

AGENDA

BE IT KNOWN that the **CITY COUNCIL** of the City of Richwood will meet in **City Council Regular Meeting** on **Monday, May 14, 2018** 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. COUNCIL CEREMONIES AT 5:45 PM
 - A. Recognition of Outgoing Council Members
 - 1. Chris Hardison, Position 5 | 2014-2018
 - 2. Lauren LaCount, Position 4 | 2016-2018
 - B. Swear in Council Members
 - 1. Mike Johnson - Position 1
 - 2. Mark Brown II - Position 4
 - 3. Katie Johnson - Position 5
- II. CALL TO ORDER AT 6:00 PM
- III. INVOCATION
- IV. PLEDGES OF ALLEGIANCE 4
 - Pledge of Allegiance & Texas Pledge
- V. ROLL CALL OF COUNCIL MEMBERS
- VI. RECOGNITIONS
- VII. PROCLAMATIONS
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- IX. CONSENT AGENDA
 - A. Approval of Minutes of Previous Meetings
 - 1. Joint Planning Minutes April 9, 2018 25
 - 2. April 9, 2018 27
 - B. Payment of Bills 34
 - C. Discuss and consider a resolution designating Michael Coon, City Manager authorized official on the Rifle Resistant Body Armor Grant Program, Office of the Governor, Criminal Justice Department, Grant #3441901 40
 - D. Discuss and consider a resolution designating Michael Coon, City Manager 43

authorized official on the JAG - Suspect Identification Technology
Update Grant Program, Office of the Governor, Criminal Justice Department,
Grant #3340201

X. DISCUSSION AND ACTION ITEMS

- | | |
|---|----|
| A. Public hearing to consider amendments to Section 3 Definitions and Section 4 Districts - B.6.L. B-1, Business zone, conditional uses; B.7.a – C-1, Commercial zone, permitted uses of Appendix B Zoning Ordinance of the Code of Ordinances, to include but not limited to, add the definition of gas station; allowing gas stations as conditional uses in B-1 zones and allowing gas stations as permitted uses in C-1 zones | 45 |
| B. Discuss and consider allowing gas stations as conditional uses in B-1 zones and allowing gas stations as permitted uses in C-1 zones | 47 |
| C. Public Hearing to consider rezoning 20 acres of Oakwood Shores (A0030-A0333) (Richwood) Lot Reserve A from R-3, Multifamily Residence to C-1 Commercial. Said property being located at the northeast corner of 288B and Highway 2004 | 48 |
| D. Discuss and consider rezoning 20 acres of Oakwood Shores (A0030-A0333) (Richwood) Lot Reserve A from R-3, Multifamily Residence to C-1 Commercial. Said property being located at the northeast corner of 288B and Highway 2004 | 50 |
| E. Discuss Park and Facility Rental fees and deposits | 51 |
| F. Discuss and consider amendments to Keep Richwood Beautiful Commission bylaws as approved by the commission board | 54 |
| G. Discuss and consider recommendation for two part-time officer positions to be funded out of Crime Control and Prevention District (CCPD) Funds as approved by the CCPD Board | 58 |
| H. Discuss and Consider extension of contract with MuniServices | 59 |
| I. Award RFP 18-002P Debris Management and Removal service as follows: | 68 |
| 1. Primary Contract - Ceres Environmental | |
| 2. Secondary Contract - DRC Emergency Services | |
| J. Award RFP 18-005P Debris Monitoring Services to True North Emergency Management | 69 |
| K. Award RFQ 18-001Q On-Call Engineering services as follows: | 70 |
| 1. Engineering services for any private development plan & plat review to PRD Land Development Services, LLC | |
| 2. Engineering services for any municipal development and infrastructure, including repair and replacements to Strand Associates, Inc. | |
| L. Award RFP 18-003P Emergency Medical Services to Clute EMS | 71 |
| M. Update on review of Indoor Gun Range & Noise Control Ordinances | 72 |
| N. Update on Flood Mitigation Efforts | 73 |
| O. Approve items removed from Consent Agenda | |

XI. REPORTS

Reports that require no action.

XII. CITY MANAGER'S REPORT

XIII. 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.

XIV. FUTURE AGENDA ITEMS

XV. COUNCIL MEMBER COMMENTS & REPORTS

XVI. MAYOR'S REPORT

XVII. 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 5/11/2018 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

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

Pledge of Allegiance

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

Texas Pledge

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

roclamation

I, Mark Guthrie, by virtue of the authority vested in me as Mayor of the City of Richwood, Texas, do hereby proclaim in memoriam of Pat Wade

May 18, 2018
“Pat Wade Day”

in the City of Richwood, and urge each and every citizen to honor Pat Wade for his dedicated service to the City of Richwood.

WHEREAS; Pat Wade was a long-time resident of Richwood;

WHEREAS; Pat was continually involved in the community of Richwood and was very supportive of the City’s public safety departments;

WHEREAS; Pat served as a co-chair of the Richwood Flood & Drainage Advisory Committee with professionalism, outstanding leadership, and dedication to examine alternatives to reduce the risks of flooding in Richwood; and

WHEREAS; it is the privilege of the City Council of Richwood to honor and remember Pat Wade; and

Now Therefore, We the Mayor and the City Council of the City of Richwood, do hereby proclaim May 18, 2018 as “**Pat Wade Day**” in the City of Richwood, Texas.

In Testimony whereof, witness my hand and the seal of the City of Richwood, this 14th day of May, A.D. 2018.

Mark Guthrie, Mayor
City of Richwood

roclamation

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

May 13-19, 2018 “National Police Week 2018”

in the City of Richwood, and urge each and every citizen to recognize National Police Week 2018 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are more than 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Richwood Police Department;

WHEREAS, there have been 58,627 assaults against law enforcement officers in 2016, resulting in approximately 16,677 injuries;

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, 360 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 129 officers killed in 2017 and 231 officers killed in previous years;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund’s 30th Annual Candlelight Vigil, on the evening of May 13, 2018;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 13-19;

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half staff;

NOW THEREFORE, We the Mayor and the City Council of the City of Richwood, do hereby proclaim May 13-19, 2018, as Police Week in the City of Richwood, Texas, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

In Testimony whereof, witness my hand and the seal of the City of
Richwood, this 14th day of May, A.D. 2018.

Mark Guthrie, Mayor

roclamation

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

May 21-27, 2018 “National Public Works Week 2018”

in the City of Richwood, and urge each and every citizen to recognize National Public Works Week.

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of [insert state]; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees from state and local governments and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in the City of Richwood to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities,

WHEREAS, the American Public Works Association has celebrated the annual National Public Works Week since 1960,

NOW THEREFORE, We the Mayor and the City Council of the City of Richwood, do hereby designate the week May 21 -27, 2018 as National Public Works Week; I urge all our people to join with representatives of the American Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

In Testimony whereof, witness my hand and the seal of the City of
Richwood, this 14th day of May, A.D. 2018.

Mark Guthrie, Mayor
City of Richwood

MEMORANDUM

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

From: Michael Coon, City Manager

Date: May 11, 2018

Subject: Review of Fiscal Year 17-18 Budget and end of year projections

Overall, all the City's major funds are projected to end the fiscal year with at least a little bit of savings. The General Fund is projected to end the Fiscal Year with a positive balance of \$4,284 and the Utility Fund is projected to end the year with \$4,572 in savings. A more in depth look at the numbers is included in the attached report.

FY 2018 YEAR END PROJECTIONS BUDGET AND FINANCE REPORT

GENERAL FUND

City of Richwood

	FY 2018 Budget	FY 2018 Year-End Projections	Variance Favorable (Unfavorable)
REVENUES			
Ad Valorem Taxes	\$ 1,692,127	\$ 1,657,605	\$ (34,522)
380 Rebates	(248,536)	(248,536)	0
Delinquent Taxes	12,000	21,000	9,000
Penalty & Interest	12,500	12,500	0
Animal Fines/Licenses	200	290	90
Building Permits	60,000	60,000	0
Franchise Taxes	177,189	179,000	1,811
Interest Earnings	3,000	5,000	2,000
Licenses & Permits	10,000	11,185	1,185
Miscellaneous Income	30,000	42,394	12,394
Municipal Building Rentals	7,314	7,791	477
Municipal Court	150,000	130,415	(19,586)
Parks & Recreation	5,066	4,100	(966)
Sales Tax	438,430	432,887	(5,543)
Sales Tax - Streets	109,607	108,222	(1,385)
Special Revenues	18,400	14,132	(4,268)
Transfers In	652,576	652,576	0
TOTAL REVENUES	\$ 3,129,873	\$ 3,090,561	\$ (39,313)
APPROPRIATIONS			
Administration	\$ 556,935	\$ 544,447	\$ 12,487
City Maintenance	243,929	223,789	20,140
Code Enforcement	53,009	50,968	2,042
Fire	191,434	191,410	24
Judicial	130,745	131,711	(965)
Parks & Rec	40,994	48,512	(7,518)
Permitting & Inspections	109,588	107,719	1,869
Police	919,169	950,018	(30,849)
Special Revenues	18,400	18,400	0
Streets & Drainage	125,000	125,000	0
Storm/Disaster	86,231	69,864	16,367
Transfer Out	654,439	624,439	30,000
TOTAL APPROPRIATIONS	\$ 3,129,873	\$ 3,086,277	\$ 43,597
ENDING BALANCE	\$ 0	\$ 4,284	\$ 4,284

FY 2018 YEAR END PROJECTIONS BUDGET AND FINANCE REPORT

Other Operating Funds

City of Richwood

	FY 2018 Budget		FY 2018 Year-End Projections		Variance Favorable (Unfavorable)
<u>Utility Fund</u>					
Revenues	\$	2,437,821	\$	2,425,569	\$ (12,253)
Expenses		2,437,821		2,420,996	16,825
ENDING BALANCE	\$	0	\$	4,572	\$ 4,572
<u>Transportation Fund</u>					
Revenues	\$	105,000	\$	120,986	\$ 15,986
Expenses		105,000		57,000	48,000
ENDING BALANCE	\$	0	\$	63,986	\$ 63,986
<u>Crime Control & Prevention Fund</u>					
Revenues	\$	117,165	\$	108,487	\$ (8,678)
Expenses		117,165		69,038	48,127
ENDING BALANCE	\$	0	\$	39,449	\$ 39,449
<u>Beautification</u>					
Revenues	\$	16,000	\$	15,300	\$ (700)
Expenses		16,000		14,315	1,685
ENDING BALANCE	\$	0	\$	985	\$ 985

MEMORANDUM

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

From: Clif Custer, Public Works Director

Date: April 24th, 2018

Subject: Present and discuss options for Oakwood Shores low water pressure and low chlorine residual.

This Memo is to inform Richwood City Council, and Citizens that options have been presented by KSA Engineering to help establish better water pressure, and chlorine residual to the Oakwood Shores subdivision.

Since 2014 considerable fire hydrant bleeding has been necessary to maintain a compliant chlorine residual within the subdivision of Oakwood Shores. KSA Engineering was employed to present options to assist with maintaining chlorine residual and establishing better water pressure within Oakwood Shores. The results of this study will allow Public Works to:

1. Discuss challenges of maintaining chlorine residual
2. Provide explanation of water wasted
3. Explain long term consequences of no action
4. Provide information on current compliance standing of the Cities Public Water System
5. Present solutions for low chlorine residual and future elevated storage needs

Richwood's intention with this study is to inform Council of water line dead end challenges, and to present proactive options for future expansion of Richwood's Public Water System.

KSA Engineers Recommended Options For Oakwood Shores Low Water Pressure and Chlorine Residual.



Option 1 was to add elevated storage and an additional well to distribution.



Option 2 is strait line injection. A booster pump is used to increase water pressure to the point at which the Venturi Effect is created.



Option 3 is a hydro-pneumatic tank with a booster pump system



Section 3 - Improvement Options

A. Improvement Option 1

According to the site plan for the Oakwood Shores Development, there is a location for a future water plant site.

i. Description

The existing overall water line layout for Oakwood Shores has a location for a future water plant site. This option would involve constructing a new elevated water storage tank (minimum size of 150,000 gallons). However, the existing distribution system will not be able fill the proposed tower. Therefore, a new well would be recommended to provide production capacity for this tower and area. This option will solve both the pressure and low residual problems.

ii. Design Criteria

The tank and well would be designed around 30 TAC Chapter 290 Subchapter D.

iii. Construction Requirements

Construction would consist of a new welded steel 150,000 gallon elevated storage tank, and new water well approved for a public water system, electrical and instrumentation controls, fence, all weather access drive, etc.

iv. Cost

City of Richwood Elevated Storage and New Well Engineers Conceptual Opinion of Probable Project Cost						
Item	Work	Quan	Unit	Unit \$	Total \$	Subtotal
1						\$1,650,000.00
1.01	Mobilization	1	LS	\$150,000.00	\$150,000.00	
1.02	Erect a 150,000 gallon elevated storage tank	1	LS	\$550,000.00	\$550,000.00	
1.03	Drill a test well	1	LS	\$40,000.00	\$40,000.00	
1.04	Drill a new well	1	LS	\$420,000.00	\$420,000.00	
1.05	Yard Piping	1	LS	\$50,000.00	\$50,000.00	
1.06	Electrical	1	LS	\$75,000.00	\$75,000.00	
1.07	Fence, all weather access road	1	LS	\$15,000.00	\$15,000.00	
1.07	12" C-900 water line	5,000	LF	\$70.00	\$350,000.00	
	Total Construction Cost					\$1,650,000.00
	Contingency					\$165,000.00
	Total Construction Cost					\$1,815,000.00
2	Non-Construction Costs (Survey, Engineering, and Administrative)					
2.01	Environmental assessment	1	LS	\$10,000.00	\$10,000	
2.02	Geotechnical Investigation	1	Is	\$6,000.00	\$6,000	
2.03	Design survey	1	LS	\$5,000.00	\$5,000	
2.04	Preliminary engineering report	1	LS	\$5,000.00	\$5,000	
2.05	Engineering	1	LS	\$132,000.00	\$132,000	
2.06	Resident project representation- par time	500	HR	\$75.00	\$37,500	
2.07	Construction Survey	1	LS	\$2,500.00	\$2,500	
2.08	Easement Preparation	1	LS	\$8,000.00	\$8,000	
	Subtotal Non-Construction Cost					\$206,000.00
	Opinion of Total Probable Project Cost					\$2,021,000.00

v. Advantages/Disadvantages

The advantage of option 1 is that both problems of low pressure and low chlorine residual are solved. In addition this option prepares the City of Richwood for future development south of FM 2004. This option also has the advantage of preparing the City of Richwood for the next 20 plus years of water and related infrastructure requirements.

The disadvantage is the high upfront capital cost. The estimate cost of \$1.58 million is high and probably need to be financed.

B. Improvement Option 2

Increase the concentration of free chlorine used

i. Description

As mentioned above, the Brazosport Water Authority recently switched from using chloramines to free chlorine as their disinfectant in water in April. At this point, there has not been adequate time to determine the effects that the change will have on the water system. KSA recommends monitoring the situation until the end of February 2018, and if the situation does not improve, then KSA also recommends making the following changes.

