



**City Council City Council Public Hearings
and Regular Meeting
Monday, August 12, 2019
6:00 PM**

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.

AGENDA

BE IT KNOWN that the **City Council** of the City of Richwood will meet in **City Council Public Hearings and Regular Meeting** on **Monday, August 12, 2019** 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 5
 - Pledge of Allegiance & Texas Pledge
- IV. ROLL CALL OF COUNCIL MEMBERS
- V. PRESENTATIONS
 - A. Presentation of Stormwater Drainage Update - Strand Engineering 6
- VI. PUBLIC COMMENTS
 - All public comments will be subject to the following rules:** All speakers will be permitted to speak no longer than 3 minutes; all speakers will only be permitted to speak once; speakers cannot defer their 3 minutes to another speaker. Discussion is not allowed on items not posted on the agenda.
- VII. CONSENT AGENDA
 - A. Approval of Minutes of Previous Meetings - July 29, 2019 and August 5, 2019 16
 - B. Payment of Bills 131
 - C. Appoint Tara Riley to Keep Richwood Beautiful Commission
 - D. Resolution adopting Fiscal Year 2019-2020 Strategic Plan Updates 144
- VIII. DISCUSSION AND ACTION ITEMS
 - A. Public hearing and action on application for conditional use of home occupation stylist at 100 Misty Ct as request by Chris Hardison 178
 - B. Public Hearing and action on FY 2019-2020 Proposed Budget of the Crime Control and Prevention District (CCPD) 190
 - 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.*
 - C. Public Hearing on adopting water and wastewater impact fees 194
 - D. Discuss and consider an ordinance adopting water and wastewater impact fees 197
 - E. Discuss and consider an ordinance amending Appendix C Fee Schedule to amend permit fees 262
 - F. Discuss and consider approving a resolution setting the date and time for public hearing for Fiscal Year 2019-2020 Annual Budget for September 6, 2019 at 6:00 P.M. 269

G. Consider and record vote for proposed tax rate for the 2019-2020 Fiscal Year of \$0.670204, which is a tax increase of 6.23% above the Effective Tax Rate for the City of Richwood, to be adopted at a future meeting	270
H. Discuss and consider approving a resolution setting the date and times for public hearings for the proposed tax rate for August 26, 2019 at 6:00 p.m. and September 9, 2019 at 6:00 P.M. to be held at the City of Richwood, 1800 Brazosport Blvd, Richwood, TX 77531	272
I. Discuss and consider a resolution amending the Fiscal Year 2018-2019 Budget to create Court Security and Court Technology Funds and transferring restricted fund balance totals to the respective funds	273
J. Discuss and consider a resolution amending Section 503 of the Personnel Policy regarding employee pay days	276
K. Discuss and consider authorizing City Manager to enter into a contract with i3-Bearcat, LLC dba NET Data Corporation, i3-Bearcat, LLC dba Graves Humphries Stahl, LTD (GHS) and i3-Bearcat, LLC dba Pace Payment Systems in the amount not to exceed \$10,200 for initial conversion costs of Case Management Software	279
L. Approve items removed from Consent Agenda	
IX. FISCAL YEAR 2018-2019 BUDGET WORKSHOP	
A. Fiscal Year 2019-2020 Proposed Budget	
1. Water/Sewer Fund	298
X. CITY MANAGER’S REPORT	299
A. Update on proposed amendments to the Personnel Policy	
B. Update on home occupations workshop	
XI. FUTURE AGENDA ITEMS	
XII. REPORTS	
Reports that require no action.	
A. Financial Reports	
XIII. COUNCIL MEMBER COMMENTS & REPORTS	
XIV. MAYOR’S REPORT	
XV. 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, Giani B. Cantu, do hereby certify that I did, on 8/9/19 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.

Giani Cantu, City Secretary
City of Richwood

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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.**



STRAND
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Stormwater Drainage Update

7

City of Richwood



August 12, 2019

Overview of Hazard Mitigation Grant Program (HMGP) applications and awards:

- City submitted applications to Texas Division of Environmental Management (TDEM) for two projects:

1. Bastrop Bayou Flood Gates and Detention Pond

Project Cost = \$8,755,700

Federal Share Requested (70%) = \$6,566,755

Local Share = \$2,188,945

2. Stormwater Drainage Master Plan

Project Cost = \$150,000

Federal Share Requested (70%) = \$105,000

Local Share = \$45,000

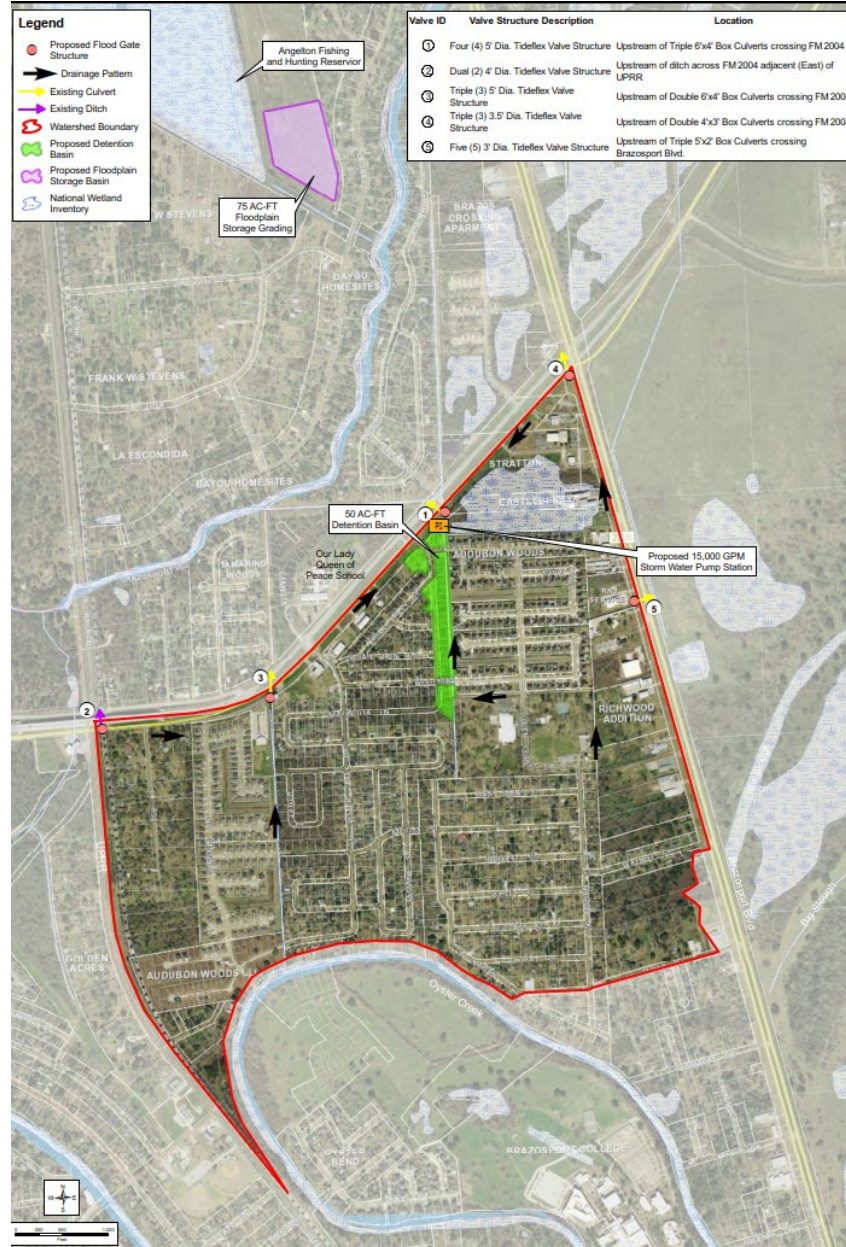
- 558 Applications received, 96 were selected as Primary Selection projects covering ~\$825 million
- Both Richwood applications were selected as Secondary Selection projects
- 52% of projects awarded to Harris County, 10% to Fort Bend County Levee Improvement Dist.
- Metrics for selection highly dependent on Benefit-Cost Analysis (BCA) Ratio

Bastrop Bayou Flood Gates and Detention Pond Project



Hurricane Harvey Drone Flyover Photo – Looking NE

Bastrop Bayou Flood Gates and Detention Pond Project



Bastrop Bayou Flood Gates and Detention Pond Project

Valve ID	Valve Structure Description	Location
①	Four (4) 5' Dia. Tideflex Valve Structure	Upstream of Triple 6'x4' Box Culverts crossing FM 2004
②	Dual (2) 4' Dia. Tideflex Valve Structure	Upstream of ditch across FM 2004 adjacent (East) of UPRR
③	Triple (3) 5' Dia. Tideflex Valve Structure	Upstream of Double 6'x4' Box Culverts crossing FM 2004
④	Triple (3) 3.5' Dia. Tideflex Valve Structure	Upstream of Double 4'x3' Box Culverts crossing FM 2004
⑤	Five (5) 3' Dia. Tideflex Valve Structure	Upstream of Triple 5'x2' Box Culverts crossing Brazosport Blvd.

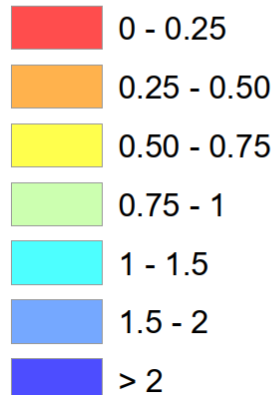


Bastrop Bayou Flood Gates and Detention Pond Project

Legend

 Watershed Boundary

Depth (feet)

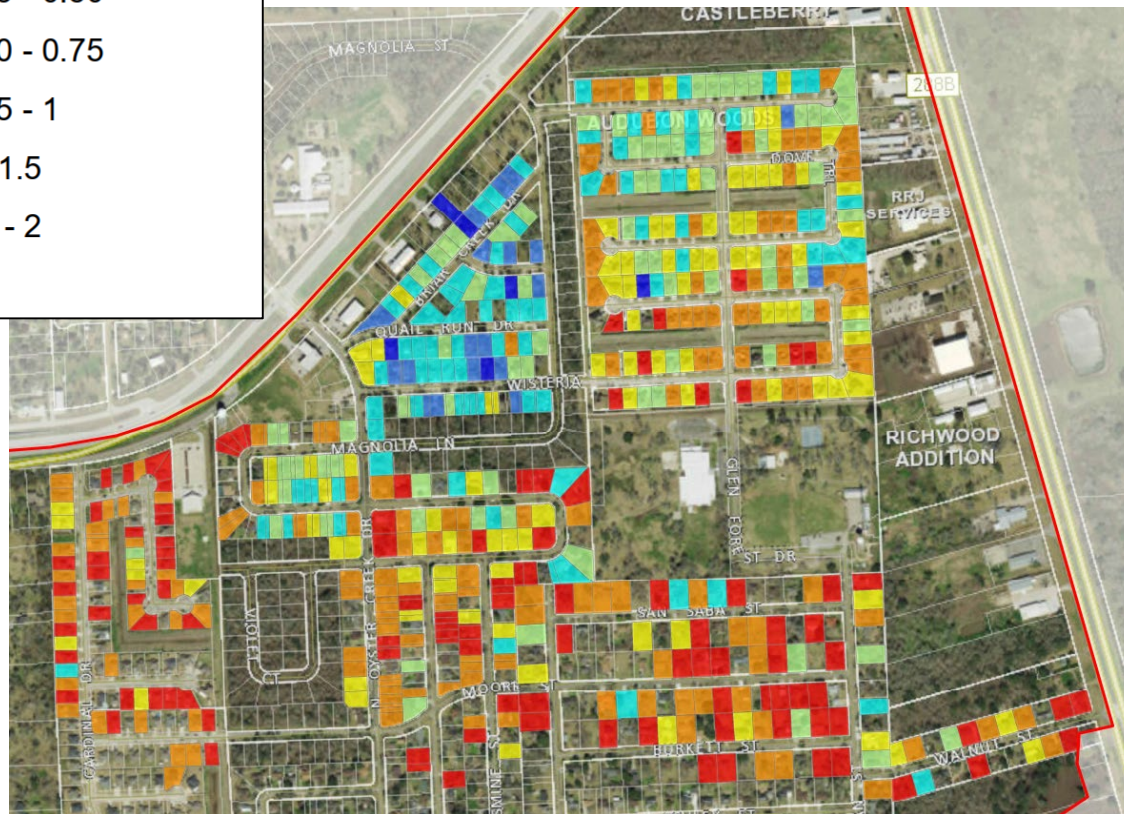


Results of FEMA Benefit Cost Analysis (BCA)

Benefit = \$14,100,394

Cost = \$8,755,700

BCA Ratio = 1.61



Citywide Stormwater Master Plan – List of Potential Tasks

Task ID	Citywide Stormwater Master Plan Tasks	Staff Manhours	Cost
1	Field Survey of Existing Stormwater Drainage Infrastructure	80	\$10,000
2	GIS System Mapping Development of Stormwater Infrastructure	80	\$10,000
3	Condition Assessment of Existing Stormwater Infrastructure	40	\$5,000
4	Identification and Prioritization of Stormwater Drainage Issues (Assume 5 problem areas)	80	\$10,000
5	Existing Conditions Hydrologic and Hydraulic Analysis of 5 Stormwater Drainage Issues	120	\$15,000
6	Proposed Stormwater Alternatives Development and Hydrologic and Hydraulic Analysis	240	\$30,000
7	Stormwater Management Operation and Maintenance Needs Assessment & Budget Development	40	\$5,000
8	Stormwater Capital Improvements Budget and Plan Development	60	\$7,500
9	Review and Revise Stormwater Management Ordinance & Technical Standards Document	80	\$10,000
10	Draft and Adopt Construction Site Erosion Control Ordinance	40	\$5,000
11	Review and Revise Floodplain Management Ordinance	40	\$5,000
12	Stormwater Management Plan Master Plan Report Development	120	\$15,000
13	Stormwater Master Plan Presentation to Council	20	\$2,500
14	Stormwater Public Education and Outreach Program Development	40	\$5,000
15	Stormwater Utility Feasibility Analysis	80	\$ 10,000
16	Project Management and Administration	40	\$ 5,000
Sub Total		1,200	\$ 150,000

Other Potential Sources of Grant Funding:

- **Pre-Disaster Mitigation (PDM) grant program**
 - **Administered by TDEM**
 - **Nationwide program, \$1 Billion available**
 - **Likely announced Sept. or Oct.**
- **Flood Mitigation Assistance (FMA) grant program**
 - **Administered by the Texas Water Development Board (TWDB)**
 - **Workshop tomorrow (8/13) at Lake Jackson Civic Center, 9:30 to 11:30 am**
 - **Workshop to discuss TWDB's new state and regional flood planning process and financing program**
 - **Likely announced this fall**



Minutes of City Council

Special Meeting of Monday, July 29, 2019

BE IT KNOWN THAT, a Special Meeting of the City Council of City of Richwood was held Monday, July 29, 2019, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

CALL TO ORDER

The meeting was called to order at 6:12 p.m.

INVOCATION

Invocation was held in prior Planning meeting.

PLEDGES OF ALLEGIANCE

Pledge of Allegiance & Texas Pledge

Pledges were held in prior Planning meeting.

ROLL CALL OF COUNCIL MEMBERS

Steve Boykin – Mayor

Mike Johnson – Position 1

Melissa Strawn – Position 2

Matt Yarborough – Position 3

Mark Brown II – Position 4

Katie Johnson – Position 5

Others present: Matt Allen, City Attorney; Lindsay Koskiniemi, City Manager; Clif Custer, Public Works Director; Jarrett Skelton, Detective; Giani Cantu, City Secretary

PUBLIC COMMENTS

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

There were no public comments.

CONSENT AGENDA

Approval of Minutes of Previous Meetings

Approve Contract with Ron Cox Consulting to perform personnel related services in an amount not to exceed \$4,500.00

Resolution appointing Jeremy Fountain as representative for Brazosport Water Authority

Jeremy Fountain reported he attended the last meeting and has been trying to get familiar with everything.

Mark Brown II asked what does the position entail.

Steve Boykin stated he is one seventh of the management board. They go through budget approval as well. He invites all council to go out to the site and facility. The seven member cities own the authority and make decisions that are best for the region as a whole.

Mark Brown II asked if the position was advertised or if there were any other candidates.

Mayor Boykin stated no. Mr. Fountain was a council candidate and he felt it would be acceptable to reach out and see if he would like to serve.

Matt Yarborough asked if Mr. Fountain would be able to vote on anything that will tie Richwood to any large amount of money.

Steve Boykin reported that Richwood is tied because we are part owner. However, he will bring back any large recommendations to Council and ask for Council guidance and feedback.

Mark Brown II stated the comments are nothing against Mr. Fountain. However, for Richwood, is it in the best interest to ensure we are appointing a qualified representative if we just go out and pick someone and not advertise for the position?

Clif Custer stated he believes it was done when Osdi resigned. There were other recommendations made by previous representative at that point and each of them all had conflicts by either being entity employee or elected official.

Steve Boykin stated he visited with Jeremy and talked to him as former representative and has confidence in his ability.

On motion by Katie Johnson second by Mark Brown II with all present members voting “aye” all consent agenda items were approved.

DISCUSSION AND ACTION ITEMS

Final review and action of re-plat of Lots 1A & 3 of Torrence Subdivision, also known as 100 Misty Ct

On motion by Mark Brown II second by Katie Johnson with all present members voting “aye” final approval of re-plat of Lots 1A & 3 of Torrence Subdivision, also known as 100 Misty Ct was granted upon condition of Velasco Drainage approval.

Final review and action of re-plat of Lots 12 & 13 of Davison Slater Place, also known as 232 Stuart St

On motion by Mark Brown II second by Katie Johnson with all present members voting “aye” final approval of re-plat of Lots 12 & 13 of Davison Slater Place, also known as 232 Stuart St was granted upon condition of Velasco Drainage approval.

Mayor Boykin recessed at 6:35 p.m.

The meeting was recalled at 6:45 p.m.

WORKSHOP - Home Occupations

Lindsay Koskiniemi presented. She stated that research methodology included realtor opinions, public surveys and comparison to zoning regulations in surrounding cities.

Mark Brown II asked if the previous home occupation changes in May were adopted.

Ms. Cantu stated she believes so. However, the changes were made to Section 5-17 and left home occupations as conditional uses within the residential zoning districts. Zoning district language also states no business enterprise allowed.

Matt Allen reported that home occupations were put in as conditional uses to allow some review and control. The question comes now for council to review and add on to work initially done.

Lindsay Koskiniemi reported that zoning does have specifically prohibited but does not specify allowable home occupations.

Matt Yarborough his interpretation is that all home occupations have to get conditional use approval. The way the ordinance reads is that any home occupation that's being operated in an accessory building only and those in primary resident are not really addressed due to the way home occupation is defined.

Mark Brown II stated that he worked on the previous home occupation changes and was a part of choosing what is allowed in home occupations and not zoning. The committee had looked at the City of Austin's home occupation regulations.

Ms. Cantu clarified both sections, districts and home occupations, are in the zoning ordinance. However, research did find that other cities may address home occupations in building developments and not zoning. This is something for council to consider.

Lindsay Koskiniemi stated that another area that can be confusing is Section 8 Health and Human Services that provides the definition of business.

Melissa Strawn stated she doesn't necessarily think that Richwood should follow Austin and would like to look at more surrounding cities.

Further discussion was held on most recent changes to the zoning ordinance and the recommendations to the home occupations ordinance as proposed by Interim City Manager.

City Council will review the zoning ordinance as a whole, the attorney will look at drafting proposed language and discussion will reconvene at the September meeting. Council agreed to

have the Appendix B of the City's zoning ordinance fully read by the regular meeting on September 9, 2019 in order to finalize the review process.

Mayor Boykin recessed at 8:05 p.m.

The meeting was recalled at 8:10 p.m.

PRESENTATION OF FY 19-20 PROPOSED BUDGET

Lindsay Koskiniemi reported that in the regular Council meeting on July 8, 2019, Interim City Manager and Interim Finance Director presented information concerning possible tax rate scenarios, where the use of the effective tax rate, with all budget requests satisfied, would likely present a deficit in the General Fund.

At the request of Council, the enclosed presentation illustrates the implications of removing large budget request items and the consequence of such actions. Large budget request items include a 1.5% cost of living adjustment for salaried employees, up to a 1.5% merit increase for all salaried employees (total possible increase of 3%, based on compensation study conducted in Fiscal Year 2018), Comprehensive Master Plan (Phase I), and Improvements to the P.K. Forrest Community Building. The presentation discloses property tax rates necessary to include all budget requests and achieve a balanced budget.

Staff independently posted a survey welcoming all Richwood residents, property owners, and business owners to submit input on capital improvement project priorities. This information was collected to begin a Capital Improvement Plan and give Council guidance on funding priorities related to capital projects.

Additionally, staff has updated the budget calendar, as we anticipate a need for a public hearing in the event Council agrees to an increase in property tax rate.

Lindsay Koskiniemi presented insurance plan options for employee compensation package. City Council discussed the insurance proposal and decided to keep the insurance package the same.

Lindsay Koskiniemi presented the proposed budget attached hereto.

Discussion was held on tax revenue projections and projected expenditures and setting a workshop.

A Budget Workshop set for August 5, 2019 at 6:00 p.m.

Mark Brown II stated he wants to see difference between numbers and would like to know what the beginning fund balance is and what is it being allocated to.

Lindsay Koskiniemi stated it is not contingency because contingency is an actual transfer in savings.

Mark Brown II stated we can't keep carrying unassigned fund balance over and over and yet asking the tax rate to increase to cover the one-time expenditures. Wouldn't it make more sense to start using the savings instead raising taxes?

Further discussion was held on the tax revenue projections and fund balance savings that can be used on one-time purchases such as the comprehensive master plan and a flood and drainage plan.

Mark Brown II asked for update on regional flood and drainage study being done through interlocal with Lake Jackson and other agencies.

City Council asked to see what current fund balances are, what the studies and plans will cost us; and what is currently contingency.

CITY MANAGER'S REPORT

Lindsay Koskiniemi reported that Grant Works has posted notice on July 15th of the pipe bursting project using CDBG-DR funds in the amount of approximately \$600,000. The notice is expected to remain posted on City Hall window at 1800 Brazosport Blvd until the award of proceeds or for thirty days until August 15, 2019.

Strand will be here Aug 12th. However, the update from Strand is that the City submitted 2 applications: (1) Bastrop Bayou flood gates and detention pond 8.75 million with a federal share of 70% and (2) Stormwater Drainage Master Plan for an approximate \$150,000 with a federal share of 70%. Neither grant was listed a primary project, but both were listed as secondary. The hazard mitigation grant was extremely competitive with 558 submittals and only 96 primary awards.

Clif Custer reported that the TDEM representative stated that the secondary status was not the kiss of death. There is not one and final step to funding and many primary would not be funded because they drop out. It is not that project is off the table, it just doesn't hold initial standing of being looked at first. With the flood gates being such a finite project, it would be tough to be considered but something like drainage study may be funded. Council will need to decide if they want to wait to fund that or do they want to be proactive. It could be many years before we see those funds.

Mark Brown II asked what happens if we fund it now and they come back and award us later. Could the City reimburse itself for the drainage study with grant funding.

Clif Custer reported he would have to ask.

REPORTS

Reports that require no action.

No reports were presented.

COUNCIL MEMBER COMMENTS & REPORTS

Mike Johnson reported he participated in the drive through with KRB for litter index. Overall, he believes the City looks good.

MAYOR'S REPORT

Mayor Boykin last week the City hosted the BCCA meeting. The turn-out was great and topic was great. He asked if everyone was able to make the training for Emergency Management on August 7. This is a new training that Department of Homeland Security came up with. Lastly, we have two depression systems. One looks like its headed towards Florida. The other looks like it may come thru the Yucatan Peninsula. He will be monitoring the storm systems and keep updated. He apologized to Council for losing his temper during budget discussion.

Matt Yarborough reported the All American Night event was a huge success.

FUTURE AGENDA ITEMS

No items were suggested.

ADJOURNMENT

There being no further business the meeting adjourned at 10:39 p.m.

These minutes were read and approved on this 12th day of August, 2019.

ATTEST:

Mayor

City Secretary

City of Richwood

Proposed Budget Fiscal Year 2019-2020



Focused on the Future



City of Richwood
1800 Brazosport Blvd.
Richwood, TX 77531
Phone (979) 265-2082
Fax (979) 265-7345

JULY 29, 2019

The Honorable Mayor and City Council:

Staff has worked hard to put together a fiscally responsible budget that prioritizes the financial health and sustainability of the City of Richwood. This budget, at the effective tax rate, will not generate the necessary revenue to support City operations. This document is fluid, as it is largely dependent on Council decisions. This letter will be expanded upon and modified to be used as the Letter of Transmittal once the Fiscal Year 2019 – 2020 budget is adopted. This letter is incomplete, as there are decisions such as health insurance re-rate, property tax rate, utility rate increase, and budget requests, that still require decisive action.

The remainder of this message will summarize the following aspects of the proposed budget:

1. FY 2018 – 2019 Overview
2. Council's Vision and Strategic Plan Update
3. Budget requests
4. General Fund Budget
5. Utility Fund Budget
6. Health Insurance Rate

FY 2018 – 2019 Overview

In Fiscal Year 2018 – 2019 (FY19), voters approved \$6.955 million in bonds through two different General Obligation Bond series: Series 2019A \$2,955,000 which will be used to pay for street and road improvements, sidewalk construction and improvement, drainage improvements and flood control projects, and necessary cost of issuance related to the sale of Series 2019A; Series 2019B \$4,000,000 which will be used to pay for contractual obligations, fund acquisition, design, construction, equipping , and improvement of water and wastewater facilities, and the cost of issuance of the Series 2019B. General Obligation Series B will provide a new water plant on the north end of Richwood, which is improve the City's water pressure and update the water infrastructure system and bring it into

compliance with the water pressure standards required by Texas Commission on Environmental Quality and increasing the health and safety for Richwood residents.

For the first time, the FY19 segregated the duties of City Secretary and Finance Director, thus the Finance Director role was created. The FY20 budget proposes the Finance Department be separated from the City Administration budget for the purpose of tracking personnel indirect costs to other departments and more transparent budgeting. Separating the departments does not cause any increase to the City's proposed budget. The established responsibilities of the Finance Department, for which the Finance Director is charged include: Budget administration, all accounting and financial procedures, serves as City's treasurer, Utility Billing, Payroll, Accounts Payable, Purchasing/Procurement, grant management, and Performance management/customer service. The City Secretary is responsible for overseeing the municipal court, managing public information requests, boards and commissions, human resources (personnel), and elections.

Council's Vision and Strategic Plan Update

On May 18, 2019, the City Council met with staff to review and update the City's strategic plan. Council's strategic priorities remained the same but were updated based on completion of previous objective actions steps and incorporation of new ideas. The mission and vision statements remained the same from FY19 to FY20. To help guide the staff in carrying out the vision and mission statements, City Council maintained the following strategic priorities to consider when planning and creating the budget:

1. Financial Sustainability
2. Economic Development
3. Infrastructure Investments
4. Community Development
5. City Operations

Major Updates to the Strategic Plan for FY20 include:

Financial Stability:

- Establish public information process for citizen information;
- Establish a combination of public meeting and on-line surveys to seek citizen responses;
- Incorporate the following into the budget process: Equipment Replacement Fund, Capital Improvement Fund, Establish Water Contingency Fund, Consider Mechanism to pass on rate increase/decrease from Brazos Water Authority to citizens automatically.

Economic Development:

- Create a Comprehensive plan for the City;
- Create a Parks Master Plan;
- Include a CHARMS workshop;
- Establish process for celebrating and advertising newly established businesses in Richwood;
- Pursue annexation and preparation for future development of the north.

Infrastructure Investments:

- Expand a reliable water system, a functional wastewater collection and drainage system to support economic development;
- Provide predictable utility rate increases/decreases;
- Conduct rate study.

Community Development:

- Develop a plan for improving the existing community center to provide a quality place for people to gather;
- Develop a program of community-wide social events – Concerts in the park, food trucks, cook-off teams, movies in the park.

City Operations

- Select and Implement new Municipal Court software;
- Establish a policy to differentiate between Cost of Living Adjustment (COLA) and performance-based pay.

In creating the FY20 budget, staff prioritized creating a proposal that would achieve an appropriate balance among the listed priorities while providing the level of service Richwood residents expect. At the effective tax rate, the City will not generate enough property tax revenue to provide the level of service seen in FY19, and this budget does not provide additional budget requests to achieve Council's vision. At the effective tax rate, the City's General Fund will generate an estimated (-\$16,612) in property tax revenue.

Budget Requests

In preparing the proposed FY20 budget for review, all proposed increases were removed, as this year's General Fund will not be able to support City operations without an increase in the property tax rate. The projected revenues and expenditures for FY20 were conservatively projected during the budget preparation, however, we anticipate a shortfall. Initially, staff had requested the following increases to the General Fund: \$45,000 for Phase I for a City Comprehensive Master Plan, \$33,000 for up to a 3% raise, and \$20,000 for renovations to P.K. Forrest Community Building. The Utility Fund included approximately \$8,000 in raises.

No budget requests were frivolous in nature, however, all budget requests met one or more of Council's strategic priorities. The Comprehensive Master Plan is an important investment, because having an adopted plan will hold developers accountable for meeting Council's vision adopted into a Comprehensive Plan. Presently, there is 928 acres of undeveloped land which spans north and south to the east of Business 288. Should the landowner decide to sell the land or any portion of the land, the City would have no control over how the land is developed, which can be managed and controlled through the formal adoption of a Comprehensive Plan. Time presents a risk, as a Comprehensive Plan is developed through an in-depth study which requires time. This budget initially proposed the study to span two years, where \$45,000 would fund the first year of the study. The Comprehensive Plan is consistent with Economic Development and Infrastructure Investments.

We proposed up to a 3% raise for employees, consistent with the FY18 Compensation Study and Proposed Pay Plan. Initially, the raise was proposed as a "merit-based COLA," which, I believe, are two different types of pay increases not be overlapped. Cost of Living Adjustments are intended to adjust employee's salaries congruently with the national rate of inflation. Costs are constantly rising. A box of cereal is not the same price today as it was 5 years ago, therefore, a merit increase should be based on performance; while COLAs should be used to adjust for rising costs of living. Staff has proposed that 1.5% of the 3% be guaranteed as COLA, while the other 1.5% be based on performance documented in an annual review, allowing for a maximum annual raise of 3%. Proposed raises are consistent with Financial Sustainability and City Operations.

The P.K. Forrest Building is a community gathering building – one of few public gathering spaces Richwood has. The proposed improvements include: a chair rail, new bathroom improvements, new cabinets and counters, and fresh paint. This building is outdated and needs work to preserve a scarce commodity in Richwood and attract new users to this site. Presently, the exit signs need new emergency lights; the counters are in need of repair, etc. Funding improvements to the P.K. Forrest Building parallels the Community Development Priority.

Not initially included is a Public Works building to store equipment. The City is currently using all available storage resources, and a building would alleviate storing equipment in places designated for other uses. Staff anticipates the cost of a new building will be \$40,000. This is included in the recommended tax rate to be presented for Council's consideration. The inclusion of a new building for Public Works to house heavy equipment will support City Operations.

General Fund Proposed Budget

The proposed budget contains no significant increases; however, it is worthy to mention that the bank note for City Hall (approximately \$21,000 annually) is now recognized as a General Fund expenditure and not a bond-supported payment. Finance is proposed to be budgeted as its own department, which presents no increases from FY19 to FY20.

Revenues:

Ad Valorem Taxes: The FY19 property tax rate is .670204. Staff has calculated that each one cent increase to the tax presents approximately \$30,000 in revenue. In order to satisfy all budget requests, Council would need to adopt a tax rate of .719715 to generate the \$138,000 needed to fully fund all budget requests. For clarification, the effective tax rate is the tax rate that would be required to produce the same amount of taxes if applied to the same properties taxed in both years. On average, each property owner would pay the same amount they paid in the previous year. However, different property owners will be impacted differently.

This increase proposed increase in property tax of 0.049511 approximates to a five-cent tax increase per \$100 of assessed value. Property taxes are proposed at 100% collection rate, although 99.4% is more likely, according to historical trends. Staff is proposing a property tax rate of .719715 to fund all budget requests. Council can exercise discretion in what budget requests to fund, based on priority, with the knowledge that each cent of the proposed tax rate will raise approximately \$30,000 in revenue.

Historically, the property tax rate has not increased every year. Conversely, in FY16 and FY17, the tax rate decreased two consecutive years (p.42 of handout). In FY16, ad valorem tax decreased by 0.0631 and in FY17 by 0.03814 (approximately \$149,264 on \$236,551,500 assessed value, and \$112,418 on \$294,751,459 assessed value). The amount of property tax given back to taxpayers in FY16 and FY17 is \$261,682.

Other Revenues:

- Sales tax was modestly projected at a 2.1% increase from last year and streets sales tax at a 2.6% increase, although the most recent quarter, sales tax was trending closer to a 3% increase from last year.
- Building permits is expected to increase nearly 30% due to new development.
- Franchise fees are expected to decrease \$20,000 due to changes in legislation.
- Court fines are expected to be lower by at least 22% due to lower citation numbers.

General Fund Expenditures:

Administration: Finance split from Administration. No

- Moved \$12,500 to City Maintenance for City Hall-related Building and Grounds Maintenance and Repair
- Moved \$7,000 to the Utility Fund for Utility Bill postage
- If Comprehensive Plan is approved in the FY20 Budget, it is proposed to be budgeted in Administration.

City Maintenance – No new changes.

- \$12,500 moved from Administration

Streets and Drainage – No new changes.

Police Department –

- \$12,000 in Overtime
- Dispatch service contract expected to increase \$5375
- Due to aging fleet, Vehicle M&R increased \$4000
- Animal Control contract \$40,000 (likely will be less).

Judicial (Municipal Court):

- New software contract \$4100

Volunteer Fire Dept.

- Contract for EMS services increased \$9700
- Vehicle insurance increased \$3000

Parks: No major changes.

Code Enforcement: No major changes.

Permitting & Inspections: Contracts and services is proposed at \$56,200, however the pass-through fees will be included in the permit application in order to pay our third-party inspector, BBG.

Utility Fund

The Personnel categories within the Utility Fund do not reflect raises that were initially proposed. Staff recommends Council hold a workshop where utility fee increase scheduled will be presented and discussed in order to adopt a progressive rate to achieve the increase necessary to support the voter-approved utility bonds, Series 2019B. Staff projects the increase necessary would equate to \$6.00 increase to the base rate for all

account holders. Staff recommends Council consider separating the solid waste charges from the Water/Sewer fund, in order to more transparently account for utility revenue.

Health Insurance Rate

Staff was presented with 4 different re-rate plans for health insurance. The four plans present the following increase/decrease in rates: +1.76%, .67%, -.74%, -3.39%. The health insurance rates in the proposed budget were calculated at the FY19 rates. The lowest rate proposed by Texas Municipal League for FY20 would generate an annual savings to the City of \$16,500 at approximately \$55 per employee per month. This plan would reduce employee coverage, as it would include emergency room co-pays and a \$2,000 increase to the out of pocket deductible maximum.

Conclusion

In order to adopt the FY budget, tough decisions need to be made, namely the property tax rate and allocation of the utility rate increase. We need to think strategically for what make sense for Richwood and consider future growth, the type of community in which residents want to live and raise families. We need to prioritize health and safety, and we are taking the right steps by addressing the water system now. Issuing debt is hard decision, but it was the right one Richwood.

Respectfully Submitted,

Lindsay Koskiniemi
Interim City Manager

City of Richwood
FY 2019-20 Budget
Consolidated Fund Summary

<u>Revenues</u>	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
General Fund	\$ 2,860,449	\$ 2,817,091	\$ 3,095,593	\$ 2,853,310
I&S Debt Service Fund	176,480	166,333	162,980	357,602
General Capital Improvement Project Fund	82,868	149,324	112,900	-
General Capital Equip Replacement Fund	100,531	99,533	43,000	-
Crime Control & Prevention District	126,149	117,000	116,400	120,000
General Contingency Fund	74,144	7,161	7,161	36,000
Beautification Fund	15,508	15,520	15,384	17,020
Transportation Fund	138,794	136,800	144,580	143,800
Series 2019 A Bond Capital Projects Fund	-	-	2,955,000	-
Water & Sewer Fund	2,021,627	1,749,505	2,164,840	2,330,838
Utility Contingency Fund	47,069	24,084	24,084	29,500
Utility Capital Improvement Project Fund	87,686	-	-	-
Series 2019 B Bond Capital Projects Fund	-	-	4,000,000	-
Total Revenues	\$ 5,731,305	\$ 5,282,351	\$ 12,841,922	\$ 5,888,070
<u>Expenditures</u>				
General Fund	\$ 2,823,794	\$ 2,846,132	\$ 2,798,808	\$ 2,869,922
Debt Service Fund	174,711	166,333	166,333	355,394
General Capital Improvement Project Fund	25,716	149,324	112,900	-
General Capital Equip Replacement Fund	518,558	67,500	33,835	-
Crime Control & Prevention District	42,237	133,000	148,645	183,112
General Contingency Fund	-	-	-	-
Beautification Fund	8,910	16,000	14,000	30,150
Transportation Fund	53,018	136,800	119,516	142,500
Series 2019 A Bond Capital Projects Fund	-	-	48,000	2,907,000
Water & Sewer Fund	1,894,366	2,153,328	2,185,873	2,283,187
Utility Contingency Fund	-	-	-	-
Utility Capital Improvement Project Fund	17,791	-	-	-
Series 2019 B Bond Capital Projects Fund	-	-	60,000	3,940,000
Total Expenditures	\$ 5,559,101	\$ 5,668,417	\$ 5,687,910	\$ 12,711,264

City of Richwood
FY 2019-20 Budget - Proposed
General Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Beg. Unassigned Fund Balance:	\$ 805,252	\$ 841,907	\$ 841,907	\$ 1,138,692	
<u>Revenue Summary</u>					
Property Taxes	\$ 1,706,388	\$ 1,698,408	\$ 1,687,200	\$ 1,687,000	-0.7%
Sales & Other Taxes	823,549	765,998	757,000	764,000	-0.3%
Licenses & Permits	86,685	79,100	103,889	106,000	34.0%
Intergovernmental	-	-	178,000	11,100	-
Fines & Fees	129,609	131,350	102,131	102,350	-22.1%
Services & Fees	5,548	5,075	35,195	36,360	616.5%
Rents & Leases	9,804	9,500	8,237	8,500	-10.5%
Interest	14,240	3,000	13,200	14,000	366.7%
Miscellaneous	2,454	-	86,741	-	-
Operating Transfers	82,172	124,660	124,000	124,000	-0.5%
Total Revenue	\$ 2,860,449	\$ 2,817,091	\$ 3,095,593	\$ 2,853,310	1.3%
<u>Expenditure Summary</u>					
Administration	\$ 575,491	\$ 714,028	\$ 602,987	\$ 361,814	-49.3%
Finance	-	-	-	285,034	-
Maintenance	225,092	221,560	210,736	201,507	-9.1%
Streets & Drainage	50,919	125,000	120,000	125,000	0.0%
Police	962,014	943,067	925,399	1,013,143	7.4%
Municipal Court	132,837	89,263	83,421	87,172	-2.3%
Fire	149,559	207,371	307,977	224,100	8.1%
Parks & Recreation	36,798	46,300	25,851	45,120	-2.5%
Code Enforcement	48,643	57,171	54,859	56,880	-0.5%
Building & Inspections	105,731	112,866	105,012	88,800	-21.3%
Disaster & Emergency	46,585	-	30,000	-	0.0%
Non-Departmental	490,125	329,506	332,566	381,352	15.7%
Total Expenditures	\$ 2,823,794	\$ 2,846,132	\$ 2,798,808	\$ 2,869,922	0.8%
Revenues Over (Under) Expenditures:	\$ 36,655	\$ (29,041)	\$ 296,785	\$ (16,612)	-42.8%
Ending Unassigned Fund Balance:	\$ 841,907	\$ 812,866	\$ 1,138,692	\$ 1,122,080	

City of Richwood
FY 2019-20 Budget
General Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
<u>Property Taxes</u>					
294103 Current Property Taxes	\$ 1,615,742	\$ 1,673,908	\$ 1,660,000	\$ 1,660,000	-0.8%
294104 Delinquent Property Taxes	74,097	12,000	13,200	13,000	8.3%
294105 Penalty & Interest	16,549	12,500	14,000	14,000	12.0%
Total Property Taxes	\$ 1,706,388	\$ 1,698,408	\$ 1,687,200	\$ 1,687,000	-0.7%
<u>Sales & Other Taxes</u>					
294117 Sales Tax	\$ 507,531	\$ 469,998	\$ 470,000	\$ 480,000	2.1%
294116 Sales Tax - Streets	126,883	117,000	117,000	120,000	2.6%
294111 Franchise Taxes	189,135	179,000	170,000	164,000	-8.4%
Total Sales & Other Taxes	\$ 823,549	\$ 765,998	\$ 757,000	\$ 764,000	-0.3%
<u>Licenses & Permits</u>					
294106 Licenses & Permits	\$ 8,658	\$ 9,100	\$ 5,889	\$ 6,000	-34.1%
294107 Building Permits	78,027	70,000	98,000	100,000	42.9%
Total Licenses & Permits	\$ 86,685	\$ 79,100	\$ 103,889	\$ 106,000	34.0%
<u>Intergovernmental Revenue</u>					
Grants & Reimb -FEMA	\$ -	\$ -	\$ 171,000	\$ 10,000	-
Grants & Reimb - Federal/State	-	-	-	-	0.0%
Grants & Reimb - Police/DOJ	-	-	-	1,100	-
294113 Other Intergovernmental Rev	-	-	7,000	-	-
Total Intergovernmental Revenue	\$ -	\$ -	\$ 178,000	\$ 11,100	-
<u>Fines & Fees</u>					
294109 Municipal Court Fines & Fees	\$ 129,219	\$ 131,000	\$ 102,000	\$ 102,000	-22.1%
294114 Animal Control Fines & Fees	390	350	131	350	0.0%
Total Fines & Fees	\$ 129,609	\$ 131,350	\$ 102,131	\$ 102,350	-22.1%
<u>Services & Fees</u>					
294121 Park & Recreation Fees	\$ 5,548	\$ 5,075	\$ 4,200	\$ 6,000	18.2%
294108 Rental Inspection Fees	-	-	30,995	30,360	-
Total Services & Fees	\$ 5,548	\$ 5,075	\$ 35,195	\$ 36,360	616.5%
<u>Rents & Leases</u>					
294118 Park & Clubhouse Rental	\$ 9,804	\$ 9,500	\$ 8,237	\$ 8,500	-10.5%
Total Rents & Leases	\$ 9,804	\$ 9,500	\$ 8,237	\$ 8,500	-10.5%
<u>Interest Revenue</u>					
294110 Interest on Investments	\$ 14,240	\$ 3,000	\$ 13,200	\$ 14,000	366.7%
Total Interest Revenue	\$ 14,240	\$ 3,000	\$ 13,200	\$ 14,000	366.7%
<u>Miscellaneous Revenue</u>					
Insurance Claims/Damages	\$ -	\$ -	\$ 85,446	\$ -	0.0%

City of Richwood
FY 2019-20 Budget
General Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
294122 Animal Reg Fees/Donations	-	-	100	-	0.0%
294425 Special Events & Festivals	2,454	-	1,195	-	0.0%
294112 Other Misc Revenue					0.0%
Total Miscellaneous Revenue	\$ 2,454	\$ -	\$ 86,741	\$ -	0.0%
 <u>Operating Transfers</u>					
974963 Trf from Water Sewer Fund	\$ 82,172	\$ 124,660	\$ 124,000	\$ 124,000	-0.5%
Total Operating Transfers	\$ 82,172	\$ 124,660	\$ 124,000	\$ 124,000	-0.5%
 Total General Fund Revenues	 \$ 2,860,449	 \$ 2,817,091	 \$ 3,095,593	 \$ 2,853,310	 1.3%

City of Richwood
FY 2019-20 Budget
Department: Administration

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 280,359	\$ 422,783	\$ 373,065	\$ 204,994	-51.5%
Contracts & Services	212,855	197,199	187,989	108,435	-45.0%
Supplies	38,428	44,040	16,933	19,340	-56.1%
Maintenance & Repairs	14,771	16,000	6,000	3,500	-78.1%
Staff Development & Training	29,078	32,006	14,000	25,545	-20.2%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	2,000	5,000	-	-
Total Administration Expenditures:	\$ 575,491	\$ 714,028	\$ 602,987	\$ 361,814	-49.3%

Personnel					
503100 Salaries & Wages	\$ 203,923	\$ 308,080	\$ 303,513	\$ 158,005	-48.7%
503120 Overtime	650	3,500	1,500	-	-100.0%
503120 Medicare	1,926	4,611	4,401	2,291	-50.3%
503130 TMRS Retirement	29,751	48,107	42,166	17,738	-63.1%
503132 Employee Insurance	35,331	47,340	15,143	17,486	-63.1%
503124 Unemployment Ins	34	855	324	324	-62.1%
503134 Workers Comp	852	1,210	305	220	-81.8%
503134 Longevity Pay	1,150	1,250	112	650	-48.0%
503134 Certification Pay	262	900	112	1,800	100.0%
503150 Benefit Allowances	6,480	6,930	5,490	6,480	-6.5%
Sub-Total:	\$ 280,359	\$ 422,783	\$ 373,065	\$ 204,994	-51.5%

Contracts & Services					
503202 Administration & Operations	\$ 58,983	\$ 13,300	\$ 12,000	\$ 8,300	-37.6%
503204 Legal	25,939	20,500	16,000	20,500	0.0%
503206 Insurance	17,918	20,000	19,600	20,000	0.0%
503208 Planning & Development	12,320	-	63	-	-
503208 Economic Development	2,549	10,000	2,000	3,000	-70.0%
503208 Publishing & Advertising	13,089	9,995	10,000	11,795	18.0%
503212 Financial & Accounting	63,709	85,638	93,000	-	-100.0%
503214 Rents & Leases	2,560	4,800	800	4,800	0.0%
503218 Information Systems	4,136	20,726	20,726	20,800	0.4%
503240 Postage & Shipping	-	-	-	7,000	-
503242 Telephone	2,040	2,040	1,800	2,040	0.0%
503244 Utilities	9,612	10,200	12,000	10,200	0.0%
503299 Other Contracts & Services	-	-	-	-	0.0%
Sub-Total:	\$ 212,855	\$ 197,199	\$ 187,989	\$ 108,435	-45.0%

Supplies					
503302 Office	\$ 12,737	\$ 21,000	\$ 14,000	\$ 8,000	-61.9%
503320 Food & Beverages	1,432	2,220	2,400	3,220	45.0%
503328 Custodial	238	1,200	533	500	-58.3%
503399 Other Supplies	24,021	19,620	-	7,620	-
Sub-Total:	\$ 38,428	\$ 44,040	\$ 16,933	\$ 19,340	-56.1%

City of Richwood
FY 2019-20 Budget
Department: Administration

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Maintenance & Repairs						
503410	Furniture & Fixtures	\$ 244	\$ 1,000	\$ 3,500	\$ 1,000	-
503410	Buildings & Grounds	14,527	15,000	2,500	2,500	-83.3%
	Sub-Total:	\$ 14,771	\$ 16,000	\$ 6,000	\$ 3,500	-78.1%
Staff Development & Training						
503502	Dues & Subscriptions	\$ 13,749	\$ 12,646	\$ -	\$ 13,500	-
503504	Education & Training Materials	309	-	-	685	-
503508	Mtgs, Seminars & Conferences	15,020	19,360	14,000	11,360	-41.3%
503510	Transportation, Lodging & Meals	-	-	-	-	0.0%
	Sub-Total:	\$ 29,078	\$ 32,006	\$ 14,000	\$ 25,545	-20.2%
Miscellaneous						
503702	Public/Employee Relations	\$ -	\$ -	\$ -	\$ -	-
503704	Insurance Claims & Damages	-	-	-	-	-
503799	Other Misc Expenses	-	-	-	-	-
	Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
Capital Outlay						
503904	Information Systems	\$ -	\$ 2,000	\$ 5,000	\$ -	-
503910	Buildings & Structures	-	-	-	-	-
	Sub-Total:	\$ -	\$ 2,000	\$ 5,000	\$ -	-
	Total Expenditures:	\$ 575,491	\$ 714,028	\$ 602,987	\$ 361,814	-49.3%

City of Richwood
FY 2019-20 Budget
Department: Finance

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ -	\$ -	\$ -	\$ 201,534	-
Contracts & Services	-	-	-	66,500	-
Supplies	-	-	-	5,200	-
Maintenance & Repairs	-	-	-	-	-
Staff Development & Training	-	-	-	9,800	-
Miscellaneous	-	-	-	-	-
Capital Outlay	-	-	-	2,000	-
Total Finance Expenditures:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 285,034</u>	<u>-</u>

Personnel					
Salaries & Wages	\$ -	\$ -	\$ -	\$ 152,603	-
Overtime	-	-	-	1,200	-
Medicare	-	-	-	2,230	-
TMRS Retirement	-	-	-	17,273	-
Employee Insurance	-	-	-	26,222	-
Unemployment Ins	-	-	-	486	-
Workers Comp	-	-	-	280	-
Longevity Pay	-	-	-	700	-
Certification Pay	-	-	-	-	-
Benefit Allowances	-	-	-	540	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 201,534</u>	<u>-</u>
Contracts & Services					
Financial & Accounting				\$ 61,500	-
Information Systems				5,000	-
Other Contracts & Services				-	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 66,500</u>	<u>-</u>
Supplies					
Office	\$ -	\$ -	\$ -	\$ 3,000	-
Food & Beverages	-	-	-	200	-
Minor Tools & Equipment	-	-	-	-	-
Other Supplies	-	-	-	2,000	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,200</u>	<u>-</u>
Maintenance & Repairs					
Information Systems	\$ -	\$ -	\$ -	\$ -	-
Buildings & Structures				-	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
Staff Development & Training					
Dues & Subscriptions	\$ -	\$ -	\$ -	\$ 1,500	-
Education & Training Materials				300	-
Mtgs, Seminars & Conferences				8,000	-
Transportation, Lodging & Meals				-	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,800</u>	<u>-</u>

City of Richwood
FY 2019-20 Budget
Department: Finance

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Miscellaneous						
	Other Misc Expenses					-
	Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
Capital Outlay						
	Office Equipment				1,200	-
	Furniture & Fixtures		-	-	800	-
	Sub-Total:	\$ -	\$ -	\$ -	\$ 2,000	-
	Total Expenditures:	\$ -	\$ -	\$ -	\$ 285,034	-

City of Richwood
FY 2019-20 Budget
Department: Maintenance

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 95,811	\$ 103,603	\$ 98,270	\$ 100,694	-2.8%
Contracts & Services	81,820	76,406	83,566	49,213	-35.6%
Supplies	16,629	16,400	12,400	17,100	4.3%
Maintenance & Repairs	30,672	24,651	16,100	32,500	31.8%
Staff Development	160	500	400	2,000	300.0%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	0.0%
Total Maintenance Expenditures:	\$ 225,092	\$ 221,560	\$ 210,736	\$ 201,507	-9.1%

Personnel					
511100 Salaries & Wages	\$ 60,584	\$ 64,624	\$ 66,617	\$ 66,200	2.4%
511112 Overtime	4,062	7,000	1,120	4,000	-42.9%
511120 Medicare	634	1,039	1,093	1,018	-2.0%
511124 TMRS Retirement	8,647	8,151	8,578	7,871	-3.4%
511130 Employee Insurance	17,569	18,936	17,188	17,481	-7.7%
511132 Unemployment Ins	30	342	537	324	-5.3%
511134 Workers Comp	4,110	3,261	2,887	3,000	-8.0%
511136 Longevity Pay	175	250	250	200	-20.0%
503134 Certification Pay	-	-	-	600	-
Sub-Total:	\$ 95,811	\$ 103,603	\$ 98,270	\$ 100,694	-2.8%

Contracts & Services					
Insurance	4,648	4,350	4,309	3,900	-10.3%
Uniforms & Apparel	995	1,600	1,600	1,600	0.0%
Publishing & Advertising	-	500	400	500	0.0%
503214 Rents & Leases	33,887	26,556	37,621	2,213	-91.7%
511242 Telephone	1,678	1,000	500	1,000	0.0%
503244 Utilities	34,318	36,400	33,136	34,000	-6.6%
Dump Charges & Fees	6,294	6,000	6,000	6,000	0.0%
Sub-Total:	\$ 81,820	\$ 76,406	\$ 83,566	\$ 49,213	-35.6%

Supplies					
511302 Office	\$ 407	\$ 200	\$ 200	\$ 200	0.0%
510306 Gas, Oil & Lubricants	7,657	8,000	4,000	8,000	0.0%
519224 Chemical & Medical	3,332	2,000	2,000	2,000	0.0%
510328 Custodial	612	700	700	1,400	100.0%
503332 Minor Tools & Equipment	2,465	2,500	2,500	2,500	0.0%
511399 Other Supplies	2,156	3,000	3,000	3,000	0.0%
Sub-Total:	\$ 16,629	\$ 16,400	\$ 12,400	\$ 17,100	4.3%

Maintenance & Repairs					
514406 Motor Vehicles	\$ 12,199	\$ 6,000	\$ 6,000	\$ 6,000	0.0%
514408 Buildings & Grounds	7,118	5,000	5,000	18,500	270.0%
514412 Machinery & Equipment	8,685	8,151	2,600	5,000	-38.7%

City of Richwood
FY 2019-20 Budget
Department: Maintenance

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
514422	Traffic Signs & Markers	2,568	2,500	1,000	2,500	0.0%
514426	Radio & Communications	102	3,000	1,500	500	-83.3%
514432	Minor Tools & Equipment					
	Sub-Total:	\$ 30,672	\$ 24,651	\$ 16,100	\$ 32,500	31.8%
Staff Development						
511502	Dues & Subscriptions	\$ 160	\$ 500	\$ 400	\$ 500	0.0%
511508	Mtgs, Seminars & Conferences				1,500	-
511510	Transportation, Lodging & Meals					-
	Sub-Total:	\$ 160	\$ 500	\$ 400	\$ 2,000	300.0%
	Total Expenditures:	\$ 225,092	\$ 221,560	\$ 210,736	\$ 201,507	-9.1%

City of Richwood
FY 2019-20 Budget
Department: Streets & ROW

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ -	\$ -	\$ -	\$ -	0.0%
Contracts & Services	-	5,000	-	5,000	0.0%
Supplies	-	-	-	-	0.0%
Maintenance & Repairs	50,919	53,000	53,000	53,000	0.0%
Staff Development & Training	-	-	-	-	0.0%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	67,000	67,000	67,000	0.0%
Total Streets & ROW Expenditures:	\$ 50,919	\$ 125,000	\$ 120,000	\$ 125,000	0.0%
Contracts & Services					
521202 Project Management	\$ -	\$ -	\$ -	\$ -	0.0%
521210 Engineering	-	5,000	-	5,000	0.0%
521299 Other Contracts & Services					0.0%
Sub-Total:	\$ -	\$ 5,000	\$ -	\$ 5,000	0.0%
Supplies					
521306 Motor Vehicles					0.0%
521306 Machinery & Equipment					0.0%
521330 Uniforms & Apparel					0.0%
521332 Minor Tools & Equipment					0.0%
521399 Other Supplies					0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repairs					
521406 Streets & ROW	\$ 50,741	\$ 48,000	\$ 48,000	\$ 48,000	0.0%
521408 Drainage & Retention	178	5,000	5,000	5,000	0.0%
Sub-Total:	\$ 50,919	\$ 53,000	\$ 53,000	\$ 53,000	0.0%
Staff Development					
521502 Dues & Subscriptions					0.0%
521506 Certification & Licensing					0.0%
521508 Meetings, Seminars & Conferences					0.0%
521510 Transportation, Lodging, Meal					0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Miscellaneous					
521799 Other Misc Expenses	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Capital Outlay					
521904 Streets & ROW Projects	\$ -	\$ 60,000	\$ 60,000	\$ 60,000	0.0%
521906 Drainage & Retention Projects	-	7,000	7,000	7,000	0.0%
Sub-Total:	\$ -	\$ 67,000	\$ 67,000	\$ 67,000	0.0%
Total Expenditures:	\$ 50,919	\$ 125,000	\$ 120,000	\$ 125,000	0.0%

City of Richwood
FY 2019-20 Budget
Department: Police

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 800,967	\$ 756,962	\$ 737,899	\$ 790,283	4.4%
Contracts & Services	81,567	102,684	99,179	133,019	29.5%
Supplies	42,673	41,382	36,856	42,500	2.7%
Maintenance & Repairs	23,010	18,607	28,425	21,487	15.5%
Staff Development & Training	12,846	22,832	22,265	20,254	-11.3%
Miscellaneous	951	600	775	600	0.0%
Capital Outlay	-	-	-	5,000	0.0%
Total Police Expenditures:	\$ 962,014	\$ 943,067	\$ 925,399	\$ 1,013,143	7.4%
Personnel					
510100 Salaries & Wages	\$ 516,334	\$ 516,174	\$ 519,023	\$ 539,863	4.6%
510112 Overtime	82,692	52,000	42,000	64,000	23.1%
510120 FICA/Medicare	2,064	8,246	8,661	8,756	6.2%
510124 Unemployment Insurance	4,162	1,539	1,683	1,458	-5.3%
510130 Retirement	73,620	64,720	67,992	67,719	4.6%
510132 Employee Insurance	90,988	85,212	76,593	78,665	-7.7%
510134 Workers Comp	19,689	18,881	8,507	16,092	-14.8%
510136 Longevity Pay	2,900	1,850	3,000	1,850	0.0%
503134 Certification Pay	8,000	7,800	9,900	10,800	38.5%
503150 Benefit Allowances	518	540	540	1,080	100.0%
Sub-Total:	\$ 800,967	\$ 756,962	\$ 737,899	\$ 790,283	4.4%
Contracts & Services					
510202 Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
503204 Legal	4,535	5,000	3,000	5,000	0.0%
510206 Insurance	12,604	13,022	15,981	16,200	24.4%
503208 Publishing & Advertising	196	2,200	2,200	2,200	0.0%
510214 Rents & Leases	3,241	4,488	4,488	4,404	-1.9%
510218 Information Systems	5,992	2,310	2,310	2,800	21.2%
510226 Dispatch & Communications	43,000	43,000	43,000	48,375	12.5%
510242 Telephone	9,932	12,624	12,200	10,000	-20.8%
510254 Jail & Prisoner Support	1,051	8,040	4,000	4,040	-49.8%
510254 Animal Control	1,016	12,000	12,000	40,000	233.3%
Sub-Total:	\$ 81,567	\$ 102,684	\$ 99,179	\$ 133,019	29.5%
Supplies					
510302 Office	\$ 2,108	\$ 2,280	\$ 1,600	\$ 1,800	-21.1%
510306 Gas, Oil & Lubricants	38,005	33,846	30,000	35,000	3.4%
510320 Food & Beverage	637	1,850	1,850	1,850	0.0%
510328 Custodial	10	50	50	50	0.0%
510332 Minor Tools & Equipment	380	1,816	1,816	2,000	10.1%
510399 Other Supplies	1,533	1,540	1,540	1,800	16.9%
Sub-Total:	\$ 42,673	\$ 41,382	\$ 36,856	\$ 42,500	2.7%
Maintenance & Repairs					
510402 Office Furniture & Fixtures	\$ 30	\$ -	\$ 1,000	\$ 1,000	-
510406 Motor Vehicles	13,403	9,500	17,000	13,500	42.1%
510410 Buildings & Structures	98	-	118	-	-
510412 Machinery & Equipment	380	400	400	400	-
510426 Radio & Communications	2,040	2,540	2,540	500	0.0%
510230 Uniforms & Apparel	5,922	5,587	5,587	5,587	0.0%

