



## CITY COUNCIL MEETING AGENDA

Monday, May 11, 2026 at 6:00 PM

Richwood City Hall, 1800 Brazosport Blvd. N.

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, May 11, 2026, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

II. INVOCATION

III. PLEDGES OF ALLEGIANCE.

*Pledge of Allegiance and Texas Pledge*

IV. ROLL CALL OF COUNCIL MEMBERS

V. RECOGNITIONS

A. Recognition of Outgoing Council Members

Paul Stallberg | 2024 - 2026

William Yearsin | 2024 - 2026

Jeremy Fountain | 2022 - 2026

VI. CANVASS THE RESULTS OF THE MAY 2, 2026 ELECTION

A. Discussion and possible action regarding Ordinance No. 26-540 canvassing the returns and declaring the results of the May 2, 2026 election.

VII. SWEAR IN NEW COUNCIL MEMBERS

A. Randy Ryle, Position 1

B. Kai York, Position 4

C. Stephen Scot Mayer, Position 5

VIII. PUBLIC COMMENTS

*Citizens are invited to address the City Council on agenda items prior to action being taken. All comments are subject to the following rules: Speakers must be recognized by the Chair and shall direct all remarks to the Chair. Comments must pertain to matters before the City Council, City business, or issues of community interest. Speakers are limited to three (3) minutes and may speak only once per agenda item. A designated representative of a group may be allowed up to five (5) minutes. Time may not be transferred to another speaker. Speakers shall conclude their remarks when their time has expired. Profane, vulgar, or abusive language and personal attacks will not be tolerated.*

*In accordance with the Texas Open Meetings Act, the City Council will not engage in discussion or take action on items not posted on the agenda; however, the Mayor may direct staff to follow up as appropriate.*

IX. PROCLAMATION

[A.](#) Police Week Proclamation - May 10-16, 2026

X. CONSENT AGENDA

*All items listed under the Consent Agenda are considered routine and may be enacted with one motion. There will be no separate discussion unless requested by a Council Member, in which case the item will be removed and considered separately.*

A. Appoint Anne Nadia Nelson to the Keep Richwood Beautiful Board.

B. Reappoint members to the Crime Control and Prevention District Board: Buster Primm, Randy Day, David Acord, and Lauren LaCount.

C. Appoint Anne Nadia Nelson and Glenn Patton to the Crime Control and Prevention District Board.

[D.](#) Approval of minutes from regular meeting held April 13, 2026.

[E.](#) Approval of minutes from special called meeting held April 22, 2026.

[F.](#) Approval of minutes from special called meeting held May 4, 2026.

[G.](#) Approve a Resolution changing authorized representatives for the Local Government Investment Cooperative.

[H.](#) Approve a Resolution changing authorized representatives for the TexPool Investment account.

[I.](#) Approve a Resolution changing authorized representatives for the Texas Short Term Asset Reserve Program (TexSTAR).

XI. DISCUSSION AND ACTION ITEMS

[A.](#) Discuss and consider appointing Mayor Pro-Tem and Committee Liaison positions.

1. Mayor Pro-Tem
2. Crime Control & Prevention District
3. Keep Richwood Beautiful
4. Fire Department

[B.](#) Discussion, workshop, and possible action regarding amendments to the City Council Rules of Procedure, including updates to ensure compliance with applicable law.

[C.](#) Discussion and possible action to review the City's comprehensive fee schedule, including all applicable fees (including impact fees), and provide direction to staff.

[D.](#) Discussion and possible action regarding renewal of the City's contract with Ceres Environmental Services, Inc. for debris removal and debris monitoring services, including consideration of a requested CPI adjustment, authorization for contract execution, or direction to staff to pursue competitive procurement.

E. Consider items removed from consent agenda

XII. EXECUTIVE SESSION

Pursuant to Chapter 551.074, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee:

1. William Yearsin, City Council Position 4
2. City Secretary

Pursuant to Chapter 551.072, Deliberation regarding purchase, exchange, lease or value of real property:

1. Regarding the proposed acquisition of approximately three (3) acres located at or near 1960 Brazosport Blvd. North, including authorization for the City Attorney to prepare and negotiate a purchase agreement and related closing documents.

XIII. ACTION AS A RESULT OF EXECUTIVE SESSION

Pursuant to Chapter 551.074, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee:

1. William Yearsin, City Council Position 4
2. City Secretary

Pursuant to Chapter 551.072, Deliberation regarding purchase, exchange, lease or value of real property:

1. Discussion and possible action regarding the proposed acquisition of approximately three (3) acres located at or near 1960 Brazosport Blvd. North, including authorization for the City Attorney to prepare and negotiate a purchase agreement and related closing documents.

XIV. CAPITAL IMPROVEMENT PROJECTS UPDATE

XV. CITY MANAGER'S REPORT

XVI. COUNCIL MEMBER COMMENTS & REPORTS

XVII. MAYOR'S REPORT

XVIII. ITEMS OF COMMUNITY INTEREST

*Pursuant to Section 551.0415 of the Texas Government Code, Items of Community Interest may include expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary or salutary recognition of public officials, employees, or citizens; reminders about upcoming events; and announcements involving an imminent threat to public health and safety. No discussion or action will be taken on these items.*

XIX. FUTURE AGENDA ITEMS

XX. 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 May 5, 2026 at 5:00 PM post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

---

Kirsten Garcia, City Secretary  
City of Richwood

**ORDINANCE 26-540**

**AN ORDINANCE CANVASSING THE ELECTION RETURNS AND DECLARING THE RESULTS OF THE MAY 2, 2026, GENERAL ELECTION FOR THE PURPOSE OF ELECTING COUNCIL MEMBER POSITION 1, COUNCIL MEMBER POSITION 4 AND COUNCIL MEMBER POSITION 5**

**WHEREAS**, the City Council of the City of Richwood, Texas (the “City”) ordered an election to be held in the City on May 2, 2026, for the purpose of electing a Council Members to Position 1, 4 and 5 for a term of two (2) years; and

**WHEREAS**, the City Council of the City (the “Council”) has investigated all matters pertaining to said election, including the ordering, giving notice, officers, holding, and making returns of said election; and

**WHEREAS**, the election officers who held said election have duly made the returns of the result thereof, and the returns have been duly delivered to the Council;

**WHEREAS**, the City Council officially finds and determines that the following votes were cast at said election for the Position Council Member Position 1, Council Member Position 4, and Council Member Position Number 5:

<b>Council, Position 1</b>				
<b>Choice Party</b>	<b>Absentee</b>	<b>Early Voting</b>	<b>Election Day</b>	<b>Total</b>
Randy Ryle	6	48	38	92

<b>Council, Position 4</b>				
<b>Choice Party</b>	<b>Absentee</b>	<b>Early Voting</b>	<b>Election Day</b>	<b>Total</b>
Kai York	0	44	33	77
William J. Yearsin	6	10	8	24

<b>Council, Position 5</b>				
<b>Choice Party</b>	<b>Absentee</b>	<b>Early Voting</b>	<b>Election Day</b>	<b>Total</b>
Stephen Scot Mayer	6	48	37	91

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

1. The City Council officially finds and determines that said election was duly ordered; proper notice

of said election was duly given; proper election officers were duly appointed prior to said election; said election was duly held; the City has complied with applicable law including the Texas Election Code; due returns of the result of said election have been made and delivered; and the Council has duly canvassed said returns, all in accordance with law and the Ordinance calling said election.

2. The City Council officially finds and determines that the following persons are hereby elected to their respective offices of the positions of Mayor, Council Position 2 and Council Position 3 by the resident, qualified electors of the City, who voted at the election:

<b>Position</b>	<b>Elected Official</b>
Council, Position 1	Randy Ryle
Council, Position 4	Kai York
Council, Position 5	Stephen Scot Mayer

PASSED AND APPROVED by the Council of the City of Richwood on the 11th day of May 2026.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary



In the name and by the authority of

# The State of Texas

THIS IS TO CERTIFY, that at a general election held on

May 2, 2026

*Stephen Scot Mayer*

was duly elected

**Council Member - Position 5**

of the City of Richwood.

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Richwood to be affixed this 11 day of May, 2026.

---

**Mayor/City Secretary**



In the name and by the authority of

# The State of Texas

THIS IS TO CERTIFY, that at a general election held on

May 2, 2026

*Randy Ryle*

was duly elected

Council Member - Position 1

of the City of Richwood.

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Richwood to be affixed this 11 day of May, 2026.

---

Mayor/City Secretary



In the name and by the authority of

# The State of Texas

THIS IS TO CERTIFY, that at a general election held on

May 2, 2026

*Kai York*

was duly elected

**Council Member - Position 4**

of the City of Richwood.

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Richwood to be affixed this 11 day of May, 2026.

---

**Mayor/City Secretary**

# Proclamation

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

**May 10-16, 2026**  
**“Police Week”**

in the City of Richwood and urge each and every citizen to honor the Richwood Police Officers for their dedicated service to the City of Richwood.

WHEREAS, In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls as National Police Week; and;

WHEREAS, the members of the law enforcement agency of the City of Richwood play an important role in safeguarding the rights and freedoms of the citizens of our community and

WHEREAS, it is important that all citizens know and understand the problems, duties, and responsibilities of their police department and that members of our department recognize their duty to serve the people by safeguarding life and property, protecting them against violence or disorder, and protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, our Richwood Police Department has grown to be a modern and scientific law enforcement agency of 10 sworn officers who unceasingly provide a vital public service;

THEREFORE, we, the Mayor and the City Council of the City of Richwood, do hereby proclaim **May 10-16, 2026 as Police Week** in the City of Richwood and urge our citizens to join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their communities, have established for themselves the rights and security of all citizens.

In Testimony whereof, witness my hand and the seal of the City of Richwood, this 11<sup>th</sup> day of May, A.D. 2026.

---

Mayor

# MINUTES

## RICHWOOD CITY COUNCIL MEETING

### Monday, April 13, 2026 at 6:00 PM

---

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, April 13, 2026, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

EnterTextHere

I. CALL TO ORDER

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

II. INVOCATION

City Manager Eric Foerster led the invocation.

III. PLEDGES OF ALLEGIANCE

Mayor Durham led the pledges.

IV. ROLL CALL OF COUNCIL MEMBERS

**Present:**

- Mayor Michael Durham
- Councilmember Paul Stallberg
- Councilmember Mike Johnson
- Councilmember Amanda Reynolds
- Councilmember William Yearsin
- Councilmember Jeremy Fountain

**Others present:** Eric Foerster, City Manager; Clif Custer, Public Works Director; Kirsten Garcia, City Secretary; and Jeremy Richards, Chief of Police.

***A quorum was present.***

V. PUBLIC COMMENTS

There was no public comment.

VI. PROCLAMATION

A. Fair Housing Month, April 2026

Mayor Durham read the proclamation.

VII. CONSENT AGENDA

- A. Budget Report, February 2026
- B. Appoint Rebecca Cortez to serve on the Keep Richwood Beautiful Committee.
- C. Approval of minutes from special called meeting held February 25, 2026.
- D. Approval of minutes from regular meeting held March 9, 2026.

***Motion to approve consent.***

***Motion made by Mike Johnson, Seconded by Amanda Reynolds.***

***Voting Yea: Paul Stallberg, Mike Johnson, Amanda Reynolds, William Yearsin, Jeremy Fountain***

***Motion carried.***

VIII. DISCUSSION AND ACTION ITEMS

- A. Discuss and consider possible action regarding current policies and procedures for debris burning and the associated permitting process.

City Manager Eric Foerster presented the item. Council discussed current policies, procedures, and potential ways to address recent concerns related to debris burning.

Public comment was received from the following:

- Mr. Dunn, 32502 Amberjack, requested that Council avoid making changes based on a single incident.
- Mr. Ryle spoke regarding fire hydrant proximity and related concerns.
- One resident spoke regarding personal experience with debris burning.

***Following discussion, no action was taken.***

- B. Consideration and possible action on Ordinance No. 26-539 amending Appendix C, Fee Schedule, of the Code of Ordinances by adding fees for water meter flow testing, fire inspection services, and burn permit applications.

Kirsten Garcia, City Secretary and Clif Custer, Public Works Director, presented the item.

Discussion was held regarding the proposed fees, including where the fees would be applied and which staff currently perform, or have previously performed, the related work.

Mr. Dunn spoke in opposition to the proposed bucket test fee.

Further discussion was held regarding what the bucket test consists of.

***Discussion only; no action was taken.***

- C. Consider items removed from consent agenda

No items were removed from the consent agenda.

IX. EXECUTIVE SESSION

Pursuant to Chapter 551.072, Deliberation regarding purchase, exchange, lease or value of real property:

1. Regarding potential acquisition of property for Public Works purposes, including the Lisco property and comparable commercial properties within the City of Richwood.

Council recessed into executive session at 6:40 p.m.

X. ACTION AS A RESULT OF EXECUTIVE SESSION

1. Regarding potential acquisition of property for Public Works purposes, including the Lisco property and comparable commercial properties within the City of Richwood.

Council reconvened in open session at 6:55 p.m.

The Mayor announced that Council would reconvene upon reaching an agreement.

