



KEEP RICHWOOD BEAUTIFUL COMMISSION AGENDA

Tuesday, March 01, 2022 at 6:00 PM

Richwood City Hall, 1800 Brazosport Blvd. N.

BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Tuesday, March 01, 2022, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

- I. CALL TO ORDER
- II. ROLL CALL OF MEMBERS
- III. PUBLIC COMMENTS
- IV. CONSENT AGENDA
 - [A.](#) Approval of minutes from regular meeting held February 1, 2022
- V. REPORT ON RECENT EVENTS
 - A. Landscaping Project - Phase 3
- VI. UPCOMING EVENTS
 - A. Easter Egg Hunt, April 16
 - B. Earth Day, Brazos Learning Montessori
 - C. March - Waterways Cleanup.
 - D. April - Don't Mess with Texas Clean up.
 - E. May - Parks and Trails Clean Up
- VII. DISCUSSION AND ACTION ITEMS
 - A. Discuss and consider recommending Amanda Reynolds to be appointed as board member by City Council.
 - B. Discussion and possible action regarding phase four of the landscaping project.
 - C. Discussion and possible action regarding the Community Garden Sponsorship Drive.
 - D. Discussion and possible action regarding the upcoming Keep Texas Beautiful Conference.
- VIII. FINANCIAL REPORT
 - [A.](#) KRB Financial Report - YTD
 - [B.](#) Parks Financial Report, YTD
- IX. EXECUTIVE DIRECTOR'S REPORT
- X. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST
- XI. SET NEXT MEETING DATE
- XII. FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

The Commission may go into Executive Session on any item listed on the Agenda in accordance with Section 551.071 of the Government Code (attorney-client privilege).

This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (979) 265-2082 or FAX (979) 265-7345 for further information.

I, Kirsten Garcia, do hereby certify that I did, on _____ at _____ post this notice of meeting on the Bulletin Board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

Kirsten Garcia, City Secretary
City of Richwood

MINUTES

KEEP RICHWOOD BEAUTIFUL COMMISSION MEETING

Tuesday, February 01, 2022 at 6:00 PM

BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Tuesday, February 1st, 2022, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

The meeting was called to order at 6:09 p.m.

II. ROLL CALL OF MEMBERS

PRESENT

Audrey Johnson
Becky Thompson
Sonia Foger
Janet Ellis
Jeremy Fountain

ABSENT

Lindsie Yearsin

III. PUBLIC COMMENTS

There were no public comments.

IV. CONSENT AGENDA

A. Approval of minutes from regular meeting held January 4, 2022.

Motion to approve the minutes.

Motion made by Janet Ellis, Seconded by Audrey Johnson.

Voting Yea: Audrey Johnson, Becky Thompson, Sonia Foger, Janet Ellis, Jeremy Fountain

V. REPORT ON RECENT EVENTS

Discussion held on the landscaping project at 288B and FM 2004.

VI. UPCOMING EVENTS

A. Easter Event

Kimberly suggested the date of April 16th, all agreed. The time will be from 10:00am to Noon at Ellis Park. There will be games, 2 food trucks, bounce house, possibly fire truck and a KRB table for outreach, Easter egg hunt with 5 age groups. Becky asked about a special needs group as well. We will have 10,000 filled eggs with some golden eggs usually provided by Yaklin Ford. Kimberly said that we would need all hands on deck and we may reach out to the high school for additional volunteers. I asked what we would do if it rained and Kimberly said that maybe we could use Polk.

VII. DISCUSSION AND ACTION ITEMS

A. Discussion finalizing the GCAA application.

Kimberly stated that she was waiting for additional Information from Jeremy and that more still need to be completed before the due date of February 17th.

- B. Discussion and possible action regarding a Spring Clean Up event.

Kimberly discussed that this happens in March and is considered the Waterways Clean Up as well. It was decided by all that it would be held on March 26th from 10:00 till Noon and will possibly focus on two retention ponds in AWII. Kimberly has ordered all supplies already.

- C. Discussion and possible action regarding Servolution 2022.

Brazospointe Fellowship Church hosts annually and Kimberly asked Sonia if we should have their volunteers do the landscaping on one of city monuments and it was suggested that they work on the Community Garden.

VIII. FINANCIAL REPORT

- A. KRB and Parks Budget report as of January 28, 2022.

Kimberly presented.

IX. EXECUTIVE DIRECTOR'S REPORT

Kimberly gave report and requested Audrey to call Polk elementary and see if KRB could visit them with a children's event.

X. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

The Facts did a story on the monument landscaping project last week.

XI. SET NEXT MEETING DATE

March 1, 2022

XII. FUTURE AGENDA ITEMS

Easter Event

Earth Day

Waterways Clean Up

Landscaping Projects 3&4

Community Garden

Membership Drive

Voting Amanda Reynolds in as a KRB board member

XIII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:12 p.m.

