

AGENDA

BE IT KNOWN that the **CITY COUNCIL** of the City of Richwood will meet in **City Council Regular Meeting on Monday, September 14, 2020 at 6:00 PM** at 1800 N. Brazosport Blvd., Richwood, TX 77531 at the Richwood City Hall in the Council Chambers with the following agenda:

I. CALL TO ORDER

II. INVOCATION

III. PLEDGES OF ALLEGIANCE

IV. ROLL CALL OF COUNCIL MEMBERS

V. PUBLIC COMMENTS

VI. CONSENT AGENDA

A. Approval of Minutes

1. Minutes from regular meeting held, August 10, 2020
2. Minutes from special meeting held, August 24, 2020
3. Minutes from special meeting held, August 31, 2020

B. August 2020 Budget Report

VII. PUBLIC HEARING ON PROPOSED 2020-2021 TAX RATE

VIII. DISCUSSION AND ACTION ITEMS

- A. Consideration and possible action - reading of Ordinance 2020-469 , An Ordinance appropriating adopting a budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021.
- B. Consideration and action - Reading of Ordinance 2020-470, An Ordinance adopting a tax rate of \$0.627470 and levying taxes for the use and support of the Municipal Government of the City of Richwood, Texas and providing for the interest and sinking fund of the taxable year 2020.
- C. Discuss and consider switching insurance carriers for General Liability Insurance, at a savings of \$7,369 for the next fiscal year.

- D. Discuss and consider authorizing Strand Engineering to proceed with Utility Rate Study not to exceed \$20,000.
- E. Discuss and consider approving the condemnation process to acquire necessary easement on the property known as 2902 Bayou View Ct, Richwood, Tx, for the purpose of a water main extension.
- F. Discuss and consider a resolution amending the FY 19-20 Budget to reassign budgeted funds from Capital Equipment to a transfer from General Fund to Replacement Fund for Fire Equipment.

IX. EXECUTIVE SESSION

- A. 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. Eric Foerster, City Manager

- B. Pursuant to Chapter 551.071, consultation with Counsel on legal matters.

X. ACTION AS RESULT OF EXECUTIVE SESSION

XI. CAPITAL IMPROVEMENT PROJECTS UPDATE

XII. CITY MANAGER'S REPORT

XIII. COUNCIL MEMBER COMMENTS & REPORTS

XIV. MAYOR'S REPORT

XV. FUTURE AGENDA ITEMS

XVI. 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).

I, Kirsten Garcia, do hereby certify that I did, on _____ at _____ p.m., 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

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.

Pledge of Allegiance

I pledge allegiance to the flag of
the United States of America and
to the republic for which it
stands, one nation under God,
indivisible, with liberty and
justice for all.

Texas Pledge

**Honor the Texas flag. I
pledge allegiance to thee,
Texas, one and indivisible.**

Minutes of City Council

The City Council Regular Meeting of August 10, 2020

BE IT KNOWN THAT, a City Council Regular Meeting of City of Richwood was held August 10, 2020, beginning at 6:00 PM in the Richwood City Hall Richwood City Hall, 1800 N. Brazosport Blvd., Richwood, Texas 77531

I. CALL TO ORDER

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

II. ROLL CALL OF COUNCIL MEMBERS

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

Others present: Eric Foerster, City Manager; Kirsten Garcia, City Secretary; Patricia Ditto, Finance Director; Stephen Mayer, Chief of Police; Clif Custer, Director of Public Works; Matt Allen, City Attorney

III. PUBLIC COMMENTS

Rodrigo Escalante - 2918 Oakwood Shore Dr - Mr. Escalante stated other cities in lower Brazoria County were conducting their City Council meetings in person with COVID-19 control measures. He asked why the City of Richwood was still holding virtual meetings and restricting the public from entry when City Hall is open. He added comments regarding Agenda Item V.I., asking if we violated the currently policy and if not, why is there a need to update and amend now. He also addressed his comment from a prior meeting regarding the allocation of bond funds for road repair, stated that he hasn't seen a publication of numbers. He would like to know where the City is on spending. Last, he inquired about the contract terms for the new City Manager regarding his residency and performance review requirements.

Christine Escalante - 2918 Oakwood Shores Dr - Mrs. Escalante addressed the Mayor and comments made at a prior meeting, stating that the Mayor referred to herself and others as "those people" and she would like to know what the Mayor meant by the statement. She added she was just asking for transparency from the government.

IV. CONSENT AGENDA

Motion to approve all items on the consent agenda. This motion, made by Mike Johnson and seconded by Mark Brown II, Passed.

Yea: 5, Nay: 0

A. Approval of Minutes

1. Minutes from regular meeting held June 8, 2020

2. Minutes from regular meeting held July 13, 2020

B. Appoint Sonia Foger to the Keep Richwood Beautiful Commission.

C. Approval of June Budget Report

D. Approval of Quarterly Investment Report

E. Discuss and consider a resolution adopting the FY 19-20 Investment Policy

V. DISCUSSION AND ACTION ITEMS

A. Discuss and consider authorizing City Manager to execute agreement for auditing services with Patillo, Brown & Hill.

Mr. Manning with Patillo, Brown & Hill presented and answered questions for Council regarding the auditing process.

Motion to authorize City Manager to execute agreement for auditing services with Patillo, Brown & Hill. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.

Yea: 5, Nay: 0

B. Discuss and consider a resolution authorizing professional service provider selection for the Community Development Block Grant - Mitigation (CDBG-MIT) programs through the Texas General Land Office.

Sylvia with GrantWorks was in attendance, she answered questions from Council regarding the grant process.

Motion to approve resolution authorizing professional service provider selection for the Community Development Block Grant - Mitigation (CDBG-MIT) programs through the Texas General Land Office. This motion, made by Mike Johnson and seconded by Mark Brown II, Passed.

Yea: 5, Nay: 0

C. Public hearing and action on FY 2020-2021 Proposed Budget of the Crime Control and Prevention District (CCPD)
CCPD revenues are generated from a percentage of the 8.25% sales and use tax and can only be used for crime prevention and Police Department related expenses.

Chief Mayer presented the FY 2020-2021 Proposed Budget of the CCPD.

There were no public comments.

Motion to approve the FY 2020-2021 Proposed Budget of the Crime Control and Prevention District (CCPD). This motion, made by Katie Johnson and seconded by Melissa Strawn, Passed.

Yea: 5, Nay: 0

D. Discuss and consider approving a resolution setting the date and time for the public hearing for Fiscal Year 2020-2021 Annual Budget for August 24, 2020 at 6:00PM.

Motion to approving a resolution setting the date and time for the public hearing for Fiscal Year 2020-2021 Annual Budget for August 24, 2020 at 6:00PM. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.

Yea: 5, Nay: 0

E. Discuss and consider an ordinance calling the November 3, 2020 General Election and approving a joint election with Brazoria County.

Motion to approve an ordinance calling the November 3, 2020 General Election and approving a joint election with Brazoria County. This motion, made by Mark Brown II and seconded by Melissa Strawn, Passed.

Yea: 5, Nay: 0

F. Consider and record vote for proposed tax rate for the 2020-2021 Fiscal Year of \$0.670204, which is a tax increase of up to 10.79% above the No New Revenue Tax Rate for the City of Richwood, to be adopted at a future meeting.

Tam Crabtree - Resident of Oakwood Shores - asked what the justification was with raising the tax rate.

Melissa asked what are we recommending for the adopted rate.

Eric stated we are recommending the voter approved tax rate of \$0.62070.

Discussion held on action item language.

Motion to approve proposed tax rate for the 2020-2021 Fiscal Year of \$0.670204, which is a tax increase of up to 10.79% above the No New Revenue Tax Rate for the City of Richwood, to be adopted at a future meeting. This motion, made by Mark Brown II and seconded by Katie Johnson, Passed.

Yea: 5, Nay: 0

- G. Discuss and consider approving a resolution setting the date and time for public hearing for the proposed tax rate for September 14, 2020 at 6:00 P.M. to be held at the City of Richwood, 1800 Brazosport Blvd, Richwood, TX 77531.

Motion to approve a resolution setting the date and time for public hearing for the proposed tax rate for September 14, 2020 at 6:00 P.M. to be held at the City of Richwood, 1800 Brazosport Blvd, Richwood, TX 77531. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.

Yea: 5, Nay: 0

- H. Discuss and consider allowing Cordoba Law firm to acquire any remaining necessary easements for the North Water Plant through the Condemnation Process.

Discussion held on easements necessary and steps taken thus far.

Tam Crabtree - Resident of Oakwood Shores - Asked if properties would be restored to their original state if disturbed.

Josh Strawn - Oakwood Shores - stated that his understanding was that it would be 20 feet and they would get 10 feet back.

Clif stated it was a 20 foot perpetual easement with a 10 foot construction easement.

Rory Escalante - asked if the City has attempted to purchase the lots from the residents. Seems like it would be cheaper than litigation or TCEQ violations.

Motion to table the approval of Cordoba Law firm to acquire any remaining necessary easements for the North Water Plant through the Condemnation Process.

This motion, made by Mark Brown II and seconded by Melissa Strawn, Passed.

Yea: 5, Nay: 0

- I. Discuss and consider approving a resolution amending policy #504 and deleting policy #1303 in the Personnel Policy.

Motion to approve resolution 20-R-21, amending policy #504 and deleting policy #1303 from the Personnel Policy with condition that policy # 504 leaves the initial approval of premium pay to City Council at the any extension of disaster declaration. This motion, made by Matthew Yarborough and seconded by Mike Johnson, Withdrawn.

Motion to table resolution 20-R-21, amending policy #504 and deleting policy #1303 from the Personnel Policy. This motion, made by Matthew Yarborough and seconded by Mark Brown II, Passed.

Yea: 5, Nay: 0

- J. Discuss and consider approving a resolution amending the FY 19-20 budget to increase budget of Richwood Transportation fund to allocate voter-approved sales tax revenue received in FY 2016 through FY 2019

Motion approving a resolution amending the FY 19-20 budget to increase budget of Richwood Transportation fund to allocate voter-approved sales tax revenue received in FY 2016 through FY 2019. This motion, made by Mark Brown II and seconded by Katie Johnson, Passed.

Yea: 4, Nay: 1

Melissa Strawn: Nay

- K. Approve items removed from the Consent Agenda

No items were removed from consent agenda.

VI. WORKSHOP

A. FY 2020-2021 PROPOSED BUDGET

Eric Foerster, City Manager, presented the FY 2021 Proposed Budget

VII. CAPITAL IMPROVEMENT PROJECTS UPDATE

Clif Custer, Public Works Director, presented a Capital Improvement Projects update.

VIII. CITY MANAGER'S REPORT

IX. COUNCIL MEMBER COMMENTS & REPORTS

Mark Brown II gave recognition to staff, putting in a lot of time getting budget together and initial review looks really good. He also recognized the police department and officers, for keeping us going and keeping us safe.

X. MAYOR'S REPORT

Mayor stated he was keeping up to date with the County regarding COVID and weather.

XI. FUTURE AGENDA ITEMS

No future agenda items were requested.

XII. SET NEXT MEETING DATE

August 24, 2020 at 6:00pm

XIII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 10:32p.m.

These minutes were read and approved on this 14th day of September, 2020.

ATTEST:

Mayor

Minutes of City Council

The City Council Regular Meeting of August 24, 2020

BE IT KNOWN THAT, a City Council - Special Meeting of City of Richwood was held August 24, 2020, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd., Richwood, Texas 77531

I. CALL TO ORDER

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

II. ROLL CALL OF COUNCIL MEMBERS

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

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

III. PUBLIC COMMENTS

There were no public comments.

IV. PUBLIC HEARING ON FY 2020-2021 PROPOSED BUDGET

Patricia Ditto, Finance Director, presented the FY 2021 Proposed Budget

There were no public comments.

Motion to close Public Hearing on FY 20- 21 proposed budget. This motion, made by Mark Brown II and seconded by Melissa Strawn, Passed.

Yea: 5, Nay: 0

V. ADJOURNMENT

Being there no further business, the meeting was adjourned at 6:56 p.m.

These minutes were read and approved on this 14th day of September 2020.

ATTEST:

Mayor

Minutes of City Council

The City Council Regular Meeting of August 31, 2020

BE IT KNOWN THAT, a City Council Regular Meeting of City of Richwood was held August 31, 2020, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd., Richwood, Texas 77531

I. CALL TO ORDER

The meeting was called to order at 6:02 p.m.

II. ROLL CALL OF COUNCIL MEMBERS

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

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

III. PUBLIC COMMENTS

David Rafalski - 33502 Blue Marlin Drive - Mr. Rafalski stated that at a past meeting he was advised an engineer's report regarding the roads would be made available and he has yet to see it.