XI. CAPITAL IMPROVEMENT PROJECTS UPDATE

Clif Custer gave report.

XII. CITY MANAGER'S REPORT

Eric Foerster gave report.

XIII. COUNCIL MEMBER COMMENTS & REPORTS

Council Member Stallberg – No report; encouraged everyone to stay safe.

Council Member Johnson – Welcomed Irene and expressed appreciation to Rebecca for joining Keep Richwood Beautiful. Also thanked the Fire Department for hosting the movie night.

Council Member Reynolds – No report.

Council Member Yearsin – Spoke regarding issues within the City and encouraged residents to stay informed, get involved, and participate in the election.

Council Member Fountain – Expressed appreciation to everyone for their support during his time with the City and wished the best to the incoming Council.

XIV. MAYOR'S REPORT

Mayor Durham wished Tricia well, welcomed Irene, and encouraged everyone to stay safe.

XV. ITEMS OF COMMUNITY INTEREST

Elections

KRB Clean Up

XVI. FUTURE AGENDA ITEMS

No report.

XVII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:01 p.m.

**These minutes were read and approved on May 11, 2026.**

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

**ATTEST:**

\_\_\_\_\_  
**City Secretary**

# MINUTES

## RICHWOOD CITY COUNCIL SPECIAL MEETING

Wednesday, April 22, 2026 at 6:00 PM

---

BE IT KNOWN THAT a City of Richwood City Council will meet Weekday, Wednesday, April 22, 2026, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

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

II. INVOCATION

Tricia Ditto, guest, gave the invocation.

III. PLEDGES OF ALLEGIANCE.

*Pledge of Allegiance and Texas Pledge*

Mayor Durham led the pledges.

IV. ROLL CALL OF COUNCIL MEMBERS

**Present:**

- Mayor Michael Durham
- Councilmember Paul Stallberg
- Councilmember Mike Johnson
- Councilmember Amanda Reynolds
- Councilmember William Yearsin
- Councilmember Jeremy Fountain

**Others present:** Eric Foerster, City Manager; Clif Custer, Public Works Director; Kirsten Garcia, City Secretary; Jeremy Richards, Chief of Police; and Jacob Herrington, City Attorney.

V. PUBLIC COMMENTS

*Citizens are invited to address the City Council on agenda items prior to action being taken. All comments are subject to the following rules: Speakers must be recognized by the Chair and shall direct all remarks to the Chair. Comments must pertain to matters before the City Council, City business, or issues of community interest. Speakers are limited to three (3) minutes and may speak only once per agenda item. A designated representative of a group may be allowed up to five (5) minutes. Time may not be transferred to another speaker. Speakers shall conclude their remarks when their time has expired. Profane, vulgar, or abusive language and personal attacks will not be tolerated.*

*In accordance with the Texas Open Meetings Act, the City Council will not engage in discussion or take action on items not posted on the agenda; however, the Mayor may direct staff to follow up as appropriate.*

Tricia Ditto, former employee, spoke regarding the City Secretary, expressing her appreciation and highlighting her achievements and service to the City. She also addressed the fee schedule items listed on the agenda for consideration.

Bob Page, resident, thanked Council Member Stallberg for his service and apologized to the other Council Members about him being a "pain". He also spoke in support of the City Secretary and her abilities, wished Council Member Yearsin well regarding his agenda item, and welcomed Council Member Fountain to the

other side once his term was over. Mr. Page further addressed an email that had been sent to Council concerning the future of city management.

Lauren LaCount, resident, spoke regarding the large attendance at the meeting and the visible support for the City Secretary. She also commented on employee turnover within the City and expressed concerns regarding how staff have been treated by the City and/or City Council.

Matt Yarborough, resident, spoke regarding ongoing issues within the City and encouraged Council to act as independent thinkers, emphasizing the importance of relying on facts and official records rather than hearsay. He noted that the City had been in a better position in the recent past and expressed concern about the amount of change that has occurred in a short period. He also commented on the upcoming City Manager search, stating it may be a difficult process, and expressed support for the City Secretary, noting he has not had any complaints regarding her performance.

Mark Guthrie, resident, spoke as a citizen, clarifying he was not speaking in his capacity with the Fire Department and expressing concern about potential retaliation. He stated he has previously been in a position similar to that of Council and shared his experience working with the City Secretary. He encouraged Council to consider the long-term impact of their decisions, reflect on their legacy, and work toward improving the City.

VI. DISCUSSION AND ACTION ITEMS

- A. Discussion and possible action to review the City’s comprehensive fee schedule, including all applicable fees (including impact fees), and provide direction to staff.

A motion was made to move the item to the May agenda.

Motion made by Council Member Johnson, seconded by Council Member Stallberg.

**Voting Yea:** Council Members Stallberg, Johnson, and Fountain

**Voting Nay:** Council Members Reynolds and Yearsin

***Motion carried.***

VII. EXECUTIVE SESSION

Pursuant to Chapter 551.0745, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee:

- 1. City Secretary  
Council recessed into Executive Session at 6:20 p.m.

VIII. ACTION AS A RESULT OF EXECUTIVE SESSION

Pursuant to Chapter 551.0745, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee:

- 2. City Secretary  
Council reconvened into Open Session at 7:15 p.m.

***No action taken.***

IX. CAPITAL IMPROVEMENT PROJECTS UPDATE

No report.

X. CITY MANAGER'S REPORT

No report.

XI. COUNCIL MEMBER COMMENTS & REPORTS

Council Member Stallberg encouraged residents to get out and vote, provided information regarding early voting, and reminded everyone to stay safe.

Council Member Johnson expressed appreciation to those in attendance, voiced his support for the City Secretary, and encouraged residents to participate in voting.

Council Member Reynolds – No report.

Council Member Yearsin spoke regarding the responsibilities of serving on Council, noting the challenges associated with the role. He discussed his intentions for the City, his position on the fee schedule and the reasoning behind it and referenced his service to the country. He encouraged individuals interested in making changes to consider running for office, noting that Council decisions are not always easy.

Council Member Fountain spoke regarding the conclusion of his term. He addressed the importance of communication and the responsibilities within a council-manager form of government. He provided advice to incoming Council Members, commented on misinformation on social media, and expressed appreciation for the opportunity to serve.

XII. MAYOR'S REPORT

Mayor Durham spoke regarding the City Secretary and thanked her for her dedication to the City of Richwood. He also wished Council Member Reynolds a happy birthday and extended birthday wishes to his daughter.

XIII. ITEMS OF COMMUNITY INTEREST

*Pursuant to Section 551.0415 of the Texas Government Code, Items of Community Interest may include expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary or salutary recognition of public officials, employees, or citizens; reminders about upcoming events; and announcements involving an imminent threat to public health and safety. No discussion or action will be taken on these items.*

Elections

KRB Clean Up

XIV. FUTURE AGENDA ITEMS

Fee Schedule

XV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:27 p.m.

These minutes were read and approved on May 11, 2026.

---

Mayor

ATTEST:

---

City Secretary

# MINUTES

## RICHWOOD CITY COUNCIL MEETING

Monday, May 04, 2026 at 6:00 PM

---

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, May 4, 2026, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

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

II. INVOCATION

Kirsten Garcia, City Secretary, led the invocation.

III. PLEDGES OF ALLEGIANCE.

*Pledge of Allegiance and Texas Pledge*

Mayor Durham led the pledges.

IV. ROLL CALL OF COUNCIL MEMBERS

**Present:**

Mayor Michael Durham  
Councilmember Mike Johnson  
Councilmember Amanda Reynolds  
Councilmember William Yearsin  
Councilmember Jeremy Fountain

**Absent:**

Councilmember Paul Stallberg

**Others present:** Kirsten Garcia, City Secretary; and Jeremy Richards, Chief of Police; Jacob Herrington, City Attorney.

***A quorum was present.***

V. PUBLIC COMMENTS

*Citizens are invited to address the City Council on agenda items prior to action being taken. All comments are subject to the following rules: Speakers must be recognized by the Chair and shall direct all remarks to the Chair. Comments must pertain to matters before the City Council, City business, or issues of community interest. Speakers are limited to three (3) minutes and may speak only once per agenda item. A designated representative of a group may be allowed up to five (5) minutes. Time may not be transferred to another speaker. Speakers shall conclude their remarks when their time has expired. Profane, vulgar, or abusive language and personal attacks will not be tolerated.*

*In accordance with the Texas Open Meetings Act, the City Council will not engage in discussion or take action on items not posted on the agenda; however, the Mayor may direct staff to follow up as appropriate.*

***There was no public comment.***

VI. EXECUTIVE SESSION

Pursuant to Chapter 551.0745, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee: City Manager, including consideration of an Interim City Manager.

Council recessed into executive session at 6:03 p.m.

VII. ACTION AS A RESULT OF EXECUTIVE SESSION

Pursuant to Chapter 551.0745, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee: City Manager, including consideration of an Interim City Manager.

**Motion:** To authorize the Mayor to execute a new employment contract appointing Kirsten Garcia as City Manager.

**Motion made by:** William Yearsin

**Seconded by:** Amanda Reynolds

**Vote:** Approved (4–0)

**Ayes:** Johnson, Reynolds, Yearsin, Fountain

VIII. CITY MANAGER'S REPORT

Kirsten Garcia gave report.

IX. COUNCIL MEMBER COMMENTS & REPORTS

Councilmember Johnson – Commended the Keep Richwood Beautiful Commission (KRB) for their efforts and expressed appreciation to the Fire Department for their response to a matter involving a friend.

Councilmember Reynolds – Congratulated Kirsten Garcia.

Councilmember Yearsin – Stated it has been an honor to serve and thanked everyone for the past two years. Noted he will step down gracefully and expressed appreciation to Kirsten Garcia for her assistance over the last couple of weeks.

Councilmember Fountain – Congratulated Kirsten Garcia and the newly elected Councilmembers. Also recognized Dustin Gordon for his work on the Audubon Woods entrance.

X. MAYOR'S REPORT

Mayor Durham congratulated Kirsten Garcia. He expressed appreciation to the Councilmembers who have served and extended well wishes to Councilman Stallberg. He also thanked the Keep Richwood Beautiful Commission (KRB) for their cleanup efforts.

XI. ITEMS OF COMMUNITY INTEREST

*Pursuant to Section 551.0415 of the Texas Government Code, Items of Community Interest may include expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary or salutary recognition of public officials, employees, or citizens; reminders about upcoming events; and announcements involving an imminent threat to public health and safety. No discussion or action will be taken on these items.*

**No report.**

XII. FUTURE AGENDA ITEMS

No report.

XIII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 6:44 p.m.

**These minutes were read and approved on May 11, 2026.**

---

**Mayor**

**ATTEST:**

---

**City Secretary**

**RESOLUTION CHANGING AUTHORIZED REPRESENTATIVES FOR LOCAL GOVERNMENT INVESTMENT COOPERATIVE**

WHEREAS, City of Richwood, TX

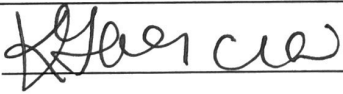
(the "Government Entity") by authority of that certain Local Government Investment Cooperative Resolution \_\_\_\_\_ (the "Resolution") entered into that certain Interlocal Agreement, as amended pursuant to its terms and subsequently designated Participation Agreement and Trust Instrument (the "Agreement") and has become a participant in the public funds investment pool created thereunder known as Local Government Investment Cooperative ("LOGIC");

WHEREAS, the Resolution designated on one or more "Authorized Representatives" within the meaning of the Agreement;

WHEREAS, the Government Entity now wishes to update and designate the following persons as the "Authorized Representatives" within the meaning of the Agreement;

NOW, THEREFORE, BE IT RESOLVED:

The following officers, officials or employees of the Government Entity are hereby designated as "Authorized Representatives" within the meaning of the Agreement, with full power and authority to: deposit money to and withdraw money from the Government Entity's LOGIC account or accounts from time to time in accordance with the Agreement and the Information Statement describing the Agreement and to take all other actions deemed necessary or appropriate for the investment of funds of the Government Entity in LOGIC:

- 1. Name: Carol Wang Title: Finance Director  
 Signature:  Phone: 979-265-2082  
 Email: cwang@richwoodtx.gov
- 2. Name: Kirsten Garcia Title: City Secretary  
 Signature:  Phone: 979-265-2082  
 Email: kgarcia@richwoodtx.gov
- 3. Name: Michael Durham Title: Mayor  
 Signature: \_\_\_\_\_ Phone: 979-265-2082  
 Email: mdurham@richwoodtx.gov
- 4. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**{REQUIRED}** PRIMARY CONTACT: List the name of the Authorized Representative listed above that will be designated as the Primary Contact and will receive all LOGIC correspondence including transaction confirmations and monthly statements

Name: Kirsten Garcia

**{OPTIONAL}** INQUIRY ONLY CONTACT: In addition, the following additional Participant representative (*not listed above*) is designated as an *Inquiry Only* Representative authorized to obtain account information:

Name: Carol Wang Title: Finance Director

Signature:  Phone: 979-265-2082

Email: cwang@richwoodtx.gov

Applicant may designate other authorized representatives by written instrument signed by an existing Applicant Authorized Representative or Applicant's chief executive officer.