Based on the information in Table 4, the City is consistently at or below 3.0 mg/L of free chlorine within the water system. As stated earlier in the report, the maximum free chlorine concentration is 4.0 mg/L. The City has the ability to increase the concentration of free chlorine used in the system. KSA recommends increasing the concentration of free chlorine to 3.5 mg/L.

ii. Design Criteria

There is no additional design that is required for this improvement. Additional free chlorine will just need to be added to the system to increase the concentration within the water system. This should increase the overall concentration within the water system and raise the low chlorine levels within Oakwood Shores.

iii. Construction Requirements

The construction cost would be the installation of chlorine booster pump station. This includes a booster pump, chlorinator, chemical storage, injectors, and a building to house the unit.

iv. Cost

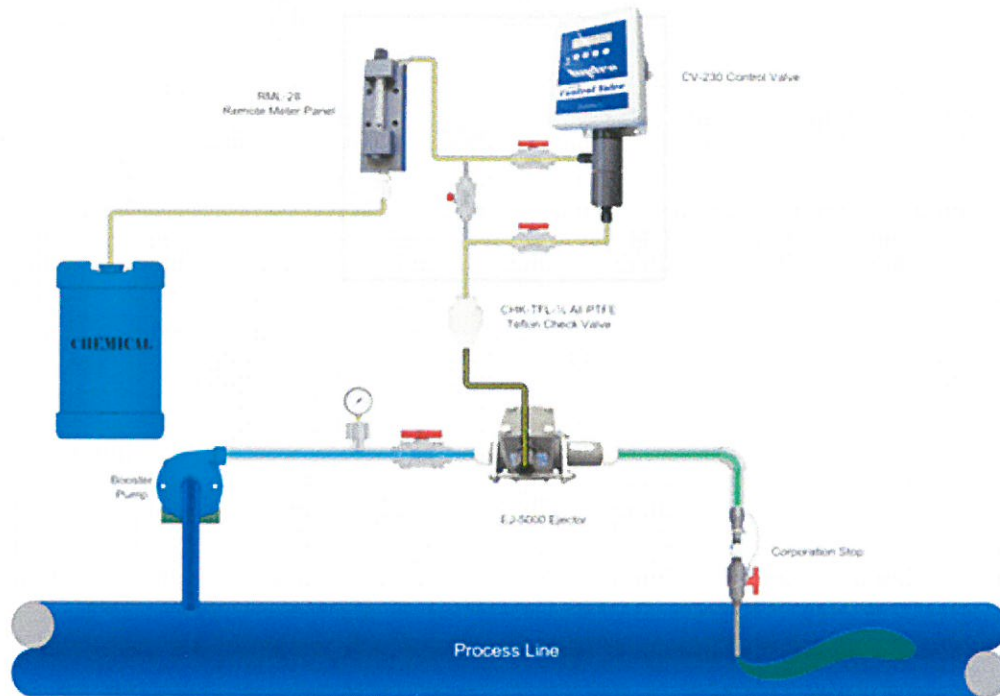
City of Richwood Chlorine Residual Boosting Station Engineers Conceptual Opinion of Probable Project Cost						
Item	Work	Quan	Unit	Unit \$	Total \$	Subtotal
1						\$80,000.00
1.01	Mobilization	1	LS	\$7,000.00	\$7,000.00	
1.02	Chemical feed equipment	1	LS	\$50,000.00	\$50,000.00	
1.03	Water line taps	2	EA	\$1,000.00	\$2,000.00	
1.04	Fiberglass enclosure	1	LS	\$10,000.00	\$10,000.00	
1.05	Electrical	1	LS	\$6,000.00	\$6,000.00	
1.06	Fence	1	LS	\$5,000.00	\$5,000.00	
	Total Construction Cost					\$80,000.00
	Contingency					\$8,000.00
	Total Construction Cost					\$88,000.00
2	Non-Construction Costs (Survey, Engineering, and Administrative)					
2.01	Environmental assessment	1	LS	\$0.00	NA	
2.02	Geotechnical Investigation	1	Is	\$0.00	NA	
2.03	Design survey	1	LS	\$5,000.00	\$5,000	
2.04	Preliminary engineering report	1	LS	\$5,000.00	\$5,000	
2.05	Engineering	1	LS	\$12,000.00	\$12,000	
2.06	Resident project representation- par time	0	HR	\$0.00	NA	
2.07	Construction Survey	1	LS	\$0.00	\$0	
2.08	Easement Preparation (if installed on private)	1	LS	\$8,000.00	\$8,000	
	Subtotal Non-Construction Cost					\$30,000.00
	Opinion of Total Probable Project Cost					\$118,000.00

v. Advantages/Disadvantages

The advantage of option two is the low capital costs. KSA recommends a preliminary engineering report (PER) to identify the optimal location for the chlorine booster pump. This option solves the chlorine residual problem and eliminate the excessive flushing of the water distribution system in this area.

The disadvantage is that this option solves the chlorine residual problem and not the pressure problem. As Oakwood Shores develops, the water demand will increase thereby increasing the flow and pressure loss throughout the area. Another disadvantage is the additional maintenance cost. The city will have to maintain and take readings at another location in addition to what they already service.

Exhibit 1 – Schematic of Chlorine residual booster pump



C. Improvement 3

Loop waterline in Oakwood shores

i. Description

One of the contributing factors to the low chlorine concentration and low pressure is the water becoming stagnant in the systems of Oakwood Shores and the distance from the existing elevated storage tank. A separate booster pump station with hydro-pneumatic tanks could be constructed. In addition According to the layout for Oakwood Shores, there is a future planned waterline along FM 2004. Construction a portion of this waterline would allow water to circulate through the system and avoid becoming stagnant.

ii. Design Criteria

The proposed waterline and booster pump station will follow the design criteria for domestic water systems as outlined in the TCEQ 30 TAC 290. The size of the waterlines will match the lines that the proposed line will be connected to.

iii. Construction Requirements

To construct the booster pumps station, a ground storage would need to be constructed along with booster pumps, and a hydro-pneumatic tank. To construct the waterline, there would need to be approximately 5,000 lf of 12" waterline. The design will also include fire hydrants, valves, fittings and other necessary equipment to construct the waterline.

iv. Cost

City of Richwood Booster Pump Station Engineers Conceptual Opinion of Probable Project Cost						
Item	Work	Quan	Unit	Unit \$	Total \$	Subtotal
1						\$940,500.00
1.01	Mobilization	1	LS	\$85,500.00	\$85,500.00	
1.02	Erect a min 150,000 gallon ground storage tank	1	LS	\$200,000.00	\$200,000.00	
1.03	Install hydro-pneumatic tank	1	LS	\$100,000.00	\$100,000.00	
1.04	Install pumps	2	EA	\$50,000.00	\$100,000.00	
1.05	Yard Piping	1	LS	\$30,000.00	\$30,000.00	
1.06	Electrical	1	LS	\$60,000.00	\$60,000.00	
1.07	Fence, all weather access road	1	LS	\$15,000.00	\$15,000.00	
1.08	12" C-900 water line	5,000	LF	\$70.00	\$350,000.00	
	Total Construction Cost					\$940,500.00
	Contingency					\$93,500.00
	Total Construction Cost					\$1,034,000.00
2	Non-Construction Costs (Survey, Engineering, and Administrative)					
2.01	Environmental assessment	1	LS	\$10,000.00	\$10,000	
2.02	Geotechnical Investigation	1	ls	\$6,000.00	\$6,000	
2.03	Design survey	1	LS	\$5,000.00	\$5,000	
2.04	Preliminary engineering report & hydraulic model	1	LS	\$15,000.00	\$15,000	
2.05	Engineering	1	LS	\$80,000.00	\$80,000	
2.06	Resident project representation- par time	500	HR	\$75.00	\$37,500	
2.07	Construction Survey	1	LS	\$2,500.00	\$2,500	
2.08	Easement Preparation	1	LS	\$8,000.00	\$8,000	
	Subtotal Non-Construction Cost					\$164,000.00
	Opinion of Total Probable Project Cost					\$1,198,000.00

v. Advantages/Disadvantages

The overall cost is lower than that of the elevated tank and new well. The advantage is that this option will also solve both the low pressure and chlorine problems.

The disadvantage is that the city would operate two separate pressure planes. In addition, a hydraulic model would be required to calculate the flow from the existing distribution system to the new ground storage tank and to calculate the effect on existing distribution system pressures. This separate pressure plane would be subject to the same TCEQ minimum criteria. The TCEQ limits the hydro-pneumatic tanks to systems with less than 2,500 connections. In addition, the ground storage tank would not contribute to total storage for the existing distribution system.

Section 4 - Recommendation

A. Water System Improvement Recommendation

KSA recommends either option No. 1 or No. 3. The difference between the two depends on the future development and how fast it will occur. Option 1 provides the flexibility for the system to continue growth and can be easier to maintain. Option No.3 still provides pressure maintenance but at an less expensive cost with more maintenance on the high service pumps and depends on the ability of the existing system to fill the ground storage tank at an acceptable rate.

Minutes of Joint Public Hearing with City Council and Planning and Zoning Commission

The City Council City of Richwood

A Joint Public Hearing with Planning and Zoning Commission and the City Council of City of Richwood was held Monday, April 9, 2018, 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 6:03 p.m.

INVOCATION

Michael Coon led the invocation.

PLEDGES OF ALLEGIANCE

Pledge of Allegiance & Texas Pledge

Mayor Guthrie led the pledges.

ROLL CALL OF COUNCIL MEMBERS

Mayor - Mark Guthrie

Council member Position 1 – Mark Brown II

Council member Position 2 – Frank Blanks

Council member Position 3 – Sarah Reed

Council member Position 4 – Lauren LaCount

Council member Position 5 – Chris Hardison – ABSENT

Others present: Michael Coon, City Manager; Giani Cantu, City Secretary/Finance Director; Matt Allen, City Attorney; Kenny Williams, Building Official; Clif Custer, Public Works Director

DISCUSSION AND ACTION ITEMS

Joint public hearing with Planning and Zoning and City Council on proposed changes to Section 5(17.) Home Occupations of Appendix B Zoning Ordinance of the Code of Ordinances to include but not limited to, amending the definition of home occupation; changes in permitted uses; and changes in prohibited home occupations

Michael Coon reported that the City Attorney had reviewed the ordinance and had some concerns with phrasing and how statements are worded.

Matt Allen, City Attorney, reported that he wanted to define terminology more and ensure the ordinance was enforceable and defensible.

Discussion was held on the proposed changes.

The public hearing was closed at 6:09 p.m.

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.

ADJOURNMENT

There being no further business the meeting adjourned at 6:10 p.m.

These minutes were read and approved on this 14th day of May, 2018.

Attest:

Mark Guthrie, Mayor

Giani Cantu, City Secretary

Minutes of City Council Regular Meeting

The City Council City of Richwood

A City Council Regular Meeting of the City Council of City of Richwood was held Monday, April 9, 2018, beginning at 6:20 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

CALL TO ORDER

Mayor Guthrie called the meeting to order at 6:31 p.m.

INVOCATION

Michael Coon led the invocation.

PLEDGES OF ALLEGIANCE

Pledge of Allegiance & Texas Pledge

Mark Guthrie led the pledges.

ROLL CALL OF COUNCIL MEMBERS

Mayor - Mark Guthrie

Council member Position 1 – Mark Brown II

Council member Position 2 – Frank Blanks

Council member Position 3 – Sarah Reed

Council member Position 4 – Lauren LaCount

Council member Position 5 – Chris Hardison – ABSENT

Others present: Michael Coon, City Manager; Giani Cantu, City Secretary/Finance Director; Matt Allen, City Attorney; Kenny Williams, Building Official; Clif Custer, Public Works Director

RECOGNITIONS

There were no recognitions.

PROCLAMATIONS

There were no proclamations.

CONSENT AGENDA

Approval of Minutes of Previous Meetings

March 12, 2018

March 28, 2018

Payment of Bills

On motion by Sarah Reed second by Lauren LaCount with all present members voting “aye” all consent agenda items were approved.

DISCUSSION AND ACTION ITEMS

Final review and action on replat of Lots 26-5, Block 7 and Lots 1-11, Block 17 of Glenwood Bayou Subdivision. Said property being the undeveloped property located between by Wisteria Street, Oyster Creek Drive and Yaupon Street.

On motion by Lauren LaCount second by Sarah Reed with all present members voting “aye” final approval was granted contingent on approval of drainage plan by city engineer.

Discuss and Consider an ordinance amending the Comprehensive Zoning Plan and Zoning Regulations to amend Section 3 Definitions and Section 5(17) General Provisions (Home Occupations) to amend the definition of home occupations; permitted uses and prohibited home occupations

Suggestion was made to move this item to the next agenda due to recommendations by City Attorney during public hearing.

Lauren LaCount reminded council she requested feedback from residents and there was one resident who was against any kind of home business all-together.

On motion by Sarah Reed second by Lauren LaCount with all present members voting “aye” this item was postponed to the next meeting.

Discuss and consider an ordinance amending Article II – Public Park Lands by creating Section 14-1 Definitions; creating Section 14-2 Fees for Rental of Public Park Lands and amending Appendix C–Fee Schedule of the Code of Ordinances to add fees for Park and Facility Rentals

Mark Brown II asked if the security portion could be amended?

Lauren LaCount asked about the insurance requirement on bounce houses.

Ms. Cantu reported that the security wording was discussed and decided with the Police Chief. It is intended to state that the renter must have security provided by the Richwood Police Department as opposed to hiring any private individual to provide security. The insurance requirement is standard in most cities and protects the city from any liability resulting from injury while using bounce houses on city property.

Mr. Coon stated most companies already have insurance and it’s a matter of providing a certificate to the City.

Lauren LaCount asked what changes in fees are being proposed.

Ms. Cantu stated changes include increase in deposit amounts and removal of ½ day rentals.

Mayor Guthrie asked are our fees comparable to surrounding cities.

Ms. Cantu stated some are lower. However, other city facilities are nicer than ours.

Lauren LaCount asked do the fees cover costs to maintain.

There was a suggestion to increase the pavilion rental to \$125.00.

After further discussion council requested more information regarding fees for facilities in surrounding areas and potential to increase fees during holidays. This item can come back next month.

No action was taken.

Discuss and consider request for extension to comply with animal ordinance by Carol and Byron Norsworthy

Officer Jarrett Skelton reported that animal control received a complaint. The animal control officer couldn't make contact so the police department response and provided the residents with copy of ordinance to come in compliance with.

Mark Brown II asked for clarification on 6 weeks extension request.

Ms. Cantu stated the request was for 6 weeks from March 12th when the request was received.

Frank Blanks asked if the complaint was that animals were malnourished.

Lauren LaCount stated essentially the two outside dogs they would need to keep. Can we give them a variance for the two dogs?

Sarah Reed asked can we give them a variance for the time they are requesting and have them come in for permit for foster dogs?

Mayor Guthrie stated the animal ordinance was put in place for a reason. Someone complained. There was an issue.

Chief Corb stated the call was for possible animal neglect. However, investigation showed the animals are fine.

Mark Brown II stated the animals are ok, but they need to get in compliance with ordinance.

Mayor Guthrie asked so what do they need to get in compliance?

Michael Coon stated they need to get rid of the dogs or apply for a variance.

Mark Brown II asked are we going to give variance to everyone that asks for it.

Lauren LaCount moved to grant variance to the animal limit to allow the residents to keep seven dogs until the June meeting and to allow the residents to keep the two older dogs until the dogs passing. Sarah Reed seconded.

Mark Brown II asked are we overlooking the 3 dogs that are in the home.

Lauren LaCount stated the purpose is to ensure no dogs are being kicked out of homes.

Mark Brown II stated he is concerned these kinds of request will keep coming in.

Lauren LaCount stated that is what they do. They come in and ask permission for something that's not allowed in an ordinance.

Mark Brown II asked would they need to be registered.

Ms. Cantu stated yes, I believe so.

With all present members voting "aye" a variance to the animal limit to allow the residents to keep seven dogs until the June meeting and to allow the residents to keep the two older dogs until the dogs passing granted.

Discuss and consider the purchase of a new accounting, utility billing and payment software by Pelorus as approved in the FY 17-18 Adopted Budget and authorizing an amount not to exceed \$30,000

Michael Coon stated there were some additional cost to fully integrate our meter reading system and change online billing and payment and merchant provider. The changes in billing and merchant provider will result in a savings of about \$5,000 per year.

Lauren LaCount asked will it save in audit billable hours.

Michael Coon stated it is likely the reporting audit findings will drop.

Lauren LaCount asked does it have a flag issue with errors as it goes.

Michael Coon stated there is checks and balances built in to the system.

Lauren LaCount moved to approve the purchase. Sarah Reed seconded.

Mark Brown II asked what was included in pricing.

Lauren LaCount left the meeting at 7:14 p.m.

Michael Coon stated the pricing includes all utility billing conversion. Additional future cost would be needed to convert court onto the same system. The company has also suggested the possibility of developing a court administrative system for us at no cost that could be added to their program.

Lauren LaCount returned to the meeting at 7:16 p.m.

With all present members voting “aye”, approval of the purchase of a new accounting, utility billing and payment software by Pelorus as approved in the FY 17-18 Adopted Budget and authorizing an amount not to exceed \$30,000 was granted.

Update on review of Indoor Gun Range & Noise Control Ordinances

Michael Coon reported since the last Council Meeting he had conducted additional research on noise control ordinances and found the City of Mesquite, Texas has an ordinance that accounts for repetitive noises using time-weighted averages. A copy of Mesquite’s ordinance is included in the agenda packet. Section 10-72 – Environmental Sound Levels, outlines their standards for determining what levels of sound are deemed a nuisance. With some adjustments to simplify the ordinance, we may be able to adapt Mesquite’s methodology to account for repetitive noises. He reached out to the city manager there to learn more about how they have implemented the ordinance and to see if there could be any issues with us implementing it here.