City of Richwood
FY 2019-20 Budget
Department: Police

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
510432	Minor Tools & Equipment	1,137	580	1,780	500	0.0%
	Other Maint & Repairs	-	-	-	-	0.0%
	Sub-Total:	\$ 23,010	\$ 18,607	\$ 28,425	\$ 21,487	15.5%
Staff Development & Training						
510502	Dues & Subscriptions	\$ 5,868	\$ 7,092	\$ 6,525	\$ 6,800	-4.1%
510508	Mtgs, Seminars & Conferences	6,978	15,740	15,740	13,454	-14.5%
510510	Transportation, Lodging & Meals	-	-	-	-	-
	Sub-Total:	\$ 12,846	\$ 22,832	\$ 22,265	\$ 20,254	-11.3%
Miscellaneous						
503702	Public Relations & Outreach	\$ 951	\$ 600	\$ 775	\$ 600	0.0%
503704	Insurance Claims/Damages	-	-	-	-	-
510799	Other Misc Expense	-	-	-	-	-
	Sub-Total:	\$ 951	\$ 600	\$ 775	\$ 600	0.0%
Capital Outlay						
510904	Information Systems	-	-	-	-	-
510906	Motor Vehicles	-	-	-	-	-
510926	Bldgs & Structures	-	-	-	5,000	-
	Sub-Total:	\$ -	\$ -	\$ -	\$ 5,000	-
Total Expenditures:		\$ 962,014	\$ 943,067	\$ 925,399	\$ 1,013,143	7.4%

City of Richwood
FY 2019-20 Budget
Department: Municipal Court

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 111,342	\$ 61,763	\$ 60,453	\$ 61,327	-0.7%
Contracts & Services	12,335	16,000	13,000	16,600	3.8%
Supplies	2,497	4,700	2,700	2,850	-39.4%
Maintenance & Repairs	-	-	-	-	0.0%
Staff Development & Training	6,663	6,800	5,700	5,195	-23.6%
Capital Outlay	-	-	1,568	1,200	-
Total Municipal Court Expenditures:	\$ 132,837	\$ 89,263	\$ 83,421	\$ 87,172	-2.3%

Personnel

510100 Salaries & Wages	\$ 79,681	\$ 44,566	\$ 44,388	\$ 45,678	2.5%
510112 Overtime	209	1,000	500	400	-60.0%
510120 FICA/Medicare	691	660	711	668	1.2%
510124 Unemployment Insurance	124	513	486	292	-43.2%
510130 Retirement	9,709	4,366	4,597	4,360	-0.1%
510132 Employee Insurance	20,409	9,468	8,594	8,741	-7.7%
510134 Workers Comp	94	165	152	164	-0.6%
510136 Longevity Pay	250	125	125	125	0.0%
503134 Certification Pay	175	900	900	900	0.0%
Sub-Total:	\$ 111,342	\$ 61,763	\$ 60,453	\$ 61,327	-0.7%

Contracts & Services

510202 Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
503204 Legal & Jury	12,038	15,500	12,500	12,000	-22.6%
510218 Information Systems	297	500	500	4,600	820.0%
510299 Other Contracts & Services	-	-	-	-	0.0%
Sub-Total:	\$ 12,335	\$ 16,000	\$ 13,000	\$ 16,600	3.8%

Supplies

510302 Office	\$ 2,088	\$ 4,200	\$ 2,200	\$ 2,600	-38.1%
510399 Other Supplies	409	500	500	250	-50.0%
Sub-Total:	\$ 2,497	\$ 4,700	\$ 2,700	\$ 2,850	-39.4%

Maintenance & Repairs

510402 Office	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%

Staff Development & Training

510502 Dues & Subscriptions	\$ 3,289	\$ 3,500	\$ 2,400	\$ 1,800	-48.6%
510504 Education & Training Materials	206	300	300	300	0.0%
510508 Mtgs, Seminars & Conferences	3,168	3,000	3,000	3,095	3.2%
510510 Transportation, Lodging & Meals	-	-	-	-	0.0%
Sub-Total:	\$ 6,663	\$ 6,800	\$ 5,700	\$ 5,195	-23.6%

Capital Outlay

510904 Information Systems	-	-	1,568	1,200	-
Sub-Total:	\$ -	\$ -	\$ 1,568	\$ 1,200	-

Total Expenditures:	\$ 132,837	\$ 89,263	\$ 83,421	\$ 87,172	-2.3%
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City of Richwood
FY 2019-20 Budget
Department: Fire

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 16,750	\$ 19,890	\$ 14,904	\$ 17,700	-11.0%
Contracts & Services	87,665	108,236	108,916	117,480	8.5%
Supplies	26,441	15,650	14,742	31,500	101.3%
Maintenance & Repairs	16,015	19,500	125,333	12,500	-35.9%
Staff Development & Training	2,688	3,900	3,900	4,200	7.7%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	40,195	40,182	40,720	1.3%
Total Fire Expenditures:	\$ 149,559	\$ 207,371	\$ 307,977	\$ 224,100	8.1%

Personnel											
514128	Volunteer Fireman Retirement		12,868		16,490		11,200		16,500		0.1%
514134	Workers Compensation		3,882		3,400		3,704		1,200		-64.7%
	Sub-Total:	\$	16,750	\$	19,890	\$	14,904	\$	17,700		-11.0%
Contracts & Services											
514202	Emergency Response	\$	75,000	\$	93,000	\$	93,000	\$	102,300		0.0%
514206	Insurance		8,505		8,636		11,561		11,620		34.6%
514242	Telephone		2,362		2,400		2,305		1,200		-50.0%
514250	Utilities		1,798		4,200		2,050		2,360		0.0%
	Sub-Total:	\$	87,665	\$	108,236	\$	108,916	\$	117,480		8.5%
Supplies											
514302	Office Supplies	\$	2,148	\$	650	\$	816	\$	1,500		130.8%
514306	Gas, Oil & Lubricants		2,450		3,000		3,000		3,000		0.0%
514322	Food & Beverage		-		-		816		1,000		-
514322	Fire Prevention		-		1,000		1,000		1,000		0.0%
514326	Radio & Communications		-		-		-		1,000		-
514330	Uniforms & Apparel		12,344		9,000		9,110		12,000		33.3%
514332	Tools & Equipment		9,499		2,000		-		12,000		-
	Sub-Total:	\$	26,441	\$	15,650	\$	14,742	\$	31,500		101.3%
Maintenance & Repairs											
514406	Motor Vehicles		5,998		16,000		12,083		12,000		-25.0%
514408	Buildings & Grounds		10,017		3,000		113,000		-		-
514426	Radio & Communications		-		500		250		500		0.0%
	Sub-Total:	\$	16,015	\$	19,500	\$	125,333	\$	12,500		-35.9%
Staff Development											
514502	Dues & Subscriptions	\$	2,688	\$	3,400	\$	3,400	\$	3,700		8.8%
514504	Education & Training Material										0.0%
514208	Schools & Seminars				500		500		500		0.0%
514510	Transportation, Lodging, Meal										0.0%
	Sub-Total:	\$	2,688	\$	3,900	\$	3,900	\$	4,200		7.7%

City of Richwood
FY 2019-20 Budget
Department: Fire

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Capital Outlay						
521002	Capital Lease - Pumper Truck	-	40,195	40,182	32,720	-18.6%
	Trf to Gen Equip Replace Fund		-	-	8,000	-
	Sub-Total:	\$ -	\$ 40,195	\$ 40,182	\$ 40,720	1.3%
	Total Expenditures:	\$ 149,559	\$ 207,371	\$ 307,977	\$ 224,100	8.1%

City of Richwood
FY 2019-20 Budget
Department: Parks & Recreation

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ -	\$ -	\$ -	\$ -	0.0%
Contracts & Services	4,242	7,800	5,917	6,620	-15.1%
Supplies	4,497	11,000	9,000	11,000	0.0%
Maintenance & Repairs	28,059	27,500	10,934	7,500	-72.7%
Staff Development & Training	-	-	-	-	0.0%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	-	-	20,000	0.0%
Total Parks & Recreation Expenditures:	\$ 36,798	\$ 46,300	\$ 25,851	\$ 45,120	-2.5%
Contracts & Services					
517202 Administration & Operations					-
517206 Insurance	2,103	3,800	2,517	2,620	-31.1%
517208 Publishing & Advertising		1,600	1,600	1,600	0.0%
517244 Utilities	2,139	2,400	1,800	2,400	0.0%
517299 Other Contracts & Services	-	-	-	-	0.0%
Sub-Total:	\$ 4,242	\$ 7,800	\$ 5,917	\$ 6,620	-15.1%
Supplies					
517324 Chemical & Medical	993	2,000	2,000	2,000	0.0%
517328 Custodial	928	1,500	1,500	1,500	0.0%
517330 Special Events	2,576	7,000	5,000	7,000	0.0%
517399 Other Supplies	-	500	500	500	0.0%
Sub-Total:	\$ 4,497	\$ 11,000	\$ 9,000	\$ 11,000	0.0%
Maintenance & Repairs					
517406 Motor Vehicles	\$ -	\$ -	\$ -	\$ -	0.0%
517408 Buildings & Grounds	25,834	20,000	9,000	-	-100.0%
517412 Machinery & Equipment	2,225	7,500	1,934	7,500	0.0%
517418 Other Maint & Repairs	-	-	-	-	0.0%
Sub-Total:	\$ 28,059	\$ 27,500	\$ 10,934	\$ 7,500	-72.7%
Staff Development					
517502 Dues & Subscriptions	\$ -	\$ -	\$ -	\$ -	0.0%
517508 Schools & Seminars	-	-	-	-	0.0%
517510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Capital Outlay					
517908 Grounds & Landscaping	-	-	-	-	0.0%
517910 Buildings & Structures	-	-	-	20,000	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ 20,000	0.0%
Total Expenditures:	\$ 36,798	\$ 46,300	\$ 25,851	\$ 45,120	-2.5%

City of Richwood
FY 2019-20 Budget
Department: Code Enforcement

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 46,427	\$ 46,621	\$ 45,709	\$ 46,830	0.4%
Contracts & Services	930	6,750	6,750	6,750	0.0%
Supplies	1,239	2,500	1,500	1,000	-60.0%
Maintenance & Repairs	15	-	-	-	0.0%
Staff Development & Training	32	1,300	900	2,300	76.9%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	0.0%
Total Code Enforcement Expenditures:	\$ 48,643	\$ 57,171	\$ 54,859	\$ 56,880	-0.5%
Personnel					
512104 Salaries & Wages	\$ 31,055	\$ 32,260	\$ 32,211	\$ 33,100	2.6%
512112 Overtime	110	300	300	300	0.0%
512120 FICA/Medicare	293	473	505	484	2.4%
512124 Unemployment Insurance	9	171	171	162	-5.3%
512130 Retirement Programs	4,242	3,706	3,651	3,751	1.2%
512132 Employee Health Insurance	10,232	9,468	8,594	8,741	-7.7%
512134 Workers Compensation	361	118	152	167	41.5%
512136 Longevity	125	125	125	125	0.0%
Sub-Total:	\$ 46,427	\$ 46,621	\$ 45,709	\$ 46,830	0.4%
Contracts & Services					
512202 Administration & Operations	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	0.0%
512204 Legal	787	5,000	5,000	5,000	0.0%
512208 Publishing & Advertising	-	500	500	500	0.0%
512218 Information Systems	143	250	250	250	0.0%
Sub-Total:	\$ 930	\$ 6,750	\$ 6,750	\$ 6,750	0.0%
Supplies					
512302 Office Supplies	\$ 285	\$ 1,000	\$ 500	\$ 500	-50.0%
512332 Minor Tools & Equipment	824	1,000	500	-	-
512399 Other Supplies	130	500	500	500	0.0%
Sub-Total:	\$ 1,239	\$ 2,500	\$ 1,500	\$ 1,000	-60.0%
Maintenance & Repairs					
512406 Motor Vehicles	\$ 15	\$ -	\$ -	\$ -	-
Sub-Total:	\$ 15	\$ -	\$ -	\$ -	-
Staff Development					
512502 Dues & Subscriptions	\$ -	\$ 300	\$ 300	\$ 300	0.0%
512508 Schools & Seminars	32	1,000	600	2,000	100.0%
512510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ 32	\$ 1,300	\$ 900	\$ 2,300	76.9%
Capital Outlay					
512902 Office Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Total Expenditures:	\$ 48,643	\$ 57,171	\$ 54,859	\$ 56,880	0.0%

City of Richwood
FY 2019-20 Budget
Department: Building & Inspections

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 71,616	\$ 73,466	\$ 33,888	\$ -	-100.0%
Contracts & Services	20,330	21,200	53,079	76,700	261.8%
Supplies	2,448	4,100	2,700	100	-97.6%
Maintenance & Repairs	870	1,500	1,500	-	-100.0%
Staff Development & Training	10,467	12,600	13,845	12,000	-4.8%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	0.0%
Total Building & Inspections Expenditures:	\$ 105,731	\$ 112,866	\$ 105,012	\$ 88,800	-21.3%

Personnel					
512104 Salaries & Wages	\$ 53,206	\$ 55,204	\$ 22,431	\$ -	-100.0%
512120 FICA/Medicare	471	809	316		-100.0%
512124 Unemployment Insurance	9	171	171		-100.0%
512130 Retirement Programs	6,654	6,344	2,508		-100.0%
512132 Employee Health Insurance	10,286	9,468	6,992		-100.0%
512134 Workers Compensation	-	455	455		-100.0%
512136 Longevity	450	475	475		-100.0%
503150 Benefit Allowances	540	540	540	-	-100.0%
Sub-Total:	\$ 71,616	\$ 73,466	\$ 33,888	\$ -	-100.0%
Contracts & Services					
512202 Administration & Operations	\$ 16,365	\$ 17,500	\$ 45,250	\$ 73,700	321.1%
512204 Legal	2,187	3,000	6,000	3,000	0.0%
512206 Insurance	1,606	500	1,629	-	-100.0%
512230 Uniforms & Apparel	172	200	200	-	-100.0%
Sub-Total:	\$ 20,330	\$ 21,200	\$ 53,079	\$ 76,700	261.8%
Supplies					
512302 Office Supplies	\$ 51	\$ 100	\$ 100	\$ 100	0.0%
512306 Gas, Oil & Lubricants	2,397	3,500	2,000		-100.0%
512322 Food & Beverage			100		-
512332 Minor Tools & Equipment	-	500	500		-
Sub-Total:	\$ 2,448	\$ 4,100	\$ 2,700	\$ 100	-97.6%
Maintenance & Repairs					
512406 Motor Vehicles	\$ 768	\$ 1,500	\$ 1,500	\$ -	-100.0%
512426 Radio & Communications	102	-	-	-	0.0%
Sub-Total:	\$ 870	\$ 1,500	\$ 1,500	\$ -	-100.0%
Staff Development					
512502 Dues & Subscriptions	\$ 10,034	\$ 10,800	\$ 13,000	\$ 12,000	11.1%
512508 Schools & Seminars	433	1,800	845	-	-100.0%
512510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ 10,467	\$ 12,600	\$ 13,845	\$ 12,000	-4.8%
Miscellaneous					
512799 Other Misc Expenses	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%

City of Richwood
FY 2019-20 Budget
Department: Building & Inspections

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Capital Outlay					
512902 Office Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Total Expenditures:	\$ 105,731	\$ 112,866	\$ 105,012	\$ 88,800	-21.3%

City of Richwood
FY 2019-20 Budget
Department: Disaster & Emergency Response

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ -	\$ -	\$ -	\$ -	-
Contracts & Services	40,656	-	30,000	-	-
Supplies	73	-	-	-	-
Maintenance & Repairs	5,856	-	-	-	-
Staff Development & Training	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Disaster & Emergency Expenditures:	\$ 46,585	\$ -	\$ 30,000	\$ -	-

Contracts & Services

519202 Administration & Operations	\$ 40,656	\$ -	\$ 30,000	\$ -	-
Sub-Total:	\$ 40,656	\$ -	\$ 30,000	\$ -	-

Supplies

519399 Other Supplies	\$ 73	\$ -	\$ -	\$ -	-
Sub-Total:	\$ 73	\$ -	\$ -	\$ -	-

Maintenance & Repairs

519432 Buildings & Grounds	\$ 88	\$ -	\$ -	\$ -	-
519432 Machinery & Equipment	5,768	-	-	-	-
Sub-Total:	\$ 5,856	\$ -	\$ -	\$ -	-

Capital Outlay

519912 Machinery & Equipment	-	-	-	-	-
519926 Radio & Communications	-	-	-	-	-
Sub-Total:	\$ -	\$ -	\$ -	\$ -	-

Total Expenditures:	\$ 46,585	\$ -	\$ 30,000	\$ -	-
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City of Richwood
FY 2019-20 Budget
Department: Non-Departmental

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Operating Transfers						
599811	Trf to General Equip Replace Fund	\$ 95,610	\$ 59,533	\$ 59,533	\$ 81,000	36.1%
599820	Trf to General Capital Proj Fund	82,095	40,000	40,000	65,000	62.5%
	Trf to General Contingency Fund	74,144	7,161	7,161	36,000	402.7%
	Trf to Court Security Fund	-	-	22,207	-	-
	Trf to Court Technology Fund	-	-	8,776	-	-
	Trf to Beautification Fund	1,000	1,000	1,000	1,000	0.0%
599820	Trf to Water Sewer Fund	82,936	89,909	89,909	84,985	-5.5%
	Sub-Total:	\$ 335,785	\$ 197,603	\$ 228,586	\$ 267,985	35.6%
Other Uses of Funds						
	City Hall Promissory Note	\$ -	\$ -	\$ -	\$ 21,389	-
503799	Development Agreements	154,340	131,903	103,980	91,978	-30.3%
	Sub-Total:	\$ 154,340	\$ 131,903	\$ 103,980	\$ 113,367	-14.1%
Total Operating Transfers & Other Uses of Funds						
		\$ 490,125	\$ 329,506	\$ 332,566	\$ 381,352	15.7%

City of Richwood
FY 2019-20 Budget - Proposed
I & S Debt Service Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unrestricted Net Assets	\$ 106,860	\$ 108,629	\$ 108,629	\$ 105,276	
<u>Revenue Summary</u>					
Property Taxes	176,050	166,333	162,980	355,602	113.8%
Interest	430	-	-	2,000	-
Total Revenue	\$ 176,480	\$ 166,333	\$ 162,980	\$ 357,602	115.0%
<u>Expenditure Summary</u>					
Bond Fees & Debt Payments	174,711	166,333	166,333	355,394	113.7%
Total Expenditures	\$ 174,711	\$ 166,333	\$ 166,333	\$ 355,394	113.7%
Revenues Over (Under) Expenditures:	\$ 1,769	\$ -	\$ (3,353)	\$ 2,209	-
Ending					
Unrestricted Net Assets	\$ 108,629	\$ 108,629	\$ 105,276	\$ 107,485	

City of Richwood
FY 2019-20 Budget - Proposed
I & S Debt Service Fund
Revenue & Expenditures Detail

Revenues	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Property Taxes</u>					
Current Property Taxes	\$ 174,239	\$ 166,333	\$ 162,980	\$ 350,602	110.8%
Delinquent Property Taxes	-	-	-	3,000	-
Penalty & Interest	1,811	-	-	2,000	-
Total Property Tax Revenue	\$ 176,050	\$ 166,333	\$ 162,980	\$ 355,602	113.8%
<u>Interest Revenue</u>					
40804 Interest on Investments	430	-	-	2,000	-
Total Interest Revenue	\$ 430	\$ -	\$ -	\$ 2,000	-
Total Revenues:	\$ 176,480	\$ 166,333	\$ 162,980	\$ 357,602	115.0%

Expenditures	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Debt Service</u>					
Paying Agent Fees	\$ 500	\$ -	\$ -	\$ 1,250	-
City Hall Bank Note	9,451	21,389	21,389	-	-100.0%
2011 GO Refunding Bonds	13,772	66,894	66,894	70,173	-
2012 CO Bonds	29,050	78,050	78,050	77,050	-1.3%
2019 A GO Bonds	-	-	-	206,921	-
Other Debt Payments	121,938	-	-	-	-
Total Expenditures:	\$ 174,711	\$ 166,333	\$ 166,333	\$ 355,394	113.7%

City of Richwood
FY 2019-20 Budget - Proposed
Crime Control & Prevention Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unassigned Fund Balance	\$ 115,050	\$ 198,962	\$ 198,962	\$ 166,717	
<u>Revenue Summary</u>					
Sales Taxes	125,531	117,000	116,400	120,000	2.6%
Interest	618	-	-	-	0.0%
Trfs & Other Sources of Funds	-	-	-	-	0.0%
Total Revenue & Sources of Funds	\$ 126,149	\$ 117,000	\$ 116,400	\$ 120,000	2.6%
<u>Expenditure Summary</u>					
Personnel Services	\$ 42,156	\$ 95,248	\$ 103,442	\$ 96,782	1.6%
Contracts & Services	81	1,000	2,828	1,000	0.0%
Supplies	-	-	-	-	-
Maintenance & Repairs	-	16,000	18,186	48,605	203.8%
Staff Development & Training	-	4,051	4,307	8,000	97.5%
Miscellaneous	-	-	-	10,000	-
Capital Outlay	-	16,701	19,882	18,725	12.1%
Total Expenditures	\$ 42,237	\$ 133,000	\$ 148,645	\$ 183,112	37.7%
Revenues Over (Under) Expenditures:	\$ 83,912	\$ -	\$ (32,245)	\$ (63,112)	-
Ending					
Unassigned Fund Balance	\$ 198,962	\$ 198,962	\$ 166,717	\$ 103,605	

City of Richwood
FY 2019-20 Budget - Proposed
Crime Control & Prevention Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Revenues</u>					
Sales Taxes	\$ 125,531	\$ 117,000	\$ 116,400	\$ 120,000	2.6%
Total Sales Tax Revenues	\$ 125,531	\$ 117,000	\$ 116,400	\$ 120,000	2.6%
<u>Interest Revenue</u>					
Interest on Investments	618	-	-	-	0.0%
Total Interest Revenue	\$ 618	\$ -	\$ -	\$ -	0.0%
<u>Tranfers & Other Sources of Funds</u>					
Transfer from Gen Fund	-	-	-	-	0.0%
Total Trfs & Other Sources of Funds	\$ -	\$ -	\$ -	\$ -	0.0%
Total Revenues & Sources of Funds:	\$ 126,149	\$ 117,000	\$ 116,400	\$ 120,000	2.6%

City of Richwood
FY 2019-20 Budget - Proposed
Crime Control & Prevention Fund
Expenditure Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 42,156	\$ 95,248	\$ 103,442	\$ 96,782	1.6%
Contracts & Services	81	1,000	2,828	1,000	0.0%
Supplies	-	-	-	-	0.0%
Maintenance & Repairs	-	16,000	18,186	48,605	203.8%
Staff Development & Training	-	4,051	4,307	8,000	97.5%
Miscellaneous	-	-	-	10,000	-
Capital Outlay	-	16,701	19,882	18,725	12.1%
Total Expenditures	\$ 42,237	\$ 133,000	\$ 148,645	\$ 183,112	37.7%
Personnel					
560100 Salaries & Wages	\$ 7,029	\$ 73,889	\$ 70,323	\$ 73,589	-0.4%
560112 Overtime	35,000	-	12,385	1,534	-
560120 FICA/Medicare	9	1,072	1,194	1,072	0.0%
560124 Unemployment Insurance	92	342	348	342	0.0%
560130 Retirement Programs	26	6,639	9,638	6,639	0.0%
560132 Employee Health Insurance	-	9,468	9,004	9,468	0.0%
560134 Workers Compensation	-	2,938	-	2,938	0.0%
560136 Certification Pay	-	900	550	1,200	33.3%
Sub-Total:	\$ 42,156	\$ 95,248	\$ 103,442	\$ 96,782	1.6%
Contracts & Services					
560230 Uniforms & Apparel	\$ 81	\$ 1,000	\$ 2,828	\$ 1,000	0.0%
560299 Other Contracts & Services	-	-	-	-	0.0%
Sub-Total:	\$ 81	\$ 1,000	\$ 2,828	\$ 1,000	0.0%
Supplies					
560302 Office	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repairs					
560406 Motor Vehicles	\$ -	\$ -	\$ 18,186	\$ 42,000	0.0%
560499 Other Maint & Repairs	-	16,000	-	6,605	-58.7%
Sub-Total:	\$ -	\$ 16,000	\$ 18,186	\$ 48,605	203.8%
Staff Development					
560508 Schools & Seminars	\$ -	\$ 4,051	\$ 4,307	\$ 8,000	97.5%
560510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ 4,051	\$ 4,307	\$ 8,000	97.5%
Miscellaneous					
Community Outreach	\$ -	\$ -	\$ -	\$ 10,000	-
560799 Other Misc Expenses	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ 10,000	\$ -
Capital Outlay					
560912 Machinery & Equipment	\$ -	\$ 16,701	\$ 19,882	\$ 18,725	12.1%
Sub-Total:	\$ -	\$ 16,701	\$ 19,882	\$ 18,725	12.1%
Total Expenditures:	\$ 42,237	\$ 133,000	\$ 148,645	\$ 183,112	37.7%

City of Richwood
FY 2019-20 Budget
Beautification Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Beginning					
Unrestricted Net Assets	\$ 21,182	\$ 27,780	\$ 27,780	\$ 29,164	
<u>Revenue Summary</u>					
Charges & Fees	\$ 14,508	\$ 14,520	\$ 14,384	\$ 14,520	0.0%
Interest Earnings	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-
Other Sources of Funds	1,000	1,000	1,000	2,500	150.0%
Total Revenue	\$ 15,508	\$ 15,520	\$ 15,384	\$ 17,020	9.7%
<u>Expenditure Summary</u>					
Contracts & Services	\$ 8,249	\$ 9,500	\$ 9,500	\$ 9,500	0.0%
Supplies & Materials	14	2,100	2,100	1,350	-35.7%
Maintenance & Repairs	-	2,000	-	7,000	-
Staff Development	647	2,400	2,400	5,300	120.8%
Capital Outlay	-	-	-	7,000	-
Total Expenditures	\$ 8,910	\$ 16,000	\$ 14,000	\$ 30,150	88.4%
Revenues Over (Under) Expenditures:	\$ 6,598	\$ (480)	\$ 1,384	\$ (13,130)	
Ending					
Unrestricted Net Assets	\$ 27,780	\$ 27,300	\$ 29,164	\$ 16,034	

City of Richwood
FY 2019-20 Budget
Beautification Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
<u>Fees & Charges</u>					
614124 Beautification Charges	\$ 14,508	\$ 14,520	\$ 14,384	\$ 14,520	0.0%
Total Charges & Fees	\$ 14,508	\$ 14,520	\$ 14,384	\$ 14,520	0.0%
<u>Interest Revenue</u>					
Interest on Investments	\$ -	\$ -	\$ -	\$ -	-
Total Interest Revenue	\$ -	\$ -	\$ -	\$ -	-
<u>Miscellaneous Revenue</u>					
614112 Miscellaneous Revenue	-	-	-	-	-
Total Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	-
<u>Operating Transfers</u>					
974963 Trf from General Fund	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,500	150.0%
Total Other Sources of Funds	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,500	150.0%
Total Beautification Fund Revenues:	\$ 15,508	\$ 15,520	\$ 15,384	\$ 17,020	9.7%

City of Richwood
FY 2019-20 Budget
Beautification Fund
Expenditure Detail

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Contracts & Services						
615102	Administration & Operations	\$ 8,175	\$ 8,500	\$ 8,500	\$ 8,500	0.0%
615685	Publishing & Advertising	74	1,000	1,000	1,000	0.0%
	Other Contracts & Services	-	-	-	-	-
	Sub-Total:	\$ 8,249	\$ 9,500	\$ 9,500	\$ 9,500	0.0%
Supplies & Materials						
615210	Office	\$ -	\$ 100	\$ 100	\$ 100	0.0%
615220	Minor Tools & Equipment	-	500	500	250	-50.0%
615240	Other Supplies	14	1,500	1,500	1,000	-33.3%
	Sub-Total:	\$ 14	\$ 2,100	\$ 2,100	\$ 1,350	-35.7%
Maintenance & Repairs						
503408	Building & Grounds	\$ -	\$ 2,000	\$ -	\$ 7,000	-
503499	Other Maintenance & Repairs	-	-	-	-	0.0%
	Sub-Total:	\$ -	\$ 2,000	\$ -	\$ 7,000	0.0%
Staff Development						
615660	Dues & Subscriptions	\$ 647	\$ 800	\$ 800	\$ 800	0.0%
615130	Training & Travel	-	1,600	1,600	4,500	181.3%
503510	Transportation, Lodging, Meal	-	-	-	-	0.0%
	Sub-Total:	\$ 647	\$ 2,400	\$ 2,400	\$ 5,300	120.8%
Capital Outlay						
615930	Machinery & Equipment	\$ -	\$ -	\$ -	\$ 7,000	-
	Other Capital Outlay	-	-	-	-	0.0%
	Sub-Total:	\$ -	\$ -	\$ -	\$ 7,000	-
	Total Expenditures:	\$ 8,910	\$ 16,000	\$ 14,000	\$ 30,150	88.4%

City of Richwood
FY 2019-20 Budget
Transportation Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Beginning					
Restricted Fund Balance	\$ 139,365	\$ 225,141	\$ 225,141	\$ 250,205	
<u>Revenue Summary</u>					
Charges & Fees	\$ 137,671	\$ 136,800	\$ 143,200	\$ 142,500	4.2%
Interest Earnings	1,123	-	1,380	1,300	-
Miscellaneous Revenue	-	-	-	-	-
Other Sources of Funds	-	-	-	-	-
Total Revenue	\$ 138,794	\$ 136,800	\$ 144,580	\$ 143,800	5.1%
<u>Expenditure Summary</u>					
Contracts & Services	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	0.0%
Maintenance & Repairs	53,018	136,800	119,516	142,500	4.2%
Staff Development	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 53,018	\$ 136,800	\$ 119,516	\$ 142,500	4.2%
Revenues Over					
(Under) Expenditures:	\$ 85,776	\$ -	\$ 25,064	\$ 1,300	
Ending					
Restricted Fund Balance	\$ 225,141	\$ 225,141	\$ 250,205	\$ 251,505	

City of Richwood
FY 2019-20 Budget
Transportation Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
<u>Fees & Charges</u>					
404125 Transportation Fees	\$ 137,671	\$ 136,800	\$ 143,200	\$ 142,500	4.2%
Total Charges & Fees	\$ 137,671	\$ 136,800	\$ 143,200	\$ 142,500	4.2%
<u>Interest Revenue</u>					
Interest on Investments	\$ 1,123	\$ -	\$ 1,380	\$ 1,300	-
Total Interest Revenue	\$ 1,123	\$ -	\$ 1,380	\$ 1,300	-
<u>Miscellaneous Revenue</u>					
614112 Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	0.0%
Total Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	0.0%
<u>Operating Transfers</u>					
974963 Trf from General Fund	\$ -	\$ -	\$ -	\$ -	0.0%
Total Other Sources of Funds	\$ -	\$ -	\$ -	\$ -	0.0%
Total Revenues:	\$ 138,794	\$ 136,800	\$ 144,580	\$ 143,800	5.1%

City of Richwood
FY 2019-20 Budget
Transportation Fund
Expenditure Detail

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Contracts & Services						
Administration & Operations	\$	-	\$ -	\$ -	\$ -	-
Engineering		-	-	-	-	-
Other Contracts & Services		-	-	-	-	-
Sub-Total:	\$	-	\$ -	\$ -	\$ -	-
Supplies & Materials						
Office	\$	-	\$ -	\$ -	\$ -	-
Minor Tools & Equipment		-	-	-	-	-
Other Supplies		-	-	-	-	-
Sub-Total:	\$	-	\$ -	\$ -	\$ -	-
Maintenance & Repairs						
405380 Streets	\$	38,275	\$ 45,600	\$ 43,000	\$ 47,500	4.2%
503408 Sidewalks		9,995	45,600	24,516	47,500	4.2%
503408 Drainage & ROW		4,748	45,600	52,000	47,500	4.2%
503499 Other Maintenance & Repairs		-	-	-	-	0.0%
Sub-Total:	\$	53,018	\$ 136,800	\$ 119,516	\$ 142,500	4.2%
Staff Development						
615660 Dues & Subscriptions	\$	-	\$ -	\$ -	\$ -	0.0%
615130 Training & Travel		-	-	-	-	0.0%
503510 Transportation, Lodging, Meal		-	-	-	-	0.0%
Sub-Total:	\$	-	\$ -	\$ -	\$ -	0.0%
Capital Outlay						
615930 Machinery & Equipment	\$	-	\$ -	\$ -	\$ -	0.0%
Other Capital Outlay		-	-	-	-	0.0%
Sub-Total:	\$	-	\$ -	\$ -	\$ -	0.0%
Total Expenditures:	\$	53,018	\$ 136,800	\$ 119,516	\$ 142,500	4.2%

City of Richwood
FY 2019-20 Budget - Proposed
Series 2019 A Bond Capital Project Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unrestricted Net Assets	\$ -	\$ -	\$ -	\$ 2,907,000	
<u>Revenue Summary</u>					
Interest	\$ -	\$ -	\$ -	\$ -	-
Trfs & Other Sources of Funds	-	-	2,955,000	-	
Total Revenue & Sources of Funds	\$ -	\$ -	\$ 2,955,000	\$ -	-
<u>Expenditure Summary</u>					
Contracts & Services	\$ -	\$ -	\$ 48,000	\$ 255,000	-
Supplies	-	-	-	-	-
Capital Outlay	-	-	-	2,652,000	-
Total Expenditures	\$ -	\$ -	\$ 48,000	\$ 2,907,000	-
Revenues Over (Under) Expenditures:	\$ -	\$ -	\$ 2,907,000	\$ (2,907,000)	-
Ending					
Unrestricted Net Assets	\$ -	\$ -	\$ 2,907,000	\$ -	

City of Richwood
FY 2019-20 Budget - Proposed
Series 2019 A Bond Capital Project Fund
Revenue & Expenditures Detail

Revenues	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Interest Revenue</u>					
Interest on Investments	-	-	-	-	-
Total Interest Revenue	\$ -	\$ -	\$ -	\$ -	-
<u>Transfers & Other Sources of Funds</u>					
Bond Proceeds	\$ -	\$ -	\$ 2,955,000	\$ -	-
Transfer from Gen Fund	-	-	-	-	-
Total Trfs & Other Sources of Funds	\$ -	\$ -	\$ 2,955,000	\$ -	-
Total Revenues & Sources of Funds:	\$ -	\$ -	\$ 2,955,000	\$ -	-

Expenditures	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
<u>Contracts & Services</u>					
Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
Legal	-	-	-	-	-
Engineering	-	-	48,000	255,000	-
Sub-Total:	\$ -	\$ -	\$ 48,000	\$ 255,000	-
<u>Supplies</u>					
Other Supplies	\$ -	\$ -	\$ -	\$ -	-
Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
<u>Capital Outlay</u>					
Street Improvements	\$ -	\$ -	\$ -	\$ 1,302,000	-
Sidewalks Improvements	-	-	-	250,000	-
Drainage/ROW Improvements	-	-	-	1,100,000	-
Sub-Total:	\$ -	\$ -	\$ -	\$ 2,652,000	-
Total Expenditures:	\$ -	\$ -	\$ 48,000	\$ 2,907,000	-

City of Richwood
FY 2019-20 Budget - Proposed
Water & Sewer Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Beginning Unrestricted Net Assets	\$ (519,676)	\$ (392,415)	\$ (392,415)	\$ (386,073)	
<u>Revenue Summary</u>					
Water Revenue	\$ 874,065	\$ 925,040	\$ 946,291	\$ 1,063,000	14.9%
Sewer Revenue	762,082	814,662	827,150	831,150	2.0%
Solid Waste Revenue	260,622	298,657	282,800	283,000	-5.2%
Intergovernmental	-	-	-	-	0.0%
Interest	1,210	500	500	2,000	0.0%
Miscellaneous	40,712	43,000	40,385	43,000	0.0%
Operating Transfers	82,936	89,909	89,909	84,985	0.0%
Total Revenue	\$ 2,021,627	\$ 2,171,768	\$ 2,187,035	\$ 2,307,135	6.2%
<u>Expenditure Summary</u>					
Water Sewer Dept	\$ 1,674,942	\$ 1,522,518	\$ 1,549,883	\$ 1,635,824	7.4%
Non-Departmental	219,424	630,810	630,810	644,350	2.1%
Total Expenditures	\$ 1,894,366	\$ 2,153,328	\$ 2,180,693	\$ 2,280,174	5.9%
Revenues Over (Under) Expenditures:	\$ 127,261	\$ 18,440	\$ 6,342	\$ 26,961	46.2%
Ending Unrestricted Net Assets	\$ (392,415)	\$ (373,975)	\$ (386,073)	\$ (359,112)	

City of Richwood
FY 2019-20 Budget - Proposed
Water & Sewer Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
<u>Water Revenue</u>					
40102 Water Fees	\$ 861,690	\$ 910,990	\$ 928,972	\$ 1,050,000	15.3%
40104 Water Taps	12,375	14,050	17,319	13,000	-7.5%
Total Water Revenues	\$ 874,065	\$ 925,040	\$ 946,291	\$ 1,063,000	14.9%
<u>Sewer Revenue</u>					
40102 Sewer Fees	\$ 760,932	\$ 814,087	\$ 826,000	\$ 830,000	2.0%
40104 Sewer Taps	1,150	575	1,150	1,150	100.0%
Total Sewer Revenues	\$ 762,082	\$ 814,662	\$ 827,150	\$ 831,150	2.0%
<u>Solid Waste Revenue</u>					
40102 Collection Fees	\$ 260,622	\$ 298,657	\$ 282,800	\$ 283,000	-5.2%
40104 Service Call Charges	-	-	-	-	-
Total Solid Waster Revenues	\$ 260,622	\$ 298,657	\$ 282,800	\$ 283,000	-5.2%
<u>Intergovernmental</u>					
40499 Grants - State/TDWB	\$ -	\$ -	\$ -	\$ -	-
Total Intergovernmental Revenues	\$ -	\$ -	\$ -	\$ -	-
<u>Interest Revenue</u>					
40804 Interest on Investments	\$ 1,210	\$ 500	\$ 500	\$ 2,000	300.0%
Total Interest Revenue	\$ 1,210	\$ 500	\$ 500	\$ 2,000	300.0%
<u>Miscellaneous Revenue</u>					
40902 Service Connections Fees	10,614	4,000	4,500	4,000	0.0%
40920 Late Charges & Fees	29,511	23,000	32,885	23,000	0.0%
Reclaimed Water Sales	-	12,500	-	12,500	0.0%
40930 Ins Claims & Damages Reimb	-	-	-	-	-
40999 Other Misc Revenue	587	3,500	3,000	3,500	0.0%
Total Miscellaneous Revenue	\$ 40,712	\$ 43,000	\$ 40,385	\$ 43,000	0.0%
<u>Operating Transfers</u>					
41070 Trfs from General Fund	\$ 82,936	\$ 89,909	\$ 89,909	\$ 84,985	0.0%
Total Operating Transfers	\$ 82,936	\$ 89,909	\$ 89,909	\$ 84,985	0.0%
Total Revenues:	\$ 2,021,627	\$ 2,171,768	\$ 2,187,035	\$ 2,307,135	6.2%

City of Richwood
FY 2019-20 Budget - Proposed
Water & Sewer Fund
Expenditures Detail

		FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel						
560100	Salaries & Wages	\$ 169,787	\$ 246,052	\$ 246,238	\$ 252,653	2.7%
560112	Overtime	15,247	16,500	16,500	15,000	-9.1%
560120	FICA/Medicare	2,073	3,814	3,810	3,881	1.8%
560124	Unemployment Insurance	45	1,026	972	972	-5.3%
560130	Retirement Programs	22,216	29,940	27,529	30,017	0.3%
560132	Employee Health Insurance	38,915	56,808	54,288	52,443	-7.7%
560134	Workers Compensation	4,722	11,975	4,703	3,000	-74.9%
560136	Longevity	525	805	805	835	3.7%
560136	Certification Pay	1,400	3,000	3,000	300	-90.0%
560136	Benefits Allowances	540	540	1,080	1,080	100.0%
	Sub-Total:	\$ 253,530	\$ 366,920	\$ 354,845	\$ 358,802	-2.2%
Contracts & Services						
560202	Administration & Operations	\$ 17,685	\$ 20,400	\$ 19,485	\$ 20,732	1.6%
560204	Legal	2,144	2,500	2,500	2,500	0.0%
560206	Insurance	28,106	28,200	31,653	37,245	32.1%
560208	Publishing & Advertising	-	2,500	200	2,500	0.0%
560210	Engineering	74	10,000	10,000	10,000	0.0%
560212	Financial & Accounting	-	-	-	-	-
560218	Information Systems	6,750	-	-	500	-
560220	Food & Beverage	765	800	1,000	1,000	25.0%
560222	Safety & Regulatory	-	-	-	-	-
560224	Chemical & Medical	-	-	100	5,000	-
560226	Rents & Leases	1,937	4,092	4,092	4,092	0.0%
560230	Uniforms & Apparel	150	-	-	1,270	-
560240	Postage & Shipping	-	-	-	7,000	-
560242	Telephone	9,720	10,600	9,700	10,600	0.0%
560244	Utilities	44,168	47,360	47,573	48,360	2.1%
560252	BRA - WWTP Operations	281,666	314,575	314,575	314,575	0.0%
560252	BWA Water Supply	261,614	268,351	268,351	286,000	6.6%
560252	WC - Solid Waste Collection	252,098	273,180	268,000	268,000	-1.9%
560299	Other Contracts & Services	-	-	-	-	-
	Sub-Total:	\$ 906,877	\$ 982,558	\$ 977,229	\$ 1,019,374	3.7%
Supplies						
560302	Office	\$ 7,533	\$ 6,000	\$ 4,000	\$ 6,000	0.0%
560304	Furniture & Fixtures	-	-	412	500	-
560306	Gas, Oil & Lubricants	12,522	15,000	15,000	13,000	-13.3%
560306	Motor Vehicles	22,984	20,000	21,000	10,000	-50.0%
560308	Grounds & Landscaping	-	-	-	500	-
560310	Buildings & Structures	306	500	-	500	0.0%
560312	Machinery & Equipment	398	-	10,000	4,600	-
560320	Food & Beverage	-	500	500	500	0.0%
560322	Safety & Regulatory	921	-	-	1,000	-
560324	Chemical & Medical	8,252	7,500	15,000	20,000	166.7%
560326	Radio & Communications	-	-	-	-	0.0%
560328	Custodial	10	100	50	100	0.0%

City of Richwood
FY 2019-20 Budget - Proposed
Water & Sewer Fund
Expenditures Detail

		FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
560330	Uniforms & Apparel	-	-	-	500	-
560332	Minor Tools & Equipment	2,525	2,000	2,000	2,000	0.0%
560399	Other Supplies	5,952	3,500	6,500	10,000	185.7%
	Sub-Total:	\$ 61,403	\$ 55,100	\$ 74,462	\$ 69,200	25.6%
Maintenance & Repairs						
560406	Motor Vehicles	\$ 4,618	\$ 3,000	\$ 30,000	\$ 3,000	0.0%
560410	Buildings & Structures	2,813	3,000	1,000	9,000	200.0%
560412	Machinery & Equipment	-	-	5,500	2,500	-
560418	Meter Testing	-	-	-	500	-
560424	Chemical & Medical	2,552	-	-	4,000	-
560426	Radio & Communications	612	1,612	7,047	1,620	0.0%
560434	Pumps & Motors	-	-	-	-	-
560470	Water Mains & Distrib Lines	54,771	45,000	36,000	80,000	77.8%
560472	Sewer Services Lines	47,371	36,000	36,000	36,000	0.0%
560499	Other Maint & Repairs	2,725	4,000	4,000	4,000	0.0%
	Sub-Total:	\$ 115,462	\$ 92,612	\$ 119,547	\$ 140,620	51.8%
Staff Development						
560502	Dues & Subscriptions	\$ 18,540	\$ 20,328	\$ 18,500	\$ 40,328	98.4%
560504	Education & Training Materials	-	-	-	-	0.0%
560506	Certification & Licensing	-	-	-	-	-
560508	Schools & Seminars	4,363	5,000	5,000	5,000	0.0%
560510	Transportation, Lodging, Meal	-	-	-	-	-
	Sub-Total:	\$ 22,903	\$ 25,328	\$ 23,500	\$ 45,328	79.0%
Miscellaneous						
560704	Ins Claims & Damages	\$ -	\$ -	\$ 300	\$ 2,500	-
560740	Bad Debt Expense	-	-	-	-	-
560750	Depreciation	314,767	-	-	-	-
560799	Other Misc Expenses	-	-	-	-	-
	Sub-Total:	\$ 314,767	\$ -	\$ 300	\$ 2,500	-
Capital Outlay						
560906	Motor Vehicles	-	-	-	-	-
560910	Buildings & Structures	-	-	-	-	-
560912	Machinery & Equipment	-	-	-	-	-
560934	Pumps & Motors	-	-	-	-	-
560936	SCADA Equipment	-	-	-	-	-
560942	Services Lines	-	-	-	-	-
560944	Mains & Distribution Lines	-	-	-	-	-
560950	Inventory - Materials & Supplies	-	-	-	-	-
560990	Other Capital Outlay	-	-	-	-	-
	Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
Total Expenditures:		\$ 1,674,942	\$ 1,522,518	\$ 1,549,883	\$ 1,635,824	7.4%

City of Richwood
FY 2019-20 Budget - Proposed
Water & Sewer Fund
Non-Departmental Expenditures

		FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Debt Service						
599702	Series 2004 CO	\$ -	\$ -	\$ -	\$ 40,598	-
599702	Series 2011 CO	-	-	-	55,812	-
599702	Series 2019B GO	-	-	-	171,926	-
Sub-Total:		\$ -	\$ -	\$ -	\$ 268,336	-
Operating Transfers						
599801	Trf to General Fund	\$ 82,172	\$ 124,660	\$ 124,660	\$ 95,527	-23.4%
599840	Trf to Cap Equip Fund	-	149,324	149,324	70,000	0.0%
599840	Trf to Debt Service Fund	-	153,192	153,192	-	0.0%
599840	Trf to Equip Replac Fund	-	40,000	40,000	40,000	0.0%
599840	Trf to Continency Fund	-	24,084	24,084	29,500	0.0%
599862	Trf to WS Cap Proj Fund	-	-	-	-	0.0%
Sub-Total:		\$ 82,172	\$ 491,260	\$ 491,260	\$ 235,027	-52.2%
Other						
599003	Capital Lease	\$ 137,252	\$ 139,550	\$ 139,550	\$ 140,987	0.0%
Sub-Total:		\$ 137,252	\$ 139,550	\$ 139,550	\$ 140,987	1.0%
Total Expenditures:		\$ 219,424	\$ 630,810	\$ 630,810	\$ 644,350	2.1%

City of Richwood
FY 2019-20 Budget - Proposed
Series 2019 B Bond Capital Project Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unrestricted Net Assets	\$ -	\$ -	\$ -	\$ 3,940,000	
<u>Revenue Summary</u>					
Interest	\$ -	\$ -	\$ -	\$ -	-
Trfs & Other Sources of Funds	-	-	4,000,000	-	
Total Revenue & Sources of Funds	\$ -	\$ -	\$ 4,000,000	\$ -	-
<u>Expenditure Summary</u>					
Contracts & Services	\$ -	\$ -	\$ 60,000	\$ 358,000	-
Supplies	-	-	-	-	-
Capital Outlay	-	-	-	3,582,000	-
Total Expenditures	\$ -	\$ -	\$ 60,000	\$ 3,940,000	-
Revenues Over (Under) Expenditures:	\$ -	\$ -	\$ 3,940,000	\$ (3,940,000)	-
Ending					
Unrestricted Net Assets	\$ -	\$ -	\$ 3,940,000	\$ -	

City of Richwood
FY 2019-20 Budget - Proposed
Series 2019 B Bond Capital Project Fund
Revenue & Expenditures Detail

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Revenues					
<u>Interest Revenue</u>					
Interest on Investments	-	-	-	-	-
Total Interest Revenue	\$ -	\$ -	\$ -	\$ -	-
<u>Tranfers & Other Sources of Funds</u>					
Bond Proceeds	\$ -	\$ -	\$ 4,000,000	\$ -	-
Transfer from Gen Fund	-	-	-	-	-
Total Trfs & Other Sources of Funds	\$ -	\$ -	\$ 4,000,000	\$ -	-
Total Revenues & Sources of Funds:	\$ -	\$ -	\$ 4,000,000	\$ -	-

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Expenditures					
<u>Contracts & Services</u>					
Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
Legal	-	-	-	-	-
Engineering	-	-	60,000	358,000	-
Sub-Total:	\$ -	\$ -	\$ 60,000	\$ 358,000	-
<u>Supplies</u>					
Other Supplies	\$ -	\$ -	\$ -	\$ -	-
Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
<u>Capital Outlay</u>					
Real Estate & Easements	\$ -	\$ -	\$ -	\$ 300,000	-
Water Plant & Storage	\$ -	\$ -	\$ -	\$ 2,950,000	-
Mains & Lines Construction	-	-	-	632,000	-
Sub-Total:	\$ -	\$ -	\$ -	\$ 3,582,000	-
Total Expenditures:	\$ -	\$ -	\$ 60,000	\$ 3,940,000	-

City of Richwood
FY 2019-20 Budget
Historical Tax Information

Tax Rate History					
	Tax Year 2014	Tax Year 2015	Tax Year 2016	Tax Year 2017	Tax Year 2018
Maintenance (M&O)	\$ 0.646369	\$ 0.653360	\$ 0.601303	\$ 0.575223	\$ 0.609627
Debt Service (I&S)	0.089311	0.082320	0.071277	0.059221	0.060577
Total	\$ 0.735680	\$ 0.735680	\$ 0.672580	\$ 0.634444	\$ 0.670204

Historical Tax Rates & Collection Analysis					
Tax Year	Net Assessed Valuation	Tax Rate per \$100 Valuation	Adjusted Tax Levy	Percent Collection	Fiscal Year Ending 9/30
2009	\$ 150,606,547	\$ 0.693660	\$ 1,044,758	99.15%	2010
2010	163,096,369	0.693660	1,134,497	98.69%	2011
2011	166,401,250	0.735680	1,154,325	99.10%	2012
2012	167,373,223	0.735680	1,243,507	100.00%	2013
2013	170,358,828	0.735680	1,253,330	98.82%	2014
2014	188,016,565	0.735680	1,383,238	99.55%	2015
2015	194,446,838	0.735680	1,430,545	100.00%	2016
2016	236,551,500	0.672580	1,499,628	99.07%	2017
2017	294,751,459	0.634444	1,869,903	99.01%	2018
2018	274,825,298	0.670240	1,836,871	98.01%	2019

* 2018 Percent Collection as reported by Brazoria Tax Assessor-Collector as of June 30, 2019

City of Richwood
FY 2019-20 Budget - Proposed
I & S Debt Service Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unrestricted Net Assets	\$ 106,860	\$ 108,629	\$ 108,629	\$ 105,276	
<u>Revenue Summary</u>					
Property Taxes	176,050	166,333	162,980	355,602	113.8%
Interest	430	-	-	2,000	-
Total Revenue	\$ 176,480	\$ 166,333	\$ 162,980	\$ 357,602	115.0%
<u>Expenditure Summary</u>					
Bond Fees & Debt Payments	174,711	166,333	166,333	355,394	113.7%
Total Expenditures	\$ 174,711	\$ 166,333	\$ 166,333	\$ 355,394	113.7%
Revenues Over					
(Under) Expenditures:	\$ 1,769	\$ -	\$ (3,353)	\$ 2,209	-
Ending					
Unrestricted Net Assets	\$ 108,629	\$ 108,629	\$ 105,276	\$ 107,485	

City of Richwood
FY 2019-20 Budget - Proposed
I & S Debt Service Fund
Revenue & Expenditures Detail

Revenues	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Property Taxes</u>					
Current Property Taxes	\$ 174,239	\$ 166,333	\$ 162,980	\$ 350,602	110.8%
Delinquent Property Taxes	-	-	-	3,000	-
Penalty & Interest	1,811	-	-	2,000	-
Total Property Tax Revenue	\$ 176,050	\$ 166,333	\$ 162,980	\$ 355,602	113.8%
<u>Interest Revenue</u>					
40804 Interest on Investments	430	-	-	2,000	-
Total Interest Revenue	\$ 430	\$ -	\$ -	\$ 2,000	-
Total Revenues:	\$ 176,480	\$ 166,333	\$ 162,980	\$ 357,602	115.0%

Expenditures	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Debt Service</u>					
Paying Agent Fees	\$ 500	\$ -	\$ -	\$ 1,250	-
City Hall Bank Note	9,451	21,389	21,389	-	-100.0%
2011 GO Refunding Bonds	13,772	66,894	66,894	70,173	-
2012 CO Bonds	29,050	78,050	78,050	77,050	-1.3%
2019 A GO Bonds	-	-	-	206,921	-
Other Debt Payments	121,938	-	-	-	-
Total Expenditures:	\$ 174,711	\$ 166,333	\$ 166,333	\$ 355,394	113.7%

City of Richwood
FY 2019-20 Budget
Annual Debt Service Requirements

I&S Tax Supported Debt	Principal	Interest	Total
Series 2011, General Obligation Refunding Bonds	\$ 60,000	\$ 10,173	\$ 70,173
Series 2012, Tax & Revenue Certificates of Obligation Bonds	50,000	27,050	77,050
Series 2019A, General Obligation Bonds	100,000	106,921	206,921
	\$ 210,000	\$ 144,144	\$ 354,144

Water & Sewer System Supported Debt	Principal	Interest	Total
Series 2004, Tax & Revenue Certificates of Obligation Bonds	\$ 30,000	\$ 10,598	\$ 40,598
Series 2011, Tax & Revenue Certificates of Obligation	35,000	20,812	55,812
Series 2019B, General Obligation Bonds	20,000	151,926	171,926
	\$ 85,000	\$ 183,336	\$ 268,336

Outstanding Bond Issues	Total Annual Amount	I&S Tax Supported Debt	% of Total	Water & Sewer Supported Debt	% of Total
Series 2004, Tax & Revenue Certificates of Obligation Bonds	\$ 40,598	\$ -	0.0%	40,598	100.0%
Series 2011, General Obligation Refunding Bonds	70,173	70,173	100.0%	-	0.0%
Series 2011, Tax & Revenue Certificates of Obligation	55,812	-	0.0%	55,812	100.0%
Series 2012, Tax & Revenue Certificates of Obligation Bonds	77,050	77,050	100.0%	-	0.0%
Series 2019A, General Obligation Bonds	206,921	206,921	100.0%	-	0.0%
Series 2019B, General Obligation Bonds	171,926	-	0.0%	171,926	100.0%
Totals:	\$ 622,480	\$ 354,144	56.9%	\$ 268,336	43.1%

City of Richwood
FY 2019-20 Budget
Total Annual Bonded Indebtedness by Year

Year	Series	Principal		Interest		Annual Total
2020	Series 2004, Tax & Revenue Certificates of Obligation Bonds	\$	30,000	\$	10,598	\$ 40,598
	Series 2011, General Obligation Refunding Bonds		60,000		10,173	70,173
	Series 2011, Tax & Revenue Certificates of Obligation		35,000		20,812	55,812
	Series 2012, Tax & Revenue Certificates of Obligation Bonds		50,000		27,050	77,050
	Series 2019A, General Obligation Bonds		100,000		106,921	206,921
	Series 2019B, General Obligation Bonds		20,000		151,926	171,926
	Total:	\$	295,000	\$	327,480	\$ 622,480
2021	Series 2004, Tax & Revenue Certificates of Obligation Bonds	\$	30,000	\$	8,977	\$ 38,977
	Series 2011, General Obligation Refunding Bonds		65,000		8,294	73,294
	Series 2011, Tax & Revenue Certificates of Obligation		35,000		19,450	54,450
	Series 2012, Tax & Revenue Certificates of Obligation Bonds		50,000		25,550	75,550
	Series 2019A, General Obligation Bonds		140,000		95,950	235,950
	Series 2019B, General Obligation Bonds		50,000		140,000	190,000
	Total:	\$	370,000	\$	298,221	\$ 668,221
2022	Series 2004, Tax & Revenue Certificates of Obligation Bonds	\$	35,000	\$	7,189	\$ 42,189
	Series 2011, General Obligation Refunding Bonds		65,000		6,260	71,260
	Series 2011, Tax & Revenue Certificates of Obligation		35,000		18,089	53,089
	Series 2012, Tax & Revenue Certificates of Obligation Bonds		55,000		24,050	79,050
	Series 2019A, General Obligation Bonds		145,000		91,750	236,750
	Series 2019B, General Obligation Bonds		85,000		138,500	223,500
	Total:	\$	420,000	\$	285,838	\$ 705,838
2023	Series 2004, Tax & Revenue Certificates of Obligation Bonds	\$	35,000	\$	5,237	\$ 40,237
	Series 2011, General Obligation Refunding Bonds		65,000		4,225	69,225
	Series 2011, Tax & Revenue Certificates of Obligation		40,000		16,727	56,727
	Series 2012, Tax & Revenue Certificates of Obligation Bonds		55,000		22,400	77,400
	Series 2019A, General Obligation Bonds		140,000		87,400	227,400
	Series 2019B, General Obligation Bonds		115,000		135,950	250,950
	Total:	\$	450,000	\$	271,939	\$ 721,939
2024	Series 2004, Tax & Revenue Certificates of Obligation Bonds	\$	35,000	\$	3,269	\$ 38,269
	Series 2011, General Obligation Refunding Bonds		70,000		2,191	72,191
	Series 2011, Tax & Revenue Certificates of Obligation		40,000		15,171	55,171
	Series 2012, Tax & Revenue Certificates of Obligation Bonds		55,000		20,475	75,475
	Series 2019A, General Obligation Bonds		140,000		83,200	223,200
	Series 2019B, General Obligation Bonds		135,000		132,500	267,500
	Total:	\$	475,000	\$	256,806	\$ 731,806
2025	Series 2004, Tax & Revenue Certificates of Obligation Bonds	\$	40,000	\$	1,140	\$ 41,140
	Series 2011, Tax & Revenue Certificates of Obligation		45,000		13,615	58,615
	Series 2012, Tax & Revenue Certificates of Obligation Bonds		60,000		18,550	78,550
	Series 2019A, General Obligation Bonds		140,000		79,000	219,000
	Series 2019B, General Obligation Bonds		135,000		128,450	263,450
	Total:	\$	420,000	\$	240,755	\$ 660,755
2026	Series 2011, Tax & Revenue Certificates of Obligation	\$	45,000	\$	11,865	56,865
	Series 2012, Tax & Revenue Certificates of Obligation Bonds		45,000		11,865	56,865
	Series 2019A, General Obligation Bonds		140,000		74,800	214,800
	Series 2019B, General Obligation Bonds		135,000		124,400	259,400
	Total:	\$	365,000	\$	222,929	\$ 587,929
2027	Series 2011, Tax & Revenue Certificates of Obligation	\$	45,000	\$	10,114	55,114
	Series 2012, Tax & Revenue Certificates of Obligation Bonds		65,000		14,350	79,350

