R-45** AED 3 -Year Contract

10-055940	10,044
10-075940	3,348

[2] **Development agreements moved from Revenue to Expenditure**

10-294802	-37,000
10-615699	37,000

[3] **Res 21-R 46** **City Staff Pay Raise**

Administration	6,393
Maintenance	844
Police	7,618
Water/Sewer	3,002
	17,857

City of Richwood
Operational Budget Report
10/1/2020 - 08/31/2021

30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used	
Net Operating Income (Loss)								
Operating income							**91.7% of year**	
Sewer Department	771,235.10	71,540.60	797,151.99	820,000.00	820,000.00	22,848.01	97.21%	
Water Department	966,800.29	95,037.94	1,056,603.25	967,000.00	967,000.00	(89,603.25)	Ahead of Budget	
Solid Waste Department	280,988.37	26,342.05	289,351.85	283,000.00	283,000.00	(6,351.85)	Ahead of Budget	
Total Operating income	**2,019,023.76**	**192,920.59**	**2,143,107.09**	**2,070,000.00**	**2,070,000.00**	**(73,107.09)**	**Ahead of Budget**	
Operating expense								
Sewer Department								
Personnel & Benefits	107,339.84	16,355.45	141,209.73	176,782.00	178,510.00	35,572.27	79.88%	6
Supplies	4,058.92	627.53	5,541.43	14,940.00	14,940.00	9,398.57	37.09%	
Maintenance & Repair	20,495.61	15,767.15	41,029.43	61,770.00	61,770.00	20,740.57	66.42%	
Utilities	0.00	0.00	7.99	23,200.00	23,200.00	23,192.01	0.03%	
Professional Services	553,907.35	0.00	512,360.89	558,080.00	558,080.00	45,719.11	91.81%	
Other Services	1,127.25	0.00	8,831.46	13,900.00	13,900.00	5,068.54	63.54%	
Total Sewer Department	**686,928.97**	**32,750.13**	**708,980.93**	**848,672.00**	**850,400.00**	**141,419.07**	**83.54%**	
Water Department								
Personnel & Benefits	206,099.01	16,695.02	139,645.74	154,801.00	160,047.00	15,155.26	90.21%	1,6
Supplies	32,509.52	974.29	21,829.57	27,845.00	27,845.00	6,015.43	78.40%	
Maintenance & Repair	56,071.63	275.46	106,503.24	100,914.00	114,064.00	(5,589.24)	Ahead of Budget	2,3
Utilities	52,520.64	8,590.62	74,514.51	58,400.00	58,400.00	(16,114.51)	Ahead of Budget	
Professional Services	22,370.94	12,334.05	81,430.78	115,000.00	160,000.00	33,569.22	70.81%	
Other Services	325,246.42	0.00	287,153.36	362,550.00	362,550.00	75,396.64	79.20%	
Capital Equipment	3,782.86	300.77	3,684.60	3,600.00	3,600.00	(84.60)	Ahead of Budget	
Total Water Department	**698,601.02**	**39,170.21**	**714,761.80**	**823,110.00**	**886,506.00**	**171,744.20**	**86.84%**	
Solid Waste Department								
Professional Services	228,735.82	21,993.75	219,829.41	280,000.00	280,000.00	60,062.59	78.51%	
Total Solid Waste Department	**228,735.82**	**21,993.75**	**219,829.41**	**280,000.00**	**280,000.00**	**60,170.59**	**78.51%**	
Total Operating expense	**1,614,265.81**	**93,914.09**	**1,643,572.14**	**1,951,782.00**	**2,016,906.00**	**373,333.86**	**84.21%**	
Total Net Operating Income (Loss)	**404,757.95**	**99,006.50**	**499,534.95**	**118,218.00**	**53,094.00**	**(446,440.95)**	**Ahead of Budget**	
Non-Operating Items								
Non-operating income								
Interest income	2,951.28	160.65	789.62	1,750.00	1,750.00	960.38	45.12%	
Grants	35,778.00	0.00	37,513.60	0.00	0.00	(37,513.60)	Ahead of Budget	
Other income	3,194.30	14.10	2,784.36	0.00	0.00	(2,784.36)	Ahead of Budget	
Transfers In	60,000.00	0.00	80,000.00	80,000.00	80,000.00	0.00	At Budget	
Total Non-operating income	**101,923.58**	**174.75**	**121,087.58**	**81,750.00**	**81,750.00**	**39,337.58**	**148.12%**	
Non-operating expense								
Debt Service	269,085.12	168,805.00	283,427.50	302,271.00	302,271.00	18,843.50	93.77%	
Transfers Out	26,682.21	0.00	81,752.25	56,000.00	204,000.00	(25,752.25)	Ahead of Budget	4
Total Non-operating expense	**295,767.33**	**168,805.00**	**365,179.75**	**358,271.00**	**506,271.00**	**141,091.25**	**101.93%**	
Depreciation Expense	0.00	0.00	0.00	0.00	265,000.00	0.00	At Budget	5
Total Non-Operating Items	**(193,843.75)**	**(168,630.25)**	**(244,092.17)**	**(276,521.00)**	**(689,521.00)**	**445,428.83**	**Ahead of Budget**	
Total - 30 Water & Sewer Enterprise Fund	**210,914.20**	**(69,623.75)**	**255,442.78**	**(158,303.00)**	**(636,427.00)**	**891,869.78**	**Ahead of Budget**	

Notes to General Ledger

1 Res 21-R-37 — **Public Works Director Vehicle Allowance**

30-215103	3,508
30-215105	351
30-215107	51
30-21-5120	63
	3,973

2 Res 20-R-35 — **Water Line Repair -Oyster Creek**

30-215390 25,444

3 Res 21-R-40 — **Water Line Repair - Oyster Creek**

30-215390 13,150

4 Res 21-R-38	**Sewer Line Replacement Magnolia**	
	30-985966	148,000
5 Res 21-R-41	**Estimated Depreciation**	
	30-305999	265,000
6 Res 21-R 46	**City Staff Pay Raise**	
	Administration	6,393
	Maintenance	844
	Police	7,618
	Water/Sewer	3,002
		17,857

BRAZOSPORT WATER AUTHORITY

MEMBER CITIES:
ANGLETON BRAZORIA CLUTE FREEPORT
LAKE JACKSON OYSTER CREEK RICHWOOD

August 31, 2021

Mr. Eric Foerster
City Of Richwood
1800 N. Brazosport BLVD.
Richwood, Texas 77531

Dear Mr. Foerster,

According to our records, the term for Brazosport Water Authority representative appointed by your city will expire in September,2021.

If you have not already done so, please plan to appoint or re-appoint a representative from your city to fill this position.

New or re-appointed members will be sworn into office at or before the regular session meeting in September 2021, to serve a two (2) year term.

Office of the Board of the Brazosport Water Authority will also be reorganized at the monthly meeting in September 2021.

Please provide written notice of your choice to represent your city for filing purposes and please include representative's name, mailing address, telephone number and email address.

Thank You,

Mary Ann Bishop
Brazosport Water Authority
979-297-2715

1251 FM 2004 • Lake Jackson, Texas 77566 • Telephone (979) 297-2715 • Fax (979) 297-8933

RESOLUTION 21-R-56

WHEREAS, the term for the representative for the City of Richwood expires September 2021;

WHEREAS, Jeremy Fountain has shared interest in continuing to serve as the City of Richwood's representative on the Board of Directors of the Brazosport Water Authority and meets all qualifications designated in the Brazosport Water Authority Board of Directors bylaws; and therefore

BE IT RESOLVED, by the Mayor and the City Council of Richwood, Texas, that Jeremy Fountain be, and is hereby reappointed as its Representative to the Board of Directors of the Brazosport Water Authority.

AND FURTHER MORE, that the Executive Director of the Brazosport Water Authority Board of Directors be notified of the designation of the hereinabove named representative.

PASSED AND ADOPTED, this 13th day of September, 2021.

APPROVED:

____
Steve Boykin, Mayor

ATTEST:

____
Kirsten Garcia, City Secretary

ORDINANCE NO. 20-480

AN ORDINANCE OF THE CITY OF RICHWOOD, TEXAS, MAKING CERTAIN FINDINGS OF FACT REGARDING THE FILING OF A PROPOSED BUDGET FOR SAID CITY BY THE MAYOR THEREOF; ADOPTING A BUDGET FOR SAID CITY FOR THE FISCAL YEAR OCTOBER 1, 2021 - SEPTEMBER 30, 2022; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE FOR THIS ORDINANCE.

WHEREAS, on August 09, 2021, the City Manager of the City of Richwood submitted the proposed Budget for the City of Richwood Fiscal Year 2020-2021 to the City Council; and

WHEREAS, on August 12, 2021, the City Manager of the City of Richwood filed with the City Secretary the proposed Budget for the City of Richwood Fiscal Year 2021-2022; and

WHEREAS, a public hearing on said budget was duly held on September 13, 2021 and all interested persons were given an opportunity to be heard for or against any item thereof.

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

SECTION 1: That the City Council hereby adopts and approves the budget as filed with the City Secretary and amended for the fiscal year beginning October 1, 2021 through September 30, 2022 and hereby appropriates the amounts as specified therein at the fund level.

SECTION 2: That the City Manager shall cause copies of the budget to be filed with the City Secretary and the County Clerk of Brazoria County.

SECTION 3: That in the event any section of provision of this ordinance is found to be unconstitutional, void or inoperative by the final judgment of a court of competent jurisdiction, such defective section or provision, if any, is hereby declared to be severable from the remaining sections and provisions of this ordinance such remaining sections and provisions shall remain in full force and effect.

SECTION 4: This Ordinance shall be effective as of October 1, 2021.

PASSED AND APPROVED on the first and final reading this 13th day of September, 2021.

CITY OF RICHWOOD

____

Steve Boykin, Mayor

ATTEST:

____
Kirsten Garcia, City Secretary

APPROVED AS TO FORM:

____
Matthew Allen, City Attorney

FY 2021-2022 BUDGET ORDINANCE - EXHIBIT A

City of Richwood
FY 2021-2022 Budget
Consolidated Fund Summary

REVENUES & SOURCES OF FUNDS	FY 2019 Actual	FY 2020 Actual	FY21 Projected	FY21 Budget	FY22 Proposed
Major & Other Operating Funds					
General Fund	$ 2,935,044	$ 2,981,456	$ 3,063,551	$ 2,706,319	$ 3,209,763
I&S Debt Service Fund	168,127	356,511	388,766	389,794	500,269
Crime Control & Prevention District Fund	121,191	138,593	160,005	120,750	170,000
Court Technology & Security Funds	-	37,316	900	5,600	6,000
Beautification Fund	17,199	16,596	25,030	18,500	26,000
Transportation Fund	141,738	271,449	301,350	268,920	312,100
Water & Sewer Fund	2,300,365	2,311,221	2,461,686	2,230,488	2,458,100
Sub-Total:	**$ 5,683,664**	**$ 6,113,142**	**$ 6,401,288**	**$ 5,740,371**	**$ 6,682,232**
Capital Projects & Construction Funds					
General Capital Improvement Project Fund	$ 1,576	$ 1,195	$ 336	$ 1,750	$ 500
Equip Replacement Fund	43,734	107,972	34,008	34,500	44,025
General Contingency Fund	-	-	200,000	200,000	252,785
Series 2019 A & 2021 Bond Capital Projects Func	5,264	42,785	2,119,798	-	-
Inflow & Infiltration (I&I Fund)	-	25,369	34,000	34,000	34,000
Utility Capital Improvement Project Fund	-	-	207,819	170,000	234,500
Series 2019 B Bond Capital Projects Fund	4,120,240	47,861	3,000	25,000	-
Sub-Total:	**$ 4,170,814**	**$ 225,182**	**$ 2,598,961**	**$ 465,250**	**$ 565,810**
TOTAL REVENUES & SOURCES OF FUNDS	**$ 9,854,478**	**$ 6,338,324**	**$ 9,000,249**	**$ 6,205,621**	**$ 7,248,042**