The foregoing supersedes and replaces the Government Entity's previous designation of officers, officials or employees of the Government Entity as Authorized Representatives under the Agreement pursuant to paragraph 4 of the Resolution. Except as hereby modified, the Resolution shall remain in full force and effect.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

City of Richwood

\_\_\_\_\_  
(NAME OF ENTITY/APPLICANT)

SIGNED BY: \_\_\_\_\_  
(Signature of official)

\_\_\_\_\_  
(Printed name and title)

ATTESTED BY: \_\_\_\_\_  
(Signature of official)

\_\_\_\_\_  
(Printed name and title)





**AGENDA MEMORANDUM  
ITEM # 2026-R**

**CONTACT:** Carol Wang, Finance Director

**SUBJECT:** Resolution Changing Authorized Representatives for Logical Government Investment

**SUMMARY:** Amending the Authorized Representatives to Logical

**BACKGROUND INFORMATION:**

The original authorized representatives (Patricia Ditto and Eric Foerster) to the Logical Investment have left the City of Richwood. We need to replace them with the new Finance Director, Carol Wang, City Secretary, Kirsten Garcia, and the Mayor Michael Durham.

**FISCAL IMPACT:**

No fiscal impact

**RECOMMENDATION:** Recommend the council approves this change.

Thank you,

Carol Wang, Finance Director

**RESOLUTION NO. 26-R-04**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, CHANGING AUTHORIZED REPRESENTATIVES FOR LOCAL GOVERNMENT INVESTMENT COOPERATIVE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Richwood, Texas by authority of that certain Local Government Investment Cooperative Resolution 20-R-14 has entered into that certain Interlocal Agreement and has become a participant in the public funds investment pool created there under known as Local Government Investment Cooperative (“LOGIC”).

**WHEREAS**, the Resolution designated on one or more “Authorized Representative” within the meaning of the Agreement,

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

The following officers, officials or employees of the Government Entity are hereby designated as “Authorized Representatives” within the meaning of the Agreement, with full power and authority to deposit money to and withdrawal money from the City of Richwood, Texas’s LOGIC account or accounts from time to time in accordance with the Agreement and the Information Statement describing the Agreement and to take all other actions deemed necessary or appropriate for the investment of funds of the City of Richwood, Texas.

**Kirsten Garcia, City Secretary**  
979-265-2082  
[kgarcia@richwoodtx.gov](mailto:kgarcia@richwoodtx.gov)

\_\_\_\_\_  
**Signature**

**Carol Wang, Finance Director**  
979-265-2082  
[cwang@richwoodtx.gov](mailto:cwang@richwoodtx.gov)

\_\_\_\_\_  
**Signature**

**Michael Durham, Mayor**  
979-265-2082  
[mdurham@richwoodtx.gov](mailto:mdurham@richwoodtx.gov)

\_\_\_\_\_  
**Signature**

**Primary Contact: Carol Wang, Finance Director**

The Applicant may designate other authorized representatives by written instrument signed by an existing Applicant Authorized Representative or Applicant’s chief executive officer.

The foregoing supersedes and replaces the City of Richwood, Texas’ previous designation of officers, officials, or employees of the City of Richwood as Authorized Representatives under the Agreement pursuant to paragraph 4 of the Resolution. Except as hereby modified, the Resolution shall remain in full force and effect.

**PASSED AND APPROVED** this the \_\_\_\_ day of \_\_\_\_\_, 2021.

**THE CITY OF RICHWOOD, TEXAS**

**ATTEST:**

\_\_\_\_\_  
Michael Durham, Mayor

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

(Official Seal)



# Resolution A Section X, Item H. Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

**\* Required Fields**

### 1. Resolution

**WHEREAS,**

City of Richwood

77154

Participant Name\*

Location Number\*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

**WHEREAS,** it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

**WHEREAS,** the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

**NOW THEREFORE,** be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Carol Wang Finance Director  
 Name Title  
9792652082 N A cwang@richwoodtx.gov  
 Phone Fax Email  
Wang  
 Signature

2. Kirsten Garcia City Secretary  
 Name Title  
9792652082 N A kgarcia@richwoodtx.gov  
 Phone Fax Email  
Garcia  
 Signature

3. Machael Durham Mayor  
 Name Title  
9792652082 N A mdurham@richwoodtx.gov  
 Phone Fax Email  
 Signature



# City of Richwood — TEXAS —

## **AGENDA MEMORANDUM ITEM # 2026-R**

**CONTACT:** Carol Wang, Finance Director

**SUBJECT:** TexPool Resolution Amending Authorized Representatives

**SUMMARY:** Amending the Authorized Representatives to TexPool

**BACKGROUND INFORMATION:**

The original authorized representatives (Patricia Ditto and Eric Foerster) to the TexPool Investment have left the City of Richwood. We need to replace them with the new Finance Director, Carol Wang, City Secretary, Kirsten Garcia, and the Mayor Michael Durham.

**FISCAL IMPACT:**

No fiscal impact

**RECOMMENDATION:** Recommend the council approves this change.

Thank you,

Carol Wang, Finance Director

**RESOLUTION NO. 26-R-6**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, CHANGING AUTHORIZED REPRESENTATIVES FOR TEXPOOL AND TEXPOOL PRIME INVESTMENT POOLS; AND PROVIDING AN EFFECTIVE DATE.**

City of Richwood is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds, and

**WHEREAS**, it is in the best interest of the City of Richwood, Texas to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

**WHEREAS**, the Texas Local Government Investment Pool (“TexPool/TexPool Prime”), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are reservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

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

- A. The individuals, whose signatures appear in this Resolution, are Authorized Representatives of the City of Richwood and are each hereby authorized to transmit funds for investment in TexPool/TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of public funds.
- B. An Authorized Representative of the City of Richwood may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the City of Richwood’s TexPool/TexPool Prime account or (2) is no longer employed by the City of Richwood.
- C. The City of Richwood may by Amending Resolution signed by the City of Richwood add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the City of Richwood.

List the Authorized Representatives of the City of Richwood, Texas:

**Kirsten Garcia, City Secretary**  
979-265-2082  
[kgarcia@richwoodtx.gov](mailto:kgarcia@richwoodtx.gov)

\_\_\_\_\_  
Signature

**Michael Durham, Mayor**  
979-265-2082  
[sboykin@richwoodtx.gov](mailto:sboykin@richwoodtx.gov)

\_\_\_\_\_  
Signature

Carol Wang  
979-265-2082  
[cwang@richwoodtx.gov](mailto:cwang@richwoodtx.gov)

\_\_\_\_\_  
Signature

**Primary Contact: Kirsten Garcia, City Secretary**

**Inquiry only Contact:**

Carol Wang  
979-265-2082  
[cwang@richwoodtx.gov](mailto:cwang@richwoodtx.gov)

\_\_\_\_\_  
Signature

- D. This Resolution and its authorization shall continue in full force and effect until amended or revoked by the City of Richwood, Texas, and until TexPool Participants' Services receives a copy of any such amendment or revocation.

**PASSED AND APPROVED** this the \_\_\_\_ day of \_\_\_\_\_, 2026

**THE CITY OF RICHWOOD, TEXAS**

**ATTEST:**

\_\_\_\_\_  
Michael Durham, Mayor

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

(Official Seal)

**RESOLUTION NO. 26-R-5**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, CHANGING AUTHORIZED REPRESENTATIVES FOR TEXAS SHORT TERM ASSET RESERVE PROGRAM (TEXSTAR); AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Richwood, Texas by authority of the Application for Participation in TexSTAR has entered into an Interlocal Agreement and has become a participant in the public funds investment pool created there under known as TexSTAR Short Term Asset Reserve Fund.

**WHEREAS**, the Application designated on one or more “Authorized Representatives within the meaning of the Agreement;

**WHEREAS**, the City of Richmond now wishes to update and designate the following persons as the “Authorized Representatives” withing the meaning of the Agreement.

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

**SECTION 1.** The following officers, officials or employees of the City of Richwood specified in this document are hereby designated as “Authorized Representatives” within the meaning of the Agreement, with full power and authority to open accounts, to deposit and withdraw funds, to agree to the terms for use of the website for online transactions, to designate other authorized representatives, and to take all other action required or permitted by City of Richwood under the Agreement created by the application, all in the name and on behalf of the City of Richwood.

**SECTION 2.** This document supersedes and replaces the City of Richwood’s previous designation of officers, officials or employees of the City of Richwood as Authorized Representatives under the Agreement.

**SECTION 3.** This resolution will continue in full force and effect until amended or revoked by City of Richwood and written notice of the amendment or revocation is delivered to the TEXSTAR Board.

**SECTION 4.** Terms used in this resolution have the meanings given to them by the Application.

**AUTHORIZED REPRESENTATIVES.** Each of the following Participant officials is designated as City of Richwood Authorized Representative authorized to give notices and instructions to the Board in accordance with the Agreement, the Bylaws, the Investment Policy, and the Operating Procedures.

**Kirsten Garcia, City Secretary**  
979-265-2082  
[kgarcia@richwoodtx.gov](mailto:kgarcia@richwoodtx.gov)

\_\_\_\_\_  
**Signature**

**Michael Durham, Mayor**  
979-265-2082  
[mdurham@richwoodtx.gov](mailto:mdurham@richwoodtx.gov)

\_\_\_\_\_  
**Signature**

**Carold Wang**  
979-265-2082  
[cwang@richwoodtx.gov](mailto:cwang@richwoodtx.gov)

\_\_\_\_\_  
**Signature**

**(Required)Primary Contact: Kirsten Garcia, City Secretary**

**(Optional)Inquiry only Contact:**

**Carol Wang**  
979-265-2082  
[cwang@richwoodtx.gov](mailto:cwang@richwoodtx.gov)

\_\_\_\_\_  
**Signature**

Participant may designate other authorized representatives by written instrument signed by an existing Participant Authorized Representative or Participant’s chief executive officer.

**PASSED AND APPROVED** this the \_\_\_\_ day of \_\_\_\_\_, 2026.

**THE CITY OF RICHWOOD, TEXAS**

**ATTEST**

\_\_\_\_\_  
Michael Durham, Mayor

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

(Official Seal)



**AGENDA MEMORANDUM**

**CONTACT:** Kirsten Garcia, City Secretary

**SUBJECT:** Appointment of Mayor Pro-Tem and Committee Liaisons

**SUMMARY:** Discuss and consider the appointment of Mayor Pro-Tem and Committee Liaisons.

**BACKGROUND INFORMATION:**

The council need to appoint a member from within as Mayor Pro-Tem and also needs to appoint liaisons for the following boards/committees:

- KRB
- CCPD
- RWVFD

With recent amendments to the Charter, it is important to remember that should a vacancy occur in the Mayor's position, the mayor pro tem will serve for the remainder of the term, and the City Council will follow the Charter's provision to fill the vacancy left by the mayor pro tem.

Note, the committee liaisons and/or Mayor Pro-Tem may remain the same if the current liaison wishes to continue serving with that committee and the Council agrees.

Thank you,

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

Kirsten Garcia

**RESOLUTION 2026-R-03**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, AMENDING THE CITY COUNCIL RULES OF PROCEDURE; PROVIDING FOR COMPLIANCE WITH APPLICABLE LAW; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Richwood City Charter states the City Council shall determine its own rules of procedure and may compel the attendance of its members; and,

**WHEREAS**, the City Council desires to periodically review and update its Rules of Procedure to ensure efficiency, clarity, and consistency in its meetings; and

**WHEREAS**, recent amendments to the Texas Open Meetings Act and other applicable laws necessitate updates to the City Council Rules of Procedure to ensure compliance; and

**WHEREAS**, the City Council finds it in the best interest of the City to amend its Rules of Procedure to reflect current legal requirements and to incorporate best practices for meeting management;

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

**Section 1.** The City Council hereby approves and adopts the amended Rules of Procedure, attached hereto as *Exhibit "A"*, incorporating revisions discussed and directed by the City Council during this meeting.

**Section 2.** The City Council authorizes the City Secretary to incorporate non-substantive revisions, formatting changes, and clarifications as directed during the meeting, provided such changes are consistent with the intent of the Council and applicable law.

**Section 3.** In the event of any conflict between the amended Rules of Procedure and state law, including the Texas Open Meetings Act, state law shall control.