City of Richwood
FY 2019-20 Budget
Total Annual Bonded Indebtedness by Year

Year	Series	Principal	Interest	Annual Total
	Series 2019A, General Obligation Bonds	140,000	70,600	210,600
	Series 2019B, General Obligation Bonds	135,000	120,350	255,350
	Total:	\$ 385,000	\$ 215,414	\$ 600,414
2028	Series 2011, Tax & Revenue Certificates of Obligation	\$ 50,000	\$ 8,364	58,364
	Series 2012, Tax & Revenue Certificates of Obligation Bonds	65,000	12,075	77,075
	Series 2019A, General Obligation Bonds	140,000	66,400	206,400
	Series 2019B, General Obligation Bonds	130,000	116,300	246,300
	Total:	\$ 385,000	\$ 203,139	\$ 588,139
2029	Series 2011, Tax & Revenue Certificates of Obligation	\$ 50,000	\$ 6,419	56,419
	Series 2012, Tax & Revenue Certificates of Obligation Bonds	65,000	9,800	74,800
	Series 2019A, General Obligation Bonds	140,000	62,200	202,200
	Series 2019B, General Obligation Bonds	135,000	112,400	247,400
	Total:	\$ 390,000	\$ 190,819	\$ 580,819
2030	Series 2011, Tax & Revenue Certificates of Obligation	\$ 55,000	\$ 4,473	59,473
	Series 2012, Tax & Revenue Certificates of Obligation Bonds	70,000	7,525	77,525
	Series 2019A, General Obligation Bonds	145,000	56,600	201,600
	Series 2019B, General Obligation Bonds	130,000	107,000	237,000
	Total:	\$ 400,000	\$ 175,598	\$ 575,598
2031	Series 2011, Tax & Revenue Certificates of Obligation	\$ 60,000	\$ 2,334	62,334
	Series 2012, Tax & Revenue Certificates of Obligation Bonds	60,000	2,334	62,334
	Series 2019A, General Obligation Bonds	140,000	50,800	190,800
	Series 2019B, General Obligation Bonds	135,000	101,800	236,800
	Total:	\$ 395,000	\$ 157,268	\$ 552,268
2032	Series 2012, Tax & Revenue Certificates of Obligation Bonds	\$ 75,000	\$ 2,625	77,625
	Series 2019A, General Obligation Bonds	140,000	45,200	185,200
	Series 2019B, General Obligation Bonds	135,000	96,400	231,400
	Total:	\$ 350,000	\$ 144,225	\$ 494,225
2033	Series 2019A, General Obligation Bonds	\$ 145,000	\$ 39,600	184,600
	Series 2019B, General Obligation Bonds	135,000	91,000	226,000
	Total:	\$ 280,000	\$ 130,600	\$ 410,600
2034	Series 2019A, General Obligation Bonds	\$ 140,000	\$ 33,800	173,800
	Series 2019B, General Obligation Bonds	135,000	85,600	220,600
	Total:	\$ 275,000	\$ 119,400	\$ 394,400
2035	Series 2019A, General Obligation Bonds	\$ 140,000	\$ 28,200	168,200
	Series 2019B, General Obligation Bonds	135,000	80,200	215,200
	Total:	\$ 275,000	\$ 108,400	\$ 383,400
2036	Series 2019A, General Obligation Bonds	\$ 140,000	\$ 22,600	162,600
	Series 2019B, General Obligation Bonds	135,000	74,800	209,800
	Total:	\$ 275,000	\$ 97,400	\$ 372,400
2037	Series 2019A, General Obligation Bonds	\$ 140,000	\$ 17,000	157,000
	Series 2019B, General Obligation Bonds	135,000	69,400	204,400
	Total:	\$ 275,000	\$ 86,400	\$ 361,400
2038	Series 2019A, General Obligation Bonds	\$ 140,000	\$ 11,400	151,400
	Series 2019B, General Obligation Bonds	130,000	64,000	194,000
	Total:	\$ 270,000	\$ 75,400	\$ 345,400

City of Richwood
FY 2019-20 Budget
Total Annual Bonded Indebtedness by Year

Year	Series	Principal		Interest		Annual Total
2039	Series 2019A, General Obligation Bonds	\$	145,000	\$	5,800	150,800
	Series 2019B, General Obligation Bonds		135,000		58,800	193,800
	Total:	\$	280,000	\$	64,600	\$ 344,600
2040	Series 2019B, General Obligation Bonds	\$	135,000	\$	53,400	\$ 188,400
2041	Series 2019B, General Obligation Bonds	\$	135,000	\$	48,000	\$ 183,000
2042	Series 2019B, General Obligation Bonds	\$	130,000	\$	42,600	\$ 172,600
2043	Series 2019B, General Obligation Bonds	\$	135,000	\$	37,400	\$ 172,400
2044	Series 2019B, General Obligation Bonds	\$	130,000	\$	32,000	\$ 162,000
2045	Series 2019B, General Obligation Bonds	\$	135,000	\$	26,800	\$ 161,800
2046	Series 2019B, General Obligation Bonds	\$	135,000	\$	21,400	\$ 156,400
2047	Series 2019B, General Obligation Bonds	\$	135,000	\$	16,000	\$ 151,000
2048	Series 2019B, General Obligation Bonds	\$	130,000	\$	10,600	\$ 140,600
2048	Series 2019B, General Obligation Bonds	\$	135,000	\$	5,400	\$ 140,400

City of Richwood
FY 2019-20 Budget
Outstanding Bond Issues

Series 2004, Tax & Revenue Certificates of Obligation Bonds

Issue Date: July 15, 2004
Maturity Date: August 15, 2025
Authorized Amount: \$ 500,000
Issue Amount: \$ 500,000
Interest Rate: 5.58%

Year	Principal	Interest	Total
2020	\$ 30,000	\$ 10,598	\$ 40,598
2021	30,000	8,977	38,977
2022	35,000	7,189	42,189
2023	35,000	5,237	40,237
2024	35,000	3,269	38,269
2025	40,000	1,140	41,140
Total	\$ 205,000	\$ 36,410	\$ 241,410

Series 2011, General Obligation Refunding Bonds

Issue Date: July 12, 2011
Maturity Date: August 15, 2024
Authorized Amount: \$ 740,000
Issue Amount: \$ 740,000
Interest Rate: 3.13%

Year	Principal	Interest	Total
2020	\$ 60,000	\$ 10,173	\$ 70,173
2021	65,000	8,294	73,294
2022	65,000	6,260	71,260
2023	65,000	4,225	69,225
2024	70,000	2,191	72,191
Total	\$ 325,000	\$ 31,143	\$ 356,143

Series 2011, Tax & Revenue Certificates of Obligation

Issue Date: July 12, 2011
Maturity Date: August 15, 2031
Authorized Amount: \$ 1,035,000
Issue Amount: \$ 1,035,000
Interest Rate: 3.89%

Year	Principal	Interest	Total
2020	\$ 35,000	\$ 20,812	\$ 55,812
2021	35,000	19,450	54,450
2022	35,000	18,089	53,089
2023	40,000	16,727	56,727
2024	40,000	15,171	55,171
2025	45,000	13,615	58,615
2026	45,000	11,865	56,865
2027	45,000	10,114	55,114
2028	50,000	8,364	58,364
2029	50,000	6,419	56,419
2030	55,000	4,473	59,473
2031	60,000	2,334	62,334
Total	\$ 535,000	\$ 147,431	\$ 682,431

Series 2012, Tax & Revenue Certificates of Obligation

Issue Date: July 10, 2015
Maturity Date: August 15, 2032
Authorized Amount: \$ 1,115,000
Issue Amount: \$ 1,115,000
Interest Rate: 3.43%

Year	Principal	Interest	Total
2020	\$ 50,000	\$ 27,050	\$ 77,050
2021	50,000	25,550	75,550
2022	55,000	24,050	79,050
2023	55,000	22,400	77,400
2024	55,000	20,475	75,475
2025	60,000	18,550	78,550
2026	60,000	16,450	76,450
2027	65,000	14,350	79,350
2028	65,000	12,075	77,075
2029	65,000	9,800	74,800
2030	70,000	7,525	77,525
2031	70,000	5,075	75,075
2032	75,000	2,625	77,625
Total	\$ 795,000	\$ 205,975	\$ 1,000,975

Series 2019A, General Obligation Bonds

Issue Date: June 17, 2019
Maturity Date: August 15, 2039
Authorized Amount: \$ 2,780,000
Issue Amount: \$ 2,780,000
Interest Rate: 3.04%

Year	Principal	Interest	Total
2020	\$ 100,000	\$ 106,921	\$ 206,921
2021	140,000	95,950	235,950
2022	145,000	91,750	236,750
2023	140,000	87,400	227,400
2024	140,000	83,200	223,200
2025	140,000	79,000	219,000
2026	140,000	74,800	214,800
2027	140,000	70,600	210,600
2028	140,000	66,400	206,400
2029	140,000	62,200	202,200
2030	145,000	56,600	201,600
2031	140,000	50,800	190,800
2032	140,000	45,200	185,200
2033	145,000	39,600	184,600
2034	140,000	33,800	173,800
2035	140,000	28,200	168,200
2036	140,000	22,600	162,600
2037	140,000	17,000	157,000
2038	140,000	11,400	151,400
2039	145,000	5,800	150,800
Total	\$ 2,780,000	\$ 1,129,221	\$ 3,909,221

Series 2019B, General Obligation Bonds

Issue Date: June 17, 2019
Maturity Date: August 15, 2049
Authorized Amount: \$ 3,750,000
Issue Amount: \$ 3,750,000
Interest Rate: 3.33%

Year	Principal	Interest	Total
2020	\$ 20,000	\$ 151,926	\$ 171,926
2021	50,000	140,000	190,000
2022	85,000	138,500	223,500
2023	115,000	135,950	250,950
2024	135,000	132,500	267,500
2025	135,000	128,450	263,450
2026	135,000	124,400	259,400
2027	135,000	120,350	255,350
2028	130,000	116,300	246,300
2029	135,000	112,400	247,400
2030	130,000	107,000	237,000
2031	135,000	101,800	236,800
2032	135,000	96,400	231,400
2033	135,000	91,000	226,000
2034	135,000	85,600	220,600
2035	135,000	80,200	215,200
2036	135,000	74,800	209,800
2037	135,000	69,400	204,400
2038	130,000	64,000	194,000
2039	135,000	58,800	193,800
2040	135,000	53,400	188,400
2041	135,000	48,000	183,000
2042	130,000	42,600	172,600
2043	135,000	37,400	172,400
2044	130,000	32,000	162,000
2045	135,000	26,800	161,800
2046	135,000	21,400	156,400
2047	135,000	16,000	151,000
2048	130,000	10,600	140,600
2049	135,000	5,400	140,400
Total	\$ 3,750,000	\$ 2,423,376	\$ 6,173,376

City of Richwood
— TEXAS —

Minutes of City Council

Special Meeting of Monday, August 5, 2019

BE IT KNOWN THAT, a Special Meeting of the City Council of City of Richwood was held Monday, August 5, 2019, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

CALL TO ORDER

The meeting was called to order at 6:05 p.m.

INVOCATION

Lindsay Koskiniemi led the invocation.

PLEDGES OF ALLEGIANCE

Pledge of Allegiance & Texas Pledge

Mayor Boykin led the pledges.

ROLL CALL OF COUNCIL MEMBERS

Steve Boykin – Mayor

Mike Johnson – Position 1

Melissa Strawn – Position 2

Matt Yarborough – Position 3

Mark Brown II – Position 4

Katie Johnson – Position 5

Others present: Lindsay Koskiniemi, City Manager; Clif Custer, Public Works Director; Jarrett Skelton, Detective; Stephen Mayer, Police Chief; Giani Cantu, City Secretary

PUBLIC COMMENTS

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

There were no public comments.

FISCAL YEAR 2019-2020 BUDGET WORKSHOP

FY 19-20 Proposed Budget

Tax Rate and Revenue Projections

General Fund Balance Overview

Public Safety

Police

CCPD

Fire

Public Works

City Maintenance

Streets & Drainage

Parks and Recreation

Water/Sewer Fund

Transportation

Administration

Municipal Court

Finance

Permitting and Inspections

Code Enforcement

Lindsay Koskiniemi reported based on last meeting staff felt they had clear direction and brings to Council a budget with all proposed expenses appropriated and being funded by the fund balance and savings.

John Washburn presented City Council with an updated proposed budget. A copy is attached to these minutes for reference.

Discussion was held on the presented proposed budget and tax rate possibilities.

John Washburn recommended keeping the tax rate at 0.670204.

Mark Brown II asked what about homes increasing in value.

John Washburn replied any home with an increase in appraisal will see an increase in taxes.

Mike Johnson asked what amount was in fund balance.

John Washburn stated that according to the audit at the end of fiscal year 17-18 the fund balance was approximately \$842,000.

Matt Yarborough asked if that included the contingency.

John Washburn stated yes. The contingency was budgeted at 3% for an approximate total of \$36,000.

Further discussion was held on current and proposed contingency appropriations and tax rate possibilities.

Matt Yarborough stated he is in favor of the 14.08% increase.

Melissa Strawn stated she is in favor of keeping the same tax rate and having a 6.23% increase.

Mike Johnson stated he is in favor of keeping the same tax rate at 0.670204

Katie Johnson stated she would like to see no tax increase and would like to see what staff would propose cutting to bring it to the effective tax rate revenue.

Mark Brown II agreed and stated he'd like to staff propose a budget that is in line with the effective tax rate revenue. Under circumstances says he's in between effective tax rate and last year's tax rate.

Lindsay Koskiniemi asked Council what they want to cut back.

Mike Johnson stated he wanted staff to decide what to cut.

Lindsay Koskiniemi responded to Mr. Johnson by stating Council is to set the direction for staff to carry out. Staff prepared a budget that aligned with Council's strategic vision, and with Council's direction, staff will make the necessary cuts.

Mayor Boykin stated he would like to see the tax rate stay the same, even if some things are cut. The rate allows for the what if fund to stay increasing and would be a more frugal step in a forward direction. He doesn't believe we want to hit residents with a 14% increase and the effective tax rate takes us backward.

Mayor recessed at 7:27 p.m.

Mayor recalled at 7:38 p.m.

Mark Brown II stated he sees expenditures are increasing by 5.6% from last year to the proposed and would like to see an increase more in line with inflation around 2-3%.

Mark Guthrie, Asst Fire Chief, presented the Fire Department's detailed budget with major changes and requests. He reported the department is made up of 9 active members. Two inactive members: one on medical leave and on currently leaving the city. Approximately 43% of calls are in City calls. 23% are mutual aide calls and should be considered in City calls with Lake Jackson, Clute and Angleton. There is no city, with the exception of maybe Pearland, that can fight their own house fire right now. The other 23% are County calls.

Mark Brown II asked if it was a reasonable expectation that a City of our size can fight their own fire.

Mark Guthrie stated that at one point it could have been reasonable but a lack of volunteers prevents it. He continued with the budget presentation. One thing to point out is the majority of the departments proposed budget is contracts for services. Approximately \$102,000 is the EMS contract and really not money that the Fire Department is spending.

Mark Brown II asked what would costs be for the City to have it's own EMS.

Mark Guthrie stated the City would probably be looking at a half million.

Discussion was held on EMS contract expenditures.

Mark Brown II stated that it roughly costs \$500 to run a unit and were paying \$102,000 for Clute. That's 20% of their costs. Are we actually using 20% of their calls for service?

Discussion was held on equipment and other expenditure requests of the Fire Department.

Discussion was held on proposed transfer to the Equipment Replacement Fund of \$8,000.

Clif Custer presented the Public Works department budget. Discussion was held on proposed requests for public works: storage building, PK Forrest Building repairs, and drainage plan. He stated he would prioritize a drainage plan.

Mark Brown II proposed staff cut the Public Works building and P.K. Forrest Building remodels out of the budget, thus reducing the \$60,000 in proposed expenditures from the proposed budget and bringing the budget closer to balance. Mayor Boykin suggested the P.K. Forrest building repairs and PW works building be delayed. Matt Yarborough agreed with the proposed delay for the community center building.

Mayor Boykin recessed 8:45 p.m.

The meeting was recalled at 8:52 p.m.

Lindsay Koskiniemi presented the administration budget presentation. Discussion was held on comprehensive master plan proposal.

Giani Cantu presented the Court budget presentation. Discussion was held on the need to upgrade Court software and initial costs and recurring maintenance costs being split between two budget years. Ms. Cantu reported that the initial cost will come before Council in the form of a budget amendment to FY 18-19 Budget utilizing Court Technology Funds and the FY 19-20 proposed budget includes increase to the annual maintenance fees.

Lindsay Koskiniemi presented the finance, code enforcement and permitting budget presentations. Discussion was held on contracts for permitting and inspections.

Stephen Mayor presented the PD budget presentation, including GF and CCPD. Discussion was held on animal control proposed budgets and vehicle maintenance.

Lindsay Koskiniemi reported that Fire station repairs start tomorrow.

Clif Custer advised he did reach out to Lake Jackson City Manager and is waiting on a response.

Lindsay Koskiniemi stated for clarification City Council would like to remove the PK Forrest building improvements and Public Works storage building. The animal control reduction in contract fees need to be updated and staff development in Permitting needs to be looked at if the duties are being contracted.

Council agreed and stated they would also like to see a proposal for mid-rate between current rate and effective rate and what rate would be needed for a breakeven budget.

ADJOURNMENT

There being no further business the meeting adjourned at 10:29 p.m.

These minutes were read and approved on this 12th day of August, 2019.

ATTEST:

Mayor

City Secretary

City of Richwood
Richwood, Texas

Budget Workshop
Proposed FY 2019-20
Annual Budget

August 5, 2019

City of Richwood
FY 2019-20 Budget
Consolidated Fund Summary

<u>Revenues</u>	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
General Fund	\$ 2,860,449	\$ 2,817,091	\$ 3,095,593	\$ 2,853,310
I&S Debt Service Fund	176,480	166,333	162,980	357,602
General Capital Improvement Project Fund	82,868	149,324	112,900	-
General Capital Equip Replacement Fund	100,531	99,533	43,000	-
Crime Control & Prevention District	126,149	117,000	116,400	120,000
General Contingency Fund	74,144	7,161	7,161	36,000
Beautification Fund	15,508	15,520	15,384	17,020
Transportation Fund	138,794	136,800	144,580	143,800
Series 2019 A Bond Capital Projects Fund	-	-	2,955,000	-
Water & Sewer Fund	2,021,627	1,749,505	2,164,840	2,330,838
Utility Contingency Fund	47,069	24,084	24,084	29,500
Utility Capital Improvement Project Fund	87,686	-	-	-
Series 2019 B Bond Capital Projects Fund	-	-	4,000,000	-
Total Revenues	\$ 5,731,305	\$ 5,282,351	\$ 12,841,922	\$ 5,888,070
<u>Expenditures</u>				
General Fund	\$ 2,823,794	\$ 2,846,132	\$ 2,798,808	\$ 3,004,599
Debt Service Fund	174,711	166,333	166,333	355,394
General Capital Improvement Project Fund	25,716	149,324	112,900	-
General Capital Equip Replacement Fund	518,558	67,500	33,835	-
Crime Control & Prevention District	42,237	133,000	148,645	183,112
General Contingency Fund	-	-	-	-
Beautification Fund	8,910	16,000	14,000	30,150
Transportation Fund	53,018	136,800	119,516	142,500
Series 2019 A Bond Capital Projects Fund	-	-	48,000	2,907,000
Water & Sewer Fund	1,894,366	2,153,328	2,185,873	2,283,187
Utility Contingency Fund	-	-	-	-
Utility Capital Improvement Project Fund	17,791	-	-	-
Series 2019 B Bond Capital Projects Fund	-	-	60,000	3,940,000
Total Expenditures	\$ 5,559,101	\$ 5,668,417	\$ 5,687,910	\$ 12,845,941

City of Richwood
FY 2019-20 Budget
Consolidated Fund Summary

<u>Revenues</u>	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
General Fund	\$ 2,860,449	\$ 2,817,091	\$ 3,095,593	\$ 2,853,310
I&S Debt Service Fund	176,480	166,333	162,980	357,602
General Capital Improvement Project Fund	82,868	149,324	112,900	-
General Capital Equip Replacement Fund	100,531	99,533	43,000	-
Crime Control & Prevention District	126,149	117,000	116,400	120,000
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Beautification Fund	15,508	15,520	15,384	17,020
Transportation Fund	138,794	136,800	144,580	143,800
Series 2019 A Bond Capital Projects Fund	-	-	2,955,000	-
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Utility Contingency Fund	47,069	24,084	24,084	29,500
Utility Capital Improvement Project Fund	87,686	-	-	-
Series 2019 B Bond Capital Projects Fund	-	-	4,000,000	-
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<u>Expenditures</u>				
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General Capital Improvement Project Fund	25,716	149,324	112,900	-
General Capital Equip Replacement Fund	518,558	67,500	33,835	-
Crime Control & Prevention District	42,237	133,000	148,645	183,112
General Contingency Fund	-	-	-	-
Beautification Fund	8,910	16,000	14,000	30,150
Transportation Fund	53,018	136,800	119,516	142,500
Series 2019 A Bond Capital Projects Fund	-	-	48,000	2,907,000
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Utility Contingency Fund	-	-	-	-
Utility Capital Improvement Project Fund	17,791	-	-	-
Series 2019 B Bond Capital Projects Fund	-	-	60,000	3,940,000
Total Expenditures	\$ 5,559,101	\$ 5,668,417	\$ 5,687,910	\$ 12,845,941

City of Richwood
FY 2019-20 Budget - Proposed
General Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Beg. Unassigned Fund Balance:	\$ 805,252	\$ 841,907	\$ 841,907	\$ 1,138,692	
<u>Revenue Summary</u>					
Property Taxes	\$ 1,706,388	\$ 1,698,408	\$ 1,687,200	\$ 1,687,000	-0.7%
Sales & Other Taxes	823,549	765,998	757,000	764,000	-0.3%
Licenses & Permits	86,685	79,100	103,889	106,000	34.0%
Intergovernmental	-	-	178,000	11,100	-
Fines & Fees	129,609	131,350	102,131	102,350	-22.1%
Services & Fees	5,548	5,075	35,195	36,360	616.5%
Rents & Leases	9,804	9,500	8,237	8,500	-10.5%
Interest	14,240	3,000	13,200	14,000	366.7%
Miscellaneous	2,454	-	86,741	-	-
Operating Transfers	82,172	124,660	124,000	124,000	-0.5%
Total Revenue	\$ 2,860,449	\$ 2,817,091	\$ 3,095,593	\$ 2,853,310	1.3%
<u>Expenditure Summary</u>					
Administration	\$ 575,491	\$ 714,028	\$ 602,987	\$ 412,148	-42.3%
Finance	-	-	-	285,034	-
Maintenance	225,092	221,560	210,736	265,850	20.0%
Streets & Drainage	50,919	125,000	120,000	125,000	0.0%
Police	962,014	943,067	925,399	1,013,143	7.4%
Municipal Court	132,837	89,263	83,421	87,172	-2.3%
Fire	149,559	207,371	307,977	224,100	8.1%
Parks & Recreation	36,798	46,300	25,851	65,120	40.6%
Code Enforcement	48,643	57,171	54,859	56,880	-0.5%
Building & Inspections	105,731	112,866	105,012	88,800	-21.3%
Disaster & Emergency	46,585	-	30,000	-	0.0%
Non-Departmental	490,125	329,506	332,566	381,352	15.7%
Total Expenditures	\$ 2,823,794	\$ 2,846,132	\$ 2,798,808	\$ 3,004,599	5.6%
Revenues Over (Under) Expenditures:	\$ 36,655	\$ (29,041)	\$ 296,785	\$ (151,289)	420.9%
Ending Unassigned Fund Balance:	\$ 841,907	\$ 812,866	\$ 1,138,692	\$ 987,403	

City of Richwood
FY 2019-20 Budget
General Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
<u>Property Taxes</u>					
294103 Current Property Taxes	\$ 1,615,742	\$ 1,673,908	\$ 1,660,000	\$ 1,660,000	-0.8%
294104 Delinquent Property Taxes	74,097	12,000	13,200	13,000	8.3%
294105 Penalty & Interest	16,549	12,500	14,000	14,000	12.0%
Total Property Taxes	\$ 1,706,388	\$ 1,698,408	\$ 1,687,200	\$ 1,687,000	-0.7%
<u>Sales & Other Taxes</u>					
294117 Sales Tax	\$ 507,531	\$ 469,998	\$ 470,000	\$ 480,000	2.1%
294116 Sales Tax - Streets	126,883	117,000	117,000	120,000	2.6%
294111 Franchise Taxes	189,135	179,000	170,000	164,000	-8.4%
Total Sales & Other Taxes	\$ 823,549	\$ 765,998	\$ 757,000	\$ 764,000	-0.3%
<u>Licenses & Permits</u>					
294106 Licenses & Permits	\$ 8,658	\$ 9,100	\$ 5,889	\$ 6,000	-34.1%
294107 Building Permits	78,027	70,000	98,000	100,000	42.9%
Total Licenses & Permits	\$ 86,685	\$ 79,100	\$ 103,889	\$ 106,000	34.0%
<u>Intergovernmental Revenue</u>					
Grants & Reimb -FEMA	\$ -	\$ -	\$ 171,000	\$ 10,000	-
Grants & Reimb - Federal/State	-	-	-	-	0.0%
Grants & Reimb - Police/DOJ	-	-	-	1,100	-
294113 Other Intergovernmental Rev	-	-	7,000	-	-
Total Intergovernmental Revenue	\$ -	\$ -	\$ 178,000	\$ 11,100	-
<u>Fines & Fees</u>					
294109 Municipal Court Fines & Fees	\$ 129,219	\$ 131,000	\$ 102,000	\$ 102,000	-22.1%
294114 Animal Control Fines & Fees	390	350	131	350	0.0%
Total Fines & Fees	\$ 129,609	\$ 131,350	\$ 102,131	\$ 102,350	-22.1%
<u>Services & Fees</u>					
294121 Park & Recreation Fees	\$ 5,548	\$ 5,075	\$ 4,200	\$ 6,000	18.2%
294108 Rental Inspection Fees	-	-	30,995	30,360	-
Total Services & Fees	\$ 5,548	\$ 5,075	\$ 35,195	\$ 36,360	616.5%
<u>Rents & Leases</u>					
294118 Park & Clubhouse Rental	\$ 9,804	\$ 9,500	\$ 8,237	\$ 8,500	-10.5%
Total Rents & Leases	\$ 9,804	\$ 9,500	\$ 8,237	\$ 8,500	-10.5%
<u>Interest Revenue</u>					
294110 Interest on Investments	\$ 14,240	\$ 3,000	\$ 13,200	\$ 14,000	366.7%
Total Interest Revenue	\$ 14,240	\$ 3,000	\$ 13,200	\$ 14,000	366.7%
<u>Miscellaneous Revenue</u>					
Insurance Claims/Damages	\$ -	\$ -	\$ 85,446	\$ -	0.0%

City of Richwood
FY 2019-20 Budget
General Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
294122 Animal Reg Fees/Donations	-	-	100	-	0.0%
294425 Special Events & Festivals	2,454	-	1,195	-	0.0%
294112 Other Misc Revenue					0.0%
Total Miscellaneous Revenue	\$ 2,454	\$ -	\$ 86,741	\$ -	0.0%
<u>Operating Transfers</u>					
974963 Trf from Water Sewer Fund	\$ 82,172	\$ 124,660	\$ 124,000	\$ 124,000	-0.5%
Total Operating Transfers	\$ 82,172	\$ 124,660	\$ 124,000	\$ 124,000	-0.5%
Total General Fund Revenues	\$ 2,860,449	\$ 2,817,091	\$ 3,095,593	\$ 2,853,310	1.3%

City of Richwood
FY 2019-20 Budget
Department: Administration

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel		\$ 280,359	\$ 422,783	\$ 373,065	\$ 210,328	-50.3%
Contracts & Services		212,855	197,199	187,989	153,435	-22.2%
Supplies		38,428	44,040	16,933	19,340	-56.1%
Maintenance & Repairs		14,771	16,000	6,000	3,500	-78.1%
Staff Development & Training		29,078	32,006	14,000	25,545	-20.2%
Miscellaneous		-	-	-	-	0.0%
Capital Outlay		-	2,000	5,000	-	-
Total Administration Expenditures:		\$ 575,491	\$ 714,028	\$ 602,987	\$ 412,148	-42.3%
Personnel						
503100 Salaries & Wages		\$ 203,923	\$ 308,080	\$ 303,513	\$ 162,745	-47.2%
503120 Overtime		650	3,500	1,500	-	-100.0%
503120 Medicare		1,926	4,611	4,401	2,360	-48.8%
503130 TMRS Retirement		29,751	48,107	42,166	18,268	-62.0%
503132 Employee Insurance		35,331	47,340	15,143	17,481	-63.1%
503124 Unemployment Ins		34	855	324	324	-62.1%
503134 Workers Comp		852	1,210	305	220	-81.8%
503134 Longevity Pay		1,150	1,250	112	650	-48.0%
503134 Certification Pay		262	900	112	1,800	100.0%
503150 Benefit Allowances		6,480	6,930	5,490	6,480	-6.5%
Sub-Total:		\$ 280,359	\$ 422,783	\$ 373,065	\$ 210,328	-50.3%
Contracts & Services						
503202 Administration & Operations		\$ 58,983	\$ 13,300	\$ 12,000	\$ 8,300	-37.6%
503204 Legal		25,939	20,500	16,000	20,500	0.0%
503206 Insurance		17,918	20,000	19,600	20,000	0.0%
503208 Planning & Development		12,320	-	63	45,000	-
503208 Economic Development		2,549	10,000	2,000	3,000	-70.0%
503208 Publishing & Advertising		13,089	9,995	10,000	11,795	18.0%
503212 Financial & Accounting		63,709	85,638	93,000	-	-100.0%
503214 Rents & Leases		2,560	4,800	800	4,800	0.0%
503218 Information Systems		4,136	20,726	20,726	20,800	0.4%
503240 Postage & Shipping		-	-	-	7,000	-
503242 Telephone		2,040	2,040	1,800	2,040	0.0%
503244 Utilities		9,612	10,200	12,000	10,200	0.0%
503299 Other Contracts & Services		-	-	-	-	0.0%
Sub-Total:		\$ 212,855	\$ 197,199	\$ 187,989	\$ 153,435	-22.2%
Supplies						
503302 Office		\$ 12,737	\$ 21,000	\$ 14,000	\$ 8,000	-61.9%
503320 Food & Beverages		1,432	2,220	2,400	3,220	45.0%
503328 Custodial		238	1,200	533	500	-58.3%
503399 Other Supplies		24,021	19,620	-	7,620	-
Sub-Total:		\$ 38,428	\$ 44,040	\$ 16,933	\$ 19,340	-56.1%

City of Richwood
FY 2019-20 Budget
Department: Administration

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Maintenance & Repairs						
503410	Furniture & Fixtures	\$ 244	\$ 1,000	\$ 3,500	\$ 1,000	-
503410	Buildings & Grounds	14,527	15,000	2,500	2,500	-83.3%
	Sub-Total:	\$ 14,771	\$ 16,000	\$ 6,000	\$ 3,500	-78.1%
Staff Development & Training						
503502	Dues & Subscriptions	\$ 13,749	\$ 12,646	\$ -	\$ 13,500	-
503504	Education & Training Materials	309	-	-	685	-
503508	Mtgs, Seminars & Conferences	15,020	19,360	14,000	11,360	-41.3%
503510	Transportation, Lodging & Meals	-	-	-	-	0.0%
	Sub-Total:	\$ 29,078	\$ 32,006	\$ 14,000	\$ 25,545	-20.2%
Miscellaneous						
503702	Public/Employee Relations	\$ -	\$ -	\$ -	\$ -	-
503704	Insurance Claims & Damages	-	-	-	-	-
503799	Other Misc Expenses	-	-	-	-	-
	Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
Capital Outlay						
503904	Information Systems	\$ -	\$ 2,000	\$ 5,000	\$ -	-
503910	Buildings & Structures	-	-	-	-	-
	Sub-Total:	\$ -	\$ 2,000	\$ 5,000	\$ -	-
Total Expenditures:		\$ 575,491	\$ 714,028	\$ 602,987	\$ 412,148	-42.3%

City of Richwood
FY 2019-20 Budget
Department: Finance

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ -	\$ -	\$ -	\$ 201,534	-
Contracts & Services	-	-	-	66,500	-
Supplies	-	-	-	5,200	-
Maintenance & Repairs	-	-	-	-	-
Staff Development & Training	-	-	-	9,800	-
Miscellaneous	-	-	-	-	-
Capital Outlay	-	-	-	2,000	-
Total Finance Expenditures:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 285,034</u>	<u>-</u>
Personnel					
Salaries & Wages	\$ -	\$ -	\$ -	\$ 152,603	-
Overtime	-	-	-	1,200	-
Medicare	-	-	-	2,230	-
TMRS Retirement	-	-	-	17,273	-
Employee Insurance	-	-	-	26,222	-
Unemployment Ins	-	-	-	486	-
Workers Comp	-	-	-	280	-
Longevity Pay	-	-	-	700	-
Certification Pay	-	-	-	-	-
Benefit Allowances	-	-	-	540	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 201,534</u>	<u>-</u>
Contracts & Services					
Financial & Accounting				\$ 61,500	-
Information Systems				5,000	-
Other Contracts & Services				-	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 66,500</u>	<u>-</u>
Supplies					
Office	\$ -	\$ -	\$ -	\$ 3,000	-
Food & Beverages	-	-	-	200	-
Minor Tools & Equipment	-	-	-	-	-
Other Supplies	-	-	-	2,000	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,200</u>	<u>-</u>
Maintenance & Repairs					
Information Systems	\$ -	\$ -	\$ -	\$ -	-
Buildings & Structures				-	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
Staff Development & Training					
Dues & Subscriptions	\$ -	\$ -	\$ -	\$ 1,500	-
Education & Training Materials				300	-
Mtgs, Seminars & Conferences				8,000	-
Transportation, Lodging & Meals				-	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,800</u>	<u>-</u>

City of Richwood
FY 2019-20 Budget
Department: Finance

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Miscellaneous						
Other Misc Expenses						-
	Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
Capital Outlay						
Office Equipment					1,200	-
Furniture & Fixtures					800	-
	Sub-Total:	\$ -	\$ -	\$ -	\$ 2,000	-
	Total Expenditures:	\$ -	\$ -	\$ -	\$ 285,034	-

City of Richwood
FY 2019-20 Budget
Department: Maintenance

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 95,811	\$ 103,603	\$ 98,270	\$ 100,694	-2.8%
Contracts & Services	81,820	76,406	83,566	73,556	-3.7%
Supplies	16,629	16,400	12,400	17,100	4.3%
Maintenance & Repairs	30,672	24,651	16,100	32,500	31.8%
Staff Development	160	500	400	2,000	300.0%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	-	-	40,000	0.0%
Total Maintenance Expenditures:	\$ 225,092	\$ 221,560	\$ 210,736	\$ 265,850	20.0%

Personnel					
511100 Salaries & Wages	\$ 60,584	\$ 64,624	\$ 66,617	\$ 66,200	2.4%
511112 Overtime	4,062	7,000	1,120	4,000	-42.9%
511120 Medicare	634	1,039	1,093	1,018	-2.0%
511124 TMRS Retirement	8,647	8,151	8,578	7,871	-3.4%
511130 Employee Insurance	17,569	18,936	17,188	17,481	-7.7%
511132 Unemployment Ins	30	342	537	324	-5.3%
511134 Workers Comp	4,110	3,261	2,887	3,000	-8.0%
511136 Longevity Pay	175	250	250	200	-20.0%
503134 Certification Pay	-	-	-	600	-
Sub-Total:	\$ 95,811	\$ 103,603	\$ 98,270	\$ 100,694	-2.8%

Contracts & Services					
Insurance	4,648	4,350	4,309	3,900	-10.3%
Uniforms & Apparel	995	1,600	1,600	1,600	0.0%
Publishing & Advertising	-	500	400	500	0.0%
503214 Rents & Leases	33,887	26,556	37,621	26,556	0.0%
511242 Telephone	1,678	1,000	500	1,000	0.0%
503244 Utilities	34,318	36,400	33,136	34,000	-6.6%
Dump Charges & Fees	6,294	6,000	6,000	6,000	0.0%
Sub-Total:	\$ 81,820	\$ 76,406	\$ 83,566	\$ 73,556	-3.7%

Supplies					
511302 Office	\$ 407	\$ 200	\$ 200	\$ 200	0.0%
510306 Gas, Oil & Lubricants	7,657	8,000	4,000	8,000	0.0%
519224 Chemical & Medical	3,332	2,000	2,000	2,000	0.0%
510328 Custodial	612	700	700	1,400	100.0%
503332 Minor Tools & Equipment	2,465	2,500	2,500	2,500	0.0%
511399 Other Supplies	2,156	3,000	3,000	3,000	0.0%
Sub-Total:	\$ 16,629	\$ 16,400	\$ 12,400	\$ 17,100	4.3%

Maintenance & Repairs					
514406 Motor Vehicles	\$ 12,199	\$ 6,000	\$ 6,000	\$ 6,000	0.0%
514408 Buildings & Grounds	7,118	5,000	5,000	18,500	270.0%
514412 Machinery & Equipment	8,685	8,151	2,600	5,000	-38.7%

City of Richwood
FY 2019-20 Budget
Department: Maintenance

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
514422	Traffic Signs & Markers	2,568	2,500	1,000	2,500	0.0%
514426	Radio & Communications	102	3,000	1,500	500	-83.3%
514432	Minor Tools & Equipment					
	Sub-Total:	\$ 30,672	\$ 24,651	\$ 16,100	\$ 32,500	31.8%
Staff Development						
511502	Dues & Subscriptions	\$ 160	\$ 500	\$ 400	\$ 500	0.0%
511508	Mtgs, Seminars & Conferences				1,500	-
511510	Transportation, Lodging & Meals					-
	Sub-Total:	\$ 160	\$ 500	\$ 400	\$ 2,000	300.0%
Capital Outlay						
517908	Grounds & Landscaping	-	-	-	-	0.0%
517910	Buildings & Structures	-	-	-	40,000	0.0%
	Sub-Total:	\$ -	\$ -	\$ -	\$ 40,000	0.0%
	Total Expenditures:	\$ 225,092	\$ 221,560	\$ 210,736	\$ 265,850	20.0%

City of Richwood
FY 2019-20 Budget
Department: Streets & ROW

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ -	\$ -	\$ -	\$ -	0.0%
Contracts & Services	-	5,000	-	5,000	0.0%
Supplies	-	-	-	-	0.0%
Maintenance & Repairs	50,919	53,000	53,000	53,000	0.0%
Staff Development & Training	-	-	-	-	0.0%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	67,000	67,000	67,000	0.0%
Total Streets & ROW Expenditures:	\$ 50,919	\$ 125,000	\$ 120,000	\$ 125,000	0.0%
Contracts & Services					
521202 Project Management	\$ -	\$ -	\$ -	\$ -	0.0%
521210 Engineering	-	5,000	-	5,000	0.0%
521299 Other Contracts & Services	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ 5,000	\$ -	\$ 5,000	0.0%
Supplies					
521306 Motor Vehicles	-	-	-	-	0.0%
521306 Machinery & Equipment	-	-	-	-	0.0%
521330 Uniforms & Apparel	-	-	-	-	0.0%
521332 Minor Tools & Equipment	-	-	-	-	0.0%
521399 Other Supplies	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repairs					
521406 Streets & ROW	\$ 50,741	\$ 48,000	\$ 48,000	\$ 48,000	0.0%
521408 Drainage & Retention	178	5,000	5,000	5,000	0.0%
Sub-Total:	\$ 50,919	\$ 53,000	\$ 53,000	\$ 53,000	0.0%
Staff Development					
521502 Dues & Subscriptions	-	-	-	-	0.0%
521506 Certification & Licensing	-	-	-	-	0.0%
521508 Meetings, Seminars & Conferences	-	-	-	-	0.0%
521510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Miscellaneous					
521799 Other Misc Expenses	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Capital Outlay					
521904 Streets & ROW Projects	\$ -	\$ 60,000	\$ 60,000	\$ 60,000	0.0%
521906 Drainage & Retention Projects	-	7,000	7,000	7,000	0.0%
Sub-Total:	\$ -	\$ 67,000	\$ 67,000	\$ 67,000	0.0%
Total Expenditures:	\$ 50,919	\$ 125,000	\$ 120,000	\$ 125,000	0.0%

City of Richwood
FY 2019-20 Budget
Department: Police

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 800,967	\$ 756,962	\$ 737,899	\$ 790,283	4.4%
Contracts & Services	81,567	102,684	99,179	133,019	29.5%
Supplies	42,673	41,382	36,856	42,500	2.7%
Maintenance & Repairs	23,010	18,607	28,425	21,487	15.5%
Staff Development & Training	12,846	22,832	22,265	20,254	-11.3%
Miscellaneous	951	600	775	600	0.0%
Capital Outlay	-	-	-	5,000	0.0%
Total Police Expenditures:	\$ 962,014	\$ 943,067	\$ 925,399	\$ 1,013,143	7.4%

Personnel					
510100 Salaries & Wages	\$ 516,334	\$ 516,174	\$ 519,023	\$ 539,863	4.6%
510112 Overtime	82,692	52,000	42,000	64,000	23.1%
510120 FICA/Medicare	2,064	8,246	8,661	8,756	6.2%
510124 Unemployment Insurance	4,162	1,539	1,683	1,458	-5.3%
510130 Retirement	73,620	64,720	67,992	67,719	4.6%
510132 Employee Insurance	90,988	85,212	76,593	78,665	-7.7%
510134 Workers Comp	19,689	18,881	8,507	16,092	-14.8%
510136 Longevity Pay	2,900	1,850	3,000	1,850	0.0%
503134 Certification Pay	8,000	7,800	9,900	10,800	38.5%
503150 Benefit Allowances	518	540	540	1,080	100.0%
Sub-Total:	\$ 800,967	\$ 756,962	\$ 737,899	\$ 790,283	4.4%

Contracts & Services					
510202 Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
503204 Legal	4,535	5,000	3,000	5,000	0.0%
510206 Insurance	12,604	13,022	15,981	16,200	24.4%
503208 Publishing & Advertising	196	2,200	2,200	2,200	0.0%
510214 Rents & Leases	3,241	4,488	4,488	4,404	-1.9%
510218 Information Systems	5,992	2,310	2,310	2,800	21.2%
510226 Dispatch & Communications	43,000	43,000	43,000	48,375	12.5%
510242 Telephone	9,932	12,624	12,200	10,000	-20.8%
510254 Jail & Prisoner Support	1,051	8,040	4,000	4,040	-49.8%
510254 Animal Control	1,016	12,000	12,000	40,000	233.3%
Sub-Total:	\$ 81,567	\$ 102,684	\$ 99,179	\$ 133,019	29.5%

Supplies					
510302 Office	\$ 2,108	\$ 2,280	\$ 1,600	\$ 1,800	-21.1%
510306 Gas, Oil & Lubricants	38,005	33,846	30,000	35,000	3.4%
510320 Food & Beverage	637	1,850	1,850	1,850	0.0%
510328 Custodial	10	50	50	50	0.0%
510332 Minor Tools & Equipment	380	1,816	1,816	2,000	10.1%
510399 Other Supplies	1,533	1,540	1,540	1,800	16.9%
Sub-Total:	\$ 42,673	\$ 41,382	\$ 36,856	\$ 42,500	2.7%

Maintenance & Repairs					
510402 Office Furniture & Fixtures	\$ 30	\$ -	\$ 1,000	\$ 1,000	-
510406 Motor Vehicles	13,403	9,500	17,000	13,500	42.1%
510410 Buildings & Structures	98	-	118	-	-
510412 Machinery & Equipment	380	400	400	400	-
510426 Radio & Communications	2,040	2,540	2,540	500	0.0%
510230 Uniforms & Apparel	5,922	5,587	5,587	5,587	0.0%

City of Richwood
FY 2019-20 Budget
Department: Police

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
510432	Minor Tools & Equipment	1,137	580	1,780	500	0.0%
	Other Maint & Repairs	-	-	-	-	0.0%
	Sub-Total:	\$ 23,010	\$ 18,607	\$ 28,425	\$ 21,487	15.5%
Staff Development & Training						
510502	Dues & Subscriptions	\$ 5,868	\$ 7,092	\$ 6,525	\$ 6,800	-4.1%
510508	Mtgs, Seminars & Conferences	6,978	15,740	15,740	13,454	-14.5%
510510	Transportation, Lodging & Meals	-	-	-	-	-
	Sub-Total:	\$ 12,846	\$ 22,832	\$ 22,265	\$ 20,254	-11.3%
Miscellaneous						
503702	Public Relations & Outreach	\$ 951	\$ 600	\$ 775	\$ 600	0.0%
503704	Insurance Claims/Damages	-	-	-	-	-
510799	Other Misc Expense	-	-	-	-	-
	Sub-Total:	\$ 951	\$ 600	\$ 775	\$ 600	0.0%
Capital Outlay						
510904	Information Systems	-	-	-	-	-
510906	Motor Vehicles	-	-	-	-	-
510926	Bldgs & Structures	-	-	-	5,000	-
	Sub-Total:	\$ -	\$ -	\$ -	\$ 5,000	-
Total Expenditures:		\$ 962,014	\$ 943,067	\$ 925,399	\$ 1,013,143	7.4%

City of Richwood
FY 2019-20 Budget
Department: Municipal Court

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 111,342	\$ 61,763	\$ 60,453	\$ 61,327	-0.7%
Contracts & Services	12,335	16,000	13,000	16,600	3.8%
Supplies	2,497	4,700	2,700	2,850	-39.4%
Maintenance & Repairs	-	-	-	-	0.0%
Staff Development & Training	6,663	6,800	5,700	5,195	-23.6%
Capital Outlay	-	-	1,568	1,200	-
Total Municipal Court Expenditures:	\$ 132,837	\$ 89,263	\$ 83,421	\$ 87,172	-2.3%

Personnel					
510100 Salaries & Wages	\$ 79,681	\$ 44,566	\$ 44,388	\$ 45,678	2.5%
510112 Overtime	209	1,000	500	400	-60.0%
510120 FICA/Medicare	691	660	711	668	1.2%
510124 Unemployment Insurance	124	513	486	292	-43.2%
510130 Retirement	9,709	4,366	4,597	4,360	-0.1%
510132 Employee Insurance	20,409	9,468	8,594	8,741	-7.7%
510134 Workers Comp	94	165	152	164	-0.6%
510136 Longevity Pay	250	125	125	125	0.0%
503134 Certification Pay	175	900	900	900	0.0%
Sub-Total:	\$ 111,342	\$ 61,763	\$ 60,453	\$ 61,327	-0.7%
Contracts & Services					
510202 Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
503204 Legal & Jury	12,038	15,500	12,500	12,000	-22.6%
510218 Information Systems	297	500	500	4,600	820.0%
510299 Other Contracts & Services	-	-	-	-	0.0%
Sub-Total:	\$ 12,335	\$ 16,000	\$ 13,000	\$ 16,600	3.8%
Supplies					
510302 Office	\$ 2,088	\$ 4,200	\$ 2,200	\$ 2,600	-38.1%
510399 Other Supplies	409	500	500	250	-50.0%
Sub-Total:	\$ 2,497	\$ 4,700	\$ 2,700	\$ 2,850	-39.4%
Maintenance & Repairs					
510402 Office	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Development & Training					
510502 Dues & Subscriptions	\$ 3,289	\$ 3,500	\$ 2,400	\$ 1,800	-48.6%
510504 Education & Training Materials	206	300	300	300	0.0%
510508 Mtgs, Seminars & Conferences	3,168	3,000	3,000	3,095	3.2%
510510 Transportation, Lodging & Meals	-	-	-	-	0.0%
Sub-Total:	\$ 6,663	\$ 6,800	\$ 5,700	\$ 5,195	-23.6%
Capital Outlay					
510904 Information Systems	-	-	1,568	1,200	-
Sub-Total:	\$ -	\$ -	\$ 1,568	\$ 1,200	-
Total Expenditures:	\$ 132,837	\$ 89,263	\$ 83,421	\$ 87,172	-2.3%

City of Richwood
FY 2019-20 Budget
Department: Fire

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 16,750	\$ 19,890	\$ 14,904	\$ 17,700	-11.0%
Contracts & Services	87,665	108,236	108,916	117,480	8.5%
Supplies	26,441	15,650	14,742	31,500	101.3%
Maintenance & Repairs	16,015	19,500	125,333	12,500	-35.9%
Staff Development & Training	2,688	3,900	3,900	4,200	7.7%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	40,195	40,182	40,720	1.3%
Total Fire Expenditures:	\$ 149,559	\$ 207,371	\$ 307,977	\$ 224,100	8.1%
Personnel					
514128 Volunteer Fireman Retirement	12,868	16,490	11,200	16,500	0.1%
514134 Workers Compensation	3,882	3,400	3,704	1,200	-64.7%
Sub-Total:	\$ 16,750	\$ 19,890	\$ 14,904	\$ 17,700	-11.0%
Contracts & Services					
514202 Emergency Response	\$ 75,000	\$ 93,000	\$ 93,000	\$ 102,300	0.0%
514206 Insurance	8,505	8,636	11,561	11,620	34.6%
514242 Telephone	2,362	2,400	2,305	1,200	-50.0%
514250 Utilities	1,798	4,200	2,050	2,360	0.0%
Sub-Total:	\$ 87,665	\$ 108,236	\$ 108,916	\$ 117,480	8.5%
Supplies					
514302 Office Supplies	\$ 2,148	\$ 650	\$ 816	\$ 1,500	130.8%
514306 Gas, Oil & Lubricants	2,450	3,000	3,000	3,000	0.0%
514322 Food & Beverage	-	-	816	1,000	-
514322 Fire Prevention	-	1,000	1,000	1,000	0.0%
514326 Radio & Communications	-	-	-	1,000	-
514330 Uniforms & Apparel	12,344	9,000	9,110	12,000	33.3%
514332 Tools & Equipment	9,499	2,000	-	12,000	-
Sub-Total:	\$ 26,441	\$ 15,650	\$ 14,742	\$ 31,500	101.3%
Maintenance & Repairs					
514406 Motor Vehicles	5,998	16,000	12,083	12,000	-25.0%
514408 Buildings & Grounds	10,017	3,000	113,000	-	-
514426 Radio & Communications	-	500	250	500	0.0%
Sub-Total:	\$ 16,015	\$ 19,500	\$ 125,333	\$ 12,500	-35.9%
Staff Development					
514502 Dues & Subscriptions	\$ 2,688	\$ 3,400	\$ 3,400	\$ 3,700	8.8%
514504 Education & Training Material					0.0%
514208 Schools & Seminars		500	500	500	0.0%
514510 Transportation, Lodging, Meal					0.0%
Sub-Total:	\$ 2,688	\$ 3,900	\$ 3,900	\$ 4,200	7.7%

City of Richwood
FY 2019-20 Budget
Department: Fire

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Capital Outlay						
521002	Capital Lease - Pumper Truck	-	40,195	40,182	32,720	-18.6%
	Trf to Gen Equip Replace Fund		-	-	8,000	-
	Sub-Total:	\$ -	\$ 40,195	\$ 40,182	\$ 40,720	1.3%
	Total Expenditures:	\$ 149,559	\$ 207,371	\$ 307,977	\$ 224,100	8.1%

City of Richwood
FY 2019-20 Budget
Department: Parks & Recreation

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ -	\$ -	\$ -	\$ -	0.0%
Contracts & Services	4,242	7,800	5,917	6,620	-15.1%
Supplies	4,497	11,000	9,000	11,000	0.0%
Maintenance & Repairs	28,059	27,500	10,934	27,500	0.0%
Staff Development & Training	-	-	-	-	0.0%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	-	-	20,000	0.0%
Total Parks & Recreation Expenditures:	\$ 36,798	\$ 46,300	\$ 25,851	\$ 65,120	40.6%
Contracts & Services					
517202 Administration & Operations					-
517206 Insurance	2,103	3,800	2,517	2,620	-31.1%
517208 Publishing & Advertising		1,600	1,600	1,600	0.0%
517244 Utilities	2,139	2,400	1,800	2,400	0.0%
517299 Other Contracts & Services	-	-	-	-	0.0%
Sub-Total:	\$ 4,242	\$ 7,800	\$ 5,917	\$ 6,620	-15.1%
Supplies					
517324 Chemical & Medical	993	2,000	2,000	2,000	0.0%
517328 Custodial	928	1,500	1,500	1,500	0.0%
517330 Special Events	2,576	7,000	5,000	7,000	0.0%
517399 Other Supplies	-	500	500	500	0.0%
Sub-Total:	\$ 4,497	\$ 11,000	\$ 9,000	\$ 11,000	0.0%
Maintenance & Repairs					
517406 Motor Vehicles	\$ -	\$ -	\$ -	\$ -	0.0%
517408 Buildings & Grounds	25,834	20,000	9,000	20,000	0.0%
517412 Machinery & Equipment	2,225	7,500	1,934	7,500	0.0%
517418 Other Maint & Repairs	-	-	-	-	0.0%
Sub-Total:	\$ 28,059	\$ 27,500	\$ 10,934	\$ 27,500	0.0%
Staff Development					
517502 Dues & Subscriptions	\$ -	\$ -	\$ -	\$ -	0.0%
517508 Schools & Seminars	-	-	-	-	0.0%
517510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Capital Outlay					
517908 Grounds & Landscaping	-	-	-	-	0.0%
517910 Buildings & Structures	-	-	-	20,000	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ 20,000	0.0%
Total Expenditures:	\$ 36,798	\$ 46,300	\$ 25,851	\$ 65,120	40.6%

City of Richwood
FY 2019-20 Budget
Department: Code Enforcement

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 46,427	\$ 46,621	\$ 45,709	\$ 46,830	0.4%
Contracts & Services	930	6,750	6,750	6,750	0.0%
Supplies	1,239	2,500	1,500	1,000	-60.0%
Maintenance & Repairs	15	-	-	-	0.0%
Staff Development & Training	32	1,300	900	2,300	76.9%
Miscellaneous	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	0.0%
Total Code Enforcement Expenditures:	\$ 48,643	\$ 57,171	\$ 54,859	\$ 56,880	-0.5%

Personnel					
512104 Salaries & Wages	\$ 31,055	\$ 32,260	\$ 32,211	\$ 33,100	2.6%
512112 Overtime	110	300	300	300	0.0%
512120 FICA/Medicare	293	473	505	484	2.4%
512124 Unemployment Insurance	9	171	171	162	-5.3%
512130 Retirement Programs	4,242	3,706	3,651	3,751	1.2%
512132 Employee Health Insurance	10,232	9,468	8,594	8,741	-7.7%
512134 Workers Compensation	361	118	152	167	41.5%
512136 Longevity	125	125	125	125	0.0%
Sub-Total:	\$ 46,427	\$ 46,621	\$ 45,709	\$ 46,830	0.4%
Contracts & Services					
512202 Administration & Operations	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	0.0%
512204 Legal	787	5,000	5,000	5,000	0.0%
512208 Publishing & Advertising	-	500	500	500	0.0%
512218 Information Systems	143	250	250	250	0.0%
Sub-Total:	\$ 930	\$ 6,750	\$ 6,750	\$ 6,750	0.0%
Supplies					
512302 Office Supplies	\$ 285	\$ 1,000	\$ 500	\$ 500	-50.0%
512332 Minor Tools & Equipment	824	1,000	500	-	-
512399 Other Supplies	130	500	500	500	0.0%
Sub-Total:	\$ 1,239	\$ 2,500	\$ 1,500	\$ 1,000	-60.0%
Maintenance & Repairs					
512406 Motor Vehicles	\$ 15	\$ -	\$ -	\$ -	-
Sub-Total:	\$ 15	\$ -	\$ -	\$ -	-
Staff Development					
512502 Dues & Subscriptions	\$ -	\$ 300	\$ 300	\$ 300	0.0%
512508 Schools & Seminars	32	1,000	600	2,000	100.0%
512510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ 32	\$ 1,300	\$ 900	\$ 2,300	76.9%
Capital Outlay					
512902 Office Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Total Expenditures:	\$ 48,643	\$ 57,171	\$ 54,859	\$ 56,880	0.0%