EXPENDITURES & USES OF FUNDS					
Major & Other Operating Funds					
General Fund	$ 2,386,186	$ 2,965,043	$ 2,705,584	$ 2,717,358	$ 2,982,134
Debt Service Fund	266,284	382,430	419,638	417,338	499,270
Crime Control & Prevention District Fund	46,005	46,005	144,399	150,300	205,000
Court Technology & Security Funds	-	10,200	1,000	1,000	2,000
Beautification Fund	14,570	20,266	23,788	23,650	23,775
Transportation Fund	135,405	328,907	80,690	227,420	247,420
Water & Sewer Fund	6,245,769	2,112,316	2,654,861	2,626,906	2,441,300
Sub-Total:	**$ 9,094,219**	**$ 5,865,167**	**$ 6,029,960**	**$ 6,163,972**	**$ 6,400,899**
Capital Projects & Construction Funds					
General Capital Improvement Project Fund	$ 155,509	$ 613	$ 8,357	$ -	$ -
General Capital Equip Replacement Fund	38,274	(8,722)	49,307	-	60,000
General Contingency Fund	-		-	-	-
Series 2019 A & 2021 Bond Capital Projects Func	-	495,687	1,313,552	2,380,140	3,260,760
Inflow & Infiltration (I&I Fund)	-	-	-	-	-
Utility Capital Improvement Project Fund	-	49,000	148,000	148,000	152,500
Series 2019 B Bond Capital Projects Fund	-	-	620,000	3,879,364	3,380,000
Sub-Total:	**$ 193,783**	**$ 536,578**	**$ 2,139,216**	**$ 6,407,504**	**$ 6,853,260**
TOTAL EXPENDITURES & USES OF FUNDS	**$ 9,288,002**	**$ 6,401,745**	**$ 8,169,176**	**$ 12,571,476**	**$ 13,254,159**

City of Richwood
General Fund Budget FY21-22

10 General Fund - 10/01/2021 to 09/30/2022	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Total Tax Rate					**0.652278**
Revenue					
Taxes					
294103 Ad Valorem Taxes	1,655,508	1,629,472	1,730,000	1,778,381	1,885,463
294104 Delinquent Taxes	13,288	31,212	34,000	16,000	16,000
294105 Penalty & Interest	14,326	18,461	15,000	15,000	15,000
294111 Franchise Taxes	197,293	193,929	185,000	190,000	190,000
294117 Sales Tax	485,800	557,846	650,000	508,000	680,000
Total Taxes	**2,366,215**	**2,430,920**	**2,614,000**	**2,507,381**	**2,786,463**
Licenses and permits					
294106 Licenses & Permits	5,591	2,143	3,700	3,000	6,000
294107 Building Permits	99,183	93,177	79,500	68,000	90,000
294114 Animal Fines/Licenses	230	80	100	250	100
Total Licenses and permits	**105,004**	**95,400**	**83,300**	**71,250**	**96,100**
Intergovernmental revenue					
294113 Intergovernmental Rev	177,309	48,412	218,240	1,000	1,000
Total Intergovernmental revenue	**177,309**	**48,412**	**218,240**	**1,000**	**1,000**
Charges for services					
294118 Municipal Building Rentals	6,507	1,624	4,900	1,000	10,000
Total Charges for services	**6,507**	**1,624**	**4,900**	**1,000**	**10,000**
Fines and forfeitures					
294109 Municipal Court	100,642	65,210	90,000	75,000	140,000
Total Fines and forfeitures	**100,642**	**65,210**	**90,000**	**75,000**	**140,000**
Special Revenues					
054251 Revenues - Police Officer Training - LEOES	1,195	1,185	2,388	2,388	1,200
054252 Revenues - Accident, Police Report & Arrest Fees	0	297	150	300	300
604252 Revenues - Seizure & Forfeiture	0	0	5,573	0	0
Total Special Revenues	**1,195**	**1,482**	**8,111**	**2,688**	**1,500**
Interest					
294110 Interest Earnings	35,148	9,326	1,700	17,000	1,200
Total Interest	**35,148**	**9,326**	**1,700**	**17,000**	**1,200**
Miscellaneous revenue					
294108 Inspection Fees	30,428	30,360	30,300	25,000	30,000
294112 Miscellaneous Income	4,601	-432	9,000	5,000	10,000
294121 Parks & Recreation - Park Pavillion Rentals	3,585	2,132	4,000	1,000	6,000
Total Miscellaneous revenue	**38,614**	**32,060**	**43,300**	**31,000**	**46,000**
Total Revenue	**2,830,634**	**2,684,434**	**3,063,551**	**2,706,319**	**3,082,263**

City of Richwood
General Fund Budget FY21-22

10 General Fund - 10/01/2021 to 09/30/2022	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Expenditures					
General Government					
Administration					
015102 Contract Labor	55,840	43,184	0	0	6,000
015103 Salaries & Wages	276,505	190,427	311,653	312,530	326,755
015104 Overtime	756	4	0	600	600
015105 Retirement	38,862	30,478	49,500	35,843	37,278
015107 Medicare	3,992	2,881	4,429	4,549	4,738
015110 Workmen's Compensation Ins	305	404	1,863	500	1,895
015115 Hospitalization	37,412	17,941	40,495	44,510	44,384
015120 Unemployment Insurance	1,088	63	60	810	1,260
015126 Vehicle Allowance	3,600	0	0	0	6,500
015130 Training & Travel	10,112	6,507	7,100	14,550	15,000
015175 Longevity Pay	0	0		1,350	1,400
015180 Certification Pay	825	0		0	0
015201 Food	4,381	2,792	1,355	6,040	4,000
015210 Office Supplies	16,101	9,890	3,863	10,080	8,000
015215 Custodial Supplies	647	641	675	1,500	1,000
015225 Books & Periodicals	449	156	332	700	700
015240 Expendable Operating Supplies	22,637	10,011	3,513	4,500	5,000
015310 Building & Grounds M&R	1,415	2,621	1,568	2,000	1,500
015320 Office Furniture/Fixture M&R	0	3,342	459	1,000	1,000
015341 Postage & Shipping	0	633	1,900	2,000	2,500
015410 Electricity	8,997	8,429	7,400	8,500	9,200
015420 Telephone	3,440	4,331	7,631	6,160	4,000
015430 Natural Gas	572	436	573	500	800
015510 Elections	12,294	1,500	5,601	10,000	10,000
015550 Information Technology Services	34,704	26,831	35,000	15,000	30,000
015556 Contractural Services - Taxes	12,114	13,634	13,670	13,670	13,700
015560 Engineering	0	0	9,623	12,000	0
015570 Attorney's Fees	16,805	24,653	24,887	25,000	22,000
015572 Economic Development	8,655	545	1,200	1,200	1,200
015580 Auditor's Fees	42,500	5,000	45,900	45,000	43,900
015595 Professional Services	63	72,957	82,963	0	7,500
015610 Credit Card Discount Fees	0	0	5,825	0	6,680
015640 Insurance - Bldg/Liab/Bond	10,691	34,937	26,754	24,697	26,000
015660 Dues & Subscriptions	20,303	14,096	14,457	25,185	20,000
015685 Publishing & Advertising	12,505	4,484	4,935	12,895	10,000
015910 Office Equipment	0	0	2,000	2,000	1,000
015930 Equipment	0	0	5,956	0	0

City of Richwood
General Fund Budget FY21-22

10 General Fund - 10/01/2021 to 09/30/2022

	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
015935 Operating Lease - Copier	704	1,835	1,300	4,800	4,100
Total Administration	**659,274**	**535,643**	**724,439**	**649,669**	**679,590**
Judicial					
065103 Salaries & Wages	44,522	41,310	47,571	49,360	50,902
065104 Overtime	1,050	64	0	400	400
065105 Retirement	4,976	4,486	5,291	4,849	4,979
065107 Medicare	654	597	684	721	738
065110 Workmen's Compensation Ins	152	181	289	328	295
065115 Hospitalization	8,202	6,492	8,171	8,902	8,877
065120 Unemployment Insurance	257	14	19	292	454
065130 Training & Travel	2,856	1,081	800	3,000	3,000
065175 Longevity Pay	0	0	0	125	125
065180 Certification Pay	600	605	593	0	650
065210 Office Supplies	2,852	1,723	1,550	2,500	1,500
065225 Books & Periodicals	0	0	0	300	300
065240 Expendable Operating Supplies	351	91	250	500	500
065550 Information Technology Services	284	8,493	8,175	7,500	7,750
065565 Jury Expense	-6	0	0	600	600
065570 Attorney's Fees	13,874	3,960	7,500	11,500	10,000
065660 Dues & Subscriptions	2,353	373	300	1,000	1,000
Total Judicial	**82,977**	**69,470**	**81,192**	**91,877**	**92,070**
Permitting & Inspections					
105102 Contract Labor	45,504	53,865	31,000	20,000	53,550
105240 Expendable Operating Supplies	307	1,413	900	1,500	1,000
105570 Attorney's Fees	3,630	0	0	3,000	1,500
Total Permitting & Inspections	**49,441**	**55,278**	**31,900**	**24,500**	**56,050**
Special Revenue Expenditures					
055291 Expenditures - Police Training - LEOES	1,350	1,185	1,086	2,388	1,500
055292 Expenditures - Seizure & Forfeiture	0	0	5,573	0	0
Total Special Revenue Expenditures	**1,350**	**1,185**	**6,659**	**2,388**	**1,500**
Total General Government	**793,042**	**661,576**	**844,191**	**768,434**	**829,210**
Public Safety					
Police Department					
055103 Salaries & Wages	524,477	620,719	578,600	598,522	606,748
055104 Overtime	35,084	41,745	72,500	60,000	60,000
055105 Retirement	66,049	77,414	79,545	75,487	75,981
055107 Medicare	7,983	9,359	9,732	9,607	9,668
055110 Workmen's Compensation Ins	8,507	10,192	10,324	16,092	7,100
055115 Hospitalization	75,299	72,690	80,837	89,022	88,[illegible]

City of Richwood
General Fund Budget FY21-22

10 General Fund - 10/01/2021 to 09/30/2022	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
055120 Unemployment Insurance	1,732	84	210	1,620	2,520
055125 Cellphone Allowance	540	113		780	0
055130 Training & Travel	14,949	6,072	5,665	10,000	6,000
055175 Longevity	3,000	0	0	0	2,100
055180 Certification Pay	5,038	9,548	7,673	9,300	7,800
055190 Uniforms	2,914	1,251	5,086	3,000	3,000
055201 Food	1,333	242	343	500	500
055210 Office Supplies	1,805	1,309	1,529	2,000	1,300
055215 Custodial Supplies	22	48	0	300	50
055220 Tools	872	1,087	975	1,000	1,450
055230 Gas, Oil, & Lubricants	27,353	29,631	30,421	32,000	28,000
055240 Expendable Operating Supplies	888	1,581	2,383	2,000	700
055260 Emergency Management	0	0	0	7,600	0
055287 Community Outreach	2,762	703	-500	0	0
055310 Building & Grounds M&R	118	287	61	0	0
055320 Office Furniture/Fixture M&R	380	0	0	400	400
055340 Vehicle M&R	22,081	30,099	29,895	20,000	30,000
055350 Radar M&R	0	0	932	1,000	500
055360 Radio M&R	2,210	79	0	1,000	500
055365 Other Equipment M&R	1,583	13	0	0	0
055420 Telephone	13,626	14,385	13,233	16,000	13,000
055540 Dispatch Services	43,000	47,358	35,511	49,000	71,528
055542 Jail Expense	3,608	2,776	0	0	0
055550 Information Technology Services	2,502	4,459	7,153	4,400	56,500
055558 Animal Control	1,782	15,000	15,000	15,000	15,000
055570 Attorney's Fees	420	103	0	2,000	1,000
055595 Professional Services/Testing	0	0	0	2,000	2,000
055630 Insurance - Motor Vehicles	9,647	10,510	7,537	11,000	6,000
055640 Insurance - Bldg/Liab/Bond	6,351	7,983	6,711	8,000	5,100
055660 Dues & Subscriptions	8,383	5,113	8,384	6,800	3,000
055685 Publishing & Advertising	1,379	0	300	500	500
055930 Equipment	0	426	100	500	0
055935 Operating Lease - Equipment	4,650	4,317	5,413	7,100	4,625
055940 Special Equipment	0	0	5,022	10,044	0
Total Police Department	**902,327**	**1,026,696**	**1,020,576**	**1,073,574**	**1,111,338**
Fire Department					
075106 Pension	10,997	11,220	7,920	14,200	16,500
075110 Workmen's Compensation Ins	304	404	1,908	700	1,200
075130 Training & Travel	0	0	5	500	500
075190 Uniforms	9,645	398	13,000	13,000	13,[illegible]