**Section 4.** This Resolution shall take effect immediately upon adoption.

**PASSED AND APPROVED** on this 11th day of May 2026.

\_\_\_\_\_  
**Michael Durham, Mayor**

**ATTEST:**

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

**CITY COUNCIL**  
**RULES OF PROCEDURE**  
**CITY OF RICHWOOD, TEXAS**



**As Adopted by resolution No. 23-81  
and amended by resolution No. 26-03  
Effective May 11, 2026**

# TABLE OF CONTENTS

<b>Section 1 – GENERAL</b>	1
<b>Section 2 – AUTHORITY</b>	1
<b>Section 3 - SESSIONS</b>	
3.01. Regular Sessions	1
3.02. Workshop Sessions	1
3.03. Agenda	1
3.04. Minutes	2
3.05. City Legislation and Actions of Significant Public Impact and Concern	2
<b>Section 4 - STANDARDS OF CONDUCT</b>	
4.01. City Councilmembers	2
4.02. Council Relations with the Media	3
4.03. City Staff	3
4.04. Citizens and Visitors	
<b>Section 5 - DUTIES AND PRIVILEGES OF COUNCILMEMBERS</b>	
5.01. Seating Arrangement	3
5.02. Conflict of Interest	4
5.03. Voting	4
<b>Section 6 - CHAIR AND DUTIES</b>	
6.01. Chair	4
6.02. Preservation of Order	4
<b>Section 7 - ORDER OF BUSINESS</b>	
7.01. Regular and Special Sessions	4
7.02. Public Hearings	5
7.03. Addressing the City Council	5
<b>Section 8 - CITY COUNCIL COMMITTEES</b>	
8.01. Ad Hoc Committees	7
8.02. Agenda and Information	7
<b>Section 9 - RULES SUSPENSION</b>	7
<b>Annexes:</b>	
A – Fundamental Principles of Parliamentary Law	8
B – Chief Purposes of Motions	9
C – Parliamentary Strategy	10

**Section 1 – GENERAL**

Parliamentary law and the rules of procedure derived from such law are essential to all deliberative organizations so that they may consider all matters before them in an effective and efficient manner and produce results that are legal and binding. Moreover, such procedural safeguards ensure due process during deliberations among members of the organization while at the same time protecting the rights of both the group and each member. Accordingly, these rules of procedure establish guidelines to be followed by all persons attending City Council meetings, including members of the City Council, administrative staff, news media, citizens, and visitors.

**Section 2 – AUTHORITY**

The City Charter of Richwood, Texas [Adopted: May 11,2013; and last amended May 15,2023] provides in Article 3 (The Council), Section 3.09 (Rule of Procedure) that “The City Council shall determine its own rules of procedure and may compel the attendance of its members.” Thus, these rules of procedure are established. In the event of any conflict between the City Charter and these rules of procedure, the City Charter shall prevail.

The parliamentary reference for the City Council is the most recent edition of *Robert’s Rules of Order Newly Revised* (RONR). When any issue concerning procedure arises that is not covered by the Rules of Procedure, the City Charter or State law, the Council will refer to RONR, which shall determine such procedural issue.

**Section 3 – MEETINGS**

The City Council shall follow both the letter and the spirit of the Texas Open Meetings Act.

**3.01. Regular and Special Council Meetings.**

The Mayor and City Council have regular City Council meetings on the second Monday of each month at 6:00 p.m. in the City Hall Council Chambers, located at 1800 Brazosport Blvd N, Richwood, Texas; unless otherwise adopted by a majority of City Council. All meetings are open to the public unless specified as an Executive Session. A quorum is required. Special Meetings may be called at the request of the Mayor, City Manager, or City Council. ~~A written agenda notice of all council meetings (regular or special) is required by law, to be posted 72 hours in advance of the council meeting including the date, hour, location, and subject of meeting.~~ Written notice of all City Council meetings (regular or special) shall be posted in accordance with state law, not less than three (3) business days before the scheduled meeting. The notice must include the date, hour, location, and subject of each meeting.

**3.02. Workshop Meetings.**

Workshops are special meetings and scheduled as needed by the City Manager, Mayor or City Council. Workshops typically take place in the City Hall Council Chambers, located at 1800 Brazosport Blvd N, Richwood, Texas. Workshops tend to be a more relaxed atmosphere where council/staff can discuss general topics without taking a vote. Discussion typically goes until the presiding officer adjourns the workshop. All workshops are open to the public. A quorum is

required to hold a workshop.

**3.03. Emergency Meetings.**

Emergency Meetings may be called at the request of the Mayor, City Manager, or City Council. At least one (1) hours’ notice is required for an emergency meeting in the case of an “emergency or urgent public necessity,” the nature of which must be stated in the notice.

**3.04. Executive Sessions.**

The Council may recess to an executive session for any purpose permitted by State law. The general subject matter for consideration will be expressed in the agenda or the motion calling for the session. Final action will not be taken by Council until the matter is placed on the agenda and a vote taken in an open meeting. Executive sessions are typically held in the Executive Conference Room located behind the Council Chambers. A governing body may generally hold a closed meeting for one or more of the following nine reasons:

- Consideration of specific personnel matters – Texas Government Code (TGC) 551.074
- Certain consultations with its attorney – TGC 551.071
- Discussions about the value or transfer of real property – TGC 551.072
- Discussions about security personnel, security devices, or a security audit – TGC 551.076
- Discussions about a prospective gift or donation to a governmental body
- Discussions by a governing body of potential items on tests that the governing body conducts for purposes of licensing individuals to engage in an activity – TGC 551.088
- Discussions of certain economic development matters – TGC 551.087
- Discussions of certain competitive matters relating to a city owned electric or gas utility for which the city council is the governing body – TGC 551.086
- Certain information regarding emergencies and disasters – TGC 418.183(f)

**3.05. Agenda.**

- a. The City Manager and the City Secretary, with consultation and concurrence of the Mayor, shall prepare an agenda for business to be considered at each regular Council meeting. It shall be the practice of the City to include on any regular Council meeting agenda all items that are deemed appropriate by the City Manager, the Mayor, or any two (2) Councilmember. ~~For the Mayor or any two (2) Councilmembers to have an item placed on the regular meeting agenda, the request shall be in writing and shall be filed with the City Secretary no later than noon on the Monday the week before the regular meeting at which it is requested for consideration. For the Mayor or any two (2) Councilmembers to have an item placed on a regular meeting agenda, the request shall be submitted in writing to the City Secretary no later than 12:00 p.m. on the Friday preceding the agenda posting deadline.~~ If the filing is later than noon on the Monday before the regular meeting, the item shall be placed on the agenda of the next regular meeting, unless the Mayor and/or City Manager determine that delaying the requested item would be contrary to the City’s best interest.
- b. Drafts of contracts, ordinances, resolutions, or other items requiring review should be submitted to the City Attorney in a manner timely enough to allow for their review prior to this submittal deadline.

**3.06. Minutes.**

- a. Action Minutes of City Council meetings will be recorded and maintained by the City Secretary. The Minutes will include final motions with voting results. The minutes will also reflect the names of those citizens presenting public comments. Minutes of meetings will generally be submitted to the City Council for approval at the next regularly scheduled meeting.
- b. The City Secretary shall maintain audio/visual recordings of City Council meetings in accordance with the applicable state law.
- c. Any questions regarding minutes shall be directed to the City Secretary prior to the council meeting.

**3.07. City Legislation and Actions of Significant Public Impact and Concern.**

Any action or ordinance of the City of Richwood that falls into the following three categories is considered an action of significant public impact and concern:

- a. Any action or ordinance that criminalizes behavior or creates criminal liability.
- b. Any action or ordinance that has a substantial impact on private property rights.
- c. Any action or ordinance that involves the expenditure of more than five hundred thousand dollars (\$500,000) and that is not a recurring expense or renewal of an expense.

The City Council shall not vote on any action of significant public impact and concern unless and until it has been presented and discussed in at least two Council meetings, which occur within a 60-day period, except as provided in Section 9.

**Section 4 - STANDARDS OF CONDUCT**

**4.01. City Council Members.**

It is important that Council Members demonstrate civility to one another as individuals, for the validity of different opinions, for the democratic process, and for the community and citizens being served. Elected officials should exhibit appropriate behavior. All members of the City Council have equal votes and all Councilmembers speak only for themselves.

**4.02. Council / Staff Relations with the Media or Public Information Requests.**

All City press releases, media advisories, story suggestions, or similar items should go through the City Secretary's office for distribution, with exception of factual police department bulletins which designated officers may send directly, with copy to the City Secretary. Anyone requesting

information pursuant to the Texas Public Information Act should go through the City Secretary’s office. All requests for public information must be in writing and directed to the City Secretary.

**4.03. Council approval of individual council members’ non-routine requests for information or investigations by City Staff.**

Any Council members’ request to the City Manager for the Manager or City staff to create reports or other information, other than routine requests (i.e., requests for existing information or new research that can be answered under 30minutes), shall be added to a Council meeting agenda in the manner prescribed under section 3.05 of these Rules, considered under the Discussion and Actions Items portion of the meeting, and thereafter considered for authorization to proceed by a majority of the Council.

**4.04. City Staff. (During Meetings)**

All remarks and questions addressed to the City Council by staff members shall be addressed to the City Council as a whole and not to any individual member.

**4.05. Citizens and Visitors.**

- a. Reactions from the audience following the recognition and rewarding of citizens and special guests are considered appropriate and encouraged. Reactions from the audience during staff presentations to the Council and during debate between Councilmembers are not appropriate and not permitted. The presiding officer will ensure that the decorum of the meeting is maintained and is appropriate.
- b. No placards, banners, or signs will be permitted in the City Council chamber or in any other room in which the City Council is meeting. Exhibits, displays, and visual aids used in connection with presentations to the City Council, however, are permitted.

With the exception of those locations designated as free speech venues, City Hall may not be used for political campaign-related functions or events. City resources or equipment may not be used for election campaigning which includes, but is not limited to, the passing out of campaign flyers, signs, buttons, or other campaign materials for any candidate or officeholder. No one may make a contribution to a candidate or officeholder in City Hall. No one may solicit support for a candidate or officeholder or accept a contribution for such in City Hall. Campaign flyers, signs, buttons, or other campaign materials for any candidate or officeholder are prohibited in City Hall or on City property except as allowed by state law.

**Section 5 - DUTIES AND PRIVILEGES OF COUNCILMEMBERS**

**5.01. Seating Arrangement.**

Council members are seated in order of position, with the Mayor seated in the middle.

**5.02. Conflict of Interest.**

A City Councilmember prevented from voting by a conflict of interest, shall step down from the dais and leave the room, shall not vote on the matter, shall not participate in discussions regarding the matter or attempt to influence the Council’s deliberation of the matter in any way, shall not attend executive sessions regarding the matter, and shall otherwise comply with the state law and city ordinances concerning conflicts of interest including Chapter 171 of the Local Government Code.

**5.03. Voting.**

- a. All members of the council present shall vote upon every issue, subject or matter properly before the council and requiring a council vote; provided that, if any member of the council has a conflict of interest that fact shall be stated in the minutes and such member shall abstain from discussion and voting on the issue. If a councilmember abstains from voting without having a conflict of interest, the minutes shall reflect an “opposed” (nay) vote in the official records. No ordinance, resolution, order, action, matter or issue, shall be passed, approved, adopted, taken or consented to except by a majority vote of the members of council present and voting.
- b. A Councilmember who cannot be present for a vote(s), and has no Conflict of Interest, may submit an opinion in writing to the City Secretary, to be read aloud during discussion of the item, prior to the vote(s) being taken.
- c. Any vote to which there is an objection shall be taken by counted vote; except that, on the demand of a single councilmember, a roll call vote shall be taken. After the result of a vote is announced, a member may not change a vote unless, before the adjournment of that meeting, permission is given to change the vote by a majority vote of the members present.

**Section 6 - CHAIR AND DUTIES**

**6.01. Chair.**

The Mayor, if present, shall preside as chair at all sessions of the City Council. In the absence of the Mayor, the Mayor Pro Tem shall preside. In the absence of both the Mayor and Mayor Pro Tem, the remaining City Councilmembers shall, in accordance with the City Charter, by election, designate one member as acting Mayor to preside for that session.

**6.02. Preservation of Order.**

The chair shall preserve order and decorum and confine members in debate to the question under discussion. It is the responsibility of the Chair to keep the comments of Councilmembers on topic during public meetings.

## **Section 7 - ORDER OF BUSINESS**

### **7.01. Regular and Special Sessions.**

Regular and special sessions will generally adhere to the following agenda:

- Call to Order
- Invocation
- Pledge of Allegiance (United States and Texas Flags)
- Roll Call of Council Members
- Public Comments
- Presentations & Proclamations
- Consent Agenda Items (may be moved to Statutory Agenda by Councilmembers)
- Public Hearings
- Statutory Agenda Items
- Executive and/or Workshop Sessions (as appropriate)
- Reconvene in Regular Session (as appropriate)
- Mayor/Councilmember/City Manager Report
- Future Agenda Items
- Adjournment

### **7.02. Public Hearings.**

The City Secretary shall schedule public hearings on the City Council’s agenda to be held (unless the law requires otherwise, in which case, public hearings shall be conducted as provided by state law). In addition to this requirement, when conducted as part of a Regular Session, a vote may be taken on the matter at that same meeting unless a subsequent public hearing is required.

### **7.03. Addressing the City Council.**

Members of the public are invited and encouraged to attend any sessions of the City Council that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the City Council that citizens actively participate in the City’s governance system and processes. Therefore, public input to the City Council, both oral and written, is encouraged.

a. **Public Comments.**

Citizens shall have the right to be heard at all regular sessions of the City Council regarding matters on the agenda to be considered prior to action being taken.