City of Richwood
FY 2019-20 Budget
Department: Building & Inspections

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel		\$ 71,616	\$ 73,466	\$ 33,888	\$ -	-100.0%
Contracts & Services		20,330	21,200	53,079	76,700	261.8%
Supplies		2,448	4,100	2,700	100	-97.6%
Maintenance & Repairs		870	1,500	1,500	-	-100.0%
Staff Development & Training		10,467	12,600	13,845	12,000	-4.8%
Miscellaneous		-	-	-	-	0.0%
Capital Outlay		-	-	-	-	0.0%
Total Building & Inspections Expenditures:		\$ 105,731	\$ 112,866	\$ 105,012	\$ 88,800	-21.3%
Personnel						
512104 Salaries & Wages		\$ 53,206	\$ 55,204	\$ 22,431	\$ -	-100.0%
512120 FICA/Medicare		471	809	316		-100.0%
512124 Unemployment Insurance		9	171	171		-100.0%
512130 Retirement Programs		6,654	6,344	2,508		-100.0%
512132 Employee Health Insurance		10,286	9,468	6,992		-100.0%
512134 Workers Compensation		-	455	455		-100.0%
512136 Longevity		450	475	475		-100.0%
503150 Benefit Allowances		540	540	540	-	-100.0%
Sub-Total:		\$ 71,616	\$ 73,466	\$ 33,888	\$ -	-100.0%
Contracts & Services						
512202 Administration & Operations		\$ 16,365	\$ 17,500	\$ 45,250	\$ 73,700	321.1%
512204 Legal		2,187	3,000	6,000	3,000	0.0%
512206 Insurance		1,606	500	1,629	-	-100.0%
512230 Uniforms & Apparel		172	200	200	-	-100.0%
Sub-Total:		\$ 20,330	\$ 21,200	\$ 53,079	\$ 76,700	261.8%
Supplies						
512302 Office Supplies		\$ 51	\$ 100	\$ 100	\$ 100	0.0%
512306 Gas, Oil & Lubricants		2,397	3,500	2,000		-100.0%
512322 Food & Beverage				100		-
512332 Minor Tools & Equipment		-	500	500		-
Sub-Total:		\$ 2,448	\$ 4,100	\$ 2,700	\$ 100	-97.6%
Maintenance & Repairs						
512406 Motor Vehicles		\$ 768	\$ 1,500	\$ 1,500	\$ -	-100.0%
512426 Radio & Communications		102	-	-	-	0.0%
Sub-Total:		\$ 870	\$ 1,500	\$ 1,500	\$ -	-100.0%
Staff Development						
512502 Dues & Subscriptions		\$ 10,034	\$ 10,800	\$ 13,000	\$ 12,000	11.1%
512508 Schools & Seminars		433	1,800	845	-	-100.0%
512510 Transportation, Lodging, Meal		-	-	-	-	0.0%
Sub-Total:		\$ 10,467	\$ 12,600	\$ 13,845	\$ 12,000	-4.8%
Miscellaneous						
512799 Other Misc Expenses		\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:		\$ -	\$ -	\$ -	\$ -	0.0%

City of Richwood
FY 2019-20 Budget
Department: Building & Inspections

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Capital Outlay						
512902	Office Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
	Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
	Total Expenditures:	\$ 105,731	\$ 112,866	\$ 105,012	\$ 88,800	-21.3%

City of Richwood
FY 2019-20 Budget
Department: Disaster & Emergency Response

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ -	\$ -	\$ -	\$ -	-
Contracts & Services	40,656	-	30,000	-	-
Supplies	73	-	-	-	-
Maintenance & Repairs	5,856	-	-	-	-
Staff Development & Training	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Disaster & Emergency Expenditures:	<u>\$ 46,585</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ -</u>	<u>-</u>
Contracts & Services					
519202 Administration & Operations	\$ 40,656	\$ -	\$ 30,000	\$ -	-
Sub-Total:	<u>\$ 40,656</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ -</u>	<u>-</u>
Supplies					
519399 Other Supplies	\$ 73	\$ -	\$ -	\$ -	-
Sub-Total:	<u>\$ 73</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
Maintenance & Repairs					
519432 Buildings & Grounds	\$ 88	\$ -	\$ -	\$ -	-
519432 Machinery & Equipment	5,768	-	-	-	-
Sub-Total:	<u>\$ 5,856</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
Capital Outlay					
519912 Machinery & Equipment	-	-	-	-	-
519926 Radio & Communications	-	-	-	-	-
Sub-Total:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
Total Expenditures:	<u>\$ 46,585</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ -</u>	<u>-</u>

City of Richwood
FY 2019-20 Budget
Department: Non-Departmental

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Operating Transfers						
599811	Trf to General Equip Replace Fund	\$ 95,610	\$ 59,533	\$ 59,533	\$ 81,000	36.1%
599820	Trf to General Capital Proj Fund	82,095	40,000	40,000	65,000	62.5%
	Trf to General Contingency Fund	74,144	7,161	7,161	36,000	402.7%
	Trf to Court Security Fund	-	-	22,207	-	-
	Trf to Court Technology Fund	-	-	8,776	-	-
	Trf to Beautification Fund	1,000	1,000	1,000	1,000	0.0%
599820	Trf to Water Sewer Fund	82,936	89,909	89,909	84,985	-5.5%
	Sub-Total:	\$ 335,785	\$ 197,603	\$ 228,586	\$ 267,985	35.6%
Other Uses of Funds						
	City Hall Promissory Note	\$ -	\$ -	\$ -	\$ 21,389	-
503799	Development Agreements	154,340	131,903	103,980	91,978	-30.3%
	Sub-Total:	\$ 154,340	\$ 131,903	\$ 103,980	\$ 113,367	-14.1%
Total Operating Transfers & Other Uses of Funds						
		\$ 490,125	\$ 329,506	\$ 332,566	\$ 381,352	15.7%

City of Richwood
FY 2019-20 Budget - Proposed
I & S Debt Service Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unrestricted Net Assets	\$ 106,860	\$ 108,629	\$ 108,629	\$ 105,276	
<u>Revenue Summary</u>					
Property Taxes	176,050	166,333	162,980	355,602	113.8%
Interest	430	-	-	2,000	-
Total Revenue	\$ 176,480	\$ 166,333	\$ 162,980	\$ 357,602	115.0%
<u>Expenditure Summary</u>					
Bond Fees & Debt Payments	174,711	166,333	166,333	355,394	113.7%
Total Expenditures	\$ 174,711	\$ 166,333	\$ 166,333	\$ 355,394	113.7%
Revenues Over (Under) Expenditures:	\$ 1,769	\$ -	\$ (3,353)	\$ 2,209	-
Ending					
Unrestricted Net Assets	\$ 108,629	\$ 108,629	\$ 105,276	\$ 107,485	

City of Richwood
FY 2019-20 Budget - Proposed
I & S Debt Service Fund
Revenue & Expenditures Detail

Revenues	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Property Taxes</u>					
Current Property Taxes	\$ 174,239	\$ 166,333	\$ 162,980	\$ 350,602	110.8%
Delinquent Property Taxes	-	-	-	3,000	-
Penalty & Interest	1,811	-	-	2,000	-
Total Property Tax Revenue	\$ 176,050	\$ 166,333	\$ 162,980	\$ 355,602	113.8%
<u>Interest Revenue</u>					
40804 Interest on Investments	430	-	-	2,000	-
Total Interest Revenue	\$ 430	\$ -	\$ -	\$ 2,000	-
Total Revenues:	\$ 176,480	\$ 166,333	\$ 162,980	\$ 357,602	115.0%

Expenditures	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Debt Service</u>					
Paying Agent Fees	\$ 500	\$ -	\$ -	\$ 1,250	-
City Hall Bank Note	9,451	21,389	21,389	-	-100.0%
2011 GO Refunding Bonds	13,772	66,894	66,894	70,173	-
2012 CO Bonds	29,050	78,050	78,050	77,050	-1.3%
2019 A GO Bonds	-	-	-	206,921	-
Other Debt Payments	121,938	-	-	-	-
Total Expenditures:	\$ 174,711	\$ 166,333	\$ 166,333	\$ 355,394	113.7%

City of Richwood
FY 2019-20 Budget - Proposed
Crime Control & Prevention Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unassigned Fund Balance	\$ 115,050	\$ 198,962	\$ 198,962	\$ 166,717	
<u>Revenue Summary</u>					
Sales Taxes	125,531	117,000	116,400	120,000	2.6%
Interest	618	-	-	-	0.0%
Trfs & Other Sources of Funds	-	-	-	-	0.0%
Total Revenue & Sources of Funds	\$ 126,149	\$ 117,000	\$ 116,400	\$ 120,000	2.6%
<u>Expenditure Summary</u>					
Personnel Services	\$ 42,156	\$ 95,248	\$ 103,442	\$ 96,782	1.6%
Contracts & Services	81	1,000	2,828	1,000	0.0%
Supplies	-	-	-	-	-
Maintenance & Repairs	-	16,000	18,186	48,605	203.8%
Staff Development & Training	-	4,051	4,307	8,000	97.5%
Miscellaneous	-	-	-	10,000	-
Capital Outlay	-	16,701	19,882	18,725	12.1%
Total Expenditures	\$ 42,237	\$ 133,000	\$ 148,645	\$ 183,112	37.7%
Revenues Over (Under) Expenditures:	\$ 83,912	\$ -	\$ (32,245)	\$ (63,112)	-
Ending					
Unassigned Fund Balance	\$ 198,962	\$ 198,962	\$ 166,717	\$ 103,605	

City of Richwood
FY 2019-20 Budget - Proposed
Crime Control & Prevention Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
<u>Revenues</u>					
Sales Taxes	\$ 125,531	\$ 117,000	\$ 116,400	\$ 120,000	2.6%
Total Sales Tax Revenues	\$ 125,531	\$ 117,000	\$ 116,400	\$ 120,000	2.6%
<u>Interest Revenue</u>					
Interest on Investments	618	-	-	-	0.0%
Total Interest Revenue	\$ 618	\$ -	\$ -	\$ -	0.0%
<u>Tranfers & Other Sources of Funds</u>					
Transfer from Gen Fund	-	-	-	-	0.0%
Total Trfs & Other Sources of Funds	\$ -	\$ -	\$ -	\$ -	0.0%
Total Revenues & Sources of Funds:	\$ 126,149	\$ 117,000	\$ 116,400	\$ 120,000	2.6%

City of Richwood
FY 2019-20 Budget - Proposed
Crime Control & Prevention Fund
Expenditure Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Personnel	\$ 42,156	\$ 95,248	\$ 103,442	\$ 96,782	1.6%
Contracts & Services	81	1,000	2,828	1,000	0.0%
Supplies	-	-	-	-	0.0%
Maintenance & Repairs	-	16,000	18,186	48,605	203.8%
Staff Development & Training	-	4,051	4,307	8,000	97.5%
Miscellaneous	-	-	-	10,000	-
Capital Outlay	-	16,701	19,882	18,725	12.1%
Total Expenditures	\$ 42,237	\$ 133,000	\$ 148,645	\$ 183,112	37.7%
Personnel					
560100 Salaries & Wages	\$ 7,029	\$ 73,889	\$ 70,323	\$ 73,589	-0.4%
560112 Overtime	35,000	-	12,385	1,534	-
560120 FICA/Medicare	9	1,072	1,194	1,072	0.0%
560124 Unemployment Insurance	92	342	348	342	0.0%
560130 Retirement Programs	26	6,639	9,638	6,639	0.0%
560132 Employee Health Insurance	-	9,468	9,004	9,468	0.0%
560134 Workers Compensation	-	2,938	-	2,938	0.0%
560136 Certification Pay	-	900	550	1,200	33.3%
Sub-Total:	\$ 42,156	\$ 95,248	\$ 103,442	\$ 96,782	1.6%
Contracts & Services					
560230 Uniforms & Apparel	\$ 81	\$ 1,000	\$ 2,828	\$ 1,000	0.0%
560299 Other Contracts & Services	-	-	-	-	0.0%
Sub-Total:	\$ 81	\$ 1,000	\$ 2,828	\$ 1,000	0.0%
Supplies					
560302 Office	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repairs					
560406 Motor Vehicles	\$ -	\$ -	\$ 18,186	\$ 42,000	0.0%
560499 Other Maint & Repairs	-	16,000	-	6,605	-58.7%
Sub-Total:	\$ -	\$ 16,000	\$ 18,186	\$ 48,605	203.8%
Staff Development					
560508 Schools & Seminars	\$ -	\$ 4,051	\$ 4,307	\$ 8,000	97.5%
560510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ 4,051	\$ 4,307	\$ 8,000	97.5%
Miscellaneous					
Community Outreach	\$ -	\$ -	\$ -	\$ 10,000	-
560799 Other Misc Expenses	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ 10,000	\$ -
Capital Outlay					
560912 Machinery & Equipment	\$ -	\$ 16,701	\$ 19,882	\$ 18,725	12.1%
Sub-Total:	\$ -	\$ 16,701	\$ 19,882	\$ 18,725	12.1%
Total Expenditures:	\$ 42,237	\$ 133,000	\$ 148,645	\$ 183,112	37.7%

City of Richwood
FY 2019-20 Budget
Beautification Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Beginning					
Unrestricted Net Assets	\$ 21,182	\$ 27,780	\$ 27,780	\$ 29,164	
<u>Revenue Summary</u>					
Charges & Fees	\$ 14,508	\$ 14,520	\$ 14,384	\$ 14,520	0.0%
Interest Earnings	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-
Other Sources of Funds	1,000	1,000	1,000	2,500	150.0%
Total Revenue	\$ 15,508	\$ 15,520	\$ 15,384	\$ 17,020	9.7%
<u>Expenditure Summary</u>					
Contracts & Services	\$ 8,249	\$ 9,500	\$ 9,500	\$ 9,500	0.0%
Supplies & Materials	14	2,100	2,100	1,350	-35.7%
Maintenance & Repairs	-	2,000	-	7,000	-
Staff Development	647	2,400	2,400	5,300	120.8%
Capital Outlay	-	-	-	7,000	-
Total Expenditures	\$ 8,910	\$ 16,000	\$ 14,000	\$ 30,150	88.4%
Revenues Over					
(Under) Expenditures:	\$ 6,598	\$ (480)	\$ 1,384	\$ (13,130)	
Ending					
Unrestricted Net Assets	\$ 27,780	\$ 27,300	\$ 29,164	\$ 16,034	

City of Richwood
FY 2019-20 Budget
Beautification Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
<u>Fees & Charges</u>					
614124 Beautification Charges	\$ 14,508	\$ 14,520	\$ 14,384	\$ 14,520	0.0%
Total Charges & Fees	\$ 14,508	\$ 14,520	\$ 14,384	\$ 14,520	0.0%
<u>Interest Revenue</u>					
Interest on Investments	\$ -	\$ -	\$ -	\$ -	-
Total Interest Revenue	\$ -	\$ -	\$ -	\$ -	-
<u>Miscellaneous Revenue</u>					
614112 Miscellaneous Revenue	-	-	-	-	-
Total Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	-
<u>Operating Transfers</u>					
974963 Trf from General Fund	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,500	150.0%
Total Other Sources of Funds	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,500	150.0%
Total Beautification Fund Revenues:	\$ 15,508	\$ 15,520	\$ 15,384	\$ 17,020	9.7%

City of Richwood
FY 2019-20 Budget
Beautification Fund
Expenditure Detail

		FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Contracts & Services						
615102	Administration & Operations	\$ 8,175	\$ 8,500	\$ 8,500	\$ 8,500	0.0%
615685	Publishing & Advertising	74	1,000	1,000	1,000	0.0%
	Other Contracts & Services	-	-	-	-	-
	Sub-Total:	\$ 8,249	\$ 9,500	\$ 9,500	\$ 9,500	0.0%
Supplies & Materials						
615210	Office	\$ -	\$ 100	\$ 100	\$ 100	0.0%
615220	Minor Tools & Equipment	-	500	500	250	-50.0%
615240	Other Supplies	14	1,500	1,500	1,000	-33.3%
	Sub-Total:	\$ 14	\$ 2,100	\$ 2,100	\$ 1,350	-35.7%
Maintenance & Repairs						
503408	Building & Grounds	\$ -	\$ 2,000	\$ -	\$ 7,000	-
503499	Other Maintenance & Repairs	-	-	-	-	0.0%
	Sub-Total:	\$ -	\$ 2,000	\$ -	\$ 7,000	0.0%
Staff Development						
615660	Dues & Subscriptions	\$ 647	\$ 800	\$ 800	\$ 800	0.0%
615130	Training & Travel	-	1,600	1,600	4,500	181.3%
503510	Transportation, Lodging, Meal	-	-	-	-	0.0%
	Sub-Total:	\$ 647	\$ 2,400	\$ 2,400	\$ 5,300	120.8%
Capital Outlay						
615930	Machinery & Equipment	\$ -	\$ -	\$ -	\$ 7,000	-
	Other Capital Outlay	-	-	-	-	0.0%
	Sub-Total:	\$ -	\$ -	\$ -	\$ 7,000	-
	Total Expenditures:	\$ 8,910	\$ 16,000	\$ 14,000	\$ 30,150	88.4%

City of Richwood
FY 2019-20 Budget
Transportation Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Beginning					
Restricted Fund Balance	\$ 139,365	\$ 225,141	\$ 225,141	\$ 250,205	
<u>Revenue Summary</u>					
Charges & Fees	\$ 137,671	\$ 136,800	\$ 143,200	\$ 142,500	4.2%
Interest Earnings	1,123	-	1,380	1,300	-
Miscellaneous Revenue	-	-	-	-	-
Other Sources of Funds	-	-	-	-	-
Total Revenue	\$ 138,794	\$ 136,800	\$ 144,580	\$ 143,800	5.1%
<u>Expenditure Summary</u>					
Contracts & Services	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	0.0%
Maintenance & Repairs	53,018	136,800	119,516	142,500	4.2%
Staff Development	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 53,018	\$ 136,800	\$ 119,516	\$ 142,500	4.2%
Revenues Over					
(Under) Expenditures:	\$ 85,776	\$ -	\$ 25,064	\$ 1,300	
Ending					
Restricted Fund Balance	\$ 225,141	\$ 225,141	\$ 250,205	\$ 251,505	

City of Richwood
FY 2019-20 Budget
Transportation Fund
Revenue Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
<u>Fees & Charges</u>					
404125 Transportation Fees	\$ 137,671	\$ 136,800	\$ 143,200	\$ 142,500	4.2%
Total Charges & Fees	\$ 137,671	\$ 136,800	\$ 143,200	\$ 142,500	4.2%
<u>Interest Revenue</u>					
Interest on Investments	\$ 1,123	\$ -	\$ 1,380	\$ 1,300	-
Total Interest Revenue	\$ 1,123	\$ -	\$ 1,380	\$ 1,300	-
<u>Miscellaneous Revenue</u>					
614112 Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	0.0%
Total Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	0.0%
<u>Operating Transfers</u>					
974963 Trf from General Fund	\$ -	\$ -	\$ -	\$ -	0.0%
Total Other Sources of Funds	\$ -	\$ -	\$ -	\$ -	0.0%
Total Revenues:	\$ 138,794	\$ 136,800	\$ 144,580	\$ 143,800	5.1%

City of Richwood
FY 2019-20 Budget
Transportation Fund
Expenditure Detail

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Contracts & Services					
Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
Engineering	-	-	-	-	-
Other Contracts & Services	-	-	-	-	-
Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
Supplies & Materials					
Office	\$ -	\$ -	\$ -	\$ -	-
Minor Tools & Equipment	-	-	-	-	-
Other Supplies	-	-	-	-	-
Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Repairs					
405380 Streets	\$ 38,275	\$ 45,600	\$ 43,000	\$ 47,500	4.2%
503408 Sidewalks	9,995	45,600	24,516	47,500	4.2%
503408 Drainage & ROW	4,748	45,600	52,000	47,500	4.2%
503499 Other Maintenance & Repairs	-	-	-	-	0.0%
Sub-Total:	\$ 53,018	\$ 136,800	\$ 119,516	\$ 142,500	4.2%
Staff Development					
615660 Dues & Subscriptions	\$ -	\$ -	\$ -	\$ -	0.0%
615130 Training & Travel	-	-	-	-	0.0%
503510 Transportation, Lodging, Meal	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Capital Outlay					
615930 Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Other Capital Outlay	-	-	-	-	0.0%
Sub-Total:	\$ -	\$ -	\$ -	\$ -	0.0%
Total Expenditures:	\$ 53,018	\$ 136,800	\$ 119,516	\$ 142,500	4.2%

City of Richwood
FY 2019-20 Budget - Proposed
Series 2019 A Bond Capital Project Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unrestricted Net Assets	\$ -	\$ -	\$ -	\$ 2,907,000	
<u>Revenue Summary</u>					
Interest	\$ -	\$ -	\$ -	\$ -	-
Trfs & Other Sources of Funds	-	-	2,955,000	-	
Total Revenue & Sources of Funds	\$ -	\$ -	\$ 2,955,000	\$ -	-
<u>Expenditure Summary</u>					
Contracts & Services	\$ -	\$ -	\$ 48,000	\$ 255,000	-
Supplies	-	-	-	-	-
Capital Outlay	-	-	-	2,652,000	-
Total Expenditures	\$ -	\$ -	\$ 48,000	\$ 2,907,000	-
Revenues Over (Under) Expenditures:	\$ -	\$ -	\$ 2,907,000	\$ (2,907,000)	-
Ending					
Unrestricted Net Assets	\$ -	\$ -	\$ 2,907,000	\$ -	

City of Richwood
FY 2019-20 Budget - Proposed
Series 2019 A Bond Capital Project Fund
Revenue & Expenditures Detail

Revenues	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Interest Revenue					
Interest on Investments	-	-	-	-	-
Total Interest Revenue	\$ -	\$ -	\$ -	\$ -	-
Transfers & Other Sources of Funds					
Bond Proceeds	\$ -	\$ -	\$ 2,955,000	\$ -	-
Transfer from Gen Fund	-	-	-	-	-
Total Trfs & Other Sources of Funds	\$ -	\$ -	\$ 2,955,000	\$ -	-
Total Revenues & Sources of Funds:	\$ -	\$ -	\$ 2,955,000	\$ -	-

Expenditures	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	% Change Budget to Proposed
Contracts & Services					
Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
Legal	-	-	-	-	-
Engineering	-	-	48,000	255,000	-
Sub-Total:	\$ -	\$ -	\$ 48,000	\$ 255,000	-
Supplies					
Other Supplies	\$ -	\$ -	\$ -	\$ -	-
Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
Capital Outlay					
Street Improvements	\$ -	\$ -	\$ -	\$ 1,302,000	-
Sidewalks Improvements	-	-	-	250,000	-
Drainage/ROW Improvements	-	-	-	1,100,000	-
Sub-Total:	\$ -	\$ -	\$ -	\$ 2,652,000	-
Total Expenditures:	\$ -	\$ -	\$ 48,000	\$ 2,907,000	-

City of Richwood
FY 2019-20 Budget - Proposed
Series 2019 B Bond Capital Project Fund
Budget Summary

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Beginning					
Unrestricted Net Assets	\$ -	\$ -	\$ -	\$ 3,940,000	
<u>Revenue Summary</u>					
Interest	\$ -	\$ -	\$ -	\$ -	-
Trfs & Other Sources of Funds	-	-	4,000,000	-	
Total Revenue & Sources of Funds	\$ -	\$ -	\$ 4,000,000	\$ -	-
<u>Expenditure Summary</u>					
Contracts & Services	\$ -	\$ -	\$ 60,000	\$ 358,000	-
Supplies	-	-	-	-	-
Capital Outlay	-	-	-	3,582,000	-
Total Expenditures	\$ -	\$ -	\$ 60,000	\$ 3,940,000	-
Revenues Over (Under) Expenditures:	\$ -	\$ -	\$ 3,940,000	\$ (3,940,000)	-
Ending					
Unrestricted Net Assets	\$ -	\$ -	\$ 3,940,000	\$ -	

City of Richwood
FY 2019-20 Budget - Proposed
Series 2019 B Bond Capital Project Fund
Revenue & Expenditures Detail

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Revenues					
<u>Interest Revenue</u>					
Interest on Investments	-	-	-	-	-
Total Interest Revenue	\$ -	\$ -	\$ -	\$ -	-
<u>Tranfers & Other Sources of Funds</u>					
Bond Proceeds	\$ -	\$ -	\$ 4,000,000	\$ -	-
Transfer from Gen Fund	-	-	-	-	-
Total Trfs & Other Sources of Funds	\$ -	\$ -	\$ 4,000,000	\$ -	-
Total Revenues & Sources of Funds:	\$ -	\$ -	\$ 4,000,000	\$ -	-

	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Projected	FY 2020 Adopted	% Change Budget to Adopted
Expenditures					
<u>Contracts & Services</u>					
Administration & Operations	\$ -	\$ -	\$ -	\$ -	-
Legal	-	-	-	-	-
Engineering	-	-	60,000	358,000	-
Sub-Total:	\$ -	\$ -	\$ 60,000	\$ 358,000	-
<u>Supplies</u>					
Other Supplies	\$ -	\$ -	\$ -	\$ -	-
Sub-Total:	\$ -	\$ -	\$ -	\$ -	-
<u>Capital Outlay</u>					
Real Estate & Easements	\$ -	\$ -	\$ -	\$ 300,000	-
Water Plant & Storage	\$ -	\$ -	\$ -	\$ 2,950,000	-
Mains & Lines Construction	-	-	-	632,000	-
Sub-Total:	\$ -	\$ -	\$ -	\$ 3,582,000	-
Total Expenditures:	\$ -	\$ -	\$ 60,000	\$ 3,940,000	-

City of Richwood
FY 2019-20 Budget - Proposed
Property Tax Rate Estimate
August 5, 2019

	2019 Estimated M&O Tax Rates					
	2018 Tax Rate	Effective Tax Rate	Last Year's Tax Rate	One Cent Increase	Five Cent Increase	Rollback Tax Rate
M&O Tax Rate:	0.609627	0.513084	0.552396	0.562396	0.602396	0.619777
Percent Increase above Effective Rate			7.7%	9.6%	17.4%	20.8%
2018 Taxable Value:	\$ 274,076,154					
2019 Total Taxable Value:		\$ 300,610,138	\$ 300,610,138	\$ 300,610,138	\$ 300,610,138	\$ 300,610,138
M&O Tax Levy based upon 100% Collection Rate:	\$ 1,670,842	\$ 1,542,383	\$ 1,660,558	\$ 1,690,619	\$ 1,810,863	\$ 1,863,112
Difference in M&O Levy from 2018 to 2019:		\$ (128,460)	\$ (10,284)	\$ 19,777	\$ 140,021	\$ 192,270
2018 Debt Service Requirement:	\$ 166,332					
2018 I&S Tax Rate:	\$ 0.060577					
2019 Debt Service Requirement:		\$ 354,143	\$ 354,143	\$ 354,143	\$ 354,143	\$ 354,143
2019 I&S Tax Rate:		0.117808	0.117808	0.117808	0.117808	0.117808
Total 2018 Tax Rate:	\$ 0.670204					
Total 2019 Estimated Tax Rate:		\$ 0.630892	\$ 0.670204	\$ 0.680204	\$ 0.720204	\$ 0.737585
2018 Total Tax Levy @ 100% Collection:	\$ 1,837,174					
2019 Total Tax Levy @ 100% Collection:		\$ 1,896,525	\$ 2,014,701	\$ 2,044,762	\$ 2,165,006	\$ 2,217,255
Difference in Total Levy from 2018 to 2019:		\$ 59,351	\$ 177,527	\$ 207,588	\$ 327,832	\$ 380,081
Tax Levy on Properties of Different Values:						
\$ 50,000	\$ 335.10	\$ 315.45	\$ 335.10	\$ 340.10	\$ 360.10	\$ 368.79
\$ 100,000	\$ 670.20	\$ 630.89	\$ 670.20	\$ 680.20	\$ 720.20	\$ 737.59
\$ 250,000	\$ 1,675.51	\$ 1,577.23	\$ 1,675.51	\$ 1,700.51	\$ 1,800.51	\$ 1,843.96
\$ 500,000	\$ 3,351.02	\$ 3,154.46	\$ 3,351.02	\$ 3,401.02	\$ 3,601.02	\$ 3,687.93
\$ 1,000,000	\$ 6,702.04	\$ 6,308.92	\$ 6,702.04	\$ 6,802.04	\$ 7,202.04	\$ 7,375.85

Note: The \$ 354,143 FY 2019 Debt Service Requirement includes \$ 206,921 in annual Principal & Interest (P&I) payments for the Series 2019A GO Bonds

2019 Governing Body Summary

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

Date: 07/22/2019

Last Year's M & O Tax Levy**: \$1,671,392

DESCRIPTION OF TAX RATE*	TAX RATE PER \$100	THIS YEAR'S M & O TAX LEVY***	M & O TAX LEVY INCREASE****
<u>Debt Rate You MUST ADOPT</u>	\$0.117808		
Notice & Hearing Limit*****	\$0.630892		
Last Year's Tax Rate as 2019 Tax Rate 6.23% TAX INCREASE	M & O Rate \$0.552396 Debt Rate <u>\$0.117808</u> Total Tax Rate \$0.670204	\$1,660,558	\$-10,834
Effective Tax Rate as 2019 Tax Rate NO TAX INCREASE	M & O Rate \$0.513084 Debt Rate <u>\$0.117808</u> Total Tax Rate \$0.630892	\$1,542,383	\$-129,009
Rollback Rate as 2019 Tax Rate 16.91% Tax Increase	M & O Rate \$0.619777 Debt Rate <u>\$0.117808</u> Total Tax Rate \$0.737585	\$1,863,112	\$191,720
+++Proposed Tax Rate 14.08% Tax Increase	M & O Rate \$0.601907 Debt Rate <u>\$0.117808</u> Total Tax Rate \$0.719715	\$ 1,809,393	\$138,001

+++The proposed rate would generate the amount of M & O Taxes required for the 2019-2020 Budget as noted on the information sheet returned to this office.

*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 tax levies are calculated using line 19 of the Effective Tax Rate Worksheet.

****Tax levy increase is the difference between this year's M & O tax levy and last year's M & O tax levy.

*****The Notice and Hearing Limit is the highest tax rate that may be adopted without publishing Texas Comptroller's Notice 50-819 and holding two public hearings (Notice 50-818 must still be published). It is the lower of the rollback tax rate or the effective tax rate.

City of Richwood
Property Values Analysis
July 16, 2019

Property Values by State Code

Description	State Code	# of Parcels	Market Value	Taxable Value	Average Value
Single Family Residence	A	1188	\$ 208,731,385	\$ 186,888,132	\$ 157,313
Multifamily Residence	B	5	51,465,800	51,455,800	10,291,160
Vacant Lots & Land Tracts	C1	352	14,275,471	14,229,471	40,425
Qualified Open-Space Land	D1	1	3,471,872	64,808	64,808
Rural Land, Non-Qualified Open Space Land	E	13	1,004,613	1,004,613	77,278
Commercial Real Property	F1	57	25,400,948	25,389,329	445,427
Gas Distribution System	J2	1	382,820	382,820	382,820
Electric Company	J3	1	1,769,930	1,769,930	1,769,930
Telephone Company	J4	6	535,560	535,560	89,260
Cable Television Company	J7	4	181,860	181,660	45,415
Commercial Personal Property	L1	118	13,852,080	13,852,080	117,391
Tangible Other Personal Property	M1	52	341,670	278,060	5,347
Residential Inventory	O	67	2,126,240	2,126,240	31,735
Special Inventory Tax	S	4	2,966,960	2,966,960	741,740
Totally Exempt Property	X	80	12,128,889	-	-
Totals		1949	\$ 338,636,098	\$ 301,125,463	\$ 154,503

Residential Market Value Data

Highest Value	\$ 819,520
Lowest Value	\$ 16,000
Median Value	\$ 162,510
Mode Value	\$ 130,000
Average Value	\$ 351,539

Residential Market Values by Ranges

Value Range	# of Parcels	Percent of Total Parcels	Market Value	Percent of Market Value	Average Value
Greater than \$ 1,000,000	0	0.0%	\$ -	0.0%	\$ -
Between \$500,000 and \$ 999,999	22	1.9%	\$ 12,486,610	6.0%	\$ 567,573
Between \$ 100,000 and \$ 499,999	87	7.5%	\$ 30,453,240	14.6%	\$ 350,037
Between \$ 50,000 and \$99,999	960	82.3%	\$ 157,590,586	75.4%	\$ 164,157
Less than \$ 50,000	98	8.4%	\$ 8,416,500	4.0%	\$ 85,883
Totals	1167	100.0%	\$ 208,946,936	100.0%	

BRAZORIA County

2019 CERTIFIED TOTALS

As of Certification

Property Count: 1,951

CRW - CITY OF RICHWOOD

Grand Totals

7/16/2019 1:10:46PM

State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1,188		\$8,326,690	\$208,731,385	\$186,888,132
B	MULTIFAMILY RESIDENCE	5		\$0	\$51,465,800	\$51,465,800
C1	VACANT LOTS AND LAND TRACTS	352		\$0	\$14,275,471	\$14,229,471
D1	QUALIFIED OPEN-SPACE LAND	1	925.8480	\$0	\$3,471,872	\$64,808
E	RURAL LAND, NON QUALIFIED OPE	13	58.5727	\$0	\$1,004,613	\$1,004,613
F1	COMMERCIAL REAL PROPERTY	67		\$1,501,420	\$25,400,948	\$25,389,329
J2	GAS DISTRIBUTION SYSTEM	1		\$0	\$382,820	\$382,820
J3	ELECTRIC COMPANY (INCLUDING C	1		\$0	\$1,769,930	\$1,769,930
J4	TELEPHONE COMPANY (INCLUDI	6		\$0	\$535,560	\$535,560
J7	CABLE TELEVISION COMPANY	4		\$0	\$181,660	\$181,660
L1	COMMERCIAL PERSONAL PROPE	118		\$103,380	\$13,852,080	\$13,852,080
M1	TANGIBLE OTHER PERSONAL, MOB	52		\$540	\$341,870	\$278,060
O	RESIDENTIAL INVENTORY	67		\$888,350	\$2,126,240	\$2,126,240
S	SPECIAL INVENTORY TAX	4		\$0	\$2,966,960	\$2,966,960
X	TOTALLY EXEMPT PROPERTY	80		\$330	\$12,128,889	\$0
Totals			984.4207	\$10,820,710	\$338,636,098	\$301,135,463

City of Richwood
Check Register
3 - Checking - Beautification - 07/01/2019 to 07/31/2019

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
BUSINESS CARD	1460	0543684917940	07/19/2019	07/19/2019	50.00	landscaping for pk forrest building	20615310 - Building & Grounds M&
BUSINESS CARD	1460	4518013917205	07/19/2019	07/19/2019	525.45	hotel for training	20615130 - Training & Travel
BUSINESS CARD	1460	4518013917205	07/19/2019	07/19/2019	525.45	hotel for training	20615130 - Training & Travel
BUSINESS CARD	1460	4518013917205	07/19/2019	07/19/2019	525.45	hotel for training	20615130 - Training & Travel
					<u>\$1,626.35</u>		
					\$1,626.35		
GREEN, DENISE	1461	july19	07/26/2019	07/26/2019	356.70	travel expense	20615130 - Training & Travel
					<u>\$356.70</u>		
JOHNSON, AUDREY	1462	july19	07/26/2019	07/26/2019	356.70	travel	20615130 - Training & Travel
					<u>\$356.70</u>		
MAYER, KIMBERLY	1463	july19	07/26/2019	07/26/2019	356.70	travel expense	20615130 - Training & Travel
					<u>\$356.70</u>		
					<u><u>\$2,696.45</u></u>		

City of Richwood
Check Register
1 - Checking - Pooled Cash - 07/01/2019 to 07/31/2019

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
ACT PIPING AND SUPPLY, INC.	39261	s100388523-001	07/05/2019	07/05/2019	48.00	6x2 tapping sleeve and 2-inch corp stop	30215390 - Water Lines M&R
ACT PIPING AND SUPPLY, INC.	39261	s100388657-001	07/05/2019	07/05/2019	470.00	6x2 tapping sleeve and 2-inch corp stop	30215390 - Water Lines M&R
					\$518.00		
					\$518.00		
AFLAC INSURANCE	39316	PR071519-3703	07/12/2019	07/19/2019	14.03	Aflac Insurance	10292136 - Insurance Payable
AFLAC INSURANCE	39316	PR071519-3703	07/12/2019	07/19/2019	14.03	AFLAC Non-Taxable	10292136 - Insurance Payable
					\$28.06		
					\$28.06		
AIRGAS USA, LLC	39317	9963212205	07/19/2019	07/19/2019	63.58	acetylene and oxygen	10025240 - Expendable Operating S
					\$63.58		
ANDY'S TREE SERVICES	39347	288869	07/26/2019	07/26/2019	5,250.00	Tree trimming within Davidson Slater	10035380 - Streets M&R
					\$5,250.00		
AT&T	39318	july19	07/19/2019	07/19/2019	1,155.84	scada telephone	30215420 - Telephone
AT&T	39318	july19-	07/19/2019	07/19/2019	372.86	dispatch phone	10055420 - Telephone
					\$1,528.70		
					\$1,528.70		
AUL AMERICAN UNITED LIFE IN	ACH.3714.072	july2019	07/26/2019	07/26/2019	260.00	insurance	10292136 - Insurance Payable
					\$260.00		
B&B Classics, LLC	39258	101	07/01/2019	07/01/2019	528.00	vehicle maint/2013 ford	10055340 - Vehicle M&R
B&B Classics, LLC	39258	105	07/01/2019	07/01/2019	650.00	vehicle maint/2013 ford	10055340 - Vehicle M&R
					\$1,178.00		
B&B Classics, LLC	39345	145	07/24/2019	07/24/2019	489.00	10055340	10055340 - Vehicle M&R
					\$1,667.00		
BARCENAS, MARIA	39262	july19	07/05/2019	07/05/2019	200.00	deposit refund	10292133 - Facility Rental Deposits
					\$200.00		
BCOS OFFICE TECHNOLOGIES	ACH.4485.070	ar252290	07/05/2019	07/05/2019	95.78	copier contract	10055210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.071	ar253272	07/12/2019	07/12/2019	127.07	copier	30215210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.071	ar253273	07/12/2019	07/12/2019	29.93	copier	10015210 - Office Supplies
					\$157.00		
BCOS OFFICE TECHNOLOGIES	ACH.4485.071	ar253439	07/19/2019	07/19/2019	49.44	copier	10055210 - Office Supplies
					\$302.22		
BRAZORIA COUNTY TREASURE	39263	eng19-092	07/05/2019	07/05/2019	1,395.86	Costs for Brazoria County Storm Water Interlo	10105660 - Dues & Subscriptions
					\$1,395.86		
BRAZORIA COUNTY WATER LAB	39264	20191799	07/05/2019	07/05/2019	30.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	39264	20191989	07/05/2019	07/05/2019	120.00	water sample test	30215390 - Water Lines M&R
					\$150.00		
					\$150.00		

City of Richwood
Check Register
1 - Checking - Pooled Cash - 07/01/2019 to 07/31/2019

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
BRAZOSPORT TIRE	39319	472578	07/19/2019	07/19/2019	65.19	tire repair	10025365 - Other Equipment M&R
BRAZOSPORT TIRE	39319	472578	07/19/2019	07/19/2019	143.25	tire repair	10085365 - Other Equipment M&R
					<u>\$208.44</u>		
					\$208.44		
BRAZOSPORT WATER AUTHORI	39320	07-0461	07/19/2019	07/19/2019	21,996.00	water contract	30215995 - Brazosport Water Autho
					<u>\$21,996.00</u>		
BROOKSIDE EQUIPMENT SALE	39265	ia04003	07/05/2019	07/05/2019	65.28	oil filter for mower	10085365 - Other Equipment M&R
BROOKSIDE EQUIPMENT SALE	39265	ia05194	07/05/2019	07/05/2019	19.56	eyebolt	10085365 - Other Equipment M&R
BROOKSIDE EQUIPMENT SALE	39265	ia05603	07/05/2019	07/05/2019	6.14	oil filter for mower	10085365 - Other Equipment M&R
					<u>\$90.98</u>		
					\$90.98		
BUDGET CARWASH	39266	1148	07/05/2019	07/05/2019	6.00	car wash	10055340 - Vehicle M&R
					<u>\$6.00</u>		
BUSINESS CARD	39321	0230663915760	07/19/2019	07/19/2019	38.93	meal for training and travel	10055130 - Training & Travel
BUSINESS CARD	39321	0543684915630	07/19/2019	07/19/2019	29.77	meal for training and travel	10055130 - Training & Travel
BUSINESS CARD	39321	0543684916130	07/19/2019	07/19/2019	28.98	cupcakes	10015201 - Food
BUSINESS CARD	39321	0543684917010	07/19/2019	07/19/2019	33.12	meal for training and travel	10065130 - Training & Travel
BUSINESS CARD	39321	0543684917060	07/19/2019	07/19/2019	100.00	postage stamps	10015240 - Expendable Operating S
BUSINESS CARD	39321	2526508917300	07/19/2019	07/19/2019	15.75	vehicle registration fee	10025340 - Vehicle M&R
BUSINESS CARD	39321	2526508917300	07/19/2019	07/19/2019	3.00	vehicle registration fee	10025340 - Vehicle M&R
BUSINESS CARD	39321	4518742916500	07/19/2019	07/19/2019	29.00	training	30215130 - Training & Travel
BUSINESS CARD	39321	4518742918000	07/19/2019	07/19/2019	920.54	Lone Star BBQ Catering - BCCA Meeting 75 P	10015201 - Food
BUSINESS CARD	39321	5517842916620	07/19/2019	07/19/2019	20.70	plugs for ls repair	30215392 - Sewer Lines M&R
BUSINESS CARD	39321	5530959916383	07/19/2019	07/19/2019	41.97	vehicle wiper blades	10055340 - Vehicle M&R
BUSINESS CARD	39321	5530959917183	07/19/2019	07/19/2019	33.96	oil	10055340 - Vehicle M&R
BUSINESS CARD	39321	5530959917283	07/19/2019	07/19/2019	54.11	vehicle maint	10025340 - Vehicle M&R
BUSINESS CARD	39321	5530959917283	07/19/2019	07/19/2019	12.59	bulbs for big dump truck	10025340 - Vehicle M&R
BUSINESS CARD	39321	5530959917683	07/19/2019	07/19/2019	9.99	car wash and brush	10025340 - Vehicle M&R
BUSINESS CARD	39321	5530959917683	07/19/2019	07/19/2019	9.99	car wash and brush	30215340 - Vehicle M&R
BUSINESS CARD	39321	5530959918483	07/19/2019	07/19/2019	108.90	battery for backhoe	10025365 - Other Equipment M&R
BUSINESS CARD	39321	5531020915708	07/19/2019	07/19/2019	193.51	uniforms shirt, sweaters, blouses	10015240 - Expendable Operating S
BUSINESS CARD	39321	5531020915806	07/19/2019	07/19/2019	16.10	freight charge	10025365 - Other Equipment M&R
BUSINESS CARD	39321	5531020915806	07/19/2019	07/19/2019	14.94	plug	10025365 - Other Equipment M&R
BUSINESS CARD	39321	5531020916308	07/19/2019	07/19/2019	89.79	battery backup	10055210 - Office Supplies
BUSINESS CARD	39321	5531020916308	07/19/2019	07/19/2019	22.72	uniform shirt	10015240 - Expendable Operating S
BUSINESS CARD	39321	5531020916308	07/19/2019	07/19/2019	25.97	uniform cardigan	10015240 - Expendable Operating S
BUSINESS CARD	39321	5531020916360	07/19/2019	07/19/2019	17.14	wire connectors for brazos crossing ls	30215392 - Sewer Lines M&R
BUSINESS CARD	39321	5531020917128	07/19/2019	07/19/2019	30.76	meal for training and travel	10065130 - Training & Travel
BUSINESS CARD	39321	5531020917920	07/19/2019	07/19/2019	115.37	tablecloths for bcca	10015240 - Expendable Operating S
BUSINESS CARD	39321	5531020918002	07/19/2019	07/19/2019	16.23	subscription	30215210 - Office Supplies
BUSINESS CARD	39321	5541734916328	07/19/2019	07/19/2019	400.00	domain renewal	10015660 - Dues & Subscriptions
BUSINESS CARD	39321	5542950917289	07/19/2019	07/19/2019	2.00	plat documents	10015240 - Expendable Operating S
BUSINESS CARD	39321	5542950918389	07/19/2019	07/19/2019	15.00	registration	10065130 - Training & Travel

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BUSINESS CARD	39321	5543286915920	07/19/2019	07/19/2019	44.00	fuel for travel for training	10055130 - Training & Travel
BUSINESS CARD	39321	5543286915920	07/19/2019	07/19/2019	785.35	hotel for training	15605130 - Training & Travel
BUSINESS CARD	39321	5543286915920	07/19/2019	07/19/2019	60.35	hotel for training	10055130 - Training & Travel
BUSINESS CARD	39321	5543286915920	07/19/2019	07/19/2019	725.00	hotel for training	10045291 - Expenditures - Police Tr
BUSINESS CARD	39321	5543286916320	07/19/2019	07/19/2019	14.90	gloves	10055542 - Jail Expense
BUSINESS CARD	39321	5543286916320	07/19/2019	07/19/2019	29.80	gloves	10055542 - Jail Expense
BUSINESS CARD	39321	5543286916920	07/19/2019	07/19/2019	6.13	meal for training and travel	10065130 - Training & Travel
BUSINESS CARD	39321	5543286917120	07/19/2019	07/19/2019	14.06	dues	10025660 - Dues & Subscriptions
BUSINESS CARD	39321	5543286917220	07/19/2019	07/19/2019	34.99	stamps.com	10015240 - Expendable Operating S
BUSINESS CARD	39321	5543286917520	07/19/2019	07/19/2019	139.00	hp thefmoc tethered	10085310 - Building & Grounds M&
BUSINESS CARD	39321	5543286917820	07/19/2019	07/19/2019	25.00	meal for training and travel	10015130 - Training & Travel
BUSINESS CARD	39321	5543286917920	07/19/2019	07/19/2019	327.00	sewer pump	30215392 - Sewer Lines M&R
BUSINESS CARD	39321	5543286918420	07/19/2019	07/19/2019	31.82	winzip download	10015210 - Office Supplies
BUSINESS CARD	39321	5543687916915	07/19/2019	07/19/2019	41.81	meal for training and travel	10065130 - Training & Travel
BUSINESS CARD	39321	5543687917815	07/19/2019	07/19/2019	141.57	hotel for training	10065130 - Training & Travel
BUSINESS CARD	39321	5543687917915	07/19/2019	07/19/2019	25.00	meal for training and travel	10015130 - Training & Travel
BUSINESS CARD	39321	5543687918016	07/19/2019	07/19/2019	23.00	meal for training and travel	10015130 - Training & Travel
BUSINESS CARD	39321	55436879181151	07/19/2019	07/19/2019	27.82	meal for training and travel	10015130 - Training & Travel
BUSINESS CARD	39321	55436879181151	07/19/2019	07/19/2019	823.82	hotel	10015130 - Training & Travel
BUSINESS CARD	39321	55436879181158	07/19/2019	07/19/2019	4.93	meal for training and travel	10015130 - Training & Travel
BUSINESS CARD	39321	5544641916308	07/19/2019	07/19/2019	1,155.33	Replacement pump and misc piping	30215392 - Sewer Lines M&R
BUSINESS CARD	39321	5544641917708	07/19/2019	07/19/2019	1.39	pvc adapter	10085310 - Building & Grounds M&
BUSINESS CARD	39321	5544641918008	07/19/2019	07/19/2019	1,309.00	Grinder Pump	30215392 - Sewer Lines M&R
BUSINESS CARD	39321	5546029916327	07/19/2019	07/19/2019	65.00	registration	10015130 - Training & Travel
BUSINESS CARD	39321	5548077915909	07/19/2019	07/19/2019	22.47	meal for training and travel	10055130 - Training & Travel
BUSINESS CARD	39321	5548872917125	07/19/2019	07/19/2019	79.99	vehicle maint	30215340 - Vehicle M&R
BUSINESS CARD	39321	5548872917209	07/19/2019	07/19/2019	9.46	criminal history search	10015240 - Expendable Operating S
BUSINESS CARD	39321	5548872917225	07/19/2019	07/19/2019	7.00	back hoe battery	10025340 - Vehicle M&R
BUSINESS CARD	39321	5549967915779	07/19/2019	07/19/2019	84.99	tank sprayer backpack	10085310 - Building & Grounds M&
BUSINESS CARD	39321	5549967915779	07/19/2019	07/19/2019	6.04	spiffy brush	10085310 - Building & Grounds M&
BUSINESS CARD	39321	5549967916379	07/19/2019	07/19/2019	24.40	piping supplies for brazos crossing ls	30215392 - Sewer Lines M&R
BUSINESS CARD	39321	5549967916679	07/19/2019	07/19/2019	15.06	piping supplies for brazos crossing ls	30215392 - Sewer Lines M&R
BUSINESS CARD	39321	5554742916540	07/19/2019	07/19/2019	334.00	dog exam	10055558 - Animal Control
BUSINESS CARD	39321	7513425915890	07/19/2019	07/19/2019	102.41	vehicle maint	10025340 - Vehicle M&R
BUSINESS CARD	39321	7513425915890	07/19/2019	07/19/2019	102.42	vehicle maint	30215340 - Vehicle M&R
BUSINESS CARD	39321	7513425916090	07/19/2019	07/19/2019	118.07	vehicle maint	10025340 - Vehicle M&R
BUSINESS CARD	39321	7513425916090	07/19/2019	07/19/2019	118.08	vehicle maint	30215340 - Vehicle M&R
BUSINESS CARD	39321	7541823918307	07/19/2019	07/19/2019	409.35	survey monkey advantage plan	10015240 - Expendable Operating S
BUSINESS CARD	39321	7541823918307	07/19/2019	07/19/2019	384.00	survery monkey advantage plan	10015240 - Expendable Operating S
BUSINESS CARD	39321	7541823918307	07/19/2019	07/19/2019	-409.35	credit	10015240 - Expendable Operating S
BUSINESS CARD	39321	8518244917198	07/19/2019	07/19/2019	50.00	registration	10065130 - Training & Travel
BUSINESS CARD	39321	8518244917198	07/19/2019	07/19/2019	250.00	training	10065130 - Training & Travel
BUSINESS CARD	39321	8518244917298	07/19/2019	07/19/2019	25.00	registration	10065130 - Training & Travel
BUSINESS CARD	39321	8518244918598	07/19/2019	07/19/2019	100.00	training	10065130 - Training & Travel
BUSINESS CARD	39321	8518993915670	07/19/2019	07/19/2019	31.85	meal for training and travel	10055130 - Training & Travel
BUSINESS CARD	39321	8518993916070	07/19/2019	07/19/2019	30.75	meal for training and travel	10055130 - Training & Travel
BUSINESS CARD	39321	8523017918490	07/19/2019	07/19/2019	100.00	facility rental for bcca dinner	10015240 - Expendable Operating S
BUSINESS CARD	39321	8545093916898	07/19/2019	07/19/2019	30.00	class	10055130 - Training & Travel

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BUSINESS CARD		39321	8550499917990	07/19/2019	07/19/2019	15.10	meal for training and travel	10015130 - Training & Travel
BUSINESS CARD		39321	8550647918470	07/19/2019	07/19/2019	602.62	Total chlorine reagent + frieght	30215270 - Chemicals
						\$10,950.61		
						\$10,950.61		
C & S JANITORIAL SERVICES, IN		39267	32382	07/05/2019	07/05/2019	275.00	cleaning city hall	10015102 - Contract Labor
						\$275.00		
CANTU, GIANI		39348	july19	07/26/2019	07/26/2019	56.90	travel	10065130 - Training & Travel
						\$56.90		
CASTRO, KRISTINA		39268	july19	07/05/2019	07/05/2019	98.00	deposit refund	10294118 - Municipal Building Renta
CASTRO, KRISTINA		39268	july19	07/05/2019	07/05/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
						\$198.00		
						\$198.00		
CENTERPOINT ENERGY		39294	july19	07/12/2019	07/12/2019	21.82	natural gas	10075430 - Natural Gas
CENTERPOINT ENERGY		39294	july19-	07/12/2019	07/12/2019	23.82	natural gas	10015430 - Natural Gas
						\$45.64		
CENTERPOINT ENERGY		39322	july19--	07/19/2019	07/19/2019	21.82	natural gas	10025430 - Natural Gas
						\$67.46		
CITY OF CLUTE		39349	july19	07/26/2019	07/26/2019	34,887.50	Quarterly Transmission Line Lease Fees	30215505 - Lease expense
CITY OF CLUTE		39349	july19-	07/26/2019	07/26/2019	34,887.50	Quarterly Transmission Line Lease Fees	30215505 - Lease expense
CITY OF CLUTE		39349	july19--	07/26/2019	07/26/2019	23,250.00	Quarterly EMS Fees	10075566 - Contractural Services -
CITY OF CLUTE		39349	july19---	07/26/2019	07/26/2019	23,250.00	Quarterly EMS Fees	10075566 - Contractural Services -
						\$116,275.00		
						\$116,275.00		
CITY OF LAKE JACKSON		39295	30859	07/12/2019	07/12/2019	10,750.00	Quarterly Dispatch Services	10055540 - Dispatch Services
						\$10,750.00		
CITY OF RICHWOOD	GENERA	39323	july19	07/19/2019	07/19/2019	5.85	petty cash replenish	10015215 - Custodial Supplies
CITY OF RICHWOOD	GENERA	39323	july19	07/19/2019	07/19/2019	11.00	petty cash replenish	10015240 - Expendable Operating S
CITY OF RICHWOOD	GENERA	39323	july19	07/19/2019	07/19/2019	15.13	petty cash replenish	10085240 - Expendable Operating S
CITY OF RICHWOOD	GENERA	39323	july19	07/19/2019	07/19/2019	32.16	petty cash replenish	10015201 - Food
CITY OF RICHWOOD	GENERA	39323	july19	07/19/2019	07/19/2019	36.82	petty cash replenish	10015201 - Food
						\$100.96		
						\$100.96		
CLUTE POSTMASTER		39292	july19	07/11/2019	07/11/2019	86.90	late notice postage	30215240 - Expendable Operating S
CLUTE POSTMASTER		39346	july19-	07/25/2019	07/25/2019	382.90	postage for utility bills	30215240 - Expendable Operating S
						\$469.80		
COMBINED INSURANCE CO. OF		39269	534508	07/05/2019	07/05/2019	74.48	insurance	10292136 - Insurance Payable
						\$74.48		

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COMCAST	39270	june19---	07/05/2019	07/05/2019	63.53	telephone	10015420 - Telephone
COMCAST	39270	june19---	07/05/2019	07/05/2019	63.53	telephone	10065420 - Telephone
COMCAST	39270	june19---	07/05/2019	07/05/2019	235.95	telephone	10055420 - Telephone
					\$363.01		
COMCAST	39296	july19	07/12/2019	07/12/2019	92.50	internet	10075420 - Telephone
COMCAST	39297	84592408	07/12/2019	07/12/2019	42.40	telephone	30215420 - Telephone
COMCAST	39297	84592408	07/12/2019	07/12/2019	84.81	telephone	10015420 - Telephone
COMCAST	39297	84592408	07/12/2019	07/12/2019	212.00	telephone	10055420 - Telephone
					\$339.21		
COMCAST	39324	july19-	07/19/2019	07/19/2019	10.77	cable	10075420 - Telephone
COMCAST	39350	july19--	07/26/2019	07/26/2019	63.74	telephone	10015420 - Telephone
COMCAST	39350	july19--	07/26/2019	07/26/2019	63.74	telephone	10045294 - Expenditures - Court Te
COMCAST	39350	july19--	07/26/2019	07/26/2019	236.73	telephone	10055420 - Telephone
					\$364.21		
					\$1,169.70		
CONEJO, CYNTHIA		july19	07/03/2019	07/03/2019	-54.80	credit to offset unpaid invoice	30302220 - Customer Meter Deposit
CONEJO, CYNTHIA		RFD 30033001.0	06/24/2019	07/03/2019	54.80	Deposit Refund: 30033001 - CONEJO, CYNT	30302220 - Customer Meter Deposit
					\$0.00		
					\$0.00		
CORDOBA LAW FIRM. P.L.L.C.	39271	48503	07/05/2019	07/05/2019	920.00	ACCT# 358-16175M	10015570 - Attorney's Fees
CORDOBA LAW FIRM. P.L.L.C.	39298	48548	07/12/2019	07/12/2019	2,340.00	attorney	10065570 - Attorney's Fees
					\$3,260.00		
CORE & MAIN	39299	k673631	07/12/2019	07/12/2019	200.00	wrench and clamp	30215220 - Tools
CORE & MAIN	39299	k673631	07/12/2019	07/12/2019	265.00	wrench and clamp	30215390 - Water Lines M&R
					\$465.00		
					\$465.00		
CREATIVE PRODUCT SOURCE	39325	cpi080004	07/19/2019	07/19/2019	212.51	pd activity cards	10055685 - Publishing & Advertising
CREATIVE PRODUCT SOURCE	39325	cpi080159	07/19/2019	07/19/2019	265.10	white decals	10055685 - Publishing & Advertising
					\$477.61		
					\$477.61		
CUSTER, CLIFTON	39315	july19	07/12/2019	07/12/2019	118.32	travel	30215130 - Training & Travel
					\$118.32		
DE LAGE LANDEN FINANCIAL S	39272	64058775	07/05/2019	07/05/2019	63.98	copier lease	10015935 - Equipment - Time Paym
DE LAGE LANDEN FINANCIAL S	39272	64058775	07/05/2019	07/05/2019	331.17	copier lease	30215935 - Equipment - Time Paym
					\$395.15		
DE LAGE LANDEN FINANCIAL S	39326	64056420	07/19/2019	07/19/2019	176.15	copier lease	10055935 - Equipment - Time Paym
					\$571.30		

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DSHS CENTRAL LAB MC2004	39300	july19	07/12/2019	07/12/2019	205.41	water test	30215390 - Water Lines M&R
					\$205.41		
DUKE, DANNY	39327	000033	07/19/2019	07/19/2019	250.00	dj for all american night	10055287 - Community Outreach
					\$250.00		
DXI INDUSTRIES, INC.	39301	055010179-19	07/12/2019	07/12/2019	451.10	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	39301	055010180-19	07/12/2019	07/12/2019	229.55	chlorine	30215270 - Chemicals
					\$680.65		
					\$680.65		
FACTS, THE	39351	16596-0619	07/26/2019	07/26/2019	173.80	NEWSPAPER AD	10015685 - Publishing & Advertising
					\$173.80		
FEDEX	39273	6-589-76044	07/05/2019	07/05/2019	52.12	shipping for bond documents	10015240 - Expendable Operating S
FEDEX	39273	6-596-11419	07/05/2019	07/05/2019	9.81	shipping for bond documents	10015240 - Expendable Operating S
					\$61.93		
FEDEX	39328	6-610-11368	07/19/2019	07/19/2019	56.45	shipping to texstar	10015240 - Expendable Operating S
					\$118.38		
137 FIRST NATIONAL BANK OF LAKE	39293	july19	07/12/2019	07/12/2019	2,212.90	Monthly Loan Payment - Loan #966374	10025935 - Equipment - Time Paym
FIRST NATIONAL BANK OF LAKE	39329	july19-	07/19/2019	07/19/2019	5,347.16	Quarterly payment - City Hall Loan # 961342	40505960 - City Hall Bank Note
					\$7,560.06		
FLOWSTREAM INDUSTRIAL SER	39274	10-4955	07/05/2019	07/05/2019	7,359.80	Quail Run Drainage Service	10035975 - Drainage
					\$7,359.80		
GALLS, LLC	39330	013015489	07/19/2019	07/19/2019	23.96	p d pins	10055190 - Uniforms
GALLS, LLC	39330	013034018	07/19/2019	07/19/2019	19.00	namebar	10055190 - Uniforms
					\$42.96		
					\$42.96		
GOVT. FINANCE OFFICERS ASS	39275	0179025	07/05/2019	07/05/2019	170.00	membership dues	10015660 - Dues & Subscriptions
					\$170.00		
GULF COAST PAPER	ACH.3784.070	1696228	07/05/2019	07/05/2019	231.22	Paper Goods (Parks)	10085215 - Custodial Supplies
GULF COAST PAPER	ACH.3784.070	1696252	07/05/2019	07/05/2019	45.56	tra	10015210 - Office Supplies
					\$276.78		
					\$276.78		
HAHN EQUIPMENT CO., INC	ACH.3785.071	104345	07/12/2019	07/12/2019	550.00	pump repair	30215392 - Sewer Lines M&R
					\$550.00		
HILL, JAKE	39276	july19	07/05/2019	07/05/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		