City of Richwood
General Fund Budget FY21-22

10 General Fund - 10/01/2021 to 09/30/2022	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
075201 Food	816	0	500	1,000	1,000
075210 Office Supplies	11	3,063	200	400	400
075220 Tools	8,870	17,740	13,500	12,000	12,000
075230 Gas, Oil, & Lubricants	999	530	1,564	1,600	2,500
075240 Expendable Operating Supplies	0	0	188	0	500
075285 Fire Prevention Supplies	0	0	0	400	0
075310 Building & Grounds M&R	25,234	92,234	3,570	5,000	5,000
075340 Vehicle M&R	19,706	11,374	27,583	12,000	12,000
075360 Radio M&R	0	0	708	500	500
075365 Other Equipment M&R	0	896	2,269	0	3,600
075410 Electricity	1,699	1,250	1,108	1,800	2,700
075420 Telephone	1,525	1,913	2,845	1,600	2,000
075430 Natural Gas	253	243	289	400	400
075566 Contractural Services - Ambulance	93,000	93,000	105,000	107,131	110,000
075630 Insurance - Motor Vehicles	8,042	14,301	8,923	9,000	8,500
075640 Insurance - Bldg/Liab/Bond	3,033	3,503	3,285	5,000	1,950
075660 Dues & Subscriptions	5,132	4,078	7,327	4,800	5,000
075930 Equipment	5,220	17,424	32,000	32,000	32,000
075935 Capital Lease (Fire) - Principal	28,623	19,061	32,712	32,712	32,712
075940 Special Equipment	0	0	1,674	3,348	0
Total Fire Department	**223,109**	**292,632**	**268,078**	**259,091**	**263,962**
Code Enforcement					
095130 Training & Travel	304	40	0	1,000	1,000
095210 Office Supplies	928	0	200	800	0
095240 Expendable Operating Supplies	156	0	50	200	0
095320 Office Furniture/Fixture M&R	0	0	139	0	0
095570 Attorney's Fees	10,700	840	0	3,000	1,000
095630 Insurance - Motor Vehicles	0	0	736	500	800
095660 Dues & Subscriptions	135	0	150	150	0
095685 Publishing & Advertising	282	0	0	500	0
Total Code Enforcement	**12,505**	**880**	**1,275**	**6,150**	**2,800**
Total Public Safety	**1,137,941**	**1,320,208**	**1,289,929**	**1,338,815**	**1,378,100**
Public Works					
City Maintenance					
025102 Contract Labor	0	-2,766	0	3,300	0
025103 Salaries & Wages	59,129	84,044	63,021	64,562	66,756
025104 Overtime	3,556	2,150	7,397	4,000	5,000
025105 Retirement	7,291	9,238	8,260	7,811	8,180
025107 Medicare	898	1,126	989	994	1,040

City of Richwood
General Fund Budget FY21-22

10 General Fund - 10/01/2021 to 09/30/2022	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
025110 Workmen's Compensation Ins	2,887	3,394	1,552	3,800	3,755
025115 Hospitalization	15,176	18,142	16,069	21,851	17,754
025120 Unemployment Insurance	328	15	18	0	504
025130 Training & Travel	142	179	0	500	0
025175 Longevity Pay	0	0	0	200	250
025190 Uniforms	1,595	0	1,463	1,000	800
025210 Office Supplies	0	-798	0	200	100
025215 Custodial Supplies	467	27	118	1,000	200
025220 Tools	1,739	233	1,822	1,500	3,500
025230 Gas, Oil, & Lubricants	3,219	1,807	3,927	4,000	4,000
025240 Expendable Operating Supplies	2,323	2,447	2,100	2,000	2,000
025245 Dump Charges	5,832	3,638	6,219	6,000	6,700
025270 Chemicals	763	348	500	1,000	500
025310 Building & Grounds M&R	6,421	21,568	11,295	20,500	30,500
025340 Vehicle M&R	1,936	674	903	2,000	2,000
025360 Radio M&R	102	0	500	500	500
025365 Other Equipment M&R	4,694	-5,345	7,500	4,500	5,500
025376 Signs M&R	148	2,102	1,677	1,500	5,000
025410 Electricity	31,769	30,291	24,321	30,500	32,000
025420 Telephone	696	1,108	900	900	3,500
025430 Natural Gas	228	306	323	300	400
025630 Insurance - Motor Vehicles	1,722	1,886	2,499	2,000	2,500
025640 Insurance - Bldg/Liab/Bond	1,368	4,687	6,727	1,775	3,500
025660 Dues & Subscriptions	269	394	200	300	300
025685 Publishing & Advertising	0	0	54	300	0
025930 Equipment	0	2,212	0	0	60,000
025935 FNB Equipment - Principal	0	24,990	2,119	25,942	0
025936 FNB Equipment - Interest	0	1,675	7	724	0
Total City Maintenance	**154,698**	**209,772**	**172,481**	**215,459**	**266,739**
Total Public Works	**154,698**	**209,772**	**172,481**	**215,459**	**266,739**
Parks & Recreation					
Parks and Recreation					
085215 Custodial Supplies	1,042	798	1,100	1,200	1,200
085220 Tools	0	377	640	500	300
085240 Expendable Operating Supplies	546	363	213	500	300
085270 Chemicals	98	1,854	671	1,000	1,000
085310 Building & Grounds M&R	15,511	17,629	19,303	18,000	18,000
085365 Other Equipment M&R	3,892	5,963	8,973	5,000	7,000
085410 Electricity	1,549	2,013	2,079	2,000	2,700
085630 Insurance - Motor Vehicles	117	150	278	0	[illegible]

City of Richwood
General Fund Budget FY21-22

10 General Fund - 10/01/2021 to 09/30/2022	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
085640 Insurance - Bldg/Liab/Bond	1,690	5,743	4,526	5,050	6,500
085685 Publishing & Advertising	449	73	200	400	0
085851 Parks & Recreation	4,960	6,751	7,000	7,000	9,500
Total Parks and Recreation	**29,854**	**41,714**	**44,983**	**40,650**	**46,800**
Total Parks & Recreation	**29,854**	**41,714**	**44,983**	**40,650**	**46,800**
Miscellaneous					
615699 Development Agreements	0	72,087	38,208	37,000	7,000
Total Miscellaneous	**0**	**72,087**	**37,000**	**37,000**	**7,000**
Total Expenditures	**2,115,535**	**2,305,357**	**2,388,584**	**2,400,358**	**2,527,849**
Other Financing Sources and Uses					
Sources					
974960 Transfer from CCPD Fund	0	0	0	0	67,500
974962 Transfer from Replacement Fund	0	0	0	0	60,000
974963 Transfer from Utility Fund	104,410	0	0	0	0
974964 Transfer from Transportation Fund	0	296,222	0	0	0
974965 Transfer from General Construction	0	800	0	0	0
Total Sources	**104,410**	**297,022**	**0**	**0**	**127,500**
Uses					
985900 Transfer to Utility Capital Projects	0	6,573	0	0	0
985950 Contingency Fund	0	0	200,000	200,000	252,785
985960 Transfer to Capital Projects	40,000	0	0	0	152,500
985961 Transfer to Water/Sewer	186,651	60,000	80,000	80,000	0
985962 Transfer to Replacement - Vehicles	43,000	40,000	20,000	20,000	20,000
985963 Transfer to Beautification	1,000	2,500	3,000	3,000	5,000
985964 Transfer to Transportation	0	453,336	0	0	0
985965 Transfer to Replacement - Equipment	0	0	4,000	4,000	4,000
985967 Transfer to Replacement- Fire Dept	0	67,830	10,000	10,000	20,000
985968 Transfer to Court Security	0	20,829	0	0	0
985969 Transfer to Court Technology	0	8,618	0	0	0
Total Uses	**270,651**	**659,686**	**317,000**	**317,000**	**454,285**
Total Other Financing Sources and Uses	**-166,241**	**-362,664**	**-317,000**	**-317,000**	**-326,785**
Total Change in Fund Balance	**548,858**	**16,413**	**357,967**	**-11,039**	**227,629**

City of Richwood
Crime Control & Prevention District Budget FY21-22

15 Crime Control and Prevention - 10/01/2021 to 09/30/2022	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Change in Fund Balance					
Revenue					
Taxes					
604117 Sales Tax	119,642	138,250	160,000	120,000	170,000
Total Taxes	**119,642**	**138,250**	**160,000**	**120,000**	**170,000**
Interest					
604110 Interest Earnings	1,412	606	5	750	0
Total Interest	**1,412**	**606**	**5**	**750**	**0**
Miscellaneous revenue					
604112 Miscellaneous Income	137	0	0	0	0
Total Miscellaneous revenue	**137**	**0**	**0**	**0**	**0**
Total Revenue	**121,191**	**138,856**	**160,005**	**120,750**	**170,000**
Expenditures					
Crime Control and Prevention					
605130 Training & Travel	5,093	908	8000	8,000	5,000
605175 Certification Pay	550	0	0	0	0
605190 Uniforms	2,828	955	2,319	2,300	2,500
605287 Community Outreach	0	5,687	10,000	10,000	10,000
605340 Vehicle M&R	0	21,237	0	0	0
605365 Other Equipment M&R	14,265	912	0	0	0
605920 Motor Vehicles	0	0	114,080	120,000	120,000
605930 Equipment	44,089	16,306	10,000	10,000	0
Total Expenditures	**66,825**	**46,005**	**144,399**	**150,300**	**137,500**
Other Financing Sources and Uses					
Sources					
974959 Transfer from Fund Balance	0	-263	0	0	0
Total Sources	**0**	**-263**	**0**	**0**	**0**
Uses					
975960 Transfer to General Fund	0	0	0	0	67,500
Total Uses	**0**	**0**	**0**	**0**	**67,500**
Total Other Financing Sources and Uses	**0**	**-263**	**0**	**0**	**-67,500**
Total Change in Fund Balance	**54,366**	**92,588**	**15,606**	**-29,550**	**-35,000**

City of Richwood
Court Security & Technology Budgets FY21-22

17 Court Security - 10/01/2021 to 09/30/2022

	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Change in Fund Balance					
Revenue					
044253 Revenues - Court Security	0	1,844	400	2,800	3,000
Total Revenue	**0**	**1,844**	**400**	**2,800**	**3,000**
Expenditures					
045293 Expenditures - Court Security	**0**	**0**	**0**	**0**	**1,000**
Other Financing Sources and Uses					
Sources					
614210 Transfer from General Fund	0	20,829	0	0	0
Total Sources	**0**	**20,829**	**0**	**0**	**0**
Total Other Financing Sources and Uses	**0**	**20,829**	**0**	**0**	**0**
Total Change in Fund Balance	**0**	**22,673**	**400**	**2,800**	**2,000**

18 Court Technology - 10/01/2021 to 09/30/2022

	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Change in Fund Balance					
Revenue					
044254 Revenues - Court Technology	0	6,025	500	2,800	3,000
Total Revenue	**0**	**6,025**	**500**	**2,800**	**3,000**
Expenditures					
General Government					
Special Revenue Expenditures					
045294 Expenditures - Court Tech	0	10,200	1,000	1,000	1,000
Total Special Revenue Expenditures	**0**	**10,200**	**1,000**	**1,000**	**1,000**
Total General Government	**0**	**10,200**	**1,000**	**1,000**	**1,000**
Total Expenditures	**0**	**10,200**	**1,000**	**1,000**	**1,000**
Other Financing Sources and Uses					
Sources					
614210 Transfer from General Fund	0	8,618	0	0	0
Total Sources	**0**	**8,618**	**0**	**0**	**0**
Total Other Financing Sources and Uses	**0**	**8,618**	**0**	**0**	**0**
Total Change in Fund Balance	**0**	**4,443**	**-500**	**1,800**	**2,000**