Sarah Reed asked did they complete the modifications to the ducts.

Michael Coon stated he would follow up.

Mark Brown II stated he is assuming Mesquite contracted an engineer to address repetitive noise.

Michael Coon stated he would ask when he speaks with the City Manager. He just researched on line ordinances that addressed repetitive noise and found that Mesquite had one.

Mark Brown II asked have any new calls come in.

Michael Coon stated no. However, he contacted residents to let them know there was a variance granted during this process.

Mark Brown asked if any new residents moved back.

Chief Corb reported that all residents had moved back in to that area.

Mark Brown stated so there are more residents and no new complaints.

Michael Coon stated we have received no new complaints.

Lauren LaCount reported the owner did go over to one residents home to discuss the issue and listen to resident complaints.

Sarah Reed asked if staff could set up a meeting with Mesquite to see why they addressed this repetitive noise in ordinance.

Mark Brown II advised that Springtown, Texas just opened a gun range. We may check to see if they adopted a noise ordinance.

Update on Flood Mitigation Efforts

LJA will be presenting their final report this week with additional information.

The Bastrop Bayou water shed group will meet on 4/19 and the flood committee will meet on 4/17.

Approve items removed from Consent Agenda

No items were approved from consent agenda.

EXECUTIVE SESSION in accordance with Subchapter D of the Open Meetings Act, Texas Government code Section 551.001, et. Seq., to review and consider the following:

Under authority of Section 551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee: Michael Coon, City Manager

Under authority of Sec. 551.072. to deliberate the purchase, exchange, lease, or value of real property: Property located along the Magnolia Lane right of way in Glenwood Subdivision also identified as property 211913 by the Brazoria County Appraisal District

Mayor Guthrie called for closed session at 7:26 pm.

RECONVENE FROM EXECUTIVE SESSION and take action on the following:

Mayor Guthrie reconvened to open session at 8:43 pm.

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee: Michael Coon, City Manager

No actions were taken.

To deliberate the purchase, exchange, lease, or value of real property: Property located along the Magnolia Lane right of way in Glenwood Subdivision also identified as property 211913 by the Brazoria County Appraisal District

No actions were taken.

REPORTS

Reports that require no action.

Review of budget expenditures

CITY MANAGER'S REPORT

There was no further report.

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.

FUTURE AGENDA ITEMS

Discuss flood gate options

Review of compensation study

COUNCIL MEMBER COMMENTS & REPORTS

Frank Blanks thanked PD for their efforts in a theft case he filed. After a contract job his wedding ring came up missing. The PD was able to recover it in one day.

Sarah Reed thanked PD and utility workers for being out and present for the City.

MAYOR'S REPORT

There was no further report.

ADJOURNMENT

There being no further business meeting adjourned at 8:49 pm.

These minutes were read and approved on this 14th day of May, 2018.

Attest:

Mark Guthrie, Mayor

Giani Cantu, City Secretary

Combined AP / Payroll Check Register Report - FIRST NATIONAL BANK-██████████3073**Bank: FIRST NATIONAL BANK-██████████3073, Status = 'O'****For The Date Range From 4/1/2018 To 4/30/2018**

Check # / eCheck ID	Type	AP/PR	Date	Payee	Amount	Status
37972	C	AP	4/6/2018	BRAZORIA COUNTY SHERIFF'S DEPT.	\$20.00	O
37973	C	AP	4/6/2018	MALONE, DON	\$300.00	O
37974	C	AP	4/6/2018	MCCOY'S BUILDING SUPPLY	\$68.51	O
37975	C	AP	4/6/2018	T.J.'S LUBE STOP	\$25.50	O
37976	C	AP	4/6/2018	TX COMPTROLLER OF PUBLIC ACCOUNTS	\$18,234.10	O
37977	C	AP	4/6/2018	TWO BROTHERS CAR WASH	\$14.00	O
37978	C	AP	4/6/2018	YAKLIN BRAZOSPORT	\$193.00	O
37979	C	AP	4/6/2018	MILLER UNIFORMS & EMBLEMS	\$80.50	O
37980	C	AP	4/6/2018	BBG CONSULTING, INC.	\$1,051.16	O
37981	C	AP	4/6/2018	OFFICE DEPOT	\$139.87	O
809	E	AP	4/6/2018	GULF COAST PAPER	\$207.46	O
37982	C	AP	4/12/2018	AT&T	\$115.78	O
37983	C	AP	4/12/2018	CENTERPOINT ENERGY	\$80.15	O
37984	C	AP	4/12/2018	FACTS, THE	\$2,085.92	O
37985	C	AP	4/12/2018	KENNEMER, MASTERS & LUNSFORD, LLC	\$9,522.50	O
37986	C	AP	4/12/2018	PACE, LINDA	\$2.78	O
37987	C	AP	4/12/2018	PARK PLACE	\$602.00	O
37988	C	AP	4/12/2018	COMCAST	\$90.34	O
37989	C	AP	4/12/2018	AIRGAS USA, LLC	\$61.03	O
37990	C	AP	4/12/2018	CITY OF LAKE JACKSON	\$10,750.00	O
37991	C	AP	4/12/2018	TML INTERGOVERNMENTAL RISK POOL	\$5,139.00	O
37992	C	AP	4/12/2018	FIRST NATIONAL BANK OF LAKE JACKSON	\$2,212.90	O
37993	C	AP	4/12/2018	KOCUREK, CLINT	\$294.42	O
37994	C	AP	4/12/2018	RICK'S OUTDOOR POWER EQUIPMENT	\$96.45	O
37995	C	AP	4/12/2018	CUSTER, CLIFTON	\$20.57	O
37996	C	AP	4/12/2018	COMCAST	\$290.36	O
37997	C	AP	4/12/2018	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$517.20	O
37998	C	AP	4/12/2018	WASTE CONNECTIONS OF TEXAS	\$608.40	O
37999	C	AP	4/12/2018	CORDOBA LAW FIRM. P.L.L.C.	\$6,212.09	O
38000	C	AP	4/12/2018	SKELTON, JARRETT	\$742.50	O
38001	C	AP	4/12/2018	EVENTS ALL AROUND LLC	\$684.13	O
38002	C	AP	4/12/2018	OMNIBASE SERVICES OF TEXAS, LP	\$30.00	O
38003	C	AP	4/12/2018	SPRINT	\$21.51	O
38004	C	AP	4/12/2018	LJA ENGINEERING	\$4,746.28	O
38005	C	AP	4/12/2018	RODRIGUEZ, LETICIA	\$100.00	O
38006	C	AP	4/12/2018	JONNS, SAMANTHA	\$100.00	O
38007	C	AP	4/12/2018	AMADOR, VERONICA	\$100.00	O
38008	C	AP	4/12/2018	NEGRETE, FABIOLA	\$100.00	O
38009	C	AP	4/12/2018	ESO SOLUTIONS, INC.	\$1,195.00	O
38010	C	AP	4/12/2018	CORREIA, NICOLE	\$742.50	O
810	E	AP	4/12/2018	TEXAS MUNICIPAL RETIREMENT SYSTEM	\$14,255.13	O
811	E	AP	4/12/2018	KEY, JASON	\$289.00	O
812	E	AP	4/12/2018	BCOS OFFICE TECHNOLOGIES	\$72.56	O
813	E	AP	4/12/2018	DAHILL	\$287.26	O

Combined AP / Payroll Check Register Report - FIRST NATIONAL BANK-3073

Bank: FIRST NATIONAL BANK-3073, Status = 'O'

For The Date Range From 4/1/2018 To 4/30/2018

Check # / eCheck ID	Type	AP/PR	Date	Payee	Amount	Status
R846E10	E	PR	4/12/2018	MATHES, JR., DAN	\$1,873.96	O
R846E105	E	PR	4/12/2018	RICHARDS, JEREMY P	\$2,058.92	O
R846E109	E	PR	4/12/2018	GARZA, MELANIE ANN	\$1,252.70	O
R846E110	E	PR	4/12/2018	SKELTON, JARRETT D	\$1,726.52	O
R846E112	E	PR	4/12/2018	GARCIA, KIRSTEN P	\$1,040.26	O
R846E113	E	PR	4/12/2018	BISSETT, EVAN T	\$150.00	O
R846E113	E	PR	4/12/2018	BISSETT, EVAN T	\$1,732.53	O
R846E114	E	PR	4/12/2018	SALAZAR, LORI S	\$1,100.95	O
R846E116	E	PR	4/12/2018	MORENO, MARCUS M	\$1,110.90	O
R846E117	E	PR	4/12/2018	COON, MICHAEL R	\$3,062.01	O
R846E118	E	PR	4/12/2018	CANTU, GIANI B	\$100.00	O
R846E118	E	PR	4/12/2018	CANTU, GIANI B	\$1,756.15	O
R846E12	E	PR	4/12/2018	SCHILHAB, BRETT A.	\$1,899.49	O
R846E120	E	PR	4/12/2018	CORREIA, NICHOLE ANN	\$1,744.50	O
R846E121	E	PR	4/12/2018	MAYFIELD, CHRISTOPHER	\$1,933.97	O
R846E122	E	PR	4/12/2018	CRAWFORD, DAVID	\$319.30	O
R846E124	E	PR	4/12/2018	HARDEMAN, KERRY L	\$1,371.40	O
R846E3	E	PR	4/12/2018	PACE, LINDA	\$100.00	O
R846E3	E	PR	4/12/2018	PACE, LINDA	\$1,281.07	O
R846E34	E	PR	4/12/2018	MUNLEY, KEVIN S	\$1,159.94	O
R846E34	E	PR	4/12/2018	MUNLEY, KEVIN S	\$1,000.00	O
R846E5	E	PR	4/12/2018	WILLIAMS, KENNY	\$1,854.98	O
R846E58	E	PR	4/12/2018	Zavala, Dorothy	\$138.52	O
R846E75	E	PR	4/12/2018	Brown, Jack	\$113.52	O
R846E98	E	PR	4/12/2018	CORB, BRYAN J	\$2,729.17	O
38011	C	AP	4/20/2018	AT&T	\$273.38	O
38012	C	AP	4/20/2018	KILLUM PEST CONTROL	\$235.00	O
38013	C	AP	4/20/2018	MALONE, DON	\$125.00	O
38014	C	AP	4/20/2018	BUSINESS CARD	\$2,216.71	O
38016	C	AP	4/20/2018	COMCAST	\$10.79	O
38017	C	AP	4/20/2018	VERIZON WIRELESS	\$303.94	O
38018	C	AP	4/20/2018	TEXAS MUNICIPAL LEAGUE	\$1,260.00	O
38019	C	AP	4/20/2018	P C CARE	\$182.45	O
38020	C	AP	4/20/2018	FIRST NATIONAL BANK OF LAKE JACKSON	\$5,347.16	O
38021	C	AP	4/20/2018	BROOKSIDE EQUIPMENT SALES, INC.	\$404.99	O
38022	C	AP	4/20/2018	BRAZORIA COUNTY SEPTIC SERVICE	\$510.00	O
38023	C	AP	4/20/2018	CUSTER, CLIFTON	\$8.99	O
38024	C	AP	4/20/2018	Y. TELLO FLOORCARE	\$80.00	O
38025	C	AP	4/20/2018	SWEEPING TEXAS	\$2,250.00	O
38026	C	AP	4/20/2018	OFFICE DEPOT	\$91.59	O
38027	C	AP	4/20/2018	GOMEZ, LIZETH	\$100.00	O
38028	C	AP	4/20/2018	CARLTON, SAVANNAH	\$50.00	O
814	E	AP	4/20/2018	ICMA-RC PLAN #307447	\$1,343.49	O
815	E	AP	4/20/2018	ICMA-RC PLAN #706183	\$125.00	O

Combined AP / Payroll Check Register Report - FIRST NATIONAL BANK 3073

Bank: FIRST NATIONAL BANK 3073, Status = 'O'

For The Date Range From 4/1/2018 To 4/30/2018

Check # / eCheck ID	Type	AP/PR	Date	Payee	Amount	Status
816	E	AP	4/20/2018	AVENU INSIGHTS & ANALYTICS, LLC	\$1,734.97	O
38029	C	AP	4/26/2018	AFLAC INSURANCE	\$28.06	O
38030	C	AP	4/26/2018	R & M TELEPHONE SERVICE	\$350.00	O
38031	C	AP	4/26/2018	TML - IEBP	\$15,963.67	O
38032	C	AP	4/26/2018	Eu-Neek	\$8,475.00	O
38033	C	AP	4/26/2018	TXU ENERGY	\$3,846.27	O
38034	C	AP	4/26/2018	OFFICE DEPOT	\$139.68	O
38035	C	AP	4/26/2018	ESPARZA, WENDY	\$100.00	O
38036	C	AP	4/26/2018	GUEVARA, STEPHANIE	\$100.00	O
38037	C	AP	4/26/2018	WALKER, PORSHA	\$100.00	O
38038	C	AP	4/26/2018	ANDERSON, COZIE	\$100.00	O
817	E	AP	4/26/2018	AUL AMERICAN UNITED LIFE INS.	\$170.00	O
818	E	AP	4/26/2018	PATRICK'S ENTERPRISES, INC.	\$81.50	O
819	E	AP	4/26/2018	BCOS OFFICE TECHNOLOGIES	\$61.57	O
R848E10	E	PR	4/27/2018	MATHES, JR., DAN	\$2,132.89	O
R848E105	E	PR	4/27/2018	RICHARDS, JEREMY P	\$2,182.75	O
R848E109	E	PR	4/27/2018	GARZA, MELANIE ANN	\$1,380.33	O
R848E110	E	PR	4/27/2018	SKELTON, JARRETT D	\$1,927.63	O
R848E112	E	PR	4/27/2018	GARCIA, KIRSTEN P	\$1,146.84	O
R848E113	E	PR	4/27/2018	BISSETT, EVAN T	\$150.00	O
R848E113	E	PR	4/27/2018	BISSETT, EVAN T	\$1,608.05	O
R848E114	E	PR	4/27/2018	SALAZAR, LORI S	\$1,204.36	O
R848E116	E	PR	4/27/2018	MORENO, MARCUS M	\$1,144.65	O
R848E117	E	PR	4/27/2018	COON, MICHAEL R	\$3,062.01	O
R848E118	E	PR	4/27/2018	CANTU, GIANI B	\$100.00	O
R848E118	E	PR	4/27/2018	CANTU, GIANI B	\$1,756.15	O
R848E12	E	PR	4/27/2018	SCHILHAB, BRETT A.	\$2,135.15	O
R848E120	E	PR	4/27/2018	CORREIA, NICHOLE ANN	\$2,204.94	O
R848E121	E	PR	4/27/2018	MAYFIELD, CHRISTOPHER	\$2,325.24	O
R848E122	E	PR	4/27/2018	CRAWFORD, DAVID	\$319.30	O
R848E124	E	PR	4/27/2018	HARDEMAN, KERRY L	\$1,223.41	O
R848E3	E	PR	4/27/2018	PACE, LINDA	\$1,342.89	O
R848E3	E	PR	4/27/2018	PACE, LINDA	\$100.00	O
R848E34	E	PR	4/27/2018	MUNLEY, KEVIN S	\$979.58	O
R848E34	E	PR	4/27/2018	MUNLEY, KEVIN S	\$1,000.00	O
R848E5	E	PR	4/27/2018	WILLIAMS, KENNY	\$1,854.98	O
R848E58	E	PR	4/27/2018	Zavala, Dorothy	\$138.52	O
R848E75	E	PR	4/27/2018	Brown, Jack	\$113.52	O
R848E98	E	PR	4/27/2018	CORB, BRYAN J	\$2,767.56	O

0 Cleared

\$0.00

127 Outstanding

\$195,582.58

0 Voided

\$0.00

Combined AP / Payroll Check Register Report - W/S FIRST NATIONAL BANK-3081**Bank: W/S FIRST NATIONAL BANK-3081, Status = 'O'****For The Date Range From 4/1/2018 To 4/30/2018**