1. All members of the audience addressing the Council (“Speaker”) shall direct their remarks to the person in charge of the meeting (“Chair”).
2. No Speaker shall address the Council unless recognized by the Chair for that purpose.
3. Remarks shall be limited to those pertaining to matters before the City Council, to City business or policy, or to issues of community concern or interest. Profane, vulgar or abusive language or personal attacks will not be tolerated.

4. No Speaker shall continue to address the Council after being informed by the Chair that the Speaker's time for addressing the Council has expired.
5. The Speaker shall be limited to 3 minutes to address the Council. If a single individual has been designated, on behalf of a larger group, to speak for the group, then such individual shall be allowed a maximum of 5 minutes to speak. The Chair has the authority to grant additional time, if requested by a Speaker, for good cause. At the end of the Speaker's allotted time, the Chair shall direct the Speaker to wrap up and the Speaker shall not exceed 1 additional minute of speaking time.
6. Council shall not respond to Speakers; however, the Mayor may direct City administration to respond to the Speaker, if appropriate, outside of or during the meeting.

**7.04 Legal Settlements in Regards to Any Claims Against the City.**

Final offers for legal settlements for claims or litigation against the City must be submitted in writing.

**Section 8 – CITY COUNCIL COMMITTEES**

**8.01. Ad Hoc Committees.**

The Mayor may appoint ad hoc committees from time to time to study and review specific issues. The Mayor shall determine the number of members and appoint a chair of ad hoc committees. The ad hoc committees shall be established for a designated period of time, which may be extended by the Mayor and shall meet as needed. The Mayor shall formally announce the establishment of any ad hoc committee along with his appointments to that committee in a session of Council prior to the committee convening to conduct business.

**8.02. Agenda and Information.**

At each committee meeting, City staff shall endeavor to have a copy of the agenda and supporting information available for public viewing. Items may be scheduled on the agenda for committee briefings by the chair, the City Council, the City Manager, or the Mayor. Summary minutes will be kept.

**Section 9 – RULES SUSPENSION**

Any provision of these rules not governed by the City Charter, City Code, or state law may be temporarily suspended by a two-thirds vote of the members of the City Council present. The vote on any such suspension shall be taken by "Aye" and "No" votes and entered upon the record.

# ANNEX A

## Fundamental Principles of Parliamentary Law

The Mayor, Councilmembers, City Manager, City Attorney, City Secretary, Municipal Court Judge and City staff members appearing before the various sessions of the Richwood City Council should become familiar with following rules and customs:

1. All members have equal rights, privileges, and obligations; rules must be administered impartially.
2. The minority has rights, which must be protected.
3. Full and free discussions of all motions, reports, and other items of business is a right of all members.
4. In doing business the simplest and most direct procedure should be used.
5. Logical precedence governs introduction and disposition of motions.
6. Only one question can be considered at a time.
7. Members may not make a motion or speak in debate until they have been recognized by the chair and thus have obtained the floor.
8. No member may speak a second time on the same question if anyone who has not spoken on that question wishes to do so.
9. Members must not attack or question the motives of other members. Customarily, all remarks are addressed to the presiding officer.
10. In voting, members have the right to know at all times what motion is before the assembly and what affirmative and negative votes mean.
11. The majority vote decides. This is a fundamental concept of democracy.
12. All meetings will be characterized by fairness and good faith.

## ANNEX B

# The Chief Purposes of Motions

PURPOSE	MOTION
Present an idea for Consideration and action	Main motion Resolution
Improve a pending motion	Amend Division of question
Regulate or cut off debate	Limit or extend debate Previous Question
Delay a decision	Refer to committee Postpone to a certain time Recess Adjourn
Kill an item	Postpone Indefinitely
Meet an emergency	Question of privilege Suspend rules Lay on the Table
Gain information on a pending motion	Parliamentary inquiry Request for information Request to ask a member a question Question of privilege
Question the decision of the presiding officer	Point of order
Enforce rights and privileges	Parliamentary inquiry Point of order Appeal from decision of the chair
Consider a question again	Take from the Table Discharge a committee Reconsider Rescind Renew a motion Amend a previous action Ratify
Change an action already taken	Reconsider Rescind Amend a previous action
Terminate a meeting	Adjourn Recess

## ANNEX C

### Parliamentary Strategy

<b>To Support a Motion</b>	<b>To Oppose a Motion</b>
<ol style="list-style-type: none"> <li>1. Second it promptly and enthusiastically.</li> <li>2. Speak in favor of it as soon as possible.</li> <li>3. Do your homework; know your facts; have handouts, charts, etc., if appropriate.</li> <li>4. Move to amend motion, if necessary, to make it more acceptable to proponents.</li> <li>5. Vote against motion to table or to postpone, unless delay will strengthen your position.</li> <li>6. Move to recess or postpone, if you need time to marshal facts or work behind the scenes.</li> <li>7. If defeat seems likely, move to refer to committee, if that would improve chances.</li> <li>8. If defeat seems likely, move to divide question, if appropriate, to gain at least a partial victory.</li> <li>9. Have available a copy of the rules of procedure, City Charter, and <i>Robert's Rules of Order Newly Revised</i>, most recent edition, in case of a procedural dispute.</li> <li>10. If motion is defeated, move to reconsider, if circumstances warrant it.</li> <li>11. If motion is defeated, consider reintroducing it at a subsequent meeting.</li> </ol>	<ol style="list-style-type: none"> <li>1. Speak against it as soon as possible. Raise question; try to put proponents on the defensive.</li> <li>2. Move to amend the motion so as to eliminate objectionable aspects.</li> <li>3. Move to amend the motion to adversely encumber it.</li> <li>4. Draft a more acceptable version and offer as amendment by substitution.</li> <li>5. Move to postpone to a subsequent meeting.</li> <li>6. Move to refer to committee.</li> <li>7. Move to recess, if you need time to round up votes or obtain more facts.</li> <li>8. Question the presence of quorum, if appropriate.</li> <li>9. Move to adjourn</li> <li>10. On a voice vote, vote emphatically.</li> <li>11. If the motion is adopted, move to reconsider, if you might win a subsequent vote.</li> <li>12. If the motion is adopted, consider trying to rescind it at a subsequent meeting.</li> <li>13. Have available a copy of the rule of procedure, City Charter, and <i>Robert's Rules of Order Newly Revised</i>, most recent edition, in case of a procedural dispute.</li> </ol>



**Appendix B FEE SCHEDULE<sup>1</sup>**

<b>New/Revised Park and Facility Rental Fees</b>		
<i>Facility</i>	<i>Rental Fee (*add \$50.00 if alcohol will be served)</i>	<i>Deposit</i>
James Vera Ball Field/Soccer Fields Stop 1—3	\$300.00—per season (January—June/July—December)	\$100.00
PK Forrest Building	\$150.00/day—residents*	\$100.00
	\$175.00/day—nonresidents*	
Richwood Municipal Pavilion	\$125.00/day—residents*	\$100.00
	\$150.00/day—nonresidents*	
Bobby Ford Park	\$75.00/day—residents*	\$50.00
	\$100.00/day—nonresidents*	
Moonwalk Waterslide Inflation (liability insurance must be provided)	\$25.00 each	N/A
Police security fee	\$35.00/hour/officer	
<b>Additional Parks and Facility Related Fees</b>		
Cancellation or change of booking	\$12.00	

<b>Recreational Vehicles</b>	
Recreational vehicle park application fee	\$25.00
Annual permit/license fee	\$25.00, plus \$2.50 for each unit
Recreational vehicle permit	\$60.00

<b>Animal Fees</b>	
Animal permit fee, per head of livestock	\$35.00
Animal permit fee, per fowl	\$35.00
Processing fee	\$10.00

<b>Business Related Fees</b>	
Contractor registration	\$25.00
Itinerant merchant application fee	\$75.00
Garage sale permit	\$5.00
Annual inspection and license fee for amusement redemption machine games, per machine	\$250.00
Reinstatement of revoked license for machine game room operation	\$1,000.00

<sup>1</sup>Editor's note(s)—The schedule of fees for the city is printed herein. These fees should be checked against ordinances and resolutions on file in city hall; any conflict should be resolved in favor of the most recent applicable ordinance or resolution pertaining to a specific fee or charge.

PART II - CODE OF ORDINANCES  
Appendix B FEE SCHEDULE

Section XI, Item C.

Tree trimming contractor permit (annual)	\$25.00
Donation drop box permit	\$50.00
Oil and gas well permit fee, plus any applicable consulting fees	\$1,000.00
Seismic survey permit fee, per linear foot	\$0.25
Amended application permit fee	\$500.00
Appeal fee	\$500.00
Wrecker business operation permit, annually	\$50.00, plus \$25.00 for each truck to be used in rotation
Maximum fee for vehicle towing, exclusive of special equipment which may be required	\$130.00
Storage, per day	\$20.00
Impound fee	\$20.00
Truck re-inspection	\$25.00
Nonconsent tow wrecker business inspection fee	\$100.00

<b>Annual Food Establishment Permit</b>	
1—6 employees	\$200.00
7—15 employees	\$250.00
16—25 employees	\$300.00
26—35 employees	\$350.00
36—50 employees	\$400.00
51—75 employees	\$450.00
76—100 employees	\$500.00
Roadside/mobile vendor	\$200.00
School food service	Based on number of employees as set above

<b>Licensed Day Care Facilities</b>	
1—20 children	\$150.00
21—30 children	\$175.00
31—50 children	\$200.00
51—75 children	\$225.00
76—100 children	\$250.00
101—150 children	\$275.00
151—200 children	\$300.00
Late fee (if permit not renewed prior to expiration date)	\$50.00
Reinstatement fee of suspended permit	\$75.00
Re-inspection fee	\$75.00
Itinerant restaurant/temporary food establishment	\$40.00
Late fee	\$40.00

<b>Application and Processing Fee (All Permits)</b>	
Permit reinstatement fee	\$100.00

PART II - CODE OF ORDINANCES  
Appendix B FEE SCHEDULE

Section XI, Item C.

Resubmittal fee (after two submissions)	\$100.00
Major revision of approved plans	\$100.00 h/r
Major revision of approved drainage plans	\$200.00 h/r
Plan review fee (new residential or commercial)	\$500.00
Plan review fee (all other permits)	\$100.00
<b>Building Permit Fees</b> (Permit fee will be doubled if work is started prior to obtaining a permit)	
<i>Type of Permit</i>	<i>Fee</i>
New Residence* ( includes pool houses and accessory structures with conditioned space)	\$0.48/sq. ft.
Additions* (patio covers, carports, additional rooms)	\$150.00 or \$0.48/sq. ft., whichever is greater
Remodels (total square-footage of space, area or room)*	\$100.00 or \$0.48/sq. ft., whichever is greater
Swimming pools*	\$350.00
Spas (cast in place concrete only)*	\$100.00
Accessory buildings* (storage shed, detached garage or any other structure without conditioned space)	\$150.00
Re-roofing	\$50.00
Flatwork (driveway, sidewalk patio slab extension)	\$50.00
Demolition	\$50.00
Foundation repair*	\$50.00
Generator*	\$100.00
Carport*	\$100.00
Re-inspection	\$65.00
Partial inspection	\$65.00
Same day or off schedule inspection	\$130.00
Alarm systems installed in dwelling units, annually	\$24.00
Alarm systems installed in any other premises, annually	\$48.00
Multifamily dwelling complex, inspection fee per unit, monthly (charged on the water bill of each complex)	\$2.50
Single-family unit inspection fee, annually	\$25.00
Third and subsequent charges for multifamily and single-family dwelling unit inspections	\$25.00
Manufactured home park permit	\$100.00
Manufactured home park permit renewal	\$50.00
Manufactured home park permit transfer	\$50.00
Outdoor advertising display sign permit	\$10.00, per permit application accepted by the public works director
Spectacular sign permit renewal	\$2.00
Excavation of paved streets	\$2.00 per linear foot of paving cut for a standard trench, with a minimum charge of \$5.00 per trench.

PART II - CODE OF ORDINANCES  
Appendix B FEE SCHEDULE

Section XI, Item C.

Excavation of dirt or gravel streets	\$0.70 per linear foot of street cut, measured from the outside edge of the shoulder, for a standard trench, with a minimum charge of \$5.00 per trench.
Fee-in-lieu of parkland dedication, per residential dwelling	\$950.00
Development fee, per residential unit	\$750.00
*Subject to plan review fee	
<b>Electrical Permit Fees</b> (Permit fee will be doubled if work is started prior to obtaining a permit)	
<i>Type of Permit</i>	<i>Fee</i>
New residence	\$150.00
Remodel/addition/pool	\$100.00
Accessory structure	\$100.00
Minimum permit fee	\$50.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Same day or off schedule inspection	\$130.00
<b>Mechanical Permit Fees</b> (Permit fee will be doubled if work is started prior to obtaining a permit)	
<i>Type of Permit</i>	<i>Fee</i>
New residence	\$150.00
Remodel/addition	\$100.00
Accessory structure	\$100.00
HVAC repair or replacement	\$50.00
Minimum permit fee	\$50.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Same day or off schedule inspection	\$130.00
<b>Plumbing Permit Fees</b> (Permit fee will be doubled if work is started prior to obtaining a permit)	
<i>Type of Permit</i>	<i>Fee</i>
New residence	\$150.00
Remodel/addition/pool	\$100.00
Accessory structure	\$100.00
Water tap	\$1,000.00
Bored water tap	\$1,500.00
Sewer tap	\$1,300.00
Bored sewer tap	\$2,600.00
Irrigation systems*	\$50.00
Remodel/addition	\$100.00
Water heater replacement	\$50.00
Minimum permit fee	\$50.00

PART II - CODE OF ORDINANCES  
Appendix B FEE SCHEDULE

Section XI, Item C.