City of Richwood
Beautification Fund Budget FY21-22

20 Beautification - 10/01/2021 to 09/30/2022	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Change in Fund Balance					
Revenue					
Charges for services					
614124 Beautification Revenues	14,691	13,682	15,280	14,500	15,000
Total Charges for services	**14,691**	**13,682**	**15,280**	**14,500**	**15,000**
Miscellaneous revenue					
614112 Miscellaneous Income	1,508	14	2,300	0	0
614114 Community Garden Membership Fees	0	400	1,250	1,000	1,500
614115 Farmers Market Revenue	0	0	3,200	0	4,500
Total Miscellaneous revenue	**1,508**	**414**	**6,750**	**1,000**	**6,000**
Total Revenue	**16,199**	**14,096**	**22,030**	**15,500**	**21,000**
Expenditures					
Parks & Recreation					
Beautification					
615102 Contract Labor	7,075	5,663	4,800	4,800	8,400
615130 Training & Travel	3,930	836	5,500	5,500	5,500
615210 Office Supplies	290	1,801	200	200	225
615220 Tools	0	254	250	250	250
615225 Books and Periodicals	106	0	100	100	100
615240 Expendable Operating Supplies	1,194	1,695	2,051	2,000	2,000
615310 Building & Grounds M&R	1,033	5,012	2,000	2,000	2,000
615660 Dues & Subscriptions	687	260	800	800	800
615685 Publishing & Advertising	255	1,262	1,000	1,000	1,000
615695 Special Services - Miscellaneous	0	598	587	500	500
615930 Equipment	0	2,425	3,500	3,500	1,000
615950 Community Garden	0	460	3,000	3,000	2,000
Total Beautification	**14,570**	**20,266**	**23,788**	**23,650**	**23,775**
Total Expenditures	**14,570**	**20,266**	**23,788**	**23,650**	**23,775**
Other Financing Sources and Uses					
Sources					
974963 Transfer from General Fund	1,000	2,500	3,000	3,000	5,000
Total Sources	**1,000**	**2,500**	**3,000**	**3,000**	**5,000**
Total Other Financing Sources and Uses	**1,000**	**2,500**	**3,000**	**3,000**	**5,000**
Total Change in Fund Balance	**2,629**	**-3,670**	**1,242**	**-5,150**	**2,225**

City of Richwood
Beautification Fund Budget FY21-22

25 Transportation: Streets, Sidewalks & Drainage Fund - 10/01/2021 to 09/30/2022

	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Change in Fund Balance					
Revenue					
Taxes					
404126 Sales Tax - Streets	0	139,461	160,000	120,000	170,000
Total Taxes	**0**	**139,461**	**160,000**	**120,000**	**170,000**
Charges for services					
404125 Transportation Fee	138,779	131,285	141,275	147,420	142,000
Total Charges for services	**138,779**	**131,285**	**141,275**	**147,420**	**142,000**
Interest					
404110 Interest Earnings	2,959	703	75	1,500	100
Total Interest	**2,959**	**703**	**75**	**1,500**	**100**
Total Revenue	**141,738**	**271,449**	**301,350**	**268,920**	**312,100**
Expenditures					
Public Works					
Transportation					
405242 Contracts and Services	0	40,000	0	0	0
405380 Streets M&R	13,430	71,279	52,000	169,140	217,334
405382 Sidewalks M&R	4,800	32,326	28,690	29,140	47,333
405385 Drainage M&R	52,000	27,988	20,000	49,140	47,333
Total Transportation	**70,230**	**171,793**	**100,690**	**247,420**	**312,000**
Total Public Works	**70,230**	**171,793**	**100,690**	**247,420**	**312,000**
Capital Improvements					
405915 Capital Expenditures	49,601	0	0	0	0
Total Capital Improvements	**49,601**	**0**	**0**	**0**	**0**
Total Expenditures	**119,831**	**171,793**	**66,114**	**247,420**	**312,000**
Other Financing Sources and Uses					
Sources					
404127 Transfer from General Fund	0	453,336	0	0	0
Total Sources	**0**	**453,336**	**0**	**0**	**0**
Uses					
985964 Transfer to General Fund	0	296,222	0	0	0
985965 Transfer out	15,574	0	20,000	20,000	0
Total Uses	**15,574**	**296,222**	**20,000**	**20,000**	**0**
Total Other Financing Sources and Uses	**15,574**	**157,114**	**-20,000**	**-20,000**	**0**
Total Change in Fund Balance	**6,333**	**256,770**	**215,236**	**1,500**	**100**

City of Richwood
Budgeting Worksheet

City of Richwood
Enterprise Fund Budget FY21-22

30 Water and Sewer Fund - 10/01/2021 to 09/30/2022

	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Change in Net Position					
Net Operating Income (Loss)					
Operating income					
Sewer Department					
304420 Sewer Fees	846,602	868,849	890,000	836,000	925,000
304421 Sewer Discounts	-17,737	-18,278	-18,900	-17,000	-19,000
304450 Sewer Taps	1,287	1,150	775	1,000	1,100
Total Sewer Department	**830,152**	**851,721**	**871,875**	**820,000**	**907,100**
Water Department					
304410 Water Fees	947,327	1,034,504	1,128,200	940,000	1,200,000
304411 Water Discounts	-17,827	-18,570	-19,230	-17,000	-19,000
304430 Delinquent Charges	26,467	21,203	28,500	28,000	32,000
304440 Water Taps	14,301	8,423	10,725	10,000	12,000
304460 Reconnect Fees	6,143	4,650	5,700	3,000	5,000
304480 Miscellaneous Revenue	0	0	0	3,000	0
Total Water Department	**976,411**	**1,050,210**	**1,153,895**	**967,000**	**1,230,000**
Solid Waste Department					
304470 Garbage Receipts	281,229	307,283	315,550	283,000	310,000
Total Solid Waste Department	**281,229**	**307,283**	**315,550**	**283,000**	**310,000**
Total Operating income	**2,087,792**	**2,209,214**	**2,341,320**	**2,070,000**	**2,447,100**
Operating expense					
Sewer Department					
205102 SEWER Contract Labor	0	0	0	10,000	0
205103 SEWER Salaries & Wages	0	102,927	112,505	111,738	117,724
205104 SEWER Overtime	0	5,599	8,288	7,500	13,000
205105 SEWER Retirement	0	0	717	13,939	14,896
205107 SEWER Medicare	0	974	1,604	1,671	1,707
205110 SEWER Workmen's Compensation Ins	0	1,000	3,568	2,500	6,722
205115 SEWER Hospitalization	0	15,417	24,235	26,409	26,630
205120 SEWER Unemployment Insurance	0	9	36	549	756
205125 SEWER Cellphone Allowance	0	0	31	540	520
205130 SEWER Training & Travel	0	324	0	2,000	1,500
205175 SEWER Longevity Pay	0	0	0	251	400
205180 SEWER Certification Pay	0	0	0	150	0
205201 SEWER Food	0	14	0	200	0
205210 SEWER Office Supplies	0	364	0	3,000	1,000
205230 SEWER Gas, Oil, & Lubricants	0	3,078	3,565	5,200	7,00

City of Richwood
Budgeting Worksheet

City of Richwood
Enterprise Fund Budget FY21-22

30 Water and Sewer Fund - 10/01/2021 to 09/30/2022

	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
205240 SEWER Expendable Operating Supplies	0	413	516	500	500
205270 SEWER Chemicals	0	743	1,284	6,000	3,000
205310 SEWER Building & Grounds M&R	0	17	308	2,000	2,000
205340 SEWER Vehicle M&R	0	1,198	1,344	1,200	1,200
205341 SEWER Postage & Shipping	0	121	3,033	2,240	3,100
205360 SEWER Radio M&R	0	0	600	650	650
205365 SEWER Other Equip M&R	0	591	641	5,600	3,000
205390 SEWER Line M&R	49,595	19,671	15,712	50,000	50,000
205410 SEWER Electricity	0	0	0	19,200	24,000
205420 SEWER Telephone	0	0	0	4,000	1,000
205505 SEWER Clute WWTP Operation	348,419	313,354	270,000	270,000	270,000
205506 Operating Lease - Clute (Transmission Line)	139,550	140,524	286,000	286,000	294,580
205550 SEWER Information Technology Services	0	193	0	2,000	0
205560 SEWER Engineering	0	21,461	21,460	0	0
205570 SEWER Attorney's Fees	0	0	0	80	0
205595 SEWER Professional Services	0	14,317	16,053	0	10,000
205630 SEWER Vehicle Insurance	0	0	1,388	6,500	1,500
205640 SEWER Building/Liab Insurance	0	1,015	2,871	6,400	3,000
205660 SEWER Dues & Subscriptions	0	113	0	0	0
205685 SEWER Publishing & Advertising	0	0	4,573	1,000	600
205930 SEWER Equipment	0	9,480	0	0	0
Total Sewer Department	**537,564**	**652,917**	**780,333**	**849,017**	**859,985**
Water Department					
215103 WATER Salaries & Wages	249,817	161,510	142,565	107,986	140,602
215104 WATER Overtime	16,933	8,535	6,640	11,000	8,000
215105 WATER Retirement	39,933	30,372	17,522	12,759	16,946
215107 WATER Medicare	3,820	2,972	2,144	1,515	2,039
215110 WATER Workmen's Compensation Ins	2,887	3,353	3,516	3,000	8,028
215115 WATER Hospitalization	52,403	33,157	21,556	17,606	26,630
215120 WATER Unemployment Insurance	1,125	56	32	0	756
215125 WATER Cellphone Allowance	1,035	450	681	0	0
215126 WATER Vehicle Allowance	0	0	0	0	4,800
215130 WATER Training & Travel	6,251	1,595	1,259	2,500	1,500
215175 WATER Longevity Pay	0	0	0	418	445
215180 WATER Certification Pay	2,125	938	0	150	0
215190 WATER Uniforms	1,597	1,052	1,129	1,375	1,700
215201 WATER Food	141	300	0	275	200
215210 WATER Office Supplies	4,092	3,688	3,680	1,870	2,00

City of Richwood
Budgeting Worksheet

City of Richwood
Enterprise Fund Budget FY21-22

30 Water and Sewer Fund - 10/01/2021 to 09/30/2022

	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
215215 WATER Custodial Supplies	49	61	0	100	100
215220 WATER Tools	5,807	1,165	3,991	1,500	2,000
215230 WATER Gas, Oil, & Lubricants	9,890	12,010	11,250	8,100	7,000
215240 WATER Expendable Operating Supplies	9,536	7,528	1,561	3,000	1,000
215270 WATER Chemicals	14,830	8,586	13,180	13,000	9,000
215310 WATER Building & Grounds M&R	2,752	6,010	9,445	2,500	5,000
215320 WATER Office Furniture/Fixture M&R	412	96	0	100	100
215340 WATER Vehicle M&R	2,078	2,511	2,347	2,100	2,000
215341 WATER Postage & Shipping	0	394	4,044	2,800	3,100
215360 WATER Radio M&R	7,046	0	1,333	810	810
215365 WATER Other Equipment M&R	4,167	-66,818	2,844	2,160	2,000
215390 Water Lines M&R	56,434	49,699	151,515	90,444	65,000
215410 WATER Electricity	43,733	39,813	48,599	40,000	28,000
215420 WATER Telephone	13,142	24,420	34,677	17,900	41,000
215430 WATER Natural Gas	444	165	553	500	500
215550 WATER Information Technology Services	636	2,203	0	2,000	0
215560 WATER Engineering	0	0	125,000	125,000	2,000
215570 WATER Attorney's Fees	1,730	890	146	1,000	1,000
215595 WATER Professional Services	17,524	19,345	20,000	32,000	48,500
215610 Credit Card Fees	0	0	12,343	0	15,000
215630 WATER Insurance - Motor Vehicles	7,513	5,120	1,422	3,300	1,500
215640 WATER Insurance - Bldg/Liab/Bond	12,040	38,375	22,297	26,000	30,000
215660 WATER Dues & Subscriptions	18,958	47,000	32,000	32,000	11,000
215685 WATER Publishing & Advertising	332	0	0	1,250	500
215930 WATER Equipment	0	602	376	0	0
215935 Operating Lease - Equipment	3,658	3,783	3,609	3,600	3,610
215995 Brazosport Water Authority	267,618	283,833	281,000	300,000	300,000
Total Water Department	**879,003**	**722,654**	**984,257**	**871,618**	**793,366**
Solid Waste Department					
225595 SOLID WASTE Professional Services	269,611	257,005	264,000	280,000	280,000
Total Solid Waste Department	**269,611**	**257,005**	**264,000**	**280,000**	**280,000**
Total Operating expense	**1,982,449**	**1,941,472**	**2,028,590**	**2,000,635**	**1,933,351**
Total Net Operating Income (Loss)	**105,343**	**267,742**	**312,730**	**69,365**	**513,749**
Non-Operating Items					
Non-operating income					
304110 Interest Earnings	3,448	3,021	497	663	1,000
304112 Miscellaneous Income	5,524	2,090	125	167	