Check # / eCheck ID	Type	AP/PR	Date	Payee	Amount	Status
12994	C	AP	4/5/2018	OFFICE OF ATTORNEY GENERAL	\$406.00	O
12995	C	AP	4/6/2018	MCCOY'S BUILDING SUPPLY	\$20.00	O
12996	C	AP	4/6/2018	OFFICE DEPOT	\$186.80	O
12997	C	AP	4/11/2018	CLUTE POSTMASTER	\$123.55	O
12998	C	AP	4/12/2018	AT&T	\$832.59	O
12999	C	AP	4/12/2018	BRAZOSPORT WATER AUTHORITY	\$22,219.25	O
13000	C	AP	4/12/2018	NAPCO CHEMICAL COMPANY, INC.	\$1,372.70	O
13001	C	AP	4/12/2018	AQUA METRIC SALES, CO.	\$511.88	O
13002	C	AP	4/12/2018	TML INTERGOVERNMENTAL RISK POOL	\$143.00	O
13003	C	AP	4/12/2018	CUSTER, CLIFTON	\$61.73	O
13004	C	AP	4/12/2018	COMBINED INSURANCE CO. OF AMERICA	\$74.48	O
13005	C	AP	4/12/2018	COMCAST	\$41.51	O
13006	C	AP	4/12/2018	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$73.86	O
13007	C	AP	4/12/2018	WASTE CONNECTIONS OF TEXAS	\$20,562.27	O
13008	C	AP	4/12/2018	CORE & MAIN	\$3,006.89	O
13009	C	AP	4/12/2018	SPRINT	\$21.51	O
13010	C	AP	4/12/2018	BIRDSONG REAL ESTATE	\$38.18	O
281	E	AP	4/12/2018	TEXAS MUNICIPAL RETIREMENT SYSTEM	\$2,487.07	O
282	E	AP	4/12/2018	UNITED SYSTEMS TECHNOLOGY, INC	\$34.64	O
283	E	AP	4/12/2018	BCOS OFFICE TECHNOLOGIES	\$72.57	O
284	E	AP	4/12/2018	DAHILL	\$103.26	O
R847E101	E	PR	4/12/2018	WEGWERTH, ERVIN C	\$874.50	O
R847E123	E	PR	4/12/2018	RIVERA, JUAN	\$824.46	O
R847E83	E	PR	4/12/2018	CUSTER, CLIFTON R	\$2,063.17	O
R847E83	E	PR	4/12/2018	CUSTER, CLIFTON R	\$108.59	O
R847E95	E	PR	4/12/2018	COOK, STEVEN J	\$1,350.31	O
13011	C	AP	4/20/2018	CENTERPOINT ENERGY	\$25.27	O
13012	C	AP	4/20/2018	DEPT. OF STATE HEALTH SERVICES	\$365.57	O
13013	C	AP	4/20/2018	DXI INDUSTRIES, INC.	\$359.20	O
13014	C	AP	4/20/2018	BUSINESS CARD	\$1,314.46	O
13015	C	AP	4/20/2018	RICHWOOD V.F.D.	\$5,309.28	O
13016	C	AP	4/20/2018	RICHWOOD BEAUTIFICATION	\$3,497.28	O
13017	C	AP	4/20/2018	SUMMIT ELECTRIC SUPPLY	\$8.90	O
13018	C	AP	4/20/2018	CUSTER, CLIFTON	\$26.98	O
13019	C	AP	4/20/2018	OFFICE DEPOT	\$14.67	O
13020	C	AP	4/20/2018	OFFICE OF ATTORNEY GENERAL	\$406.00	O
13021	C	AP	4/20/2018	BROWN, MARK II	\$259.62	O
13022	C	AP	4/25/2018	CLUTE POSTMASTER	\$358.05	O
13023	C	AP	4/26/2018	BRAZORIA COUNTY GROUNDWATER CONSERVATION DISTRICT	\$153.97	O
13024	C	AP	4/26/2018	TML - IEBP	\$3,947.42	O
13025	C	AP	4/26/2018	AQUA METRIC SALES, CO.	\$937.54	O
13026	C	AP	4/26/2018	TXU ENERGY	\$3,581.91	O
13027	C	AP	4/26/2018	OFFICE DEPOT	\$11.07	O
285	E	AP	4/26/2018	AUL AMERICAN UNITED LIFE INS.	\$40.00	O

Combined AP / Payroll Check Register Report - W/S FIRST NATIONAL BANK-██████3081**Bank: W/S FIRST NATIONAL BANK-██████3081, Status = 'O'****For The Date Range From 4/1/2018 To 4/30/2018**

Check # / eCheck ID	Type	AP/PR	Date	Payee	Amount	Status
R849E101	E	PR	4/27/2018	WEGWERTH, ERVIN C	\$1,146.44	O
R849E123	E	PR	4/27/2018	RIVERA, JUAN	\$686.65	O
R849E83	E	PR	4/27/2018	CUSTER, CLIFTON R	\$2,063.17	O
R849E83	E	PR	4/27/2018	CUSTER, CLIFTON R	\$108.59	O
R849E95	E	PR	4/27/2018	COOK, STEVEN J	\$1,695.61	O
13028	C	AP	4/30/2018	OFFICE OF ATTORNEY GENERAL	\$406.00	O
0 Cleared					\$0.00	
50 Outstanding					\$84,338.42	
0 Voided					\$0.00	

Combined AP / Payroll Check Register Report - Brazos National Bank-██████████635**Bank: Brazos National Bank-██████████635, Status = 'O'****For The Date Range From 4/1/2018 To 4/30/2018**

Check # / eCheck ID	Type	AP/PR	Date	Payee	Amount	Status
1407	C	AP	4/20/2018	REYES, ADAN	\$275.00	O
1408	C	AP	4/20/2018	GREEN, DENISE	\$200.00	O
0 Cleared					\$0.00	
2 Outstanding					\$475.00	
0 Voided					\$0.00	

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: Resolution grant authorizing official

Chief Corb was previously appointed. Due to his pending retirement a new authorize official needs to be appointed to the open grants.

Council will appoint City Manager, Michael Coon as authorized official for grants. You will see 2 resolutions.

RESOLUTION 18-R-02

WHEREAS, The City of Richwood, Grantee, on August 21, 2017, appointed Bryan Corb, Chief of Police, as the grantee's authorized official for the Rifle Resistant Body Armor Grant Program to the Office of the Governor, Criminal Justice Division, Grant #3441901;

WHEREAS, the City of Richwood finds that Bryan Corb, Chief of Police, retired and no acting Chief of Police currently exists;

WHEREAS, the City of Richwood agrees that in the event of loss or misuse of the Criminal Justice Division funds, the City of Richwood assures that the funds will be returned to the Criminal Justice Division in full;

WHEREAS, the City of Richwood wishes to designate Michael Coon, City Manager, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City of Richwood hereby designates Michael Coon, City Manager, as the grantee's authorized official for the Rifle Resistant Body Armor Grant Program to the Office of the Governor, Criminal Justice Division, Grant #3441901.

PASSED AND APPROVED this 14th day of May, 2018.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu
City Secretary

Grant Number: 3441901

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: Resolution grant authorizing official

Chief Corb was previously appointed. Due to his pending retirement a new authorize official needs to be appointed to the open grants.

Council will appoint City Manager, Michael Coon as authorized official for grants. You will see 2 resolutions.

RESOLUTION 18-R-03

WHEREAS, The City of Richwood, Grantee, on February 13, 2017, appointed Bryan Corb, Chief of Police, as the grantee's authorized official for the JAG - Suspect Identification Technology Update Grant Program to the Office of the Governor, Criminal Justice Division, Grant #3340201;

WHEREAS, the City of Richwood finds that Bryan Corb, Chief of Police, retired and no acting Chief of Police currently exists;

WHEREAS, the City of Richwood agrees that in the event of loss or misuse of the Criminal Justice Division funds, the City of Richwood assures that the funds will be returned to the Criminal Justice Division in full;

WHEREAS, the City of Richwood wishes to designate Michael Coon, City Manager, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City of Richwood hereby designates Michael Coon, City Manager, as the grantee's authorized official for the JAG - Suspect Identification Technology Update Grant Program to the Office of the Governor, Criminal Justice Division, Grant #3340201.

PASSED AND APPROVED this 14th day of May, 2018.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu
City Secretary

Grant Number: 3440201

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: Public Hearing amendments to Zoning Ordinance

We found that our zoning ordinance currently does not allow gas stations in any zone. Being that we already have three gas stations in the City of Richwood and potential for future development, staff's recommendation is for Council to consider amending the zoning ordinance to allow gas stations.

This is the second of two public hearings. The first was held on 5/7/18 in your capacity as Planning and Zoning. Council will need to consider if they feel its appropriate to allow gas stations as permitted uses or only conditional uses and in which zones.

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 amendments to Section 3 Definitions and Section 4 Districts - B.6.L. B-1, Business zone, conditional uses; B.7.a – C-1, Commercial zone, permitted uses of Appendix B Zoning Ordinance of the Code of Ordinances, to include but not limited to, add the definition of gas station; allowing gas stations as conditional uses in B-1 zones and allowing gas stations as permitted uses in C-1 zones.

Anyone seeking to give or receive information on this amendment should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, May 7, 2018 and Monday, May 14, 2018 at 6:00 p.m. before the City Council.

Michael Coon
City Manager

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: Consider amendments to Zoning Ordinance

We found that our zoning ordinance currently does not allow gas stations in any zone. Being that we already have three gas stations in the City of Richwood and potential for future development, staff's recommendation is for Council to consider amending the zoning ordinance to allow gas stations.

Council will need to consider if they feel its appropriate to allow gas stations as permitted uses or only conditional uses and in which zones. Upon further instruction and/or recommendations, if any, from Council, staff will draft and bring back an ordinance at a future date.

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

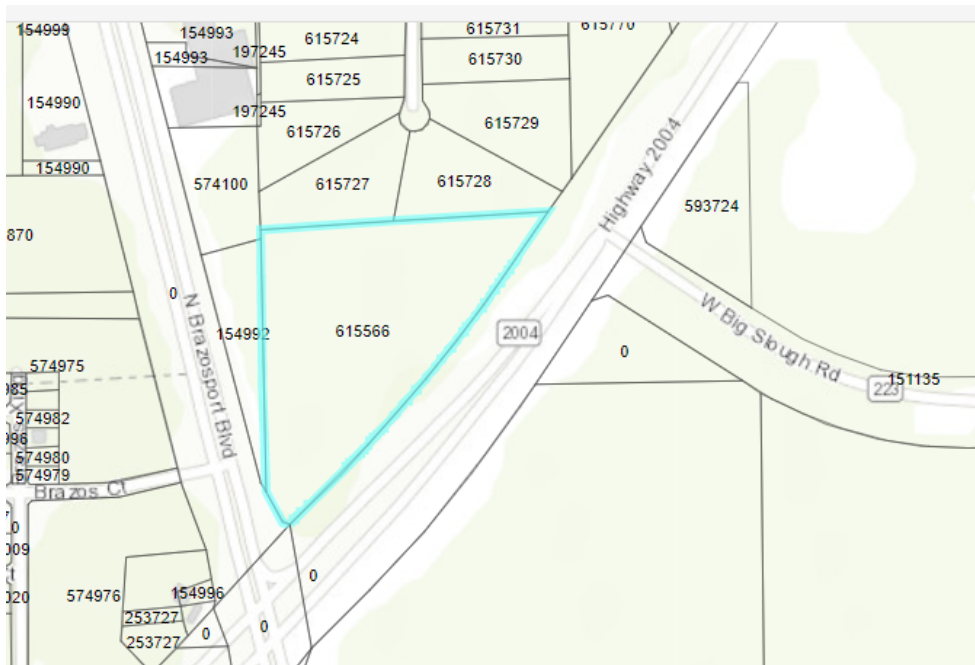
Subject: Public Hearing rezone 20 acres Oakwood Shores

We received a request to rezone 20 acres of Oakwood Shores, located on the northeast corner of 288B and Highway 2004 from R-3 Multifamily to C-1 Commercial.

This is the second of two public hearings. The first was held on 5/7/18 in your capacity as Planning and Zoning.

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 re-zoning 20 Acres of Oakwood Shores (A0030-A0333) (Richwood) Lot Reserve A. The lots in question are currently zoned R-3, Multifamily Residence and are undeveloped. The request is to rezone the property as C-1 Commercial. This rezone is being requested by John D. Gerdes and property is shown below.



Anyone seeking to give or receive information on this rezoning should be present at Richwood City Hall (1800 N. Brazosport Boulevard) on Monday, May 7, 2018 at 6:00 p.m. before the Planning and Zoning Commission and Monday, May 14, 2018 at 6:00 p.m. before the City Council.

Michael Coon
City Manager

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: Rezone 20 acres Oakwood Shores

We received a request to rezone 20 acres of Oakwood Shores, located on the northeast corner of 288B and Highway 2004 from R-3 Multifamily to C-1 Commercial.

Council will discuss and consider if they wish to approve the request to rezone.

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: Park and Facility Rentals and Deposits

I have attached a sample of costs from surrounding cities for their facilities. No cities charge more for holidays.

Clute and Oyster Creek give reduced pricing to residents. Residents are confirmed through the utility account system.

The following cities give discounts to non-profit 501(c)3 organizations and churches:

Clute - Only by City Council approval (application and goes to agenda)

Lake Jackson - 30% fee reduction

Freeport - Full waiver of fee. Deposit still collected.

	LAKE JACKSON All fees due at time of reservation			OYSTER CREEK All fees due at time of reservation		FREEPORT All fees due at time of reservation		
	Dunbar Pavilion	MacLean pavilion	Softball Complex	Municipal Park	Community Center	RiverPlace	Freeport Community House	Velasco Community House
Capacity	Approx 250	Approx 500	4 fields				Approx 200	Approx 100
Deposit	\$100	\$150	\$ 100/field	Resident - \$75 Non-Resident \$100	Half-Day \$150 Full \$250 Business \$300	\$300	\$150	\$150
Cleaning Deposit						\$250	\$200	\$100
Rental	Mon-Thurs \$ 60 Fri-Sat \$ 75	\$165	Hourly \$20/field Daily \$110/field	Resident - \$75 Non-Resident \$100	Half-Day \$ 150 Full \$ 250 Business \$ 300	Mon-Thurs \$500 Fri-Sun \$ 1500 Hourly Weekend \$45/hr	Mon-Thurs 8a-3 \$100 Mon-Thurs 5p-2a \$125 Mon-Thurs all day \$175 Fri-Sun \$250	Mon-Thurs 8a-3 \$75 Mon-Thurs 5p-2a \$100 Mon-Thurs all day \$125 Fri-Sun \$175
Equipment				Moonwalk/Waterslide \$30.00	\$30			
Alcohol Deposit	\$200	\$200	n/a		\$150			
Additional	Security req \$35/hr	Security req \$35/hr				Stage - \$25/section		

CLUTE				RICHWOOD		
All fees are due at time of registration				All fees due at time of reservation		
Pavilion #1 (small)	Pavilion #2 (large)	Event Center	Fields	Municipal Park Pavilion	Bobby Ford Park Pavilion	PK Forrest Building
75	300	approx 200		Approx 100		Approx 50
\$100	\$100	\$350	\$100	\$100	\$50	\$100
Mon-Thur \$50 Fri-Sun \$75	Mon-Thur \$65 Fri-Sun \$150	Mon - Thurs \$45/hr - 4 hr min Fri-Sun \$500	Mon-Fri 2 hr \$60 Mon-Fri 3 hr \$90 Tourney rates increase to \$100 & \$200	\$100 Full day only	\$25/ 2 hours	\$110 Full day only
Moonwalk/Infla table \$15				Moonwalk/Infla table \$25	Moonwalk/Infla table \$25	Moonwalk/Infla table \$25
		Non-Refundable Fee \$100private- \$200Public		\$100	\$100	\$100
		Final Cleanup \$250 Private /\$350 Public; setup \$100-\$250; Residents received reduced pricing.		BBQ Pit \$25 Security req \$35/hr	Security req \$35/hr	Security req \$35/hr

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: Keep Richwood Beautiful By-laws

KRB reviewed their bylaws and are recommending the following changes:

1. Notice of Meetings: change from 4 days required to 3 days required in accordance with the Texas Open Meetings Act
2. Attendance: changing from reassigning members to recommending and giving authority to Council to reassign
3. Term of Office: setting the number of members for the board to be 5-7 members. Officers (chairman, vice chair and secretary) reappointed every year
4. Executive Director: adding that the Executive Director will be appointed by the City Manager and paid as contract labor a \$200 monthly stipend.
5. Committee Members: allowing property owners, people with children in Richwood schools; business owners and/or current residents eligibility to serve on the committee

KEEP RICHWOOD BEAUTIFUL BYLAWS

ARTICLE 1 - Name

The name of this organization shall be Keep Richwood Beautiful, with its principal place of business at Richwood City Hall, 1800 Brazosport Blvd. N., Richwood, Texas 77531.