IV. CONSENT AGENDA

A. July Budget Report

Motion to approve consent agenda. This motion, made by Mark Brown II and seconded by Melissa Strawn, Passed.

Yea: 4, Nay: 0

V. DISCUSSION AND ACTION ITEMS

A. Discuss and consider a resolution authorizing the selection of a professional service provider for the Community Development Block Grant - Mitigation (CDBG-MIT) Program funded through the Texas General Land Office (GLO).

Motion to approve resolution authorizing the selection of a professional service provider for the Community Development Block Grant - Mitigation (CDBG-MIT) Program funded through the Texas General Land Office (GLO). This motion, made by Mike Johnson and seconded by Melissa Strawn, Passed.

Yea: 4, Nay: 0

- B. Discuss and consider approving a resolution amending policy #504 and deleting policy #1303 in the Personnel Policy.

Mark Brown II requested an amendment to the language of Policy #504 adding conditions of "upon Council approval".

Motion to approve a resolution amending policy #504 and deleting policy #1303 in the Personnel Policy as amended. This motion, made by Mark Brown II and seconded by Melissa Strawn, Passed.

Yea: 4, Nay: 0

- C. Discuss and consider authorizing the submission of an application for funding through the Coronavirus Relief Fund created by the CARES Act and authorizing the City Manager to act as the City's Executive Officer and Authorized Representative in all matters pertaining to the City's participation in the relief program.

Motion to authorize the submission of an application for funding through the Coronavirus Relief Fund created by the CARES Act and authorizing the City Manager to act as the City's Executive Officer and Authorized Representative in all matters pertaining to the City's participation in the relief program. This motion, made by Mark Brown II and seconded by Katie Johnson, Passed.

Yea: 4, Nay: 0

- D. Discuss and consider approving premium pay for employees who worked during Emergency Operations as a result of Hurricane Laura - In accordance with Personnel Policy #1303

Rodrigo Escalante - 2918 Oakwood Shores Dr - Mr. Escalante had questions regarding the EOC during Hurricane Laura, was it stood up during business hours to justify the premium pay and how soon prior was the decision made prior. He added that a larger city next to us shut down at 6:00 pm and another city to the north of us shut down at 8:00 pm. We didn't get anything so why did it get stood up.

Motion approve premium pay for employees who worked during Emergency Operations as a result of Hurricane Laura - In accordance with Personnel Policy #504. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.

Yea:3, Nay: 1

Melissa Strawn: Nay

- E. Discuss and consider a resolution amending the fiscal year 2019-2020 budget to increase budget of Richwood Volunteer Fire Department to allocate funding received in Fiscal Year 2018-2019.

Motion to approve a resolution amending the fiscal year 2019-2020 budget to increase budget of Richwood Volunteer Fire Department to allocate funding received in Fiscal Year 2018-2019. This motion, made by Mark Brown II and seconded by Katie Johnson, Passed.

Yea: 4, Nay: 0

- F. Discuss and consider a resolution amending the fiscal year 2019-2020 budget to revoke resolution 20-R-1 and increase the budget of Richwood Volunteer Fire Department to allocate funds received in fiscal year 2018-2019.

Motion to approve a resolution amending the fiscal year 2019-2020 budget to revoke resolution 20-R-1 and increase the budget of Richwood Volunteer Fire Department to allocate funds received in fiscal year 2018-2019. This motion, made by Mark Brown II and seconded by Mike Johnson, Passed.

Yea: 4, Nay: 0

- G. Discuss and consider a resolution amending the fiscal year 2019-2020 budget to correct allocation of grant money received in FY 2018-2019 and expenditures made for the Fire Department Equipment.

Motion to approve a resolution amending the fiscal year 2019-2020 budget to correct allocation of grant money received in FY 2018-2019 and expenditures made for the Fire Department Equipment. This motion, made by Katie Johnson and seconded by Mark Brown II, Passed.

Yea: 4, Nay: 0

- H. Discuss and consider a resolution amending the fiscal year 2019-2020 budget to correct the budgeted amount for Fund 30 Expenditure to Brazosport Water Authority.

Motion to approve a resolution amending the fiscal year 2019-2020 budget to correct the budgeted amount for Fund 30 Expenditure to Brazosport Water Authority. This motion, made by Katie Johnson and seconded by Mark Brown II, Passed.

Yea: 4, Nay: 0

- I. Discuss and consider a resolution amending the FY 2019-2020 Budget to add Fund 28 and associated revenue transactions.

Motion to approve a resolution amending the FY 2019-2020 Budget to add Fund 28 and associated revenue transactions. This motion, made by Mark Brown II and seconded by Katie Johnson, Passed.

Yea: 4, Nay: 0

VI. EXECUTIVE SESSION

A. 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. Eric Foerster, City Manager

Council recessed into Executive Session at 6:47 p.m.

VII. ACTION AS RESULT OF EXECUTIVE SESSION

Council reconvened at 8:32 p.m.

No action at this time.

VIII. CITY MANAGER'S REPORT

IX. COUNCIL MEMBER COMMENTS & REPORTS

Mike Johnson stated he requested for CIP updates and asked if we had one. Kirsten Garcia stated that we would be placing that topic on regular meeting agendas, so the next one will be September 14, 2020.

Mark Brown II recognized the police department, stating they have been active and he has seen them multiple times a day. He also thanked KRB and Public Works, stating they did a good job getting the community garden together. He also recognized staff for working hard on getting us in the right direction for the city. This is a new staff and we are seeing such an improvement. Also thanks to Council and Mayor for time and effort.

X. MAYOR'S REPORT

Mayor reported that he is pleased with the hard work and preparation that staff, police officers and fire department made to get us ready for the hurricane. We can't tell where these things are going, but I never heard a complaint from staff about standing up the EOC or needing to be here for the storm.

XI. FUTURE AGENDA ITEMS

Fire Department Agreement

XII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 8:40 p.m.

These minutes were read and approved on this 14th day of September 2020.

ATTEST:

Mayor



AGENDA MEMORANDUM-SEPTEMBER 14, 2020

ITEM # CONSENT

CONTACT: Patricia Ditto, Deputy Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the August 2020 Budget Report

BACKGROUND INFORMATION:

The information provided is for the FY 2019-20 budget period, month ending August 31, 2020. This summary highlights several key points related to the current month's activity for the General Fund, the Transportation Fund and for the Water and Sewer Fund only. The attached report is unaudited and may include corrections from prior months.

DISCUSSION:

10-General Fund

As of August 31, 2020, General Fund revenues total \$2,499,911 or 95.62.% of the budget year to date. General Fund expenditures total \$2,240,896, or 82.23% of the budget with 11 months or 91.7% of the year completed. The net total for the General Fund is (\$ 52,076), ahead of the budgeted net by \$379,341.

Revenue (GF)

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of August is \$1,673,409, 98.7% of its annual budgeted amount. Current property tax received is at 98.3% of budget.
- Sales Tax revenue received this month totaled \$52,701 for taxes collected on June 2020 sales reported for monthly filers, giving us a total Sales Tax Revenue of \$423,017. The City is ahead of budget in this line item at 88.13% of budgeted revenue collected. In addition, \$105,754 has been collected for Streets, showing in the Transportation Fund. A total of \$480,000 was budgeted for the fiscal year for both General Fund and Transportation Fund. If looking at the total of both funds, we are \$48,771 ahead of budget with one month remaining
- Permits and Licenses revenues total \$4,752 for August. Year to date revenue is \$90,018, slightly behind budget at 80.19% of budget. Due to the economic effect of the pandemic, we are fortunate to be so close to target for this fiscal year.
- Court fees for August are \$4,752, year to date of \$62,545, about \$33,000 behind last year and only 60.14% of budget for this year.

Expenditures (GF)

The Administrative Department (01) is slightly above budget with \$47,396 spent for August or 90.19% of the annual budget utilized to date.



The Finance Department (11) is below budget with \$7,849 spent this month or 64.1% of the annual budget year to date. The placement of the Finance Director position into Administration when hired in June has skewed both the Admin and Finance departments. The departments will be combined in this next fiscal year. When looking at a combination for this year, we show \$627,733 of expenditures to date for the year, compared with a total budget of \$767,836, of which 81.7% has been spent.

Judicial Department (06) expenditures for the month are \$5,382 or 69.6% of the year to date budget spent.

The Permitting & Inspections Department (10) expenditures are below budget with 63.46% of the annual budget year to date. This brings the General Government spending to 79.29% of budget, slightly below budget.

The Police Department (05) expenditures for the month are \$93,731 or 92.52% year to date, above budget. This month the quarterly billing for Dispatching services was paid, in the amount of \$10,750. Chief Mayer has worked extra hours and night shifts to keep overtime down while the department is down by an officer, due to the resignation of Officer Beaver.

The Fire Department (07) expenditures for the month are \$1,585. After the approved budget amendments made at our 8/31 meeting, the Fire Department is now at 74.2% of the annual budget.

The Code Enforcement Department (09) expenditures for the month are \$3,450, having only spent 58.2% of the annual budget.

The City Maintenance Department (02) expenditures for the month are \$17,579 or 75.61% of the annual budget to date.

The Parks and Recreation Department (08) expenditures for the month are \$675 or 86.62% of the annual budget to date.

The Other Financing Sources and Uses is a non-department budget used to record all budgeted transfers to/from funds. August shows the approved transfers between the General & Transportation Funds for the prior year sales tax revenue and expenditures.

I have shown detail on Miscellaneous Revenue and Miscellaneous Expense. Both were "cleaned up" in August, with some transaction moved to appropriate accounts, and the remaining more defined.

In Miscellaneous Revenue, the City Hall Promissory Note was budgeted, but it was paid out of Fund 40 General I&S, which is appropriate. There has also been some confusion as to where the 380 agreements should be posted. They have been shown both as an offset to revenue and as an expenditure. I have budgeted them as an offset to revenue in the FY21 budget.



The General Fund, with only one month remaining, is \$379,341 ahead of budget. I expect to end the year ahead of budget, putting us in a good situation going into FY21. Staff has worked very hard in the last few months to put a stop to excess spending as shown in the following:

Average Monthly Spending FY19	\$209,967	Total Expenditures	\$2,519,606
Average Monthly Spending FY20	203,718	Annualized Expenditures	2,444,614
Average – Oct - March FY20	218,803	Projected Expenditures	2,397,781
Average – Apr – Aug FY20	185,616		

As you can see, the monthly average has dropped substantially in the last 5 months, bringing our annual average down below FY19 average spending.

30-Water, Sewer and Solid Waste Fund

As of August 31, 2020, Water, Sewer, and Solid Waste Funds year to date operating revenues totals \$2,019,296 or 95.78% of budget. Water, Sewer, and Solid Waste Fund operating expenditures total \$1,596,202, or 94.76% of the budget with 11 months or 91.7% of the year completed. The net total for the Water, Sewer and Solid Waste Fund is \$232,905, ahead of budget net by \$393,963. I expect September to add about \$35,000 to the net. With the year end close, depreciation will be calculated so that will affect the net by approximately \$300,000. Depreciation is not budgeted so this does not change the fact that we are having a very good year with our enterprise fund.

25-Transportation Fund

I am including the Transportation Fund in this month’s budget report to show the result of the transfer for prior year Sales Tax revenue and corresponding expenditures. Comparing the current YTD balances for revenue and expenditures against budgeted amounts, however, is not giving a good picture, as budgeting for this current fiscal year for the fund was not accurate. We are well below budget, but budget was inflated about \$25,000 in revenue and about \$500,000 in expenditure.

In all funds, interest revenue for July and August is not included. Investments are a bit convoluted and I have been waiting to get guidance from the audit team on how best to show them for this fiscal year. Interest revenue will be included in the September final report.

RECOMMENDATION: Council to approve August 2020 Budget Summary Report for General Fund, Transportation Fund, and the Water & Sewer Fund.