City of Richwood
Budgeting Worksheet

City of Richwood
Enterprise Fund Budget FY21-22

30 Water and Sewer Fund - 10/01/2021 to 09/30/2022					
	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
304123 Other Revenues	0	1,118	2,230	2,973	0
304500 Grants Revenue	0	35,778	37,514	50,019	0
974961 Transfer from General Fund	186,651	60,000	80,000	106,667	0
974965 Transfer from I&I Fund				0	10,000
974967 Transfer from Equipment Replacement Fund				0	0
Total Non-operating income	**212,573**	**102,007**	**120,366**	**160,488**	**11,000**
Non-operating expense					
255970 Series 2011 Tax & Rev CO Bonds - Principal	0	0	65,000	65,000	65,000
255971 Series 2011 Tax & Rev CO Bonds - Interest	21,875	10,406	8,294	8,294	6,260
255988 Series 2004 - Principle	0	0	30,000	30,000	35,000
255991 Series 2004 - Interest	11,989	10,598	8,977	8,977	7,189
255992 Bond Insurance & Agent Fees	113,106	750	0	0	0
255993 Series 2019B Bonds - Principal	0	0	50,000	50,000	85,000
255994 Series 2019B - Interest	29,661	151,926	140,000	140,000	138,500
255999 Accrued Interest Expense	0	-11,519	0	0	0
545915 Capital Expenditures			0		0
975967 Transfer to Equipment Replacement	-4,438	0	0	0	0
975970 Transfer to Transporation Fund	-15,574	0	0	0	0
985962 Transfer to I & I Fund	0	25,369	34,000	34,000	34,000
985963 Transfer to General Fund	104,410	0	0	0	0
985966 Transfer to Capital Improvements	0	0	170,000	170,000	22,000
985971 Transfer out	4,002,291	1,313	0	0	0
305999 Depreciation	296,271	290,897	265,000	265,000	300,000
Total Non-operating expense	**4,559,591**	**479,740**	**771,271**	**771,271**	**692,949**
Total Non-Operating Items	**-4,075,585**	**-110,237**	**-650,905**	**-610,783**	**-681,949**
Add back Principal debt payments	**0**	**0**	**145,000**	**145,000**	**185,000**
Total Change in Net Position	**-3,970,242**	**157,505**	**-193,175**	**-396,418**	**16,800**

Water System Optimization 120,000 and Analytics Software 32,500 to be paid for with transfer from GF to Utility Captial Projects.

City of Richwood
General Obligation I&S Fund Budget FY21-22

40 - General Obligation I & S	2019 Actual	2020 Actual	2021 Projected	2021 Budget	Proposed Budget
Change in Fund Balance					
Revenue					
Taxes					
504103 Ad Valorem Taxes	164,503	348,109	380,946	384,794	494,619
504104 Delinquent Taxes	1,422	4,336	5,000	2,000	2,500
504105 Penalty & Interest	1,464	2,978	2,500	2,000	2,800
Total Taxes	**167,389**	**355,423**	**388,446**	**388,794**	**499,919**
Interest					
504110 Interest Earnings	738	1,088	320	1,000	350
Total Interest	**738**	**1,088**	**320**	**1000**	**350**
Total Revenue	**267,078**	**356,511**	**388,766**	**389,794**	**500,269**
Expenditures					
General Obligation I&S					
505912 Bond Insurance & Agent Fees	99,951	1,550	2,300	0	3,000
505960 FNB City Hall - Principal	12,392	12,984	13,477	13,477	13,990
505961 FNB City Hall - Interest	8,997	13,752	7,911	7,911	7,400
505970 Bond Principal - Series 2012	50,000	50,000	50000	50,000	55,000
505980 Bond Interest - Series 2012	28,050	27,050	25,550	25,550	24,050
505985 Series 2011 - Principal	55,000	60,000	65000	65,000	65,000
505992 Series 2011 - Interest	11,894	10,173	19,450	19,450	6,260
505993 Series 2019A GO Bonds Principle	0	100,000	140000	140,000	145,000
505994 Series 2019A GO Bonds Interest	0	106,921	95,950	95,950	91,750
505995 Series 2021 GO Bonds Principle	0	0	0	0	30,000
505996 Series 2021 GO Bonds Interest	0	0	0	0	57,820
Total General Obligation I&S	**266,284**	**382,430**	**419,638**	**417,338**	**499,270**
Total Expenditures	**266,284**	**382,430**	**419,638**	**417,338**	**499,270**
Total Change in Fund Balance	**794**	**-25,919**	**-30,872**	**-27,544**	**999**

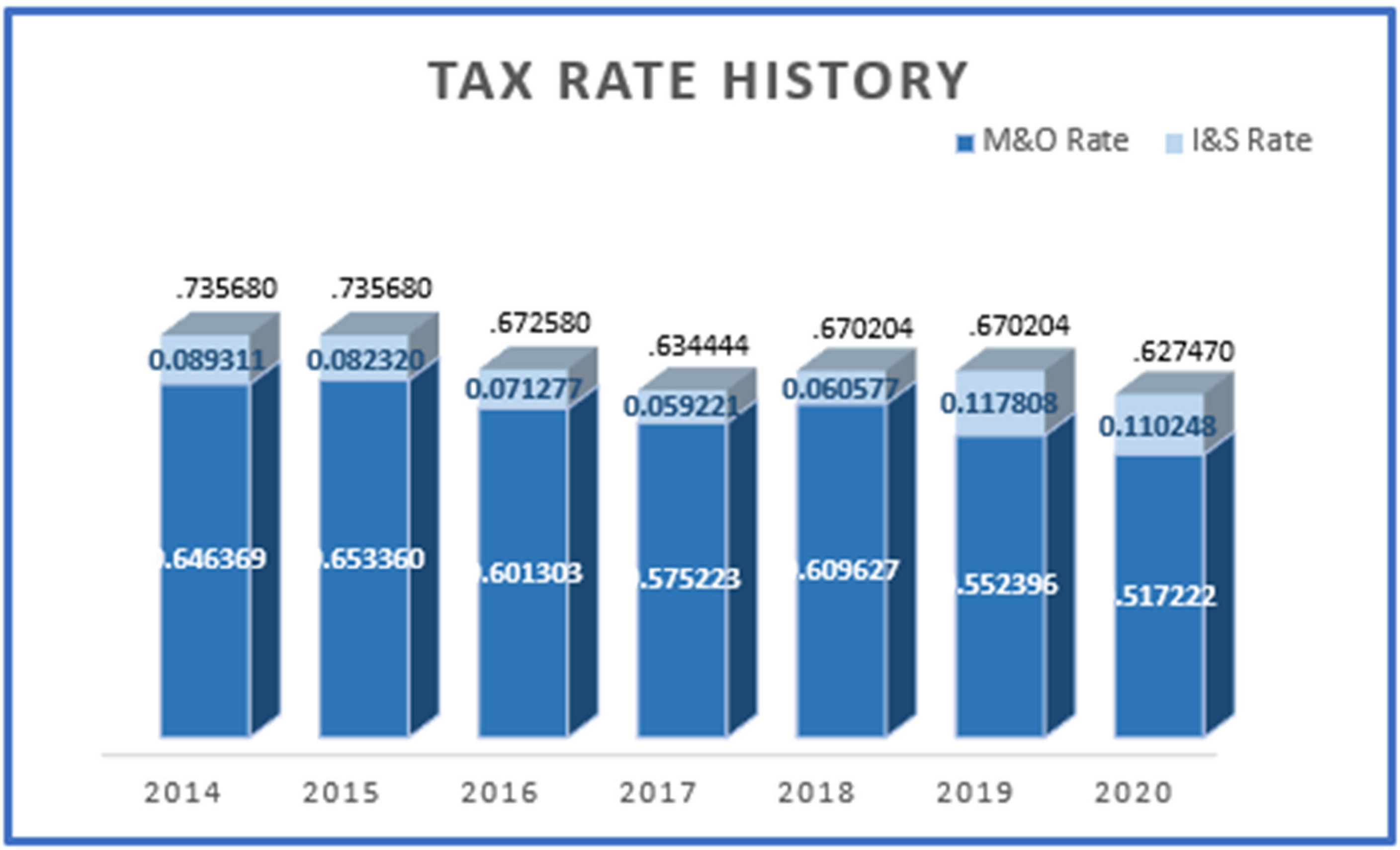
City Council has been presented with 3 options for possible Property Tax rates (Ad Valorem Tax).

♦ No New Revenue Tax Rate	.611723
♦ Voter Approved Tax Rate	.652278
♦ Previous Year Tax Rate	.627470

Each rate includes the prescribed I&S tax rate required to fulfill debt obligations of the city: .129184

Using these rates, we project a revenue amount for the General Fund as well as a projected net Fund balance change at year end:

	Ad Valorem Revenue	Expected Fund Balance change
♦ No New Revenue Tax Rate	1,739,285	138,210
♦ Voter Approved Tax Rate	1,885,463	227,629
♦ Previous Year Tax Rate	1,796,044	81,451



Year shown is Tax Year. Revenue is collected in the following year.

ORDINANCE 20-481

AN ORDINANCE LEVYING AN AD VALOREM TAX FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT FOR THE CITY OF RICHWOOD, TEXAS FOR THE FISCAL YEAR 2021-2022; APPORTIONING THE LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN THE SAME SHALL BECOME DELINQUENT IF NOT PAID.

WHEREAS, City Council finds it necessary that an ordinance be passed levying an ad valorem tax to provide for current expenditures and improvements for the City of Richwood, Texas during fiscal year 2021-2022; and

WHEREAS, City Council further finds that an ad valorem tax must be levied to provide for the payment of principal and interest on outstanding bonded indebtedness maturing in fiscal year 2021-2022; and

WHEREAS, after due deliberation, study and consideration of the proposed tax rate for fiscal year 2021-2022, City Council has determined that adoption of the rate is in the best interest of the taxpayers of the City and it should be adopted in accordance with law

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

SECTION ONE. There is hereby levied and there shall be collected for the use, support and maintenance & operations of the General Fund of the City of Richwood, Texas and to provide interest & sinking funds to support the debt payments of the I&S Debt Service Fund of the City of Richwood for the Fiscal Year 2021-2022, a tax of $0.652278 on each one hundred ($100.00) dollars of assessed valuation upon all property, real and personal, and mixed, within the corporate limits of the City of Richwood subject to taxation, apportioned for the following specific purposes herein set forth;

a) For the current expenditures of the General Fund of the City of Richwood, Texas, and for the general use, support and improvement of the City and its property, there is hereby levied and ordered to be assessed and collected for the fiscal year 2021-2022 on all property situated within the corporate limits of the City, and not exempt from taxation by law, an ad valorem tax rate of $0.523094 on each one hundred ($100.00) dollars valuation of such property, and

b) For the purpose of paying principal and interest payments of the I&S Debt Service Fund for each issue of tax supported debt of the City of Richwood, Texas, there is hereby levied and ordered to be assessed and collected for the fiscal year 2021-2022 on all property situated within the corporate limits of the City and not exempt by law, an ad valorem tax rate of $0.129184on each one hundred ($100.00) dollars of assessed valuation of such property.

SECTION TWO. In accordance with the provisions and requirements of Section 26.05 (b) of the Texas Tax Code, as amended, the City Council hereby states as follows:

THIS YEAR'S TAX LEVY TO FUND MAINTENANCE AND OPERATIONS EXPENDITURES DOES NOT EXCEED LAST YEAR'S MAINTENANCE AND OPERATIONS TAX LEVY.

SECTION THREE. The ad valorem taxes levied under this ordinance shall be due October 1, 2021, and may be paid up to and including January 31, 2022, without penalty; but if not paid on or before January 31, 2022, shall immediately become delinquent on February 1, 2022, provided, however, in accordance with Section 31.03(a) of the Texas Tax Code, the ad valorem taxes due hereunder may, at the option of the tax payer, be paid in two payments without penalty or interest so long as the first payment of one-half of the taxes levied is paid before December 1, 2021, and the remaining one-half is paid before July 1, 2022.