ARTICLE II - Purpose

The purpose of the organization shall be charitable and educational to promote the Keep Texas Beautiful program of litter prevention, beautification and community improvement and minimization of the impact of solid waste in Richwood.

ARTICLE III – Board

- Section 1. The governing body of Keep Richwood Beautiful shall be responsible for the management of its affairs and the direction of its work and control. The Board shall have full power and authority to promote the objectives for which the Keep Richwood Beautiful is organized.
- Section 2. Rules: The Board shall enact such rules and regulations as long as they are not inconsistent with these Bylaws.
- Section 3. Meetings: The Board shall meet monthly. Special meetings of the Board may be called by the Chairman or a simple majority of the seating board members.
- Section 4. Notice of Meetings: Notice of the monthly meetings of Keep Richwood Beautiful shall be sent to the members at least 3 days prior to the meeting and shall be posted at City Hall in accordance to the Texas Open Meetings Act.
- Section 5. Term of Office: Appointed Board Members shall serve for a term of two years with no term limits.
- Section 6. Attendance Policy: Appointed Board Members cannot miss more than two consecutive meetings without a valid excuse and after a vote by the board the position will be presented to City Council to be reassigned.

ARTICLE IV - Officers

- Section 1. Term of Office: The officers, Chairman, Vice Chairman, and Secretary shall be elected from the existing board of between 5 to 7 members for a term of one year beginning in January 1 of each year and ending on December 31.
- Section 2. Chairman: The Chairman shall preside at all meetings of the Board. The Chairman shall perform all duties incidental to the office and advise such action as may be deemed likely to increase the objectives of the Board.
- Section 3. Vice Chairman: The Vice Chairman shall act in the absence of the President; and in the absent or disability of the three officers named, a member of the Board shall be chosen to act temporarily.
- Section 4. Secretary: The Secretary shall keep the records, the minutes of the meeting, a roll of the attendance; shall notify officers, and committee chairpersons of meeting time and place, shall send out proper notices of all call meetings, and of other meetings when necessary.
- Section 5. Executive Director: The Executive Director will be appointed by the City Manager and paid as contract labor a \$200.00 a month stipend.

ARTICLE V – Committees

- Section 1. All actions taken by standing committees formed by the Board that commit the organization to an action must be approved by the Keep Richwood Beautiful Board. This approval may be granted by specific funding in the budget or by presentation and approval by the Board.
- Section 2. Committee Chairs: Each committee shall select a Chair and Vice-Chair. The names shall be submitted to the Board for confirmation
- Section 3. Committee Members: Committee members shall be appointed by City Council. Membership on committees is open to property owners, people with children in schools in Richwood and business owners or current residents. A list of committee members shall be provided to the Board.

ARTICLE VI - Amendments

The Board may amend these by laws either by mail ballot or at any meeting of the board at which a quorum is present, provided that the proposed amendment is inserted in the notices of such meeting.

ARTICLE VII - Parliamentary Authority

Any rules of parliamentary procedures not covered by these Bylaws shall be governed by the latest edition of "Robert's Rules of Order."

ARTICLE VIII - Dissolution

In the event of dissolution, the residual assets of Keep Richwood Beautiful will be turned over to one or more organizations which themselves are exempt as organizations under Section 501 (c) and 170 (c) (2) of the Internal Revenue Code of 1954 or corresponding section of any prior or future law, or to the Federal, State, or local government for exclusive purpose related to litter prevention, beautification and the community improvement or the minimization of solid waste.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: May 11, 2018

Subject: Discuss and consider recommendation for two part-time officer positions to be funded out of Crime Control and Prevention District (CCPD) Funds as approved by the CCPD Board

During their last meeting, the CCPD Board recommended the funding of two part-time positions through the end of the fiscal year. The board's goal is to provide extra support to the police officers and to help reduce the amount of overtime that the officers are currently working.

CCPD's original budget included approximately \$82,000 to fund a new police officer position. However, due to the economic impact of Hurricane Harvey filling that position has been placed on hold. In the short-term, the board would like to redirect about \$25,000 of that funding to these two part-time positions.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: May 11, 2018

Subject: Discuss and Consider extension of contract with MuniServices

Over the past year the City has contracted with MuniServices to perform compliance reviews for our sales tax allocations. So far, MuniServices has help correct the sales tax allocations for one business and they are in the process of correcting the allocations for another business another. There has not been as many corrections as staff would have hoped for, but the corrections that have been found have helped our sales tax revenues recover from the impacts of last year's flooding.

MuniServce is only paid for the corrections that they find, and staff recommends contracting with them for another year.

MuniServices, LLC
Consultant Services Agreement

This Consultant Services Agreement (the "Agreement") is made as of the _____ day of _____, 2017 ("Effective Date") by and between MuniServices, LLC, a Delaware limited liability company ("CONSULTANT") and The City of Richwood, a municipal corporation of the State of Texas ("CITY"). In consideration of the mutual promises herein contained and other good and valuable consideration, the adequacy and receipt of which is hereby acknowledged, the parties agree as follows:

A. Services

1. CONSULTANT will provide CITY with the services described in EXHIBIT A which is attached hereto and incorporated by reference. CONSULTANT shall provide said services at the time, place, and in the manner specified in EXHIBIT A.
2. CONSULTANT shall furnish at its own expense all labor, materials, equipment and other items necessary to carry out the terms of this Agreement.

B. Compensation

1. Upon execution of this Agreement, CITY will pay CONSULTANT as outlined in EXHIBIT B, incorporated and included herein.

C. General Provisions

1. Term of the Agreement: The initial term of this Agreement shall be for a period of one (1) year following the date of execution. Thereafter the City will have the option to renew the term of the Agreement for two subsequent one year terms if neither party has cancelled (the "Term"). Either party shall have the right to terminate this Agreement in the event of a material breach by the other party. Any such termination may be made only by providing sixty (60) days written notice to the other party, specifically identifying the breach or breaches on which termination is based. Following receipt of such notice, the party in breach shall have thirty (30) days to cure such breach or breaches. In the event that such cure is not made, this Agreement shall terminate in accordance with the initial sixty (60) days' notice. Notwithstanding the foregoing, either party may terminate the Agreement at any time and for any reason by providing thirty-days (30) written notice to the other party; provided however, that if CONSULTANT has not breached the Agreement and has commenced services identified in EXHIBIT A prior to the date of termination, CONSULTANT shall be entitled to payment as described in EXHIBIT B.
2. Effect of Termination: Notwithstanding non-renewal or termination of this Agreement, CITY shall be obligated to pay CONSULTANT for services performed through the effective date of termination for which CONSULTANT has not been previously paid. In addition, because the services performed by CONSULTANT prior to termination or non-renewal of this Agreement may result in the CITY's receipt of revenue after termination which are subject to CONSULTANT's fee, the CITY shall remain obligated after termination or non-renewal to provide to CONSULTANT such information as is necessary for CONSULTANT to calculate compensation due as a result of the receipt of revenue by the CITY.
3. Independent Contractor: It is understood that CONSULTANT and its subcontractors, if any, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of the CITY. CITY understands that CONSULTANT may perform similar services for others during the term of this Agreement and agrees that CONSULTANT representation of other government sector

clients is not a conflict of interest. CONSULTANT shall obtain no rights to retirement benefits or other benefits which accrue to CITY's employees, and CONSULTANT hereby expressly waives any claim it may have to any such rights.

4. **Subcontractors:** CONSULTANT shall have the right to hire subcontractors to provide the services described herein. CONSULTANT, in rendering performance under this Agreement shall be deemed an independent contractor and nothing contained herein shall constitute this arrangement to be employment, a joint venture, or a partnership. CONSULTANT shall be solely responsible for and shall hold CITY harmless from any and all claims for any employee related fees and costs including without limitation employee insurance, employment taxes, workman's compensation, withholding taxes or income taxes.
5. **Notice:** Any notice required to be given under this Agreement shall be in writing and either served personally, sent prepaid first class mail, or by express mail courier (i.e. FedEx, UPS, etc.). Any such notice shall be addressed to the other party at the address set forth below. All notices, including notices of address changes, provided under this Agreement are deemed received on the third day after mailing if sent by regular mail, or the next day if sent overnight delivery.

If to CITY:

City of Richwood
Attn: Mr. Michael Coon, City Manager
1800 N. Brazosport Blvd.
Richwood, TX 77531
Phone: 979.265.2082
Facsimile: 979.265.7345
Email: mcoon@richwoodtx.gov

If to CONSULTANT:

MuniServices, LLC
Attn: Contracts Department
7625 N. Palm Ave., Ste. 108
Fresno, CA 93711
Phone: 559.271.6852
Facsimile: 559.312.2852
Email: contracts@muniservices.com

6. **Representative or designees:** CONSULTANT Primary Representative/Project Manager shall be:

Ted Kamel, Client Services Manager
12301Kurland Drive, Suite 150, Houston, TX 77034
Phone: 903.597.3352/Email: Ted.Kamel@MuniServices.com

For the convenience of the CITY, a short list of helpful contacts is attached and incorporated herein as EXHIBIT C.

7. **Indemnity:** CONSULTANT shall indemnify, defend, and hold harmless the CITY, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever (including damages to property and injuries to or death of persons, court costs, and reasonable attorneys' fees) to extent occurring or resulting from CONSULTANT's negligent or unlawful performance of its obligations under or breach of the terms of this Agreement, unless such claims, liabilities, or losses arise out of, or are caused at least in part by the sole negligence or willful misconduct of the CITY. "CONSULTANT's performance" includes CONSULTANT's action or inaction and the action or inaction of CONSULTANT's officers, employees, agents and subcontractors.
8. **Limitation of Liability:** In no event shall CONSULTANT, its employees, contractors, directors, affiliates and/or agents be liable for any special, incidental, or consequential damages, such as, but not limited to, delay, lost data, disruption, and loss of anticipated profits or revenue arising from or related to the services, whether liability is asserted in contract or tort, and whether or not CONSULTANT has been advised of the possibility of any such loss or damage. In addition, CONSULTANT' total liability hereunder, including reasonable attorneys' fees and costs, shall in no event exceed an amount equal to the fees described in EXHIBIT B. The foregoing sets forth the CITY's exclusive remedy for claims arising from or out of this Agreement. The provisions of this section allocate the risks

between CONSULTANT and the CITY and CONSULTANT's pricing reflects the allocation of risk and limitation of liability specified herein.

9. Insurance: CONSULTANT shall keep in full force and effect insurance coverage during the term of this Agreement, including without limitation statutory workers' compensation insurance; employer's liability and commercial general liability insurance; comprehensive automobile liability insurance; professional liability and fidelity insurance. The insurance certificate shall name the City, its agents, officers, servants and employees as additional insureds under the CGL and Automobile policies with respect to the operations and work performed by the named insured as required by written contract. The General Liability policy is Primary & Non-Contributory. Waiver of Subrogation applies under the General Liability and Workers' Compensation policies. The CGL insurance minimum coverage shall be at least \$1,000,000 per incident, claim or occurrence and \$2,000,000 aggregate. The Automobile Liability insurance minimum coverage shall be at least \$1,000,000 covering all owned, non-owned, and hired vehicles. The certificate shall provide that there will be no cancellation, termination, or non-renewal of the insurance coverage without a minimum 30-day written notice to the CITY, except in the case of cancellation for non-payment of premium which shall be at least 10-days written notice.
10. Equal Opportunity to Draft: The parties have participated and had an equal opportunity to participate in the drafting of this Agreement. No ambiguity shall be construed against any party upon a claim that that party drafted the ambiguous language.
11. Assignment: This Agreement shall be binding upon and inure to the benefit of the parties, their successors, representatives and assigns. CONSULTANT shall not assign this Agreement, or delegate its duties or obligations under this Agreement, without the prior written consent of CITY, which consent shall not be unreasonably withheld, delayed or conditioned. Notwithstanding the foregoing, CONSULTANT may assign this Agreement, in whole or in part, without the consent of CITY to any corporation or entity into which or with which CONSULTANT has merged or consolidated; any parent, subsidiary, successor or affiliated corporation of CONSULTANT; or any corporation or entity which acquires all or substantially all of the assets of CONSULTANT. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties and their successors or assigns.
12. Ownership of Documents: Except for CONSULTANT preexisting proprietary information and processes, any and all documents, including draft documents where completed documents are unavailable, or materials prepared or caused to be prepared by CONSULTANT pursuant to this agreement shall be the property of the CITY at the moment of their completed preparation.
13. Intellectual Property Rights: The entire right, title and interest in and to CONSULTANT's database and all copyrights, patents, trade secrets, trademarks, trade names, and all other intellectual property rights associated with any and all ideas, concepts, techniques, inventions, processes, or works of authorship including, but not limited to, all materials in written or other tangible form developed or created in the course of this Agreement (collectively, the "Work Product") shall vest exclusively in CONSULTANT or its subcontractors. The foregoing notwithstanding, in no event shall any CITY-owned data provided to CONSULTANT be deemed included within the Work Product.
14. Public Release and Statements: Neither party or its representatives or agents shall disseminate any oral or written advertisement, endorsement or other marketing material relating to each other's activities under this Agreement without the prior written approval of the other party. Neither party shall make any public release or statement concerning the subject matter of this Agreement without the express written consent and approval of the other party. No party or its agent will use the name, mark or logo of the other party in any advertisement or printed solicitation without first having prior written approval of the other party. The parties shall take reasonable efforts to ensure that its subcontractors shall not disseminate any oral or written advertisement, endorsement or other marketing materials referencing or relating to the other party without that party's prior written approval. In

addition, the parties agree that their contracts with all subcontractors will include appropriate provisions to ensure compliance with the restrictions of this Section.

15. Force Majeure: CONSULTANT shall not be in default of its obligations hereunder to the extent that its performance is delayed or prevented by causes beyond its control, including but not limited to acts of God, government, weather, fire, power or telecommunications failures, inability to obtain supplies, breakdown of equipment or interruption in vendor services or communications.
16. Entire Agreement: This Agreement constitutes the entire agreement between the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter contained herein. Said Agreement shall not be amended, altered, or changed, except by a written amendment signed by both parties.
17. Counterparts: This Agreement may be signed in separate counterparts including facsimile copies. Each counterpart (including facsimile copies) is deemed an original and all counterparts are deemed on and the same instrument and legally binding on the parties.
18. Invalidity: If any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
19. Implementation: Implementation should begin as soon as possible from the signing of this Agreement (the "Effective Date") for the performance of services under the terms of this Agreement.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS HEREOF, the parties have caused this Agreement to be executed on the date first written above.

"CITY"

City of Richwood
a Municipal Corporation

By: _____

Name: _____

Title: _____

ATTEST:

Name: _____

Title: _____

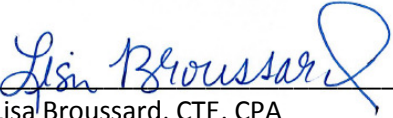
APPROVED AS TO FORM:

Name: _____

Title: _____

"CONSULTANT"

MuniServices, LLC
a Delaware limited liability company

By: 

Lisa Broussard, CTE, CPA
Senior Vice President Central Operations

EXHIBIT A – SCOPE OF WORK SALES TAX COMPLIANCE REVIEW

Objectives and Methods

CONSULTANT's Sales Tax Compliance Review is designed to assist CITY with economic forecasting and in preserving and enhancing its sales and use tax revenues by detecting, documenting, and correcting sales tax misallocations thereby producing previously unrealized revenue for CITY while giving the CITY a more accurate sales tax base upon which to forecast its revenue.

Scope of Work

In providing the Sales Tax Compliance Review, CONSULTANT shall:

- Meet with CITY's designated staff to review service objectives, scope, procedures, coordination of effort, work plan schedule, public relations, and logistical matters.
- Establish an appropriate liaison with the CITY's coordinator and define logical checkpoints for reviewing progress.
- Perform a review of the CITY's businesses' sales/use tax remittances in an effort to ensure proper application of local sales/use tax law and achieve past and/or prospective compliance, as applicable.

On behalf of the CITY, CONSULTANT will assist the businesses, as necessary, in the preparation and filing of amended returns and/or reallocation requests with the Comptroller's office in order to gain compliance. CONSULTANT and/or the CITY may also provide additional documentation to the Comptroller's office to request its assistance in gaining compliance from taxpayers as needed.

Deliverables

CONSULTANT will provide periodic progress reports to CITY in the form of status updates. These progress reports will also indicate areas in which CITY staff may further assist and improve the sales tax compliance review activities provided hereunder. CONSULTANT's progress reports will identify errors/omissions detected, documented and corrected and report on other services of benefit to CITY for the time period covered.