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IBARRA, EVANGELINA	39277	july19	07/05/2019	07/05/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		
ICMA MEMBERSHIP RENEWALS	39278	july19	07/05/2019	07/05/2019	200.00	membership dues	10015660 - Dues & Subscriptions
					\$200.00		
ICMA-RC PLAN #307447	ACH.5050.072	PR061519-5050	06/13/2019	07/24/2019	684.81	Def 457	10292132 - Retirement Payable
ICMA-RC PLAN #307447	ACH.5050.072	PR063019-5050	06/27/2019	07/24/2019	159.81	Def 457	10292132 - Retirement Payable
					\$844.62		
					\$844.62		
ICMA-RC PLAN #706183	ACH.5054.072	PR061519-5054	06/13/2019	07/24/2019	50.00	Roth IRA	10292132 - Retirement Payable
					\$50.00		
INTERNAL REVENUE SERVICE	ach	PR063019-4045	07/02/2019	07/03/2019	6.72	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	ach	PR071519-4045	07/12/2019	07/12/2019	37.20	Social Security Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	ach	PR071519-4045	07/12/2019	07/12/2019	1,468.56	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	ach	PR071519-4045	07/12/2019	07/12/2019	4,630.65	Federal Income Tax	10292131 - Federal W/H Payble
					\$6,143.13		
					\$6,143.13		
JONES, SUSAN	39279	july19	07/05/2019	07/05/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		
Jump Ride n Slide	39331	2918	07/19/2019	07/19/2019	540.00	waterslide for all american night	10055287 - Community Outreach
					\$540.00		
KHOVNANIAN	39332	RFD 17190000.0	07/11/2019	07/19/2019	72.92	Deposit Refund: 17190000 - KHOVNANIAN	30302220 - Customer Meter Deposit
KHOVNANIAN	39352	RFD 17520000.0	07/26/2019	07/26/2019	48.52	Deposit Refund: 17520000 - KHOVNANIAN	30302220 - Customer Meter Deposit
					\$121.44		
KONA ICE	39333	inv-0118	07/19/2019	07/19/2019	767.00	all american night beverages	10055287 - Community Outreach
					\$767.00		
KOSKINIEMI, LINDSAY	39280	july19	07/05/2019	07/05/2019	336.40	travel expense	10015130 - Training & Travel
KOSKINIEMI, LINDSAY	39302	july19-	07/12/2019	07/12/2019	250.56	travel expense	10015130 - Training & Travel
					\$586.96		
LIBERTY NATIONAL LIFE INSUR	39281	PR061519-5506	06/13/2019	07/05/2019	92.14	Liberty National - Post tax	10292136 - Insurance Payable
LIBERTY NATIONAL LIFE INSUR	39281	PR061519-5506	06/13/2019	07/05/2019	154.57	Liberty National - Pretax	10292136 - Insurance Payable
LIBERTY NATIONAL LIFE INSUR	39281	PR063019-5506	06/27/2019	07/05/2019	92.14	Liberty National - Post tax	10292136 - Insurance Payable
LIBERTY NATIONAL LIFE INSUR	39281	PR063019-5506	06/27/2019	07/05/2019	154.57	Liberty National - Pretax	10292136 - Insurance Payable
					\$493.42		
					\$493.42		
MAYNOR, REBEKAH	39334	july19	07/19/2019	07/19/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		

City of Richwood
Check Register
1 - Checking - Pooled Cash - 07/01/2019 to 07/31/2019

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<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
MCBRIDE, TROY	39282	july19	07/05/2019	07/05/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		
MCCOY'S BUILDING SUPPLY	39283	1320133	07/05/2019	07/05/2019	5.45	winged wire nut	30215390 - Water Lines M&R
MCCOY'S BUILDING SUPPLY	39283	1320269	07/05/2019	07/05/2019	1.69	2x2 mip schedule 40 adapter	30215390 - Water Lines M&R
MCCOY'S BUILDING SUPPLY	39283	1320563	07/05/2019	07/05/2019	4.17	electrical tape	10085310 - Building & Grounds M&
MCCOY'S BUILDING SUPPLY	39283	1321089	07/05/2019	07/05/2019	9.06	spiffy brush	10085310 - Building & Grounds M&
					\$20.37		
MCCOY'S BUILDING SUPPLY	39303	1321331	07/12/2019	07/12/2019	21.79	gfi self test	30215392 - Sewer Lines M&R
MCCOY'S BUILDING SUPPLY	39303	1321538	07/12/2019	07/12/2019	2.19	adapter	10085310 - Building & Grounds M&
					\$23.98		
					\$44.35		
MOMENTUM RENTAL & SALES	39284	77701-3	07/05/2019	07/05/2019	26.20	safety items	10025240 - Expendable Operating S
MOMENTUM RENTAL & SALES	39284	77701-3	07/05/2019	07/05/2019	26.20	safety items	30215240 - Expendable Operating S
					\$52.40		
MOMENTUM RENTAL & SALES	39304	77865-3	07/12/2019	07/12/2019	102.70	2" discharge	10025220 - Tools
					\$155.10		
MOORE, RANDEE	39335	july19	07/19/2019	07/19/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		
MORALES, PAT	39336	july19	07/19/2019	07/19/2019	200.00	refund deposits	10292133 - Facility Rental Deposits
					\$200.00		
MUNICIPAL CODE CORPORATIO	ACH.3812.072	00330861	07/26/2019	07/26/2019	950.00	online code hosting	10015660 - Dues & Subscriptions
					\$950.00		
NAPCO CHEMICAL COMPANY, I	39305	206396	07/12/2019	07/12/2019	647.50	100 gallons poly 214	30215270 - Chemicals
NAPCO CHEMICAL COMPANY, I	39305	206398	07/12/2019	07/12/2019	647.50	100 gallons poly 214	30215270 - Chemicals
NAPCO CHEMICAL COMPANY, I	39305	206399	07/12/2019	07/12/2019	518.00	100 gallons poly 214	30215270 - Chemicals
					\$1,813.00		
					\$1,813.00		
NORLANDER INDUSTRIES, LLC,	ACH.5609.071	503099439	07/17/2019	07/17/2019	800.00	IH/IAQ - Indoor hygienist and air quality perso	10075310 - Building & Grounds M&
NORLANDER INDUSTRIES, LLC,	ACH.5609.071	503099439	07/17/2019	07/17/2019	1,058.75	ERS - Electronic Services	10075310 - Building & Grounds M&
NORLANDER INDUSTRIES, LLC,	ACH.5609.071	503099439	07/17/2019	07/17/2019	1,500.00	Dumpster	10075310 - Building & Grounds M&
NORLANDER INDUSTRIES, LLC,	ACH.5609.071	503099439	07/17/2019	07/17/2019	21,873.64	Water Restoration	10075310 - Building & Grounds M&
					\$25,232.39		
					\$25,232.39		
OFFICE OF ATTORNEY GENERA	39306	PR071519-5136	07/12/2019	07/12/2019	325.00	Child Support	10292138 - Child Support Payable
					\$325.00		
OMNIBASE SERVICES OF TEXA	39337	july19	07/19/2019	07/19/2019	18.00	ps id# 111020	10292140 - Municipal Court Costs
					\$18.00		

City of Richwood
Check Register
1 - Checking - Pooled Cash - 07/01/2019 to 07/31/2019

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<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
ORTIZ, ALEJANDRO	39338	july19	07/19/2019	07/19/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		
P. F. PETTIBONE & COMPANY	39285	176815	07/05/2019	07/05/2019	345.95	MINUTE BOOKS	10015210 - Office Supplies
					\$345.95		
PATRICK'S ENTERPRISES, INC.	ACH.3819.072	s105021	07/26/2019	07/26/2019	165.90	door repair	10025310 - Building & Grounds M&
					\$165.90		
PENNEY'S ELECTRIC	39286	19641	07/05/2019	07/05/2019	1,555.58	ground storage electrical repair	30215390 - Water Lines M&R
PENNEY'S ELECTRIC	39307	19689	07/12/2019	07/12/2019	195.00	ls#5 repair	30215392 - Sewer Lines M&R
PENNEY'S ELECTRIC	39307	19695	07/12/2019	07/12/2019	292.50	2004 ls repair	30215392 - Sewer Lines M&R
					\$487.50		
					\$2,043.08		
PERDUE, BRANDON, FIELDER,	39308	ivc00047646	07/12/2019	07/12/2019	1,045.97	attorney fees for fine collection	10292140 - Municipal Court Costs
					\$1,045.97		
PRATHER & HARLAN AIR CONDI	39309	33420	07/12/2019	07/12/2019	375.00	qtrly maint and filter change	10025310 - Building & Grounds M&
PRATHER & HARLAN AIR CONDI	39309	33479	07/12/2019	07/12/2019	180.00	A/C at BB	10085310 - Building & Grounds M&
					\$555.00		
					\$555.00		
QUILL CORPORATION	ACH.3829.071	8225752	07/19/2019	07/19/2019	60.78	office supplies	30215210 - Office Supplies
QUILL CORPORATION	ACH.3829.071	8225752	07/19/2019	07/19/2019	79.81	office supplies	10015210 - Office Supplies
QUILL CORPORATION	ACH.3829.071	8225752	07/19/2019	07/19/2019	235.81	office supplies	10065210 - Office Supplies
QUILL CORPORATION	ACH.3829.071	8331650	07/19/2019	07/19/2019	24.80	envelopes	10015210 - Office Supplies
					\$401.20		
					\$401.20		
R/R Digital Studio	39310	po25989	07/12/2019	07/12/2019	2,000.00	Install new audio recording system - Council C	10015210 - Office Supplies
					\$2,000.00		
RAMIREZ, VERONICA	39287	july19	07/05/2019	07/05/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		
RICHWOOD BEAUTIFICATION	39288	july19	07/05/2019	07/05/2019	1,149.38	june contributions	30302242 - Beautification Donations
					\$1,149.38		
RICHWOOD V.F.D.	ACH.3834.073	july19	07/30/2019	07/30/2019	5,434.86	contributions for april, may, june 2019	30302241 - Fire Department Donati
					\$5,434.86		
ROCHA, RONNIE AND BAILEY	39289	july19	07/05/2019	07/05/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
					\$100.00		
SPRINT	39290	677639496-023	07/05/2019	07/05/2019	21.66	call out phone	10015420 - Telephone

City of Richwood
Check Register
1 - Checking - Pooled Cash - 07/01/2019 to 07/31/2019

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
SPRINT	39290	677639496-023	07/05/2019	07/05/2019	21.66	call out phone	30215420 - Telephone
					\$43.32		
					\$43.32		
SQUARE3IT	39353	84879	07/26/2019	07/26/2019	55.00	it services	10015550 - Information Technology
					\$55.00		
STARK, ROBERT	39311	382953	07/12/2019	07/12/2019	600.00	contract labor for week ending 07/03/2019	10105102 - Contract Labor
STARK, ROBERT	39354	july19	07/26/2019	07/26/2019	350.00	inspections thru 07/12/2019	10105102 - Contract Labor
					\$950.00		
STRAND ASSOCIATES, INC.	39339	0150095	07/19/2019	07/19/2019	386.25	2018 s. yaupon sidewalk project	25405382 - Sidewalks M&R
					\$386.25		
Strategic Government Resources	ACH.5563.072	2019-100710	07/26/2019	07/26/2019	4,159.24	Interim Finance Director Contract	10015102 - Contract Labor
Strategic Government Resources	ACH.5563.072	2019-100758	07/26/2019	07/26/2019	4,041.04	Interim Finance Director Contract	10015102 - Contract Labor
					\$8,200.28		
					\$8,200.28		
TEXAS MUNICIPAL RETIREMEN	ACH.3855.071	PR061519-3855	06/13/2019	07/12/2019	9,372.34	TMRS	10292132 - Retirement Payable
TEXAS MUNICIPAL RETIREMEN	ACH.3855.071	PR063019-3855	06/27/2019	07/12/2019	8,645.64	TMRS	10292132 - Retirement Payable
TEXAS MUNICIPAL RETIREMEN	ACH.3855.071	PR063019-3855	07/02/2019	07/12/2019	40.45	TMRS	10292132 - Retirement Payable
					\$18,058.43		
					\$18,058.43		
TML - IEBP	39291	7071907a	07/05/2019	07/05/2019	25,492.52	insurance	10292136 - Insurance Payable
TML - IEBP	39355	7071908a	07/26/2019	07/26/2019	20,832.13	insurance	10292136 - Insurance Payable
					\$46,324.65		
TX COMPTROLLER OF PUBLIC	39356	july19	07/26/2019	07/26/2019	13,595.10	state criminal costs and fees	10292140 - Municipal Court Costs
					\$13,595.10		
TXU ENERGY	39340	054377422335	07/19/2019	07/19/2019	117.25	electricity	10085410 - Electricity
TXU ENERGY	39340	054377422335	07/19/2019	07/19/2019	166.18	electricity	10075410 - Electricity
TXU ENERGY	39340	054377422335	07/19/2019	07/19/2019	902.69	electricity	10015410 - Electricity
TXU ENERGY	39340	054377422335	07/19/2019	07/19/2019	2,623.65	electricity	10025410 - Electricity
TXU ENERGY	39340	054377422335	07/19/2019	07/19/2019	3,657.43	electricity	30215410 - Electricity
					\$7,467.20		
					\$7,467.20		
UTILITY SERVICE CO., INC.	39312	479794	07/12/2019	07/12/2019	2,254.86	330,000 ELEVATED WATER TANK MAINTEN	30215595 - Professional Services
UTILITY SERVICE CO., INC.	39312	479795	07/12/2019	07/12/2019	1,143.96	75,000 ELEVATED WATER TANK MAINTENA	30215595 - Professional Services
UTILITY SERVICE CO., INC.	39312	479796	07/12/2019	07/12/2019	1,437.51	250,000 ELEVATED PLANT TOWER 3 TANK	30215595 - Professional Services
					\$4,836.33		
					\$4,836.33		

City of Richwood
Check Register
1 - Checking - Pooled Cash - 07/01/2019 to 07/31/2019

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
VERIZON WIRELESS	39341	9833189329	07/19/2019	07/19/2019	304.06	broadband	10055420 - Telephone
					\$304.06		
WASTE CONNECTIONS OF TX, L	39342	1988375	07/19/2019	07/19/2019	244.23	dump fees and rental	10025245 - Dump Charges
WASTE CONNECTIONS OF TX, L	39342	1988376	07/19/2019	07/19/2019	22,559.70	residential trash	30215994 - Solide Waste Charges
					\$22,803.93		
					\$22,803.93		
WELLS FARGO BANK	39313	1716969	07/12/2019	07/12/2019	500.00	admin charges	40505912 - Paying Agent Fees
					\$500.00		
WELLS FARGO BANK, N.A.	39343	rich715082019	07/19/2019	07/19/2019	5,700.00	tax a rev cert of abl	30255991 - Series 2004 Tax & Rev
					\$5,700.00		
XEROX BUSINESS SOLUTIONS	ACH.5551.070	in2116932	07/05/2019	07/05/2019	100.13	printer contract	10065210 - Office Supplies
XEROX BUSINESS SOLUTIONS	ACH.5551.070	in2116932	07/05/2019	07/05/2019	100.13	printer contract	30215210 - Office Supplies
XEROX BUSINESS SOLUTIONS	ACH.5551.070	in2116932	07/05/2019	07/05/2019	190.26	printer contract	10015210 - Office Supplies
					\$390.52		
					\$390.52		
Y. TELLO FLOORCARE	39314	845673	07/12/2019	07/12/2019	80.00	floor maint for community building	10085310 - Building & Grounds M&
					\$80.00		
ZEIGLER'S SCREEN PRINTING	39344	21960	07/19/2019	07/19/2019	56.00	temporary signs	30215392 - Sewer Lines M&R
					\$56.00		
					\$378,609.64		

City of Richwood
Check Register
4 - Checking - Seizure and Forfeiture - 07/01/2019 to 07/31/2019

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
					\$0.00		

RESOLUTION NO. 19-R-16

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, ADOPTING THE CITY OF RICHWOOD STRATEGIC PLAN UPDATES FOR THE FISCAL YEAR 2019-2020

WHEREAS, the City Council of the City of Richwood, Texas first established its Strategic Plan in fiscal year 2016-2017; and

WHEREAS, the City Council of the City of Richwood, Texas has reviewed and revised the Strategic Plan each fiscal year since its establishment; and

WHEREAS, the City Council of the City of Richwood, Texas has completed its review and updates to the Strategic Plan for fiscal year 2019-2020 and hereby wishes to adopt the updates.

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

Section 1. The Strategic Plan Update attached hereto is approved and adopted for Fiscal Year 2019-2020.

PASSED AND APPROVED this the 12th day of August, 2019.

THE CITY OF RICHWOOD, TEXAS

ATTEST

Steve Boykin, Mayor

Giani Cantu, City Secretary



Report and Strategic Plan 2019

**Adopted
August 12, 2019**

**Prepared and Facilitated
By
Ron Cox Consulting**



REPORT AND STRATEGIC PLAN

COUNCIL/STAFF PLANNING SESSION

CITY OF RICHWOOD

Session 1 – Mayor and City Council, May 18, 2019

Session 2 – City Staff, June 17, 2019

Session 3 – Council Report, July 8, 2019

Adopted– August 12, 2019

Introduction

March 22, 2017

On March 22, 2017, the City of Richwood embarked upon a three-phase approach to planning for the future. The first session was designed as a time for the Mayor and Council to review and refresh the 2016-17 Strategic Plan. This consisted of a review of the plan, determining what had been accomplished, and what needed to move forward. Included was a review of the Vision, Mission and Core Values. These will be looked at in more depth at a later session. Session 2, on May 25, 2017 was designed for staff to review the strategic plan and begin to prepare actionable steps creating an implementation plan for the updated strategic plan. Session 3 on June 10, 2017 was designed to work with the Mayor and Council and key City staff to develop a Governance Model centered around leadership, communications and fulfilling expectations. Session 3 also included a review of the actionable items created by the staff.

June 2, 2018

On June 2, 2018, the Mayor, City Council and staff met for their second annual planning session. Since the March 2017 session, the all members of the Council, with the exception of the Mayor, were new. Some were appointed to fill vacancies, initially. Others were elected at the regular City election in May 2018. All have now been elected either to full two-year terms, or for the remainder of the unexpired term. As a result, considerable time was devoted to working with the Mayor and Council as a new group. Their governance model was established. The City Manager attended the governance session as well. Later in the day, the department directors came. The full group participated in a “mini-SWOT”, discussion and amendments to the Vision, Mission and Core Values, and a discussion of the status of the 2017 Strategic Plan.

During all sessions, the Mayor and Council and staff freely worked together, and their work was exemplary in all respects. Ron Cox facilitated the process.

May 18, 2019

On May 18, 2019, the Mayor, City Council and staff met for their third annual planning session. There were two new Council members and a new Mayor sworn in just after the May 2019 election. These three participated in a planning session for the first time.

Council met to

- Review the Governance Model,
- Review the status of the current Strategic Plan,
- Identify issues and challenges for the next and ensuing fiscal years,
- Develop strategies to deal with these issues, and
- Discuss and direct staff on high level budget revenue issues.

Governance

The members reviewed the governance model as developed in 2018. They reviewed and discussed the bullet items developed and made minor changes. The newly elected Mayor Steven Boykin outlined his process of governing a meeting during this discussions.

Leadership

Discussion then centered on how the Council will lead collectively as a group. They responded as follows.

The City Council of Richwood will lead...

- By setting measurable expectations and guidelines.
- By holding staff and each other accountable to meeting those expectations and guidelines.
- Not micromanage the staff but monitor and be accessible.
- Avoid surprises.

- By building the team.
- By owning our decisions.
- Being open to and adapting to change.
- By being fair, firm and consistent.
- By displaying the values of fairness, honesty and integrity.
- By gaining and having knowledge and knowing and understanding why.
- Doing our homework; know the subject at hand.
- **Listening to, knowing and sharing the concerns of others – both residents and Council members.**

Communication

Council then defined how they intend to communicate with each other, with citizens and with staff.

Council will communicate with citizens, staff and each other...

- Respectfully.
- Treat others as you want to be treated.
- To simply reply (respond) to inquiries.
- Listen to understand the issue
- Listen, ask questions, reflect and repeat your understanding; seek clarification if needed; decide.
- Have healthy debate.
- Be timely.
- When responding to members of the public, copy staff so they will also be aware.

Meeting Protocols (order of business).

Council, being newly elected, and the Mayor wanting all to understand, discussed how they were going to conduct the process of decision making within an agenda item.

Members agreed to following protocol for each agenda item without change from 2018: (Items added in 2019 in red).

- **Regular Agenda Items**
 - Mayor calls for presentation on agenda item (may be staff; developer, etc.).
 - Mayor calls for discussion with presenter following presentation.
 - Mayor calls on Council members for Q&A with the presenter.
 - Mayor calls on public for comment (not discussion or dialogue) on the agenda item under discussion (limited to three minutes per comment).
 - Mayor calls for motion/second/approval to discuss.
 - Motion approved.
 - Council discusses the agenda item among themselves.
 - Mayor calls for motion for action; Council votes on the matter.
- **Consent Agenda Items**
 - Mayor calls for items any Council member wants to discuss separately for removal from the consent agenda

- If item is removed, it is moved to the bottom of the agenda as a separate item.
 - When considered separately, the above protocol for regular agenda items is followed.
- Mayor calls for motion/second/approval of the Consent Agenda.
- **Work Session Items**
 - These items are typically for discussion only. These items provide the opportunity for Council to fully discuss and issue in anticipation of an agenda item for action at a later date.
 - Work Session items are generally limited to one or two discussion topics.
 - Work Sessions will be held periodically, as needed on the same night as a regular council meeting but held earlier.
 - Process is same as a regular agenda item, except there will be no public comment and no action.
 - City Manager will reiterate his understanding of the results of the discussion and next steps for consideration by the Council members.
- **Special Meeting**
 - Council may meet from time to time on the 4th Monday for special meetings – both for Work Session items and Action items.
 - Agendas will be limited in scope and number to allow for special circumstances to take action before a regularly scheduled meeting.

Expectations

Council expects the following of each other...

- To be congenial with each other, staff and citizens.
- To be direct and forthcoming with questions, comments, positions on matters.
- To accept that some may disagree, but to not be disagreeable.
- To show honesty, integrity and respect through deliberations and interactions.
- Come to Council prepared and ready to act.

Staff is expected to...

- Report the good and the bad (no surprises).
- To set goals (per department) then report progress to the Council.
- Council and staff also discussed the appropriate time for their weekly reports with Council providing flexibility to the City Manager on whether to provide on Fridays or the following Mondays.
- Provide the agenda and packet earlier. This includes sending a draft out earlier in the week and getting the final agenda out earlier. (Schedule to be determine when Council considers Rules of Procedure).

Staff expectations of Council (as defined by Council) is to...

- Be present and participate.

- Be approachable.
- Provide resources – monetary, guidance, support and encouragement, knowledge/training.
- Allow the staff the freedom to do their job without intervention.
- Respect the staff.
- Provide leadership.

The department directors joined the Mayor, City Council and City Manager to focus on the Vision, Mission, Core Values, and Strategic Plan as 2017. This session was designed to reset, refresh and revise the existing Strategic Plan first established in 2016, 2017, 2018 and now 2019.

Vision Statement

Members reviewed the elements of their vision for Richwood, and did not change the list developed in 2018 as follows.

- A community with amenities and services for its residents (do not have to go elsewhere)
 - Events.
 - Involvement with citizen volunteers.
 - Places in the city to work and play.
 - Schools in Richwood.
- A safe community.
- A community with a family-oriented environment.
- Growth with a focus on family and community
 - Neighborhood businesses.
 - Amenities for families
 - Quality neighborhoods.
- A renewed volunteer spirit (including new ways to communicate needs for volunteers).

Members reviewed the Vision Statement revised 2018 and did not make any changes as follows.

The City of Richwood is a model for safe and beautiful neighborhoods with sustainable growth opportunities for families and businesses dedicated to serving our community for current and future generations. (Revised 6-2-18)

Mission Statement

Based on the vision and strategic plan, the Council reviewed the mission statement for consistency. They determined the mission statement continues to be consistent and up to date.

To provide residents, visitors, and the business community with the highest quality of municipal services in an efficient and courteous manner, and to enhance the quality of life through planning and visionary leadership.

Core Values

Likewise, the Council reviewed the established core values and agreed they should remain as stated. They are as follows.

- **Act as good stewards of the city resources.**
- **Leading the city by serving our community.**
- **Foster economic growth for today and tomorrow.**
- **Maintain integrity through transparency.**
- **Promote a positive quality of life for our community.**

Strategic Planning

The Council reviewed the 2017-18 Strategic Plan. The City Manager provided a brief review of accomplishments for the Council to review. It was noted that some Areas of Emphasis identified by this City Council are being addressed in the Strategic Plan.

Following are the Areas of Emphasis and their Policy Statements. Within each Area of Emphasis are the Strategic Objectives, Action Items, Timelines and proposed budgets for council to consider. The Strategic Objectives are listed in the Strategic Plan attached to this document.

Financial Sustainability

Guiding Principle: Maintain transparency in budgeting accurately and reflecting the needs of the city.

Economic Development

Guiding Principle: Seek ways to improve the commercial tax base with businesses consistent with the revised Vision Statement.

Infrastructure Investments

Guiding Principle: To provide reliable infrastructure for the citizens.

Community Development

Guiding Principle: Fostering the sense of community. To provide a wide variety recreational, parks and amenities to benefit the citizens. To ensure the city's appearance is aesthetically pleasing.

City Operations

Guiding Principle: Provide a high level of services through transparency, efficiency and best practices.

Updated strategies are shown in the attached Strategic Report.

Budget Considerations

In addition, staff reviewed with Council high level budget issues for the upcoming fiscal year. A five-year forecast of expenditures had been prepared and distributed to Council earlier. The question for Council was to determine the appetite for increases in revenues to fund the forecast in both the general fund (primarily property taxes) and the utility fund (primarily water and sewer rates). Council offered direction and advice to staff as they move forward in the budgeting process. This direction is subject to change as the budget process for 2020-21 matures.

- Move forward with planning for funding the five-year growth plan, with alternatives to include
 - Extending the timeframe to up to 10 years.
 - Planning for an automatic tax increase for maintenance and operations to ensure funding for the plan.
- Move forward with a utility rate plan that
 - Responds to BWA rate increases and decreases.
 - Establishes a predictable rate structure to sustain the utility fund over time.

June 17, 2019

On June 17 staff met to review the results of the first session with the Mayor and City Council. The staff revised and revised the strategic plan and developed revised and updated actionable items.

The staff amended the approved Action/Implementation Plan to include the new goals and strategies identified by the Council and staff. The revised plan is included at the back of this report.

Reporting

Finally, staff determined the following reporting protocols. These protocols serve the purpose of keeping the staff on schedule with the implementation of strategies, keeping the City Administrator informed, and providing regular reports to the City Council on the status of the implementation of the adopted strategies.

Reporting Protocols

Council

- Receives periodic updates in the weekly City Manager Reports regarding various projects related to the strategic plan
- Receives formal status reports semi-annually, including an annual report.

City Manager

- City Manager receives regular updates from staff at regular staff meetings on progress of assignments.
- Each director will share their information with the employees under their supervision.
- A “scorecard” will be created to measure short term, intermediate, and long term benchmarks.
- City Manager receives formal quarterly updates from staff on progress of assignments.

July 8, 2019

On July 8, 2019, Council and staff met in a Work Session to review the outcomes of the Council/Staff planning retreat and to review the updated Implementation Plan developed by the City Staff. The results of that effort are outlined below in both the Strategic and Implementation Plan

Conclusion

The Council and staff of the City of Richwood worked through a strategic planning process that allowed the Council to identify strategies for moving the city forward, brought the staff leadership and Council closer together as a team, and developed an implementation process to ensure the strategies are addressed and accomplished over time.



Strategic Plan 2018-19

Council Planning Sessions

Session 1 – Mayor and City Council, May 18, 2019

Session 2 – City Staff, June 17, 2019

Session 3 – Council Report, July 8, 2019

Adopted– TBD

**Prepared and Facilitated
By
Ron Cox Consulting**

Vision Statement

City of Richwood

**The City of Richwood is a model for safe and beautiful neighborhoods with sustainable growth opportunities for families and businesses dedicated to serving our community for current and future generations.
(Revised 6-2-18)**

Mission Statement

City of Richwood

To provide residents, visitors, and the business community with the highest quality of municipal services in an efficient and courteous manner, and to enhance the quality of life through planning and visionary leadership.

Core Values

City of Richwood

- **Act as good stewards of the city resources.**
- **Leading the city by serving our community.**
- **Foster economic growth for today and tomorrow.**
- **Maintain integrity through transparency.**
- **Promote a positive quality of life for our community.**

City of Richwood

City Council

Leadership Philosophy

The City Council of the City of Richwood will lead...

- By setting measurable expectations and guidelines.
- By holding staff and each other accountable to meeting those expectations and guidelines.
- Not micromanage the staff but monitor and be accessible.
- Avoid surprises.
- By building the team.
- By owning our decisions.
- Being open to and adapting to change.
- By being fair, firm and consistent.
- By displaying the values of fairness, honesty and integrity.
- By gaining and having knowledge and knowing and understanding why.
- Doing our homework; know the subject at hand.
- Come to Council prepared and ready to act.

City of Richwood

City Council

Communication Philosophy

The City Council of the City of Richwood will communicate...

- Respectfully.
- Treat others as you want to be treated.
- To simply reply (respond) to inquiries.
- Listen to understand the issue
- Listen, ask questions, reflect and repeat your understanding; seek clarification if needed; decide.
- Have healthy debate.
- Be timely.
- When responding to members of the public, copy staff so they will also be aware.

City of Richwood

City Council and Staff

Expectations

Council expects the following of each other...

- To be congenial with each other, staff and citizens.
- To be direct and forthcoming with questions, comments, positions on matters.
- To accept that some may disagree, but to not be disagreeable.
- To show honesty, integrity and respect through deliberations and interactions.

Staff is expected to...

- Report the good and the bad (no surprises).
- To set goals (per department) then report progress to the Council.
- Council and staff also discussed the appropriate time for their weekly reports with Council providing flexibility to the City Manager on whether to provide on Fridays or the following Mondays.
- Provide the agenda and packet earlier. This includes sending a draft out earlier in the week and getting the final agenda out earlier.
(Schedule to be determine when Council considers Rules of Procedure).

Staff expectations of Council (as defined by Council) is to...

- Be present and participate.
- Be approachable.
- Provide resources – monetary, guidance, support and encouragement, knowledge/training.
- Allow the staff the freedom to do their job without intervention.
- Respect the staff.
- Provide leadership.

**City of Richwood
Staff
Core Leadership Model
TBD**

The staff of the City of RICHWOOD will lead...

Strategic Plan

Financial Sustainability

Guiding Principle: Maintain transparency in budgeting accurately and reflecting the needs of the city.

- **Objective 1.1 – Establish a public information process for citizen information.**
 - **Establish a combination of public meetings and on-line surveys to seek citizen responses.**
 - **Do on-line surveys both before and after strategic planning process.**
- **Objective 1.2-Develop a long-term financial planning process**
 - **Incorporate the following into the budget process**
 - **Vehicle replacement fund**
 - **Capital Improvement Plan**
 - **Obtain bond rating**
 - **Establish Water Contingency Fund**
 - **Consider mechanism to pass on rate increases/decreases from BWA to the citizens automatically.**

Implementation Plan: See attached.

Strategic Plan

Economic Development

- **Guiding Principle: Seek ways to improve the commercial tax base with businesses consistent with the Vision Statement.**
- **Objective 2.1 – Create a Comprehensive Plan for the City**
 - **Create a Parks Master Plan. (Moved from Community Development)**
 - **Include CHARM workshop as part of planning process**
- **Objective 2.2 - Create a marketing plan for the city.**
 - **Include vision.**
 - **Create a brand and a moto for marketing**
 - **Ensure that Richwood development standards and ordinances are followed.**
- **Objective 2.3 – Maintain up to date development codes.**
- **Objective 2.4 - Make effective use of city property.**
 - **Establish strategies for use and/or sale of city properties.**
- **Objective 2.5 - Develop a comprehensive economic development strategy and funding model.**
 - **Develop and maintain an economic development policy that establishes standards for economic development incentives.**
 - **(i.e. 380 agreements and other arraignments (arrangements?) to entice businesses to establish in Richwood).**
- **Objective 2.6 – Establish process for celebrating and advertising newly established businesses in Richwood.**
 - **Evaluate and consider establishment of Business Council as volunteer committee to assist in economic development efforts.**

Implementation Plan: See attached.

Strategic Plan

Infrastructure Investments

Guiding Principle: To provide reliable infrastructure for the citizens

- **Objective 3.1-Sustain a reliable water supply as the city.**
- **Objective 3.2-Maintain and extend water, wastewater and storm water systems.**
 - **Establish a multi-year CIP that provides for the extension of utilities and drainage systems to prepare for future growth.**
 - **The current water agreement was established in the 1980's and is guaranteed for 40 years (year 2020). It takes approximately 235 thousand gallons of water a day to maintain our community. We plan for 300 gallons a day per person.**
- **Objective 3.3-Support investments in city facilities.**
- **Objective 3.4-Examine best practices in delivery of services.**
 - **Optimize cost saving opportunities with the use of community partners.**
 - **Explore ways for Richwood to be self-sufficient in provision of city services.**
 - **Review existing contracts with other contract providers to ensure they are up to date and meet the long-term needs of the citizens.**
- **Objective 3.5-Provide for predictable utility rate increases/decreases.**
 - **Conduct a rate study-**
 - **Establish a policy for adjusting utility rates as BWA rates increase/decrease.**

Implementation Plan: See attached.

Strategic Plan

Community Development

Guiding Principle: Fostering the sense of community. To provide a wide variety recreational, parks and amenities to benefit the citizens. To ensure the city's appearance is aesthetically pleasing.

- **Objective 4.1-Development of a plan for providing a community center to providing a quality place for people to gather.**
- **Objective 4.2-Maintain a high level of aesthetic standards.**
 - **Continue code enforcement efforts.**
 - **Update code policies.**
- **Objective 4.3-Explore opportunities to work with neighboring communities on an interlocal basis for provision of recreation services.**

Implementation Plan: See attached.

Strategic Plan

City Operations

Guiding Principle: Provide a high level of services through transparency, efficiency and best practices.

- **Objective 5.1-Public Safety – Provide a safe environment for citizens, visitors and businesses.**
 - **Review regularly public safety services and programs to ensure effective social harm (crime, disorder, crashes and fear of crime) prevention, department/citizen communication, and effective skill/competency of staff.**
- **Objective 5.2-Public Works – Provide for and maintain the city’s infrastructure to meet the needs of the community.**
 - **Emphasize efforts to control infiltration and inflow (I&I) into the sewer collection and treatment system.**
- **Objective 5.3-Communications – Communicate information to the public in a transparent manner using all available methods.**
 - **Provide public information outreach programs that inform the public of city operations, accomplishments, and allows for citizen input.**
 - **Seek and present additional public information venues to expand citizen notification alternatives.**
 - **Establish Use of Social Media Policy.**
- **Objective 5.4- Technology - Utilize technology to enhance operations and delivery of services.**
- **Objective 5.5- Employees – Invest in employee development opportunities, compensation and retention.**
 - **Implement employee training and development programs including cross-training where feasible.**

- **Establish and offer an in-house training/mentoring programs to enhance employee development and opportunities.**
- **Objective 5.6 – Develop a program to encourage, recruit and reward volunteers for service to the City.**
 - **Determine opportunity for establishing additional advisory committees including but not limited to**
 - **Planning & Zoning Commission**
 - **Parks Committee**
 - **Infrastructure Committee**
 - **Business Council**
 - **Establish purpose, roles and responsibilities for each committee established.**
- **Objective 5.7 – Develop a program of community-wide social events including**
 - **Concerts in the park**
 - **Food trucks**
 - **Cook-off teams**
 - **Movies in the park**

Implementation Plan: See attached.

Implementation Plan



Rich in History - Focused on the Future

1.0 Financial Stability

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 1.1: Create a "true" budget following appropriate accounting principles	Establish a procedure and process for public participation in the budgeting process	-0-	In progress	Goal to incorporate more opportunities for public input FY 2020 budget
	Develop budget based on strategic planning process; establish priorities	-0-	In Progress	Council and staff to conduct strategic retreat on May 18, 2019
	Staff to develop priorities and justify requests and expenditures	-0-	Complete	Some priorities still may be adjusted based off final FY 2020 Adopted Budget
	Ensure budget proposals are congruent with Council priorities and follow appropriate accounting procedures	-0-	In Progress	FY 2020 proposed budget built around Council priorities
	Hold public hearing	-0-	Complete	Public hearing to invite citizen input for FY20 budget
	Adopt balanced budget	-0-	Upcoming	






Rich in History - Focused on the Future

1.0 Financial Stability

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 1.2: Establish a public information process for citizen information. Establish a combination of public meetings and on-line surveys to seek citizen responses. Do on-line surveys both before and after strategic planning process	Utilize social media and expand use of Blackboard Connect.	-0-		
	Create a system for on-line surveys.	-0-		
	Establish training program for personnel.	-0-		
	Update financial transparency page and budget calendar showing progress to track changes.	-0-		
	Continuously update the website.	-0-		
	Implement Information Center in City Hall lobby.	-0-	Upcoming	




1.0 Financial Stability

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 1.3-Develop a long-term financial planning process Incorporate the following into the budget process • Equipment replacement fund • Capital Improvement Plan • Maintain bond rating • Establish Water Contingency Fund • Consider mechanism to pass on rate increases/decreases from BWA to the citizens automatically.	Establish Equipment Replacement Fund	-0-		
	Update financial management policies.	-0-		
	Fund the general and water contingency fund	-0-		
	Establish a plan and policy for passing on the BWA water rate increases customers.	-0-		
		-0-		
		-0-	Upcoming	

1.0 Financial Stability

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 1.2: Develop a long term financial plan • Maintain adequate financial reserves • Make each fund self-supporting • Improve the City's bond rating • Establish and fully fund an Equipment Replacement Fund	Work with Charter Review Committee to review contingency restrictions	-0-	Complete	10% Contingency Fund Approved by Voters
	Continue reimbursement for direct and indirect costs transfers to each fund and adjust policies as needed	-0-	In progress	Included in FY20 Preliminary Budget
	Adjust rates to ensure each fund is self-supporting	-0-	In progress	Increase will be needed to balance Utility Fund
	Hire a full-time Finance Director	\$97,212	Complete	Started Oct 27, 2018 🙌
	Implement regular financial reporting with updates on strategic plan	-0-	In progress	2 Updates for FY 19 with increase to 3 in FY 20
	Prepare five-year financial forecasts	-0-	In progress	Submitted 4/8/2019 will be updated with budget changes
	Develop funding plan for ERF	TBD	In progress	Forecast includes funding by FY24
	Incorporate CIP into Strategic Planning and Budget Processes	TBD	In progress	Present with FY 20 Budget

2.0 Economic Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.1 – Create a Comprehensive Plan for the City Objective 2.1.1- Create a Parks Master Plan. (Moved from Community Development) Include CHARM workshop as part of planning process. Objective 2.3. - Update the Master and Land Use Plan. (Moved from Maintain up to date development codes)	Continue efforts to update Comprehensive plan to include Parks Master Plan and Land Use Plan as a segment of the planning process. Schedule a CHARM Workshop for Council to participate in.	-0-	Ongoing	An interested buyer reached out to staff, has not returned calls since
		-0-	In Progress	Anticipated to start after completion of Impact Fee Study – July 2019



2.0 Economic Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.2: Create a marketing plan for the City • Include vision & create a brand and a moto for marketing purposes	Work with Economic Development Alliance for Brazoria County to start creating a plan	-0-	Ongoing	Attended multiple presentations with consultants. Catalyst is preparing scope of work.
Objective 2.3: Update the Comprehensive Master Plan and Land Use Plan	Contract with universities and/or other consultants for assistance with planning services. TTC Program at A&M is first choice – cost effective alternative to hiring consultant	TBD	In Progress	Submitted application to Texas A&M also considering other alternatives
Objective 2.4: Maintain up to date development codes • Update the zoning ordinance and land use plan • Review subdivision ordinance • Review floodplain management processes	Consult with planning experts to update development codes	-0-	Ongoing	Zoning code being update, interim building official will then look at subdivision codes
	Review and revise codes	-0-	Ongoing	Council approved KRB changes to Parks Ordinance
	Work to adopt local drainage criteria and processes.	\$150k	Ongoing	Grant submitted to FEMA should hear back by 5/22/19
	Work with FEMA on update of flood maps and flood plain administration	-0-	In Progress	Waiting on FEMA to continue implementation

2.0 Economic Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.5: Make effective use of city property	Review and analyze use of vacant city property	-0-	Ongoing	An interested buyer reached out to staff, has not returned calls since
Objective 2.6: Develop a comprehensive economic development strategy and funding model	Develop and maintain an ED policy that establishes standards for ED incentives.	-0-	In Progress	Anticipated to start after completion of Impact Fee Study – July 2019

2.0 Economic Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.7 – Establish process for celebrating and advertising newly established businesses in Richwood. Evaluate and consider establishment of Business Council as volunteer committee to assist in economic development efforts.	Establish a system for the identification of newly established businesses. Work with the Chamber of Commerce to determine the feasibility and role of a Business Council. Review the role of the Economic Development Board and determine if that role should be changed to include business development.	-0-	Ongoing	An interested buyer reached out to staff, has not returned calls since
Objective 2.8: Develop a comprehensive economic development strategy and funding model	Develop and maintain an ED policy that establishes standards for ED incentives.	-0-	In Progress	Anticipated to start after completion of Impact Fee Study – July 2019

2.0 Economic Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.9 – Pursue annexation and preparation for future development of the north 40 acres.	Discussion with Clute and Lake Jackson to open dialogue on prospects of allowing annexation of tract. Discuss possible annexation with land owners.	-0-	Ongoing	An interested buyer reached out to staff, has not returned calls since
Objective 2.10: Develop a comprehensive economic development strategy and funding model	Develop and maintain an ED policy that establishes standards for ED incentives.	-0-	In Progress	Anticipated to start after completion of Impact Fee Study – July 2019

3.0 Infrastructure Investments

Objectives (Priority order)	Action Steps	Budget	Original Timeline	Update
Objective 3.1-Sustain and expand a reliable water system, a functional wastewater collection and drainage systems deficiencies to support economic development. (reworded and combined with old Objective 3.2)	Conduct a water/sewer master plan to determine future storage and distribution needs for the entire City.	\$25,000	Ongoing	Freese & Nichols will present summer 2019
	Approve a CIP prioritized list of improvements needed for replacement aging infrastructure and expansion into unserved areas.	\$25,000	Ongoing	Freese & Nichols will present summer 2019
	Establish budget for CIP	TBD	Ongoing	Will incorporate in FY 20 Budget
	Consider a policy for growth to provide funding for the extension of infrastructure	\$25,000	Ongoing	Part of study being conducted by Freese & Nichols

3.0 Infrastructure Investments

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 3.2: Support investments in City facilities	Establish policy for determining maintenance, capital, bonding thresholds on facility repairs and improvements.	-0-	TBD	
	Assess conditions and needs for all city facilities.	-0-	In progress	
	Prioritize assessments	-0-	In progress	
	Fund improvements needed	\$114,324	In progress	FY19 Improvements in implementation or procurement stages

3.0 Infrastructure Investments

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 3.3: Examine best practices in delivery of city services. - Optimize cost saving opportunities with the use of community partners. - Explore ways for Richwood to be self-sufficient in provision of city services - Review existing contracts with contract providers to ensure they are up to date and meet long term needs of the citizens.	Reach out to neighboring cities and county to determine what services can be shared	-0-	Ongoing	Police discussing dispatch changes.
	Review and revise MOU, and Interlocal Agreements	-0-	Ongoing	Some agreements have been updated, will continue review
	Review capacity studies to determine appetite for becoming self-sufficient	-0-	Ongoing	Ongoing, renegotiation of WWTP contract with Clute will look at creating a future path to being self-sufficient
	Determine impact of new development on new and existing infrastructure	-0-	Ongoing	Will be addressed through impact fee study (July 2019)
	Review and negotiate with water provider	-0-	FY 20	Talks have not yet begun with BWA

3.0 Infrastructure Investments

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 3.4-Provide for predictable utility rate increases/decreases. Conduct a rate study- Establish a policy for adjusting utility rates as BWA rates increase/decrease.	Establish an RFP and select the firm to conduct the study	-0-		Police discussing dispatch changes.
		-0-		Some agreements have been updated, will continue review
	Conduct the rate study	-0-		Ongoing, renegotiation of WWTP contract with Clute will look at creating a future path to being self-sufficient
	Establish policy for adjusting utility rates to accommodate BWA rate increases.	-0-		Will be addressed through impact fee study (July 2019)
		-0-		Talks have not yet begun with BWA

4.0 Community Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 4.1: Develop a plan for improving the existing community center providing a quality place for people to gather	Examine feasibility and funding options	\$20,000	FY 20	
	Work with KRB to develop plans for improvements.			
	Implement plans			Bond Task Force did not recommend the project. KRB recommends remodeling building.

4.0 Community Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 4.2: Maintain a high level of aesthetic standards - Continuous code enforcement efforts - Update code policies	Provide communication and information to public on code standards and requirements	-0-	Ongoing	Updates are being included in newsletters
	Utilize KRB to determine which codes should be updated for beautification, park improvements, and park properties, including community gardens and establishment of a tree preservation ordinance.	-0-	Ongoing	KRB reviewed parks ordinance.
	Hire code enforcement/animal control officer	72,991	Ongoing	In FY20 Preliminary budget. Reclass Building Official
Objective 4.3: Explore opportunities to work with neighboring communities on an interlocal basis for provision of recreation services.	Reach out to neighboring cities and county to determine what services can be shared	-0-	Ongoing	
	Review and revise MOU, and Interlocal Agreements	-0-	Ongoing	



4.0 Community Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 4.4 – Develop a program of community-wide social events including Concerts in the park Food trucks Cook-off teams Movies in the park	KRB to review opportunities and make recommendations	-0-	FY 20	
	Implement recommendations	TBD	FY 21	



5.0 City Operations

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.1: Public Safety – Focus on prevention (at best) reduction (at least) of city-wide social harms (crime, fear of crime, crashes, & disorder) • Focus on prevention of social harms through police/public cooperation	Fire – Develop a contract for service with VFD	-0-	Ongoing	Draft has been submitted to Fire Department
	EMS – Continually monitor contract performance	-0-	Ongoing	
	Police – Increase clearance rate by adding an investigator position through CCPD and possibly move to General Fund.	\$78,782	FY 21	Funded through CCPD
	Police – Engage in Community Policing	-0-	Ongoing	
	Expand community outreach programs including National Night Out, All American Night, programs with schools. (CCPD funded)	\$10,000	FY 20	
Objective 5.2: Public Works – Provide for and maintain the city's infrastructure to meet the needs of the community.	Invest in one additional public works positions to help effectively maintain existing infrastructure.	\$43,000	FY 21	
	Purchase of new sewer inspection camera	\$11,000	FY 20	Purchased Ford F250 in November 2018
	Establish an I&I program	TBD	FY 20	

5.0 City Operations

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.3: Communications. Communicate information to the public in a transparent manner using all available methods • Provide public information outreach programs.	Update and improve the city's website	-0-	Ongoing	
	Create and regularly update slide show for website, lobby, other media on city activities and events	-0-	In progress	Staff has been using to Facebook to share info and communicate with citizens
	Activate and implement TV in foyer of City Hall for information display	-0-	In progress	TV's are installed and waiting to be connected
	Distribute highlights of Council Meetings to residences and businesses	-0-	Ongoing	
	Seek and present additional public information venues to expand citizen notification alternatives.			

5.0 City Operations

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.4: Technology – Utilize technology to enhance operations and delivery of services.	Select and Implement new Municipal Court software	TBD	FY 20-21	Pelorus will develop new software at no cost to City
				Goal to purchase imaging software in the future
	Select and implement new Code Enforcement & Permitting software	TBD	TBD	Pelorus will develop new software at no cost to City
Objective 5.5: Employees – Invest in employee development opportunities, compensation and retention.	Implement performance-based pay increases.	TBD	In progress	Incorporated into FY 20 Preliminary Budget
	Establish a policy to differentiate between COLA and performance based pay increases. (added by staff)		FY 21	
	Establish and implement employee training and mentoring program	TBD	FY 20	
Objective 5.6: Develop a program to encourage, recruit and reward volunteers for service to the City.	Determine opportunity for establishing additional advisory committees	-0-	FY 20	
	Establish a process for recognizing all volunteers on a quarterly basis	TBD	In progress	Need to recognize volunteer for last quarter

MEMORANDUM

To: The Honorable Steve Boykin, Mayor and Members of the Richwood City Council

From: Giani Cantu, City Secretary

Date: August 9, 2019

Subject: Conditional Use - 100 Misty Ct

This is the 2nd public hearing as required by statute.

After the public hearing, Council will need to take action on the conditional use application at 100 Misty Ct.

NOTICE OF PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held before the Planning and Zoning Commission and City Council of the City of Richwood for the purpose of considering a conditional use of property located at 100 Misty Ct. The lot in question is currently zoned R-1 Residential. The request is to allow a conditional use for a Home Occupation of Stylist. This conditional use is being requested by Chris Hardison and the property is shown below.



Anyone seeking to give or receive information on the proposed conditional use should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, July 8, 2019 at 6:00 p.m. before the Planning and Zoning Commission and Monday, August 12, 2019 at 6:00 p.m. before the City Council.

Lindsay Koskiniemi
Interim City Manager

Giani Cantu

From: Randell Day <rday002@comcast.net>
Sent: Friday, June 28, 2019 11:55 AM
To: Giani Cantu
Subject: 58343199063__OCA07A76-DA8B-4A12-87C9-1234EF7904A0.JPG

Mrs Cantu, in regards to this letter which I have received at my home address, this is a response. At the present time Janice and I are traveling around this beautiful country enjoying life that God has blessed us will. I regret that I will not be able to be at this meeting. With that, my view is the same and will remain the same and that is the City of Richwood has a city ordinances protecting it's people property. Our zone is residential and should remain residential. Because Chris took on the city, knowing he was going against the city ordinances is certainly no reason to disregard the citizens who live on Misty Court. Please pass this letter on to all who are involved in this process.

Thanks so much,
Randy Day
101 Misty Ct
Richwood, Texas.

From: [Stefan Raifarh](#)
To: [Giani Cantu](#)
Subject: 100 Misty Court Zoning Proposal
Date: Tuesday, July 2, 2019 7:59:11 AM

Dear G. Cantu,

As neighbors to Mr. + Mrs. C. Hardison living in 100 Misty Court, Richwood we'd like to reply in writing before the actual Public Hearing before the Planning and Zoning Commission.

We definitely support the request to allow conditional use for home occupation on the above mentioned property, no objections.

Despite our appearance in person to the public hearing we wanted to make sure our voice is heard and documented through the proper channels.

Kind regards

Stefan + Susanne Raifarh
146 Cypress Dr, Richwood, TX, 77531



1800 Brazosport Blvd N
Richwood, Texas 77531
Phone 979-265-2082
Fax 979-265-7345

July 18, 2019

David Accord
PO Box 1892
Clute, TX 77531-1892

Dear David Accord:

Notice is hereby given that a Public Hearing will be held before the Planning and Zoning Commission and City Council of the City of Richwood for the purpose of considering a conditional use of property located at 100 Misty Ct. The lot in question is currently zoned R-1 Residential. The request is to allow a conditional use for a Home Occupation of Stylist. This conditional use is being requested by Chris Hardison and the property is shown below.

You are receiving this notice because you are either the property owner of the proposed property or the registered owner of a piece of property within 200 ft.

Anyone seeking to give or receive information on the proposed conditional use should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, July 8, 2019 at 6:00 p.m. before the Planning and Zoning Commission and Monday, August 12, 2019 at 6:00 p.m. before the City Council.

If you have any questions or concerns, please feel free to contact me at 979-265-2082. My email is gcantu@richwoodtx.gov

Sincerely,
Giani Cantu
City Secretary

☒ APPROVE
Comments:

☐ DISAPPROVE

Signature

Date

(See Public Notice on back)



1800 Brazosport Blvd N
Richwood, Texas 77531
Phone 979-265-2082
Fax 979-265-7345

July 18, 2019

Melissa Colvin
110 Misty Ct
Richwood, TX 77531

Dear Melissa Colvin:

Notice is hereby given that a Public Hearing will be held before the Planning and Zoning Commission and City Council of the City of Richwood for the purpose of considering a conditional use of property located at 100 Misty Ct. The lot in question is currently zoned R-1 Residential. The request is to allow a conditional use for a Home Occupation of Stylist. This conditional use is being requested by Chris Hardison and the property is shown below.

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If you have any questions or concerns, please feel free to contact me at 979-265-2082. My email is gcantu@richwoodtx.gov

Sincerely,
Giani Cantu
City Secretary

☒ APPROVE
Comments:

☐ DISAPPROVE

Mr and Mrs Hardison are good neighbors. They maintain their home and property in excellent condition and cause no disruptions. I fully support this request.

Melissa Colvin
Signature

08-05-19
Date

(See Public Notice on back)

NOTICE OF PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held before the Planning and Zoning Commission and City Council of the City of Richwood for the purpose of considering a conditional use of property located at 100 Misty Ct. The lot in question is currently zoned R-1 Residential. The request is to allow a conditional use for a Home Occupation of Stylist. This conditional use is being requested by Chris Hardison and the property is shown below.



Anyone seeking to give or receive information on the proposed conditional use should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, July 8, 2019 at 6:00 p.m. before the Planning and Zoning Commission and Monday, August 12, 2019 at 6:00 p.m. before the City Council.

Lindsay Koskiniemi
Interim City Manager



1800 Brazosport Blvd N
Richwood, Texas 77531
Phone 979-265-2082
Fax 979-265-7345

July 18, 2019

Cody Barnard
141 Cypress
Richwood, TX 77531

Dear Cody Barnard:

Notice is hereby given that a Public Hearing will be held before the Planning and Zoning Commission and City Council of the City of Richwood for the purpose of considering a conditional use of property located at 100 Misty Ct. The lot in question is currently zoned R-1 Residential. The request is to allow a conditional use for a Home Occupation of Stylist. This conditional use is being requested by Chris Hardison and the property is shown below.

You are receiving this notice because you are either the property owner of the proposed property or the registered owner of a piece of property within 200 ft.

Anyone seeking to give or receive information on the proposed conditional use should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, July 8, 2019 at 6:00 p.m. before the Planning and Zoning Commission and Monday, August 12, 2019 at 6:00 p.m. before the City Council.

If you have any questions or concerns, please feel free to contact me at 979-265-2082. My email is gcantu@richwoodtx.gov

Sincerely,
Giani Cantu
City Secretary

☒ APPROVE
Comments:

☐ DISAPPROVE

Signature

7-27-19
Date

(See Public Notice on back)

NOTICE OF PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held before the Planning and Zoning Commission and City Council of the City of Richwood for the purpose of considering a conditional use of property located at 100 Misty Ct. The lot in question is currently zoned R-1 Residential. The request is to allow a conditional use for a Home Occupation of Stylist. This conditional use is being requested by Chris Hardison and the property is shown below.



Anyone seeking to give or receive information on the proposed conditional use should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, July 8, 2019 at 6:00 p.m. before the Planning and Zoning Commission and Monday, August 12, 2019 at 6:00 p.m. before the City Council.

Lindsay Koskiniemi
Interim City Manager

August 5, 2019

Lindsay Koskiniemi
City of Richwood
1800 Brazosport Blvd N
Richwood, Texas 77531

Subject: Conditional Use of Property Located at 100 Misty Ct.

Dear Ms. Koskiniemi:

I am a registered property owner within 200 feet of the proposed conditional use of property located at 100 Misty Ct., for the purpose of "Home Occupation of Stylist". My wife Dana and I approve the conditional use of this property, if it does not unduly increase traffic on Misty Ct, and the property remains without any business-type signs. Mr. Hardison has stated to us that there will be no customer parking on the street and we approve his request on that basis.

Sincerely,



Gene Young

☒ APPROVE

☐ DISAPPROVE

Comments:

Gene P. Young
Signature

Aug. 5, 2019
Date

(See Public Notice on back)

☐ APPROVE

☒ DISAPPROVE

Comments:

SHOULD STAY RESIDENTIAL PROPERTY

Wallace Lewis

Signature

AUGUST 6, 2019

Date

(See Public Notice on back)

MEMORANDUM

To: The Honorable Mayor and Members of the Richwood City Council

From: Giani Cantu, City Secretary

Date: August 9, 2019

Subject: CCPD FY 19-20 Proposed Budget

Section 363.203-363.205 of the Local Government Code governs the budget adoption process of CCPD funds. 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. Approved expenditures in CCPD Funds do not affect property tax.

CCPD is required to hold a public hearing on their proposed budget no later than 100 day before the date of each fiscal year begins. (This would be June 23 or before based on our Fiscal year calendar). - **This was held on June 6, 2019.**

The proposed budget must then be presented to the City Council within 10 days of its recommendation. - **This was done on June 10, 2019.**

City Council is required to hold a separate public hearing on the proposed CCPD budget no later than the 45th day before the fiscal year begins. (This would be August 15 or before based on our Fiscal Year calendar.) - **The public hearing is being held today 8/12/19.**

City Council must then approve or reject the budget no later than the 30th day before the fiscal year begins. (September 1) **The Council must either approve or reject the budget as a whole.**

If rejected, the two boards (CCPD and City Council) must meet in a joint session to discuss and amend the proposed budget before the beginning of the fiscal year. (October 1)

NOTICE OF PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held before the City Council of the City of Richwood for the purpose of considering the Fiscal Year 2019-2020 Proposed Crime Control and Prevention District (CCPD) Budget. 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.

Anyone seeking to give or receive information on this topic should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, August 12, 2019 at 6:00 p.m. before the City Council.