City of Richwood Operational Budget Report 10/1/2019 to 8/31/2020						
10 General Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Revenue						
Taxes	2,264,721.47	76,679.59	2,280,688.04	2,344,000.00	63,311.96	97.30%
Licenses and permits	101,706.34	4,561.92	90,018.00	112,250.00	22,232.00	80.19%
Intergovernmental revenue	178,309.07	1,695.35	1,695.35	1,100.00	(595.35)	Ahead of Budget
Charges for services	6,623.00	0.00	1,624.00	8,500.00	6,876.00	19.11%
Fines and forfeitures	95,225.77	4,751.59	62,544.71	104,000.00	41,455.29	60.14%
Special Revenues	5,353.21	(1,203.35)	1,481.16	1,200.00	(281.16)	Ahead of Budget
Interest	23,373.09	9.22	22,912.47	14,000.00	(8,912.47)	Ahead of Budget
Miscellaneous revenue	173,242.62	3,165.60	38,947.40	29,360.00	(9,587.40)	Ahead of Budget
Inspection Fees	28,385.00	2,530.00	27,830.00	30,360.00		
Miscellaneous Income	17,721.14	90.60	9,337.40	(7,000.00)		
Parks & Recreation - for KRB	3,360.00	545.00	1,780.00	6,000.00		
Other Revenues	84,446.41	0.00	0.00	0.00		
Insurance Claims & Damages	39,330.07	0.00	0.00	0.00		
Total Revenue	2,848,554.57	89,659.92	2,499,911.13	2,614,410.00	114,498.87	95.62%
Expenditures						
General Government						
Administration						
Personnel & Benefits	391,041.28	32,635.40	263,895.26	222,373.00	(41,522.26)	Over Budget
Supplies	38,521.54	1,942.71	20,699.65	19,720.00	(979.65)	Over Budget
Maintenance & Repair	1,220.63	438.13	6,082.59	10,000.00	3,917.41	60.83%
Utilities	9,604.24	1,431.80	10,532.15	11,000.00	467.85	95.75%
Professional Services	102,254.25	10,948.13	119,373.50	206,300.00	86,926.50	57.86%
Other Services	68,066.70	0.00	46,262.53	45,295.00	(967.53)	Over Budget
Capital Equipment	3,454.75	0.00	1,695.41	4,800.00	3,104.59	35.32%
Total Administration	614,163.39	47,396.17	468,541.09	519,488.00	50,946.91	90.19%
Finance Department						
Personnel & Benefits	0.00	7,785.74	98,512.64	173,148.00	74,635.36	56.90%
Supplies	0.00	0.00	360.13	5,150.00	4,789.87	6.99%
Maintenance & Repair	0.00	0.00	0.00	2,800.00	2,800.00	0.00%
Utilities	0.00	63.04	577.25	0.00	(577.25)	Over Budget
Professional Services	0.00	0.00	53,600.29	47,500.00	(6,100.29)	Over Budget
Other Services	0.00	0.00	6,141.97	18,550.00	12,408.03	33.11%
Capital Equipment	0.00	0.00	0.00	1,200.00	1,200.00	0.00%
Total Finance Department	0.00	7,848.78	159,192.28	248,348.00	89,155.72	64.10%
Judicial						
Personnel & Benefits	57,862.02	5,272.15	47,737.81	64,196.00	16,458.19	74.36%
Supplies	3,071.28	100.13	1,560.79	2,650.00	1,089.21	58.90%
Utilities	409.97	0.00	144.93	500.00	355.07	28.99%
Professional Services	9,476.78	10.00	10,840.00	17,800.00	6,960.00	60.90%
Other Services	2,353.00	0.00	373.00	2,000.00	1,627.00	18.65%
Total Judicial	73,173.05	5,382.28	60,656.53	87,146.00	26,489.47	69.60%
Permitting & Inspections						
Personnel & Benefits	54,697.00	3,235.00	45,083.54	74,000.00	28,916.46	60.92%
Supplies	208.23	0.00	1,664.04	100.00	(1,564.04)	Over Budget
Maintenance & Repair	890.96	0.00	0.00	0.00	0.00	0.00%
Professional Services	3,630.00	0.00	2,588.18	3,000.00	411.82	86.27%
Other Services	10,556.38	0.00	640.98	1,650.00	1,009.02	38.85%
Total Permitting & Inspections	69,982.57	3,235.00	49,976.74	78,750.00	28,773.26	63.46%

10 General Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Special Revenue Expenditures						
Supplies	12,205.00	0.00	1,960.31	0.00	(1,960.31)	Over Budget
Total Special Revenue Expenditures	12,205.00	0.00	1,960.31	0.00	(1,960.31)	Over Budget
Total General Government	769,524.01	63,862.23	740,326.95	933,732.00	193,405.05	79.29%
Public Safety						
Police Department						
Personnel & Benefits	684,623.97	77,179.73	750,612.27	807,737.00	57,124.73	92.93%
Supplies	30,011.41	3,527.97	31,243.44	38,650.00	7,406.56	80.84%
Maintenance & Repair	24,010.99	1,285.00	29,126.73	23,800.00	(5,326.73)	Over Budget
Utilities	11,948.07	988.73	13,367.68	12,600.00	(767.68)	Over Budget
Professional Services	39,228.46	10,750.00	58,878.59	73,375.00	14,496.41	80.24%
Other Services	25,359.91	0.00	23,605.61	24,000.00	394.39	98.36%
Capital Equipment	4,110.70	0.00	4,336.37	4,700.00	363.63	92.26%
Total Police Department	819,293.51	93,731.43	911,170.69	984,862.00	73,691.31	92.52%
Fire Department						
Personnel & Benefits	14,471.45	0.00	5,751.96	26,300.00	20,548.04	21.87%
Supplies	1,825.82	0.00	16,771.21	15,400.00	(1,371.21)	Over Budget
Maintenance & Repair	49,830.78	1,210.62	103,471.39	104,599.00	1,127.61	98.92%
Utilities	3,004.81	374.26	2,759.07	3,600.00	840.93	76.64%
Professional Services	69,750.00	0.00	116,250.00	102,300.00	(13,950.00)	Over Budget
Other Services	15,292.96	0.00	13,536.29	15,500.00	1,963.71	87.33%
Capital Equipment	40,182.17	0.00	1,543.65	82,907.00	81,363.35	1.86%
Total Fire Department	194,357.99	1,584.88	260,083.57	350,606.00	90,522.43	74.18%
Code Enforcement						
Personnel & Benefits	41,693.26	3,450.33	29,839.82	47,730.00	17,890.18	62.52%
Supplies	902.39	0.00	0.00	1,000.00	1,000.00	0.00%
Professional Services	10,223.94	0.00	840.00	3,200.00	2,360.00	26.25%
Other Services	417.00	0.00	0.00	800.00	800.00	0.00%
Total Code Enforcement	53,236.59	3,450.33	30,679.82	52,730.00	22,050.18	58.18%
Total Public Safety	1,066,888.09	98,766.64	1,201,934.08	1,388,198.00	186,263.92	86.58%
Public Works						
City Maintenance						
Personnel & Benefits	83,939.73	12,540.84	100,156.21	144,389.00	44,232.79	69.37%
Supplies	11,676.93	742.10	8,149.04	13,600.00	5,450.96	59.92%
Maintenance & Repair	11,731.99	(287.16)	24,576.27	28,450.00	3,873.73	86.38%
Utilities	27,364.96	2,369.95	26,990.71	30,800.00	3,809.29	87.63%
Professional Services	63.00	0.00	0.00	0.00	0.00	0.00%
Other Services	4,449.67	0.00	6,194.84	4,900.00	(1,294.84)	Over Budget
Capital Equipment	24,452.55	2,212.90	22,129.00	26,776.00	4,647.00	82.64%
Total City Maintenance	163,678.83	17,578.63	188,196.07	248,915.00	60,718.93	75.61%
Streets and Drainage						
Maintenance & Repair	52,485.84	0.00	0.00	0.00	0.00	0.00%
Capital Equipment	36,239.80	0.00	0.00	0.00	0.00	0.00%
Total Streets and Drainage	88,725.64	0.00	0.00	0.00	0.00	0.00%
Emergency/Disaster						
Professional Services	25,282.75	0.00	0.00	0.00	0.00	0.00%
Capital Equipment	0.00	0.00	2,906.95	0.00	(2,906.95)	Over Budget
Total Emergency/Disaster	25,282.75	0.00	2,906.95	0.00	(2,906.95)	Over Budget
Total Public Works	277,687.22	17,578.63	191,103.02	248,915.00	57,811.98	76.77%

10 General Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Parks and Recreation						
Supplies	1,445.06	84.99	3,011.95	3,200.00	188.05	94.12%
Maintenance & Repair	13,116.63	187.52	22,756.52	25,500.00	2,743.48	89.24%
Utilities	1,405.67	171.32	1,503.08	2,000.00	496.92	75.15%
Other Services	7,122.46	231.35	8,073.50	10,220.00	2,146.50	79.00%
Capital Equipment	210.80	0.00	100.00	0.00	(100.00)	Over Budget
Total Parks and Recreation	23,300.62	675.18	35,445.05	40,920.00	5,474.95	86.62%
Miscellaneous	0.00	0.00	72,087.14	113,367.00	41,279.86	63.59%
City Hall Promissory Note	0.00	0.00	0.00	21,389.00		
Development Agreements	0.00	0.00	72,087.14	91,978.00		
Total Expenditures	2,137,399.94	180,882.68	2,240,896.24	2,725,132.00	484,235.76	82.23%
Other Financing Sources and Uses						
Sources						
Transfers In	104,410.00	296,221.89	297,021.89	438,222.00	141,200.11	67.78%
Total Sources	104,410.00	296,221.89	297,021.89	438,222.00	141,200.11	67.78%
Uses						
Transfers Out	(2,781,091.00)	468,166.04	608,112.90	758,917.00	150,804.10	80.13%
Total Uses	(2,781,091.00)	468,166.04	608,112.90	758,917.00	150,804.10	80.13%
Total Other Financing Sources and Uses	2,885,501.00	(171,944.15)	(311,091.01)	(320,695.00)	(9,603.99)	Ahead of Budget
Total - 10 GENERAL FUND	3,596,655.63	(263,166.91)	(52,076.12)	(431,417.00)	379,340.88	Ahead of Budget

City of Richwood Operational Budget Report 10/1/2019 to 8/31/2020						
25 Transportation - Streets, Sidewalks & Drainage	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Revenue						
Taxes	0.00	13,175.15	105,754.41	0.00	(105,754.41)	Ahead of Budget
Charges for services	131,879.14	11,740.00	119,515.22	266,000.00	146,484.78	44.93%
Interest	1,339.52	0.00	773.48	2,500.00	1,726.52	30.94%
Total Revenue	133,218.66	24,915.15	226,043.11	268,500.00	42,456.89	84.19%
Expenditures						
Transportation						
Supplies	0.00	0.00	40,000.00	40,000.00	0.00	At Budget
Maintenance & Repair	113,898.04	6,811.25	94,956.87	600,000.00	505,043.13	15.83%
Capital Equipment	0.00	0.00	199.99	0.00	(199.99)	Over Budget
Total Transportation	113,898.04	6,811.25	135,156.86	640,000.00	504,843.14	21.12%
Other Financing Sources and Uses						
Sources						
Transfers In	0.00	453,336.45	453,336.45	571,240.00	117,903.55	79.36%
Total Sources	0.00	453,336.45	453,336.45	571,240.00	117,903.55	79.36%
Uses						
Transfers Out	0.00	296,221.89	296,221.89	296,221.89	0.00	Over Budget
Total Uses	0.00	296,221.89	296,221.89	296,221.89	0.00	Over Budget
Total Other Financing Sources and Uses	0.00	157,114.56	157,114.56	275,018.11	117,903.55	57.13%
Total - 25 Transportation - Streets, Sidewalks & Drainage	19,320.62	175,218.46	248,000.81	(96,481.89)	344,482.70	Ahead of Budget