SECTION FOUR. No discounts are authorized on property tax payments made prior to January 31, 2022.

SECTION FIVE. All taxes become a lien upon the property against which assessed and the designated City tax collector for the City is authorized and empowered to enforce the collection of such taxes according to the Constitution and Laws of the State of Texas an ordinances of the City, and shall by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest. All delinquent taxes shall bear interest and other charges from the date of delinquency as prescribed by state law.

PASSED AND APPROVED THIS THE 13TH DAY OF SEPTEMBER 2021 BY RECORD VOTE WITH THE FOLLOWING MOTION, "I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF $0.652278, WHICH IS EFFECTIVELY A 6.63 PERCENT INCREASE IN THE TAX RATE." MOTION WAS MADE BY COUNCILMEMBER XXXXXX, MOTION SECONDED BY COUNCILMEMBER XXXXXXXXXX. MOTION CARRIED THIS 13th DAY OF SEPTEMBER 2021.

		Vote		
Name/Position	**Present**	**Aye**	**Nay**	**Abstain**
Mike Johnson, Position 1				
Melissa Strawn, Position 2				
Matt Yarborough, Position 3				
Rory Escalante, Position 4				
Mark Brown II, Position 5				

ATTEST:

KIRSTEN GARCIA
CITY SECRETARY

STEVE BOYKIN
MAYOR

APPROVED AS TO LEGALITY:

MATT ALLEN
CITY ATTORNEY

Section 26.05(b) of Property Tax Code
Worksheet for Determination of Steps Required for Adoption of Tax Rate
CITY OF RICHWOOD

M&O Tax Increase in Current Year	
1. Last year's taxable value, adjusted for court-ordered reductions. Enter Line 8 of the No-New-Revenue Tax Rate Worksheet.	$343,762,305
2. Last year's M&O tax rate. Enter Line 28 of the Voter-Approval Tax Rate Worksheet.	$0.517222/$100
3. M&O taxes refunded for years preceding tax year 2020. Enter Line 31A of the Voter-Approval Tax Rate Worksheet.	$2,538
4. Last year's M&O taxes paid into TIF. Enter Line 31B of the Voter-Approval Tax Rate Worksheet.	$0
5. Last year's M&O tax levy. Multiply line 1 times line 2 and divide by 100. To the result, add line 3 and subtract line 4.	$1,780,552
6. This year's total taxable value. Enter line 21 of the *No-New-Revenue Tax Rate Worksheet*.	$360,444,400
7. This year's proposed M&O tax rate Enter the proposed M&O tax rate approved by the Governing Body.	$0.523094/$100
8. This year's M&O tax levy. Multiply line 6 times line 7 and divide by 100.	$1,885,463
9. M&O Tax Increase (Decrease). Subtract line 5 from line 8.	$104,911
Comparison of Total Tax Rates	
10. No-New-Revenue Total Tax Rate.	$0.611723/$100
11. This year's proposed total tax rate.	$0.652278/$100
12. This year's rate minus no-new-revenue rate. Subtract line 10 from line 11.	$0.040555
13. Percentage change in total tax rate. Divide Line 12 by line 10.	6.63%
Comparison of M&O Tax Rates	
14. No-New-Revenue M&O Tax Rate. Enter line 39 of the Voter-Approval Tax Rate Worksheet.	$0.505405/$100
15. This year's proposed M&O tax rate.	$0.523094/$100
16. This year's rate minus No-New-Revenue rate. Subtract line 14 from line 15.	$0.017689
17. Percentage change in M&O tax rate. Divide line 16 by line 14.	3.50%
Raised M&O Taxes on a $100,000 Home	
18. This year's taxable value on a $100,000 home.	$100,000
19. Last year's M&O tax rate.	$0.517222/$100
20. This year's proposed M&O tax rate.	$0.523094/$100
21. This year's raised M&O taxes. Subtract line 19 from line 20 and multiply result by line 18.	$5.87

Notice About 2021 Tax Rates

Property Tax Rates in CITY OF RICHWOOD

This notice concerns the 2021 property tax rates for CITY OF RICHWOOD. This notice provides information about two tax rates used in adopting the current tax year's tax rate. The no-new-revenue tax rate would Impose the same amount of taxes as last year if you compare properties taxed in both years. In most cases, the voter-approval tax rate is the highest tax rate a taxing unit can adopt without holding an election. In each case, these rates are calculated by dividing the total amount of taxes by the current taxable value with adjustments as required by state law. The rates are given per $100 of property value.

This year's no-new-revenue tax rate:	$0.611723/$100
This year's voter-approval tax rate:	$0.652278/$100

To see the full calculations, please visit for a copy of the Tax Rate Calculation Worksheet.

Unencumbered Fund Balance

The following estimated balances will be left in the unit's accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Fund	Balance
Maintenance & Operations	1,600,000
Interest & Sinking	60,000

Current Year Debt Service

The following amounts are for long-term debts that are secured by property taxes. These amounts will be paid from upcoming property tax revenues *(or additional sales tax revenues, if applicable).*

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
All Series	295,000	178,230	0	473,230

Total required for 2021 debt service	$473,230
- Amount (if any) paid from funds listed in unencumbered funds	$0
- Amount (if any) paid from other resources	$0
- Excess collections last year	$0
= Total to be paid from taxes in 2021	$473,230
+ Amount added in anticipation that the unit will collect only 101.63% of its taxes in 2021	$-7,590
= Total debt levy	$465,640

This notice contains a summary of actual no-new-revenue and voter-approval calculations as certified by Kristin Bulanek, Brazoria County Tax Assessor-Collector on August 1, 2021.

NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of $0.652278 per $100 valuation has been proposed by the governing body of CITY OF RICHWOOD.

PROPOSED TAX RATE	$0.652278 per $100
NO-NEW-REVENUE TAX RATE	$0.611723 per $100
VOTER-APPROVAL TAX RATE	$0.652278 per $100

The no-new-revenue tax rate is the tax rate for the 2021 tax year that will raise the same amount of property tax revenue for CITY OF RICHWOOD from the same properties in both the 2020 tax year and the 2021 tax year.

The voter-approval rate is the highest tax rate that CITY OF RICHWOOD may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that CITY OF RICHWOOD is proposing to increase property taxes for the 2021 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 13, 2021 AT 6:00PM AT City Hall at 1800 Brazosport Blvd N, Richwood, TX 77531.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, CITY OF RICHWOOD is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the CITY OF RICHWOOD at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

Property tax amount= (tax rate) x (taxable value of your property)/100

FOR the proposal:	Matt Yarborough Melissa Strawn	Mike Johnson Rory Escalante
AGAINST the proposal:	Mark Brown	
PRESENT and not voting:	Mayor Steve Boykin	
ABSENT:		

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by CITY OF RICHWOOD last year to the taxes proposed to be imposed on the average residence CITY OF RICHWOOD this year.

	2020	2021	Change
Total tax rate (per $100 of value)	$0.627470	$0.652278	increase of $0.024808, or 3.95%
Average homestead taxable value	$187,041	$205,559	increase of $18,518, or 9.90%
Tax on average homestead	$1,173.63	$1,340.82	increase of $167.19, or 14.25%
Total tax levy on all properties	$2,159,960	$2,351,100	increase of $191,140, or 8.85%

For assistance with tax calculations, please contact the tax assessor for CITY OF RICHWOOD at 979-864-1320 or taxoffice@brazoria-county.com, or visit www.brazoriacountytx.gov for more information.

§26.05(b) of Property Tax Code
Steps Required for Adoption of Tax Rate

Entity Name: CITY OF RICHWOOD

Date: 08/30/2021 10:22 AM

Language Required in the Motion Setting This Year's Tax Rate:

This year's proposed tax rate exceeds the no-new-revenue tax rate. The vote on the ordinance, resolution, or order setting the tax rate must be a record vote and 60% of the governing body must vote in favor of the adoption of the tax rate. A motion to adopt the ordinance, resolution, or order must be made in the following form:

I move that the property tax rate be increased by the adoption of a tax rate of 0.652278, which is effectively a 6.63 percent increase in the tax rate.

Statement Required in the Ordinance, Resolution, or Order Setting This Year's Tax Rate:

This year's levy to fund maintenance and operations expenditures exceeds last year's maintenance and operations tax levy. The following statements must be included in the ordinance, resolution, or order setting this year's tax rate. The statements must be in larger type than the type used in any other portion of the document.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.50 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $5.87.

Statement That Must be Posted on the Home Page of Any Internet Website Operated by the Taxing Unit:

This year's levy to fund maintenance and operations expenditures exceeds last year's maintenance and operations tax levy. The following statements must be included in the ordinance, resolution, or order setting this year's tax rate. The statements must be in larger type than the type used in any other portion of the document.

CITY OF RICHWOOD ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.50 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $5.87.

MEMORANDUM

To: Richwood City Council

From: Clif Custer

Date: 09/06/2021

Subject: Matula and Matula Change Order #1

In the beginning stages of construction on Moore Street, existing storm sewer was discovered that neither Richwood Staff nor Strand Associates had knowledge of. To proceed with the installation of new storm, existing storm sewer had to be removed due to a conflict in the proposed path of the new storm sewer. Additional conflicts were discovered with storm sewer running under Moore St. at the intersection of Moore and Jasmine. This section of storm sewer was not to grade. Matula and Matula was instructed to replace the storm sewer under Moore to correct grade and ensure that storm sewer under Moore was bedded properly in preparation of the new concrete street.

During the fist phase of demolition of Magnolia, Matula and Matula discovered a separation in the storm sewer piping under the street. Matula and Matula was instructed to reset existing storm sewer to ensure there were no storm sewer voids or deficiencies under this reconstructed section of Magnolia.

The section of Magnolia being reconstructed did not have an item within the bid specifications for traffic control due to the fact it is a City street and existed far enough of the TXDOT right of way not to be required by State traffic control standards. Due to Magnolia’s high traffic, additional personnel were required for traffic control.

I am requesting a motion from Council to approve Matula and Matula Construction, LLC Change Order #1 in the amount of $21,302.30.

Matula & Matula Construction, Inc

PROJECT **Richwood Change Order**
ENGINEER
BID DATE **6-Aug-21**
COST EST.

ITEM No.	DESCRIPTION	QTY	UNIT	UNIT PRICE	BID AMOUNT
1	Storm Sewer Investigation and Surveying Moore St. @ Jasmine Includes exposing storm sewer not shown on plans discovering it's location and it's function Losing production for the day due to conflict	1	LS	$ 4,854.90	$ 4,854.90
2	Removal of existing storm sewer outside a remove and replace area backfilled with earthened material	120	LF	$ 39.30	$ 4,716.00
3	Removal of existing storm sewer outside a remove and replace area under street backfilled with cement sand to bottom of lime treated subgrade. Temporary base placed on top	75	LF	$ 71.30	$ 5,347.50
4	Magnolia St. Repaired seperated pipe by taking out existing pipe, relaying, securing joints, wrapping with non woven fabric, bedding and backfilling with cement sand and securing into existing inlets	1	LS	$ 3,883.90	$ 3,883.90
5	Traffic Control for Magnolia Left off Bid Form	1	LS	$ 2,500.00	$ 2,500.00