Lindsay Koskiniemi
Interim City Manager

City of Richwood
FY 19-20 Proposed Operational Budget

15 Crime Control and Prevention

	FY 17-18 ACTUAL	FY 18-19 PROJECTED	FY 19-20 PROPOSED
BEGINNING FUND BALANCE			
Change In Net Position			
Revenue			
Taxes			
604117 Sales Tax	74,429.94	117,000	120,000
Total Taxes	74,429.94	117,000	120,000
Interest			
604110 Interest Earnings	285.3	300	0
Total Interest	285.3	300	0
Contributions and transfers			
974959 Transfer from Fund Balance	0	16,000	63,112
Total Contributions and transfers	0	16,000	63,112

Total Revenue	74,715.24	133,000	183,112
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Expenditures

Crime Control and Prevention

605103 Salaries & Wages	1,296.00	67,538	73,589
605104 Overtime	0		1,534
605105 Retirement	14.17	5,597	6,639
605107 Medicare	0	977	1,072
605110 Workmen's Compensation Ins	0	1,071	2,938
605115 Insurance	0	9,607	9,468
605120 Unemployment Insurance	30.45	324	342
605130 Training & Travel	0	4,051	8,000
605175 Certification Pay	0	900	1,200
605190 Uniforms	80.5	2,753	1,000
605287 Community Outreach	0		10,000

605340 Vehicle M&R	0		42,000
605365 Other Equipment M&R	0	16,000	6,605
605930 Equipment	0	16,701	18,725
Total Expenditures	1,421.12	125,519	183,112
Total Crime Control and Prevention	1,421.12	125,519	183,112
Total Change In Net Position	73,294.12		

MEMORANDUM

To: The Honorable Steve Boykin, Mayor and Members of the Richwood City Council

From: Giani Cantu, City Secretary

Date: August 9, 2019

Subject: Impact Fees

Public Hearing on adopting water and wastewater impact fees.

After the public hearing, there is an item to consider an ordinance adopting the proposed impact fees. A copy of the CIAC recommendation letter is included in your packet.

The ordinance included in the packet is a draft and being reviewed by the City Attorney.

NOTICE OF PUBLIC HEARING ON POSSIBLE ADOPTION OF IMPACT FEES

Notice is hereby given that a Public Hearing will be held before the City Council of the City of Richwood for the purpose of considering adoption of impact fees.

Anyone seeking to give or receive information and/or present evidence for or against the adoption of impact fees should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, August 12, 2019 at 6:00 p.m. before the City Council.

Lindsay Koskiniemi
Interim City Manager

June 28, 2019

Ms. Giani Cantu, City Secretary
City of Richwood
1800 N Brazosport Blvd.
Richwood, TX 77531

Re: Capital Improvements Advisory Committee Recommendation Letter

Dear Ms. Cantu:

The Planning & Zoning Commission, seated as the Capital Improvements Advisory Committee (CIAC), have been working with the City Staff and the consulting firm Freese & Nichols, Inc. on the preparation of Land use Assumptions, Water and Wastewater Capital Improvement Plans, and Water and Wastewater Impact Fees.

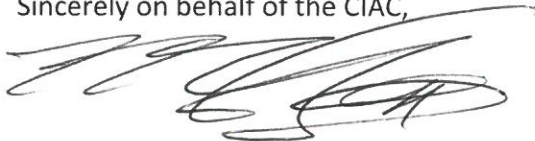
After review and discussion of these items, the CIAC recommends adoption of the Water and Wastewater Impact Fees as presented by Freese and Nichols at the CIAC Workshop on May 28, 2019:

- Water Impact Fee of \$2,414 per service unit equivalent
- Wastewater Impact Fee of \$2,937 per service unit equivalent

The CIAC is charged by State law to file written comments on the proposed water and wastewater impact fees before the fifth (5th) business day before the date of the City Council public hearing on the amendments. This letter meets that requirement.

We welcome the opportunity to provide this input to City Council and would gladly provide any follow up comments or information as necessary.

Sincerely on behalf of the CIAC,



Mark Brown
Capital Improvements Advisory Committee
Planning and Zoning Commission

Cc: Lindsay Koskiniemi, City Manager
Clif Custer, Director of Public Works

RECIEVED

JUL 29 2019

CITY SECRETARY'S OFFICE



ORDINANCE 19-460

AN ORDINANCE OF THE CITY OF RICHWOOD, ADOPTING, IMPOSING AND ESTABLISHING WATER AND WASTEWATER IMPACT FEES ON NEW DEVELOPMENT IN THE CITY LIMITS AND EXTRATERRITORIAL JURISDICTION TO THE EXTENT ALLOWED BY LAW; ADOPTING ASSESSMENT AND COLLECTION RATES FOR WATER AND WASTEWATER IMPACT FEES; PROVIDING FOR A CUMULATIVE REPEALER; PROVIDING FOR SAVINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richwood, Texas, is a Home Rule Municipality located in Brazoria County, Texas, created in accordance with provisions of the Texas Local Government Code the Texas Constitution and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the City of Richwood, Texas is a Home Rule municipality empowered under the adopted City Charter, to adopt an ordinance or rule that is for the good government of the City; and

WHEREAS, new development causes and imposes increased demand on City public water and wastewater facilities and services; and

WHEREAS, to the extent new development places demands upon the public facility infrastructure, those demands should be satisfied by shifting the responsibility for financing the provision of such facilities from the public at large to the developments creating the demands for them; and

WHEREAS, the City Council, after careful consideration of the matter, hereby finds and declares that water and wastewater impact fees imposed upon development to finance specified water and wastewater facilities in the City, the demand for which is created by such development, are in the best interests of the general welfare of the City and its residents, are equitable, and do not impose an unfair burden on such development; and

WHEREAS, the amount of the water and wastewater impact fees to be imposed shall be determined by the actual cost of the additional public facilities needed to support such new development, which such public facilities shall be identified in a capital improvements plan; and

WHEREAS, the Texas Local Government Code, Chapter 395, as amended, provides a procedure enabling municipalities to enact impact fees; and

WHEREAS, the Capital Improvements Advisory Committee has filed its written comments regarding the proposed water and wastewater impact fees with the City; and

WHEREAS, on May 28, 2019, the City Council conducted a public hearing, after compliance with all legal prerequisites, to consider such land use assumptions and water and wastewater capital improvements plans pursuant to which water and wastewater impact fees would be imposed; and

WHEREAS, on May 28, 2019, after compliance with all legal prerequisites, the City Council approved and adopted the land use assumptions and water and wastewater capital improvements plans; and

WHEREAS, on August 12, 2019, the City Council conducted a public hearing, after compliance with all legal prerequisites, to consider imposing water and wastewater impact fees within the designated service areas; and

WHEREAS, the land use assumptions and water and wastewater capital improvements plans were developed by qualified professionals using generally accepted engineering and planning practices in accordance with Chapter 395 of the Texas Local Government Code; and

WHEREAS, the imposition of water and wastewater impact fees ensures that development bears a proportionate share of the cost of water and wastewater facilities necessary to accommodate such development; and

WHEREAS, the report dated February 2018, prepared by Freese and Nichols, Inc., entitled Water and Wastewater Impact Fee Analysis sets forth reasonable methodologies and analyses for the determination of the impact of new development and the additional costs for water and wastewater facilities associated with new development in the City of Richwood and its extraterritorial jurisdiction, and are in accordance with Chapter 395 of the Texas Local Government Code; and

WHEREAS, the City Council finds that the City has complied with Chapter 395 in the notice, adoption, promulgation and methodology necessary to adopt impact fees.

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

Section 1: INCORPORATION OF PREMISES. That the above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2: FINDINGS. After due deliberations the City Council has concluded that the adoption of this Ordinance is in the best interest of the City of Richwood, Texas, and of the public health, safety and welfare.

Section 3: LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLANS APPROVED. In accordance with Chapter 395 of the Texas Local Government Code, the City has employed qualified professionals to prepare land use assumptions and capital improvements plans for the imposition of water and wastewater impact fees within the respective service areas consisting of the City of Richwood and its extraterritorial jurisdiction. Those land use assumptions and capital improvements plans were approved after a public hearing in accordance with Chapter 395 on May 28, 2019.

Section 4: FINAL REPORT ADOPTED. The Water and Wastewater Impact Fee Analysis report, which is attached to this Ordinance as Exhibit "A", is hereby incorporated into this ordinance and is hereby adopted. To the extent of any conflict between Exhibit "A" and prior versions of the report, Exhibit "A" shall control. To the extent of any conflict between Exhibit "A" and this Ordinance, Exhibit "A" shall control.

Section 5: WATER IMPACT FEE. A water impact fee shall be charged against new development in the City or its extraterritorial jurisdiction within the water service area defined in Exhibit “A”. The fee shall be assessed and collected at rates based upon meter size. In the table set forth below, the maximum allowable water impact fee is the maximum rate permitted by Chapter 395 and as calculated in Exhibit “A”, and the assessment and collection water impact fee is the rate to be charged against new development.

Water Meter Size	Service Unit Equivalent	Maximum Allowable Wastewater Impact Fee	Assessment and Collection Wastewater Impact Fee
3/4"	1.0	\$2,414	\$2,414
1"	1.7	\$4,023	\$4,023
1-1/2"	3.3	\$8,047	\$8,047
2"	5.3	\$12,875	\$12,875
3"	11.7	\$28,163	\$28,163
4"	20.0	\$48,280	\$48,280
6"	45.0	\$108,630	\$108,630
8"	53.3	\$128,747	\$128,747

The maximum allowable water impact fee rate and the assessment and collection water impact fee rate for meter sizes not shown in the table above shall be based upon proportional capacity for corresponding meter types and sizes as published in the American Water Works Association standards C700, C701, C702 and C703.

The assessment and collection water impact fee rates may be amended by City Council from time to time provided that they do not exceed maximum allowable water impact fees.

Section 6: WASTEWATER IMPACT FEE. A wastewater impact fee shall be charged against new development in the City or its extraterritorial jurisdiction within the wastewater service area defined in Exhibit “A”. The fee shall be assessed and collected at rates based upon water meter size. In the table set forth below, the maximum allowable wastewater impact fee is the maximum rate permitted by Chapter 395 and as calculated in Exhibit “A”, and the assessment and collection wastewater impact fee is the rate to be charged against new development.

Water Meter Size	Service Unit Equivalent	Maximum Allowable Wastewater Impact Fee	Assessment and Collection Wastewater Impact Fee
3/4"	1.0	\$2,937	\$2,937
1"	1.7	\$4,895	\$4,895
1-1/2"	3.3	\$9,790	\$9,790
2"	5.3	\$15,664	\$15,664
3"	11.7	\$34,265	\$34,265
4"	20.0	\$58,740	\$58,740
6"	45.0	\$132,165	\$132,165
8"	53.3	\$156,640	\$156,640

The maximum allowable wastewater impact fee rate and the assessment and collection wastewater impact fee rate for water meter sizes not shown in the table above shall be based upon proportional capacity for corresponding meter types and sizes as published in the American Water Works Association standards C700, C701, C702 and C703.

The assessment and collection wastewater impact fee rates may be amended by City Council from time to time provided that they do not exceed maximum allowable wastewater impact fees.

Section 7: COPY OF FINAL REPORT AVAILABLE. Copies of Exhibit “A”, Water and Wastewater Impact Fee Analysis report, shall be made available to the public in the Office of the City Secretary at Richwood City Hall on and after the date this Ordinance is passed and approved.

Section 8: ADOPTION. The water and wastewater impact fees set forth in this Ordinance are hereby adopted, imposed, approved, and established as of the date of this Ordinance is passed and approved as set forth below. Any suit to contest the water and wastewater impact fees must be filed within 90 days after that date.

Section 9: ASSESSMENT. Assessment of the water and wastewater impact fees for any new development shall be made at the time of the recordation of a final plat in the Brazoria County land records and shall be the assessment and collection water and wastewater impact fee rates as per Section 5, Water Impact Fee, and as per Section 6, Wastewater Impact Fee; however, for phasing in the application of this Ordinance, with respect to final plats that have been approved or submitted for approval on or before August 12, 2019, pursuant to the City’s subdivision regulations, assessment for the new development to which the final plat applies shall be calculated and made in accordance with the applicable fees existing on August 12, 2019.

Pursuant to Subsection 9.01, following initial assessment of the impact fees for new development, the amounts of the applicable water and wastewater impact fees for that development cannot be increased unless the approved final plat expires or lapses under applicable ordinances or law, the owner proposes to change the approved development by the submission of a new development application or an application to increase the number of service units, or the final plat application is denied for cause, in which case the water and wastewater impact fees for any subsequent application will be reassessed at the impact fee rates then in effect.

Following the lapse or expiration of a final plat that has been approved pursuant to the City’s subdivision regulations, a new assessment shall be performed at the time of recordation of a new final plat in the Brazoria County land records in accordance with this Ordinance.

Section 9: COLLECTION. No building permit shall be issued or water or wastewater service connection allowed until all impact fees have been paid to the City. Impact fees shall be collected at the time of issuance of the building permit or, for property within the City’s extraterritorial jurisdiction, at the time an application for connection to the City’s water or wastewater system is filed.

Section 10: CUMULATIVE REPEALER. This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances, or parts thereof, in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the

extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to such other Ordinances on the date of adoption of this Ordinance shall continue to be governed by the provisions of such Ordinance and for that purpose the Ordinance shall remain in full force and effect.

Section 11: SAVINGS. All rights and remedies of the City of Richwood, Texas are expressly saved as to any and all violations of the provisions of any other ordinance affecting impact fee regulations within the City of Richwood, which have secured at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances same shall not be affected by this Ordinance but may be prosecuted until final disposition by the court.

Section 12: SEVERABILITY. The provisions of this Ordinance are severable. However, in the event this Ordinance or any procedure provided in this Ordinance becomes unlawful, or is declared or determined by a judicial, administrative or legislative authority exercising its jurisdiction to be excessive, unenforceable, void, illegal or otherwise inapplicable, in whole in part, the remaining and lawful provisions shall be of full force and effect and the City shall promptly promulgate new revised provisions in compliance with the authority's decision or enactment.

Section 13: PUBLICATION. The City Secretary of the City of Richwood is hereby directed to publish in the Official newspaper of the City of Richwood, the Caption, Penalty and Effective Date Clause of this Ordinance as required by the Texas Local Government Code.

Section 14: ENGROSSMENT AND ENROLLMENT. The City Secretary is hereby directed to engross and enroll this Ordinance by copying the exact Caption, Publication Clause, Penalty and Effective Date clause in the minutes of the City Council and by filing this Ordinance in the Ordinance records of the City.

Section 15: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its date of passage and publication as required by law.

PASSED AND APPROVED by the City Council of the City of Richwood, Texas, this 12th day of August, 2019.

Steve Boykin, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

City Attorney

EXHIBIT A
WATER AND WASTEWATER IMPACT FEE ANALYSIS REPORT



CITY OF RICHWOOD

DRAFT 2019 WATER AND WASTEWATER IMPACT FEE STUDY



PREPARED FOR:

City of Richwood

PREPARED BY:

Freese and Nichols, Inc.
11200 Broadway Street, Suite 2320
Pearland, Texas 77584
832-456-4732



City of Richwood
— TEXAS —

DRAFT
**WATER AND WASTEWATER
IMPACT FEE STUDY**

Prepared for:

City of Richwood

DRAFT

THIS DOCUMENT IS RELEASED
FOR THE PURPOSE OF INTERIM
REVIEW UNDER THE AUTHORITY
OF RICHARD WEATHERLY, P.E.,
TEXAS NO. 100211 ON 6/07/2019.

IT IS NOT TO BE USED FOR
CONSTRUCTION, BIDDING OR
PERMIT PURPOSES.

FREESE AND NICHOLS, INC.
TEXAS REGISTERED ENGINEERING
FIRM F-2144

DRAFT

THIS DOCUMENT IS RELEASED
FOR THE PURPOSE OF INTERIM
REVIEW UNDER THE AUTHORITY
OF KENDALL RYAN, P.E.,
TEXAS NO. 125786 ON 6/07/2019.

IT IS NOT TO BE USED FOR
CONSTRUCTION, BIDDING OR
PERMIT PURPOSES.

FREESE AND NICHOLS, INC.
TEXAS REGISTERED ENGINEERING
FIRM F-2144

Prepared by:

FREESE AND NICHOLS, INC.
11200 Broadway St, Suite 2320
Pearland, Texas 77584
832-456-4700

FNI Project No.: RIW18456

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Appendices

Appendix A	Chapter 395, Texas Local Government Code
Appendix B	Water CIP Opinions of Probable Construction Cost (OPCC) Estimates
Appendix C	Wastewater CIP Opinions of Probable Construction Cost (OPCC) Estimates

1.0 BACKGROUND AND SCOPE

In July 2018, the City of Richwood, Texas (City) authorized Freese and Nichols, Inc. (FNI) to perform an impact fee analysis for the City's water and wastewater systems. The purpose of this report is to document the land use assumptions and capital improvements plan which will be used in the development and calculation of water and wastewater impact fees for the City of Richwood, and to calculate the maximum allowable water and wastewater impact fees. The methodology used herein satisfies the requirements of the Texas Local Government Code (TLGC) Section 395 (**Section 1.1**) for the establishment of impact fees. The City currently does not charge water and wastewater impact fees to new developments.

1.1 TEXAS LOCAL GOVERNMENT CODE

Chapter 395 of the Texas Local Government Code (**Appendix A**) requires an impact fee analysis before impact fees can be created and assessed. Chapter 395 defines an impact fee as "a charge or assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development." In September 2001, Chapter 395 was amended creating the current procedure for implementing impact fees. Chapter 395 identifies the following items as impact fee eligible costs:

- Construction contract price
- Surveying and engineering fees
- Land acquisition costs
- Fees paid to the consultant preparing or updating the capital improvements plan (CIP)
- Projected interest charges and other finance costs for projects identified in the CIP

Chapter 395 also identifies items that impact fees cannot be used to pay for, such as:

- Construction, acquisition, or expansion of public facilities or assets other than those identified on the capital improvements plan
- Repair, operation, or maintenance of existing or new capital improvements
- Upgrading, updating, expanding, or replacing existing capital improvements to serve existing development in order to meet stricter safety, efficiency, environmental, or regulatory standards

- Upgrading, updating, expanding, or replacing existing capital improvements to provide better service to existing development
- Administrative and operating costs of the political subdivision
- Principal payments and interest or other finance charges on bonds or other indebtedness, except as allowed above

As a funding mechanism for capital improvements, impact fees allow cities to recover the costs associated with new or facility expansion in order to serve future development. Statutory requirements mandate that impact fees be based on a specific list of improvements identified in a capital improvements program and only the cost attributed (and necessitated) by new growth over a 10-year period may be considered. As projects in the program are completed, planned costs are updated with actual costs to more accurately reflect the capital expenditure of the program. Additionally, new capital improvement projects may be added to the system.

1.2 IMPACT FEE DEVELOPMENT

FNI recently completed a *Water and Wastewater Master Plan* for the City of Richwood that included phased, prioritized recommendations for water and wastewater capital improvement plan (CIP) projects for 5-year, 10-year, and 25-year planning periods. The Impact Fee development process will utilize project recommendations and demand and flow projections developed as part of the City's *Water and Wastewater Master Plan*. The impact fee calculation is limited to project recommendations within the next 10 years that will serve projected growth.

As part of the impact fee development, FNI will conduct workshops with the City's appointed Capital Improvements Advisory Committee (CIAC) and City Council. FNI will calculate the maximum allowable impact fee utilizing the 50% credit option, as allowed by TLGC Chapter 395. The CIAC's role includes reviewing the land use assumptions and impact fee capital improvement plans (CIPs), and recommending an impact fee rate to the City Council. The City Councils sets the impact fees to be collected.

1.3 LIST OF ABBREVIATIONS

The list of abbreviations used in this report are presented in **Table 1-1**.

Table 1-1: List of Abbreviations

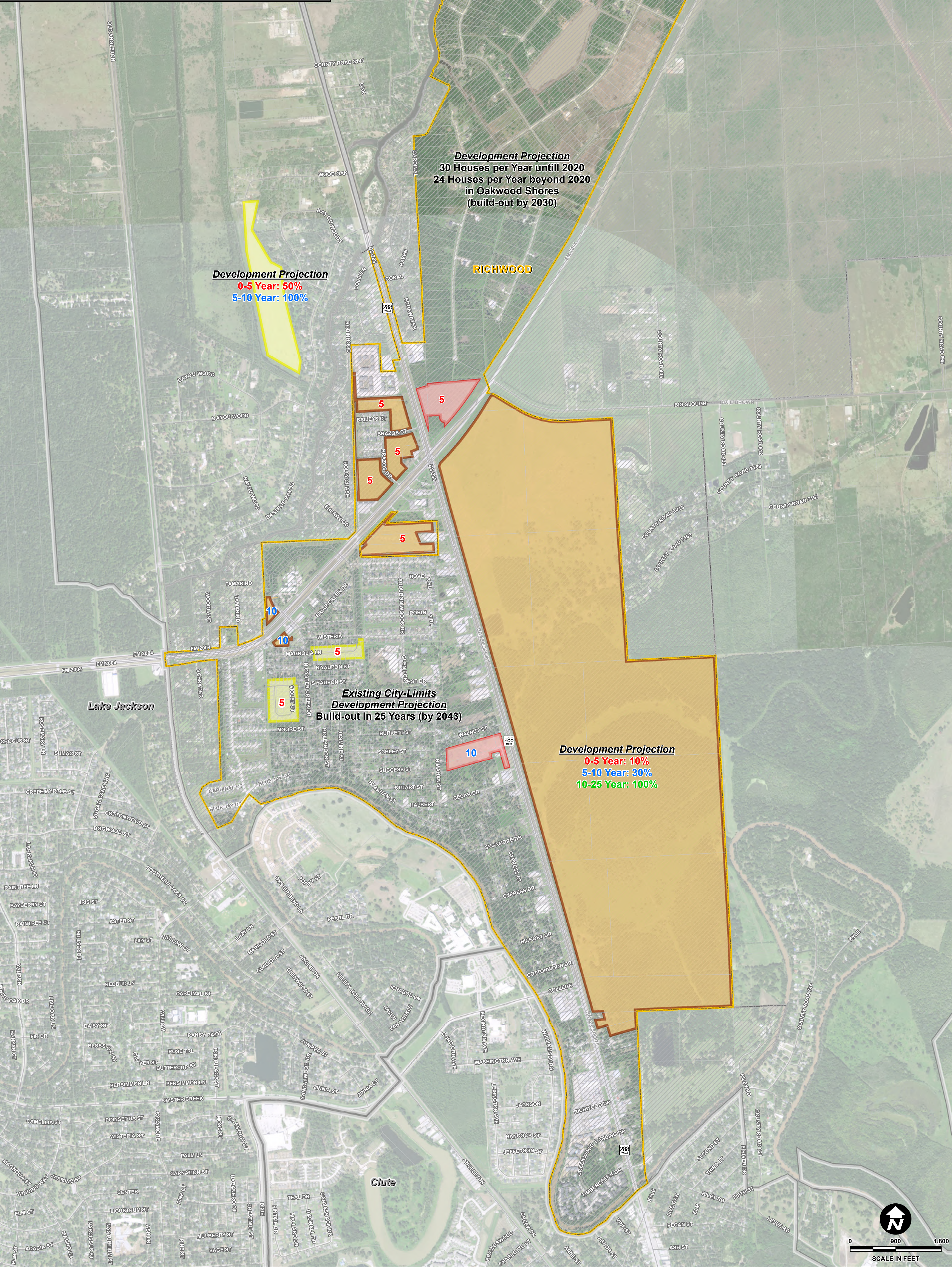
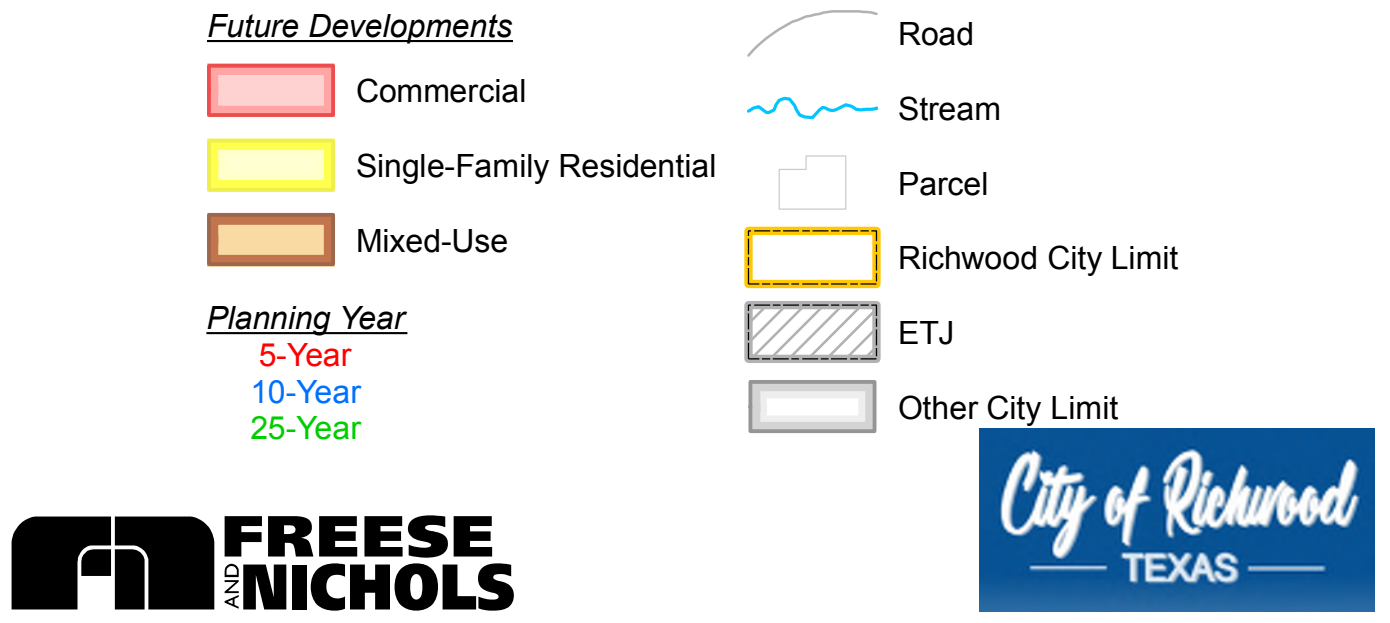
Abbreviation	Actual
BWA	Brazosport Water Authority
CIAC	Capital Improvement Advisory Committee
CIP	Capital Improvement Plan
EST	Elevated Storage Tank
ETJ	Extraterritorial Jurisdiction
FNI	Freese and Nichols, Inc.
MGD	Million Gallons per Day
OPCC	Opinion of Probable Construction Cost
SH	State Highway
SUE	Service Unit Equivalents
TLGC	Texas Local Government Code
WWTF	Wastewater Treatment Facility

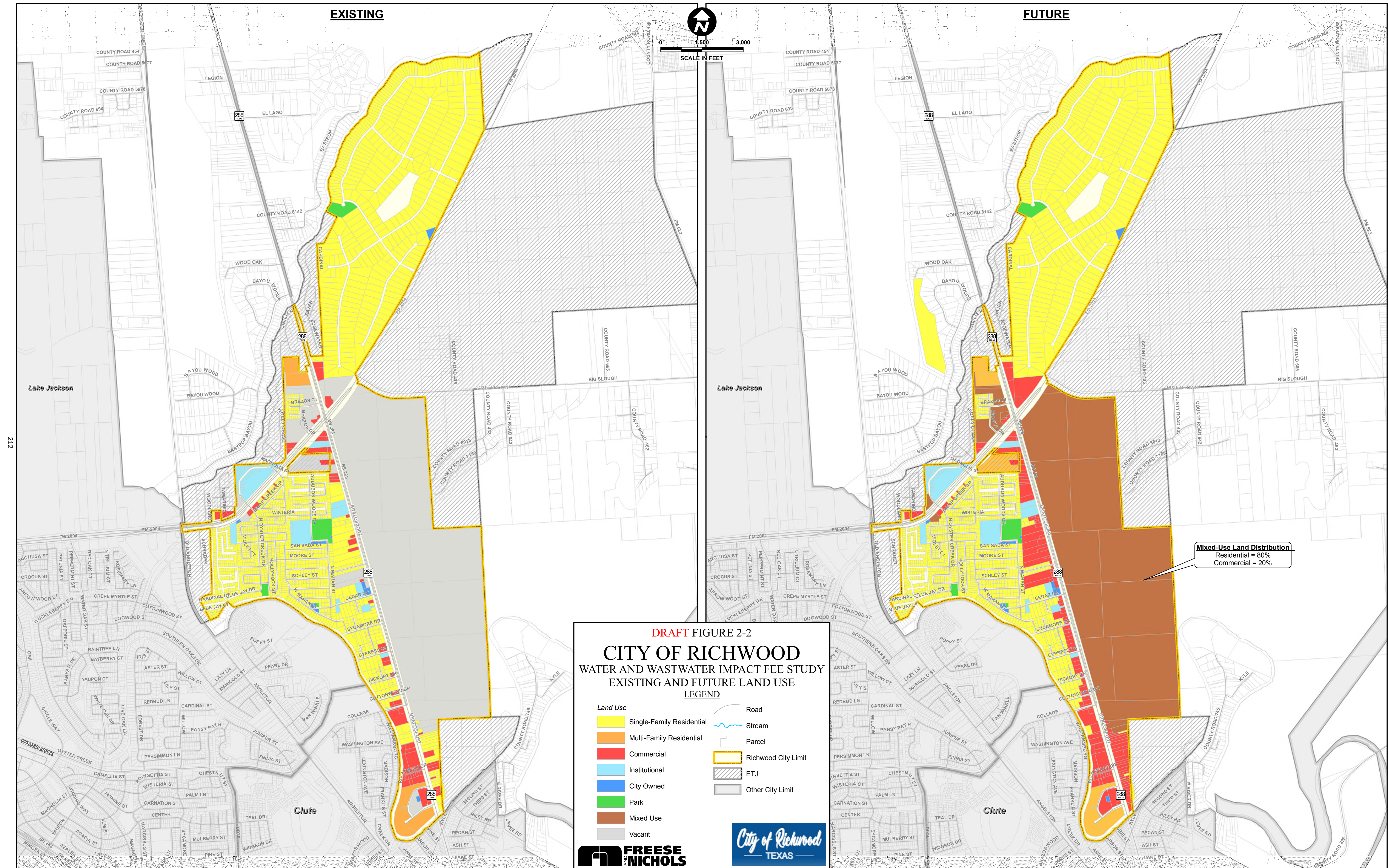
2.0 LAND USE ASSUMPTIONS

Population and projected land use are important elements in the analysis of water distribution and wastewater collection systems. To assist the City of Richwood in determining the need and timing of capital improvements to serve future development, a reasonable estimation of future growth is required. These assumptions will become the basis for the preparation of impact fee capital improvement plans for water and wastewater facilities.

FNI worked with City staff to develop population growth projections and land use assumptions for the City of Richwood during development of the *2019 Water and Wastewater Master Plan*. The City is anticipating future developments to the northwest of the City, east of SH 288B, and at various locations within the City as shown on **Figure 2-1**. The City is planning to provide water and wastewater services to these future developments. Richwood's existing and future land use are shown on **Figure 2-2**.

CITY OF RICHWOOD
WATER AND WASTEWATER IMPACT FEE STUDY
ANTICIPATED FUTURE DEVELOPMENTS





2.2 POPULATION

2.2.1 Historical Population

The City provided six years of historical population data based on water meter counts. This historical population information is presented in **Table 2-1**, along with US Census data for 2010 and interpolated values for 2011 and 2012.

Richwood's annual average growth rates have ranged from 0.9% to 30%. The City has experienced an increase in the population growth rate since 2014. The highest annual population growth was between 2016 -2017 (30%) as a result of the two new multi-family developments in the City. The average annual growth rate between 2010 – 2018 was approximately 7.2%.

Table 2-1: Historical Population

Year	Population	Average Annual Growth Rate (%)
2010 ⁽¹⁾	3,510	
2011 ⁽³⁾	3,540	0.9%
2012 ⁽³⁾	3,571	0.9%
2013 ⁽²⁾	3,602	0.9%
2014 ⁽²⁾	3,807	5.7%
2015 ⁽²⁾	4,002	5.1%
2016 ⁽²⁾	4,481	12.0%
2017 ⁽²⁾	5,830	30.1%
2018 ⁽⁴⁾	5,976	2.5%
Average		7.2%

(1) From US Census

(2) Data from City for July of respective year

(3) Estimated assuming steady 0.9% growth rate between 2011 and 2013

(4) Data from City for end of the year

2.2.2 Projected Population and Developments

The magnitude and distribution of the growth in population and commercial acreage will dictate where future water and wastewater infrastructure is required. It is important to note that projecting future population is challenging, especially for relatively small geographic areas such as individual cities, because it can be difficult to predict how fast or slow development will occur when there are a variety of circumstances that can impact it.

FNI worked with the City to assign phasing to the anticipated developments for the 10-year planning period for the water and wastewater impact fees. The future development and land use assumptions were converted to population and commercial acreage projections for each planning period using the following assumptions and planning criteria as documented in the City's *2019 Water and Wastewater Master Plan*:

- Population density 2.63 people per unit per 2010 US Census
- In-city vacant residential, commercial and mixed-use land use type lots assumed to be buildout by 2044 at a uniform growth rate unless specified otherwise
- In-city single family connection density assumed to be 3 connections/acres
- Residential connection density for mixed-use type lots assumed to be 4 units/acre
- 90% occupancy rate for existing apartments, and no new apartment complexes between 2019 and 2044
- For future mixed-use land use type assumed 80% residential and 20% commercial type land use
- Oakwood Shores area projected to develop at a rate of 30 houses per year until 2020, and 24 houses per year beyond 2020
- Northwest area 40-acre residential tract projected to be buildout by 2029 with 50% full by 2024 with 4 units/acres density
- Eastern area 920-acre mixed-use type tract projected to grow 10% by 2024, 30% by 2029, 100% by 2044 at a 4 units/acres density

The resulting average annual population growth rate is projected to be 3.85% over the next 25 years. **Table 2-3** and **Table 2-4** present the City's projected population for the 10-year planning period for water and wastewater impact fees, respectively. The projected growth in commercial acreage is also included.

2.3 SERVICE UNITS

According to Chapter 395 of the Texas Local Government Code, the maximum impact fee may not exceed the amount determined by dividing the cost of capital improvements required by the total number of service units attributed to new development during the capital recovery fee eligibility period (2019 - 2029). A water service unit is defined as the service equivalent to a water connection for a single-family residence. This is also known as a service unit equivalent (SUE). The City of Richwood does not directly meter wastewater flows and bills for wastewater services based on the customer's water consumption. Therefore, a wastewater service unit is defined as the wastewater service provided to a customer with a water connection for a single-family residence. Existing and future water and wastewater service area

populations and service unit equivalents (SUEs) were developed based on City's projected land use and existing water meter information.

The service associated with public, commercial, and industrial connections is converted into service units based upon the capacity of the meter used to provide service. The number of service units correlating to each meter size is based on the safe maximum operating capacity of the appropriate meter type. American Water Works Association (AWWA) standards C700 (Cold Water Meters – Displacement Type) and C702 (Cold Water Meters – Compound Type) were used to determine the safe maximum operating capacity. The service unit equivalent for each meter size utilized by the City of Richwood is listed in **Table 2-2**.

Table 2-2: Service Unit Equivalencies

Meter Size	Meter Type	AWWA Standard	Safe Maximum Operating Capacity (gpm)	Service Unit Equivalent
3/4"	Displacement	C700	30	1.0
1"	Displacement	C700	50	1.7
1 1/2"	Displacement	C700	100	3.3
2"	Displacement	C700	160	5.3
3"	Compound	C702	350	11.7
4"	Compound	C702	600	20.0
6"	Compound	C702	1,350	45.0

Richwood typically serves single-family residences with 3/4-inch water meters. Larger meters predominantly serve commercial properties or apartment complex. The City provided the size of each active water meter as of July 2018.

2.4 WATER IMPACT FEE SERVICE AREA

The water impact fee service area is defined by the Richwood City limits and the extraterritorial jurisdiction (ETJ), as shown on **Figure 3-1**. **Table 2-3** shows the projected population, non-residential acreage, and SUEs for the water impact fee service area.

Table 2-3: Water Impact Fee Service Area Population and SUEs

Year	Population	Commercial Acreage	SUEs ⁽¹⁾
2019	5,976	126	1,593
2029	9,522	260	3,300

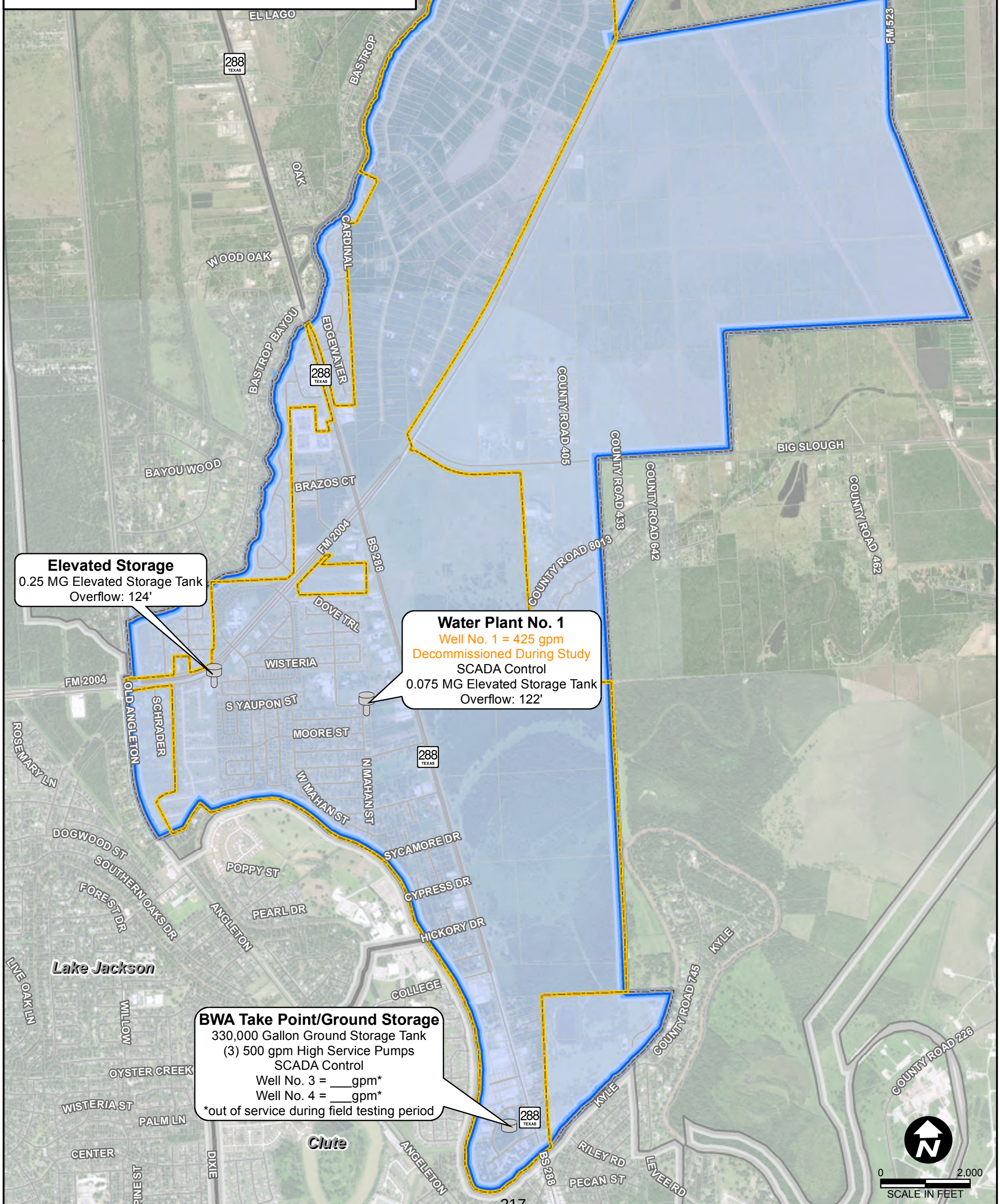
- (1) The ~40-acres future development on the northwest part of the City was not included in the impact fee service area as it is currently out of the ETJ

DRAFT FIGURE 2-3

CITY OF RICHWOOD
WATER AND WASTEWATER IMPACT FEE STUDY
WATER SERVICE AREA

LEGEND

- | | | | |
|--|-----------------------|---|---------------------|
|  | Water Plant |  | Richwood City Limit |
|  | Ground Storage Tank |  | ETJ |
|  | Elevated Storage Tank |  | Other City Limit |
|  | Road |  | Water Service Area |
|  | Stream | | |
|  | Parcel | | |
- City of Richwood**
TEXAS
- FREESE**
AND
NICHOLS



2.5 WASTEWATER IMPACT FEE SERVICE AREA

The wastewater impact fee service area is defined by the City limits and ETJ, with the exception of Oakwood Shores, as shown on **Figure 2-4**. **Table 2-4** shows the projected population, non-residential acreage, and SUEs for the wastewater impact fee service area.

Table 2-4: Wastewater Impact Fee Service Area Population and SUEs

Year	Population	Non-Residential Acreage	SUEs ⁽¹⁾
2019	5,802	126	1,513
2029	8,685	260	2,905

- (1) The ~40 acres future development on the northwest part of the City was not included in the impact fee service area as it is currently out of the ETJ

DRAFT FIGURE 2-4

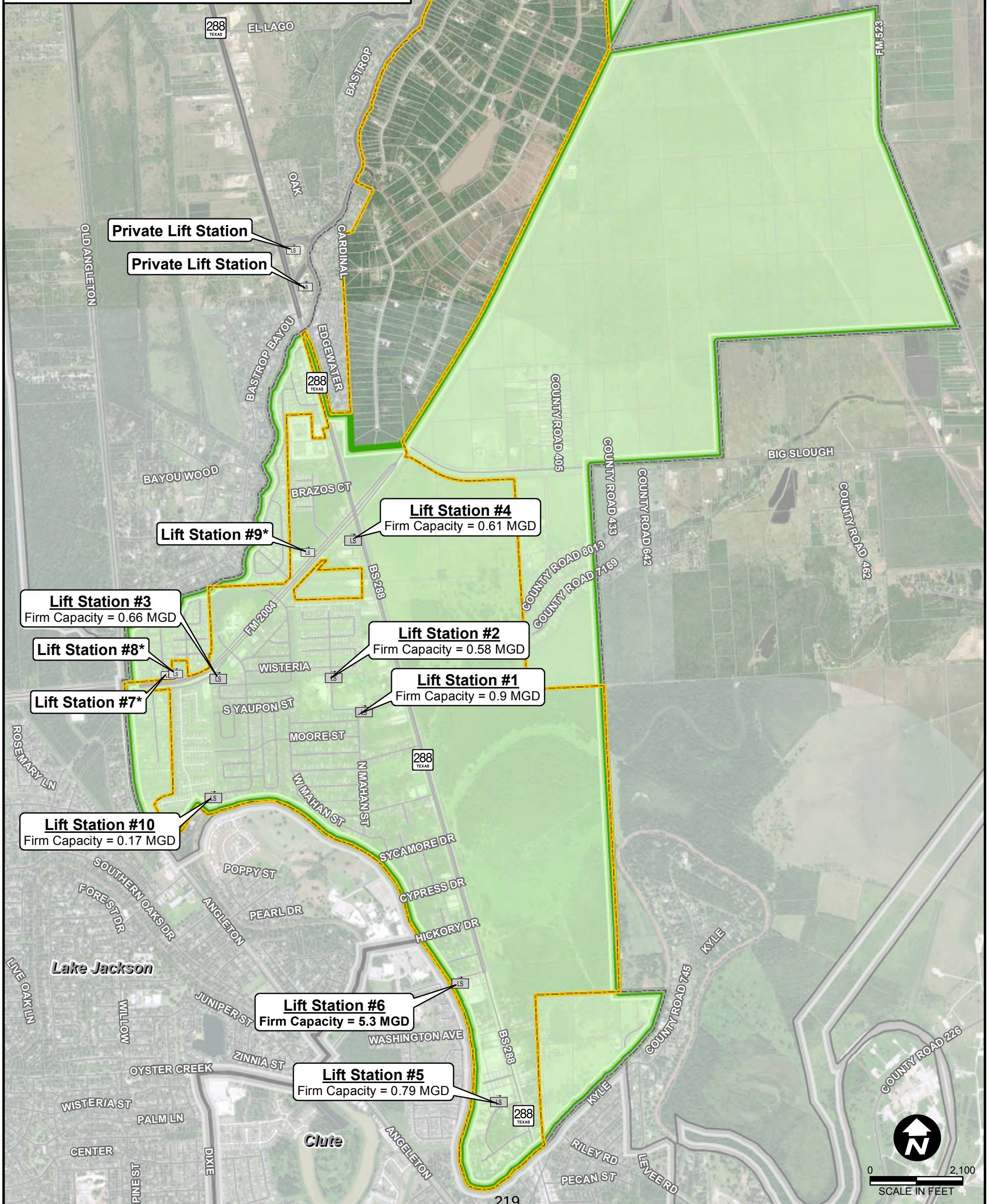
CITY OF RICHWOOD
WATER AND WASTEWATER IMPACT FEE STUDY
WASTEWATER SERVICE AREA

LEGEND

- | | |
|---|---|
|  Private Lift Station |  Richwood City Limit |
|  Lift Station |  ETJ |
|  Road |  Other City Limit |
|  Stream |  Wastewater Service Area |
|  Parcel | |



* Privately Maintained Grinder Lift Stations



3.0 CAPITAL IMPROVEMENT PLANS

Water and wastewater capital improvement plans (CIPs) were developed for the City of Richwood as part of the City's *2019 Water and Wastewater Master Plan*. The recommended improvements will provide the required capacity and reliability to meet projected 25-year water demands and wastewater flows. The water and wastewater CIP projects that are required to serve growth within the next 10 years were identified for inclusion in the water and wastewater impact fee analysis.

3.1 WATER DEMAND AND WASTEWATER LOAD PROJECTIONS

Water demand and wastewater flow projections for 2019 and 2029 were developed in the *2019 Water and Wastewater Master Plan*. These projections were based on the water and wastewater planning criteria including average day per capita and per acre usage developed as part of the master plan. **Table 3-1** presents the projected water demands and **Table 3-2** presents the projected wastewater flows for the water and wastewater impact fee service areas in million gallons per day (MGD).

Table 3-1: Projected Water Demands

Year	Average Daily Demand ^{(a)(b)} (MGD)	Maximum Daily Demand ^(c) (MGD)
2019	0.59	1.47
2029	0.96	2.40

- (a) Water demand planning criteria: Residential = 90 gpcd; Commercial = 400 gpad
- (b) The ~40 acres future development on the northwest part of the City was not included in the impact fee service area as it is currently out of the ETJ
- (c) Maximum day to average day peaking factor = 2.5

Table 3-2: Projected Wastewater Flows

Year	Average Daily Flow ^{(a)(b)} (MGD)
2019	0.49
2029	0.75

- (a) Wastewater flow planning criteria: Residential = 70 gpcd; Commercial = 325 gpad
- (b) The ~40 acres future development on the northwest part of the City was not included in the impact fee service area as it is currently out of the ETJ

3.2 WATER AND WASTEWATER SYSTEM IMPROVEMENTS

The City's *2019 Water and Wastewater Master Plan* included proposed water and wastewater system projects and capital costs. A summary of the costs for each of the proposed projects serving growth in the 10-year period used in the impact fee analysis is shown in **Table 3-3** and **Table 3-4**. Detailed water

and wastewater project costs are Included in **Appendix B** and **Appendix C**, respectively. The proposed 10-year water system projects are shown on **Figure 3-1**. The proposed 10-year wastewater system projects are shown on **Figure 3-2**.

Table 3-3: Water Capital Improvements Plan Summary

Impact Fee Eligible CIP No.	Description of Project	Capital Cost (2019 Dollars)
PROPOSED		
1	Construct New Oakwood Shores Water Plant	\$4,049,800
2	Construct New 12-inch East Water Line Loop	\$2,457,800
3	Construct New 0.5 MG Ground Storage Tank at BWA Take Point	\$780,000
4	Construct New 0.5 MG Elevated Storage Tank (EST)	\$2,925,000
Proposed Water Project Total		\$10,212,600

Table 3-4: Wastewater Capital Improvements Plan Summary

Impact Fee Eligible CIP No.	Description of Project	Capital Cost (2019 Dollars)
PROPOSED		
1	New 1.5 MGD Lift Station No. 2A and 8-inch Force Main	\$2,614,600
2	New 2.6 MGD Lift Station No. 4A and 10-inch Force Main	\$3,379,000
3	New 1.0 MGD Wastewater Treatment Facility	\$13,260,000
4	New Wastewater Transfer System (Lift Station No. 6 to New WWTF)	\$3,381,700
Proposed Wastewater Project Total		\$22,635,300

Planning level capital cost estimates were calculated for the recommended improvements and do not include individual service connections or subdivision lines. The costs are provided as estimates based on previous similar engineering experience in 2019 dollars and include an allowance for engineering, surveying, and contingencies. Costs do not include easements or land acquisition, except where specifically noted.

CITY OF RICHWOOD
WATER AND WASTEWATER IMPACT FEE STUDY
WATER CAPITAL IMPROVEMENTS PLAN (CIP)

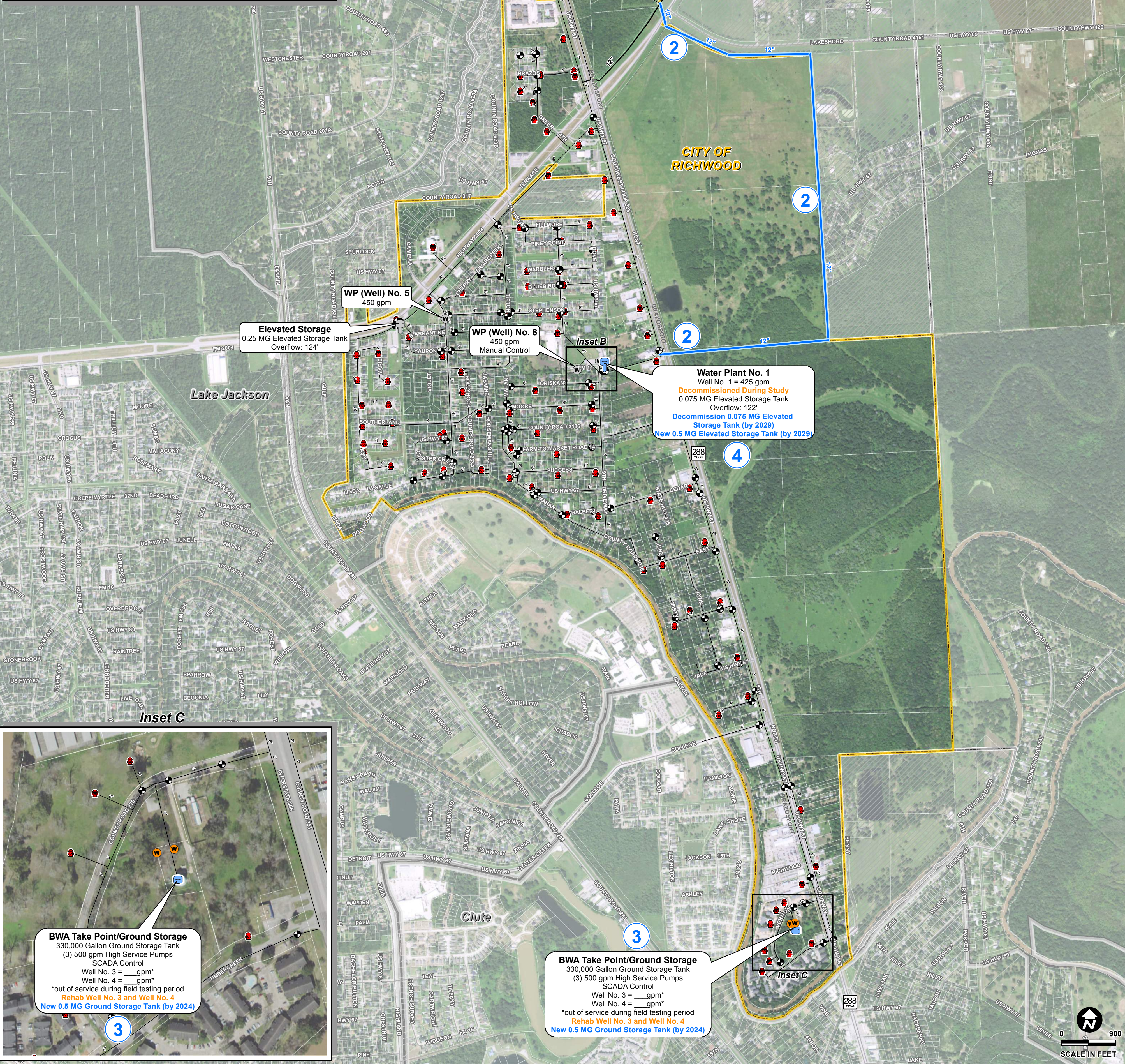
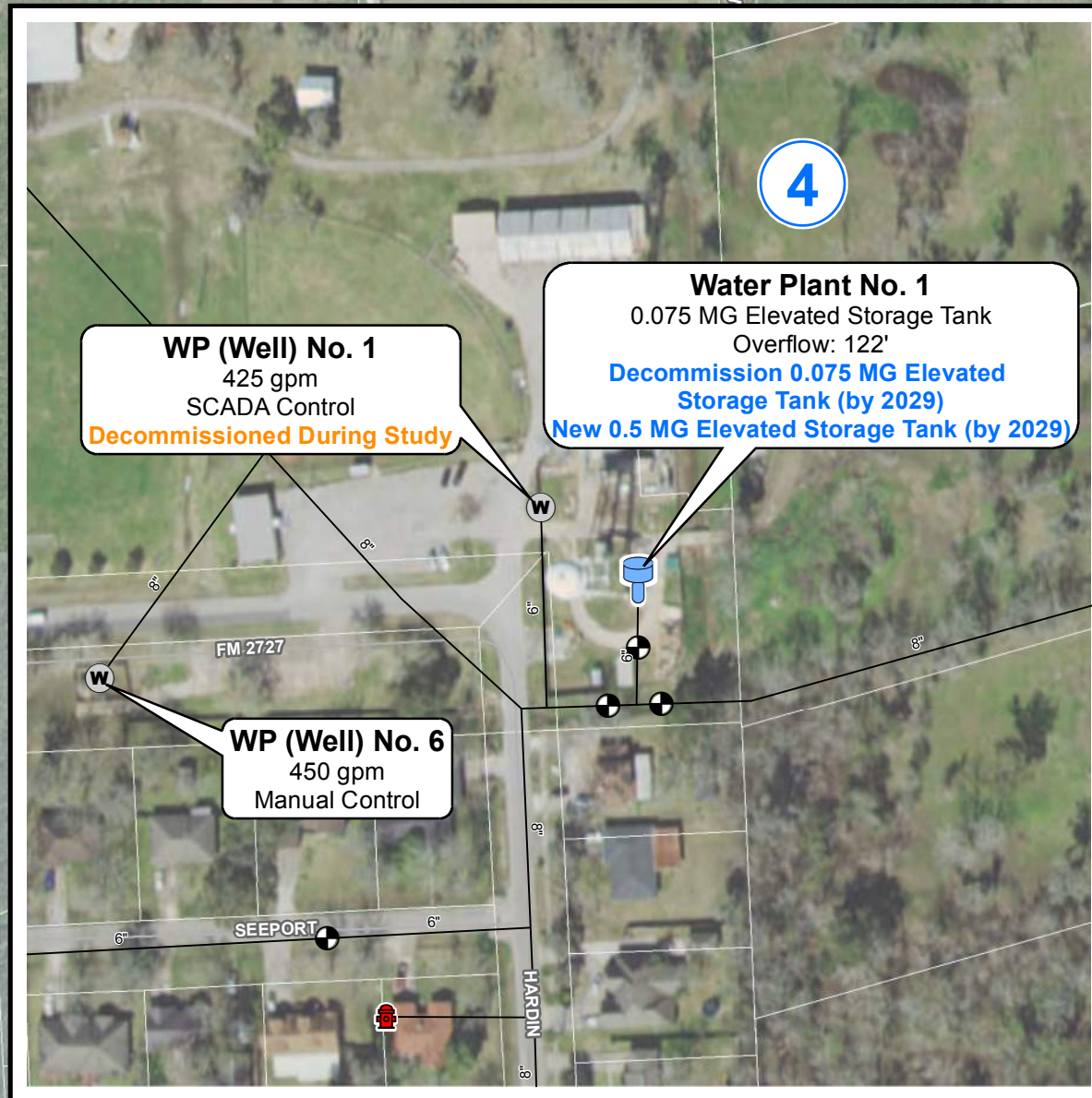
LEGEND

- IF Eligible CIP Water Plant (10 Year)
- IF Eligible CIP Well (10 Year)
- IF Eligible CIP Ground Storage Tank (10 Year)
- IF Eligible CIP Elevated Storage Tank (10 Year)
- IF Eligible CIP Water Line (10 Year)
- Well
- Valve
- Hydrant
- 8" and Smaller Water Line
- 10" and Larger Water Line
- Road
- Stream
- Parcel
- City Limit
- ETJ
- Other City Limit

FREESE
AND
NICHOLS



Inset B





DRAFT FIGURE 3-2

CITY OF RICHWOOD

WATER AND WASTEWATER IMPACT FEE STUDY

WASTEWATER CAPITAL IMPROVEMENTS PLAN (CIP)

LEGEND

 IF Eligible CIP Lift Station (10 Year)	 Manhole	 Road
 IF Eligible CIP Wastewater Treatment Facility (10 Year)	 Private Lift Station	 Stream
 IF Eligible CIP Wastewater Improvement Line (10 Year)	 Lift Station	 Parcel
 IF Eligible CIP Wastewater Force Main (10 Year)	 8" and Smaller Wastewater Line	 City Limit
	 10" and Larger Wastewater Line	 ETJ
	 8" and Smaller Force Main	 Other City Limit
	 10" and Larger Force Main	



4.0 WATER AND WASTEWATER IMPACT FEE ANALYSIS

The water and wastewater impact fee analyses include determining the utilization of proposed projects within the capital improvement plans (**Section 3.0**) required to serve new development over the next 10-year time period. For these projects, the impact fee is calculated as a percentage of the project cost, based upon the percentage of the project's capacity required to serve development projected to occur between 2019 and 2029. Capacity serving existing development and development projected to occur beyond the 10-year period is not impact fee eligible.