City of Richwood Operational Budget Report 10/1/2019 to 8/31/2020						
30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Net Operating Income (Loss)						
Operating income						
Sewer Department	758,965.82	73,481.76	771,456.08	837,200.00	65,743.92	92.15%
Water Department	898,139.84	95,669.60	966,869.92	989,000.00	22,130.08	97.76%
Solid Waste Department	235,147.53	26,181.10	280,969.52	282,000.00	1,030.48	99.63%
Total Operating income	1,892,253.19	195,332.46	2,019,295.52	2,108,200.00	88,904.48	95.78%
Operating expense						
Sewer Department						
Personnel & Benefits	0.00	10,909.91	107,339.84	154,914.00	47,574.16	69.29%
Supplies	0.00	1,141.27	4,045.19	16,240.00	12,194.81	24.91%
Maintenance & Repair	69,458.53	33.16	18,565.43	83,770.00	65,204.57	22.16%
Utilities	0.00	0.00	0.00	23,200.00	23,200.00	0.00%
Professional Services	420,671.36	0.00	553,907.36	698,300.00	144,392.64	79.32%
Other Services	0.00	0.00	1,127.25	13,800.00	12,672.75	8.17%
Capital Equipment	0.00	0.00	9,480.00	14,300.00	4,820.00	66.29%
Total Sewer Department	490,129.89	12,084.34	694,465.07	1,004,524.00	310,058.93	69.13%
Water Department						
Personnel & Benefits	337,586.19	17,578.66	206,099.01	203,153.00	(2,946.01)	Over Budget
Supplies	40,356.92	803.45	31,830.62	26,300.00	(5,530.62)	Over Budget
Maintenance & Repair	113,551.00	785.07	55,793.07	75,470.00	19,676.93	73.93%
Utilities	48,499.94	5,519.59	52,520.64	30,100.00	(22,420.64)	Over Budget
Professional Services	19,890.36	0.00	22,370.95	35,000.00	12,629.05	63.92%
Other Services	275,064.73	0.00	301,205.92	19,250.00	(281,955.92)	Over Budget
Capital Equipment	3,644.65	0.00	3,181.34	0.00	(3,181.34)	Over Budget
Total Water Department	838,593.79	24,686.77	673,001.55	389,273.00	(283,728.55)	Over Budget
Solid Waste Department						
Personnel & Benefits	0.00	1,587.85	15,702.88	20,732.00	5,029.12	75.74%
Professional Services	224,491.29	22,009.41	213,032.94	270,000.00	56,967.06	78.90%
Total Solid Waste Department	224,491.29	23,597.26	228,735.82	290,732.00	61,996.18	78.68%
Total Operating expense	1,553,214.97	60,368.37	1,596,202.44	1,684,529.00	88,326.56	94.76%
Total Net Operating Income (Loss)	339,038.22	134,964.09	423,093.08	423,671.00	577.92	99.86%
Non-Operating Items						
Non-operating income						
Interest income	2,506.84	0.00	5,293.05	2,000.00	3,293.05	Ahead of Budget
Grants	0.00	0.00	35,778.00	0.00	35,778.00	Ahead of Budget
Other income	2,323.46	216.88	3,194.30	3,000.00	194.30	Ahead of Budget
Transfers In	89,909.00	0.00	60,000.00	14,400.00	45,600.00	Ahead of Budget
Total Non-operating income	94,739.30	216.88	104,265.35	19,400.00	84,865.35	Ahead of Budget
Non-operating expense						
Debt Service	173,151.06	135,705.75	269,085.12	342,129.00	73,043.88	78.65%
Transfers Out	108,967.96	25,368.75	25,368.75	262,000.00	236,631.25	9.68%
Total Non-operating expense	282,119.02	161,074.50	294,453.87	604,129.00	309,675.13	48.74%
Total Non-Operating Items	(187,379.72)	(160,857.62)	(190,188.52)	(584,729.00)	394,540.48	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	151,658.50	(25,893.53)	232,904.56	(161,058.00)	393,962.56	Ahead of Budget

2020 Governing Body Summary

Comparison of This Year's M & O Tax Levy with Last Year's M & O Tax Levy CITY OF RICHWOOD

Date: 07/29/2020

Last Year's M & O Tax Levy**: \$1,661,148

DESCRIPTION OF TAX RATE*	TAX RATE PER \$100	2020 M & O LEVY GENERATED
<u>Debt Rate You MUST ADOPT</u>	\$0.110248	
No New Revenue Tax Rate as 2020 Tax Rate NO TAX INCREASE	M & O Rate \$0.494638 Debt Rate \$0.110248 Total Tax Rate \$0.604886	\$1,700,729
Voter Approval Tax Rate as 2020 Tax Rate is a TAX INCREASE – NO ELECTION REQUIRED	M & O Rate \$0.517222 Debt Rate \$0.110248 Total Tax Rate \$0.627470	\$1,778,381
De Minimis Tax Rate as 2020 Tax Rate - You can adopt a rate up to the De Minimis Rate. Exceeds Voter Approval Rate. No Election required, but possible petition to call election.	M & O Rate \$0.645151 Debt Rate \$0.110248 Total Tax Rate \$0.755399	\$2,218,243
Last Year's Tax Rate as 2020 Tax Rate EXCEEDS VOTER APPROVAL RATE BUT NOT DE MINIMIS RATE. No Election required, but possible petition to call election.	M & O Rate \$0.559956 Debt Rate \$0.110248 Total Tax Rate \$0.670204	\$1,925,314
Proposed Tax Rate to generate \$1,660,000 revenue for M & O as per information sheet. This is below the No New Revenue Rate and is a TAX DECREASE	M & O Rate \$0.482793 Debt Rate \$0.110248 Total Tax Rate \$0.593041	\$1,660,002

* These figures are provided as estimates of possible outcomes resulting from varying the tax rate.

Please be aware that these are only estimates and should not be used alone in making budgetary decisions.

**Last year's tax levy is calculated using Texas Property Tax Code's definition of "last year's levy".

***This year's M & O tax levy is calculated using line 21 of the No New Revenue Tax Rate Worksheet.

ORDINANCE NO. 20-469

AN ORDINANCE OF THE CITY OF RICHWOOD, TEXAS, MAKING CERTAIN FINDINGS OF FACT REGARDING THE FILING OF A PROPOSED BUDGET FOR SAID CITY BY THE MAYOR THEREOF; ADOPTING A BUDGET FOR SAID CITY FOR THE FISCAL YEAR OCTOBER 1, 2020 - SEPTEMBER 30, 2021; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE FOR THIS ORDINANCE.

WHEREAS, on August 10, 2020, the City Manager of the City of Richwood submitted the proposed Budget for the City of Richwood Fiscal Year 2020-2021 to the City Council; and

WHEREAS, on August 7, 2020, the City Manager of the City of Richwood filed with the City Secretary the proposed Budget for the City of Richwood Fiscal Year 2020-2021; and

WHEREAS, a public hearing on said budget was duly held on August 24, 2020 and all interested persons were given an opportunity to be heard for or against any item thereof.

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

SECTION 1: That the City Council hereby adopts and approves the budget as filed with the City Secretary and amended for the fiscal year beginning October 1, 2020 through September 30, 2021 and hereby appropriates the amounts as specified therein at the fund level.

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

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

SECTION 4: This Ordinance shall be effective as of October 1, 2020.

PASSED AND APPROVED on the first and final reading this 14th day of September, 2020.

CITY OF RICHWOOD

Steve Boykin, Mayor

ATTEST:

Kirsten Garcia, City Secretary

APPROVED AS TO FORM:

Matthew Allen, City Attorney

FY 2020-2021 BUDGET ORDINANCE - EXHIBIT A

**City of Richwood
FY 2020-2021 Budget
Consolidated Fund Summary**

REVENUES & SOURCES OF FUNDS	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY20 Budget	FY21 Proposed
<u>Major & Other Operating Funds</u>					
General Fund	2,934,606	3,060,651	2,952,911	2,756,410	2,706,319
I&S Debt Service Fund	176,480	267,078	353,744	357,602	389,794
Crime Control & Prevention District Fund	126,149	121,054	110,597	120,000	120,750
Beautification Fund	15,508	17,199	17,420	17,020	18,500
Transportation Fund	138,794	141,738	695,095	839,740	268,920
Water & Sewer Fund	2,201,717	2,300,365	2,299,227	2,127,600	2,151,750
Sub-Total:	5,593,254	5,908,085	6,428,993	6,218,372	5,656,033
<u>Capital Projects & Construction Funds</u>					
Series 2019 A Bond Capital Projects Fund	0	2,907,000	0		0
Series 2019 B Bond Capital Projects Fund	0	3,959,617	55,410	0	25,000
Sub-Total:	0	6,866,617	55,410	0	25,000
TOTAL REVENUES & SOURCES OF FUNDS	5,593,254	12,774,702	6,484,403	6,218,372	5,681,033
EXPENDITURES & USES OF FUNDS					
<u>Major & Other Operating Funds</u>					
General Fund	2,731,850	2,654,801	2,991,064	2,764,583	2,688,483
I&S Debt Service Fund	174,711	266,284	374,059	354,764	387,338
Crime Control & Prevention District Fund	42,237	147,669	135,534	183,112	150,300
Beautification Fund	9,898	14,570	24,970	30,150	23,650
Transportation Fund	53,018	135,405	441,422	936,222	267,420
Water & Sewer Fund	2,225,663	6,270,607	2,263,736	2,574,658	2,284,609
Sub-Total:	5,237,377	9,489,336	6,230,785	6,843,489	5,801,800
<u>Capital Projects & Construction Funds</u>					
Series 2019 A Bond Capital Projects Fund	0	0	546,860	2,907,000	2,360,140
Series 2019 B Bond Capital Projects Fund	0	0	546,860	2,907,000	2,360,140
Sub-Total:	0	0	1,093,720	5,814,000	4,720,280
TOTAL EXPENDITURES & USES OF FUNDS	5,237,377	9,489,336	7,324,505	12,657,489	10,522,080

City of Richwood
FY 2020-2021 Budget
General Fund
Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2020 Budget	FY 2021 Proposed	% Change FY 2020 Budget to Proposed
Revenue Summary						
Property Taxes	\$ 1,706,388	\$ 1,683,122	\$ 1,679,400	\$ 1,696,000	\$ 1,809,381	6.7%
Sales & Other Taxes	823,549	804,543	721,141	648,000	698,000	7.7%
Licenses & Permits	87,075	105,004	108,900	112,250	71,250	-36.5%
Intergovernmental	-	177,309	-	1,100	1,000	-9.1%
Charges for Services	9,804	6,507	1,800	8,500	1,000	-88.2%
Fines & Forfeitures	129,219	100,642	70,000	104,000	75,000	-27.9%
Special Revenues	10,360	5,353	2,688	1,200	2,688	124.0%
Interest	14,240	35,148	30,500	14,000	17,000	21.4%
Miscellaneous	71,799	38,613	41,460	29,360	31,000	5.6%
Operating Transfers	82,172	104,410	297,022	142,000	-	-100.0%
Total Revenue	\$ 2,934,606	\$ 3,060,651	\$ 2,952,911	\$ 2,756,410	\$ 2,706,319	-1.8%
Expenditure Summary						
Administration	\$ 515,537	\$ 683,665	\$ 528,968	\$ 519,488	\$ 659,408	26.9%
Finance	-	-	163,381	248,348	-	-100.0%
Judicial	132,894	83,477	52,921	87,146	91,745	5.3%
Permitting & Inspections	106,043	87,439	53,662	78,750	24,725	-68.6%
Special Revenue Expenditures	9,125	12,333	3,164	-	2,388	100.0%
Police Department	964,446	902,327	890,104	984,862	1,055,912	7.2%
Fire Department	155,378	227,090	279,675	266,657	255,743	-4.1%
Code Enforcement	48,641	57,622	32,026	52,730	6,150	-88.3%
City Maintenance	225,287	189,452	195,263	248,915	190,762	-23.4%
Streets & Drainage	-	-	-	-	-	
Disaster & Emergency	47,924	-	2,888	-	-	
Parks & Recreation	36,449	29,855	41,641	40,920	40,650	-0.7%
380 Agreements	154,341	110,890	82,000	-	44,000	100.0%
Miscellaneous Expenditures	-	-	72,087	113,367	-	-100.0%
Transfers out	335,785	270,651	593,283	123,400	317,000	156.9%
Total Expenditures	\$ 2,731,850	\$ 2,654,801	\$ 2,991,064	\$ 2,764,583	\$ 2,688,483	-2.8%
Revenues Over (Under) Expenditures:	\$ 202,756	\$ 405,850	\$ (38,153)	\$ (8,173)	\$ 17,836	

City of Richwood
FY 2020-2021 Budget
I & S Debt Service Fund
Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2020 Budget	FY 2021 Proposed	% Change FY 2020 Budget to Proposed
<u>Revenue Summary</u>						
Property Taxes	176,050	167,389	352,674	355,602	388,794	9.3%
Interest	430	738	1,070	2,000	1,000	100.00
Total Revenue	\$ 176,480	\$ 267,078	353,744	\$ 357,602	\$ 389,794	45.9%
<u>Expenditure Summary</u>						
Bond Debt Payments	174,711	266,284	374,059	354,764	387,338	9.2%
Total Expenditures	\$ 174,711	\$ 266,284	374,059	\$ 354,764	\$ 387,338	9.2%
Revenues Over (Under) Expenditures:	\$ 1,769	\$ 794	\$ (20,315)	\$ 2,838	\$ 2,456	-