CITY Assistance

CITY shall assist CONSULTANT by providing necessary information and assistance to include, without limitation, the following:

- Providing CONSULTANT, on a timely basis, information necessary to conduct its compliance review activities including but not limited to monthly tax payment histories.
- Providing two letters of authorization identifying CONSULTANT to local businesses and to the Texas Comptroller of Public Accounts and/or other state agencies as an authorized agent of CITY to perform sales and use tax reviews and to receive and examine taxpayer records (hard copy and electronic) necessary to assure sales and use tax compliance and revenue forecasts.
- Pursuing in good faith corrective action on errors and omissions detected by CONSULTANT.
- Issuing necessary documentation to the state to correct errors validated by CONSULTANT.

The parties agree that the CITY and/or the State Comptroller retain exclusive authority and responsibility to administer, interpret and enforce the CITY's sales and use tax, recognizing that CONSULTANT's role is limited to employing its unique expertise and proprietary tools for: i) detecting and documenting errors/omissions by taxpayers in the application, calculation, collection, and/or remittance of sales and use taxes and, ii) providing CITY with technical assistance, without assuming or being delegated the authority or responsibility of CITY to administer, interpret, and enforce its sales and use taxes.

EXHIBIT B – COMPENSATION SALES TAX COMPLIANCE REVIEW

Provided that the Effective Date is on or before July 26, 2017 in exchange for CONSULTANT performing the work indicated above, the CITY will pay CONSULTANT as follows:

The CITY shall pay CONSULTANT a 30% contingency fee. The fee applies to the sales and use tax revenue received by the CITY from correction of taxpayer reporting errors detected and documented by the Sales Tax Compliance Review. The Contingency Fee applies to both: (a) past compliance (as applicable) -- sales and use tax revenues received by the CITY from prior periods; and (b) prospective compliance (as applicable) -- incremental increase in sales and use tax revenues received for the first eight consecutive reporting quarters (24 months) following correction of the errors and confirmation of receipt of revenue by the CITY. An incremental increase is calculated as the current month's correct tax remittance less the monthly average of the prior 12 months immediately prior to the first month of correct tax remittance.

CONSULTANT will invoice CITY quarterly based on past and/or prospective compliance secured on behalf of CITY. Invoices are due and payable upon receipt.

All expenses incurred by CONSULTANT in providing the Sales Tax Compliance Review are the sole and exclusive responsibility of CONSULTANT, except those expenses that receive prior written approval by CITY.

Completion of Services

Notwithstanding anything else in this Agreement to the contrary, the CITY will pay CONSULTANT per the terms of this Agreement for services begun before termination or expiration of the Agreement even if the monies are received after termination or expiration. CONSULTANT will provide CITY with a list of accounts submitted but not yet corrected as of the expiration or termination within a reasonable time after the expiration or termination ("completion list"). CONSULTANT is allowed to continue working those accounts on the completion list for a reasonable time to obtain a correction.

Additional Consulting

CITY may request that CONSULTANT provide additional consulting services at any time during the term of this Agreement. If CONSULTANT and CITY agree on the scope of the additional consulting services requested, then CONSULTANT shall provide the additional consulting on a Time and Materials basis. Depending on the personnel assigned to perform the work, standard hourly rates range from \$75 per hour to \$200 per hour. These additional consulting services will be invoiced at least monthly based on actual time and expenses incurred.

EXHIBIT C
CONSULTANT Helpful Contacts

Contact	Project Role	Phone	Email
Ted Kamel, MBA	Client Services Manager	903.952.9794	ted.kamel@muniservices.com
Lisa Broussard, CTE, CPA	VP Client Services	713.459.5079	lisa.broussard@muniservices.com
Chris Yearly, CPA	VP, Sales & Use Tax Audit	972.447.4953	chris.yearly@muniservices.com
Irene Reynolds	Client Relations Manager	559.271.6867	irene.reynolds@muniservices.com
Francesco Mancia, MBA	VP Government Relations	559.288.7296	fran.mancia@muniservices.com
Patricia A. Dunn, MSHR	Contracts Manager	559.271.6852	patricia.dunn@muniservices.com

PROPRIETARY and CONFIDENTIAL

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: RFP 18-002P Debris Management and Removal

Received Proposal were opened on 3/29/2018 at 2:45 p.m.

Below is a summary of the evaluation and tabulation.

Evaluation Score 1-5 (Total 100 point value)

		TFR	CERES	DRC	CUSTOM TREE CARE
5%	Management Summary	5	4	4	not formatted to specs
40%	Proposal	3	5	4	
20%	Experience and Capacity	3	4	5	
15%	Qualifications	3	5	4	
5%	References	5	5	4	
15%	Pricing	4	5	3	
		67	95	81	
	Recommendation:		Primary	Secondary	

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: RFP 18-005P Debris Monitoring

Received Proposal was opened on 4/26/2018 at 2:30 p.m. Only one proposal was received. We did ask for other city proposals to ensure competitive pricing during the evaluation.

Below is a summary of the evaluation and tabulation.

Evaluation Score 1-5 (Total 100 point value)

		True North
5%	Management Summary	5
40%	Proposal	4
20%	Experience and Capacity	5
15%	Qualifications	5
5%	References	3
15%	Pricing	4
		87

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: RFQ 18-001Q On-Call Engineering

Statement of qualifications were opened on 4/26/2018 at 3:00 p.m.

Below is a summary of the evaluation and tabulation.

		PRD	Raba	Strand
Evaluation Score 1-5 (Total 100 point value)				
5%	Management Summary	4	4	5
40%	Proposal	3	3	5
20%	Experience and Capacity	4	5	5
20%	Qualifications	3	2	5
15%	References	4	4	4
		68	68	97

Raba Kistner: Specializes in Geotechnical Engineering
Excellent qualifications for geotechnical, but not for all other engineering aspects.

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: May 11, 2018

Subject: RFP 18-003P Emergency Medical Services

Received Proposal was opened on 5/3/2018 at 2:00 p.m. Only one proposal was received from our existing provider. They are proposing an increase of about \$8,000 per year to ensure coverage of all their costs. This will help them re-coop cost for not balance billing our residents.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: May 11, 2018

Subject: Update on review of Indoor Gun Range & Noise Control Ordinances

Since the last meeting, Big Kountry Shooting has added some additional insulation to the interior of the exhaust vents. However, they have found out that they can not install anything around the outsides of the exhaust vents because that could void the warranty of the buildings filtration system.

Staff continues to research the proposed changes to the noise ordinance and hopes to bring back an ordinance for review by the meeting in July.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: May 11, 2018

Subject: Update on Flood Mitigation Efforts

LJA Engineering has submitted the final report for their study of the Three Bridges area and the conceptual design of a drainage channel to Big Slough. The complete report is included in the documentation for this agenda item.

Staff is working on rescheduling the next meeting with the Flood & Drainage Advisory Committee to discuss the potential floodgate study and the process for applying for grant funding on the diversion channel.

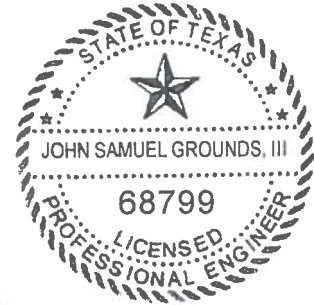
Memorandum

To: Michael Coon
City of Richwood
1800 N. Brazosport Blvd.
Richwood, TX 77531

From: John S. Grounds, III, PhD, PE, CFM, D.WRE

Date: May 1, 2018

Re: Brazosport Boulevard Bridge (County Road 288 B) Siltation Analysis, Big Slough
Diversion Analyses, and Harvey Flooded Structures Map
Richwood, Texas
LJA Job No. 2592-1801



A handwritten signature in blue ink, appearing to read "John S. Grounds, III", written over a faint rectangular box.

Executive Summary

Due to siltation, the hydraulic capacity of the bridges along Brazosport Boulevard at Bastrop Bayou, Rosen Creek, and Ragsdale Creek may have been impacted and could aggravate the flooding potential in the vicinity of the City of Richwood. Utilizing *Best Available Data* from the Federal Emergency Management Agency (FEMA) supplemented with topographic survey of the bridges, It was determined that siltation, even in situations of extreme build up, cause minimal increases of water surface elevation.

A diversion channel just east of Brazosport Boulevard near Gladys Polk Elementary School would decrease ponding for several residential homes near the intersection of Brazosport Boulevard and FM 2004, and reduce the possibility of an overflow from Bastrop Bayou hitting the subsequent area. The estimated cost for the design and construction of these improvements ranges from \$4,610,952.00 to \$6,086,118.00 depending on the level of service of a 25-year or a 100-year event.

An additional study was completed to identify the discharge necessary at the Brazosport Bridge to recreate the water surface elevation observed during Hurricane Harvey's. It was concluded that a storm event of magnitude 1.54 times the 500-year or 13,400 cfs storm event mimicked the same water surface elevation as Hurricane Harvey. This could have occurred from a combination of the overflow from the Brazos River combined with local rainfall runoff.

Introduction

In response to the flooding of Richwood during Hurricane Harvey, LJA was authorized by the City of Richwood to evaluate the impacts of siltation at the bridges along Bastrop Bayou and develop a conceptual diversion channel from the area around Galdys Polk Elementary across Brazosport Boulevard to Big Slough. Specific tasks include:

1. View project sites to determine general characteristics and limitations.
2. Obtain FEMA Models and as-builts from the City of Richwood and TxDOT. LiDAR from FEMA/TNRIS.
3. Survey Siltation at two (2) cross sections upstream and downstream of CR288B (Brazosport Boulevard) and Bastrop Bayou, and two (2) at Big Slough.
4. Update FEMA Preliminary Flood Insurance Study Hydraulic Model with TxDOT as-builts to determine un-silted bridge water surface elevations for the 10, 50, 100, and 500-year events. Model the bridge with current surveyed channel geometry that may include siltation to determine water surface elevations. Utilize FEMA discharges with no changes to hydrology.
5. Determine pump capacity requirements to reduce the water surface elevations to pre-siltation levels for the 10, 50, 100, and 500-year events.
6. Determine drainage area to perimeter ditches around Polk Elementary and runoff for the 10 and 100-year events.
7. Determine typical cross section of diversion channel and culvert size across Brazosport Blvd. (CR 288B) to Big Slough for the 10 and 100-year events.
8. Map property locations on Brazoria County Appraisal District Parcel Map of flooded structures from Hurricane Harvey.
9. Prepare a report summarizing data, assumptions, criteria, and results.
10. Conduct peer-review of report and models.
11. Attend at most two (2) meetings with stakeholders.

FEMA Model of Bastrop Bayou

The FEMA hydraulic (HEC-RAS) model of Bastrop Bayou was obtained from FEMA as part of the on-going Flood Insurance Update for Brazoria County. The model was originally created in 2004. This model was updated as part of a Technical Appeal by the City of Lake Jackson to update flow distribution through SH 288. The model and resulting Special Flood Hazard Area (SFHA) mapping was accepted by FEMA in 2017. This model is currently the best available data for the area and should be incorporated in the final Flood Insurance Study by FEMA in the future.

At Brazosport Boulevard, the FEMA model has only one of three bridges. Only the Bastrop Bayou crossing is open and able to pass flow through the bridge as shown on Figure 1. The openings for Rosen Creek and Ragsdale Creek are closed and not contributing to the capacity of the overall bridge. To verify if these openings were providing conveyance and able to pass flood waters, a 2-dimensional HEC-RAS 5.0.3 model was created using topographic data from LiDAR. The modeling determined that of the 6,500 cfs from the 100-year overflow event, 2,500 cfs passed through Ragsdale Creek opening, 1,200 cfs through the Rosen Creek opening, and 2,800 cfs through the Bastrop Bayou opening. A depiction of these paths can be found in Figure 2. The hydrographs (discharge versus time) can be found on Figure 3.

The FEMA model was updated to include all three bridge openings.

These models are included on the attached compact disc.

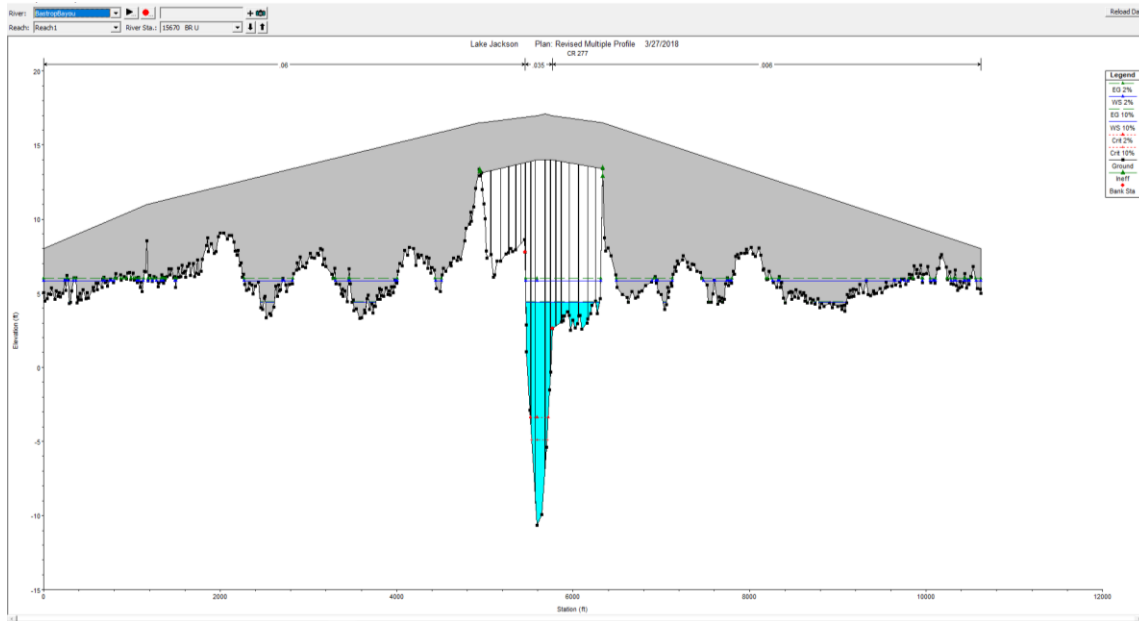


Figure 1
Hydraulic Model Cross Section of Bastrop Bayou Bridge Opening

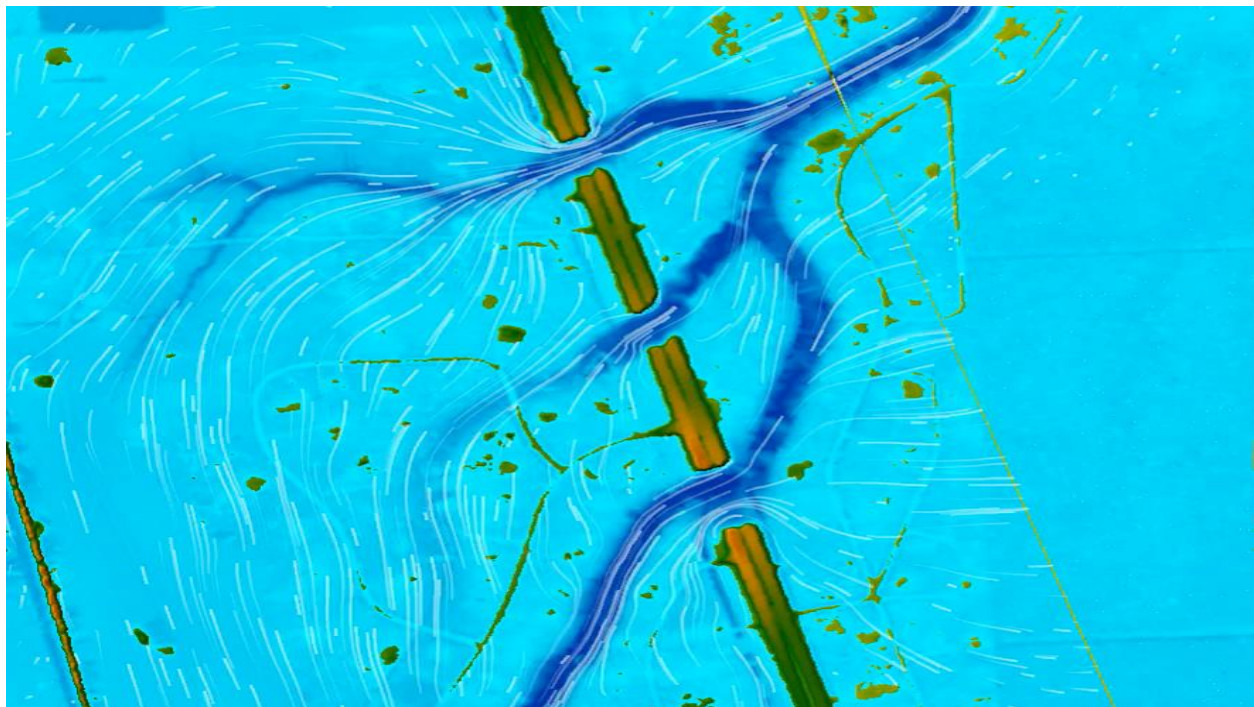


Figure 2
2-Dimensional Flow Paths through Rosen Creek, Ragsdale Creek, and Bastrop Bayou