4.1 WATER AND WASTEWATER CAPACITY ANALYSIS

The impact fee eligible water and wastewater projects were evaluated to determine the proportion of the project that will be utilized within the next 10 years. The 10-year utilization will define the percentage of the project cost that is impact fee eligible. A summary of the project costs required for the 10-year growth period used in the impact fee analysis for both the water and wastewater systems are shown in **Table 4-1** and **Table 4-2**, respectively. The 2019 percent utilization is the portion of a project's capacity required to serve existing development and is therefore not included in the impact fee eligible cost. The 2029 percent utilization is the portion of the project's capacity that will be utilized by 2029. The 2019 - 2029 percent utilization is the portion of the project's capacity required to serve growth from 2019 to 2029. The portion of a project's total cost that is used to serve growth projected to occur from 2019 through 2029 is calculated as the total project cost multiplied by the 2019 - 2029 percent utilization. Only this portion of the cost is used in the impact fee analysis.

Table 4-1: Cost Allocation for Water Impact Fee Calculation

Water Project No.		Description of Project	Percent Utilization			Costs Based on 2019 Dollars		
			2019 ⁽¹⁾	2029	2019-2029	Capital Cost	Current Development	10-Year (2019-2029)
Proposed	1	Construct New Oakwood Shores Water Plant	20%	100%	80%	\$4,049,800	\$809,960	\$3,239,840
	2	Construct New 12-inch East Water Line Loop	0%	70%	70%	\$2,457,800	\$0	\$1,720,460
	3	Construct New 0.5 MG Ground Storage Tank at BWA Take Point	20%	65%	45%	\$780,000	\$156,000	\$351,000
	4	Construct New 0.5 MG Elevated Storage Tank (EST)	50%	80%	30%	\$2,925,000	\$1,462,500	\$877,500
	Total					\$10,212,600	\$2,428,460	\$6,188,800

(1) Utilization in 2019 on proposed projects indicates a portion of the project that will be used to address deficiencies within the existing system, and therefore are not eligible for capital recovery fee cost recovery for future growth.

Table 4-2: Cost Allocation for Wastewater Impact Fee Calculation

Wastewater Project No.		Description of Project	Percent Utilization			Costs Based on 2019 Dollars		
			2019 ⁽¹⁾	2029	2019-2029	Capital Cost	Current Development	10-Year (2019-2029)
Proposed	1	New 1.5 MGD Lift Station No. 2A and 8-inch Force Main	90%	95%	5%	\$2,614,600	\$2,353,140	\$130,730
	2	New 2.6 MGD Lift Station No. 4A and 10-inch Force Main	50%	90%	40%	\$3,379,000	\$1,689,500	\$1,351,600
	3	New 1.0 MGD Wastewater Treatment Facility	55%	85%	30%	\$13,260,000	\$7,293,000	\$3,978,000
	4	New Wastewater Transfer System (Lift Station No. 6 to New WWTF)	40%	60%	20%	\$3,381,700	\$1,352,680	\$676,340
	Total					\$22,635,300	\$12,688,320	\$6,136,670

(1) Utilization in 2019 on proposed projects indicates a portion of the project that will be used to address deficiencies within the existing system, and therefore are not eligible for impact fee cost recovery for future growth.

4.2 MAXIMUM IMPACT FEE CALCULATION

Chapter 395 of the Texas Local Government Code states that the maximum impact fee may not exceed the amount determined by dividing the cost of capital improvements required by the total number of service units attributed to new development during the impact fee eligibility period (2019 – 2029).

Chapter 395 also requires that the City either discount 50% from the computed maximum fee or establish a reimbursement method for ad valorem tax and utility service revenues generated and take a credit for any debt payment included in the CIP. The City of Richwood elected to use the 50% credit option for this study. The maximum allowable water and wastewater impact fees are calculated below.

4.2.1 Maximum Allowable Water Impact Fee

The total maximum allowable water impact fee calculation is summarized in **Table 4-3**. The total eligible impact fee costs include the projected capital improvement costs to serve 10-year development and the projected finance cost for the capital improvements.

Table 4-3: Water Impact Fee Calculation

Water Impact Fee	
Total IF Eligible Capital Improvement Costs	\$6,188,800
Total Eligible Financing Costs ⁽¹⁾	\$2,058,589
Total Eligible Impact Fee Costs	\$8,247,389
Growth in Service Units	1,708
Pre-Credit Maximum Water Impact Fee per Service Unit⁽²⁾	\$4,829
Impact Fee Rate Credit per Service Unit ⁽³⁾	(\$2,415)
Maximum Allowable Water Impact Fee⁽⁴⁾	\$2,414

(1) 10-year finance costs calculated utilizing 4.0% interest rate

(2) Total eligible costs divided by the growth in service units.

(3) Credit is 50% of maximum water impact fee per service unit.

(4) Maximum allowable water impact fee is maximum water impact fee minus the impact fee credit per service unit.

4.2.2 Maximum Allowable Wastewater Impact Fee

The total maximum allowable wastewater impact fee calculation is summarized in **Table 4-4**. The total eligible impact fee costs include the projected capital improvement costs to serve 10-year development and the projected finance cost for the capital improvements.

Table 4-4: Wastewater Impact Fee Calculation

Wastewater Impact Fee	
Total Eligible Capital Improvement Costs	\$6,136,670
Total Eligible Financing Costs ⁽¹⁾	\$2,041,249
Total Eligible Impact Fee Costs	\$8,177,919
Growth in Service Units	1,392
Maximum Wastewater Impact Fee per Service Unit ⁽²⁾	\$5,875
Impact Fee Rate Credit per Service Unit ⁽³⁾	(\$2,938)
Maximum Allowable Wastewater Impact Fee ⁽⁴⁾	\$2,937

(1) 10-year finance costs calculated utilizing 4.0% interest rate

(2) Total eligible costs divided by the growth in service units.

(3) Credit is 50% of maximum water impact fee per service unit.

(4) Maximum allowable water impact fee is maximum water impact fee minus the impact fee credit per service unit.

4.2.3 Schedule of Maximum Allowable Water and Wastewater Impact Fees

Table 4-5 shows the schedule of maximum allowable water and wastewater impact fees by water meter size, based on the service unit equivalents from the American Water Works Association (AWWA) standards C700, discussed in **Section 2.3**.

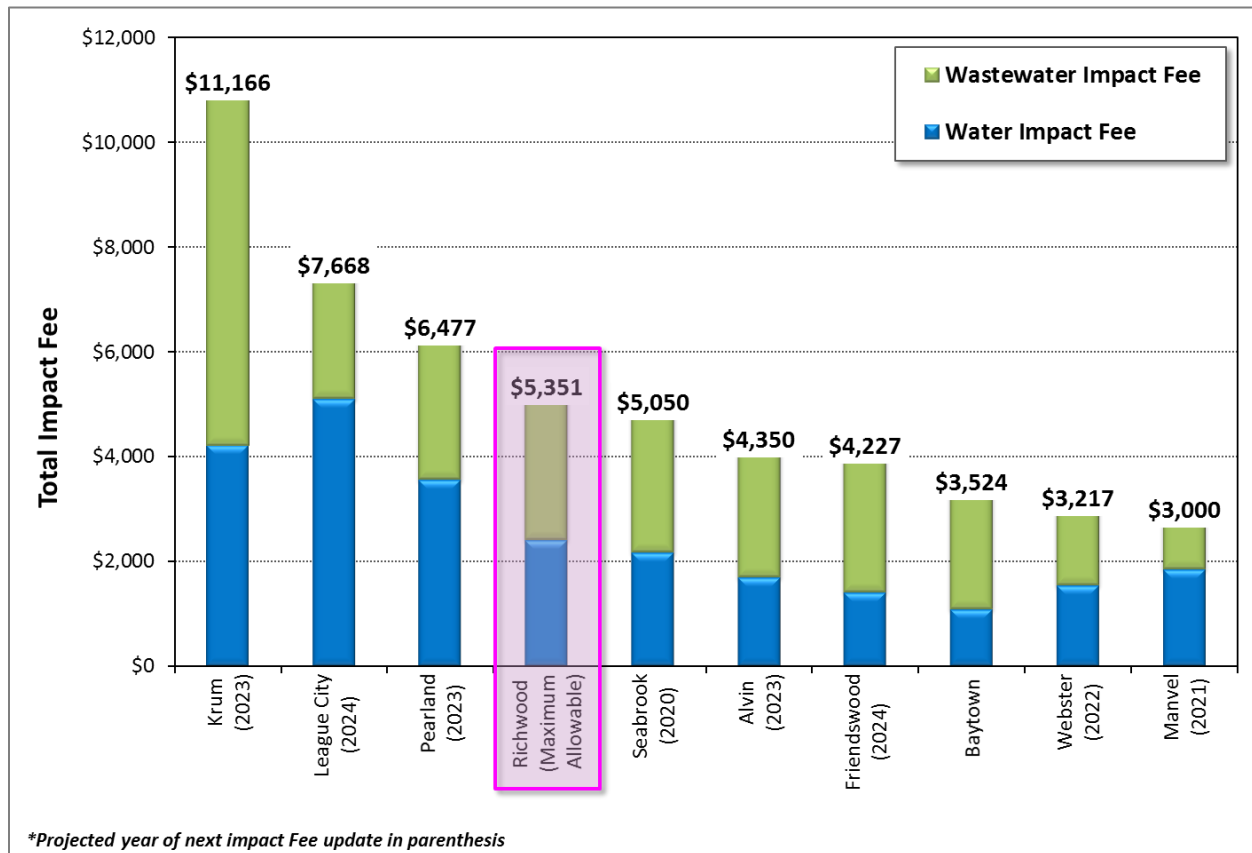
Table 4-5: Schedule of Water and Wastewater Impact Fees by Meter Size

Meter Size	Service Unit Equivalent	Impact Fees	
		Water	Wastewater
3/4"	1.0	\$2,414	\$2,937
1"	1.7	\$4,023	\$4,895
1-1/2"	3.3	\$8,047	\$9,790
2"	5.3	\$12,875	\$15,664
3"	11.7	\$28,163	\$34,265
4"	20.0	\$48,280	\$58,740
6"	45.0	\$108,630	\$132,165
8"	53.3	\$128,747	\$156,640

4.3 WATER AND WASTEWATER IMPACT FEE COMPARISON

A comparison graph showing adopted water and wastewater impact fees in benchmark cities is presented on **Figure 4-1**. The graph also shows where the City of Richwood would compare with other cities using the maximum allowable water and wastewater impact fees.

Figure 4-1: Comparison of Water and Wastewater Impact Fee per Service Unit



5.0 IMPACT FEE ADOPTION

5.1 PUBLIC HEARING

The amended Chapter 395 of the Texas Local Government Code requires two public hearings to be held to adopt a new impact fee. The presentations shall include a discussion of the proposed land use assumptions and capital improvement plans and calculated maximum allowable impact fees. The required first public hearing was held on May 28, 2019 and the second public hearing is planned to be held on July 8, 2019 at the City of Richwood City Hall. Public hearing dates were set by Council and advertised more than 30 days prior to the public hearings.

5.2 ORDINANCE

Once the public hearings are held, the political subdivision shall approve or disapprove the land use assumptions and capital improvements plan and the proposed ordinance, order or resolution imposing an impact fee within 30 days of each respective public hearing.

APPENDIX A
Chapter 395, Texas Local Government Code

**CHAPTER 395. FINANCING CAPITAL IMPROVEMENTS REQUIRED BY NEW
DEVELOPMENT IN MUNICIPALITIES, COUNTIES, AND CERTAIN OTHER LOCAL
GOVERNMENTS**

SUBCHAPTER A. GENERAL PROVISIONS

§ 395.001. Definitions

In this chapter:

(1) "Capital improvement" means any of the following facilities that have a life expectancy of three or more years and are owned and operated by or on behalf of a political subdivision:

(A) water supply, treatment, and distribution facilities; wastewater collection and treatment facilities; and storm water, drainage, and flood control facilities; whether or not they are located within the service area; and

(B) roadway facilities.

(2) "Capital improvements plan" means a plan required by this chapter that identifies capital improvements or facility expansions for which impact fees may be assessed.

(3) "Facility expansion" means the expansion of the capacity of an existing facility that serves the same function as an otherwise necessary new capital improvement, in order that the existing facility may serve new development. The term does not include the repair, maintenance, modernization, or expansion of an existing facility to better serve existing development.

(4) "Impact fee" means a charge or assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development. The term includes amortized charges, lump-sum charges, capital recovery fees, contributions in aid of construction, and any other fee that functions as described by this definition. The term does not include:

(A) dedication of land for public parks or payment in lieu of the dedication to serve park needs;

(B) dedication of rights-of-way or easements or construction or dedication of on-site or off-site water distribution, wastewater collection or drainage facilities, or streets, sidewalks, or curbs if the dedication or construction is required by a valid ordinance and is necessitated by and attributable to the new development;

(C) lot or acreage fees to be placed in trust funds for the purpose of reimbursing developers for oversizing or constructing water or sewer mains or lines; or

(D) other pro rata fees for reimbursement of water or sewer mains or lines extended by the political subdivision.

However, an item included in the capital improvements plan may not be required to be constructed except in accordance with Section 395.019(2), and an owner may not be required to construct or dedicate facilities and to pay impact fees for those facilities.

(5) "Land use assumptions" includes a description of the service area and projections of changes in land uses, densities, intensities, and population in the service area over at least a 10-year period.

(6) "New development" means the subdivision of land; the construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure; or any use or extension of the use of land; any of which increases the number of service units.

(7) "Political subdivision" means a municipality, a district or authority created under Article III, Section 52, or Article XVI, Section 59, of the Texas Constitution, or, for the purposes set forth by Section 395.079, certain counties described by that section.

(8) "Roadway facilities" means arterial or collector streets or roads that have been designated on an officially adopted roadway plan of the political subdivision, together with all necessary appurtenances. The term includes the political subdivision's share of costs for roadways and associated improvements designated on the federal or Texas highway system, including local matching funds and costs related to utility line relocation and the establishment of curbs, gutters, sidewalks, drainage appurtenances, and rights-of-way.

(9) "Service area" means the area within the corporate boundaries or extraterritorial jurisdiction, as determined under Chapter 42, of the political subdivision to be served by the capital improvements or facilities expansions specified in the capital improvements plan, except roadway facilities and storm water, drainage, and flood control facilities. The service area, for the purposes of this chapter, may include all or part of the land within the political subdivision or its extraterritorial jurisdiction, except for roadway facilities and storm water, drainage, and flood control facilities. For roadway facilities, the service area is limited to an area within the corporate boundaries of the political subdivision and shall not exceed six miles. For storm water, drainage, and flood control facilities, the service area may include all or part of the land within the political subdivision or its extraterritorial jurisdiction, but shall not exceed the area actually served by the storm water, drainage, and flood control facilities designated in the capital improvements plan and shall not extend across watershed boundaries.

(10) "Service unit" means a standardized measure of consumption, use, generation, or discharge attributable to an individual unit of development calculated in accordance with generally accepted engineering or planning standards and based on historical data and trends applicable to the political subdivision in which the individual unit of development is located during the previous 10 years.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989. Amended by Acts 1989, 71st Leg., ch. 566, § 1(e), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 1, eff. Sept. 1, 2001.

SUBCHAPTER B. AUTHORIZATION OF IMPACT FEE

§ 395.011. Authorization of Fee

(a) Unless otherwise specifically authorized by state law or this chapter, a governmental entity or political subdivision may not enact or impose an impact fee.

(b) Political subdivisions may enact or impose impact fees on land within their corporate boundaries or extraterritorial jurisdictions only by complying with this chapter, except that impact fees may not be enacted or imposed in the extraterritorial jurisdiction for roadway facilities.

(c) A municipality may contract to provide capital improvements, except roadway facilities, to an area outside its corporate boundaries and extraterritorial jurisdiction and may charge an impact fee under the contract, but if an impact fee is charged in that area, the municipality must comply with this chapter.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.012. Items Payable by Fee

(a) An impact fee may be imposed only to pay the costs of constructing capital improvements or facility expansions, including and limited to the:

(1) construction contract price;

(2) surveying and engineering fees;

(3) land acquisition costs, including land purchases, court awards and costs, attorney's fees, and expert witness fees; and

(4) fees actually paid or contracted to be paid to an independent qualified engineer or financial consultant preparing or updating the capital improvements plan who is not an employee of the political subdivision.

(b) Projected interest charges and other finance costs may be included in determining the amount of impact fees only if the impact fees are used for the payment of principal and interest on bonds, notes, or other obligations issued by or on behalf of the political subdivision to finance the capital improvements or facility expansions identified in the capital improvements plan and are not used to reimburse bond funds expended for facilities that are not identified in the capital improvements plan.

(c) Notwithstanding any other provision of this chapter, the Edwards Underground Water District or a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may use impact fees to pay a staff engineer who prepares or updates a capital improvements plan under this chapter.

(d) A municipality may pledge an impact fee as security for the payment of debt service on a bond, note, or other obligation issued to finance a capital improvement or public facility expansion if:

(1) the improvement or expansion is identified in a capital improvements plan; and

(2) at the time of the pledge, the governing body of the municipality certifies in a written order, ordinance, or resolution that none of the impact fee will be used or expended for an improvement or expansion not identified in the plan.

(e) A certification under Subsection (d)(2) is sufficient evidence that an impact fee pledged will not be used or expended for an improvement or expansion that is not identified in the capital improvements plan.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989. Amended by Acts 1995, 74th Leg., ch. 90, § 1, eff. May 16, 1995.

§ 395.013. Items Not Payable by Fee

Impact fees may not be adopted or used to pay for:

(1) construction, acquisition, or expansion of public facilities or assets other than capital improvements or facility expansions identified in the capital improvements plan;

(2) repair, operation, or maintenance of existing or new capital improvements or facility expansions;

(3) upgrading, updating, expanding, or replacing existing capital improvements to serve existing development in order to meet stricter safety, efficiency, environmental, or regulatory standards;

(4) upgrading, updating, expanding, or replacing existing capital improvements to provide better service to existing development;

(5) administrative and operating costs of the political subdivision, except the Edwards Underground Water District or a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may use impact fees to pay its administrative and operating costs;

(6) principal payments and interest or other finance charges on bonds or other indebtedness, except as allowed by Section 395.012.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.014. Capital Improvements Plan

(a) The political subdivision shall use qualified professionals to prepare the capital improvements plan and to calculate the impact fee. The capital improvements plan must contain specific enumeration of the following items:

(1) a description of the existing capital improvements within the service area and the costs to upgrade, update, improve, expand, or replace the improvements to meet existing needs and usage and stricter safety, efficiency, environmental, or regulatory standards, which shall be prepared by a qualified professional engineer licensed to perform the professional engineering services in this state;

(2) an analysis of the total capacity, the level of current usage, and commitments for usage of capacity of the existing capital improvements, which shall be prepared by a qualified professional engineer licensed to perform the professional engineering services in this state;

(3) a description of all or the parts of the capital improvements or facility expansions and their costs necessitated by and attributable to new development in the service area based on the approved land use assumptions, which shall be prepared by a qualified professional engineer licensed to perform the professional engineering services in this state;

(4) a definitive table establishing the specific level or quantity of use, consumption, generation, or discharge of a service unit for each category of capital improvements or facility expansions and an equivalency or conversion table establishing the ratio of a service unit to various types of land uses, including residential, commercial, and industrial;

(5) the total number of projected service units necessitated by and attributable to new development within the service area based on the approved land use assumptions and calculated in accordance with generally accepted engineering or planning criteria;

(6) the projected demand for capital improvements or facility expansions required by new service units projected over a reasonable period of time, not to exceed 10 years; and

(7) a plan for awarding:

(A) a credit for the portion of ad valorem tax and utility service revenues generated by new service units during the program period that is used for the payment of improvements, including the payment of debt, that are included in the capital improvements plan; or

(B) in the alternative, a credit equal to 50 percent of the total projected cost of implementing the capital improvements plan.

(b) The analysis required by Subsection (a)(3) may be prepared on a systemwide basis within the service area for each major category of capital improvement or facility expansion for the designated service area.

(c) The governing body of the political subdivision is responsible for supervising the implementation of the capital improvements plan in a timely manner.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 2, eff. Sept. 1, 2001.

§ 395.015. Maximum Fee Per Service Unit

(a) The impact fee per service unit may not exceed the amount determined by subtracting the amount in Section 395.014(a)(7) from the costs of the capital improvements described by Section 395.014(a)(3) and dividing that amount by the total number of projected service units described by Section 395.014(a)(5).

(b) If the number of new service units projected over a reasonable period of time is less than the total number of new service units shown by the approved land use assumptions at full development of the service area, the maximum impact fee per service unit shall be calculated by dividing the costs of the part of the capital improvements necessitated by and attributable to projected new service units described by Section 395.014(a)(6) by the projected new service units described in that section.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 3, eff. Sept. 1, 2001.

§ 395.016. Time for Assessment and Collection of Fee

(a) This subsection applies only to impact fees adopted and land platted before June 20, 1987. For land that has been platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision before June 20, 1987, or land on which new development occurs or is proposed without platting, the political subdivision may assess the impact fees at any time during the development approval and building process. Except as provided by Section 395.019, the political subdivision may collect the fees at either the time of recordation of the subdivision plat or connection to the political subdivision's water or sewer system or at the time the political subdivision issues either the building permit or the certificate of occupancy.

(b) This subsection applies only to impact fees adopted before June 20, 1987, and land platted after that date. For new development which is platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision after June 20, 1987, the political subdivision may assess the impact fees before or at the time of recordation. Except as provided by Section 395.019, the political subdivision may collect the fees at either the time of recordation of the subdivision plat or connection to the political subdivision's water or sewer system or at the time the political subdivision issues either the building permit or the certificate of occupancy.

(c) This subsection applies only to impact fees adopted after June 20, 1987. For new development which is platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision before the adoption of an impact fee, an impact fee may not be collected on any service unit for which a valid building permit is issued within one year after the date of adoption of the impact fee.

(d) This subsection applies only to land platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision after adoption of an impact fee adopted after June 20, 1987. The political subdivision shall assess the impact fees before or at the time of recordation of a subdivision plat or other plat under Subchapter A, Chapter 212, or the subdivision or platting ordinance or procedures of any political subdivision in the official records of the county clerk of the county in which the tract is located. Except as provided by Section 395.019, if the political subdivision has water and wastewater capacity available:

(1) the political subdivision shall collect the fees at the time the political subdivision issues a building permit;

(2) for land platted outside the corporate boundaries of a municipality, the municipality shall collect the fees at the time an application for an individual meter connection to the municipality's water or wastewater system is filed; or

(3) a political subdivision that lacks authority to issue building permits in the area where the impact fee applies shall collect the fees at the time an application is filed for an individual meter connection to the political subdivision's water or wastewater system.

(e) For land on which new development occurs or is proposed to occur without platting, the political subdivision may assess the impact fees at any time during the development and building process and may collect the fees at either the time of recordation of the subdivision plat or connection to the political subdivision's water or sewer system or at the time the political subdivision issues either the building permit or the certificate of occupancy.

(f) An "assessment" means a determination of the amount of the impact fee in effect on the date or occurrence provided in this section and is the maximum amount that can be charged per service unit of such development. No specific act by the political subdivision is required.

(g) Notwithstanding Subsections (a)-(e) and Section 395.017, the political subdivision may reduce or waive an impact fee for any service unit that would qualify as affordable housing under 42 U.S.C. Section 12745, as amended, once the service unit is constructed. If affordable housing as defined by 42 U.S.C. Section 12745, as amended, is not constructed, the political subdivision may reverse its decision to waive or reduce the impact fee, and the political subdivision may assess an impact fee at any time during the development approval or building process or after the building process if an impact fee was not already assessed.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989. Amended by Acts 1997, 75th Leg., ch. 980, § 52, eff. Sept. 1, 1997.

Amended by Acts 2001, 77th Leg., ch. 345, § 4, eff. Sept. 1, 2001.

§ 395.017. Additional Fee Prohibited; Exception

After assessment of the impact fees attributable to the new development or execution of an agreement for payment of impact fees, additional impact fees or increases in fees may not be assessed against the tract for any reason unless the number of service units to be developed on the tract increases. In the event of the increase in the number of service units, the impact fees to be imposed are limited to the amount attributable to the additional service units.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.018. Agreement With Owner Regarding Payment

A political subdivision is authorized to enter into an agreement with the owner of a tract of land for which the plat has been recorded providing for the time and method of payment of the impact fees.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.019. Collection of Fees if Services Not Available

Except for roadway facilities, impact fees may be assessed but may not be collected in areas where services are not currently available unless:

(1) the collection is made to pay for a capital improvement or facility expansion that has been identified in the capital improvements plan and the political subdivision commits to commence construction within two years, under duly awarded and executed contracts or commitments of staff time covering substantially all of the work required to provide service, and to have the service available within a reasonable period of time considering the type of capital improvement or facility expansion to be constructed, but in no event longer than five years;

(2) the political subdivision agrees that the owner of a new development may construct or finance the capital improvements or facility expansions and agrees that the costs incurred or funds advanced will be credited against the impact fees otherwise due from the new development or agrees to reimburse the owner for such costs from impact fees paid from other new developments that will use such capital improvements or facility expansions, which fees shall be collected and reimbursed to the owner at the time the other new development records its plat; or

(3) an owner voluntarily requests the political subdivision to reserve capacity to serve future development, and the political subdivision and owner enter into a valid written agreement.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.020. Entitlement to Services

Any new development for which an impact fee has been paid is entitled to the permanent use and benefit of the services for which the fee was exacted and is entitled to receive immediate service from any existing facilities with actual capacity to serve the new service units, subject to compliance with other valid regulations.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.021. Authority of Political Subdivisions to Spend Funds to Reduce Fees

Political subdivisions may spend funds from any lawful source to pay for all or a part of the capital improvements or facility expansions to reduce the amount of impact fees.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.022. Authority of Political Subdivision to Pay Fees

Political subdivisions and other governmental entities may pay impact fees imposed under this chapter.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.023. Credits Against Roadway Facilities Fees

Any construction of, contributions to, or dedications of off-site roadway facilities agreed to or required by a political subdivision as a condition of development approval shall be credited against roadway facilities impact fees otherwise due from the development.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.024. Accounting For Fees and Interest

(a) The order, ordinance, or resolution levying an impact fee must provide that all funds collected through the adoption of an impact fee shall be deposited in interest-bearing accounts clearly identifying the category of capital improvements or facility expansions within the service area for which the fee was adopted.

(b) Interest earned on impact fees is considered funds of the account on which it is earned and is subject to all restrictions placed on use of impact fees under this chapter.

(c) Impact fee funds may be spent only for the purposes for which the impact fee was imposed as shown by the capital improvements plan and as authorized by this chapter.

(d) The records of the accounts into which impact fees are deposited shall be open for public inspection and copying during ordinary business hours.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.025. Refunds

(a) On the request of an owner of the property on which an impact fee has been paid, the political subdivision shall refund the impact fee if existing facilities are available and service is denied or the political subdivision has, after collecting the fee when service was not available, failed to commence construction within two years or service is not available within a reasonable period considering the type of capital improvement or facility expansion to be constructed, but in no event later than five years from the date of payment under Section 395.019(1).

(b) Repealed by Acts 2001, 77th Leg., ch. 345, § 9, eff. Sept. 1, 2001.

(c) The political subdivision shall refund any impact fee or part of it that is not spent as authorized by this chapter within 10 years after the date of payment.

(d) Any refund shall bear interest calculated from the date of collection to the date of refund at the statutory rate as set forth in Section 302.002, Finance Code, or its successor statute.

(e) All refunds shall be made to the record owner of the property at the time the refund is paid. However, if the impact fees were paid by another political subdivision or governmental entity, payment shall be made to the political subdivision or governmental entity.

(f) The owner of the property on which an impact fee has been paid or another political subdivision or governmental entity that paid the impact fee has standing to sue for a refund under this section.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989. Amended by Acts 1997, 75th Leg., ch. 1396, § 37, eff. Sept. 1, 1997.

Amended by Acts 1999, 76th Leg., ch. 62, § 7.82, eff. Sept. 1, 1999; Acts 2001, 77th Leg., ch. 345, § 9, eff. Sept. 1, 2001.

SUBCHAPTER C. PROCEDURES FOR ADOPTION OF IMPACT FEE

§ 395.041. Compliance With Procedures Required

Except as otherwise provided by this chapter, a political subdivision must comply with this subchapter to levy an impact fee.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.0411. Capital Improvements Plan

The political subdivision shall provide for a capital improvements plan to be developed by qualified professionals using generally accepted engineering and planning practices in accordance with Section 395.014.

Added by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.042. Hearing on Land Use Assumptions and Capital Improvements Plan

To impose an impact fee, a political subdivision must adopt an order, ordinance, or resolution establishing a public hearing date to consider the land use assumptions and capital improvements plan for the designated service area.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.043. Information About Land Use Assumptions and Capital Improvements Plan Available to Public

On or before the date of the first publication of the notice of the hearing on the land use assumptions and capital improvements plan, the political subdivision shall make available to the public its land use assumptions, the time period of the projections, and a description of the capital improvement facilities that may be proposed.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.044. Notice of Hearing on Land Use Assumptions and Capital Improvements Plan

(a) Before the 30th day before the date of the hearing on the land use assumptions and capital improvements plan, the political subdivision shall send a notice of the hearing by certified mail to any person who has given written notice by certified or registered mail to the municipal secretary or other designated official of the political subdivision requesting notice of the hearing within two years preceding the date of adoption of the order, ordinance, or resolution setting the public hearing.

(b) The political subdivision shall publish notice of the hearing before the 30th day before the date set for the hearing, in one or more newspapers of general circulation in each county in which the political subdivision lies. However, a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may publish the required newspaper notice only in each county in which the service area lies.

(c) The notice must contain:

(1) a headline to read as follows:

"NOTICE OF PUBLIC HEARING ON LAND USE ASSUMPTIONS AND CAPITAL
IMPROVEMENTS PLAN RELATING TO POSSIBLE ADOPTION OF IMPACT FEES"

(2) the time, date, and location of the hearing;

(3) a statement that the purpose of the hearing is to consider the land use assumptions and capital improvements plan under which an impact fee may be imposed; and

(4) a statement that any member of the public has the right to appear at the hearing and present evidence for or against the land use assumptions and capital improvements plan.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.045. Approval of Land Use Assumptions and Capital Improvements Plan Required

(a) After the public hearing on the land use assumptions and capital improvements plan, the political subdivision shall determine whether to adopt or reject an ordinance, order, or resolution approving the land use assumptions and capital improvements plan.

(b) The political subdivision, within 30 days after the date of the public hearing, shall approve or disapprove the land use assumptions and capital improvements plan.

(c) An ordinance, order, or resolution approving the land use assumptions and capital improvements plan may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.0455. Systemwide Land Use Assumptions

(a) In lieu of adopting land use assumptions for each service area, a political subdivision may, except for storm water, drainage, flood control, and roadway facilities, adopt systemwide land use assumptions, which cover all of the area subject to the jurisdiction of the political subdivision for the purpose of imposing impact fees under this chapter.

(b) Prior to adopting systemwide land use assumptions, a political subdivision shall follow the public notice, hearing, and other requirements for adopting land use assumptions.

(c) After adoption of systemwide land use assumptions, a political subdivision is not required to adopt additional land use assumptions for a service area for water supply, treatment, and distribution facilities or wastewater collection and treatment facilities as a prerequisite to the adoption of a capital improvements plan or impact fee, provided the capital improvements plan and impact fee are consistent with the systemwide land use assumptions.

Added by Acts 1989, 71st Leg., ch. 566, § 1(b), eff. Aug. 28, 1989.

§ 395.047. Hearing on Impact Fee

On adoption of the land use assumptions and capital improvements plan, the governing body shall adopt an order or resolution setting a public hearing to discuss the imposition of the impact fee. The public hearing must be held by the governing body of the political subdivision to discuss the proposed ordinance, order, or resolution imposing an impact fee.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.049. Notice of Hearing on Impact Fee

(a) Before the 30th day before the date of the hearing on the imposition of an impact fee, the political subdivision shall send a notice of the hearing by certified mail to any person who has given written notice by certified or registered mail to the municipal secretary or other designated official of the political subdivision requesting notice of the hearing within two years preceding the date of adoption of the order or resolution setting the public hearing.

(b) The political subdivision shall publish notice of the hearing before the 30th day before the date set for the hearing, in one or more newspapers of general circulation in each county in which the political subdivision lies. However, a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may publish the required newspaper notice only in each county in which the service area lies.

(c) The notice must contain the following:

(1) a headline to read as follows:

"NOTICE OF PUBLIC HEARING ON ADOPTION OF IMPACT FEES"

- (2) the time, date, and location of the hearing;
- (3) a statement that the purpose of the hearing is to consider the adoption of an impact fee;
- (4) the amount of the proposed impact fee per service unit; and
- (5) a statement that any member of the public has the right to appear at the hearing and present evidence for or against the plan and proposed fee.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.050. Advisory Committee Comments on Impact Fees

The advisory committee created under Section 395.058 shall file its written comments on the proposed impact fees before the fifth business day before the date of the public hearing on the imposition of the fees.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.051. Approval of Impact Fee Required

(a) The political subdivision, within 30 days after the date of the public hearing on the imposition of an impact fee, shall approve or disapprove the imposition of an impact fee.

(b) An ordinance, order, or resolution approving the imposition of an impact fee may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 5, eff. Sept. 1, 2001.

§ 395.052. Periodic Update of Land Use Assumptions and Capital Improvements Plan Required

(a) A political subdivision imposing an impact fee shall update the land use assumptions and capital improvements plan at least every five years. The initial five-year period begins on the day the capital improvements plan is adopted.

(b) The political subdivision shall review and evaluate its current land use assumptions and shall cause an update of the capital improvements plan to be prepared in accordance with Subchapter B.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 6, eff. Sept. 1, 2001.

§ 395.053. Hearing on Updated Land Use Assumptions and Capital Improvements Plan

The governing body of the political subdivision shall, within 60 days after the date it receives the update of the land use assumptions and the capital improvements plan, adopt an order setting a public hearing to discuss and review the update and shall determine whether to amend the plan.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.054. Hearing on Amendments to Land Use Assumptions, Capital Improvements Plan, or Impact Fee

A public hearing must be held by the governing body of the political subdivision to discuss the proposed ordinance, order, or resolution amending land use assumptions, the capital improvements plan, or the impact fee. On or before the date of the first publication of the notice of the hearing on the amendments, the land use assumptions and the capital improvements plan, including the amount of any proposed amended impact fee per service unit, shall be made available to the public.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.055. Notice of Hearing on Amendments to Land Use Assumptions, Capital Improvements Plan, or Impact Fee

(a) The notice and hearing procedures prescribed by Sections 395.044(a) and (b) apply to a hearing on the amendment of land use assumptions, a capital improvements plan, or an impact fee.

(b) The notice of a hearing under this section must contain the following:

(1) a headline to read as follows:

"NOTICE OF PUBLIC HEARING ON AMENDMENT OF IMPACT FEES"

(2) the time, date, and location of the hearing;

(3) a statement that the purpose of the hearing is to consider the amendment of land use assumptions and a capital improvements plan and the imposition of an impact fee; and

(4) a statement that any member of the public has the right to appear at the hearing and present evidence for or against the update.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 345, § 7, eff. Sept. 1, 2001.

§ 395.056. Advisory Committee Comments on Amendments

The advisory committee created under Section 395.058 shall file its written comments on the proposed amendments to the land use assumptions, capital improvements plan, and impact fee before the fifth business day before the date of the public hearing on the amendments.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.057. Approval of Amendments Required

(a) The political subdivision, within 30 days after the date of the public hearing on the amendments, shall approve or disapprove the amendments of the land use assumptions and the capital improvements plan and modification of an impact fee.

(b) An ordinance, order, or resolution approving the amendments to the land use assumptions, the capital improvements plan, and imposition of an impact fee may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.0575. Determination That No Update of Land Use Assumptions, Capital Improvements Plan or Impact Fees is Needed

(a) If, at the time an update under Section 395.052 is required, the governing body determines that no change to the land use assumptions, capital improvements plan, or impact fee is needed, it may, as an alternative to the updating requirements of Sections 395.052-395.057, do the following:

(1) The governing body of the political subdivision shall, upon determining that an update is unnecessary and 60 days before publishing the final notice under this section, send notice of its determination not to update the land use assumptions, capital improvements plan, and impact fee by certified mail to any person who has, within two years preceding the date that the final notice of this matter is to be published, give written notice by certified or registered mail to the municipal secretary or other designated official of the political subdivision requesting notice of hearings related to impact fees. The notice must contain the information in Subsections (b)(2)-(5).

(2) The political subdivision shall publish notice of its determination once a week for three consecutive weeks in one or more newspapers with general circulation in each county in which the political subdivision lies. However, a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may publish the required newspaper notice only in each county in which the service area lies. The notice of public hearing may not be in the part of the paper in which legal notices and classified ads appear and may not be smaller than one-quarter page of a standard-size or tabloid-size newspaper, and the headline on the notice must be in 18-point or larger type.

(b) The notice must contain the following:

(1) a headline to read as follows:

"NOTICE OF DETERMINATION NOT TO UPDATE
LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS
PLAN, OR IMPACT FEES";

(2) a statement that the governing body of the political subdivision has determined that no change to the land use assumptions, capital improvements plan, or impact fee is necessary;

(3) an easily understandable description and a map of the service area in which the updating has been determined to be unnecessary;

(4) a statement that if, within a specified date, which date shall be at least 60 days after publication of the first notice, a person makes a written request to the designated official of the political subdivision requesting that the land use assumptions, capital improvements plan, or impact fee be updated, the governing body must comply with the request by following the requirements of Sections 395.052-395.057; and

(5) a statement identifying the name and mailing address of the official of the political subdivision to whom a request for an update should be sent.

(c) The advisory committee shall file its written comments on the need for updating the land use assumptions, capital improvements plans, and impact fee before the fifth business day before the earliest notice of the government's decision that no update is necessary is mailed or published.

(d) If, by the date specified in Subsection (b)(4), a person requests in writing that the land use assumptions, capital improvements plan, or impact fee be updated, the governing body shall cause an update of the land use assumptions and capital improvements plan to be prepared in accordance with Sections 395.052-395.057.

(e) An ordinance, order, or resolution determining the need for updating land use assumptions, a capital improvements plan, or an impact fee may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 566, § 1(d), eff. Aug. 28, 1989.

§ 395.058. Advisory Committee

(a) On or before the date on which the order, ordinance, or resolution is adopted under Section 395.042, the political subdivision shall appoint a capital improvements advisory committee.

(b) The advisory committee is composed of not less than five members who shall be appointed by a majority vote of the governing body of the political subdivision. Not less than 40 percent of the membership of the advisory committee must be representatives of the real estate, development, or building industries who are not employees or officials of a political subdivision or governmental entity.

If the political subdivision has a planning and zoning commission, the commission may act as the advisory committee if the commission includes at least one representative of the real estate, development, or building industry who is not an employee or official of a political subdivision or governmental entity. If no such representative is a member of the planning and zoning commission, the commission may still act as the advisory committee if at least one such representative is appointed by the political subdivision as an ad hoc voting member of the planning and zoning commission when it acts as the advisory committee. If the impact fee is to be applied in the extraterritorial jurisdiction of the political subdivision, the membership must include a representative from that area.

(c) The advisory committee serves in an advisory capacity and is established to:

(1) advise and assist the political subdivision in adopting land use assumptions;

(2) review the capital improvements plan and file written comments;

(3) monitor and evaluate implementation of the capital improvements plan;

(4) file semiannual reports with respect to the progress of the capital improvements plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee; and

(5) advise the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

(d) The political subdivision shall make available to the advisory committee any professional reports with respect to developing and implementing the capital improvements plan.

(e) The governing body of the political subdivision shall adopt procedural rules for the advisory committee to follow in carrying out its duties.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

SUBCHAPTER D. OTHER PROVISIONS

§ 395.071. Duties to be Performed Within Time Limits

If the governing body of the political subdivision does not perform a duty imposed under this chapter within the prescribed period, a person who has paid an impact fee or an owner of land on which an impact fee has been paid has the right to present a written request to the governing body of the political subdivision stating the nature of the unperformed duty and requesting that it be performed within 60 days after the date of the request. If the governing body of the political subdivision finds that the duty is required under this chapter and is late in being performed, it shall cause the duty to commence within 60 days after the date of the request and continue until completion.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.072. Records of Hearings

A record must be made of any public hearing provided for by this chapter. The record shall be maintained and be made available for public inspection by the political subdivision for at least 10 years after the date of the hearing.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.073. Cumulative Effect of State and Local Restrictions

Any state or local restrictions that apply to the imposition of an impact fee in a political subdivision where an impact fee is proposed are cumulative with the restrictions in this chapter.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.074. Prior Impact Fees Replaced by Fees Under This Chapter

An impact fee that is in place on June 20, 1987, must be replaced by an impact fee made under this chapter on or before June 20, 1990. However, any political subdivision having an impact fee that has not been replaced under this chapter on or before June 20, 1988, is liable to any party who, after June 20, 1988, pays an impact fee that exceeds the maximum permitted under Subchapter B by more than 10 percent for an amount equal to two times the difference between the maximum impact fee allowed and the actual impact fee imposed, plus reasonable attorney's fees and court costs.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.075. No Effect on Taxes or Other Charges

This chapter does not prohibit, affect, or regulate any tax, fee, charge, or assessment specifically authorized by state law.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.076. Moratorium on Development Prohibited

A moratorium may not be placed on new development for the purpose of awaiting the completion of all or any part of the process necessary to develop, adopt, or update land use assumptions, a capital improvements plan, or an impact fee.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 441, § 2, eff. Sept. 1, 2001.

§ 395.077. Appeals

(a) A person who has exhausted all administrative remedies within the political subdivision and who is aggrieved by a final decision is entitled to trial de novo under this chapter.

(b) A suit to contest an impact fee must be filed within 90 days after the date of adoption of the ordinance, order, or resolution establishing the impact fee.

(c) Except for roadway facilities, a person who has paid an impact fee or an owner of property on which an impact fee has been paid is entitled to specific performance of the services by the political subdivision for which the fee was paid.

(d) This section does not require construction of a specific facility to provide the services.

(e) Any suit must be filed in the county in which the major part of the land area of the political subdivision is located. A successful litigant shall be entitled to recover reasonable attorney's fees and court costs.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.078. Substantial Compliance With Notice Requirements

An impact fee may not be held invalid because the public notice requirements were not complied with if compliance was substantial and in good faith.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

§ 395.079. Impact Fee for Storm Water, Drainage, and Flood Control in Populous County

(a) Any county that has a population of 3.3 million or more or that borders a county with a population of 3.3 million or more, and any district or authority created under Article XVI, Section 59, of the Texas Constitution within any such county that is authorized to provide storm water, drainage, and flood control facilities, is authorized to impose impact fees to provide storm water, drainage, and flood control improvements necessary to accommodate new development.

(b) The imposition of impact fees authorized by Subsection (a) is exempt from the requirements of Sections 395.025, 395.052-395.057, and 395.074 unless the political subdivision proposes to increase the impact fee.

(c) Any political subdivision described by Subsection (a) is authorized to pledge or otherwise contractually obligate all or part of the impact fees to the payment of principal and interest on bonds, notes, or other obligations issued or incurred by or on behalf of the political subdivision and to the payment of any other contractual obligations.

(d) An impact fee adopted by a political subdivision under Subsection (a) may not be reduced if:

(1) the political subdivision has pledged or otherwise contractually obligated all or part of the impact fees to the payment of principal and interest on bonds, notes, or other obligations issued by or on behalf of the political subdivision; and

(2) the political subdivision agrees in the pledge or contract not to reduce the impact fees during the term of the bonds, notes, or other contractual obligations.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989.

Amended by Acts 2001, 77th Leg., ch. 669, § 107, eff. Sept. 1, 2001.

§ 395.080. Chapter Not Applicable to Certain Water-Related Special Districts

(a) This chapter does not apply to impact fees, charges, fees, assessments, or contributions:

(1) paid by or charged to a district created under Article XVI, Section 59, of the Texas Constitution to another district created under that constitutional provision if both districts are required by law to obtain approval of their bonds by the Texas Natural Resource Conservation Commission; or

(2) charged by an entity if the impact fees, charges, fees, assessments, or contributions are approved by the Texas Natural Resource Conservation Commission.

(b) Any district created under Article XVI, Section 59, or Article III, Section 52, of the Texas Constitution may petition the Texas Natural Resource Conservation Commission for approval of any proposed impact fees, charges, fees, assessments, or contributions. The commission shall adopt rules for reviewing the petition and may charge the petitioner fees adequate to cover the cost of processing and considering the petition. The rules shall require notice substantially the same as that required by this chapter for the adoption of impact fees and shall afford opportunity for all affected parties to participate.

Added by Acts 1989, 71st Leg., ch. 1, § 82(a), eff. Aug. 28, 1989. Amended by Acts 1995, 74th Leg., ch. 76, § 11.257, eff. Sept. 1, 1995.

§ 395.081. Fees for Adjoining Landowners in Certain Municipalities

(a) This section applies only to a municipality with a population of 105,000 or less that constitutes more than three-fourths of the population of the county in which the majority of the area of the municipality is located.

(b) A municipality that has not adopted an impact fee under this chapter that is constructing a capital improvement, including sewer or waterline or drainage or roadway facilities, from the municipality to a development located within or outside the municipality's boundaries, in its discretion, may allow a landowner whose land adjoins the capital improvement or is within a specified distance from the capital improvement, as determined by the governing body of the municipality, to connect to the capital improvement if:

(1) the governing body of the municipality has adopted a finding under Subsection (c); and

(2) the landowner agrees to pay a proportional share of the cost of the capital improvement as determined by the governing body of the municipality and agreed to by the landowner.

(c) Before a municipality may allow a landowner to connect to a capital improvement under Subsection (b), the municipality shall adopt a finding that the municipality will benefit from allowing the landowner to connect to the capital improvement. The finding shall describe the benefit to be received by the municipality.

(d) A determination of the governing body of a municipality, or its officers or employees, under this section is a discretionary function of the municipality and the municipality and its officers or employees are not liable for a determination made under this section.

Added by Acts 1997, 75th Leg., ch. 1150, § 1, eff. June 19, 1997.

§ 395.082. Certification of Compliance Required

(a) A political subdivision that imposes an impact fee shall submit a written certification verifying compliance with this chapter to the attorney general each year not later than the last day of the political subdivision's fiscal year.

(b) The certification must be signed by the presiding officer of the governing body of a political subdivision and include a statement that reads substantially similar to the following: "This statement certifies compliance with Chapter 395, Local Government Code."

(c) A political subdivision that fails to submit a certification as required by this section is liable to the state for a civil penalty in an amount equal to 10 percent of the amount of the impact fees erroneously charged. The attorney general shall collect the civil penalty and deposit the amount collected to the credit of the housing trust fund.

Added by Acts 2001, 77th Leg., ch. 345, § 8, eff. Sept. 1, 2001.

APPENDIX B
Water System Impact Fee Eligible CIP
Planning Level Opinion of Probable Construction Cost (OPCC) Estimates

City of Richwood



DRAFT Capital Improvement Cost Estimate*

April 2, 2019

**Planning Level Costs in 2019 Dollars*

CIP Project Number:

1

By 2024

Project Name: Construct New Oakwood Shores Water Plant

Detailed Description:

This project includes the construction of a new water plant in Oakwood Shores. This water plant includes a 450 gpm well*, 0.35 MG ground storage tank, and a 0.65 MGD pump station (firm capacity). Approximately 3,700 feet of 8-inch water line looping is also included in this project to improve fire flows in the Oakwood Shores area.

*It is recommended to drill a test well to verify available yield at the Oakwood Shores site.

Purpose:

This project will provide the Oakwood Shores portion of the water distribution system with the minimum pressures required by the Texas Commission on Environmental Quality (TCEQ). This project will also provide a portion of the additional water supply to be required based on the land use, population and water demand projections. The water quality in Oakwood Shores is also anticipated to be improved by this project.

Opinion of Probable Construction Cost

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Pump Station - New 0.65 MGD	1	LS	\$ 900,000	\$ 900,000
2	0.35 MG Ground Storage Tank	1	LS	\$ 350,000	\$ 350,000
3	450 gpm (0.65 MGD) Groundwater Well	1	LS	\$ 1,050,000	\$ 1,050,000
4	8" Water Line & Appurtenances	3,700	LF	\$ 80	\$ 296,000
SUBTOTAL:					\$ 2,596,000
CONTINGENCY				30%	\$ 778,800
SUBTOTAL:					\$ 3,374,800
ENG/SURVEY				20%	\$ 675,000
SUBTOTAL:					\$ 4,049,800
Estimated Project Total:					\$ 4,049,800

City of Richwood



DRAFT Capital Improvement Cost Estimate*

April 2, 2019

**Planning Level Costs in 2019 Dollars*

CIP Project Number:

2

By 2024

Project Name: Construct New 12-inch East Water Line Loop

Detailed Description:

This project includes the construction of a 12-inch water line loop southeast of FM 2004 and Hwy 288B.

Purpose:

The land use and water demand projections anticipate this portion of the 920-acre tract to begin developing within the next 5 years. This water line loop is sized to serve the projected 25-year development in this area. This project is also part of the 25-year plan to construct a 2nd water line from the BWA Take Point to the northern portion of the distribution system. This 2nd water line will be integral to distributing the projected 25-year water demands throughout the distribution system.

Opinion of Probable Construction Cost

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	12" Water Line & Appurtenances	11,600	LF	\$ 120	\$ 1,392,000
2	24" Boring and Casing	600	LF	\$ 420	\$ 252,000
SUBTOTAL:					\$ 1,644,000
CONTINGENCY				30%	\$ 493,200
SUBTOTAL:					\$ 2,137,200
ENG/SURVEY				15%	\$ 320,600
SUBTOTAL:					\$ 2,457,800
Estimated Project Total:					\$ 2,457,800

City of Richwood



DRAFT Capital Improvement Cost Estimate*

April 2, 2019

**Planning Level Costs in 2019 Dollars*

CIP Project Number:

3

By 2024

Project Name: Construct New 0.5 MG Ground Storage Tank at BWA Take Point

Purpose:

This project includes the construction of a new 0.5 MG ground storage tank at the BWA Take Point.

Project Drivers:

It is recommended to have a minimum of 8 hours of storage at pumping facilities.

Opinion of Probable Construction Cost

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	0.5 MG Ground Storage Tank	1	LS	\$ 500,000	\$ 500,000
				SUBTOTAL:	\$ 500,000
				CONTINGENCY	30%
				SUBTOTAL:	\$ 650,000
				ENG/SURVEY	20%
				SUBTOTAL:	\$ 780,000
Estimated Project Total:					\$ 780,000

City of Richwood



DRAFT Capital Improvement Cost Estimate*

April 2, 2019

**Planning Level Costs in 2019 Dollars*

CIP Project Number:

4

Phase: By 2029

Project Name: Construct New 0.5 MG Elevated Storage Tank (EST)

Detailed Description:

This project includes the decommissioning of the existing 0.075 MG elevated storage tank and the construction of a new 0.5 MG elevated storage tank at an overflow elevation of approximately 159 feet (35 feet higher than the City's existing overflow elevation).

Purpose:

The City's projected water system connections will require additional elevated storage capacity within 10 years to comply with the Texas Commission on Environmental Quality (TCEQ) regulations set forth in the Texas Local government Code (TLGC) Chapter 290. This elevated storage tank is sized to serve the projected water system connections through 2043. Raising the overflow elevation of the City's elevated storage tanks will provide higher residual pressures throughout the water distribution system, providing a higher level of service to the City's customers.

Opinion of Probable Construction Cost

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Commission Existing 0.075 MG Elevated Storage	1	LS	\$ 75,000	\$ 75,000
2	0.50 MG Elevated Storage Tank	1	LS	\$ 1,800,000	\$ 1,800,000
SUBTOTAL:					\$ 1,875,000
CONTINGENCY				30%	\$ 562,500
SUBTOTAL:					\$ 2,437,500
ENG/SURVEY				20%	\$ 487,500
SUBTOTAL:					\$ 2,925,000
Estimated Project Total:					\$ 2,925,000

APPENDIX C
Wastewater System Impact Fee Eligible CIP
Planning Level Opinion of Probable Construction Cost (OPCC) Estimates

CIP Project Number:

1

Phase: By 2024

Project Name: New 1.5 MGD Lift Station No. 2A and 8-inch Force Main

Detailed Description:

This project includes the decommissioning of Lift Station No. 1, the re-routing of gravity flows to Lift Station No. 2, the re-construction of Lift Station No. 2 at 1.5 MGD firm capacity to accommodate all wastewater flows for both existing lift stations, and the construction of a replacement 8-inch force main. The replacement Lift Station No. 2A is planned to pump to the same location where Lift Station No. 1 currently discharges.

Purpose:

The flow monitor and level-only data shows consistent surcharging at Lift Station No. 1, indicating the station does not have enough firm pumping capacity to convey the existing peak flows. This project will increase the firm pumping capacity of Lift Station No. 1 and consolidate Lift Stations No. 1 and No. 2 into a single lift station, thereby removing an aging lift station and its future O&M from the City's inventory.

Opinion of Probable Construction Cost

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	New 1.5 MGD LS No. 1	1	EA	\$ 1,067,200	\$ 1,067,200
2	8" Force Main < 8 feet deep	4,500	LF	\$ 80	\$ 360,000
3	15" Pipe 8- 16 feet deep	1,500	LF	\$ 135	\$ 202,500
4	48" Diameter Manhole (15' Depth)	5	EA	\$ 9,250	\$ 46,250
SUBTOTAL:					\$ 1,676,000
CONTINGENCY				30%	\$ 502,800
SUBTOTAL:					\$ 2,178,800
ENG/SURVEY				20%	\$ 435,800
SUBTOTAL:					\$ 2,614,600
Estimated Project Total:					\$ 2,614,600

City of Richwood



DRAFT Capital Improvement Cost Estimate*

April 2, 2019

**Planning Level Costs in 2019 Dollars*

CIP Project Number:

2

Phase: By 2024

Project Name: New 2.6 MGD Lift Station No. 4A and 10-inch Force Main

Detailed Description:

This project includes the decommissioning of Lift Station No. 4, the construction of a larger Lift Station No. 4A (2.6 MGD firm capacity), and the construction of a new 10-inch force main on the east side of Highway 288B. This project also includes an allowance for land acquisition east of Highway 288B.

Purpose:

The level-only data shows consistent surcharging at Lift Station No. 4, indicating the station does not have enough firm pumping capacity to convey the existing peak flows. The future land use map and wastewater flow projections show additional future wastewater flows coming to this lift station. The new lift station is sized to convey the projected 25-year peak wastewater flows in its service area and is being re-located to accommodate future development east of Hwy 288B and south of FM 2004.

Opinion of Probable Construction Cost

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	New 2.6 MGD LS No. 4	1	EA	\$ 1,206,000	\$ 1,206,000
2	10" Force Main < 8 feet deep	6,200	LF	\$ 100	\$ 620,000
3	36" Boring and Casing	300	LF	\$ 630	\$ 189,000
4	24" Boring and Casing	300	LF	\$ 420	\$ 126,000
5	Land Acquisition	1	Ac	\$ 50,000	\$ 25,000
				SUBTOTAL:	\$ 2,166,000
				CONTINGENCY	30%
					\$ 649,800
				SUBTOTAL:	\$ 2,815,800
				ENG/SURVEY	20%
					\$ 563,200
				SUBTOTAL:	\$ 3,379,000
Estimated Project Total:					\$ 3,379,000

City of Richwood



DRAFT Capital Improvement Cost Estimate*

April 2, 2019

**Planning Level Costs in 2019 Dollars*

CIP Project Number:

3

Phase: By 2029

Project Name: **New 1.0 MGD Wastewater Treatment Facility**

Detailed Description:

This project includes the construction of a new wastewater treatment facility (WWTF) for the City of Richwood. This facility would be owned and operated by Richwood and would treat all of the City's wastewater flows. This project includes the purchase of approximately 10 acres of land for this future WWTF.

Purpose:

Richwood's average daily wastewater flows are projected to more than double based on this study's land use and wastewater flow projections. Richwood currently sends all of its wastewater flows to the jointly-owned Clute-Richwood WWTP and pays into operations and maintenance for the transmission line and WWTP. This new 1.0 MGD treatment facility would treat the City of Richwood's wastewater flows instead of sending them to Clute. This WWTF is sized to treat Richwood's projected wastewater flows for the next 10-15 years before an expansion would be required.

Opinion of Probable Construction Cost

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	New 1.0 MGD WWTF	1	LS	\$ 8,000,000	\$ 8,000,000
2	Land Acquisition	10	Ac	\$ 50,000	\$ 500,000
				SUBTOTAL:	\$ 8,500,000
				CONTINGENCY	30%
					\$ 2,550,000
				SUBTOTAL:	\$ 11,050,000
				ENG/SURVEY	20%
					\$ 2,210,000
				SUBTOTAL:	\$ 13,260,000
Estimated Project Total:					\$ 13,260,000

City of Richwood



DRAFT Capital Improvement Cost Estimate*

April 2, 2019

**Planning Level Costs in 2019 Dollars*

CIP Project Number:

4

Phase: By 2029

Project Name: New Wastewater Transfer System (Lift Station No. 6 to New WWTF)

Detailed Description:

This project includes the construction of a new 18-inch force main and 30-inch gravity line east of Hwy 288B.

Purpose:

This project will re-direct the Lift Station No. 6 flows from Clute to the New 1.0 MGD Richwood Wastewater Treatment Facility (WWTF). A new 18-inch force main will carry flows from the lift station northeast across Hwy 288B and discharge to a new 30-inch gravity line. The 30-inch gravity line is sized to convey the projected 25-year flows from Lift Station No. 6 as well as the acreage east of Highway 288B to the WWTF.

Opinion of Probable Construction Cost

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	18" Force Main < 8 feet deep	5,400	LF	\$ 180	\$ 972,000
2	30" Pipe > 16 feet deep	3,800	LF	\$ 300	\$ 1,140,000
3	72 Diameter Manhole (16' - 24')	6	EA	\$ 25,000	\$ 150,000
				SUBTOTAL:	\$ 2,262,000
				CONTINGENCY	30%
					\$ 678,600
				SUBTOTAL:	\$ 2,940,600
				ENG/SURVEY	15%
					\$ 441,100
				SUBTOTAL:	\$ 3,381,700
Estimated Project Total:					\$ 3,381,700

ORDINANCE NO. 19-460

AN ORDINANCE BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS AMENDING APPENDIX C – FEE SCHEDULE OF THE CODE OF ORDINANCES; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, On May 21, 2019, new legislation (HB 852) was enacted as law which prohibits cities from using a value-based method of charging for residential dwelling building inspections, which directly affects the City of Richwood’s current permitting and inspection fee schedule;

WHEREAS, on June 10, 2019, City Council of the City of Richwood approved a waiver until July 8, 2019, to allow time for the implementation of fees in accordance with new legislation;

WHEREAS, the City of Richwood’s code of ordinances specifies that permitting and inspection fees should be adopted and amended by ordinance; and

WHEREAS, the City of Richwood wishes to amend the current fee schedule to remain in compliance with new legislation and ensure the fees adequately cover the cost of providing inspections and permitting services.