City of Richwood
FY 2020-2021 Budget
Beautification Fund
Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2020 Budget	FY 2021 Proposed	% Change FY 2020 Budget to Proposed
Revenue Summary						
Charges & Fees	\$ 14,508	\$ 14,691	14520	\$ 14,520	\$ 14,500	-0.1%
Community Garden	\$ -	\$ -	400	\$ -	\$ 1,000	100.0%
Miscellaneous Revenue	-	1,508	0	-	-	0.0%
Transfer from General Fund	1,000	1,000	2500	2,500	3,000	20.0%
Total Revenue	\$ 15,508	\$ 17,199	\$ 17,420	\$ 17,020	\$ 18,500	8.7%
Expenditure Summary						
Contract Labor	\$ 8,175	\$ 7,075	6000	\$ 8,500	\$ 4,800	-43.5%
Training & Travel	\$ -	\$ 3,930	1000	\$ 4,500	\$ 5,500	22.2%
Supplies & Materials	14	1,590	1840	1,350	2,550	88.9%
Maintenance & Repairs	988	1,033	7000	7,000	2,000	-71.4%
Other Expenses	721	942	1530	1,800	2,300	27.8%
Equipmemt Purchased	-	-	7000	7,000	3,500	-50.0%
Community Garden	-	-	600	-	3,000	100.0%
Total Expenditures	\$ 9,898	\$ 14,570	\$ 24,970	\$ 30,150	\$ 23,650	-21.6%
Revenues Over (Under) Expenditures:	\$ 5,610	\$ 2,629	\$ (7,550)	\$ (13,130)	\$ (5,150)	

City of Richwood
FY 2020-2021 Budget
Transportation Fund
Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2020 Budget	FY 2021 Proposed	% Change FY 2020 Budget to Proposed
Revenue Summary						
Sales Tax - Streets	\$ -	\$ -	\$ 111,095	\$ -	\$ 120,000	100.0%
Transportation Fee	137,671	138,779	129,414	266,000	147,420	-44.6%
Interest Earnings	1,123	2,959	1,250	2,500	1,500	-40.0%
Transfers In	-	-	453,336	571,240	-	-100.0%
Total Revenue	\$ 138,794	\$ 141,738	\$ 695,095	\$ 839,740	\$ 268,920	-68.0%
Expenditure Summary						
Contracts & Services	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	0.0%
Streets - M&R	\$ 38,275	\$ 13,430	\$ 60,000	\$ 460,000	\$ 169,140	-63.2%
Sidewalks - M&R	\$ 9,995	\$ 4,800	\$ 15,000	\$ 88,000	\$ 49,140	-44.2%
Drainage - M&R	\$ 4,748	\$ 52,000	\$ 30,000	\$ 52,000	\$ 49,140	-5.5%
Capital Equipment	\$ -	\$ -	\$ 200	\$ -	\$ -	0.0%
Capital Improvements	-	49,601	-	-	-	0.0%
Transfers Out	-	15,574	296,222	296,222	-	100.0%
Total Expenditures	\$ 53,018	\$ 135,405	\$ 441,422	\$ 936,222	\$ 267,420	-71.4%
Revenues Over (Under) Expenditures:	\$ 85,776	\$ 6,333	\$ 253,673	\$ (96,482)	\$ 1,500	

City of Richwood
FY 2020-2021 Budget
Crime Control & Prevention Fund
Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2020 Budget	FY 2021 Proposed	% Change FY 2020 Budget to Proposed
<u>Revenue Summary</u>						
Sales Taxes	125,531	119,642	110,098	120,000	120,000	0.0%
Interest	618	1,412	499	0	750	100.0%
Total Revenue & Sources of Funds	126,149	121,054	110,597	120,000	120,750	0.6%
<u>Expenditure Summary</u>						
Personnel Services	42,237	89,178	77,689	105,782	10,300	-90.3%
Supplies	0	0	5,687	10,000	10,000	0.0%
Maintenance & Repairs	0	14,265	41,523	48,605	0	-100.0%
Miscellaneous	0	137	0	0	0	0.0%
Capital Outlay	0	44,089	10,635	18,725	130,000	594.3%
Total Expenditures	42,237	147,669	135,534	183,112	150,300	-17.9%
Revenues Over (Under) Expenditures:	83,912	-26,615	-24,937	-63,112	-29,550	-

City of Richwood
FY 2020-2021 Budget
Water & Sewer Enterprise Fund
Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected	FY 2020 Budget	FY 2021 Proposed	% Change FY 2020 Budget to Proposed
Revenue Summary						
Water Revenue	\$ 914,190	\$ 976,411	\$ 1,049,771	\$ 989,000	\$ 967,000	-2.22%
Sewer Revenue	762,082	830,152	837,773	837,200	820,000	-2.05%
Solid Waste Revenue	260,622	281,229	306,085	282,000	283,000	0.35%
Non-Operating Revenue	264,823	212,573	105,598	19,400	81,750	321.39%
Total Revenue	\$ 2,201,717	\$ 2,300,365	\$ 2,299,227	\$ 2,127,600	\$ 2,151,750	1.14%
Expenditure Summary						
Water Department	\$ 753,958	\$ 882,488	\$ 760,180	\$ 675,273	\$ 797,666	18.12%
Sewer Department	463,908	537,564	809,751	1,004,524	848,672	-15.52%
Solid Waste Department	252,098	269,611	270,719	290,732	280,000	-3.69%
Non-Operating Expense	440,932	4,284,673	423,086	604,129	358,271	-40.70%
Depreciation	314,767	296,271	-	-	-	-
Total Expenditures	\$ 2,225,663	\$ 6,270,607	\$ 2,263,736	\$ 2,574,658	\$ 2,284,609	-11.27%
Revenues Over (Under) Expenditures:	\$ (23,946)	\$ (3,970,242)	\$ 35,491	\$ (447,058)	\$ (132,859)	-70.28%

City of Richwood
FY 2020-2021 Budget
2019B Bond Project - North Water Plant
Budget Summary

Bond Proceeds held Fund:	3,940,000				
	FY 2018	FY 2019	FY 2020	FY 2020	FY 2021
	Actual	Actual	Projected	Budget	Proposed
<u>Revenue</u>					
334100 Interest Revenue	0	19,617	55,410	0	25,000
Total Revenue	0	19,617	55,410	0	25,000
<u>Expenditures</u>					
339004 Engineering & Surveying	0	0	180,774	358,000	177,226
339006 Water Plant Easements	0	0	20,000	0	0
339008 Water Plant Construction	0	0		3,582,000	3,562,000
Total Expenditures	0	0	200,774	3,940,000	3,739,226
Total -	0	19,617	-145,364	3,940,000	-3,854,364
Remaining Bond Proceeds			3,739,226		0

City of Richwood
FY 2020-2021 Budget
2019A Bond Project - Streets, Sidewalks & Drainage
Budget Summary

Bond Proceeds held in General Fund:	2,907,000				
	FY 2018	FY 2019	FY 2020	FY 2020	FY 2021
	Actual	Actual	Projected	Budget	Proposed
<u>Expenditure Summary</u>					
269004 Engineering & Surveying	0	0	20,900	255,000	234,100
269006 Capital Outlay - Streets	0	0	519,760	1,302,000	782,240
269008 Capital Outlay - Sidewalks	0	0	6,200	250,000	243,800
269010 Capital Outlay - Drainage/ROW	0	0	0	1,100,000	1,100,000
Total Expenditures	\$ -	\$ -	\$ 546,860	\$ 2,907,000	\$ 2,360,140
Remaining Proceeds			\$ 2,360,140		\$ -

ORDINANCE 20-470

AN ORDINANCE LEVYING AN AD VALOREM TAX FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT FOR THE CITY OF RICHWOOD, TEXAS FOR THE FISCAL YEAR 2020-2021; APPORTIONING THE LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN THE SAME SHALL BECOME DELINQUENT IF NOT PAID.

WHEREAS, City Council finds it necessary that an ordinance be passed levying an ad valorem tax to provide for current expenditures and improvements for the City of Richwood, Texas during fiscal year 2020-2021; and

WHEREAS, City Council further finds that an ad valorem tax must be levied to provide for the payment of principal and interest on outstanding bonded indebtedness maturing in fiscal year 2020-2021; and

WHEREAS, after due deliberation, study and consideration of the proposed tax rate for fiscal year 2020-2021, City Council has determined that adoption of the rate is in the best interest of the taxpayers of the City and it should be adopted in accordance with law

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

SECTION ONE. There is hereby levied and there shall be collected for the use, support and maintenance & operations of the General Fund of the City of Richwood, Texas and to provide interest & sinking funds to support the debt payments of the I&S Debt Service Fund of the City of Richwood for the Fiscal Year 2020-2021, a tax of \$0.627470 on each one hundred (\$100.00) dollars of assessed valuation upon all property, real and personal, and mixed, within the corporate limits of the City of Richwood subject to taxation, apportioned for the following specific purposes herein set forth;

- a) For the current expenditures of the General Fund of the City of Richwood, Texas, and for the general use, support and improvement of the City and its property, there is hereby levied and ordered to be assessed and collected for the fiscal year 2020-2021 on all property situated within the corporate limits of the City, and not exempt from taxation by law, an ad valorem tax rate of \$0.517222 on each one hundred (\$100.00) dollars valuation of such property, and
- b) For the purpose of paying principal and interest payments of the I&S Debt Service Fund for each issue of tax supported debt of the City of Richwood, Texas, there is hereby levied and ordered to be assessed and collected for the fiscal year 2020-2021 on all property situated within the corporate limits of the City and not exempt by law, an ad valorem tax rate of \$0.110248 on each one hundred (\$100.00) dollars of assessed valuation of such property.

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

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

SECTION THREE. The ad valorem taxes levied under this ordinance shall be due October 1, 2020, and may be paid up to and including January 31, 2021, without penalty; but if not paid on or before January 31, 2021, shall immediately become delinquent on February 1, 2021, provided, however, in accordance with Section 31.03(a) of the Texas Tax Code, the ad valorem taxes due hereunder may, at the option of the tax payer, be paid in two payments without penalty or interest so long as the first payment of one-half of the taxes levied is paid before December 1, 2020, and the remaining one-half is paid before July 1, 2021.

SECTION FOUR. No discounts are authorized on property tax payments made prior to January 31, 2021.

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

PASSED AND APPROVED THIS THE 14TH DAY OF SEPTEMBER 2020 BY RECORD VOTE WITH THE FOLLOWING MOTION, "I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF \$0.627470, WHICH IS EFFECTIVELY A 7.3 PERCENT INCREASE IN THE TAX RATE. MOTION WAS MADE BY COUNCILMEMBER _____, MOTION SECONDED BY COUNCILMEMBER _____. MOTION CARRIED THIS 14TH DAY OF SEPTEMBER 2020.

Name/Position	Present	Vote		
		Aye	Naye	Abstain
Steve Boykin, Mayor				
Mike Johnson, Position 1				
Melissa Strawn, Position 2				
Matt Yarborough, Position 3				
Mike Brown II, Position 4				
Katie Johnson, Position 5				

ATTEST:

**KIRSTEN GARCIA
CITY SECRETARY**

**STEVE BOYKIN
MAYOR**

APPROVED AS TO LEGALITY:

**MATT ALLEN
CITY ATTORNEY**



08/21/2020

Agenda Item: General Liability Insurance

Mayor and Council,

It is time for renewal for our General Liability Insurance and Workers Compensation Insurance. The current policy expires on 10/01/2020. Our current carrier is quoting a 5% increase for the upcoming year. This would bring the annual total cost to \$60,911.

We have received a quote from a new carrier for \$53,542 which provides the city with a \$7,369 reduction in cost. There is an added benefit of this policy which now gives us a 2-million-dollar umbrella policy instead of 1 million.

Please see the attached information in reference these policies.

Staff is recommending that we go with the newly quoted policies.

Respectfully,

Eric Foerster, MPA, CPM

DEEP EAST City Members

Broadus, City of
Castle Hills, City of
Cushing, City of
Dayton, City of
Diboll, City of
Groveton, City of
Hudson, City of
Huntington, City of
Jasper, City of
Joaquin, City of
Lufkin, City of
Nacogdoches, City of
Newton, City of
Petersburg, City of
Pineland, City of
San Augustine, City of
Woodville, City of
Brazoria, City of
El Campo, City of



SELF INSURANCE PROPOSAL

NAMED INSURED:

City of Richwood, Texas

AGENCY:

HCDT Insurance Agency

EFFECTIVE DATE:

10/01/2020 - 10/01/2021

UNDERWRITER:

Blake Brietske

blake.brietske@tridentpublicrisk.com

45 Nod Road, Suite 1
Avon, CT 06001

This proposal expires on 10/01/2020.



Trident Public Risk Solutions is a preeminent provider of specialty commercial insurance and risk management solutions for public entities and public schools in the United States. We have a customer centric business model where value is realized through our service, the ability to provide customizable products and programs to our public entity clients, and dedicated claims management.