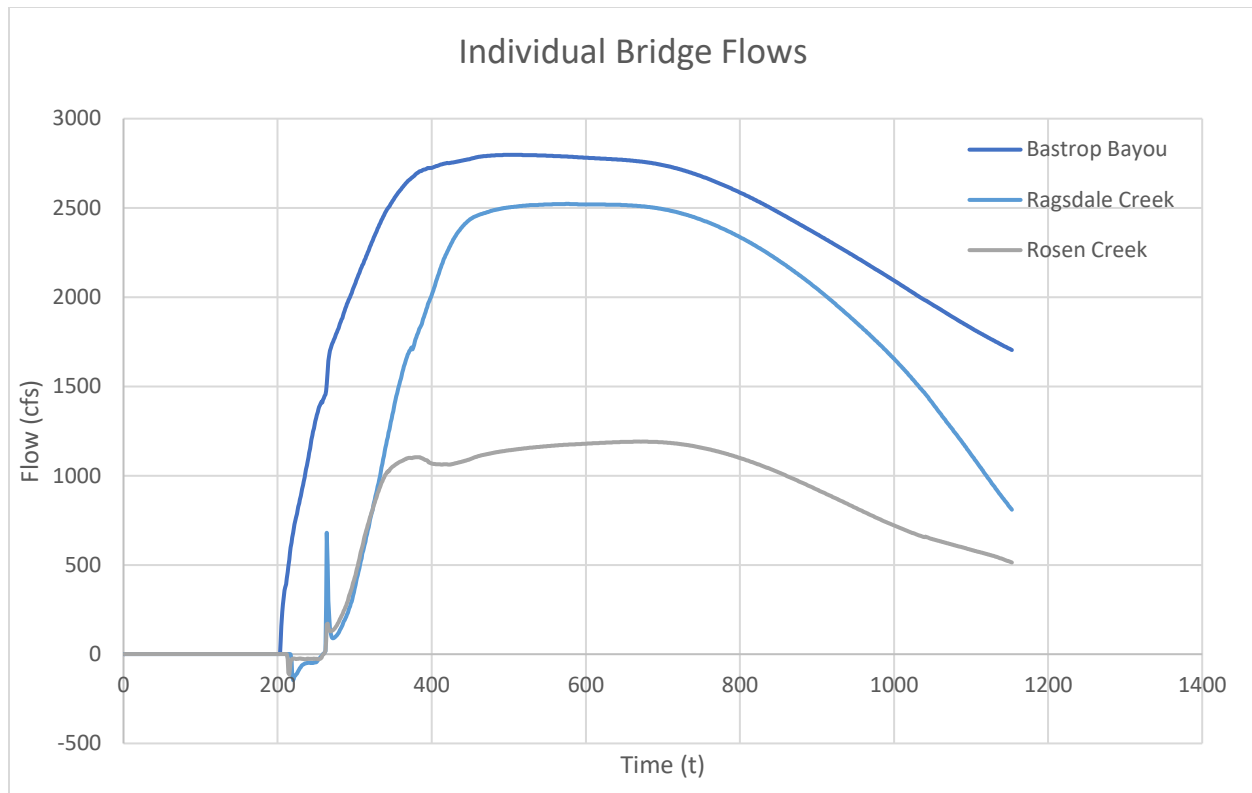


Figure 3

2-Dimensional Discharges through Rosen Creek, Ragsdale Creek, and Bastrop Bayou

Data Acquisition for Brazosport Blvd. Bridges

The Construction Documents for the bridges at Rosen Creek, Ragsdale Creek, and Bastrop Bayou were obtained from the Area Texas Department of Transportation (TxDOT) office in Angleton, Texas.

LJA surveyed the three (3) bridge sections on Brazosport Boulevard. Approximately 2,500 feet along both the upstream and downstream side of Rosen Creek, Ragsdale Creek, and Bastrop Bayou were surveyed to obtain more accurate, current up-to-date information. The survey information was used to update the hydraulic model to indicate current conditions to those in the FEMA model and those in Construction Documents (2012) from TxDOT plans for the bridges. Additionally, survey was collected at two (2) cross sections of Big Slough to provide the approximate flowline at the location of a conceptual diversion channel.

The survey data and TxDOT plans are included on the attached compact disc.

Bastrop Bayou Siltation Impacts

When comparing the differences between the cross sections of the bridges at Rosen Creek, Ragsdale Creek, and Bastrop Bayou in the FEMA, TxDOT, and surveyed cross sections, there was an evident difference in geometry of the channels. The TxDOT plans indicate a more narrow and deep channel, while the survey data depicts a wider, but more shallow channel. The differences in geometries are shown on Figures 4, 5, and 6.

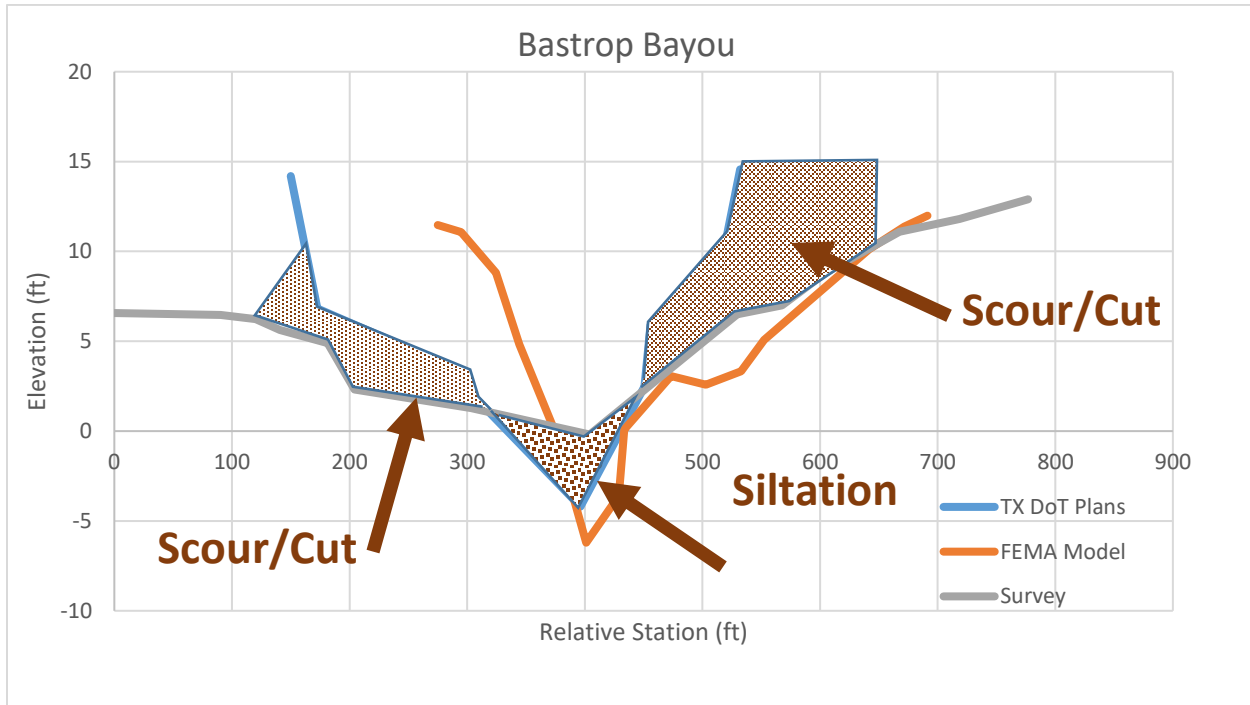


Figure 4
Bastrop Bayou Cross Sections Comparison from FEMA, TxDOT, and Survey

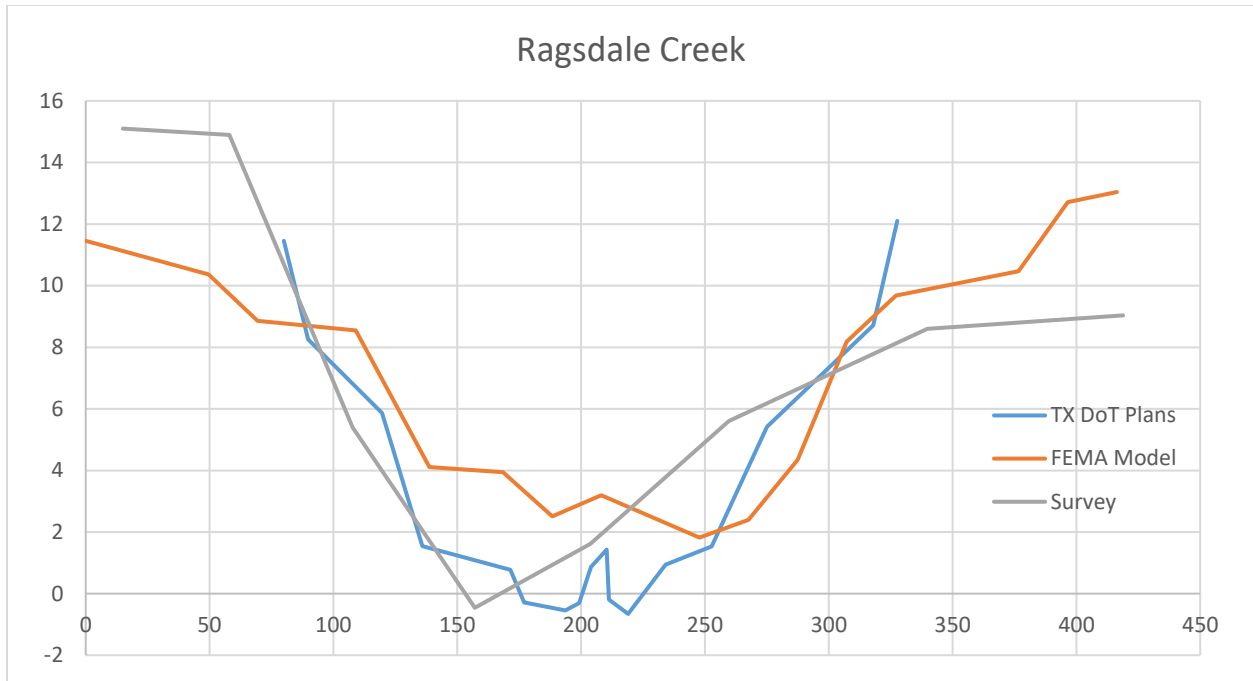


Figure 5
Ragsdale Creek Cross Sections Comparison from FEMA, TxDOT, and Survey

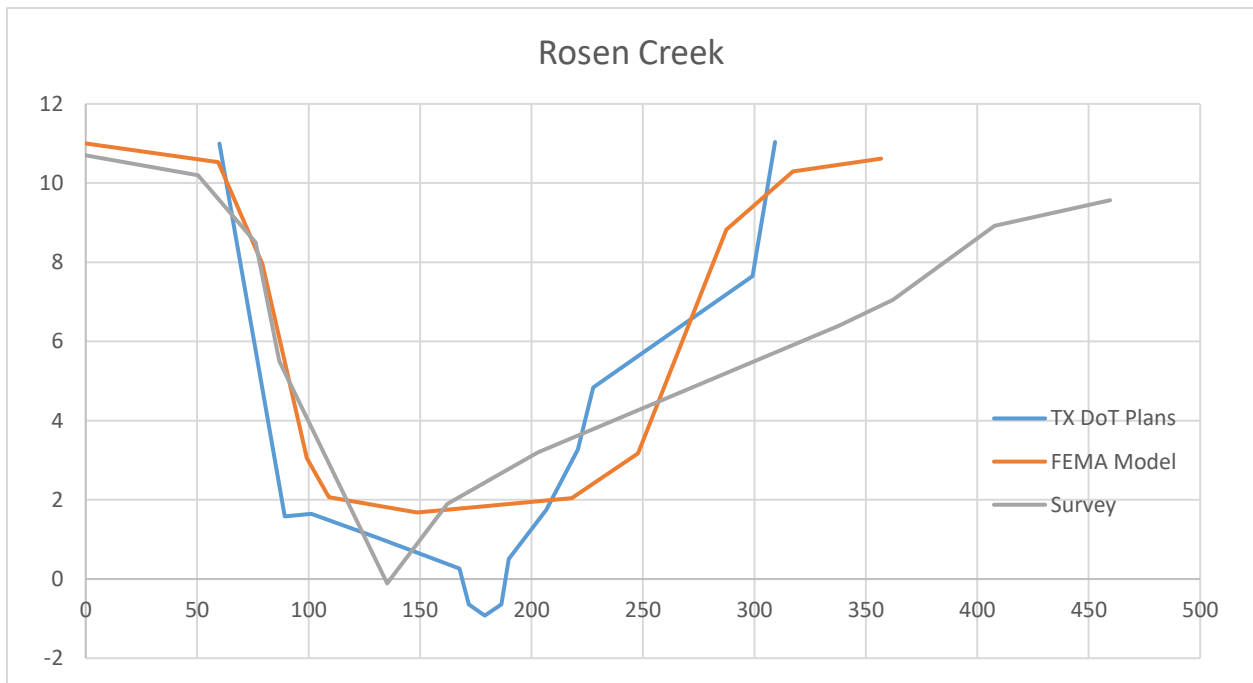


Figure 6
Rosen Creek Cross Sections Comparison from FEMA, TxDOT, and Survey

These different cross sections were entered into the hydraulic model to determine their impacts on the water surface elevations for the 10, 50, 100, and 500-year events. After analyzing the model at various conditions, the results indicate that there are only slight differences of at most 0.03 feet in water surface elevation for the 10, 50, 100, and 500-year storm events. The water surface elevations and capacity of these bridges with the updated TxDOT cross sections are not impaired when compared to the current topographic “silted” condition. Both the TxDOT and the current topographic “silted” conditions had slightly lower water surface elevations than the FEMA model. The current level of siltation did not impair the capacity of the bridges for 10 to 500-year events. These results are summarized in Table 1.

The addition of a pump could decrease these elevations and reduce the flooding potential in Richwood but would increase downstream discharges and aggravate the flooding potential outside of Richwood.