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

Section 1: That APPENDIX C – Fee Schedule is hereby amended to read as attached to this ordinance.

Section 2: That if any provision of this ordinance or application thereof to any person or circumstance is held invalid by any court, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City of Richwood, Texas, hereby declares that it would have enacted such remaining portions despite any such invalidity.

Section 3: That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 4: That this ordinance shall be in immediately upon adoption.

Passed and Approved on this 8th day of July, 2019

Steve Boykin, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

City Attorney

APPENDIX C – FEE SCHEDULE

Park and Facility Rental Fees			
FACILITY	RENTAL FEE *Add \$50 if alcohol will be served	DEPOSIT	ADDITIONAL DEPOSIT *Add if alcohol will be served
James Vera Ball Field / Soccer Fields Stop 1-3	N/A	\$100	N/A
PK Forrest Building	\$110/day – Residents* \$135/day – Non-Residents*	\$100	\$100*
Richwood Municipal Pavilion	\$100/day – Residents* \$125/day – Non-Residents*	\$100	\$100*
Bobby Ford Park	\$25/2 hours – Residents* \$50/2 hours – Non-Residents*	\$50	\$50*
BBQ Pit	\$25	\$100	N/A
Moonwalk Waterslide Inflation (Liability Insurance must be provided)	\$25 each	N/A	N/A
Police Security Fee	\$35.00 / hour / officer		

APPLICATION AND PROCESSING FEE (ALL PERMITS)			
Processing Fee (all permits subject to)		\$50.00	
Resubmittal Fee (After two submissions)		\$100.00	
Major Revision of approved plans		\$100 h/r	
Major Revision of approved drainage plans		\$200 h/r	
Plan Review Fee		50% of permit fee	
BUILDING PERMIT FEES			
<i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>			
TYPE OF PERMIT		Fee	
New Residence* (includes pool houses and accessory structures with conditioned space)		\$.48/sq.ft.	
Additions * (patio covers, carports, additional rooms)		\$150.00 or \$.48/sq.ft.. Whichever is greater	
Remodels (total square-footage of space, area or room)*		\$100.00 or \$.48/sq.ft.. Whichever is greater	
Swimming Pools*		\$350.00	
Spas (cast in place concrete only)*		\$100.00	
Accessory Buildings* (storage shed, detached garage or any other structure without conditioned space)		\$150.00	
Re-Roofing		\$50.00	
Flatwork (driveway, sidewalk patio slab extension)		\$50.00	
Demolition		\$50.00	

Foundation repair*	\$50.00
Generator*	\$100.00
Carport*	\$100.00
Re-inspection	\$60.00
Partial inspection	\$60.00
Sameday or off schedule inspection	\$130.00
*Subject to Plan Review Fee	
<i>All permits are subject to the processing fee</i>	\$50.00
ELECTRICAL PERMIT FEES	
<i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>	
TYPE OF PERMIT	Fee
New Residence	\$100.00
New Commercial	\$150.00
Remodel/Addition/pool	\$100.00
Accessory structure	\$100.00
Minimum permit fee (General repairs)	\$50.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Sameday or off schedule inspection	\$130.00
<i>All permits are subject to the processing fee</i>	\$50.00
MECHANICAL PERMIT FEES	
<i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>	
TYPE OF PERMIT	Fee
New Residence	\$100.00
New Commercial	\$150.00
Remodel/Addition	\$100.00
Accessory structure	\$100.00
HVAC Repair or replacement	\$50.00
Minimum permit fee (General repairs)	\$50.00
Re-inspection	\$65.00
Partial inspections	\$65.00
Sameday or off schedule inspection	\$130.00
<i>All permits are subject to the processing fee</i>	\$50.00
PLUMBING PERMIT FEES	
<i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>	
TYPE OF PERMIT	Fee
New Residence	\$100.00
New Commercial	\$150.00
Remodel/Addition/pool	\$100.00
Accessory structure	\$100.00
Water Tap	\$575.00
Sewer Tap	\$575.00
Irrigation Systems*	\$50.00

Remodel/Addition		\$100.00
Water heater replacement		\$50.00
Minimum permit fee (General repairs)		\$50.00
Re-inspection		\$65.00
Partial inspections		\$65.00
Sameday or off schedule inspection		\$130.00
*Subject to Plan Review Fee		
<i>All permits are subject to the processing fee</i>		\$50.00

Commercial Building Permit Fees	
\$1,000 & Less	\$20.00 Base Fee
\$1,001 to \$50,000	\$20.00 for the first \$1,000 plus \$5.00 for each additional thousand or fraction thereof
\$50,001 to \$100,000	\$260.00 for the first \$50,000 plus \$4.00 for each additional thousand or fraction thereof
\$100,001 to \$500,000	\$460.00 for the first \$100,000 plus \$3.00 for each additional thousand or fraction thereof
\$500,001 and Up	\$1660.00 for the first \$500,000 plus \$2.00 for each additional thousand or fraction thereof

Standard Residential Dwelling Building Permit Fees	
200 Square Feet or less	\$35.00 Base Fee
Over 200 Sq. Ft.	48 cents per square foot.

Building Permit Type "M" Fees	
Repairs	\$50.00
Residential	\$100.00
Commercial	\$150.00

Building Permit Type “E” Fees	
Repairs	\$50.00
Residential	\$100.00
Commercial	\$150.00

Building Permit Type “P” Fees	
Repairs	\$50.00
Residential	\$100.00
Commercial	\$150.00

Building Permit Type “S” Fees	
See Building Permit Fees	

Irrigation Permit Fees	
Base	\$30.00

Sign Permit Fees	
Base Fee	\$50.00

NEW/REVISED SUBDIVISION PERMIT FEES	
Plan Review Fees	
\$1,500.00	Up to 10 sheets

\$150.00	Per sheet above 10 sheets
50% of Original Fee	Review fees after 3 Submittals
Traffic Impact Analysis	
\$2,000.00	100 - 5,000 trips generated
\$3,000.00	5,001 - 15,000 trips generated
\$4,000.00	For greater than 15,000 trips generated
Public Infrastructure Inspection Fees	
\$150.00 per hour	8:00 a.m. to 5:00 p.m.
\$250.00 per hours	After hours, weekend, or holiday inspections

Utility (Water, Sewer, Solid Waste) Fees	
Utility Deposits	
COMMERCIAL/RESIDENTIAL (OWNER)	\$100.00
RESIDENTIAL (TENANT/RENTER)	\$150.00
Water Rate Fees and Charges	
GALLONS INCLUDED IN BASE RATE	2,000
PER MONTH Minimum monthly charge	\$24.40
Amounts in excess of 2,000 gallons	\$4.35 Per each additional 1,000 gallons of usage

Sewer Rate Fees and Charges	
GALLONS INCLUDED IN BASE RATE	2,000
PER MONTH Minimum monthly charge	\$22.40
Amounts in excess of 2,000 gallons	\$4.35 Per each additional 1,000 gallons of usage
Solid Waste Collection Fees	
PER MONTH Includes one garbage and one recycle bin	\$17.14
ADDITIONAL BIN CHARGE PER MONTH	\$8.00
ACCUMULATION OF BULK WASTE IN EXCESS OF 5 CUBIC YARDS	\$20.00 per cubic yard
Water and Sewer Base Discount	
OVER 65 DISCOUNT	\$7.50
Any person who meets the criteria of “Voting member” of the Richwood Volunteer Fire Department as defined by their Constitution and By-Laws, or any member of the Richwood City Council, will receive the first 4,000 gallons free and then be charged \$4.35 per each additional 1,000 gallons of usage	
Solid Waste Collection Discount	
OVER 65 DISCOUNT	\$1.29

RESOLUTION NO. 19-R-12

WHEREAS, on July 29, 2019, the City Manager of the City of Richwood submitted the proposed Budget for the City of Richwood Fiscal Year 2019-2020 to the City Council; and

WHEREAS, on July 29, 2019, the City Manager of the City of Richwood filed with the City Secretary the proposed Budget for the City of Richwood Fiscal Year 2019-2020; and

WHEREAS, in accordance with the Texas Local Government Code, Section 102.006, the City Council must set a public hearing on the proposed Budget and the City Council must provide for public notice of the date, time and location of the hearing.

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

That a public hearing on the proposed Budget for the City of Richwood Fiscal Year 2019-2020 is set for September 9, 2019, at 6:00 p.m. at City Hall, 1800 N Brazosport Blvd, Richwood, Texas.

The notice of such hearing shall be published at least ten (10) days before the date of the public hearing.

That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public as required by law and that public notice of the time, place and purpose of said meeting was given as required.

PASSED AND APPROVED this 12th day of August, 2019.

Steve Boykin, Mayor

ATTEST:

Giani Cantu
City Secretary

MEMORANDUM

To: The Honorable Steve Boykin, Mayor and Members of the Richwood City Council

From: Giani Cantu, City Secretary

Date: August 9, 2019

Subject: Propose Tax Rate - Record Vote

Consider and record vote for proposed tax rate of \$0.670204, which is a 6.23% above the Effective Tax Rate for the City of Richwood for the 2019-2020 Fiscal Year to be adopted at a future meeting

Statute requires the language be posted on the agenda. Based on previous workshop discussion and consensus the tax rate posted on agenda was the current tax rate of \$0.670204. Council can still choose to take a record vote on a lower tax rate for adoption. It just cannot go higher.

Staff is presenting three options based on budget workshop discussion. The effective tax rate of \$.630892 which is effectively no tax revenue increase. The current tax rate of \$.670204 which is a 6.23% tax revenue increase and a tax rate in between the effective and current of \$.650548 which is a 3.12% tax revenue increase.

Whichever rate is decided, Council must use the following language in motion for record vote:

"I move to propose a tax rate of \$.630892, which does not exceed the Notice and Hearing limit for a tax increase, to be adopted at a future meeting."

OR

" I move to propose a tax rate of \$.670204, which is a tax increase of 6.23% above the effective tax rate, to be adopted at a future meeting."

OR

"I move to propose a tax rate of \$.650548, which is a tax increae of 3.12% above the effective tax rate, to be adopted at a future meeting."

The record vote is the rate that will be used in publications and cannot be exceeded in adoption. However, if Council chooses to take a record vote on the current tax rate (which is the highest of the three currently presented), you still have they option to formally adopt a lower tax rate.

RESOLUTION NO. 19-R-13

WHEREAS, the City Manager of the City of Richwood submitted to the City Council on August 12, 2019, the appraisal roll showing the certified property values as received from the Brazoria County appraisal district showing the total appraised and taxable values of all property and the effective tax rate and rollback tax rate as calculated by the Brazoria County Tax Assessor/Collector; and submitted the proposed tax rate for the City of Richwood Fiscal Year 2019-2020; and

WHEREAS, in accordance with the Texas Tax Code, Section 26.05, two public hearings must be held on the proposed tax rate increase and the City Council must provide for public notice of the date, time, and location of the hearing.

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

That a public hearing on the proposed Tax Rate of \$0.670204, which would increase taxes above the effective tax rate by 6.423%, for the City of Richwood Fiscal Year 2019-2020 is set for August 26, 2019, at 6:00 p.m. at City Hall, 1800 N Brazosport Blvd, Richwood, Texas; and a second public hearing is set for September 9, 2019, at 6:00 p.m. at City Hall, 1800 N Brazosport Blvd, Richwood, Texas.

The notice of such hearings shall be published as required by law.

And further, that the City Council of the City of Richwood will vote to adopt the proposed Tax Rate of \$0.670204, which would increase taxes above the effective tax rate by 6.423%, on September 16, 2019 at 6:00 p.m. at City Hall, 1800 N Brazosport Blvd, Richwood, Texas.

PASSED AND APPROVED this 12th day of August, 2019.

Steve Boykin, Mayor

ATTEST:

Giani Cantu
City Secretary

MEMORANDUM

To: The Honorable Steve Boykin, Mayor and Members of the Richwood City Council

From: Giani Cantu, City Secretary

Date: August 9, 2019

Subject: Court Technology and Court Security Funds

Court Technology and Court Security Funds are restricted for certain uses for the municipal court by legislation. Historically, the balance of the funds has been recorded combined with the General Fund and revenues and expenditures tracked by spreadsheet.

The Court would like to see the funds appropriated in their individual funds so that the accounting system can properly reflect balances.

Resolution No. 19-R-14

**A RESOLUTION AMENDING THE FISCAL YEAR 2018-2019 BUDGET TO
CREATE THE COURT SECURITY AND COURT TECHNOLOGY FUNDS AND
TRANSFERING RESTRICTED FUND BALANCE TOTALS TO RESPECTIVE
FUNDS**

WHEREAS, the City of Richwood City Council adopted a budget for the City of Richwood, Texas, for the fiscal year 2018-2019 in September 2018;

WHEREAS, the Court operating Security and Court Technology funds are designated restricted and special revenue funds legislated by the Texas State Legislature for specific uses pertaining to the Municipal Court;

WHEREAS, the Court Security and Court Technology revenues have been reported in General Fund; and

WHEREAS, it is necessary to create the Court Security and Court Technology Funds to accurately track and report revenues and expenditures in these appropriate funds.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
RICHWOOD, TEXAS HEREBY CREATES THE COURT SECURITY AND COURT
TECHNOLOGY FUNDS AND AMENDS THE FISCAL YEAR 2018-2019 BUDGET AS FILED
WITH THE CITY SECRETARY AS FOLLOWS:**

GENERAL FUND

Fund Balance - Transfer of Court Security Funds	(\$ 20, 828.85)
Fund Balance - Transfer of Court Technology Funds	(\$ 8, 618.01)
NET INCREASE (DECREASE)	(\$ 29, 446.86)

COURT SECURITY FUND

Fund Balance - Transfer of Court Security Fund	\$ 20, 828.85
NET INCREASE (DECREASE)	\$ 20, 828.85

COURT TECHNOLOGY FUND

Fund Balance - Transfer of Court Technology Fund	\$ 8, 618.01
NET INCREASE (DECREASE)	\$ 8, 618.01

PASSED AND APPROVED on this 12th day of August, 2019.

ATTEST:

Steve Boykin, Mayor

Giani Cantu, City Secretary

MEMORANDUM

To: The Honorable Mayor and Members of the Richwood City Council

From: Giani Cantu, City Secretary

Date: August 9, 2019

Subject: Sec 503 Pay Day Policy

During review of the Personnel Policy at the beginning of the year, one of the changes being proposed was a change in pay day schedule.

Currently employees are paid semi-monthly (15th and last business day of month) for the work period including the pay day. (Example: 8/1-8/15 work hours is deposited and received by employee 8/15) This schedule requires that payroll is not only processed prior to the employee having worked certain hours but it does not align with the work period. This almost always results in errors in pay for the employees and corrections having to be made after payroll is done.

The proposed change would allow for the employee to be paid after the work period is complete and ensure that the payroll department has accurate information prior to completing payroll. The change proposes that the employee work period will go from Wednesday through Tuesday and be paid on alternating Fridays.

Staff has reviewed the current pay schedule and calendar for the best time to make the change that would have the least amount of impact on the employee. This would be to make the change effective October 1. This transition time results in essentially no loss in typical pay for the employee. It will pay them a small check 1 week after their final September check and then pay them a full normal check on bi-weekly Fridays after that. The first full bi-weekly deposit will be done on October 18th. Under the current pay schedule the employee would typically see this deposit on October 15th.

Staff would ask Council to consider approving this change now so that sufficient notice may be provided to the employees prior to the change.

RESOLUTION NO. 19-R-17

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS, ADOPTING AMENDMENTS TO POLICY 503 OF THE PERSONNEL POLICY OF THE CITY OF RICHWOOD AND CHANGING THE PAY DAY SCHEDULE FOR CITY OF RICHWOOD EMPLOYEES

WHEREAS, the City of Richwood, Texas has historically had a semi-monthly pay schedule; and

WHEREAS, the City Council of the City of Richwood, Texas finds it necessary for processing to amend the current pay schedule to a bi-weekly pay schedule.

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

Section 1. Policy 503 of the Personnel Policy of the City of Richwood, Texas is hereby adopted as attached.

Section 2. The change in pay schedule will be effective October 1, 2019.

PASSED AND APPROVED this the 12th day of August, 2019.

THE CITY OF RICHWOOD, TEXAS

ATTEST

Steve Boykin, Mayor

Giani Cantu, City Secretary

POLICY AND PROCEDURE MANUAL

Section: Wages and Hourly Information
Policy: Pay Day
Policy #: 503
Effective: April 2014
Revised: August 2019

PAY DAY

All regular Employees of the city whether full-time or part-time will be paid bi-weekly.

MEMORANDUM

To: The Honorable Steve Boykin, Mayor and Members of the Richwood City Council

From: Giani Cantu, City Secretary

Date: August 9, 2019

Subject: Court Case Management Software

Since our expansion and upgrade of City servers, the Court software continues to see loss of function due to incompatibility. The software has not been updated since the late 90's –early 00's. The existing software provider notified the Court that the only means to correct issue would be to upgrade to a newer version of software.

Cost to remain with existing provider was substantial. Approx \$29k of which, \$12,500 would be recurring annual expense. The Court researched and compared 4 different operating systems.

Based on the courts need, the Court would like to select NetData who offers an initial conversion cost of \$10,200 plus annual maintenance costs would increase to \$7,000. The first year would allow proration depending on launch date. Staff would like to utilize existing Court Technology Funds to cover initial conversion costs in amount of \$10,200 and will be submitting a budget amendment in FY 18-19 for consideration. The remaining \$7,000 annual maintenance costs is being requested as an increase to the FY 19-20 budget. The current annual maintenance cost is \$2,500.

LICENSE AGREEMENT

This License Agreement is made and entered into on this the _____ day of _____, 2019 by and between i3-Bearcat, LLC (NET Data Corporation) (“Licensor”), with its principal place of business in Sulphur Springs, Texas and City of Richwood, Texas (“Licensee”). (Licensor and Licensee collectively, the “Parties”). This License Agreement also includes the agreements set forth in Addendums A and B (the License Agreement, together with any applicable addendums, the “Agreement”).

RECITALS

- A. Licensor has developed certain computer programs and operating manuals, known collectively as the “System”:

ICON-Municipal Court Case Management

iTicket

Real Vision Imaging (RVI)

Internet Records Access (IRA) with Pace Payment Systems

GHS Collections Module

- B. Licensee desires to use the System as an end user for its **City Court** offices.
- C. Licensee also desires to utilize certain cloud computing services provided by Licensor, and the terms of those services are included as Addendum B, which is incorporated by reference into and expressly made a part of this Agreement. If there is no Addendum B, the Parties have not agreed to this type of services.

AGREEMENT

1. **LICENSE.** Licensor hereby grants and Licensee hereby accepts upon the terms and conditions set forth herein, a nonexclusive, nontransferable, non-assignable license to use the System for Licensee only.
2. **TERM.** The term of this Agreement, including the services contracted for in any addendums (unless otherwise indicated in them), shall begin once the installation of the System by Licensor is complete and shall run for a period of **five (5)** years. Thereafter the term shall renew automatically on an annual basis with the billing and subsequent remittance of an annual renewal fee.
3. **USE OF THE SYSTEM**
 - a) The license granted under this License Agreement authorizes employees of Licensee to use the System as required to assist in the performance of job responsibilities. For the purpose of this License Agreement “use” includes Licensee’s copying any portion of the System for Licensee’s sole use, including instructions or data from storage units or media as may be deemed necessary for backup purposes.

- b) Licensee agrees that its rights to use System are nonexclusive and that Licensor may license others to use said the System.
 - c) Because of compatibility requirements, Licensee acknowledges that the System is intended for use in conjunction with an OS/400 IBM operating system. Licensor does not warrant its use in conjunction with any other physical equipment.
 - d) Licensee acknowledges that System, and all portions or aspects thereof, expressly including all ideas and expression of System are confidential and proprietary information. Licensee agrees that it will not provide or make available to third parties the System or any part thereof, including use of System, any physical embodiment of System, or any materials supplied by Licensor in connection with System. Licensee shall take all steps necessary to protect the confidentiality of System and the proprietary rights of Licensor.
 - e) Licensee acknowledges that it has examined System and that it is adaptable to Licensee's intended purpose. Licensor does not warrant the adaptability of System for Licensee's intended purpose.
 - f) Except as required for Licensee's own use, Licensee shall not copy or duplicate, in whole or in part, the System or any part thereof. Licensee may copy any user manuals or programs provided by Licensor in such quantities as may be reasonably required for operations of System within the scope of the License Agreement.
 - g) Licensee shall keep System and any and all electronic copies and physical embodiments thereof at a secure location. Licensee will limit access to all of the same to those of its employees who must have such access in order to enable Licensee to use the System, and will store the same in a secure place while it is not being so used, and will take such other precautions as are reasonably necessary to prevent access thereto by persons not authorized by the terms of this License Agreement to have such access. Licensee agrees that no unauthorized or third party shall have access to the System.
 - h) Licensee shall notify Licensor of the circumstances known to Licensee surrounding any unauthorized possession, use or knowledge of System, or any part thereof, or any physical embodiment thereof, or material in connection therewith, which is supplied to Licensee hereunder.
 - i) Licensee shall not attempt to reverse assemble, reverse compile or reverse engineer the System or any party thereof, or otherwise attempt to discover any System source code or underlying proprietary information. Licensee shall not attempt to access other areas outside their permitted access to the System.
4. MODIFICATION OF SYSTEM. Licensee may not modify System. Licensor agrees to modify System as required to:
- a) Correct any errors found in System.
 - b) Bring the System into compliance with new legislation.
 - c) Provide Licensee with enhancements to System.
5. ADDITIONAL RESPONSIBILITIES OF LICENSEE. Licensee shall be exclusively responsible for the supervision, management and control of its use of System, including but not limited to:
- a) Assuring proper machine configuration and operating methods.

- b) Establishing adequate backup plans based on alternate procedures and/or based on access to qualified programming personnel to diagnose, patch and repair System defects in the event of System malfunction.
 - c) Implementing sufficient procedures and checkpoints to satisfy its requirements for security and accuracy of input and output as well as restart and recovery in the event of malfunction.
6. ADDITIONAL RESPONSIBILITIES OF LICENSOR. Licensor agrees to provide 1-800 telephone support to assist employees of Licensee with problem resolution Mondays through Fridays, 8 a.m. to 5 p.m. Central, except for federal and Texas holidays.
7. LICENSEE DATA
- a) Licensee will have full access to its data via the System. Licensee shall retain ownership in and all rights to its data stored on the System.
 - b) Notwithstanding such ownership, Licensor shall have the right to access and/or share this data with other law enforcement agencies and/or government offices and other Licensee approved entities.
8. LIMITED WARRANTY.
- a) Licensor warrants that it has the right to market, distribute, support, maintain and confer a license to the System, any hosting and service level commitments in Addendum B, any i-Ticket services in Addendum C, and any maintenance services in Addendum D.
 - b) THE FORGOING WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. LICENSOR EXPRESSLY DISCLAIMS ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. LICENSEE DISCLAIMS ANY RELIANCE ON ANY WARRANTY OR REPRESENTATION NOT EXPRESSLY SET FORTH IN THIS AGREEMENT.
 - c) Licensee agrees that Licensor's liability for damages, regardless of the type of action, shall not exceed the price paid by Licensee for System.
 - d) LICENSEE AGREES THAT IN NO EVENT WILL LICENSOR BE LIABLE FOR SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES, OR ANY LOSS PROFITS OR REVENUE OR BUSINESS, EVEN IF LICENSOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. LICENSEE FURTHER AGREES THAT ITS SOLE AND EXCLUSIVE REMEDY FOR BREACH OF ANY WARRANTY IS FOR LICENSOR TO CORRECT ANY ERROR, MALFUNCTION OR DEFECT (**SIGNIFICANT MATERIAL DEVIATIONS FROM THE OPERATING SPECIFICATION FOR THE SYSTEM AS SET FORTH IN THE APPLICABLE SOFTWARE DOCUMENTATION ISSUED BY LICENSOR**) IN THE SYSTEM. IF AFTER REASONABLE ATTEMPTS LICENSOR IS UNABLE TO CORRECT THE ERROR, MALFUNCTION OR DEFECT, LICENSEE SHALL BE ENTITLED TO TERMINATE THIS AGREEMENT.
 - e) LICENSEE FURTHER AGREES THAT THE MAXIMUM AMOUNT OF LIABILITY (WHETHER IN CONTRACT, TORT OR OTHERWISE) FOR LICENSOR ARISING OUT

OF THIS AGREEMENT WILL NOT BE GREATER THAN THE AMOUNT PAID TO LICENSOR BY LICENSEE.

- f) Licensee shall be fully and exclusively responsible for the accuracy of information obtained from use the System and the use of such information. Licensee agrees that Licensor will not be liable for Licensee-caused data errors.

9. TERMINATION.

- (a) In the event Licensee shall abandon the use of System (“abandon” defined as the voluntary failure to use System for ninety days or more), this License Agreement (including at the sole discretion of Licensor any services contracted for in the addendums) shall automatically terminate. Licensee shall immediately notify Licensor of such abandonment.
- (b) Either party may terminate this Agreement based on a material breach of the Agreement (including any material breach of any of the individual addendums); however, the non-breaching party must be notified in writing of the alleged breach and given 30 days to cure the alleged breach.
- (c) Licensor is not required to terminate the entire Agreement, but may terminate this License Agreement alone, this License Agreement and any individual addendum or addendums, and/or any individual addendum alone or in combination with any other addendum.
- (d) Upon termination of this License Agreement, Licensee agrees to immediately discontinue using the System and destroy its copies of the System, along with any and all copies and materials associated with said System. Upon termination of any of the addendums, Licensor (referred to as “Client” in those addendums) agrees to immediately **return all user manuals and written or electronic data provided by Licensor.**

11. CONSIDERATION. The price of System shall be a one-time upfront charge of **\$10,200** due within 60 days of contract execution. An annual software maintenance and support fee shall be paid after successful installation. The initial year maintenance charge will be **\$7,000**. This shall be renewed annually with subsequent renewals at the discretion of Licensor.

12. VENUE AND GOVERNING LAW. Licensee expressly acknowledges that in the event any legal action is brought involving any circumstances arising out of the contractual relationship created by this Agreement, such litigation must be brought in Hopkins County, Texas. This Agreement is governed by Texas law

13. ENTIRE AGREEMENT. This Agreement sets forth the entire agreement between parties with respect to the subject matter, and all oral or written representations, warranties, agreements and/or inducements relating to the Agreement and/or its subject matter, prior to the execution hereof, have been included herein, or to the extent not so included, shall be deemed fully performed and discharged or deliberately omitted. No provision hereof may be waived, modified or superseded, except in writing signed by the parties.

14. SEVERING PROVISIONS. Every provision of this Agreement is intended to be severable. If any term or provision is deemed by a court to be illegal, invalid, void or unenforceable, for any reason, such illegal, invalid, void or unenforceable provision shall not affect the validity of the remainder of this

Agreement, and the Agreement shall be construed as if the illegal, invalid, void or unenforceable provision(s) had never been a part of this Agreement.

15. EXECUTION IN MULTIPLE COUNTERPARTS. This Agreement may be executed in any number of counterparts, and each counterpart shall be deemed an original for all purposes. Signed facsimilies and other electronic signatures shall be binding and enforceable.

i3-Bearcat LLC
(NET Data Corporation)

City of Richwood

Signature: _____
Print Name: _____
Title: _____
Date: _____

Signature: _____
Print Name: _____
Title: _____
Date: _____

Addendum A		
Product Cost		
Description	Units	Total Cost
ICON Case Management with i-Ticket		\$ -
RVI		\$ -
IRA		\$ -
GHS Collection Module		\$ -
SUBTOTAL:		\$ -
Project Development and Implementation Cost		
Description	Units	Total Cost
Online Training (24 hours)		\$ 2,000
Data Conversion		\$ 4,500
Sunguard/Zebra ticket writer interface		\$ 1,500
SUBTOTAL:		\$ 8,000
Maintenance & Hardware Cost		
Description	Units	Total Cost
RH-1000 Encryption Hardware	1	\$ 1,900
Credit Card Reader	1	\$ 300
ICON Maintenance		\$ 7,000
SUBTOTAL:		\$ 9,200
CONTRACTED TOTAL:		\$ 17,200

City of Richwood

Initials: _____

Date: _____

Addendum B

HOSTING AND SERVICE LEVEL AGREEMENT

This agreement is made simultaneously and in conjunction with the attached License Agreement between i3 Bearcat, LLC (NET Data Corporation) (“NET Data”) and City of Richwood, Texas (“Client”) dated _____, 2019. All terms and conditions of the License Agreement are incorporated by reference, including but not limited to any warranties, any disclaimer of warranties, and any disclaimer of damages.

GHS agrees to provide Client with access to and use of the NET Data Cloud System Service and any related licensed materials, including but not limited to any manuals, any system documents, and written or verbal instructions provided for use in connection with this service (“Services”) under the following service levels and conditions:

1. Hosting Obligations.

NET Data shall provide the following:

- Operate the Services on a server owned or leased and maintained by or on behalf of GHS;
- Allow access to the Services over a secured connection and provide secure and confidential storage of all information transmitted to and from the Services;
- Maintain a back-up server, at a geographically different site from where the server is located, for data recovery in the event of disaster;
- Review security notifications and alerts relevant to the hosting platform, and apply as appropriate to maintain the highest level of defense customary in the industry for company’s dealing with like data;
- NET DATA shall provide adequate firewall protection as is customary in the industry for company’s dealing with like data in order to secure Client Data and other Confidential Information of Client and users of the Services from unauthorized access by third parties; and
- “Client Data” and “Confidential Information” means all information Client stores on the NET DATA Cloud System Service.

Client agrees to the following:

- Use only the following applications and data with these Services: ICON, RVI, IRA, iTicket, and GHS Collections Module;
- Not copy or otherwise duplicate any portion of the Services;
- Not to assign this agreement without the express, written permission of NET DATA; and
- Upon termination of this agreement to stop accessing and/or using the Services and to return all related data or materials provided to it by NET DATA.

2. System Availability.

NET DATA shall use reasonable best efforts to maintain the following Services availability:

- For any consecutive one (1) year period, the Services within scope will be fully operational, available, and capable of supporting Client's workload at a 99.5% (24 hours per day, 365 days per year) availability level except for Scheduled Service Outages as specified;
- "Scheduled Service Outages" shall be performed during the hours of 5 p.m. to 8 a.m. Central as necessary for upgrades, maintenance, or for any other agreed upon purpose; and
- System is "available" when the servers are operational and capable of serving Users, independent of any Client's network links outside our control, and will be available from at least 8 a.m. to 5 p.m. Central, Monday-Friday, except for federal and Texas holidays.

3. Exclusions

NET DATA is not to be held responsible for any Service or system failures during any period of time in which any of the following "Exclusions" exist:

- Client Resource Problems – Problems resulting from Client resources not under NET DATA management or control;
- Failure of any hardware not under NET DATA's management (customer PC's, portage boxes, etc.);
- Scheduled Maintenance – Scheduled maintenance windows and other agreed-upon periods of time that are necessary for repairs or maintenance;
- Network Changes – Changes made by Client to the networking environment that were not communicated to or approved by NET DATA;
- Force Majeure – Problems resulting from a force majeure event;
- Agreed Temporary Exclusions – Any temporary exclusions requested by NET DATA and approved by Client to implement changes in applications, environments, conversions or system software;
- Client Actions – Problems resulting from actions or inactions of Client contrary to NET DATA's reasonable recommendations;
- Client Responsibilities – Problems resulting from any failure by Client to fulfill its responsibilities or obligations;
- Internet Connectivity Loss – Loss of Internet connectivity to Client site for any reason; or
- Third-Party Software – Any loss of Service or system availability due to malfunctions or errors related to any third-party software in use by the Client.

4. Client Data

- CLIENT will have full access to their data via the NET Data application software.
- CLIENT shall not attempt to reverse assemble, reverse compile or reverse engineer the Services or any part thereof, or otherwise attempt to discover any Services source code or underlying proprietary information.

- The CLIENT shall not attempt to access other areas outside their NET Data application on NET Data's server.
- NET Data retains all rights to customizations developed by NET Data to the Service.
- Upon request by CLIENT made within 60 days of the effective date of termination of this Agreement, NET Data shall take commercially reasonable steps to make available to CLIENT a copy of all Client Data, in electronic format. NET Data shall provide no more than 2 data extractions at no additional charge to CLIENT.
- Additional extractions hereunder are to be invoiced to CLIENT at the standard hourly billing rate.
- After 60 days, NET Data will have no obligation to maintain or provide any Client Data and shall remove all Client Data in NET Data's possession or control.

5. Payment.

Client agrees to pay NET DATA on an annual basis (before each yearly use of the Services) the amount(s) as specified in the license agreement and outlined in Addendum A.

6. **Not a License/Not Assignable.**

This addendum is not providing CLIENT with a license to any NET DATA product or service. Client cannot assign it without written permission of NET DATA.

7. **Term/Termination**

This agreement shall begin upon receipt by NET DATA of the annual payment set forth above. The term of this agreement shall be identical to the term of the License Agreement that is agreed to by NET DATA and Client.

AGREED TO:

I3-Bearcat LLC
(NET Data Corporation)

City of Richwood

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

CONTRACT FOR COURT COLLECTION SERVICES

STATE OF TEXAS

City of Richwood

THIS CONTRACT is made and entered into by and between City of Richwood acting herein by and through its governing body, hereinafter called Client, and i3-Bearcat, LLC (dba Graves Humphries Stahl, LTD) hereinafter called GHS.

I.

Client agrees to employ and does hereby employ GHS to enforce the collection of delinquent court fines, fees, court costs, restitution, debts and accounts receivable and other amounts in accordance with Article 103.0031, Texas Code of Criminal Procedure (hereinafter referred to in the agreement as “Fines and Fees”).

This contract supersedes all prior oral and written agreements between the parties and can only be amended if done so in writing and signed by all parties. Furthermore, this contract cannot be transferred or assigned by either party without the written consent of all parties.

II.

For purposes of this contract all Fines and Fees shall be referred to GHS when determined to be delinquent as provided for in Article 103.0031, Texas Code of Criminal Procedure. Client will provide GHS with GHS’s preferred method of electronic access to the information necessary to collect the fees and fines that are subject to this contract through adequate ports and bandwidth necessary.

III.

GHS is to refer all payments and correspondence directly to the courts that have assessed or levied the fees and fines being collected pursuant to this contract. GHS reserves the right to return all accounts not collected within one (1) year of referral by Client, as well as any accounts identified as being in bankruptcy. Upon return of these accounts, neither party will have any obligation to the other party to this contract.

IV.

For the Collection of Fees and Fines, Client agrees to pay GHS, as compensation for the collection services provided the following fees:

- 1) Twenty percent (20%) of the imposed fees and fines on all Unadjudicated offenses committed on or before June 18, 2003.
- 2) Thirty percent (30%) of the imposed fees and fines on all adjudicated offenses regardless of the date of the offense as provided by Article 103.0031, Texas Code of Criminal Procedure.
- 3) Thirty percent (30%) of the imposed fees and fines on all Unadjudicated offenses occurring after June 18, 2003 as provided by Article 103.0031, Texas Code of Criminal Procedure.

- 4) In the event any fines and fees are disposed of through the performance of community service, credit for jail time served, or the discretionary removal of fines and fees pursuant to Article 45.0491, Texas Code of Criminal Procedure, no compensation shall be paid to GHS.

All compensations shall become the property of GHS at the time of payment. Client shall pay over said funds on a monthly basis by check.

V.

GHS agrees to use its best efforts to collect the delinquent accounts turned over to it and to provide advice to Client on the delinquent accounts as requested by Client.

VI.

This contract shall commence on the ____ day of _____, 2019, and be in effect for a period of five (5) years after which it shall automatically renew on an annual basis. Either party to this agreement shall have the right to terminate this agreement, without cause, after the initial or any subsequent term by giving the other party ninety (90) days written notice of their desire and intention to terminate; provided that GHS shall have an additional six (6) months to complete work on all cases turned over to GHS prior to the notice of termination.

VII.

This contract is made and is to be interpreted under the laws of the State of Texas. Venue for any disputes involving this contract shall be in the appropriate courts in Hopkins County, Texas.

In the event that any provision(s) of this contract shall for any reason be held invalid, illegal or unenforceable, the invalidity, illegality or unenforceability of that provision(s) shall not affect any other provision(s) of this contract, and it shall further be construed as if the invalid, illegal or unenforceable provision(s) had never been a part of this contract.

VIII.

In consideration of the terms and compensation herein stated, GHS hereby accepts said employment and undertakes performance of said contract as set-forth above.

IX.

Every provision of this Agreement is intended to be severable. If any term or provision hereof is hereafter deemed by a Court to be illegal, invalid, void or unenforceable, for any reason or to any extent whatsoever, such illegality, invalidity, or unenforceability shall not affect the validity of the remainder of this Agreement, it being intended that such remaining provisions shall be construed in a manner most closely approximating the intention of the Parties with respect to the illegal, invalid, void or unenforceable provision or part thereof.

This contract is executed on behalf of Client by the presiding officer of its governing body who is authorized to execute this instrument by order heretofore passed and recorded in its minutes.

This contract may be executed in any number of counterparts, and each counterpart shall be deemed an original for all purposes. Signed facsimiles shall be binding and enforceable.

WITNESS the signature of all parties hereto this the _____ day of _____, 2019.

AGREED TO:

I3-Bearcat, LLC
(Graves Humphries Stahl, Ltd.)

City of Richwood

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

**Inter-Local Agreement between
Sulphur Springs Police Department, Franklin County
Sheriff's Office, and City of Richwood**

(of which all parties are situated in the State of Texas)

**for access to a hosted Secure Facility with Information Technology Resources
and NET Data or GHS System/s and Government Software**

WHEREAS, the **Sulphur Springs Police Department** the primary service agency (hereinafter referred to as "PSA") has a Secure Facility with Information Technology Resources that are available to host NET Data System/s and Government Software for cooperating agencies; and

WHEREAS, **Franklin County Sheriff's Office**, the backup service agency (**hereinafter referred to as "BSA"**) has Secure Facility with Information Technology Resources that are available to host NET Data System/s and Government Software for cooperating agencies; and

WHEREAS, **City of Richwood**, the requesting service agency (**hereinafter referred to as "RSA"**) wishes to make use of the PSA and BSA Secure Facility with Information Technology Resources that are available to host NET Data System/s and Government Software to fulfill their purpose and mission; and

WHEREAS, PSA and BSA has an obligation to the Texas Department of Public Safety (DPS) to ensure its facility resources, services and criminal justice information are secured in a manner consistent with FBI Criminal Justice Information Systems (CJIS) policies and procedures; and

WHEREAS, cooperation among adjoining and adjacent cities and counties is not only a proper exercise of governmental powers and duties under and pursuant to, Texas Government Code Chapter 791.003 (1), 791.003 (3) (n), and 791.011 (c) (2), but will also permit and be conducive to the furnishing of such services in the most cost-effective way possible and,

WHEREAS, all parties wish to enter into this agreement to mutually benefit from certain economies realized through the sharing of secure facility resources and administrative functions associated with the routine operation of government to support public safety.

NOW, THEREFORE, in consideration of their mutual rights and obligations as set forth below, the PSA, BSA, and RSA agree as follows:

1. **Term**: This agreement shall have a term of (1) year from the date of execution and shall automatically renew without further action of any party, unless otherwise terminated as allowed in this Agreement. This Agreement may be terminated in its entirety by either party by providing a (180) day written notice to the other party.
2. **Fees**: All parties agree the PSA and BSA will neither charge nor owe the RSA any fees for access to secure Information Technology Resources and NETData Systems and Government Software. Any financial obligations that may occur from any vendor used by the PSA and/or BSA for providing this service/s or by the RSA for obtaining access to this service/s under this

Agreement is the sole responsibility of the party by which contracted with the vendor and shall be payable from current revenues available to the respective vendor.

3. **Duties and Covenants of the PSA and BSA:** The PSA and BSA agrees to host a Secure Facility with Information Technology Resources and NETData Systems and Government Software to provide a cost-effective solution for the administrative functions associated with the routine operation of government for the RSA. The hosted Secure Facility will include:

- Key fobbed facility access to NET Data's authorized IT employees for maintenance, operation and management of NET Data's System. NET Data IT employees will not be authorized unless the CJIS Security Addendum Certification, fingerprint and background checks, and CJIS Security Awareness Training requirements have been met as stated in the CJIS Security Policy.
- NET Data System/s and Government Software.
- NET Data's FIPS-142 connection portage device for secure access.
- NET Data's communication service for connectivity to NET Data's FIPS-142 Portage device, System/s, and Government Software.

4. **Duties and Covenants of the RSA:** the RSA agrees:

- To not permit any other person or entity, other than the RSA's authorized employees access to the PSA and/or BSA's secured Facility with Information Technology Resources and NET Data's System's and Government Software.
- To ensure all employees that have access are authorized in accordance to all Federal, State and Local Government laws, rules and regulations.
- To ensure that all authorized employees abide by all present and hereafter enacted Federal, State, and Local Government laws, rules and regulations concerning the collection, storage, retrieval, use, destruction, disclosure and dissemination of CJI and/or CHRI data.
- To advise authorized employees that any unauthorized retrieval, use or dissemination of confidential information is a violation of state law (Texas Government Code Section 411.085) and can lead to the filing of criminal charges against the authorized employee, in addition to cancellation of access to the stated services in this Agreement provided by the PSA and BSA.
- Upon discovery, notify the PSA, BSA and NET Data of a violation by an employee of the RSA, of any applicable Federal, State and Local Government laws, rules and regulations relating to the collection, storage, retrieval, use, destruction, disclosure and/or dissemination of CJI and/or CHRI data.
- Though the RSA's data will be physically stored at the PSA and BSA the data belongs to the RSA. The RSA is solely responsible for its accuracy, quality and reporting, including compliance with Federal, State and Local Government laws, rules and regulations.

5. **Severability:** The parties agree that in the event any provision of this Agreement is held by a court of competent jurisdiction to be in contradiction of any laws of the State or the United States, the parties will immediately rectify the offending portions of this Agreement. The remainder of the Agreement shall be in full force and effect.

6. **Authorization:** All parties agree that this Agreement must be authorized by the governing body of each party to the Agreement.

THIS AGREEMENT made and entered into this _____ day of _____, 2019, by and between the BSA, PSA, and the RSA.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by the proper officers and officials.

Name, title of signatory authority (PSA)

Date: _____

Attest: _____

Name, title of signatory authority (BSA)

Date: _____

Attest: _____

Name, title of signatory authority (RSA)

Date: _____

Attest: _____



New Signer ☐ New Acct ☒ Addt'l Dept ☐

Unit Code	Sales Agent Partner
MCC	Assoc Chain #

25129 The Old Rd Ste 222 | Stevenson Ranch, CA 91381 Phone: 888.690.7555 | Fax: 866.905.8775 | www.pacepublic.com

BUSINESS INFORMATION			
Merchant's DBA Name Outlet Name (If Different From Legal Name) City of Richwood Municipal Court		Merchant Legal Name (As It Appears On Tax Return) City of Richwood	
DBA Address 1800 Brazosport Blvd N.		Mailing Address (If Different From DBA) 1110 Enterprise Drive	
DBA City State Zip Richwood, Tx. 77531		Mailing City State Zip (If Different From DBA) Sulphur Springs TX 75482	
Telephone Number (800) 465-5127	Customer Service Number (979) 265-8157	Business Description Municipal Court	
Contact Name Kim Rogers		Website www.texasonlinerecords.com	
Email kim@netdatacorp.net		Fax Number (903) 885-1604	Federal Tax ID
Does Your Business Currently Accept Credit Cards? YES ☒ NO ☐		Average Ticket \$ 150.00	High Ticket \$ 450.00
		Annual Volume \$ 50,000.00	% In Person Online 50 50
Amex Acceptance YES ☒ NO ☐	Amex Marketing YES ☐ NO ☒	Amex Acceptance <\$1,000,000.00 YES ☒ NO ☐	Cardholder Dispute Notification Delivery MAILED ☐ FAXED ☒

AUTHORIZED SIGNER	
NAME	TITLE

BANK INFORMATION		
BANK NAME	ROUTING #	DDA #

OWNER OFFICER INFORMATION- Owners with 25% or more must complete (add addt'l owners on last page of agreement), or with authority/control when percentage is not applicable					
Owner Name (#1)	Title & % Ownership	Date of Birth	Social Security #	Phone #	
Address	City	State	Zip	#Yrs	Own Rent
Owner Name (#2)	Title & % Ownership	Date of Birth	Social Security #	Phone #	
Address	City	State	Zip	#Yrs	Own Rent

OTHER MERCHANT INFORMATION	
Is any owner, officer, director, employee or agent a current or former senior official in the Executive, Legislative, Administrative, Military, or Judicial branch of any government-owned commercial enterprise; a family member of any of the foregoing officials; or a close personal or professional associate of any of the foregoing officials? YES ☐ NO ☒ If YES, please attach details	

MERCHANT BUSINESS TYPE									
Type of Ownership:	Sole Proprietor	Partnership	Corporation	LLC	Professional Association	Tax Exempt Corp 501C	3	4	10
Type of Business:	Private	Public- Ticker Symbol:	Government Municipality						
Do you currently accept Visa MasterCard Discover? YES NO					Fax Chargebacks & Retrieval Information to Merchant? YES NO				

MEMBER BANK (ACQUIRER) INFORMATION

Wells Fargo Bank P.O. Box 6079 - Concord, CA 94524 (844)284-6834

IMPORTANT MEMBER BANK (ACQUIRER) RESPONSIBILITIES

IMPORTANT MERCHANT RESPONSIBILITIES

1. The Bank is the only entity to extend acceptance of Card Organization Products
2. The Bank must be a principal (signer) to the Merchant Agreement
3. The Bank is responsible for educating merchants on pertinent Card Organization Rules with which Merchants must comply; but this information may be provided to you by your Processor (PACE).
4. The Bank is responsible for and must provide settlement funds to the Merchant
5. The Bank is responsible for all funds held in reserve

1. Ensure compliance with Cardholder data security and storage requirements
2. Maintain fraud and chargebacks below Card Organization thresholds
3. Review and understand the terms of the Merchant Agreement
4. Comply with Card Organization rules
5. Retain a signed copy of the Disclosure Page

The responsibilities above do not replace the terms of the Merchant Agreement and are provided to ensure that the Merchant understands some important obligations of each party and that the Bank is the ultimate authority should the Merchant experience any problems.

MERCHANT RESOURCES

You may download "MasterCard Rules" from MasterCard's website at: <https://www.mastercard.us/en-us/about-mastercard/what-we-do/rules.html>
 You may download "American Express Merchant Operating Requirements" at: https://icm.aexp-static.com/Internet/NGMS/us_en/Images/MerchantPolicyOptBlue.pdf
 You may download "Visa Regulations" from Visa's website at <https://usa.visa.com/dam/VCOM/download/about-visa/visa-rules-public.pdf>
 You may download "Discover Card" additional merchant information at <http://discovernetwork.com/merchants/index.html>

Merchant's Signature:	Name(Print)	Title	Date
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Rev. 05/18 GP-ISO-A-WF-PACE-MUNI

Merchant Initials x



☒ SERVICE FEE - PACE SMART PAY FORM						FEE SCHEDULE: VISA MASTERCARD DISCOVER AMEX PIN DEBIT					
Transaction Range		Tier 1		Tier 2		Tier 3					
Visa MC Disc Service Fee		Rate 1 5%		Rate 2		Rate 3					
Amex Service Fee		Rate 1 5%		Rate 2		Rate 3					
ACH Payment Service Fee		Rate 1		Rate 2		Rate 3					
☐ ABSORBED FEE SCHEDULE				☐ COST PLUS (Pass Interchange, Association and Assessment fees)				☐ FLAT RATE			
Visa MC Disc		Debit Rate:%		Other \$		PIN Debit Fees \$		AMEX Qual %		AMEX Mid Qual %	
Processing Rate		Credit Rate:%		Transaction Fee \$*		*Transaction Fee applies to all Authorized Requests on All Card Brands : Visa MC Disc AmEx \$					
OTHER MONTHLY MISC FEES											
Internet Set Up \$		Internet Monthly \$		SPF Monthly \$		SPF Per Item \$		Statement Fee (On File) \$			
Regulatory Compliance \$		PCI Insurance \$		Chargeback Fee \$		Retrieval Fee \$		Monthly Minimum \$			

The foregoing discount rate, per item and authorization fees are based upon Merchant's complying with all processing requirements as established by the applicable governing authority of the payment type which qualifies Merchant for the most favorable interchange rates available for such payment type. Discount rates and other percentage fees are calculated by multiplying the rates and fees and the Merchant's applicable transaction volume. Per item and per authorization fees are calculated per transaction or authorization, as applicable. See Section 13 of the Card Services Terms and Conditions for information regarding the early termination fee. In addition to the per item fee, all Debit transactions include fees assessed by the applicable network organization.

EQUIPMENT GATEWAY VAR INFORMATION											
PROMOTIONAL EQUIPMENT PACKAGE						ADDITIONAL EQUIPMENT					
Name Type: QTY						Name Type: QTY BILL PARTNER CUST					
SPF ☐		Stand Alone ☐		IP ☐ Dial ☐ Internet Only ☐		Ship Equip/ Email VAR		PARTNER ☐ CUST ☐		Additional Equipment Cost	

ACCEPTANCE OF TERMS & CONDITIONS | MERCHANT AUTHORIZATION

Your Card Services Agreement is between Global Payments Direct, Inc. ("Global Direct"), the Merchant named above and the Member named below ("Member"). Member is a member of Visa, USA, Inc. ("Visa") and MasterCard International, Inc. ("MasterCard"); Global Direct is a registered independent sales organization of Visa, a member service provider of MasterCard and a registered acquirer for Discover Financial Services, LLC ("Discover"), a registered Program Participant of American Express Travel Related Services. A copy of the Card Services Terms and Conditions, revision number 05/18 GP-ISO-A-WF-PACE-MUNI, has been provided to you. Please sign below to signify that you have received a copy of the Card Services Terms & Conditions and that you agree to all terms and conditions contained therein. If this Merchant Application is accepted for card services, Merchant agrees to comply with the Merchant Application and the Card Services Terms & Conditions. If you disagree with any Card Services Terms & Conditions, do not accept service.

IF MERCHANT SUBMITS A TRANSACTION TO GLOBAL DIRECT HEREUNDER, MERCHANT WILL BE DEEMED TO HAVE ACCEPTED THE CARD SERVICES TERMS & CONDITIONS

By your signature below on behalf of Merchant, you certify that all information provided in this merchant Application is true and accurate and you authorize Global Direct, and Global Direct on Members behalf, to initiate debit entries to merchant's checking account(s) in accordance with the Card Services Terms.

In addition, by your signature below on behalf of Merchant, you authorize Global Direct and/or Pace to order a consumer credit report on you, Merchant, and each of Merchant's officers, partners, and/or owners, as well as subsequent consumer credit reports, which may be required or used in conjunction with the maintenance, updating, renewal, or of the services provided hereunder, or in conjunction with reviewing, taking collection action on, or other legitimate purposes associated with the Merchant account.

THE PERSON SIGNING BELOW HAS THE RIGHT TO BIND THE ENTITY LISTED TO THE CONTRACT

Merchant's Signature:	Name (Print)	Title	Date
Signing for Global Payments Direct, Inc.	Name (Print)	Title	Date
Signing for Member:	Name (Print)	Name of Member: Wells Fargo Bank	Date

Comments:



PCI SECURITY REQUIREMENTS ADDENDUM

ADDITIONAL CARDHOLDER DATA STORAGE COMPLIANCE & SERVICE PROVIDER

PCI DSS and Card Network rules prohibit storage of sensitive authentication data after the transaction has been authorized (even if encrypted). If you or your POS system store, process, or transmit full cardholder's data, then you(merchant) must validate PCI DSS compliance. If you (merchant) utilize a payment application the POS software must be PA DSS (Payment Application Security Standards) validated where applicable. If you use a payment gateway, they must be PCI DSS Compliant.

As required under the Payment Card Industry Data Security Standard (PCI DSS), I do hereby declare and confirm the following:

Questions:

Merchant will maintain full PCI DSS compliance at all times and will notify Global Payments when it changes to point of sale software system, application or vendor	YES ☒ NO ☐ N/A ☐
Do your transactions process through any Third Parties (i.e. web hosting companies, gateways, corporate office)?	YES ☒ NO ☐ N/A ☐
Merchant utilizes the services of a PCI SSC Qualified Integrator Reseller (QIR) when POS payment applications are utilized.	YES ☒ NO ☐ N/A ☐
The signing merchant listed below has experienced an account data compromise*	YES ☐ NO ☒ N/A ☐ (I have never accepted payment cards)
The signing merchant listed below is storing Sensitive Authentication Data ** (even if encrypted) after the transaction has been authorized	YES ☐ NO ☒ N/A ☐ (I have never accepted payment cards)
Merchant utilizes an EMV enabled terminal	YES ☒ NO ☐ N/A ☐

* An Account Data Compromise is any incident that results in unauthorized access to payment card data and/or Sensitive Authentication Data.

** Sensitive Authentication Data is security related information (Card Verification Values, complete Magnetic Stripe Data, PINs, and PIN blocks) that is used to authenticate cardholders.

Please note that if you indicate that your organization has experienced an account data compromise in the past, a PCI DSS Level 1 Compliance Assessment may be required upon Globals request. A compromise of cardholder data from your location(s) may result in the issuance of fines and/or penalties by the card brand, for which you will be responsible under your Merchant Agreement, notwithstanding this Compliance Statement.

It is imperative that you notify Global Payments immediately should the information on this Compliance Statement change.

PASS THROUGH PRICING ADDENDUM

THIS SECTION ONLY APPLIES IF PASS THROUGH - DOES NOT APPLY WHEN SERVICE FEE OR FLAT RATE PRICING IS APPLIED

GP Fee Visa Acquirer Processing Credit	\$0.0195	GP Fee Visa Fixed Acquirer Network Surcharge	.1125%	GP Fee MasterCard NABU	\$0.0195
GP Fee Visa Acquirer Processing Debit	\$0.0155	GP Fee MasterCard Digital Enablement	0.01%	GP Fee MasterCard Account Inquiry	\$0.0250
GP Fee Visa Misuse of Authorization	\$0.0900	GP Fee MasterCard Cross Border - Foreign	1.00%	GP Fee MasterCard Assessments - Large Ticket	0.14%
GP Fee Visa Zero Floor Limit	\$0.2000	GP Fee MasterCard Cross Border - Domestic	0.60%	GP Fee Discover Network Authorization	\$0.0025
GP Fee Visa Intl Acquirer	0.45%	GP Fee MasterCard CVC2	\$0.0025	GP Fee Discover Int'l Processing	0.55%
GP Fee Visa Transaction Integrity	\$0.1000	GP Fee MasterCard Data Integrity	\$0.0550	GP Fee Discover Int'l Service	0.80%
GP Fee Visa Intl Service Assessment Base	0.80%	GP Fee MasterCard Accept & License	0.06%	GP Fee Discover Data Usage	\$0.0195
GP Fee Visa Intl Service Assessment Enhd	1.20%	GP Fee MasterCard Acquirer PGM Support	0.85%	GP Fee Discover Assessments	0.13%
GP Fee Visa Intl Service Assessment Cash	.40%	GP Fee MasterCard Assessments	0.13%	GP Fee American Express CNP	0.30%
GP Fee Visa Assessments Credit	0.13%	GP Fee MasterCard Per Location (Month) MC	\$2.00	GP Fee American Express Inbound	0.40%
GP Fee Visa Assessments Debit	0.13%	Integrity Fee – Final Auth (Max)	0.25%	GP Fee American Express Network*	0.15%
GP Fee Visa Kilobyte**	\$0.0018	MC Integrity Fee – Final Auth (Min)	\$0.04 per auth	GP Fee American Express Access*	0.30%
GP Fee Visa Account Inquiry	\$0.0250	MC Integrity Fee - PreAuth / Undefined	\$0.045 per auth		

PACE MERCHANT CENTER

DEPARTMENT	ADDRESS	ADDITIONAL LOCATIONS	CONTACT

ADDITIONAL USERS

Username	Email:
Username	Email:
Username	Email:



City of Richwood

1800 Brazosport Blvd.
Richwood, TX 77531
Phone (979) 265-2082
Fax (979) 265-7345

MEMORANDUM

To: Mayor Steve Boykin
Members of Council

FROM: Lindsay Koskiniemi, Interim City Manager

DATE: AUGUST 9, 2019

RE: Utility Fund Budget Presentation

As staff continues to prepare weekly presentations and Council agendas and gather additional information to satisfy requested research for fiscal year 2020 budget adoption, staff will supply Council with a hardcopy of budget documents and save reviewed hardcopy documents electronically for official archive.

As of Friday afternoon, staff is still working on “scrubbing” the Utility Fund expenditures and preparing a final rate increase amount to the base utility cost to generate the required revenue to pay for the voter-approved bond issuance and rate increase of eighteen cents per 1,000 gallons from Brazos Water Authority. The objective is to limit the rate increase to cover only the necessary cost increases, debt issuance, increased necessary chemical supplies, and a sewer camera to minimize the financial impact on residents.

Thank you,

Lindsay Koskiniemi
Interim City Manager



City of Richwood

1800 Brazosport Blvd.
Richwood, TX 77531
Phone (979) 265-2082
Fax (979) 265-7345

MEMORANDUM

TO: Mayor Steve Boykin
Members of Council

FROM: Lindsay Koskiniemi, Interim City Manager

DATE: AUGUST 12, 2019

RE: City Manager's Report: Updates – Home Occupations Workshop & Personnel Policy Review

Presently, there are outstanding discussion items that are ongoing which include the Appendix B review of the City's Code of Ordinance specific to language changes regarding home occupations, and the comprehensive review of the personnel policy.

Home Occupations Review Status: The City's executive team and members of Council agreed in the special meeting on July 29, 2019 to fully read all of Appendix B of the City's Code of Ordinance by the regular Council meeting scheduled for September 9, 2019. One possible option City staff has discussed with the City's attorney is extracting all references to home occupations in Appendix B and creating an amendment to the City's Code of Ordinance so that all information concerning home occupations are centrally contained in one section to promote clarity and organization. Council will have a discussion item changes to Appendix B on the September agenda.

Personnel Policy Review: In an effort to gain traction on the budget's adoption progress, and keep Council meetings to productive hours, the personnel policy review was prioritized behind the budget process and other matters, such as the home occupations discussion, that directly affect service to residents and health/safety. Presently, city management is reviewing the personnel policy changes proposed by staff and preparing cost estimation for proposed employee benefits such as parental leave. City management and staff anticipate presenting personnel policy changes to Council on October 14, 2019 at the regular meeting.

Thank you,

Lindsay Koskiniemi
Interim City Manager