Reasons to do business with Trident:

Financial Stability

Ease of Doing Business

Best Overall Value

Trident offers coverage through the following Argo Group US, Inc. insurance companies:

Argonaut Insurance Company

Argonaut Great Central Insurance Company

Argonaut Midwest Insurance Company

GENERAL LIABILITY

Occurrence Form

Standard Coverage

	<u>Limit</u>
Bodily Injury/Property Damage	1,000,000
Personal Injury/Advertising Injury	1,000,000
Damages to premises rented to you	100,000
Employee Benefits (1,000 deductible applies)	1,000,000
General Aggregate	2,000,000
Products/Completed Operations Aggregate	2,000,000
Deductible Per Occurrence (Expenses not included within retention)	None

Miscellaneous

<u>Description</u>	<u>Limit</u>	<u>Deductible</u>
Unmanned Aircraft Under 25 Pounds	25,000	None
Firefighters Elective Surgery Coverage Amendment	Included	None
Sublimit - Failure to Supply	100,000	2,500
Sewer Backup Aggregate Limit	100,000	2,500

General Liability

	<u>Limit</u>	<u>Deductible</u>
Fire District or Department	Included	None
Public Water Utility	Included	None
Sewer System	Included	None

DATA COMPROMISE

Claims Made Form

<u>Description</u>	<u>Limit</u>
Data Compromise Response Expense	
Data Compromise Response Expense Annual Aggregate	250,000
<u>Sublimits Per Occurrence</u>	
1 st Party Named Malware	50,000
Forensic IT Review	125,000
Legal Review	125,000
Public Relations	5,000
Regulatory Fines/Penalties	125,000
PCI Fines and Penalties	125,000
Each Response Expense Occurrence Deductible	2,500
Data Compromise Liability	
Data Compromise Liability Annual Aggregate	250,000
<u>Sublimits Per Occurrence</u>	
3 rd Party Named Malware	50,000
Each Liability Occurrence Deductible	2,500

CYBER

Claims Made Form

<u>Description</u>	<u>Limit</u>
Cyber Attack and Cyber Extortion	
Cyber Attack Annual Aggregate	250,000
<u>Sublimits Per Occurrence</u>	
Cyber Extortion	50,000
Each Cyber Attack and Extortion Occurrence Deductible	2,500
Network Security Liability	
Network Security Annual Aggregate	250,000
Deductible Network Security Liability	2,500
Electronic Media Liability	
Electronic Media Annual Aggregate	250,000
Each Electronic Media Occurrence Deductible	2,500

PUBLIC OFFICIALS' LIABILITY

Claims Made Form

Standard Coverage

	<u>Limit</u>
Per Wrongful Act	1,000,000
Annual Aggregate	2,000,000
Employment Related Wrongful Acts	Excluded
Deductible Each Wrongful Act (Expenses included within retention)	2,500
Prior Acts/Retroactive Date	10/01/2008

EMPLOYMENT PRACTICES LIABILITY

Claims Made Form

Standard Coverage

	<u>Limit</u>
Per Wrongful Employment Act	1,000,000
Annual Aggregate	2,000,000
Deductible Each Wrongful Act (Expenses included within retention)	2,500
Prior Acts/Retroactive Date	10/01/2008

Additional Coverages

Non-Monetary Defense Per Wrongful Act	50,000
Non-Monetary Defense Annual Aggregate	50,000
EEOC* Per Wrongful Act	10,000
EEOC* Annual Aggregate	50,000

*EEOC - Equal Employment Opportunity Commission (EEOC) Hearing Expense Limit

LAW ENFORCEMENT LIABILITY

Occurrence Form

Standard Coverage

Per Wrongful Act

Limit

1,000,000

Annual Aggregate

2,000,000

Deductible Each Wrongful Act (Expenses included within retention)

2,500

AUTO LIABILITY

<u>Standard Coverage</u>	<u>Limit</u>	<u>Units</u>	<u>Symbol</u>
Liability Limit	1,000,000	25	1
Deductible	None		
Personal Injury Protection	5,000		
Uninsured Motorist	Rejected		
Underinsured Motorist	Rejected		

AUTO PHYSICAL DAMAGE

<u>Standard Coverage</u>	<u>OCN</u>	<u>Deductible</u>	<u>Units</u>	<u>Valuation</u>	<u>Symbol</u>
Comprehensive	1,631,295	1,000	25	ACV	10
Total Comprehensive	1,631,295		25		
Collision	1,631,295	1,000	25	ACV	10
Total Collision	1,631,295		25		

AUTO COVERAGE CONDITIONS

1 - Commercial Automobile Liability (Symbol 1)

Coverage is automatically provided for Any Auto.

2 - Commercial Automobile Physical Damage (Symbol 10)

Coverage is automatically provided for Owned Autos that meet the following requirements:

1. Autos shown in the Declarations as having physical damage coverage, as of the effective date shown in the Declarations; or
2.
 - a. "Auto" you newly acquire after the effective date and report to us prior to the expiration date, shown in the Declarations; and
 - b. "Auto" is of similar make, model and departmental usage as any "auto" that is currently covered under this policy for Physical Damage coverage; and
 - c. Vehicle value is less than \$250,000; and
 - d. Vehicles covered at Actual Cash Value.

IMPORTANT NOTE: For those auto(s) that do not meet the conditions outlined in 2a thru 2d above, there is no automatic coverage. A request for coverage must be submitted within 5 business days of the change. Auto Physical Damage coverage will then be added, by endorsement, for the appropriate premium charge. For auto(s) that meet these conditions, please continue to send change requests as soon as you are able, but no later than the expiration date of the policy (refer to 2a above) for accurate record-keeping and claims verification purposes, however an endorsement will not be issued.

EXCESS LIABILITY

Standard Coverage

	<u>Limit</u>
Each Occurrence, Offense, Accident, or Wrongful Act	2,000,000
Annual Aggregate	2,000,000

Underlying Insurance

General Liability	1,000,000
Public Officials' Liability	1,000,000
Employment Practices Liability	1,000,000
Law Enforcement Liability	1,000,000
Auto Liability	1,000,000

<u>Coverage</u>	<u>Total Premium</u>
General Liability	2,392
Data Compromise	1,362
Cyber	2,450
Public Officials' Liability	1,546
Employment Practices Liability	2,544
Law Enforcement Liability	5,033
Auto Liability	9,173
Auto Physical Damage	11,007
Excess Liability	2,664
Total	\$38,171

GENERAL CONDITIONS

This quotation does not necessarily match coverages or limits requested in bid specifications and/or application. No warranty is made or implied with respect to the total compliance to bid specifications or applications. Each individual policy contains the actual terms, conditions and exclusions. This account has been priced in anticipation that all lines will be bound. If any coverage is to be added or removed, please contact your underwriter.

Statement of Values: City of Richwood, Texas						Effective Dates: 10/01/2020 - 10/01/2021				08/20/2020			
<u>Loc #</u>	<u>Bldg #</u>	<u>Building</u>	<u>Contents</u>	<u>Valuation</u>	<u>Const</u>	<u>Location</u>	<u>Address</u>	<u>City/Town</u>	<u>ST</u>	<u>Zip</u>	<u>Area</u>	<u>Year</u>	<u>Sprkl</u>
1	1	\$294,325	\$59,500	RC	Non-Combustible	Fire Department	218 Halbert St	Clute	TX	77531	4,560	1987	N
2	2	\$109,707	\$3,500	RC	Frame	Recreation Center	611 Audobon Woods Dr	Clute	TX	77531	1,500	1983	N
3	3	\$200,792	\$50,000	RC	Non-Combustible	Service Center	724 N Mahan St	Clute	TX	77531	4,760	1987	N
4	4	\$736,770	\$0	RC	Frame	75k gal Elevated Water Tank	720 N Mahan St	Richwood	TX	77531	0	1972	N
5	5	\$1,348,618	\$0	RC	Frame	250k gal Elevated Water Tank	1501 Hwy 2004	Clute	TX	77531	0	2001	N
6	6	\$384,453	\$0	RC	Frame	300K gal Ground Water Tank	1000 Brazosport Blvd N	Richwood	TX	77531	0	0	N
7	7	\$0	\$0	RC	Non-Combustible	Pavilion	601 Audobon Woods Dr	Clute	TX	77531	5,208	1995	N
8	8	\$16,919	\$0	RC	Frame	Fishing Pier Deck/with railing	540 Oyster Creek Drive	Clute	TX	77531	0	2008	N
9	9	\$64,803	\$30,000	RC	Non-Combustible	Public Works Building w/Covered Area	720 N Mahan St	Richwood	TX	77531	1,920	2009	N
10	10	\$1,735,412	\$300,000	RC	Frame	City Hall	1800 Brazosport Blvd N	Richwood	TX	77531	12,252	2013	N
		\$4,891,798	\$443,000	Total: \$5,334,798									

Insured Signature _____

Date _____

Proposal of
Worker's Compensation Coverage
For
City of Richwood
Deep East Texas Self-Insurance Fund
July 31, 2020

Deep East Texas Self-Insurance Fund
Estimate of Workers Compensation Coverage

For
City of Richwood
Prepared July 31, 2020

One year (See Conditions):
10-01-2020 to 09-30-2021: \$15,371

Deep East Texas Self Insurance Fund Founded 1974

Deep East Texas Self Insurance Fund (DETSIF) is a non-profit, tax exempt self-insurance fund formed in 1974. DETSIF complies with Chapter 504 of the Texas Labor Code (formally Article 8309h), Vernon's Annotated Statutes as amended by the 74th regular session of the Texas Legislature. This legislation authorizes local political entities to contract with each other through an Interlocal Agreement, to jointly self-insure the payment of worker's compensation benefits.

DETSIF provides statutory worker's compensation benefits as prescribed by the State of Texas. DETSIF provides first-dollar coverage, including all claim expense costs for their members: 10 counties, 20 cities, 70 schools, and 32 other districts.

Reinsurance is with ACE American Insurance Company, Philadelphia, PA: \$1,000,000 SIR per occurrence with no upper limit. \$1,000,000 Employers Liability coverage is included.

Claims are reported on-line by members (all reports are sent to www.DETSIF.com), followed by adjustment services by TriStar Risk Management of Irving, TX. Online review of claims and reports are available to members at any time. All bills are processed through the Texas fee schedule by Injury Management Organization (IMO) of Houston, Texas.

Over 300 safety films are available at no cost to members, as well as personal safety equipment such as gloves, hard hats, glasses, vests and dust masks. A cost-share slip-resistive shoe program is available to members.

Audited Financial statement and actuarial audit produced annually. Latest audit shows net assets of over \$23,000,000.

DETSIF has experienced, efficient, and professional staff, adjusters and attorneys that will focus to provide worker's compensation benefits for the employees of your entity.

07/18



E mail new claims/DWC 1's to the following:

Your assigned adjuster and

Jason.cutler@tristargroup.net

Karen.mcclellan@tristargroup.net

claims@detsif.com

[Lisa Folsom Ifolsom@detsif.com](mailto:Lisa.Folsom@folsom@detsif.com)

[Melissa Woods mwoods@detsif.com](mailto:Melissa.Woods@mwoods@detsif.com)

Mailing Address: P.O. Box 2805
Clinton, IA 52733-2805

Main Phone #: 214-492-5600
Toll Free: 888-285-6708

Extension Numbers: Examiners
Erin English DETSIF Claims Assistant ext 2856
Luz Martin, DETSIF Senior Examiner ext 2818
Teri Marshall, DETSIF Senior Examiner ext. 2812

Assistant
Jason Cutler DETSIF Claims Assistant ext 2839

Supervisor
Karen McClellan 214-492-5600 ext. 2823

Office Manager
Linda Evans ext 2814

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Teri.Marshall@tristargroup.net
Jason.cutler@tristargroup.net
Karen.mcclellan@tristargroup.net

Fax Numbers: **Office:** 214-492-5691
Billing: 562-506-0360

DEEP EAST TEXAS SELF INSURANCE FUND

150 WEST MILAM STREET
PO BOX 960
JASPER, TEXAS 75951
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Medical Bill Review

An experienced **Medical Bill Review (MBR)** team translates into maximum cost savings. Our MBR Department consists of review analysts, quality assurance specialists, jurisdictional experts and licensed nurses.

Through customized programs, the IMO MBR process captures results through:

- 1) Application of state fee schedules and mandated rules
- 2) Identification of improper billing practices
- 3) Integration of utilization review decisions
- 4) Detection of duplicate provider billing
- 5) Pharmacy bill review and management
- 6) Capability to manage network relationships
- 7) Electronic medical interface with pre-screen nurse review.