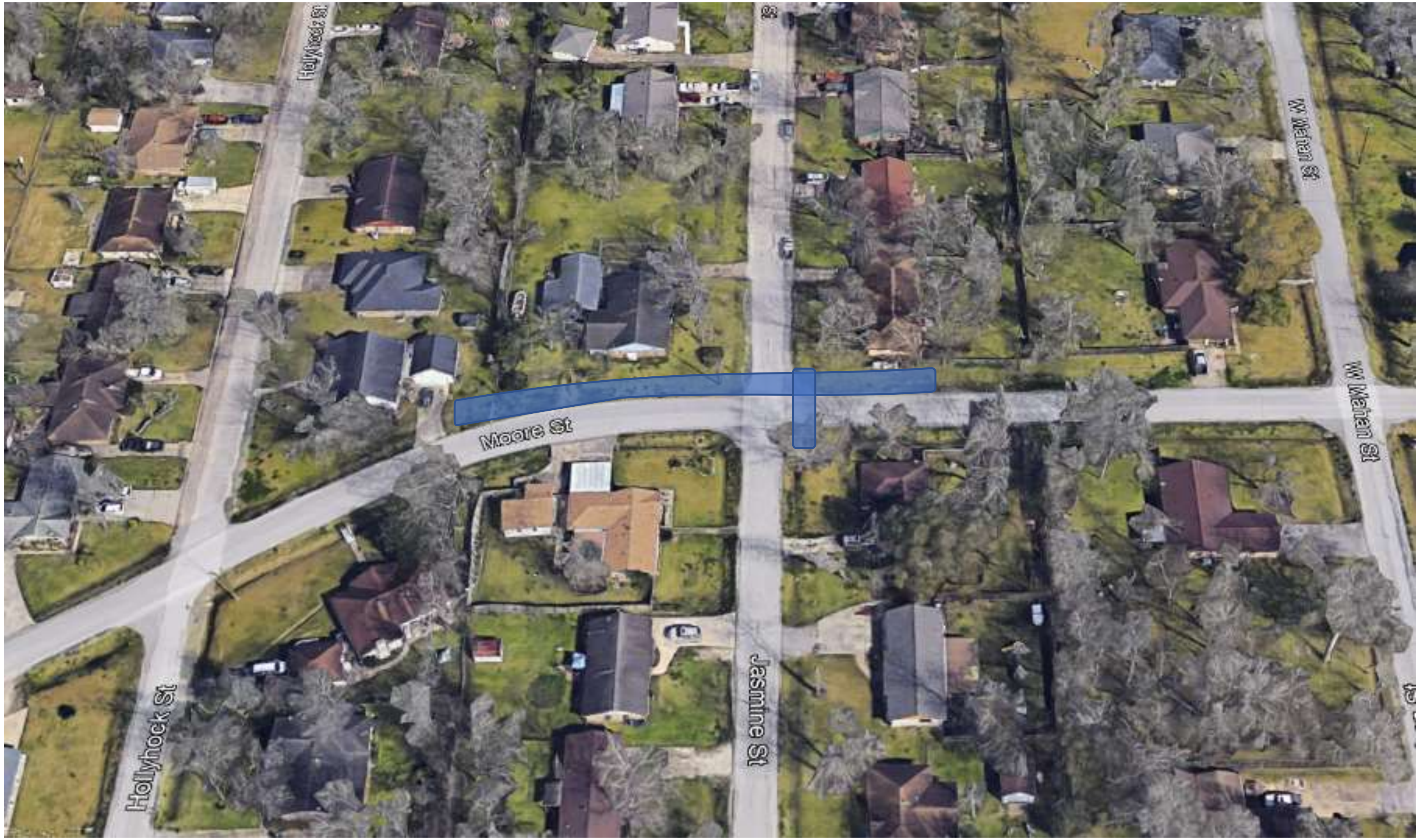
$ 21,302.30

1. Lost a full days of production due to conflict of existing storm sewer that was not noted on plans due to lack of knowledge by the Engineers and Public Works that it existed.
2. Instructed Matula to remove existing storm sewer because it could not be reused and is was impeding the path of the new storm sewer. The necessary removal of this storm sewer resulted in a trench twice in size then it would have been if old storm sewer was not removed. The additional trench area had to be backfilled and packed in with earthened material.
3. Upon investigations as a result of item 1 a storm sewer junction box was discovered at the Northeast corner of the Jasmine and Moore St. intersection. Upon surveying it was realized the pipe running under Moore St., parallel with Jasmine was not to grade. To correct this issue the storm sewer needs to be replaced. Due to the fact that the storm sewer is under a road the new culverts will require bedding that consist of cement stabilized sand and temporary base material will need to be used until Moore is ready for concrete. At the time Moore is ready for concrete, temporary base material will be replaced with proper material noted within construction specifications.
4. Separation of storm sewer piping was discovered while demolishing a portion of Magnolia. Matula was instructed to correct the separation and properly bed storm sewer culverts.
5. There was no bid item for traffic control on the Alternate Bid that was the reconstruction of Magnolia. Matula did not include traffic control for the alternate on the base bid because it would have inflated the base bid cost.

Matula Change Order #1

Target Areas

Moore Street Storm Sewer



Magnolia Street Storm Sewer

MEMORANDUM

To: Richwood City Council

From: Clif Custer

Date: 09/06/2021

Subject: Driveways Within Phase 2 of Richwood's Street Repair Project Scope

In the design phase of Richwood's phase 2 of street repair, Strand Associates questioned me regarding how to proceed with driveway modification on streets scheduled for repair. It is customary in most Cities when streets are being repaired or rebuild to reconstruct resident's driveways up to the easement edge. Due to lack of funds to repair or rebuild additional streets in need in the City, a decision was made to assess each driveway individually and make modifications to existing driveways based on 2 criteria.

1. If driveway was currently gravel, the Contractor was to apply an asphalt surface to be consistent with Richwood's Code of Ordinances.
2. If existing driveway elevations were not conducive to proposed reconstructed street elevation profiles, driveways were to be modified to compliment proposed street elevation profiles whether the driveways were comprised of asphalt or concrete.

During the driveway assessments, driveways that were comprised of asphalt that still maintained a degree of integrity were not resurfaced or replaced. If a driveway was comprised of concrete and no elevation deficiencies existed between the driveway and proposed reconstructed street elevations profiles, the concrete driveway was not modified.

Complaints have been generated for several different reasons from residents who currently have asphalt driveways that are not scheduled for replacement.

An estimate in the amount of $20,616.00 was provided by Mike Murphy of Matula and Matula to resurface all asphalt driveways to the edge of easement regardless of existing driveway conditions. Material amounts are based off engineering plan measurements and are believed to be mostly accurate. To cover any potential overages of materials and prevent bringing this matter back to Council, I'm requesting a motion from Council to approve Matula and Matula's Change Order est. in the amount <u>not to exceed</u> $30,000.00 to resurface asphalt driveways in the project scope of Richwood's phase 2 of street repair regardless of existing asphalt driveway conditions.

Remove 2" of existing asphalt/gravel driveway to existin concrete at ROW	4058	SF	$ 2.00	$ 8,116.00	
Replace with 2" of Asphalt	50	TN	$ 250.00	$ 12,500.00	
Remove Existing driveway	350	SF	$ 2.00	$ 700.00	**Total C.O.**
Replace with 6" Concrete	39	SY	$ 85.00	$ 3,315.00	**$ 24,631.00**

MEMORANDUM

To: Richwood City Council

From: Clif Custer

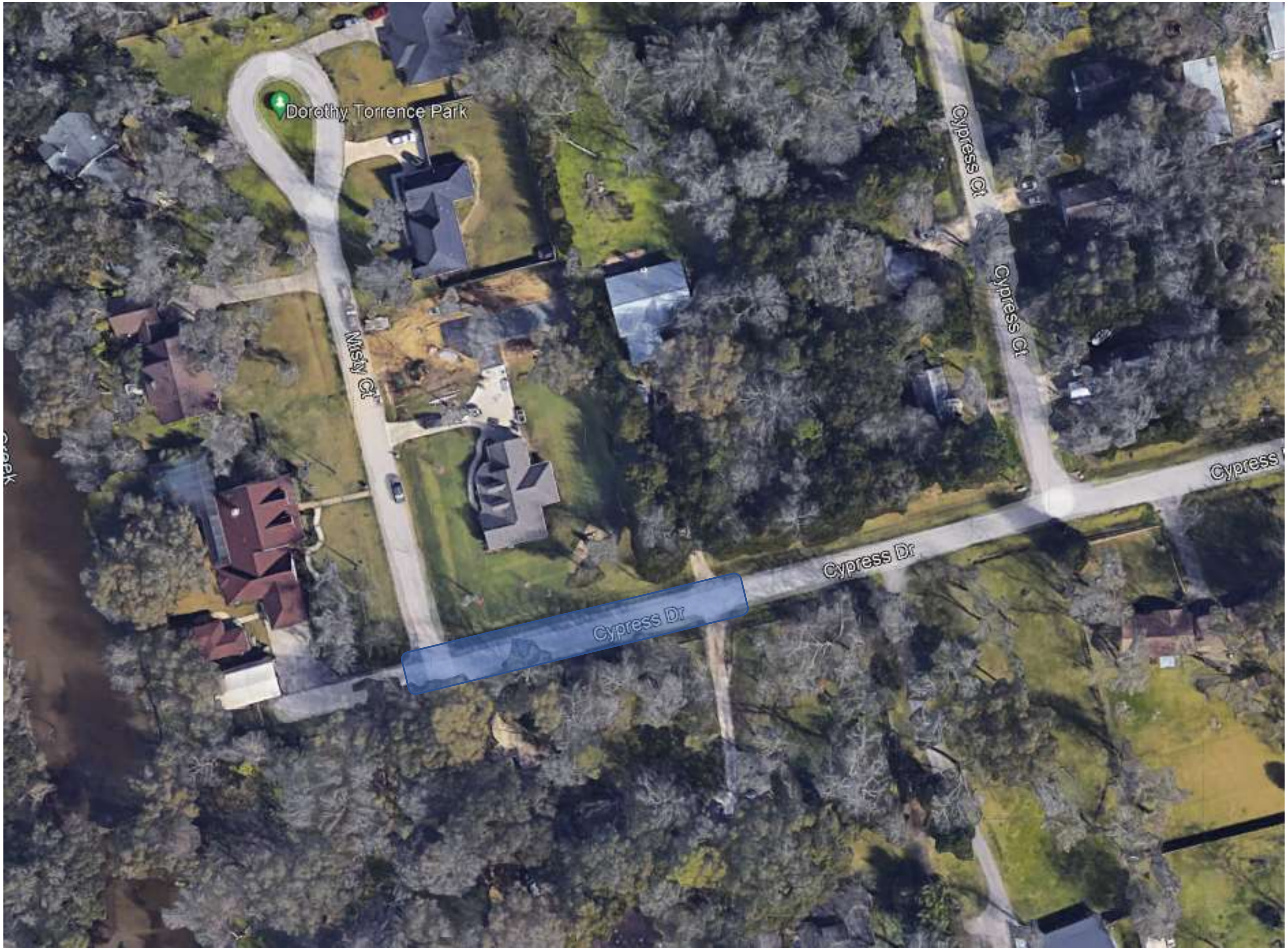
Date: 09/09/2021

Subject: Possible Matula and Matula Change Order for Cypress Street

In the process of street repair by Matula and Matula an error was made in the identification of Cypress Street and Cypress Ct. When mobilizing to the location of Cypress Ct. Matula Personnel accidentally staged equipment on Cypress Street and tilled a section of roughly eighty-five (85) linear feet of the North lane of Cypress Street. Although the section of Cypress Street that was tilled as well as additional linear feet of Cypress is in failing condition, Cypress Street was not scheduled for repair in phase 2 of Richwood's street repair.

On the morning of September 15, 2021, I was notified of this incident. A situation has presented itself that could be beneficial for Richwood and Matula and Matula. Since the street is failing in the section of Cypress that has been tilled and beyond, I requested a cost to till, Portland cement stabilize, and asphalt roughly 310 feet of the Western most portion of Cypress Street. This action will allow Richwood the opportunity to temporarily repair a section of street in need of repair until a later date when the entire street can be reworked. This action could also provide relief for citizens until a later date after more pressing street repair has been performed in Richwood.

I am requesting of Council a motion to approve Matula and Matula's Change Order in the amount of $29,838.00 to till, Portland cement stabilize, and asphalt overlay roughly 310 linear feet of the Wester portion of Cypress Street.


Dorothy Torrence Park
Misty Ct
Cypress Ct
Cypress Ct
Cypress Dr
Cypress Dr

Matula & Matula Construction, Inc

PROJECT Richwood Cypress Dr.
ENGINEER
BID DATE 10-Sep-21
COST EST.

ITEM No.	DESCRIPTION	QTY	UNIT	UNIT PRICE	BID AMOUNT
1	Reclaim, grade, & hauloff excess material (300x23)	767	SY	$ 8.00	$ 6,136.00
2	Add 54#'s of portland 10" depth (Manipulation & Compaction)	767	SY	$ 5.20	$ 3,988.40
3	Portland (54#'s/SY)	21	Tons	$ 244.80	$ 5,140.80
4	Place 2 1/2" of Type D Surface (300x21)	96	Tns	$ 151.80	$ 14,572.80

$ 29,838.00

FILE NAME:

MEMORANDUM

To: Richwood City Council

From: Clif Custer

Date: 09/06/2021

Subject: Service Agreement for Water Service Outside Richwood City Limits

I was approached by a property owner within Richwood's ETJ (Extra Territorial Jurisdiction) requesting 1-inch water service to serve future residential construction. It is believed that the 1-inch water service will produce minimum to zero impact on the existing water system. Richwood's policy in the past has been to charge 1.5 times that of the current water or wastewater rate for those outside the city limits receiving water or wastewater services from the City.