Re-inspection	\$65.00
Partial inspections	\$65.00
Same day or off schedule inspection	\$130.00
*Subject to plan review fee	

<b>Commercial Building Permit Fees</b>	
\$1,000.00 & less	\$20.00 base fee
\$1,001.00 to \$50,000.00	\$20.00 for the first \$1,000.00, plus \$5.00 for each additional thousand or fraction thereof
\$50,001.00 to \$100,000.00	\$260.00 for the first \$50,000.00, plus \$4.00 for each additional thousand or fraction thereof
\$100,001.00 to \$500,000.00	\$460.00 for the first \$100,000.00, plus \$3.00 for each additional thousand or fraction thereof
\$500,001.00 and up	\$1,660.00 for the first \$500,000.00, plus \$2.00 for each additional thousand or fraction thereof

<b>New/Revised Subdivision Permit Fees</b>	
<i>Plan Review Fees</i>	
\$1,500.00	Up to 10 sheets
\$150.00	Per sheet above 10 sheets
50% of original fee	Review fees after 3 submittals
<i>Traffic Impact Analysis</i>	
\$2,000.00	100—5,000 trips generated
\$3,000.00	5,001—15,000 trips generated
\$4,000.00	For greater than 15,000 trips generated
<i>Public Infrastructure Inspection Fees</i>	
\$150.00 per hour	8:00 a.m. to 5:00 p.m.
\$250.00 per hours	After hours, weekend, or holiday inspections
<i>Civil Engineering Service Fees</i>	
\$250.00 per hour	

<b>Replat Filing Fees</b>	
Replat fee—includes recording, one conformed copy and plan review	\$200.00 base fee, plus \$30.00 per lot/tax certificate filed

<b>Traffic and Vehicles</b>	
Golf cart or neighborhood electric vehicle registration fee	\$25.00

PART II - CODE OF ORDINANCES  
Appendix B FEE SCHEDULE

Section XI, Item C.

<b>Utility (Water, Sewer, Solid Waste) Fees</b>	
<i>Utility Deposits and Fees</i>	
Application fee	\$50.00
Commercial/residential (owner) deposit	\$100.00
Residential (tenant/renter) deposit	\$150.00
Disconnect fee	\$40.00
After hours reconnect fee	\$100.00
NSF—returned item fee	\$25.00
Water reconnect fee, when disconnected for violation of drought contingency plan conditions	\$150.00
Water meter repair, three-fourths-inch service	\$250.00
New private water well drilling application	\$200.00
14-Day Temporary Clean Out	\$50.00 plus usage in excess of 1,000 gallons at a rate of \$6.40 per each additional 1,000 gallons of water usage and \$5.05 per each additional 1,000 gallons of sewer usage.
There shall be imposed an additional fee of thirty percent (30%) on all debts and accounts receivable, i.e.: fines, fees, restitution, other debts, and costs, that are more than sixty (60) days past due and have been referred to a private firm for collection, and that relate to delinquent utility accounts owed to the City.	
<i>Water Rate Fees and Charges</i>	
Gallons included in base rate	2,000
Per month, minimum monthly charge	\$42.43
Monthly usage in excess of 2,000 gallons but below 20,000 gallons	\$6.49 per each additional 1,000 gallons of usage
Monthly usage in excess of 20,000 gallons	\$7.22 per each additional 1,000 gallons of usage
<i>Sewer Rate Fees and Charges</i>	
Gallons included in base rate	2,000
Per month, minimum monthly charge	\$30.76
Amounts in excess of 2,000 gallons	\$5.30 per each additional 1,000 gallons of usage
Swimming pool fill sewer credit	One per calendar year
<i>Solid Waste Collection Fees</i>	
Per month, includes one garbage and one recycle bin	\$22.00
Additional bin charge per month	\$12.50
Accumulation of bulk waste in excess of 5 cubic yards	\$20.00 per cubic yard
<i>Solid Waste Franchisee Fee</i>	
The franchisee shall be required to pay a yearly franchise fee such fee to be \$100.00 for the first customer and \$50.00 for each additional customer that the franchisee is servicing.	
<i>Water and Sewer Base Discount</i>	
Over 65 discount	40% off base bill amount
Any person who meets the criteria of a voting member of the Richwood Volunteer Fire Department as defined by their constitution and bylaws will receive the first 4,000 gallons free and then be charged \$6.94 per each additional 1,000 gallons of usage	

PART II - CODE OF ORDINANCES  
Appendix B FEE SCHEDULE

Section XI, Item C.

<b>Solid Waste Collection Discount</b>	
Over 65 discount	\$2.00
<b>Multi-Unit Water/Sewer Fees and Charges</b>	
Multiple Dwelling or Commercial Units (e.g., Mobile Home Parks, Trailer Parks, Apartment Houses, Duplexes)	If service is furnished through a single meter to multiple dwelling units or commercial units, the billing rate follows the standard schedule. The minimum fee is based on 2,000 gallons times the number of units (dwelling or commercial). Each 2,000-gallon allotment is charged at the monthly base rate, and usage over 2,000 gallons per unit is charged at the standard variable rate.
<b>Additional Fees and Voluntary Donations</b>	
<i>Type of Fee</i>	<i>Fee</i>
Transportation fee (required as per Ordinance No. 378)	\$5.00
Beautification (voluntary donation)	\$1.00
Fire department (voluntary donation)	\$1.50
Ambulance fee	\$3.50

**Water Impact Fee**

Water Meter Size (inch)	Meter Type	Continuous Duty Maximum Flow Rate (gpm)	Ratio to 5/8-Inch Meter	Assessment and Collection Water Impact Fee
5/8	Displacement Type	10	1	\$3,880
5/8 x 3/4	Displacement Type	10	1	\$3,880
3/4	Displacement Type	15	1.5	\$5,820
1	Displacement Type	25	2.5	\$9,700
1.5	Displacement Type	50	5	\$19,400
2	Displacement Type	80	8	\$31,040
2	Compound	80	8	\$31,040
3	Compound	175	17.5	\$67,900
3	Turbine Vertical Shaft	220	22	\$85,360

PART II - CODE OF ORDINANCES  
Appendix B FEE SCHEDULE

Section XI, Item C.

3	Turbine High Velocity	350	35	\$135,800
4	Compound	300	30	\$116,400
4	Turbine Vertical Shaft	420	42	\$162,960
4	Turbine High Velocity	650	65	\$252,200
6	Compound	675	67.5	\$261,900
6	Turbine Vertical Shaft	865	86.5	\$335,620
6	Turbine High Velocity	1,400	140	\$543,200
8	Compound	900	90	\$349,200
8	Turbine High Velocity	2,400	240	\$931,200
10	Turbine High Velocity	3,500	350	\$1,358,000
12	Turbine High Velocity	4,400	440	\$1,707,200

**Wastewater Impact Fee**

Water Meter Size (inch)	Meter Type	Continuous Duty Maximum Flow Rate (gpm)	Ratio to 5/8-Inch Meter	Assessment and Collection Wastewater Impact Fee
5/8	Displacement Type	10	1	\$2,739
5/8 x 3/4	Displacement Type	10	1	\$2,739
3/4	Displacement Type	15	1.5	\$4,109
1	Displacement Type	25	2.5	\$6,848
1.5	Displacement Type	50	5	\$13,695
2	Displacement Type	80	8	\$21,912
2	Compound	80	8	\$21,912
3	Compound	175	17.5	\$47,933
3	Turbine Vertical Shaft	220	22	\$60,258

PART II - CODE OF ORDINANCES  
Appendix B FEE SCHEDULE

Section XI, Item C.

3	Turbine High Velocity	350	35	\$95,865
4	Compound	300	30	\$82,170
4	Turbine Vertical Shaft	420	42	\$115,038
4	Turbine High Velocity	650	65	\$178,035
6	Compound	675	67.5	\$184,883
6	Turbine Vertical Shaft	865	86.5	\$236,924
6	Turbine High Velocity	1,400	140	\$383,460
8	Compound	900	90	\$246,510
8	Turbine High Velocity	2,400	240	\$657,360
10	Turbine High Velocity	3,500	350	\$958,650
12	Turbine High Velocity	4,400	440	\$1,205,160

(Ord. No. 18-428, § 1, 7-9-2018; Ord. No. 18-436, § 4, 9-10-2018; Ord. No.19-460, § 1, 7-8-2019; Ord. No.19-462, § 1, 8-12-2019; Ord. No.19-465, § 1, 10-23-2019;Ord. No. 19-459, §§ 5, 6, 8-12-2019;Ord. No. 21-483, § 1(att. A), 11-8-2021Ord. No. 21-479, § 1(Att.), 6-14-2021;Ord. No. 22-489, § 1(Att.), 4-11-2022; Ord. No. 22-491, § 1, 6-13-2022; Ord. No. 22-495, § 1, 8-8-2022; Ord. No. 23-505, § 1, 3-13-2023; Ord. No. 23-508, § 1, 8-14-2023; Ord. No. 23-512, § 1, 9-11-2023; Ord. No. 24-517, 8-12-2024; Ord. No. 25-526, § 1, 2-10-2025; Ord. No. 25-529, § 1, 6-9-2025; Ord. No. 25-530, § 1, 8-20-2025; Ord. No. 25-535, § 1, 8-20-2025)

**Tab F - Pricing**

Item Description	Unit/ Price	Unit/Price 2026-2027 CPI Adj@3.3%
1. Emergency Road Clearance Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the clearing of eligible debris from ROW and critical Authorized User-owned infrastructure. Limited to 70 hours unless extended by Authorized User.	\$ Per Hour	\$ Per Hour
(per clearance crew)	\$ 235.00	\$ 242.76
2. ROW Vegetative Debris Removal (Collect & Haul) Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the collection and transportation of eligible vegetative debris on the ROW and Authorized User-owned property to an approved DMS or other designated disposal facility.	\$ Per Cubic Yard	\$ Per Cubic Yard
0 to 15 miles	\$ 9.15	\$ 9.45
15.1 to 30 miles	\$ 9.45	\$ 9.76
30.1 to 60 miles	\$ 9.95	\$ 10.28
60.1 miles and over	\$ 10.50	\$ 10.85
3. ROW C&D Debris Removal (Collect & Haul) Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the collection and transportation of eligible C&D debris on the ROW and Authorized User-owned property to an approved disposal facility.	\$ Per Cubic Yard	\$ Per Cubic Yard
0 to 15 miles	\$ 9.65	\$ 9.97
15.1 to 30 miles	\$ 10.45	\$ 10.79
30.1 to 60 miles	\$ 10.95	\$ 11.31
60.1 miles and over	\$ 11.95	\$ 12.34
4. Private Property Vegetative Debris Removal Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the collection and transportation of eligible vegetative debris on private property to an approved DMS or other designated disposal facility. Only activated if authorized by FEMA.	\$ Per Cubic Yard	\$ Per Cubic Yard
0 to 15 miles	\$ 11.40	\$ 11.78
15.1 to 30 miles	\$ 11.70	\$ 12.09
30.1 to 60 miles	\$ 12.20	\$ 12.60
60.1 miles and over	\$ 12.75	\$ 13.17
5. Private Property C&D Debris Removal Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the collection and transportation of eligible C&D debris on private property to an approved disposal facility. Only activated if authorized by FEMA.	\$ Per Cubic Yard	\$ Per Cubic Yard
0 to 15 miles	\$ 11.90	\$ 12.29
15.1 to 30 miles	\$ 12.70	\$ 13.12
30.1 to 60 miles	\$ 13.20	\$ 13.64
60.1 miles and over	\$ 14.20	\$ 14.67
6. Demolition, Removal, Transport, and Demolition of Eligible Non-RACM Structures Work consists of all labor, equipment, fuel, and associated costs necessary to demolish, remove, transport, and dispose of eligible non-RACM structures on private property.	\$ Per Cubic Yard	\$ Per Cubic Yard
0 to 15 miles	\$ 17.15	\$ 17.72
15.1 to 30 miles	\$ 17.95	\$ 18.54
30.1 to 60 miles	\$ 19.50	\$ 20.14
60.1 miles and over	\$ 21.50	\$ 22.21

