

AGENDA

BE IT KNOWN that the **CITY COUNCIL** of the City of Richwood will meet in **City Council - Special Meeting on Monday, August 24, 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:

SUPPLEMENTAL NOTICE OF MEETING BY TELEPHONE/WEB CONFERENCE

In accordance with the order of the Office of the Governor issued March 16, 2020, the City Council of Richwood will conduct the meeting scheduled at 6:00 p.m. on Monday, August 24, 2020 by telephone and web conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of Coronavirus (COVID 19). The meeting agenda is posted online at www.richwoodtx.gov. The public dial in number to participate in the telephonic meeting is +1 (872) 240-3212 and enter access code: 625-324-365 or visit <https://global.gotomeeting.com/join/625324365> . The public will be permitted to offer public comment telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the telephonic meeting will be made, and will be available to public in accordance with the Open Meetings Act upon written request.

Please contact Kirsten Garcia, City Secretary, with any issues logging in, 979-265-2082.

I. CALL TO ORDER

II. ROLL CALL OF COUNCIL MEMBERS

III. PUBLIC COMMENTS

IV. PUBLIC HEARING ON FY 2020-2021 PROPOSED BUDGET

V. 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.

CITY OF RICHWOOD

Fiscal Year 2020-2021

Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of \$146,848, which is a 7.3 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$71,692.

The members of the governing body voted on the budget as follows:

For:

Against:

Present and not Voting:

Absent:

Property Tax Rate Comparison

	<u>2020-2021</u>	<u>2019-2020</u>
Property Tax Rate:	\$0.627470/100	\$0.670204/100
No New Revenue Tax Rate:	\$0.604886/100	\$0.630892/100
No New Revenue Maintenance & Operations Tax Rate:	\$0.494638/100	\$0.573868/100
Voter Approval Tax Rate:	\$0.627470/100	\$0.737585/100
Debt Rate:	\$0.110248/100	\$0.117808/100

Total debt obligation for CITY OF RICHWOOD secured by property taxes:
\$ 384,794.

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 Adopted
<u>Major & Other Operating Funds</u>					
General Fund	\$ 2,698,067	\$ 2,969,128	\$ 2,815,091	\$ 3,253,508	\$ 2,762,210
I&S Debt Service Fund	176,480	2,969,128	2,815,091	3,253,508	2,762,210
Crime Control & Prevention District Fund	126,149	121,191	110,597	120,000	120,750
Beautification Fund	14,508	14,691	14,520	14,520	14,500
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:	\$ 5,355,715	\$ 8,516,241	\$ 8,749,620	\$ 9,608,876	\$ 8,080,340
<u>Capital Projects & Construction Funds</u>					
Series 2019 A Bond Capital Projects Fund	-	2,907,000	-	-	-
Series 2019 B Bond Capital Projects Fund	-	3,959,617	55,410	-	25,000
Sub-Total:	\$ -	\$ 6,866,617	\$ 55,410	\$ -	\$ 25,000
TOTAL REVENUES & SOURCES OF FUNDS	\$ 5,355,715	\$ 15,382,858	\$ 8,805,030	\$ 9,608,876	\$ 8,105,340
EXPENDITURES & USES OF FUNDS					
<u>Major & Other Operating Funds</u>					
General Fund	\$ 2,783,120	\$ 2,770,079	\$ 2,991,064	\$ 2,764,583	\$ 2,688,483
I&S Debt Service Fund	174,711	166,333	166,333	166,333	355,394
Crime Control & Prevention District Fund	126,149	121,054	110,597	120,000	120,750
Beautification Fund	15,508	15,520	17,420	17,020	18,500
Transportation Fund	138,794	141,738	695,095	839,740	268,920
Water & Sewer Fund	2,225,663	6,270,607	2,249,417	2,574,658	2,284,609
Sub-Total:	\$ 5,463,945	\$ 9,485,331	\$ 6,229,926	\$ 6,482,334	\$ 5,736,656
<u>Capital Projects & Construction Funds</u>					
Series 2019 A Bond Capital Projects Fund	-	-	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:	\$ -	\$ -	\$ 1,093,720	\$ 5,814,000	\$ 4,720,280
TOTAL EXPENDITURES & USES OF FUNDS	\$ 5,463,945	\$ 9,485,331	\$ 7,323,646	\$ 12,296,334	\$ 10,456,936

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	104,000	75,000	-27.9%
Fines & Forfeitures	129,219	100,642	70,000	8,500	1,000	-88.2%
Special Revenues	10,334	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	162,390	41,460	29,360	31,000	5.6%
Operating Transfers	82,172	104,410	297,022	142,000	-	-100.0%
Total Revenue	\$ 2,934,580	\$ 3,184,428	\$ 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	48,643	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	50,919	115,240	-	-	-	
Disaster & Emergency	47,924	-	2,888	-	-	
Parks & Recreation	36,798	29,893	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	\$ 2,783,120	\$ 2,770,079	\$ 2,991,064	\$ 2,764,583	\$ 2,688,483	-2.8%
Revenues Over (Under) Expenditures:	\$ 151,460	\$ 414,349	\$ (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	166,333	166,333	162,980	355,602	118.2%
Interest	430	-	0	-	2,000	100.00
Total Revenue	\$ 176,480	\$ 166,333	166,333	\$ 162,980	\$ 357,602	115.0%
<u>Expenditure Summary</u>						
Bond Debt Payments	174,711	166,333	166,333	166,333	355,394	113.7%
Total Expenditures	\$ 174,711	\$ 166,333	166,333	\$ 166,333	\$ 355,394	113.7%
Revenues Over (Under) Expenditures:	\$ 1,769	\$ -	0	\$ (3,353)	\$ 2,209	-

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	\$ 14,520	14520	\$ 14,520	\$ 14,500	-0.1%
Community Garden	\$ -	\$ -	400	\$ -	\$ 1,000	100.0%
Miscellaneous Revenue	-	-	0	-	-	0.0%
Transfer from General Fund	1,000	1,000	2500	2,500	3,000	20.0%
Total Revenue	\$ 15,508	\$ 15,520	\$ 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	988	7000	7,000	2,000	-71.4%
Other Expenses	721	721	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	\$ 14,304	\$ 24,970	\$ 30,150	\$ 23,650	-21.6%
Revenues Over (Under) Expenditures:	\$ 5,610	\$ 1,216	\$ (7,550)	\$ (13,130)	\$ (5,150)	

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
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
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
<u>Revenue Summary</u>						
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%
<u>Expenditure Summary</u>						
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	408,767	604,129	358,271	-40.70%
Depreciation	314,767	296,271	-	-	-	-
Total Expenditures	\$ 2,225,663	\$ 6,270,607	\$ 2,249,417	\$ 2,574,658	\$ 2,284,609	-11.27%
Revenues Over (Under) Expenditures:	\$ (23,946)	\$ (3,970,242)	\$ 49,810	\$ (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 - Revenue less Expenditures	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 Actual	FY 2019 Actual	FY 2020 Projected	FY 2020 Budget	FY 2021 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		\$ -