City of Richwood - 2020-2021

The information provided is a summary only and is not intended to fully convey all of the policy coverages or exclusions

Travelers

	<u>Contribution</u>	<u>Limit</u>	<u>Deductible Retention</u>
Workers Compensation Coverage	\$ 18,127		
General Liability	\$ 1,913	\$1M/\$2M	Zero
Failure to Supply	Included	100,000	
Sewer Backup	Included	100,000	
Law Enforcement	\$ 6,470	\$1M/\$2M	\$ 2,500
Errors and Omissions (E&O)	Included Below	Included Below	Included Below
Public Entity Management Liability	\$ 1,533	\$1M/\$2M	\$ 2,500
Public Entity Employment Practices Liability	\$ 2,526	\$1M/\$2M	\$ 2,500
Employee Benefits Liability	\$ 188	\$1M/\$3M	\$ 1,000
Auto Liability	\$ 20,554	\$1M	Zero
Auto Physical Damage	\$ 6,395	schedule	\$ 1,000
Cyber Liability	\$ 914	Various	Various
Umbrella Coverage (Over All Liability)	\$ 2,291	\$1M	10,000
Total All Lines with Umbrella	\$ 60,911		

Difference from Expiring

Key Differences

- Higher Limits
- Overall Better Deductibles
- 3 Separate Limits of Coverage for E&O
- Drone Coverage for smaller drones
- Coverage for EEOC/Non-Monetary Defense

Trident/Deep East

	<u>Contribution</u>	<u>Limit</u>	<u>Deductible Retention</u>
	\$ 15,371		
	\$ 2,392	\$1M/\$2M	Zero
	Included	100,000	\$ 2,500
	Included	100,000	\$ 2,500
	\$ 5,033	\$1M/\$2M	\$ 2,500
	Included Below	Included Below	Included Below
	\$ 1,546	\$1M/\$2M	\$ 2,500
	\$ 2,544	\$1M/\$2M	\$ 2,500
	Included	\$1M/\$2M	\$ 1,000
	\$ 9,173	\$1M	Zero
	\$ 11,007	schedule	\$ 1,000
	\$ 3,812	Various	Various
	\$ 2,664	\$2M	10,000
	\$ 53,542		

\$ **7,369** Savings over Expiring



**DEEP EAST TEXAS
SELF INSURANCE FUND**

**INTERLOCAL
AGREEMENT**

BETWEEN

**Deep East Texas
Self Insurance Fund**

AND

(hereinafter referred to as the **POLITICAL SUBDIVISION**)

The DEEP EAST TEXAS SELF INSURANCE FUND, hereinafter referred to as the "FUND", does hereby agree with the above-named **POLITICAL SUBDIVISION**, in consideration of the premiums set forth in the Bylaws of the FUND, and the reliance upon the statements of the **POLITICAL SUBDIVISION** in its application and subject to the limits, exclusions, conditions and other terms, enter into this Insuring Agreement in accordance with Chapter 504 Texas Labor Code.

COVERAGE A- WORKERS' COMPENSATION

1. The FUND agrees to pay promptly, when due, all compensation and other benefits required of the **POLITICAL SUBDIVISION** by the Workers Compensation Law of the State of Texas, Chapter 504 Texas Labor Code.

COVERAGE B - EMPLOYERS' LIABILITY

2. Subject to the terms, conditions, exclusions provided by the policy of Excess Workers Compensation and Employers' Liability Insurance issued to the Fund, the FUND agrees to pay on behalf of the **POLITICAL SUBDIVISION** all sums (subject to the Limits of Liability shown below) which the **POLITICAL SUBDIVISION** shall become legally obligated to pay as damages because of bodily injury to one or more employees, by accident or disease, including death at any time resulting therefrom. The **POLITICAL SUBDIVISION** shall not incur additional premium for **COVERAGE B**.

Limits of Liability (Employer's Liability)

Our liability to pay for damages is limited and is explained below.

1. **Bodily injury by Accident.** The limit shown for "bodily injury by accident -each accident" is the most we will pay for all damages covered by this insurance because of bodily injury to one or more employees in anyone accident.

A disease is not bodily injury by accident unless it results directly from bodily injury by accident.

2. **Bodily Injury by Disease.** The limit shown for "bodily injury by disease -policy limit" is the most we will pay for all damages covered by this insurance and arising out of bodily injury by disease, regardless of the number of employees

who sustain bodily injury by disease. The limit shown for "bodily injury by disease -each employee" is the most we will pay for all damages because of bodily injury by disease to anyone employee.

Bodily injury by disease does not include disease that results directly from a bodily injury by accident.

3. We will not pay any claims for damages after we have paid the applicable limit of our liability under this insurance.
\$1,000,000 Bodily Injury by accident - each accident
\$1,000,000 Bodily Injury by disease - each employee
\$1,000,000 Bodily Injury by disease - policy limit

3. Workers' Compensation Law. The unqualified term, "Workers' Compensation Law", means that Workers' Compensation Law and Occupational Disease Law adopted and set forth in Chapter 504 Texas Labor Code.
4. The contraction of disease is not an accident within the meaning of the word "Accident" and the term "Bodily Injury by Accident"; and only such diseases that result directly from a bodily injury by accident is included within the term "Bodily Injury by Accident". The term "Bodily Injury by Disease" include only such diseases as is not included within the term "Bodily Injury by Accident".
5. This Agreement applies only to injuries by accident occurring during the Agreement period; or by disease caused or aggravated by exposure, of which the last day of the last exposure under the employment of the POLITICAL SUBDIVISION, to conditions causing the disease, occurs during the Agreement period.
6. This Agreement does not apply to punitive or exemplary damages on account of bodily injury to, or death of, any employee employed in violation of law; or with respect to any employee employed in violation of law with a knowledge or acquiescence of the POLITICAL SUBDIVISION.
7. The premium charged under the Agreement will be determined as set forth by the Board of Directors by the power given them as set forth in the Bylaws of the FUND.
8. Workers' compensation rates and rating plans of the Texas Department of Insurance are hereby adopted as guides, but by such adoption it is recognized that the rating structure promulgated by the Texas Department of Insurance is not applicable to self-insurance, and there is no intention to bestow authority of this plan of self-insurance upon the Texas Department of Insurance. Any reference at any time in this agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only and is not to be construed as being contrary to the self-insurance concept except where the context clearly indicates no other interpretation such as, but not limited to, the reference to "reinsurance".
9. Terms of Agreement: The terms of this Agreement will run from 12:01 a.m. _____, and renew annually thereafter until cancelled by the FUND or POLITICAL SUBDIVISION.
10. The FUND and any rating authority having jurisdiction by law shall each be permitted, but not obligated, to inspect at any reasonable time the work places, operations, machinery and equipment of the POLITICAL SUBDIVISION. Neither the right to make inspections, nor the making thereof, nor any report thereof, shall constitute an undertaking on behalf of, or for the benefit of, the POLITICAL SUBDIVISION or others; to determine or warrant that such working places, operations, machinery or equipment are safe.

The FUND and any rating authority having jurisdiction by law shall each be permitted to examine the POLITICAL SUBDIVISION payroll records, general ledger, disbursements, vouchers, contracts, tax reports and all other books, documents and records of any and every kind, at any reasonable time during the Agreement period, and any extension thereof, and within three years after termination of this Agreement, as far as they show, or tend to verify, the amount of remuneration or other premium basis, or related to the subject matter of this Agreement.

11. When an injury occurs, written notice shall be given by, and on behalf of, the POLITICAL SUBDIVISION to the FUND, or any of it's authorized agents, as soon as practical. Such notice shall contain particulars sufficient to identify the POLITICAL SUBDIVISION and the injured person or persons, also reasonably obtainable information respecting the time, place and circumstances of the injury, the names and addresses of available witnesses, etc., to complete the required injury reports.
12. If claim is made, or suit or other proceedings are brought against the POLITICAL SUBDIVISION concerning Workers' Compensation Insurance, the POLITICAL SUBDIVISION shall immediately forward to the FUND every

demand notice, summons or other process received by them.

13. The POLITICAL SUBDIVISION shall cooperate with the FUND and, upon the FUND'S request, shall attend hearings and trials and shall assist in affecting the settlements, securing evidence, obtain the attendance of witnesses and the conduct of suits or proceedings. The POLITICAL SUBDIVISION shall not, except at its own expense, voluntarily make any payment, assume any obligation, incur any expense, other than for such immediate medical and other services at the time of injury as required by the Workers' Compensation law.
14. The FUND shall be directly and primarily liable to any person entitled to the benefits of the Workers' Compensation law under this Agreement. The obligations of the Fund shall be enforced by such person, or for his benefit by any agency authorized by law, whether against the FUND alone, or jointly with the POLITICAL SUBDIVISION. Any default of the POLITICAL SUBDIVISION shall not relieve the FUND of any of its obligations under the Workers' Compensation law.
15. As between the employee and the FUND, notice or knowledge of the injury on the part of the POLITICAL SUBDIVISION shall be noticed or acknowledged as the case maybe, on the part of the FUND; the jurisdiction of the POLITICAL SUBDIVISION, for the purpose of the Workers' Compensation law, shall be the jurisdiction of the FUND and the FUND shall, in all things, be bound by, and subject to, the findings, judgments, awards, decrees, orders or decisions rendered against the POLITICAL SUBDIVISION in the form and manner provided by such law and with the terms, limitations or provisions of this Agreement, not inconsistent with such law.
16. All provisions of the Workers' Compensation law shall be and remain a part of this Agreement as fully and completely as if written herein, as far as they apply to compensation of the benefits provided by this Agreement and to special taxes, payments to security or other special funds and the assessments required of, or levied against, compensation fund under such law or amendments thereto; and nothing herein shall relieve the POLITICAL SUBDIVISION by the other terms of this policy.
17. The POLITICAL SUBDIVISION shall reimburse the FUND for any payments required of the FUND under the Workers' Compensation law, in excess of the benefits regularly provided by this law, because of injury to any employee by reason of a serious and willful conduct of the POLITICAL SUBDIVISION, or any employee of the POLITICAL SUBDIVISION in violation of law with the knowledge or acquiescence of the POLITICAL SUBDIVISION or any officer thereof. This provision shall also apply to the misclassification of an employee to the detriment of the FUND.
18. In the event of any payment under this Agreement the FUND shall be subrogated to all the rights of recovery thereof of the POLITICAL SUBDIVISION and any person entitled to the benefits against any person or organization, and the POLITICAL SUBDIVISION shall execute and deliver instruments and papers and do whatever else is necessary to secure such rights. The POLITICAL SUBDIVISION shall do nothing after a loss to prejudice such rights.
19. This agreement can be cancelled by either POLITICAL SUBDIVISION or FUND with 60 days written notice.
20. By the acceptance of this Agreement, the POLITICAL SUBDIVISION agrees that the statements in the application are their agreements in representation, that this Agreement is issued in reliance upon the truth of such representations, and that this Agreement embodies all agreements existing between the POLITICAL SUBDIVISION and the FUND.
21. In witness whereof, the FUND has caused this Agreement to be signed by its Director or Assistant Director.

FUND REPRESENTATIVE

Printed Name

Signature

Date

POLITICAL SUBDIVISION REPRESENTATIVE

Printed Name

Signature

Date

**Think Safety
&
Work Safely**



**DEEP EAST TEXAS
SELF INSURANCE FUND**

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**ADOPTION AGREEMENT PURSUANT TO CHAPTER 791
OF THE TEXAS GOVERNMENT CODE WITH RESPECT TO THAT
CERTAIN INTERLOCAL AGREEMENT CONCERNING PROVISION
OF CERTAIN INSURANCE COVERAGES AND REINSURANCE OF SUCH COVERAGES**

This Adoption Agreement is hereby entered into by
_____, **Texas** (name of political subdivision),
a _____ (description of type of political subdivision), acting through its _____ (description of
governing board), and is effective on the _____ day of _____, **20**_____.

R E C I T A L S:

WHEREAS, _____, **Texas** (the name of the political subdivision) is a political subdivision of the State of Texas (hereinafter the "Adopting Party");

WHEREAS, as a political subdivision of the State of Texas, the Adopting Party is required to perform certain governmental functions and services as those terms are defined under Section 791.003 of the Texas Government Code;

WHEREAS, the Adopting Party desires to contract with other political subdivisions for the purpose of achieving efficiencies and economies as respects the provision of certain insurance coverages necessary or desirable to the governmental functions and services of the political subdivision and the reinsurance of such coverages;

WHEREAS, the Adopting Party is willing to jointly enter into agreements with other political subdivisions to provide and procure certain insurance coverages and services through the Texas Association of Political Subdivisions Interlocal Agreement Self-Insurance League pursuant to Chapter 791 of the Texas Government Code Concerning Provision of Certain Insurance Coverages and Reinsurance of Such Coverages ("the Interlocal Agreement") to cooperate and assist such political subdivisions in identifying vendors, assessing needs for insurance coverages, arriving at specifications for requests for proposals as respects insurance coverages, and assisting in procuring the optimum reinsurance coverages at the lowest possible cost;

WHEREAS, the governing body of the Adopting Party has agreed to the terms and conditions of the Interlocal Agreement.