Table 1
Summary of Hydraulic Model Results

10% (10-year) Event				2% (50-year) Event			
	FEMA	TxDOT	Survey		FEMA	TxDOT	Survey
River Sta	W.S. Elev	W.S. Elev	W.S. Elev	River Sta	W.S. Elev	W.S. Elev	W.S. Elev
	(ft)	(ft)	(ft)		(ft)	(ft)	(ft)
84418	10.72	10.7	10.7	84418	13.26	13.25	13.25
84155	10.62	10.59	10.59	84155	13.13	13.12	13.12
80159	9.66	9.63	9.62	80159	12.15	12.14	12.14
77494	9.03	9	8.99	77494	11.48	11.46	11.45
75533	8.55	8.51	8.5	75533	10.9	10.87	10.87
75429	8.56	8.54	8.53	75429	10.92	10.92	10.92
75420	Brazosport Blvd. Bridge			75420	Brazosport Blvd. Bridge		
75211	8.5	8.51	8.52	75211	10.88	10.9	10.9
75014	8.43	8.43	8.43	75014	10.78	10.78	10.78
71345	7.73	7.73	7.73	71345	9.98	9.98	9.98
66720	7.23	7.23	7.23	66720	9.34	9.34	9.34
64389	7.09	7.09	7.09	64389	9.12	9.12	9.12
61340	6.89	6.89	6.89	61340	8.79	8.79	8.79
59995	6.82	6.82	6.82	59995	8.69	8.69	8.69
59858	6.82	6.82	6.82	59858	8.68	8.68	8.68

1% (100-year) Event				0.2% (500-year) Event			
	FEMA	TxDOT	Survey		FEMA	TxDOT	Survey
River Sta	W.S. Elev	W.S. Elev	W.S. Elev	River Sta	W.S. Elev	W.S. Elev	W.S. Elev
	(ft)	(ft)	(ft)		(ft)	(ft)	(ft)
84418	14.31	14.3	14.3	84418	15.16	15.14	15.13
84155	14.18	14.18	14.17	84155	14.99	14.96	14.96
80159	13.22	13.2	13.2	80159	14.4	14.37	14.36
77494	12.56	12.54	12.54	77494	13.6	13.56	13.55
75533	11.93	11.91	11.9	75533	12.69	12.63	12.62
75429	11.96	11.97	11.97	75429	12.74	12.74	12.74
75420	Brazosport Blvd. Bridge			75420	Brazosport Blvd. Bridge		
75211	11.92	11.94	11.94	75211	12.68	12.7	12.7
75014	11.79	11.79	11.79	75014	12.7	12.7	12.7
71345	10.93	10.93	10.93	71345	11.34	11.34	11.34
66720	10.17	10.17	10.17	66720	10.55	10.55	10.55
64389	9.88	9.88	9.88	64389	10.29	10.29	10.29
61340	9.45	9.45	9.45	61340	9.68	9.68	9.68
59995	9.34	9.34	9.34	59995	9.71	9.71	9.71
59858	9.33	9.33	9.33	59858	9.71	9.71	9.71

After the public meeting on March 28th, 2018, we took a request from the Drainage Committee to provide an additional analysis to simulate the impact from further siltation. There was a concern that the cross section surveyed as part of these analyses did not represent the conditions at the time of Hurricane Harvey in August 2017 and that the flood has self-cleansed the bridges resulting in larger openings at the time of the survey. The hydraulic model was edited simulate various stages of sediment buildup from 0 to 90% blockage of the bridge section. The results indicate that with enough blockage, there is an increase in water surface elevation. However, the increase in water surface elevation is negligible up until all three (3) bridges are 50% blocked by sediment, only yielding a 0.05 foot (0.6 inch) increase in water surface elevation upstream of the bridges. These results are summarized in Table 2.

Table 2
Summary of Water Surface Elevations from Siltation

Brazosport Boulevard Bridges											
Sediment Buildup %		0%	10%	20%	30%	40%	50%	60%	70%	80%	90%
River Sta	Storm Event	W.S. Elev (ft)	W.S. Elev (ft)	W.S. Elev (ft)	W.S. Elev (ft)	W.S. Elev (ft)	W.S. Elev (ft)	W.S. Elev (ft)	W.S. Elev (ft)	W.S. Elev (ft)	W.S. Elev (ft)
84418	1%	14.3	14.3	14.3	14.31	14.31	14.33	14.36	14.55	14.9	14.7
84155	1%	14.17	14.17	14.18	14.18	14.19	14.2	14.24	14.44	14.81	14.59
80159	1%	13.2	13.2	13.2	13.21	13.23	13.25	13.31	13.61	14.14	14.49
77494	1%	12.54	12.54	12.54	12.56	12.57	12.61	12.69	13.08	14.15	14.48
75533	1%	11.9	11.9	11.9	11.92	11.94	11.98	12.09	12.57	14.14	14.47
75429	1%	11.97	11.97	11.97	11.98	11.99	12.02	12.09	12.51	13.94	14.44
75420	Bridge	11.97	11.97	11.97	11.98	11.99	12.02	12.09	12.51	13.94	14.44
75211	1%	11.94	11.94	11.94	11.94	11.93	11.92	11.89	11.83	12.35	13.91
75014	1%	11.79	11.79	11.79	11.79	11.79	11.79	11.79	11.79	11.79	11.79
71345	1%	10.93	10.93	10.93	10.93	10.93	10.93	10.93	10.93	10.93	10.93
66720	1%	10.17	10.17	10.17	10.17	10.17	10.17	10.17	10.17	10.17	10.17
64389	1%	9.88	9.88	9.88	9.88	9.88	9.88	9.88	9.88	9.88	9.88
61340	1%	9.45	9.45	9.45	9.45	9.45	9.45	9.45	9.45	9.45	9.45
59995	1%	9.34	9.34	9.34	9.34	9.34	9.34	9.34	9.34	9.34	9.34
59858	1%	9.33	9.33	9.33	9.33	9.33	9.33	9.33	9.33	9.33	9.33

Additionally, at the public meeting on March 28th, 2018, we were tasked with another additional analysis to identify the magnitude of a storm event that would result in an equivalent storm to Hurricane Harvey. The Drainage Committee provided an observed water surface elevation of 13 feet. In order to achieve the same elevation, the flow going across the Brazosport Boulevard Bridges would need to be 13,409 cfs. For reference, the 100-year and 500-year flows at the bridge are 6,240 cfs and 8,730 cfs respectively.

Diversion Channel to Big Slough

A diversion channel was conceptually designed to help alleviate the flooding potential near Gladys Polk Elementary School for both the 25-year and 100-year rainfall events. The service area is approximately 320 acres as shown on Figures 7 and 8. Discharges for the 25 and 100-year events were determined by the Velasco Drainage District criteria (2003). They are 360 and 455 cfs, respectively. Should all culverts and ditches within the service area be upgraded, then the channel would contain the design flows. The local rainfall event produces a 100 year runoff peak of 455 cfs that is greater than the 415 cfs from the overflow that crosses FM 2004 between Brazosport Boulevard and Old Angleton Road

The proposed alignment is conceptual and does not represent any desired alignment by any entity or agency.

The depth and slope of the conceptual diversion channel was limited to the depth at the outfall into Big Slough and the depth of the ditches within service area. The maximum depth is approximately 4 feet with a slope of 0.95 feet/mile (0.018%). This slope is flat and will result in velocities of only 1.5 feet/second. At this low velocity, sediment will not be flushed and the channel, culverts, and especially the siphon will be subject to sediment build-up increasing maintenance costs.

The conceptual channel traverses east from Brazosport Boulevard to pass under Little Slough via a siphon. The channel could then turn south and outfall into Big Slough. Channel cross

section areas, siphons, and culverts under Brazosport Boulevard were sized for both the 25 and 100-yr events (see Figures 7 and 8). These channels include 30-foot maintenance berms along both sides. These berms could be decreased based on local criteria. The specifications of these channels are as follows:

25-Year Channel

- 360 CFS Capacity
- 4 Feet Deep
- 4:1 Side Slopes (H:V)
- 65 Foot Bottom Width
- 30 Foot Maintenance Berms
- 158 Feet of Right of Way
- 3-4'x10' RCB Culverts
- 3-4'x10' RCB Siphons
- Channel slope = 0.018%
- Channel Velocity = 1.5 fps (slow)

100-Year Channel

- 455 CFS Capacity
- 4 Feet Deep
- 4:1 Side Slopes (H:V)
- 85 Foot Bottom Width
- 30 Foot Maintenance Berms
- 178 Feet of Right of Way
- 4-4'x10' RCB Culverts
- 4-4'x10' RCB Siphons
- Channel Slope = 0.018%
- Channel Velocity = 1.5 fps (slow)

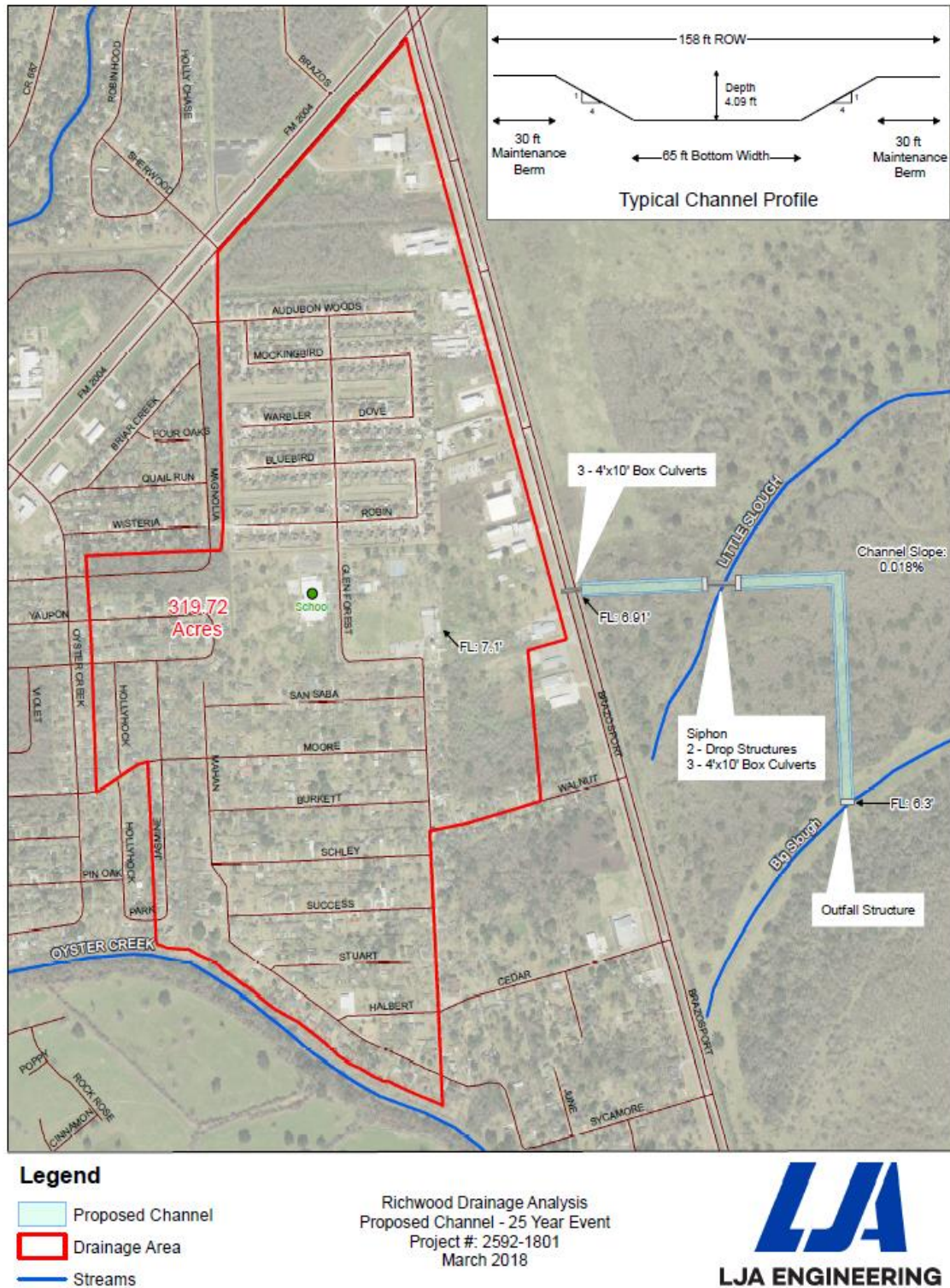


Figure 7

Conceptual Diversion to Big Slough – 25-Year Capacity

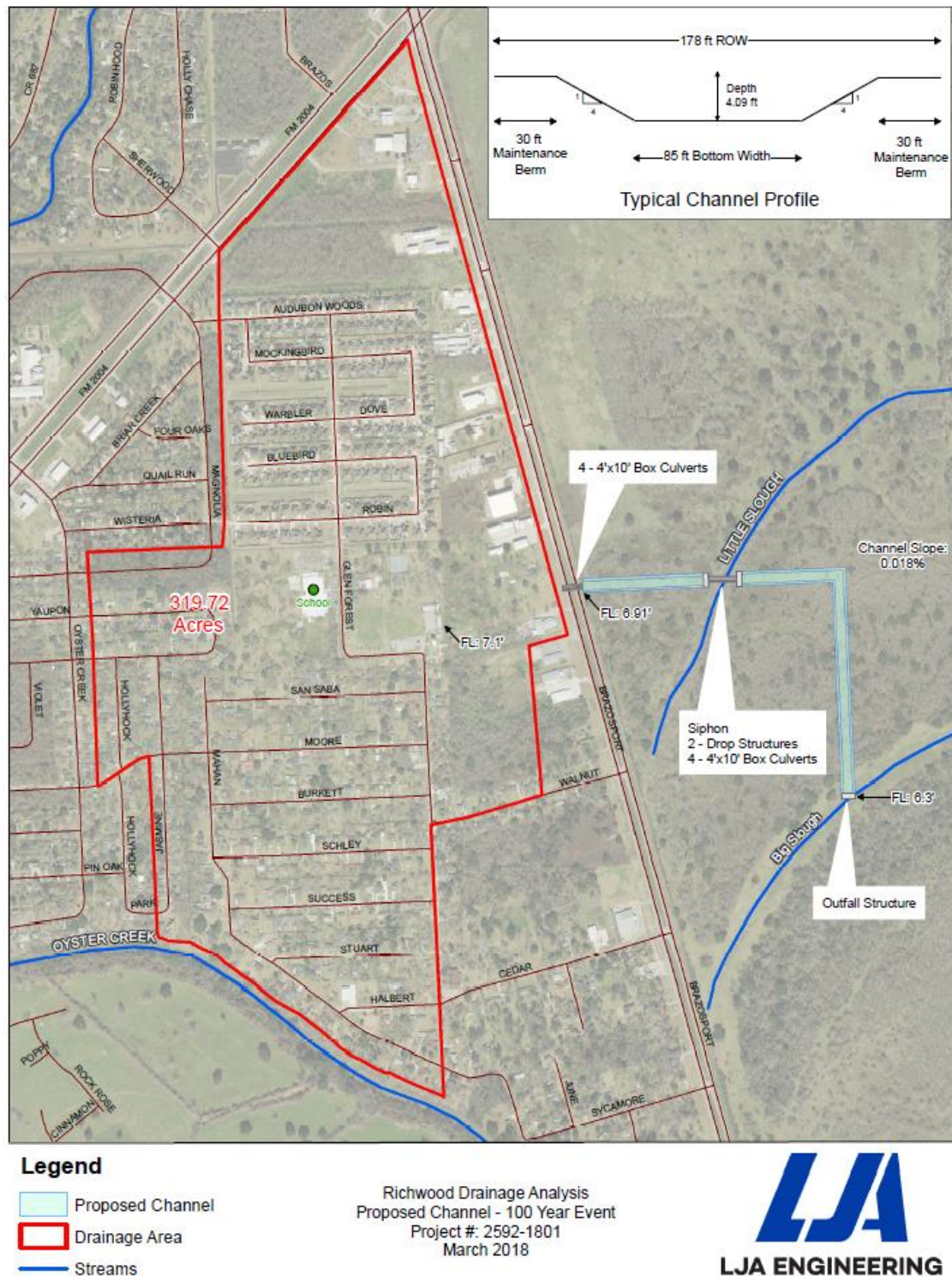


Figure 8

Conceptual Diversion to Big Slough – 100-Year Capacity

Table 3 shows the computed price estimate for both the 25-year and 100-year capacity channels.

Table 3

Cost Estimate 100-Year Channel

Discription	Unit	Quantity	Unit Price	Cost
Total Channel Excavation	CY	48734	\$14.00	\$682,277.59
(8) 4'x10' Box Culverts	LF	1400	\$367.35	\$514,295.11
Jack & Bore Tunnel Box Culvert	LF	1400	\$3,408.50	\$4,771,900.00
(4) Headwalls	CY	61	\$700.00	\$42,572.08
(2) Drop Structures	CY	117	\$426.81	\$50,048.79
Outfall Structure	CY	59	\$426.81	\$25,024.40
Total Cost				\$6,086,117.97

Cost Estimate 25-Year Channel

Discription	Unit	Quantity	Unit Price	Cost
Total Channel Excavation	CY	39118	\$14.00	\$547,652.96
(6) 4'x10' Box Culverts	LF	1050	\$367.35	\$385,721.33
Jack & Bore Tunnel Box Culvert	LF	1050	\$3,408.50	\$3,578,925.00
(4) Headwalls	CY	52	\$700.00	\$36,225.42
(2) Drop Structures	CY	98	\$426.81	\$41,617.89
Outfall Structure	CY	49	\$426.81	\$20,808.94
Total Cost				\$4,610,951.55

Harvey Flooded Structures Map

A survey of structures flooded during Hurricane Harvey was conducted by personnel of the City of Richwood. The location of these structures was mapped on Brazoria County Appraisal District parcel data. The map is shown on Figure 9. A large format map is included on the attached compact disc.



Figure 9
 Structures Flooded by Hurricane Harvey