These minutes were read and approved on this 1st day of February 2022.

Chairman

ATTEST:

City Secretary

City of Richwood
Keep Richwood Beautiful
20 Beautification - 10/01/2021 to 02/24/2022
41.67% of the fiscal year has expired

Section VIII, Item A.

	Prior YTD	Current Period	Current YTD	2022 Budget	Remaining Budget
Revenue					
Intergovernmental revenue					
614113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00
Total Intergovernmental revenue	0.00	0.00	0.00	0.00	0.00
Charges for services					
614124 Beautification Revenues	6,363	(2)	5,127	15,000	9,873
Total Charges for services	6,363	(2)	5,127	15,000	9,873
Interest					
614110 Interest Earnings	0.00	0.00	0.00	0.00	0.00
Total Interest	0.00	0.00	0.00	0.00	0.00
Miscellaneous revenue					
614112 Miscellaneous Income	2,500	0.00	(515)	0.00	515
614114 Community Garden Membership Fees	0.00	0.00	0.00	1,500	1,500
614115 Farmers Market Revenue	835	0.00	659	4,500	3,841
Total Miscellaneous revenue	3,335	0.00	144	6,000	5,856
Total Revenue	9,698	(2)	5,271	21,000	15,729
Expenditures					
Parks & Recreation					
Beautification					
Personnel & Benefits					
615102 Contract Labor	1,735	1,165	3,560	8,400	4,840
615103 Salaries & Wages	0.00	0.00	0.00	0.00	0.00
615105 Retirement	0.00	0.00	0.00	0.00	0.00
615110 Workmen's Compensation Ins	0.00	0.00	0.00	0.00	0.00
615120 Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
615130 Training & Travel	0.00	0.00	430	5,500	5,070
Total Personnel & Benefits	1,735	1,165	3,990	13,900	9,910
Supplies					
615210 Office Supplies	127	0.00	85	225	140
615215 Custodial Supplies	0.00	0.00	0.00	0.00	0.00
615220 Tools	149	0.00	0.00	250	250
615225 Books and Periodicals	23	0.00	0.00	100	100
615240 Expendable Operating Supplies	1,235	0.00	234	2,000	1,766
Total Supplies	1,534	0.00	319	2,575	2,256
Maintenance & Repair					
615310 Building & Grounds M&R	986	0.00	806	2,000	1,194
615365 Other Equipment M&R	0.00	0.00	0.00	0.00	0.00
Total Maintenance & Repair	986	0.00	806	2,000	1,194
Other Services					
615660 Dues & Subscriptions	0.00	0.00	0.00	800	800
615685 Publishing & Advertising	828	0.00	135	1,000	865
615695 Special Services - Miscellaneous	0.00	0.00	0.00	500	500
Total Other Services	828	0.00	135	2,300	2,165
Capital Equipment					
615930 Equipment	0.00	0.00	0.00	1,000	1,000
615950 Community Garden	1,286	0.00	786	2,000	1,214
Total Capital Equipment	1,286	0.00	786	3,000	2,214
Total Beautification	6,369	1,165	6,037	23,775	17,738
Total Parks & Recreation	6,369	1,165	6,037	23,775	17,738
Total Expenditures	6,369	1,165	6,037	23,775	17,738
Other Financing Sources and Uses					
Sources					
Transfers In					
974959 Transfer from Fund Balance	0.00	0.00	0.00	0.00	0.00
974963 Transfer from General Fund	3,000	0.00	5,000	5,000	0.00
Total Transfers In	3,000	0.00	5,000	5,000	0.00
Total Sources	3,000	0.00	5,000	5,000	0.00
Uses					
Transfers Out					

City of Richwood

Keep Richwood Beautiful

20 Beautification - 10/01/2021 to 02/24/2022

41.67% of the fiscal year has expired

Section VIII, Item A.

	Prior YTD	Current Period	Current YTD	2022 Budget	Remaining Budget
615961 Transfer to Water/Sewer	0.00	0.00	0.00	0.00	0.00
Total Transfers Out	0.00	0.00	0.00	0.00	0.00
Total Uses	0.00	0.00	0.00	0.00	0.00
Total Other Financing Sources and Uses	3,000	0.00	5,000	5,000	0.00
Total -	6,329	(1,167)	4,234	2,225	(2,009)

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

Section VIII, Item B.

Account		Description	Debit	Credit	Balance
Date	Code				
085851 - Parks & Recreation					\$0.00
10/3/2021	AP	INV: december21 CITIBANK, N.A. - credit card purchases and credits	328.24		328.24
12/2/2021	AP	INV: january22 CITIBANK, N.A. - credit card purchases and credits	395.96		724.20
			\$724.20		\$724.20
			Budgeted Amount:		\$9,500.00
			Budget Balance:		\$8,775.80

Report Total: **\$724.20**