7. Demolition, Removal, Transport, and Demolition of Eligible RACM Structures Work consists of all labor, equipment, fuel, and associated costs necessary to demolish, remove, transport, and dispose of eligible RACM structures on private property.	\$ Per Cubic Yard	\$ Per Cubic Yard
0 to 15 miles	\$ 28.14	\$ 29.07
15.1 to 30 miles	\$ 28.99	\$ 29.95
30.1 to 60 miles	\$ 30.69	\$ 31.70
60.1 miles and over	\$ 32.39	\$ 33.46
8. DMS Management and Operations Work consists of all labor, equipment, fuel, and associated costs necessary for the construction, management, operation and remediation of DMS for acceptance, management, segregation, and staging of disaster related debris.	\$ Per Cubic Yard	\$ Per Cubic Yard
	\$ 1.94	\$ 2.00
9. Reduction of Debris Through Grinding Work consists of all labor, equipment, fuel, and miscellaneous costs necessary to reduce disaster generated debris through grinding.	\$ Per Cubic Yard	\$ Per Cubic Yard
	\$ 2.75	\$ 2.84
10. Reduction of Debris Through Air Curtain Incineration Work consists of all labor, equipment, fuel, and miscellaneous costs necessary to reduce disaster generated debris through air curtain incineration.	\$ Per Cubic Yard	\$ Per Cubic Yard
	\$ 1.45	\$ 1.50
11. Reduction of Debris Through Open Burn Work consists of all labor, equipment, fuel, and miscellaneous costs necessary to reduce disaster generated debris through open burn.	\$ Per Cubic Yard	\$ Per Cubic Yard
	\$ 0.44	\$ 0.45
12. Haul-out of Reduced Debris to Final Disposal Site Work consists of all labor, equipment, fuel, and associated costs necessary for loading and transporting reduced debris at an approved DMS to a final disposal facility. Includes both residual ash from incineration or burn operations and residual mulch from grinding operations.	\$ Per Cubic Yard	\$ Per Cubic Yard
0 to 15 miles	\$ 3.49	\$ 3.61
15.1 to 30 miles	\$ 4.13	\$ 4.27
30.1 to 60 miles	\$ 5.41	\$ 5.59
60.1 miles and over	\$ 6.69	\$ 6.91
13. Removal of Eligible Hazardous Leaning Trees and Hanging Limbs Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the removal of eligible hazardous leaning or hanging limbs and placement of them on the ROW for haul-off.	\$ Per Tree	\$ Per Tree
6 inch to 12 inch diameter measured 4.5 feet above the ground	\$ 68.00	\$ 70.24
13 inch to 24 inch diameter measured 4.5 feet above the ground	\$ 118.00	\$ 121.89
25 inch to 36 inch diameter measured 4.5 feet above the ground	\$ 168.00	\$ 173.54
37 inch to 48 inch diameter measured 4.5 feet above the ground	\$ 198.00	\$ 204.53
49 inch and larger diameter measured 4.5 feet above the ground	\$ 248.00	\$ 256.18
Hanger Removal (2" or greater at the break and price per Tree)	\$ 78.00	\$ 80.57
14. Removal of Eligible Hazardous Stumps Work consists of all labor, equipment, backfill, fuel, traffic control and associated costs necessary for the removal of eligible hazardous stumps and transportation to an approved DMS or other designated disposal facility.	\$ Per Stump	\$ Per Stump
24 inch to 36 inch diameter measured 24 inches above the ground	\$ 145.00	\$ 149.79
37 inch to 48 inch diameter measured 24 inches above the ground	\$ 195.00	\$ 201.44
49 inch and larger diameter measured 24 inches above the ground	\$ 245.00	\$ 253.09

15. Removal of Eligible Hazardous Leaning Trees and Hanging Limbs from Private Property Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible hazardous leaning or hanging limbs on private property and hauled under Line Item No. 4. Only activated if authorized by FEMA.	\$ Per Tree	\$ Per Tree
6 inch to 12 inch diameter measured 4.5 feet above the ground	\$ 88.00	\$ 90.90
13 inch to 24 inch diameter measured 4.5 feet above the ground	\$ 138.00	\$ 142.55
25 inch to 36 inch diameter measured 4.5 feet above the ground	\$ 188.00	\$ 194.20
37 inch to 48 inch diameter measured 4.5 feet above the ground	\$ 218.00	\$ 225.19
49 inch and larger diameter measured 4.5 feet above the ground	\$ 268.00	\$ 276.84
Hanger Removal (2" or greater at the break and price per Tree)	\$ 94.00	\$ 97.10
16. Removal of Eligible Hazardous Stumps from Private Property Work consists of all labor, equipment, backfill, fuel, and associated costs necessary for the removal of eligible hazardous stumps on private property and transportation to an approved DMS or other designated disposal facility. Only activated if authorized by FEMA.	\$ Per Stump	\$ Per Stump
24 inch to 36 inch diameter measured 24 inches above the ground	\$ 215.00	\$ 222.10
37 inch to 48 inch diameter measured 24 inches above the ground	\$ 265.00	\$ 273.75
49 inch and larger diameter measured 24 inches above the ground	\$ 315.00	\$ 325.40
17. Removal of Eligible White Goods Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the collection of eligible white goods, removal of refrigerants, transportation to an approved DMS, decontamination, and transportation to an approved final disposal facility.	\$ Per Each	\$ Per Each
Without Freon recovery	\$ 35.00	\$ 36.16
With Freon recovery	\$ 64.00	\$ 66.11
18. Removal of Eligible Used Electronics Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the collection of eligible used electronics and transportation to an approved final disposal facility.	\$ Per Each	\$ Per Each
	\$ 24.00	\$ 24.79
19. Removal of Hazardous Household Waste Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the removal of eligible HHW and transportation to an approved final disposal facility.	\$ Per Pound	\$ Per Pound
	\$ 5.44	\$ 5.62
20. Removal of Abandoned Eligible Vessel Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the removal of eligible abandoned vessels and transportation to an approved staging area.	\$ Per Linear Foot	\$ Per Linear Foot
Land-based removal of sunken vessels with keeled hulls	\$ 61.25	\$ 63.27
Marine-based removal of sunken vessels with keeled hulls	\$ 97.50	\$ 100.72
Abandoned vessels on ROW or public property with keeled hulls	\$ 45.50	\$ 47.00
Land-based removal of sunken vessels with flat or v-hulls	\$ 55.50	\$ 57.33
Marine-based removal of sunken vessels with flat or v-hulls	\$ 87.50	\$ 90.39
Abandoned vessels on ROW or public property with flat or v-hulls	\$ 39.75	\$ 41.06
21. Removal Abandoned Eligible Vehicle Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the removal of eligible abandoned vehicles and transportation to an approved staging area.	\$ Per Each	\$ Per Each
Removal of abandoned vehicles on ROW or public property	\$ 165.00	\$ 170.45
Operation of vehicle and vessel storage site each day	\$ 750.00	\$ 774.75

22. Removal and Disposal of Putrescent Waste Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the removal of putrescent waste and transportation to an approved final disposal facility.	\$ Per Pound	\$ Per Pound
	\$ 7.19	\$ 7.43
23. Removal of Eligible Tires Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the removal of eligible tires and transportation to an approved final disposal facility.	\$ Per Each	\$ Per Each
	\$ 19.00	\$ 19.63
24. Removal of Eligible Gasoline Powered Tools Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the removal of eligible gasoline powered tools and transportation to an approved final disposal facility.	\$ Per Each	\$ Per Each
	\$ 68.00	\$ 70.24
25. Removal of Silt and Mud Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the collection and transportation of eligible silt and mud on ROW and Authorized User-owned property to an approved DMS or other designated disposal facility.	\$ Per Cubic Yard	\$ Per Cubic Yard
0 to 15 miles	\$ 9.43	\$ 9.74
15.1 to 30 miles	\$ 10.01	\$ 10.34
30.1 to 60 miles	\$ 11.67	\$ 12.06
60.1 miles and over	\$ 12.83	\$ 13.25
26. Collection, Staging and Screening of Sand Work consists of all labor, equipment, fuel, traffic control and associated costs necessary for the removal, staging and screening of eligible sand deposited on ROW or Authorized User-owned property and return of clean sand to location designated by Authorized User.	\$ Per Cubic Yard	\$ Per Cubic Yard
	\$ 14.25	\$ 14.72
<b>Notes:</b>		
1. Line Items No. 2, 3, 4, 5, 6, 7, 8, 9, 10 and 11 are based on incoming debris to DMS or final disposal.		
2. Line Item No. 12 is based on outgoing debris from DMS.		
3. The Contractor will pay Tipping Fee at Final Disposal Site(s) and invoice the County at direct cost with no markup. Disposal costs are treated as a pass-through expense and are not included in the proposed unit rates above.		



## Economic News Release

### Consumer Price Index Summary

Transmission of material in this release is embargoed until  
8:30 a.m. (ET) Friday, April 10, 2026 USDL-26-0599

Technical information: (202) 691-7000 \* [cpi\\_info@bls.gov](mailto:cpi_info@bls.gov) \* [www.bls.gov/cpi](http://www.bls.gov/cpi)  
Media contact: (202) 691-5902 \* [PressOffice@bls.gov](mailto:PressOffice@bls.gov)

#### CONSUMER PRICE INDEX - MARCH 2026

The Consumer Price Index for All Urban Consumers (CPI-U) increased 0.9 percent on a seasonally adjusted basis in March, after rising 0.3 percent in February, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 3.3 percent before seasonal adjustment.

The index for energy rose 10.9 percent in March, led by a 21.2-percent increase in the index for gasoline which accounted for nearly three quarters of the monthly all items increase. The shelter index also increased in March, rising 0.3 percent. The index for food was unchanged over the month as the index for food away from home rose 0.2 percent, while the index for food at home fell 0.2 percent.

The index for all items less food and energy rose 0.2 percent in March. Indexes that increased over the month include airline fares, apparel, household furnishings and operations, education, and new vehicles. Conversely, the indexes for medical care, personal care, and used cars and trucks were among the major indexes that decreased in March.

The all items index rose 3.3 percent for the 12 months ending March, after rising 2.4 percent for the 12 months ending February. The all items less food and energy index rose 2.6 percent over the year, following a 2.5-percent increase over the 12 months ending February. The energy index increased 12.5 percent for the 12 months ending March. The food index increased 2.7 percent over the last year.

**Table A. Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average**

	Seasonally adjusted changes from preceding month							Un- adjusted 12-mos. ended Mar. 2026
	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	
<b>All items</b>	0.3	-	-	0.3	0.2	0.3	0.9	3.3
<b>Food</b>	0.2	-	-	0.7	0.2	0.4	0.0	2.7
<b>Food at home</b>	0.3	-	-	0.6	0.2	0.4	-0.2	1.9
<b>Food away from home<sup>(1)</sup></b>	0.1	-	-	0.7	0.1	0.3	0.2	3.8
<b>Energy</b>	1.4	-	-	0.3	-1.5	0.6	10.9	12.5
<b>Energy commodities</b>	3.4	-	-	-0.3	-3.3	1.1	21.3	19.4
<b>Gasoline (all types)</b>	3.6	-1.3	2.7	-0.3	-3.2	0.8	21.2	18.9
<b>Fuel oil</b>	0.7	-	-	-0.8	-5.7	11.1	30.7	44.2
<b>Energy services</b>	-0.4	-	-	1.0	0.2	0.2	0.4	5.0
<b>Electricity</b>	-0.3	-	-	0.2	-0.1	-0.7	0.8	4.6
<b>Utility (piped) gas service</b>	-0.9	-	-	3.7	1.0	3.1	-0.9	6.4
<b>All items less food and energy</b>	0.2	-	-	0.2	0.3	0.2	0.2	2.6
<b>Commodities less food and energy commodities</b>	0.2	-	-	0.0	0.0	0.1	0.1	1.2
<b>New vehicles</b>	0.2	0.0	0.2	0.0	0.1	0.0	0.1	0.5
<b>Used cars and trucks</b>	-0.2	0.7	0.1	-0.9	-1.8	-0.4	-0.4	-3.2
<b>Apparel</b>	0.5	-	-	0.3	0.3	1.3	1.0	3.4
<b>Medical care commodities<sup>(1)</sup></b>	-0.1	-	-	0.3	-0.1	0.0	-1.0	0.3
<b>Services less energy services</b>	0.2	-	-	0.3	0.4	0.3	0.2	3.0
<b>Shelter</b>	0.2	-	-	0.4	0.2	0.2	0.3	3.0
<b>Transportation services</b>	0.3	-	-	0.4	1.4	0.2	0.6	4.1
<b>Medical care services</b>	0.2	-	-	0.4	0.3	0.6	0.0	3.7

#### Footnotes

<sup>(1)</sup> Not seasonally adjusted.

NOTE: The Oct and Nov 2025 data values are not available due to the 2025 lapse in appropriations.

#### Food

The index for food was unchanged in March after rising 0.4 percent in February. The food at home index declined 0.2 percent over the month. Four of the six major grocery store food group indexes decreased in March. The index for meats,

poultry, fish, and eggs decreased 0.6 percent over the month as the index for eggs declined 3.4 percent. The cereals and bakery products index also decreased 0.6 percent in March, as did the dairy and related products index. The index for nonalcoholic beverages fell 0.3 percent over the month.

In contrast, the fruits and vegetables index rose 1.0 percent in March. The index for other food at home was unchanged over the month.

The food away from home index rose 0.2 percent in March. The index for full service meals rose 0.3 percent over the month and the index for limited service meals rose 0.2 percent.