I am requesting of Council a motion to engage in a Service Agreement with Ana Celedon for a 1-inch water service to provide City water to Lots 4&5, Block 1 of the Havenwood Subdivision at 1.5 times that the cost of water rates within the City of Richwood.

Proposed 1-inch water service

Existing 4-inch water main

Crawford’s Furniture

MEMORANDUM

To: Richwood City Council

From: Clif Custer

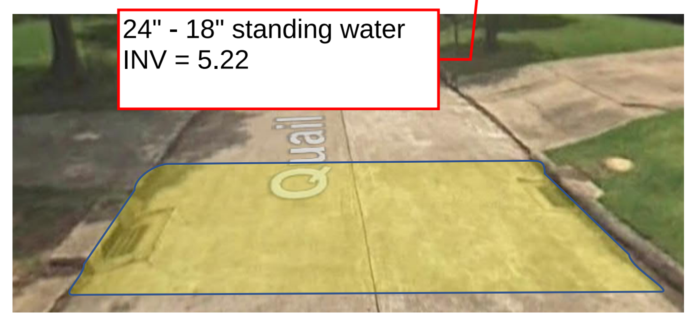
Date: 09/06/2021

Subject: Standing Water on Quail Run

For years standing water on Quail Run has presented a nuisance for residents during moderate to heavy rainfall events. Water can reach depths up to a foot at the curb and 3-5 inches in the center of the street during rain events.

In the development of the Stormwater Master Plan, this area was noted by Strand Associates. It is believed that the improvements scheduled for the main outfall ditches in Richwood will have a positive affect with regards to standing water on Quail Run. During the survey of the outfall ditches for upcoming improvements Stand Associates obtained elevation data for Quail Run to ensure that street and storm sewer elevations were conducive for proper drainage.

Based on the elevation data obtained by Strand Associates it is currently believed that there could be a blockage in the storm sewer between the western and eastern most portions of the storm sewer on Quail Run. Richwood Public Works will have the storm sewer on Quail Run closed circuit televised. In the event no blockages are found, it is possible that additional stormwater capacities at the point of discharge may be necessary if not the overall elevation of portions of Quail Run and the existing storm sewer.



The above illustration shows a layout of the existing storm drainage. Everything flows to the South and to the East as indicated by the arrows. The black boxes represent drain boxes. The gray shaded area represents the area where standing water during rain events in most severe. The yellow shaded area in the illustration to the right represents a section of Quail Run that has been replaced as well as the culverts that connect the drain boxes.

It would seem logical that since the drainage is graded to flow to the East, the street should follow a similar profile. It is not understood why standing water is severe towards the middle of the street unless the overall elevation of the street is lower at the center section than it is at the western most portion of the street.

MEMORANDUM

To: Richwood City Council

From: Clif Custer

Date: 09/06/2021

Subject: Standing Water on Oyster Creek Drive

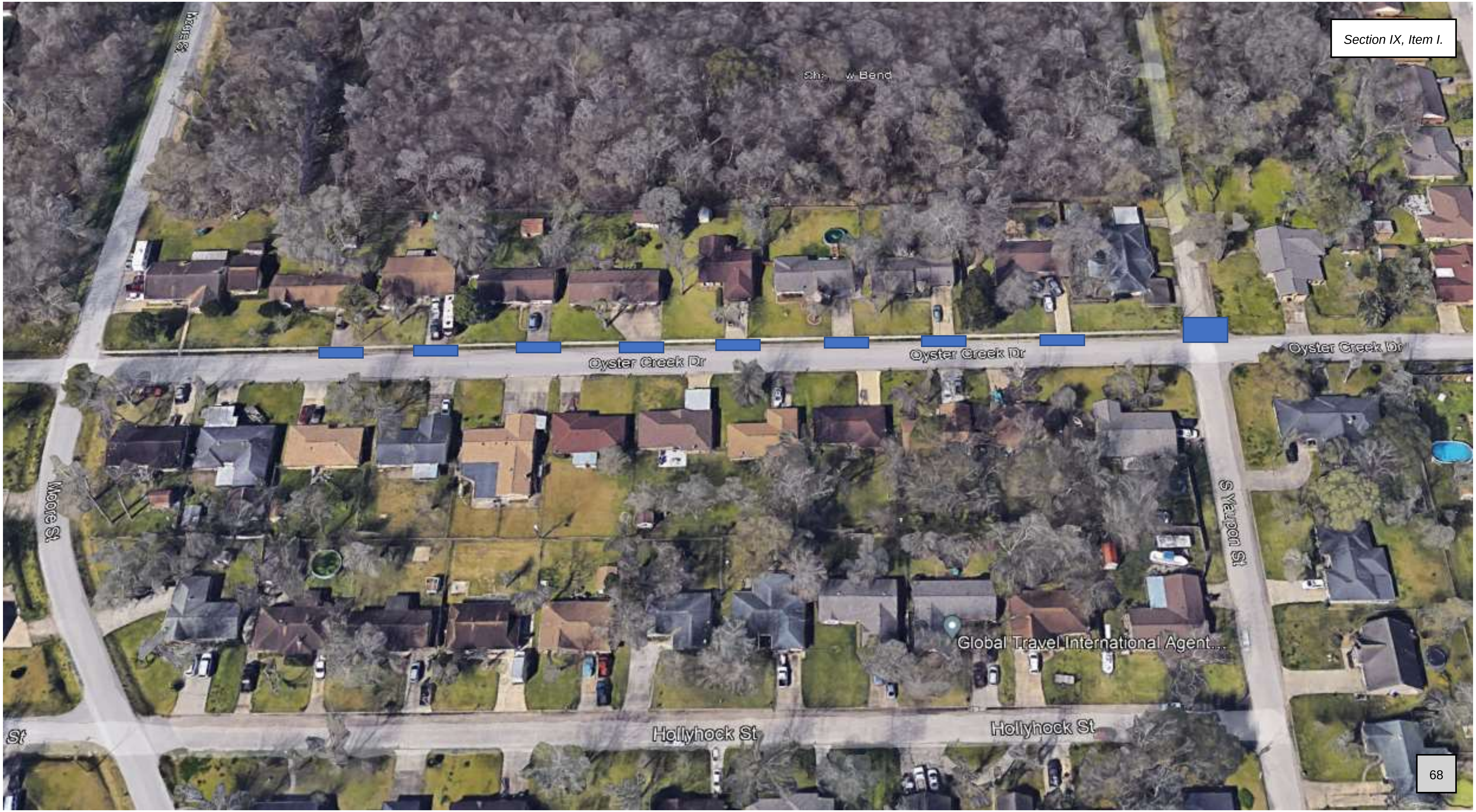
In 2013 the City of Richwood engaged in a street repair initiative using a foam leveling system and asphalt overlay on Oster Creek Drive. The foam leveling system was used to get the street to proper grade to assist in the drainage of stormwater and the asphalt surface was applied to protect the subgrade from stormwater inundation.

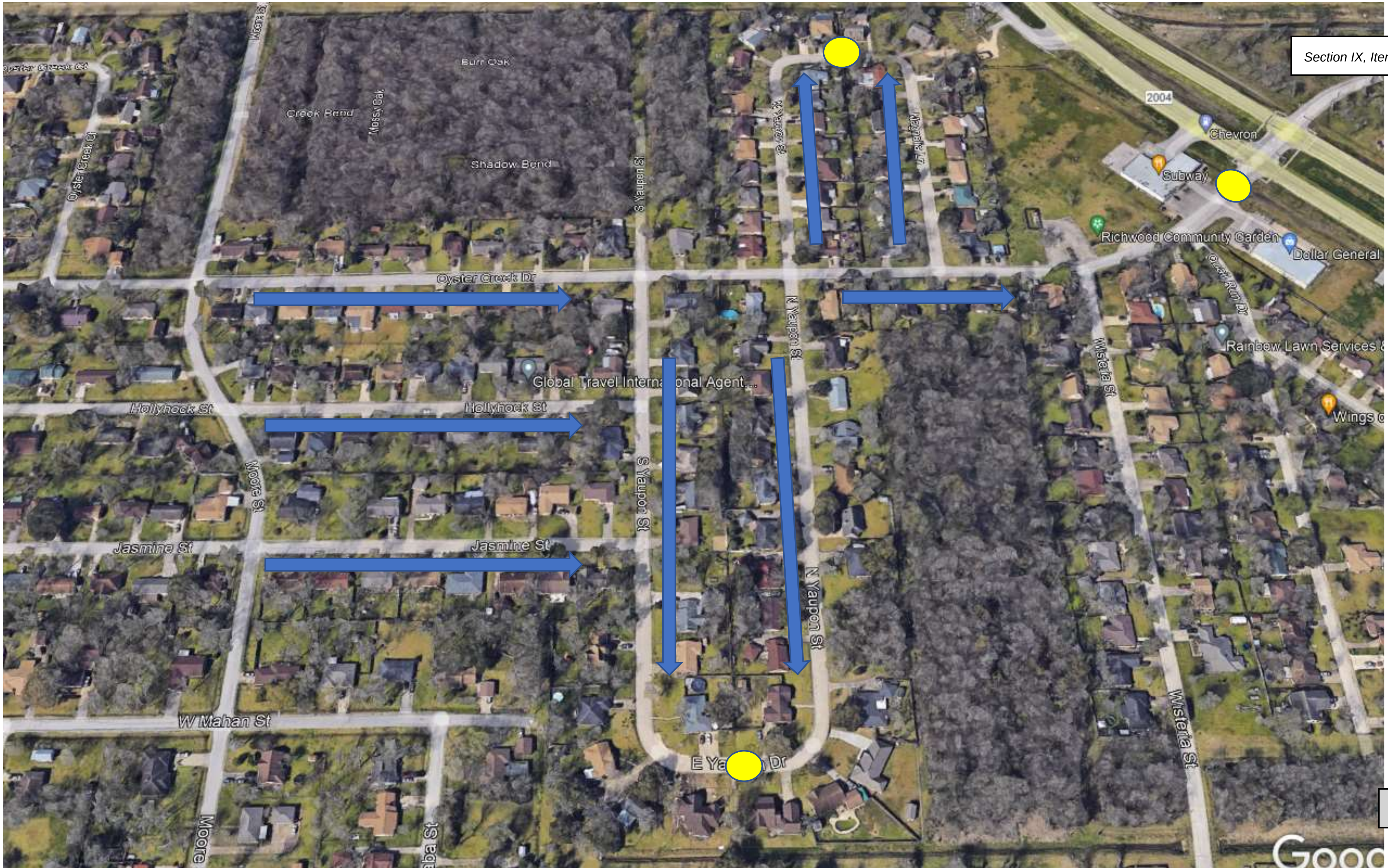
Upon applying the asphalt surface to the street, the overall elevation of the street was raised 2-3 inches. This created a situation of retained stormwater at points where driveways meet Oyster Creek Drive as well as stormwater encroaching further onto driveways then it had prior to street modification. Additions of sidewalks have further exacerbated standing water at points where driveways meet Oyster Creek Drive.

I would like to discuss with Council the possibility of Strand Associates performing a study of this region of Oyster Creek Drive in order to present Council with options for repair.

Oyster Creek Drive

Standing Water


S Moore St
Oyster Creek Dr
Oyster Creek Dr
Oyster Creek Dr
Moore St
S Yaupon St
Global Travel International Agent...
Hollyhock St
Hollyhock St
St


Burr Oak
Creek Bend
Mossy Oak
Shadow Bend
S Yaupon St
N Yaupon St
Oyster Creek Dr
Oyster Creek Ct
Hollyhock St
Jasmine St
W Mahan St
Moore St
Wisteria St
E Yaupon Dr
Global Travel International Agent...
2004
Chevron
Subway
Richwood Community Garden
Dollar General
Rainbow Lawn Services
Wings