NOW, THEREFORE, for and in consideration of the premises and mutual covenants and agreements set forth below, and other good and valuable consideration, the Adopting Party does hereby agree to and adopt the terms and conditions of the Interlocal Agreement.

I.

PURPOSE

1.01 The purpose of this Adoption Agreement is to evidence the agreement to and adoption of each and every and all of the terms and conditions of the Interlocal Agreement with an original effective date of May 11, 2000, originally executed by Gray County, Texas and Lipscomb County, Texas, political subdivisions of the State of Texas (hereinafter "the Agreement").

1.02 Upon execution of this Adoption Agreement it shall be attached to and made a part of the Interlocal Agreement. Once attached to the Interlocal Agreement, this Adoption Agreement and the Interlocal Agreement shall constitute one agreement among all the parties previously executing the Interlocal Agreement, adopting the Interlocal Agreement and the Adopting Party.

II.

TERM

2.01 This Adoption Agreement will be effective as of the date designated as the "Effective Date" by the governing board of the political subdivision executing this Adoption Agreement (the "Effective Date").

2.02 This Adoption Agreement shall expire upon the expiration date of the Agreement; provided, however, that the Adopting Party may terminate its participation in the Agreement at any time upon ninety (90) days prior written notice to the other parties.

III.

GENERAL PROVISIONS

3.01 A political subdivision agreeing to and adopting the terms and conditions of the Interlocal Agreement fully agrees and understands that it has agreed to all of the terms and conditions of the Interlocal Agreement and that this Adoption Agreement taken together with the Interlocal Agreement constitutes the entire understanding of the parties relating to the subject matter of the Interlocal Agreement and this Adoption Agreement and supersedes any prior written or oral understanding of the parties with respect to the subject matter of such documents.

IN WITNESS WHEREOF, the undersigned political subdivision has been authorized by the governing board of such political subdivision to enter into this Adoption Agreement on the ____ day of ____, 20____, to certify which this document is hereby executed under authority of the above named political subdivision by:

BY:

TITLE:

INTERLOCAL AGREEMENT (ICC)

ADOPTION AGREEMENT INSTRUCTIONS

Acceptance of an Interlocal Agreement (ICC) coverage quote constitutes adoption of the initial ICC agreement. The public entity must then complete and execute an Adoption Agreement in the following manner:

1. Ensure that the Adoption Agreement is formally approved by a resolution of the Governing Body of the Public Entity.
2. Complete and execute the Adoption Agreement.

ITEMS TO BE COMPLETED

Name of Public Entity

Description of Public Entity (i.e. - City, County etc.)

Effective Date of Coverage

Date, Month and Year Resolution Passed by Governing Board

Signature of Public Entity's Authorized Representative

Type or Print Name of Public Entity's Authorized Representative

Type or Print Title of Public Entity's Authorized Representative

3. Email a completed and executed Adoption Agreement to your underwriter or mail a copy to Paragon Insurance Holdings LLC dba Trident Public Risk Solutions at the address shown below.

The public entity and agent should retain copies for their files.

Mailing Address:

Paragon Insurance Holdings LLC
c/o Trident Public Risk Solutions
45 Nod Road
Avon, CT 06001

MEMORANDUM

To: Richwood City Council

From: Clif Custer

Date: September 9th, 2020

Subject: Utility Rate Study

The City of Richwood has the opportunity to have a Rate Study conducted by Strand Associates for \$20,000.00. Public Works intends to fund the study using Series B General Obligation Bond Funds. I'm requesting from Council a motion to approve Strand Associated to conduct a Utility Rate Study for the City of Richwood not to exceed the dollar amount of \$20,000.00

Below is the proposed scope of services to perform water and sewer rate studies for the City of Richwood.

1. Request customer information and existing rate structure from OWNER.
2. Review cost of service for volume incorporating the projected capital and operating costs for debt service coverage requirements and desired reserve fund balances.
3. Prepare a draft report for OWNER to review summarizing the criteria used in developing the proposed rates as well as the documented support for the proposed rates.
4. Incorporate OWNER review comments as appropriate into the final report and submit up to seven hard copies to OWNER.
5. Prepare proposed rates for review and adoption by OWNER.
6. Assist OWNER in answering questions on the proposed rate changes during one City Council meeting.

We propose to provide these services on an hourly rate basis for a total fee of \$12,000 for one utility (water or sewer) or \$20,000 for both utilities (water and sewer).

Best Regards,
Ryan



Ryan Tinsley, P.E., ENV SP

Strand Associates, Inc.® (F-8405)

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ryan.tinsley@strand.com | www.strand.com

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MEMORANDUM

To: Richwood City Council

From: Clif Custer

Date: September 9th, 2020

Subject: Condemnation Process for acquisition of easements

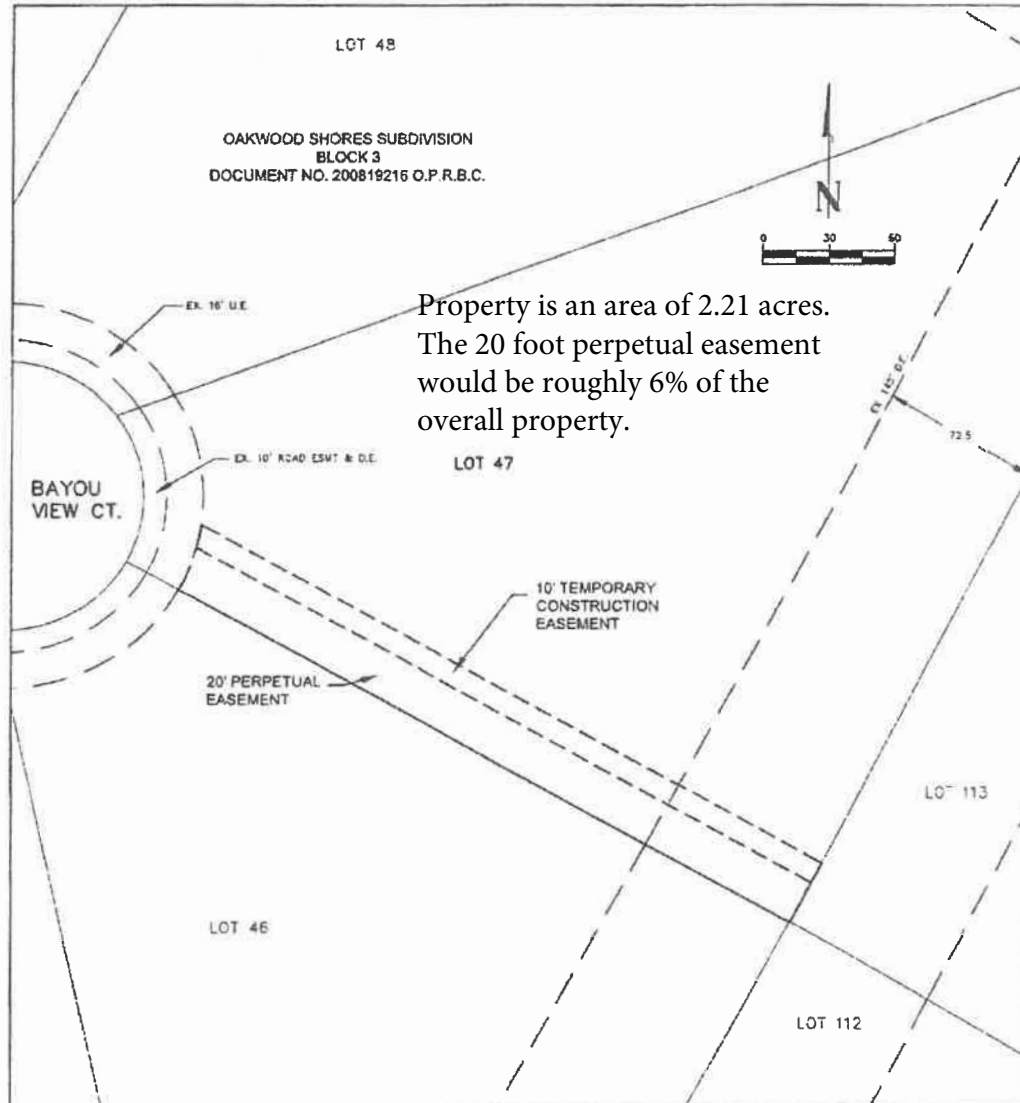
The City of Richwood has one remaining property owner within the Oakwood Shores Subdivision that has remained nonresponsive regarding easement acquisition discussions. I am requesting that City Council approve Richwood to go through the condemnation process to acquire a necessary easement on the property known as 2902 Bayou View Ct, Richwood, TX for the purpose of a water main extension.

State of Texas)
County of Brazoria)

EXHIBIT "A"

BEING A PERPETUAL EASEMENT 20 feet in width and A TEMPORARY CONSTRUCTION EASEMENT an additional 10 feet in width until completion of construction of a waterline over and across a portion of a Lot 47, Block 3, Oakwood Shores Subdivision, recorded in Brazoria County Clerk's Document No. 200819216, out of the Jared E. Groce Survey, Abstract No. 66, City of Richwood, Brazoria County, Texas. Said perpetual easement being located parallel and adjacent to the southwest line of said Lot 47, from the east line of an existing 16 foot utility easement along Bayou View Court, to the southeast line of Lot 47. Said temporary construction easement being located parallel and adjacent to the northeast line of said perpetual easement from the southeast line of Lot 47 to the existing 16 foot utility easement along Bayou View Ct.

EASEMENT SKETCH



Property is an area of 2.21 acres.
The 20 foot perpetual easement
would be roughly 6% of the
overall property.

Robert C. Schmidt
Robert C. Schmidt
Texas RPLS No. 4705
November 20, 2019



SA
STRAND
ASSOCIATES®
1906 Niebuhr St.
Brenham, Texas 77833
(979) 836-7937
TSPE No. F-8405
TSPLS No. 10090000

Remaining Easement

Write a description for your map.

Legend

 Possible Condemnation





AGENDA MEMORANDUM- SEPTEMBER 14, 2020

ITEM # CONSENT

CONTACT: Patricia Ditto, Deputy Finance Director
Eric Foerster, City Manager

SUBJECT: Budget Amendment for transfer of Fire Department Capital Equipment budget to Replacement

SUMMARY:

The Fire Department was unable to complete a budgeted capital improvement to one of their trucks during the current fiscal year. Delays were caused due to the effect of the pandemic on the supplier.

BACKGROUND INFORMATION:

The fire chief is asking that \$45,000 be transferred to Replacement – Fire Department so that the funds will be available when they are able to complete the work this fall.

FISCAL IMPACT: Defer a budgeted expense from FY20 to FY21 by transferring from GF to Replacement.

RECOMMENDATION: Council to approve the above-described Fund Transfer

RESOLUTION NO. 20-R-30

A RESOLUTION AMENDING THE FISCAL YEAR 2019-2020 BUDGET TO REASSIGN BUDGETED FUNDS FROM CAPITAL EQUIPMENT TO A TRANSFER FROM GENERAL FUND TO REPLACEMENT FUND FOR FIRE EQUIPMENT.

WHEREAS, the City of Richwood City Council adopted a budget for the City of Richwood, Texas, for the fiscal year 2019-2020 in September 2019;

WHEREAS, the Richwood Fire Department has remaining funds of approximately \$45,000 in the line item of their budget for capital expenditures; these funds were budgeted for a truck bed replacement;

WHEREAS, due to the effects of the pandemic on the supplier's ability to obtain and install the parts, they were not able to have the work completed during the current fiscal year;

WHEREAS, the Fire Department Chief, Clint Kocurek, has asked that this money be transferred to the replacement fund, where it will be available for the planned improvement that will be completed this fall;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, HEREBY AMENDS THE FISCAL YEAR 2019-2020 BUDGET AS FILED WITH THE CITY SECRETARY AS FOLLOWS:

General Fund

Uses	
10-98-5967 Transfer to Replacement – Fire Dept	<u>45,000</u>
NET DECREASE	<u>45,000</u>

Replacement Fund

Sources	
13-97-4963 Transfer from GF – Fire Dept	<u>45,000</u>
NET INCREASE	<u>45,000</u>

PASSED AND APPROVED this the 14th day of September 2020.

THE CITY OF RICHWOOD, TEXAS

ATTEST

Steve Boykin, Mayor

Kirsten Garcia, City Secretary