The food at home index rose 1.9 percent over the 12 months ending in March. The index for other food at home rose 2.9 percent over the last 12 months. The fruits and vegetables index increased 4.0 percent over the same period and the nonalcoholic beverages index rose 4.7 percent. The index for cereals and bakery products increased 2.1 percent over the 12 months ending in March. In contrast, the dairy and related products index fell 1.6 percent over the year and the meats, poultry, fish, and eggs index decreased 0.9 percent over the same period.

The food away from home index rose 3.8 percent over the last year. The index for full service meals rose 4.3 percent and the index for limited service meals rose 3.2 percent over the same period.

#### Energy

The index for energy increased 10.9 percent in March, the largest monthly increase in the index since September 2005. The gasoline index increased 21.2 percent over the month, the largest monthly increase since the series was first published in 1967. (Before seasonal adjustment, gasoline prices increased 24.9 percent in March.) The index for electricity rose 0.8 percent in March. The fuel oil index increased 30.7 percent over the month, the largest monthly increase in the index since February 2000. Conversely, the index for natural gas decreased 0.9 percent over the month.

The index for energy increased 12.5 percent over the past 12 months and the index for gasoline rose 18.9 percent. The electricity index increased 4.6 percent over the last 12 months and the natural gas index rose 6.4 percent.

#### All items less food and energy

The index for all items less food and energy rose 0.2 percent in March, as it did in February. The shelter index increased 0.3 percent over the month as did the owners' equivalent rent index. The index for rent increased 0.2 percent in March. The lodging away from home index rose 0.2 percent over the month.

The index for airline fares increased 2.7 percent over the month, after rising 1.4 percent in February. The apparel index rose 1.0 percent in March and the household furnishings and operations index rose 0.2 percent. The index for education rose 0.3 percent over the month and the index for new vehicles rose 0.1 percent in March.

The medical care index decreased 0.2 percent in March, after rising 0.5 percent in February. The index for prescription drugs decreased 1.5 percent over the month. Conversely, the physicians' services index increased 0.7 percent over the month and the hospital services index rose 0.4 percent.

The personal care index declined 0.5 percent in March and the used cars and trucks index decreased 0.4 percent over the month. The index for recreation and the index for motor vehicle insurance were both unchanged over the month.

The index for all items less food and energy rose 2.6 percent over the past 12 months. The shelter index increased 3.0 percent over the last year. Other indexes with notable increases over the last year include medical care (+3.1 percent), household furnishings and operations (+4.0 percent), airline fares (+14.9 percent), and recreation (+2.2 percent).

#### Not seasonally adjusted CPI measures

The Consumer Price Index for All Urban Consumers (CPI-U) increased 3.3 percent over the last 12 months to an index level of 330.213 (1982-84=100). For the month, the index increased 1.0 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 3.3 percent over the last 12 months to an index level of 323.500 (1982-84=100). For the month, the index increased 1.3 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 3.1 percent over the last 12 months. For the month, the index increased 1.1 percent on a not seasonally adjusted basis. Please note that the indexes for the past 10 to 12 months are subject to revision.

The Consumer Price Index for April 2026 is scheduled to be released on Tuesday, May 12, 2026, at 8:30 a.m. (ET).

#### Rebasing of Selected Consumer Price Index Series

With the publication of April 2026 data on May 12, 2026, several CPI series will be rebased to December 2024 = 100. When new base years are introduced, BLS recalculates each index back to the beginning of that series to ensure continuity. A complete list of indexes to be rebased is available at [www.bls.gov/cpi/additional-resources/rebased-series.htm](http://www.bls.gov/cpi/additional-resources/rebased-series.htm)

#### Technical Note

##### Brief Explanation of the CPI

The Consumer Price Index (CPI) measures the change in prices paid by consumers for goods and services. The CPI reflects spending patterns for each of two population groups: all urban consumers and urban wage earners and clerical workers. The all urban consumer group represents over 90 percent of the total U.S. population. It is based on the expenditures of almost all residents of urban or metropolitan areas, including professionals, the self-employed, the poor, the unemployed, and retired people, as well as urban wage earners and clerical workers. Not included in the CPI are the spending patterns of people living in rural nonmetropolitan areas, farming families, people in the Armed Forces, and those in institutions, such as prisons and mental hospitals. Consumer inflation for all urban consumers is measured by two indexes, namely, the Consumer Price Index for All Urban Consumers (CPI-U) and the Chained Consumer Price Index for All Urban Consumers (C-CPI-U).

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) is based on the expenditures of households included in the CPI-U definition that meet two requirements: more than one-half of the household's income must come from clerical or wage occupations, and at least one of the household's earners must have been employed for at least 37 weeks during the previous 12 months. The CPI-W population represents approximately 30 percent of the total U.S. population and is a subset of the CPI-U population.

The CPIs are based on prices of food, clothing, shelter, fuels, transportation, doctors' and dentists' services, drugs, and other goods and services that people buy for day-to-day living. Prices are collected each month in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments (department stores, supermarkets, hospitals, and other types of stores and service establishments). All taxes directly associated with the purchase and use of items are included in the index. Prices of fuels and a few other items are obtained every month in all 75 locations. Prices of most other commodities and services are collected every month in the three largest geographic areas and every other month in other areas. Prices of most goods and services are obtained by personal visit, telephone call, web, or app collection by the Bureau's trained representatives.

In calculating the index, price changes for the various items in each location are aggregated using weights, which represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. For the CPI-U and CPI-W, separate indexes are also published by size of city, by region of the country, for cross-classifications of regions and population-size classes, and for 23 selected local areas. Area indexes do not measure differences in the level of prices among cities; they only measure the average change in prices for each area since the base period. For the C-CPI-U, data are issued only at the national level. The CPI-U and CPI-W are considered final when released, but the C-CPI-U is issued in preliminary form and subject to three subsequent quarterly revisions.

The index measures price change from a designed reference date. For most of the CPI-U and the CPI-W, the reference base is 1982-84 equals 100. The reference base for the C-CPI-U is December 1999 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107.

#### Sampling Error in the CPI

The CPI is a statistical estimate that is subject to sampling error because it is based upon a sample of retail prices and not the complete universe of all prices. BLS calculates and publishes estimates of the 1-month, 2-month, 6-month, and 12-month percent change standard errors annually for the CPI-U. These standard error estimates can be used to construct confidence intervals for hypothesis testing. For example, the estimated standard error of the 1-month percent change is 0.04 percent for the U.S. all items CPI. This means that if we repeatedly sample from the universe of all retail prices using the same methodology, and estimate a percentage change for each sample, then 95 percent of these estimates will be within 0.08 percent of the 1-month percentage change based on all retail prices. For example, for a 1-month change of 0.2 percent in the all items CPI-U, we are 95 percent confident that the actual percent change based on all retail prices would fall between 0.12 and 0.28 percent. For the latest data, including information on how to use the estimates of standard error, see [www.bls.gov/cpi/tables/variance-estimates/home.htm](http://www.bls.gov/cpi/tables/variance-estimates/home.htm).

#### Calculating Index Changes

Movements of the indexes from 1 month to another are usually expressed as percent changes rather than changes in index points, because index point changes are affected by the level of the index in relation to its base period, while percent changes are not. The following table shows an example of using index values to calculate percent changes:

	Item A	Item B	Item C
Year I	112.500	225.000	110.000
Year II	121.500	243.000	128.000
Change in index points	9.000	18.000	18.000
Percent change	$9.0/112.500 \times 100 = 8.0$	$18.0/225.000 \times 100 = 8.0$	$18.0/110.000 \times 100 = 16.4$

#### Use of Seasonally Adjusted and Unadjusted Data

The Consumer Price Index (CPI) program produces both unadjusted and seasonally adjusted data. Seasonally adjusted data are computed using seasonal factors derived by the X-13ARIMA-SEATS seasonal adjustment method. These factors are updated each February, and the new factors are used to revise the previous 5 years of seasonally adjusted data. The factors are available at [www.bls.gov/web/cpi/cpi-seasonal-factors.xlsx](http://www.bls.gov/web/cpi/cpi-seasonal-factors.xlsx). For more information on data revision scheduling, please see the Seasonal Adjustment questions and answers page at [www.bls.gov/cpi/seasonal-adjustment/questions-and-answers.htm](http://www.bls.gov/cpi/seasonal-adjustment/questions-and-answers.htm) and the Timeline of Seasonal Adjustment Methodological Changes at [www.bls.gov/cpi/seasonal-adjustment/timeline-seasonal-adjustment-methodology-changes.htm](http://www.bls.gov/cpi/seasonal-adjustment/timeline-seasonal-adjustment-methodology-changes.htm).

#### How to Use Seasonally Adjusted and Unadjusted Data

For analyzing short-term price trends in the economy, seasonally adjusted changes are usually preferred since they eliminate the effect of changes that normally occur at the same time and in about the same magnitude every year—such as price movements resulting from weather events, production cycles, model changeovers, holidays, and sales. This allows data users to focus on changes that are not typical for the time of year.

The unadjusted data are of primary interest to consumers concerned about the prices they actually pay. Unadjusted data are also used extensively for escalation purposes. Many collective bargaining contract agreements and pension plans, for example, tie compensation changes to the Consumer Price Index before adjustment for seasonal variation. BLS advises against the use of seasonally adjusted data in escalation agreements because seasonally adjusted series are revised annually for five years.

#### Intervention Analysis

The Bureau of Labor Statistics uses intervention analysis seasonal adjustment (IASA) for some CPI series. Sometimes extreme values or sharp movements can distort the underlying seasonal pattern of price change. Intervention analysis seasonal adjustment is a process by which the distortions caused by such unusual events are estimated and removed from the data prior to calculation of seasonal factors. The resulting seasonal factors, which more accurately represent the seasonal pattern, are then applied to the unadjusted data.

For example, this procedure was used for the motor fuel series to offset the effects of the 2009 return to normal pricing after the worldwide economic downturn in 2008. Retaining this outlier data during seasonal factor calculation would distort the computation of the seasonal portion of the time series data for motor fuel, so it was estimated and removed from the data prior to seasonal adjustment. Following that, seasonal factors were calculated based on this

"prior adjusted" data. These seasonal factors represent a clearer picture of the seasonal pattern in the data. The last step is for motor fuel seasonal factors to be applied to the unadjusted data.

For the seasonal factors introduced for January 2026, BLS adjusted 57 series using intervention analysis seasonal adjustment, including selected food and beverage items, motor fuels and vehicles.

#### Revision of Seasonally Adjusted Indexes

Seasonally adjusted data, including the U.S. city average all items index levels, are subject to revision for up to 5 years after their original release. Every year, economists in the CPI calculate new seasonal factors for seasonally adjusted series and apply them to the last 5 years of data. Seasonally adjusted indexes beyond the last 5 years of data are considered to be final and not subject to revision. For January 2026, revised seasonal factors and seasonally adjusted indexes for 2021 to 2025 were calculated and published. For series which are directly adjusted using the Census X-13ARIMA-SEATS seasonal adjustment software, the seasonal factors for 2025 will be applied to data for 2026 to produce the seasonally adjusted 2026 indexes. Series which are indirectly seasonally adjusted by summing seasonally adjusted component series have seasonal factors which are derived and are therefore not available in advance.

#### Determining Seasonal Status

Each year the seasonal status of every series is reevaluated based upon certain statistical criteria. Using these criteria, BLS economists determine whether a series should change its status from "not seasonally adjusted" to "seasonally adjusted", or vice versa. If any of the 81 components of the U.S. city average all items index change their seasonal adjustment status from seasonally adjusted to not seasonally adjusted, not seasonally adjusted data will be used in the aggregation of the dependent series for the last 5 years, but the seasonally adjusted indexes before that period will not be changed. For 2026, 36 of the 81 components of the U.S. city average all items index are not seasonally adjusted.

#### Contact Information

For additional information about the CPI visit [www.bls.gov/cpi](http://www.bls.gov/cpi) or contact the CPI Information and Analysis Section at 202-691-7000 or [cpi\\_info@bls.gov](mailto:cpi_info@bls.gov).

For additional information on seasonal adjustment in the CPI visit [www.bls.gov/cpi/seasonal-adjustment/home.htm](http://www.bls.gov/cpi/seasonal-adjustment/home.htm)  
If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

- [Table 1. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, by expenditure category](#)
- [Table 2. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, by detailed expenditure category](#)
- [Table 3. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, special aggregate indexes](#)
- [Table 4. Consumer Price Index for All Urban Consumers \(CPI-U\): Selected areas, all items index](#)
- [Table 5. Chained Consumer Price Index for All Urban Consumers \(C-CPI-U\) and the Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, all items index](#)
- [Table 6. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 1-month analysis table](#)
- [Table 7. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 12-month analysis table](#)
- [HTML version of the entire news release](#)

#### [The PDF version of the news release](#)

#### [News release charts](#)

#### [Supplemental Files Table of Contents](#)

#### [Table of Contents](#)

**Last Modified Date:** April 10, 2026

U.S. BUREAU OF LABOR STATISTICS Consumer Price Index Office of Prices and Living Conditions Suitland Federal Center Floor 7 4600 Silver Hill Road Washington, DC 20212-0002

Telephone: 202-691-7000 [www.bls.gov/CPI](http://www.bls.gov/CPI) [Contact CPI](#)